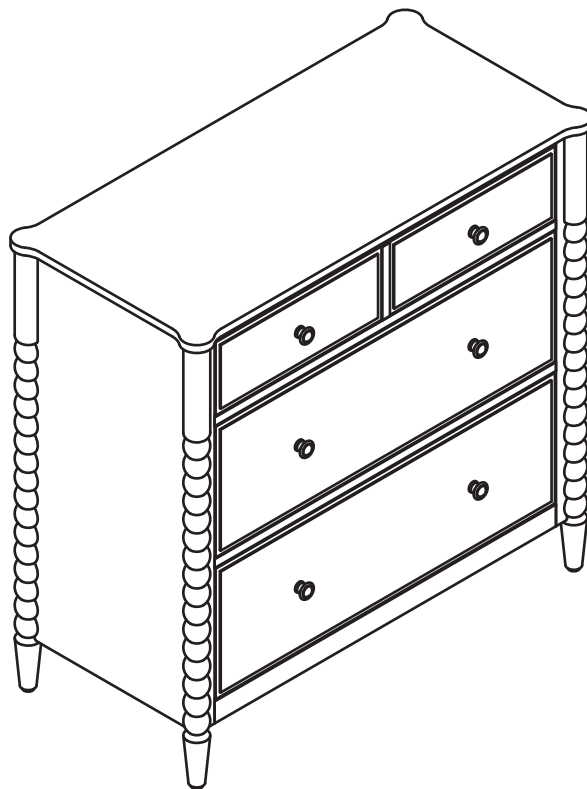
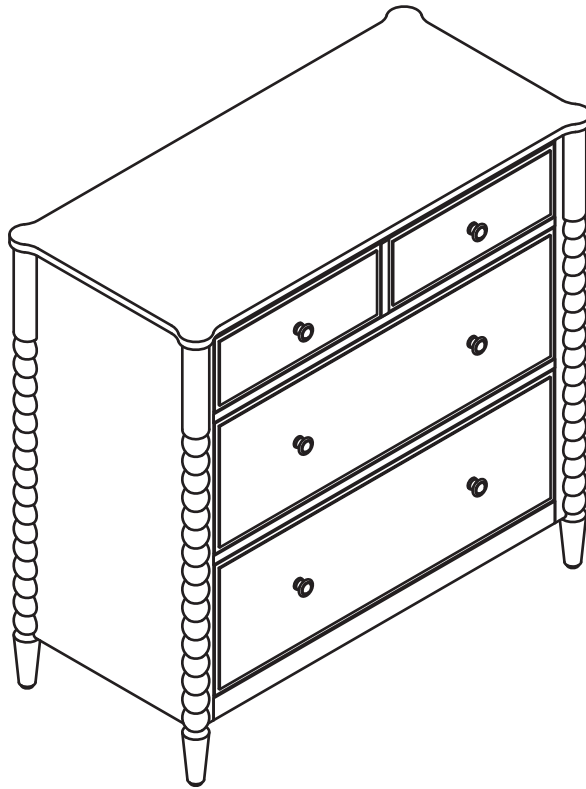


SP04 3-DRAWER CHEST



Assembly Instructions - Important:

Carefully unpack and identify each component before attempting to assemble. Refer to parts list. Please take care when assembling the unit and always set the parts on a clean, soft surface. If you require any assistance with assembly, parts or information on other products, please visit our website: www.officestar.net or call or write us.



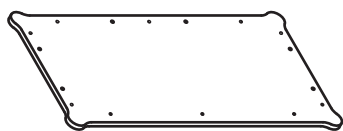
FURNITURE CARE:

- Dust with a soft cloth following the grain pattern of the wood.
 - Dust often to remove the everyday abrasive particles from the wood surfaces.
 - Before dusting, moisten cloth lightly with a spray product.
 - Wood finishes also benefit from an occasional polishing.
1. Do not use this product unless all screws and bolts are securely tightened.
 2. Check that all screws and bolts are tight every three months or as needed.
 3. Dispose of packing material properly. Do not use plastic cover as head covering. It may cause suffocation.
 4. Do not use this product as a stepladder.
 5. Use this product for its intended purpose only.
 6. **FOR INDOOR RESIDENTIAL USE ONLY.**

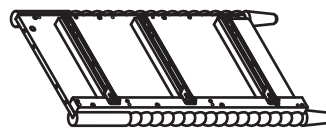
LIMITED WARRANTY

OSP Home Furnishings® warrants to the original purchaser that this product will be free from defects in material and workmanship as described below. Home Furnishings® will repair or replace, at its option, without charge to the original purchaser only, defective products or parts for one (1) year from the date of purchase. Replacement parts can only be supplied if parts are available. Items out of production may be unavailable. This warranty shall be effective for the applicable time period beginning from the date of purchase as shown on your original sales receipt. This warranty is your sole remedy for product defects and excludes defects due to or arising in connection with product abuse or misuse, use modification of, or attachments to the product, and products or parts not used, maintained, or installed in accordance with the company's installation, maintenance and/or applicable guidelines. There are no other warranties, express or implied, other than those specifically described, including without limitation any implied warranty of merchantability or of fitness for a particular purpose. OSP Home Furnishings® will not be responsible for incidental or consequential damages. Some states do not allow the exclusion or limitation of incidental or consequential damages, so the above limitations or exclusions may not apply to you. This warranty gives you specific legal rights and you may also have other rights which may vary from state to state. Our quality standards are among the highest in the industry. Sometimes, no matter how hard we try, there are times when parts are damaged or missing. Our Parts Department will do everything possible to promptly remedy the problem. Contact us via e-mail parts.department@officestar.net by Fax 1-909-930-5629, or toll free parts number 1-800-950-7262, Monday through Friday 8:00 a.m. - 3:30 p.m. Pacific Time. To make a warranty claim, contact Parts Department. Provide model number, proof of purchase, description of the problem and obtain return authorization. At its option OSP Home Furnishings® will: (a) Supply compatible components of current manufacture. (b) Repair the customer's component. The customer must prepay freight on any components returned to the factory. Return freight on components still in warranty will be paid by OSP Home Furnishings®.

