

Assembling your new **Stacking Storage Drawer System** is a snap!

1. Unpack all of your drawers, worktops, and bases, setting aside the worktops and bases for now.
2. Remove each drawer from its frame and set aside.
3. Reach into each frame and remove the two white clips by gently squeezing the ends together until the clip snaps up and out. Set clips aside.
4. Align each base side-by-side and connect them using the interlocking side channels.
5. For desktop use, determine which drawer or drawers will be on the bottom. Attach the self-adhesive rubber feet on the bottom frame to prevent slipping or scratching of the desktop.
6. Starting at one end, connect the drawer frames side-by-side using the interlocking side channels.
7. Add your next row of drawers in the same manner, connecting each drawer side-by-side.
8. To connect each row top-to-bottom, insert two white clips through the bottom of each drawer frame to connect with the base or the drawer below it.
9. After all the drawer frames are connected top-to-bottom and side-by-side, add the worktops to the top row. Remove the clips from the top row so the worktops will lock into the frames.
10. Re-insert the drawers into their frames, label your paper inserts, and slide in the plastic index.
11. If applicable, insert drawer compartments or forms partitions for divided storage.

TIP

Single and Double Supply Drawer units feature a handy cut-out on the bottom of each drawer for easy retrieval of documents. Simply snap out and remove the perforated oval at the bottom front.