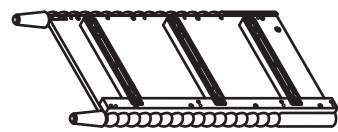
PARTS



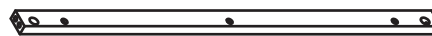
(A) Top Panel (1 Pc)



(B) Left Panel (1 Pc)



(C) Right Panel (1 Pc)



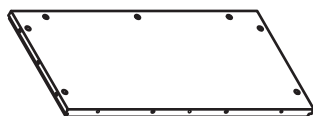
(D) Front Top Rail (1 Pc)



(E) Front Rail (2 Pcs)



(F) Front Bottom Rail (1 Pc)



(G) Rear Panel (2 Pcs)



(H) Small Drawer Front Panel (1 Pc)



(I) Small Drawer Left Panel (1 Pc)



(J) Small Drawer Right Panel (1 Pc)



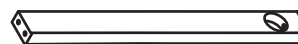
(K) Small Drawer Rear Panel (1 Pc)



(L) Small Drawer Divider (1 Pc)



(M) Small Drawer Bottom Panel (1 Pc)



(N) Drawer Support (3 Pcs)



(O) Large Drawer Front Panel (2 Pcs)



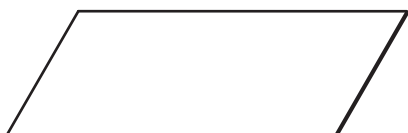
(P) Large Drawer Left Panel (2 Pcs)



(Q) Large Drawer Right Panel (2 Pcs)




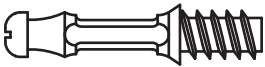

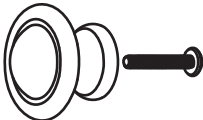

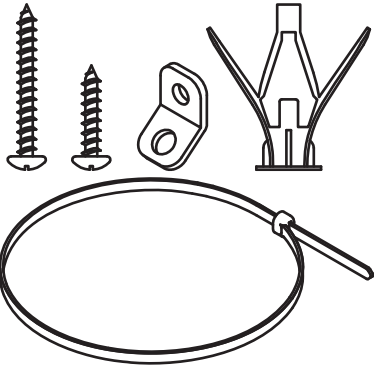


(R) Large Drawer Rear Panel (2 Pcs)



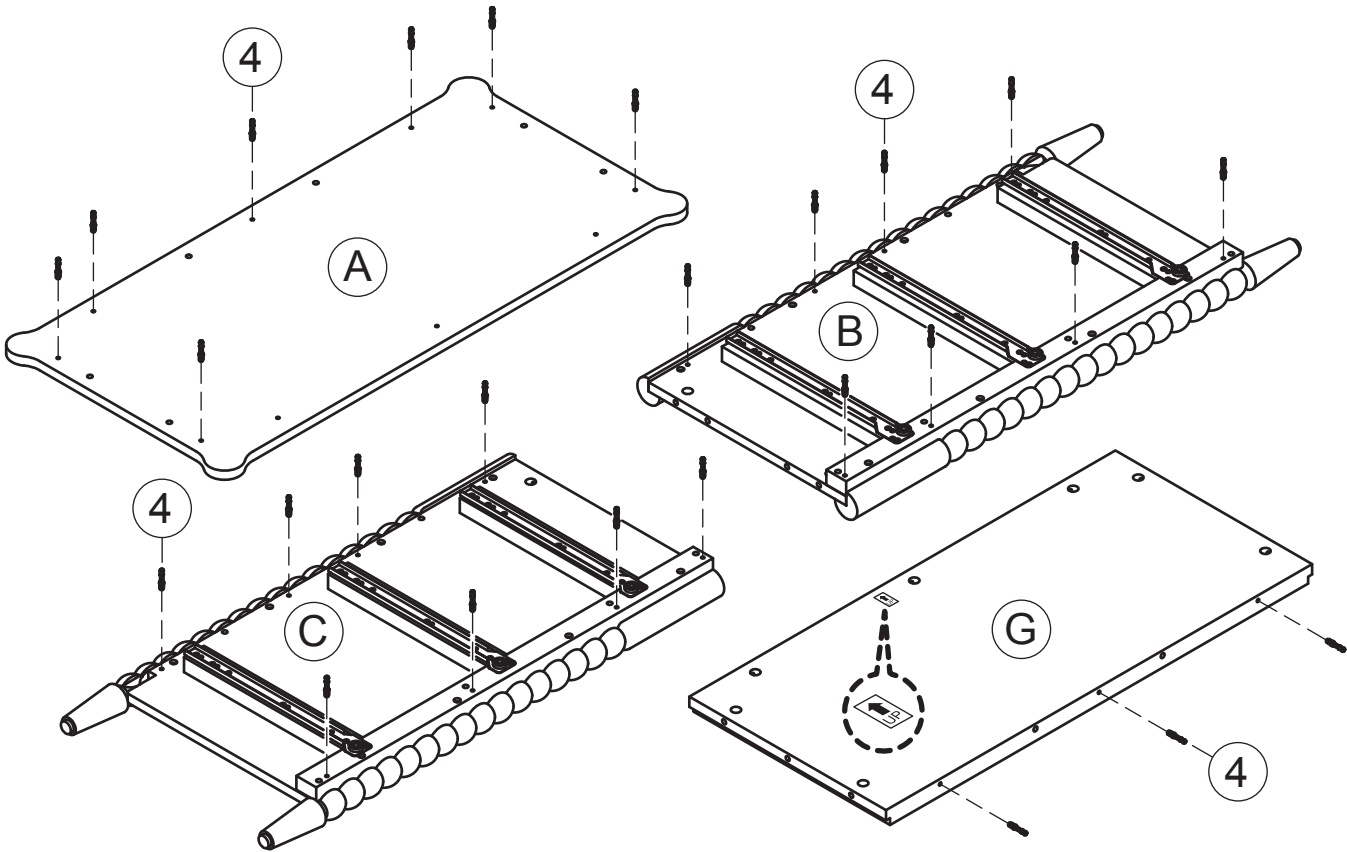
(S) Large Drawer Bottom Panel (2 Pcs)

HARDWARE

NO	DRAWING	DESCRIPTION	SIZE	QUANTITY
1		Phillips Screw	1"	3 Pcs + 1 extra
2		Phillips Screw	1-1/4"	33 Pcs + 1 extra
3		Phillips Screw	3/4"	18 Pcs + 1 extra
4		Cam Bolt	N/A	26 Pcs + 1 extra
5		Cam Lock	N/A	26 Pcs + 1 extra
6		Knob and Bolt	N/A	6 Sets
7		Wood Dowel	N/A	20 Pcs + 1 extra
8		Safety Kit	N/A	1 Set

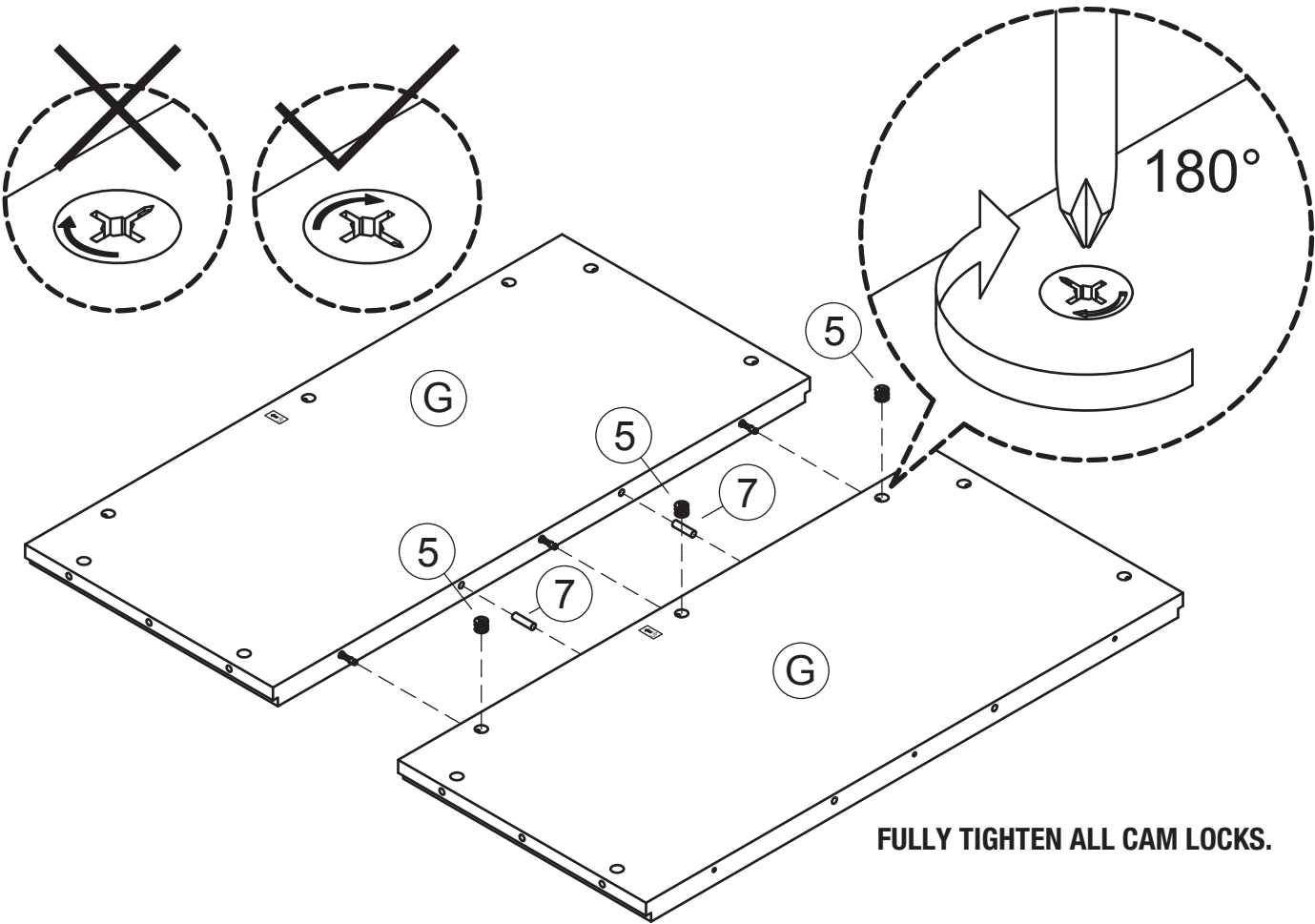
Phillips screwdriver needed for assembly (not provided).

STEP 1



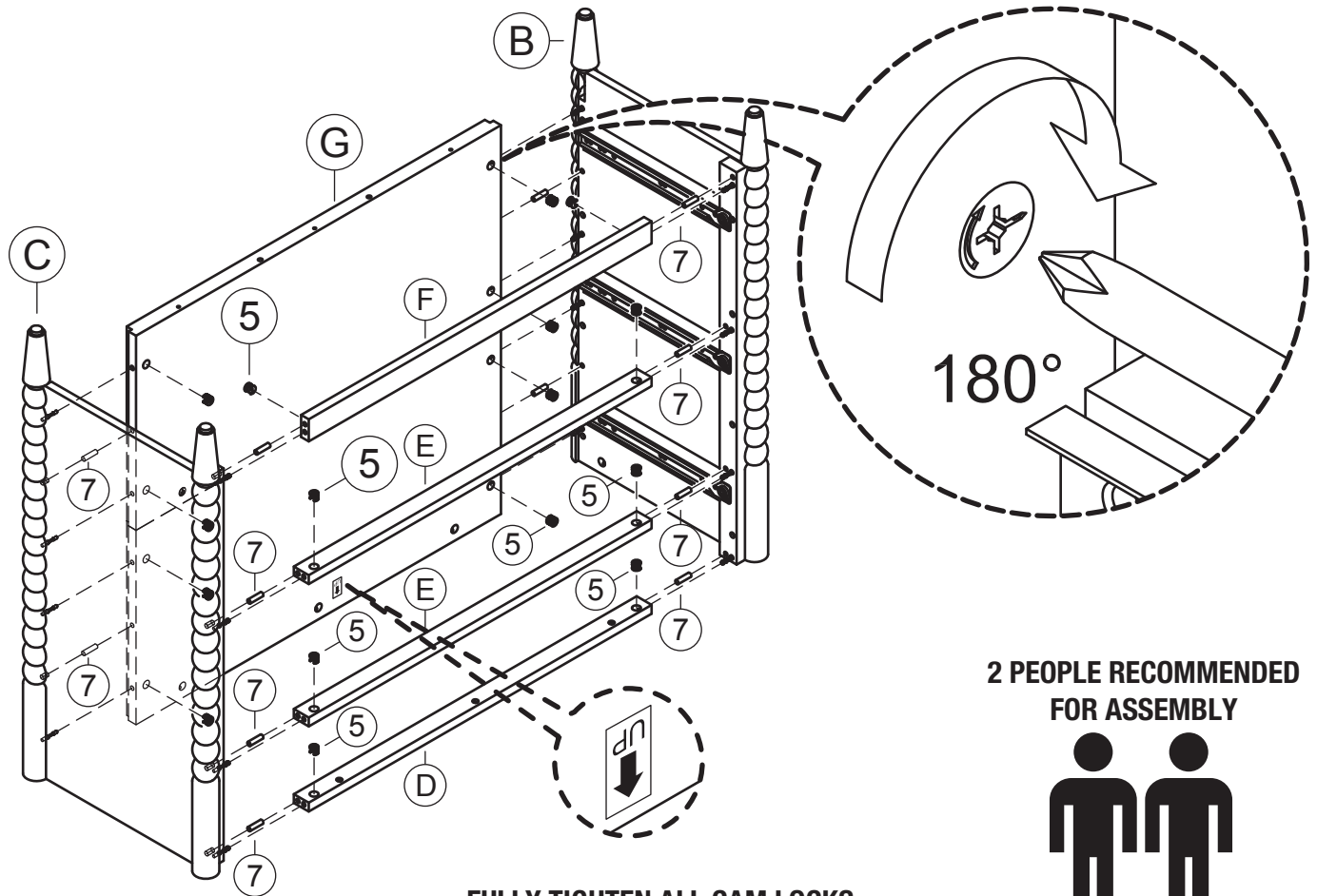
FULLY TIGHTEN ALL CAM BOLTS.

STEP 2



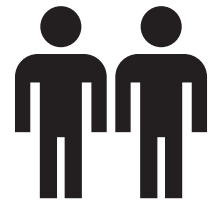
FULLY TIGHTEN ALL CAM LOCKS.

STEP 3

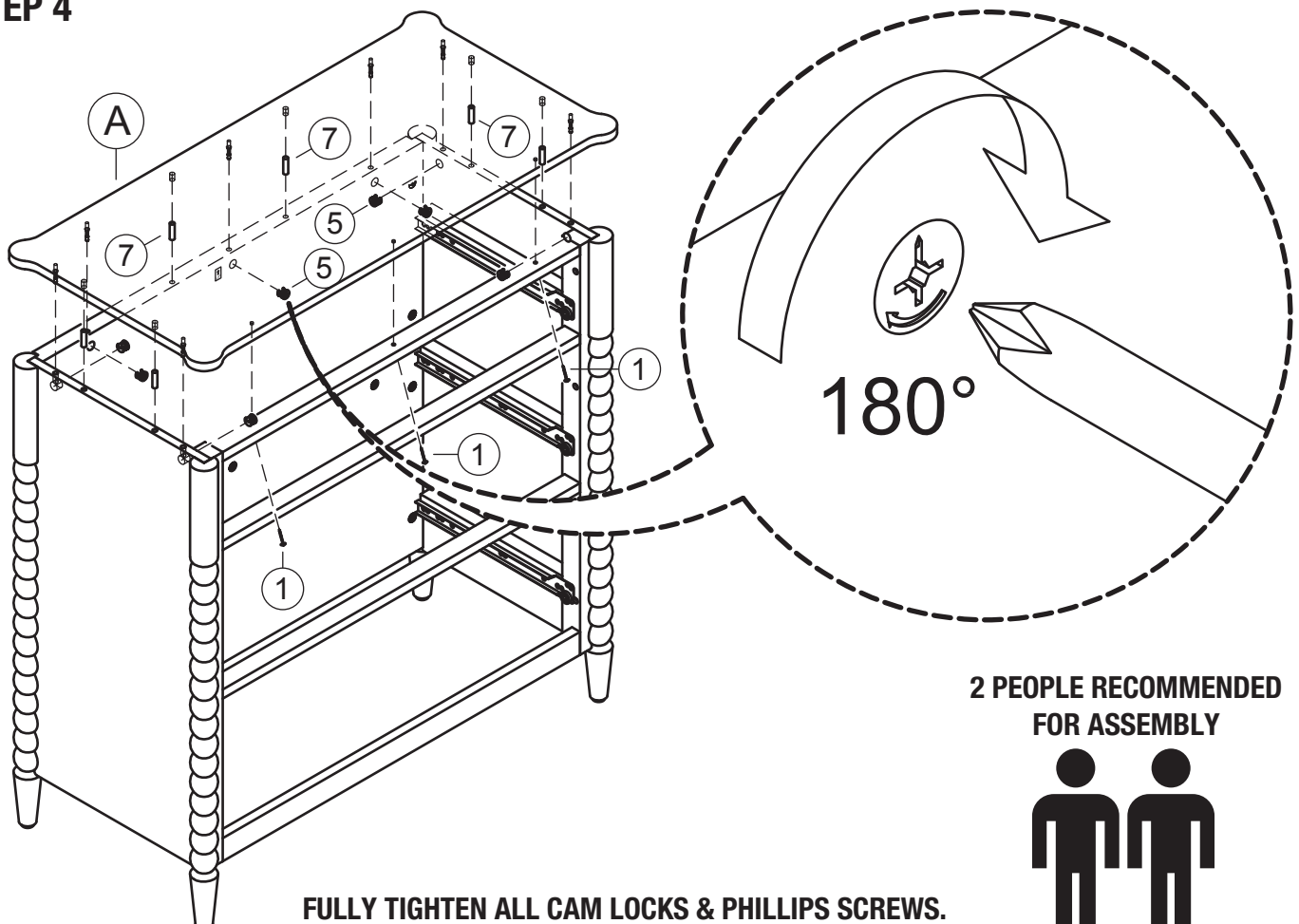


FULLY TIGHTEN ALL CAM LOCKS.

2 PEOPLE RECOMMENDED
FOR ASSEMBLY



STEP 4

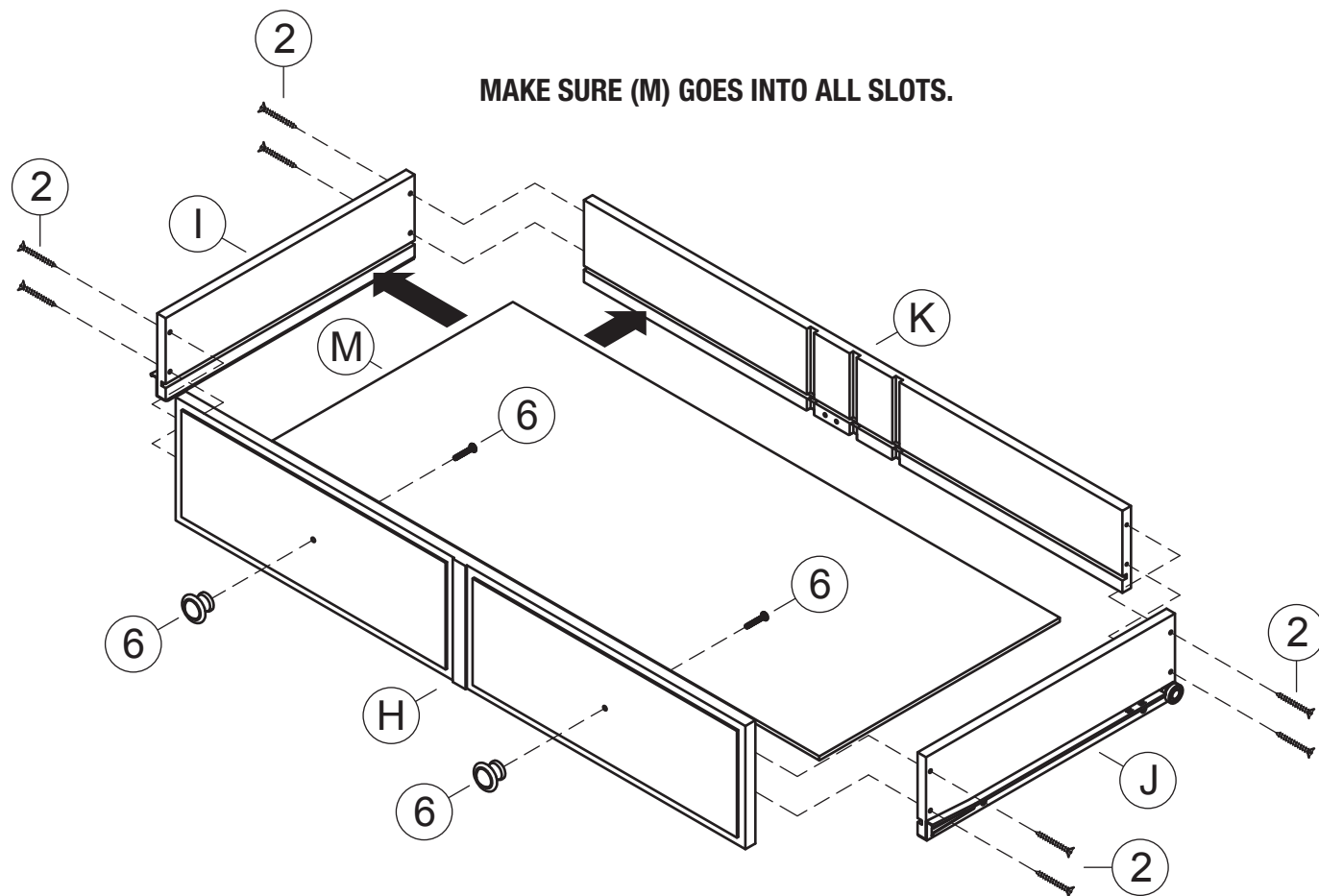


FULLY TIGHTEN ALL CAM LOCKS & PHILLIPS SCREWS.

2 PEOPLE RECOMMENDED
FOR ASSEMBLY

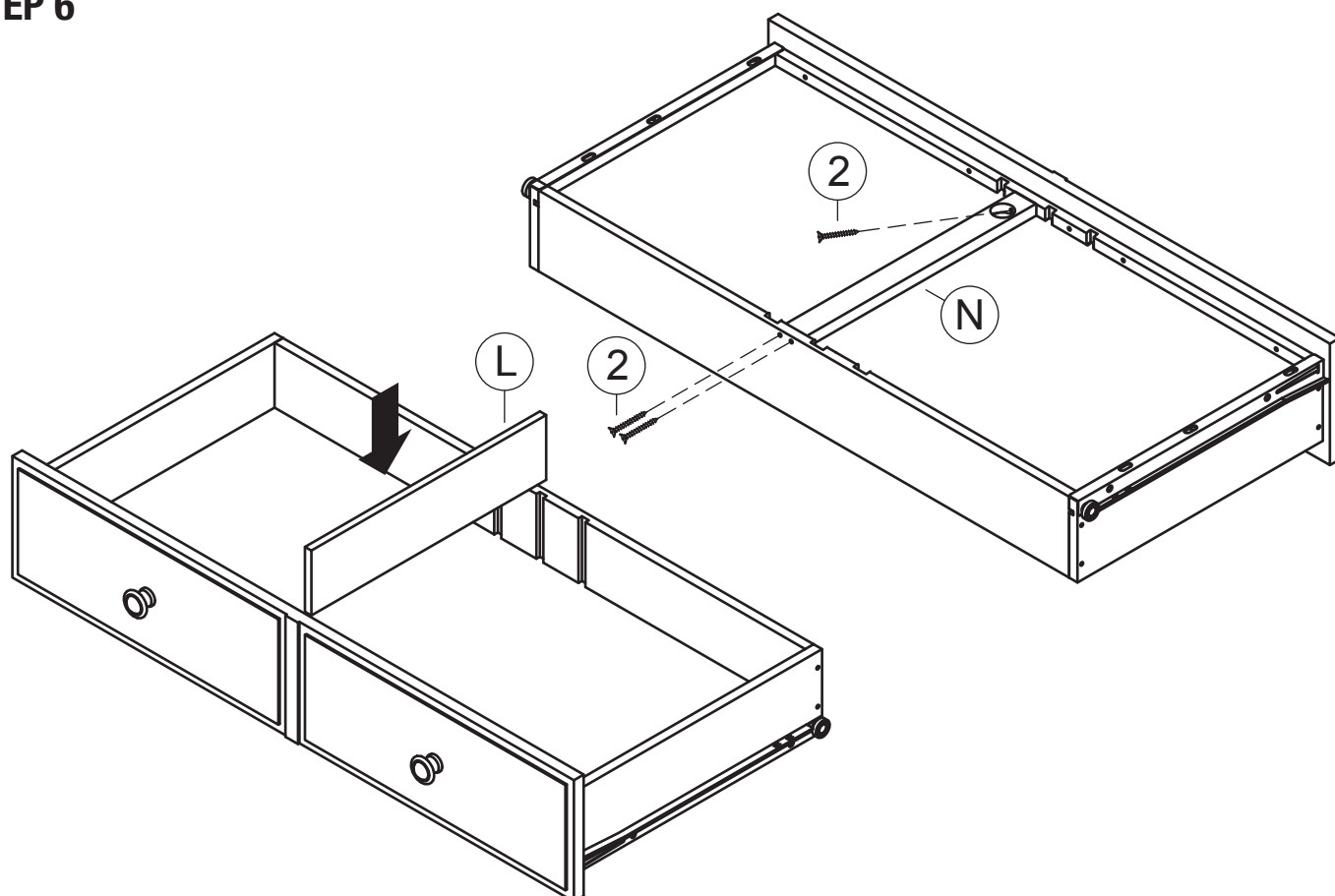


STEP 5



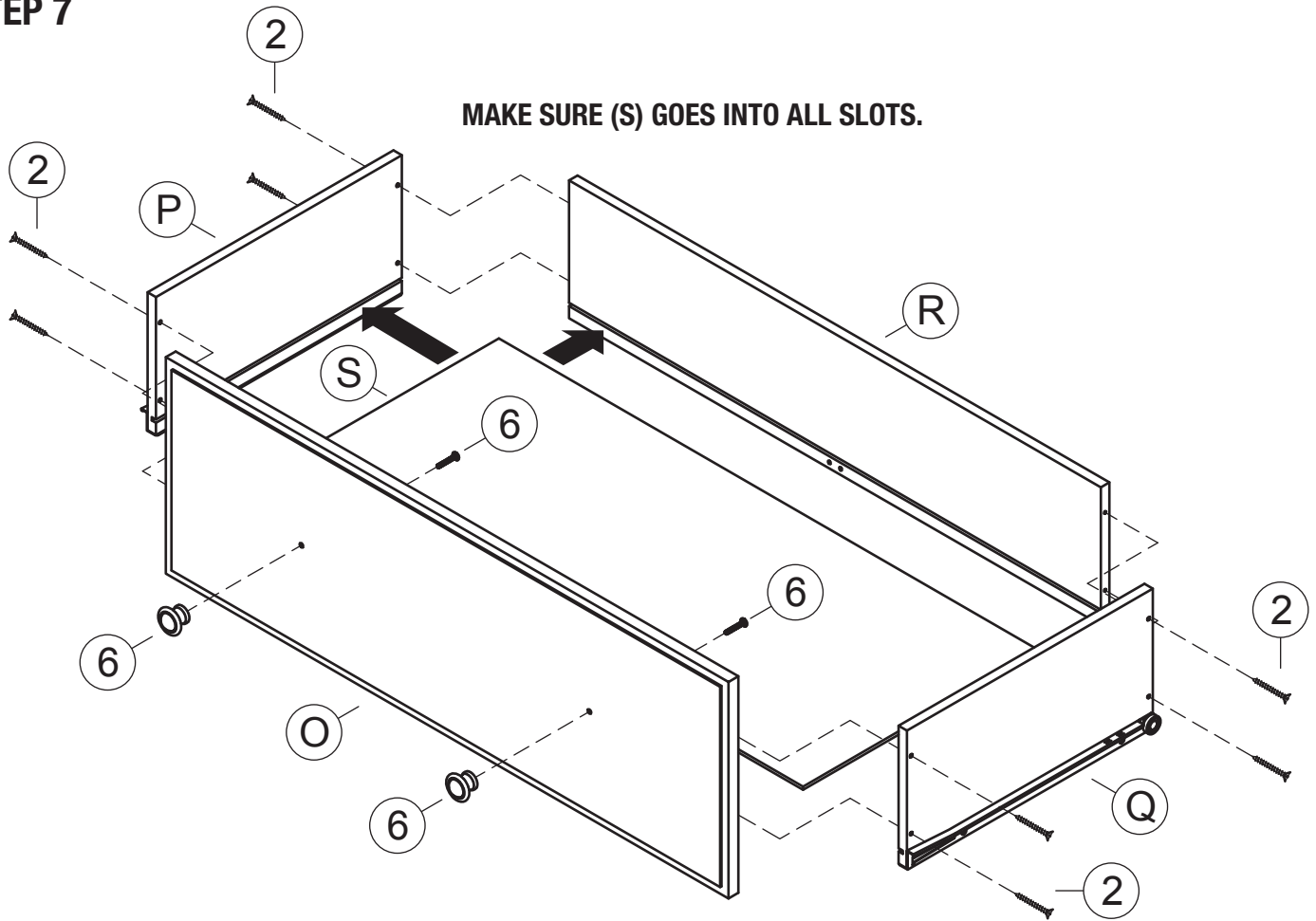
DO NOT FULLY TIGHTEN PHILLIPS SCREWS.

STEP 6



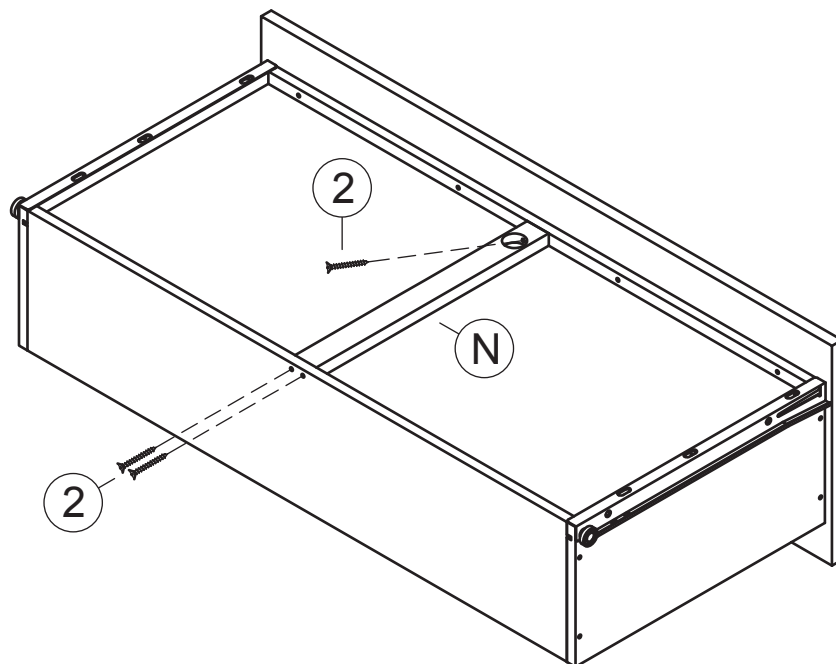
FULLY TIGHTEN ALL PHILLIPS SCREWS FROM STEP 5 & 6.

STEP 7



DO NOT FULLY TIGHTEN PHILLIPS SCREWS.

STEP 8

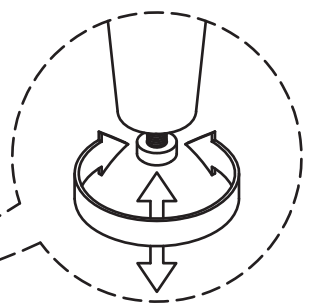
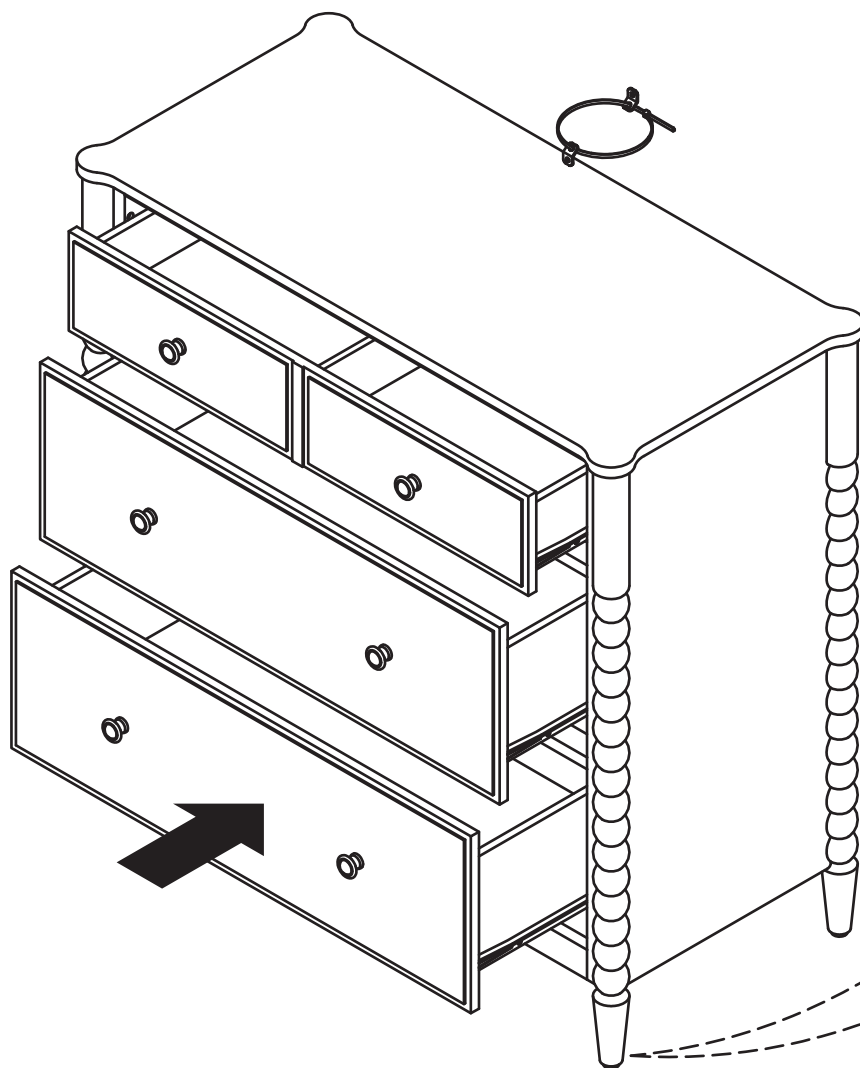
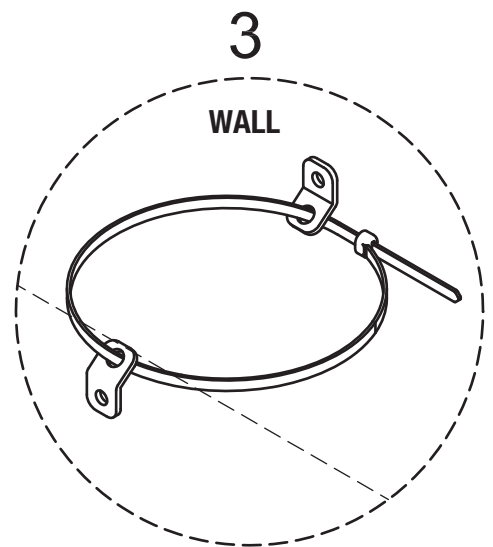
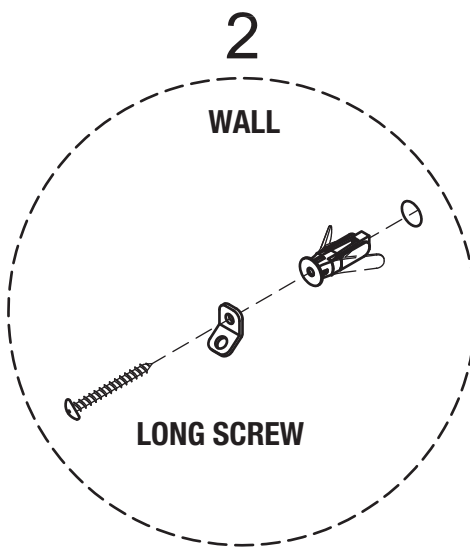
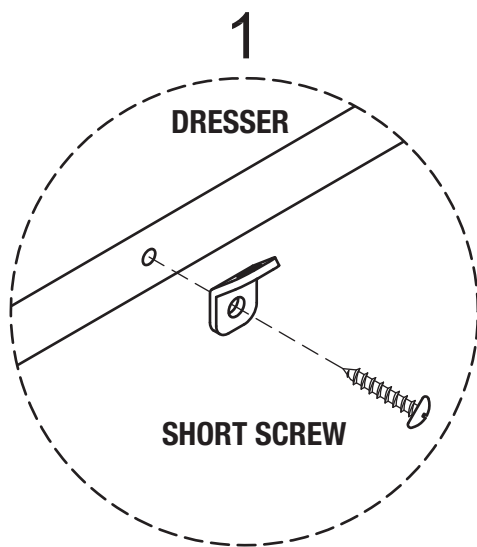


REPEAT STEP 7 & 8 TO
ASSEMBLE 1 MORE DRAWER.

FULLY TIGHTEN ALL PHILLIPS SCREWS FROM STEP 7 & 8.

STEP 9

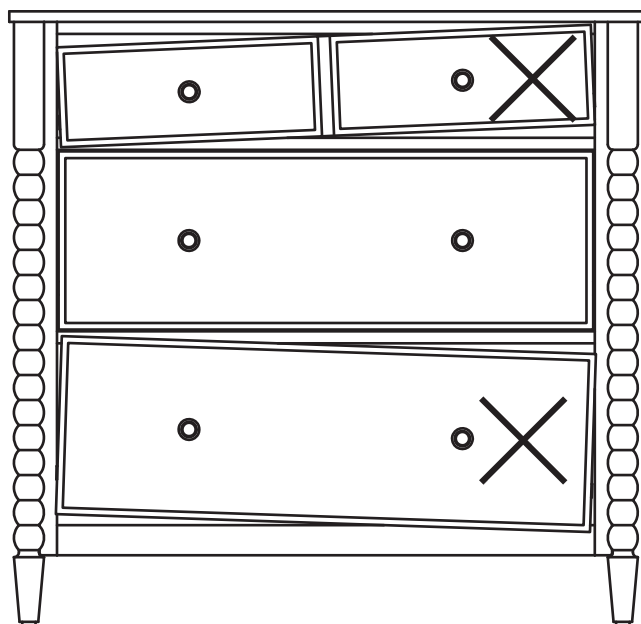
INSTALL SAFETY KIT AS SHOWN.



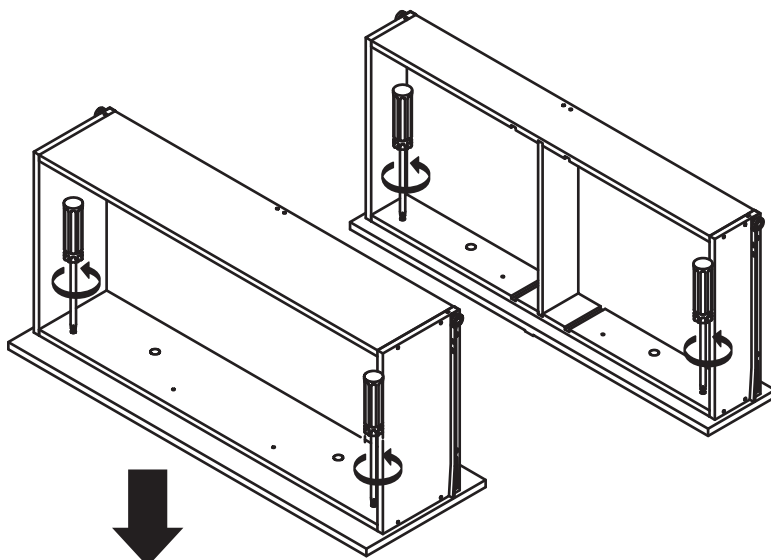
ADJUST FLOOR LEVELERS AS NEEDED.

STEP 10

IF THE DRAWERS ARE NOT ALIGNED:

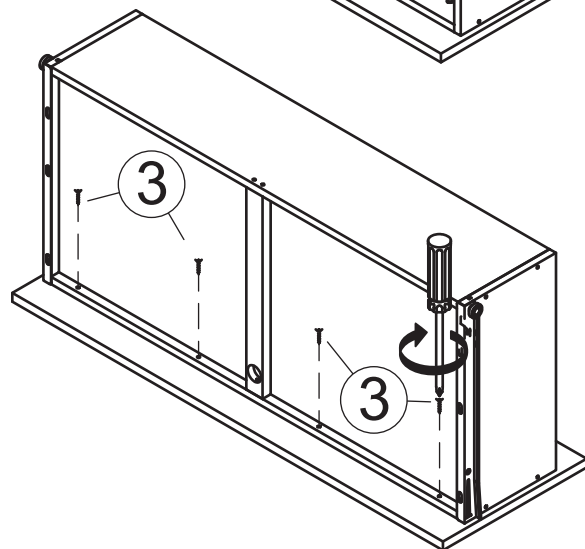
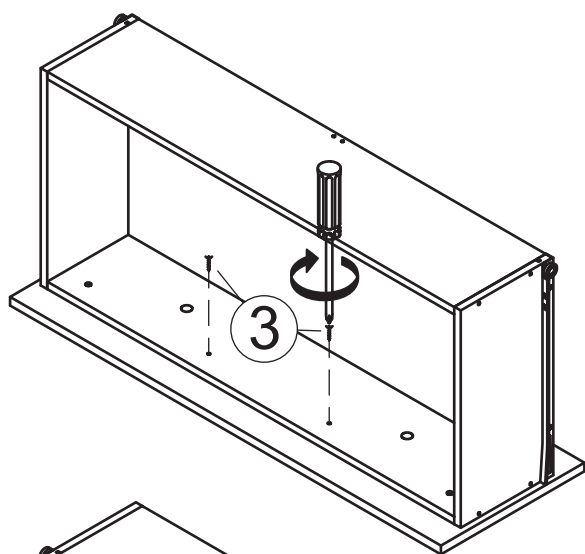


LOOSEN THE UPPER SCREWS SLIGHTLY.

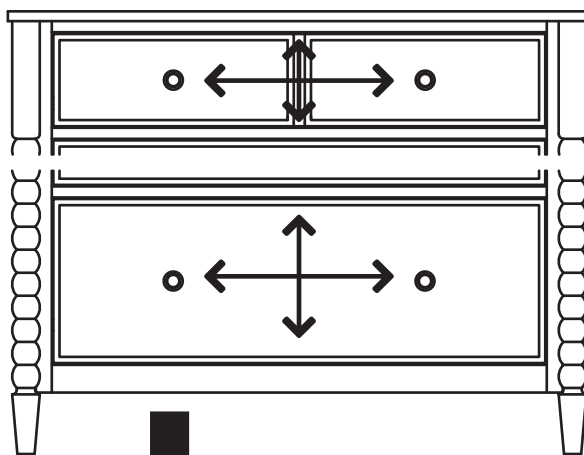


INSERT THE DRAWER INTO THE MAIN BODY, THEN ADJUST THE FRONT DRAWER PANEL TO THE LEFT OR RIGHT AND UP OR DOWN, UNTIL THE DRAWER GAPS LOOK PROPORTIONAL.

IF THE DRAWERS ARE ALIGNED:



PULL OUT DRAWER SLOWLY. LOCK THE FRONT DRAWER PANEL INTO POSITION USING PHILLIPS SCREWS (3).



PULL THE DRAWER OPEN SLOWLY, AND TIGHTEN THE UPPER SCREWS. MAKE SURE THE FRONT PANEL DOES NOT MOVE AND LOCK THE FRONT DRAWER PANEL INTO POSITION USING PHILLIPS SCREWS (3).

