

# Shelving

## Item Specs

- Available in 24", 36" & 48" widths
- Straight or Slanted Shelves
- Putty or Gray color
- Made of high quality 18 gauge steel
- Baked enamel finish for beauty & durability
- Keep your customers' information private and secure with our Locking Door Unit!



**Standard Stock Colors** (All swatches colors are approximate representations.)



Putty



Gray

## Additional Information

<b>Shelf Colors:</b> Putty or Gray	Each tier <u>must</u> have a Top & Base Kit Reference Shelves and Spacers are optional
<b>Shelves:</b> 389-1 is for a 24" Slanted Shelf 389-2 is for a 24" Straight Shelf 390-1 is for a 36" Slanted Shelf 390-2 is for a 36" Straight Shelf 391-1 is for a 48" Slanted Shelf 391-2 is for a 48" Straight Shelf	<b>Reference Shelves:</b> 389-3 is for a 24" Slanted Reference Shelf 389-4 is for a 24" Straight Reference Shelf 392-1 is for a 36" Slanted Reference Shelf 392-2 is for a 36" Straight Reference Shelf 393-1 is for a 48" Slanted Reference Shelf 393-2 is for a 48" Straight Reference Shelf
<b>Spacer:</b> 389-5 is for a 24" Slanted Spacer 389-6 is for a 24" Straight Spacer 394-1 is for a 36" Slanted Spacer 394-2 is for a 36" Straight Spacer 395-1 is for a 48" Slanted Spacer 395-2 is for a 48" Straight Spacer	<b>Top &amp; Base Kit:</b> 389-5 is for a 24" Slanted Top & Base Kit 389-6 is for a 24" Straight Top & Base Kit 394-1 is for a 36" Slanted Top & Base Kit 394-2 is for a 36" Straight Top & Base Kit 395-1 is for a 48" Slanted Top & Base Kit 395-2 is for a 48" Straight Top & Base Kit
<b>Locking Door Unit:</b> 398-6 is for a 24" Slanted Locking Door Unit 398-7 is for a 24" Straight Locking Door Unit 398-1 is for a 36" Slanted Locking Door Unit 399-2 is for a 36" Straight Locking Door Unit 399-1 is for a 48" Slanted Locking Door Unit 399-2 is for a 48" Straight Locking Door Unit	These are all made to order, so please allow 3-4 weeks for delivery

## Production Notes (For Internal Use)

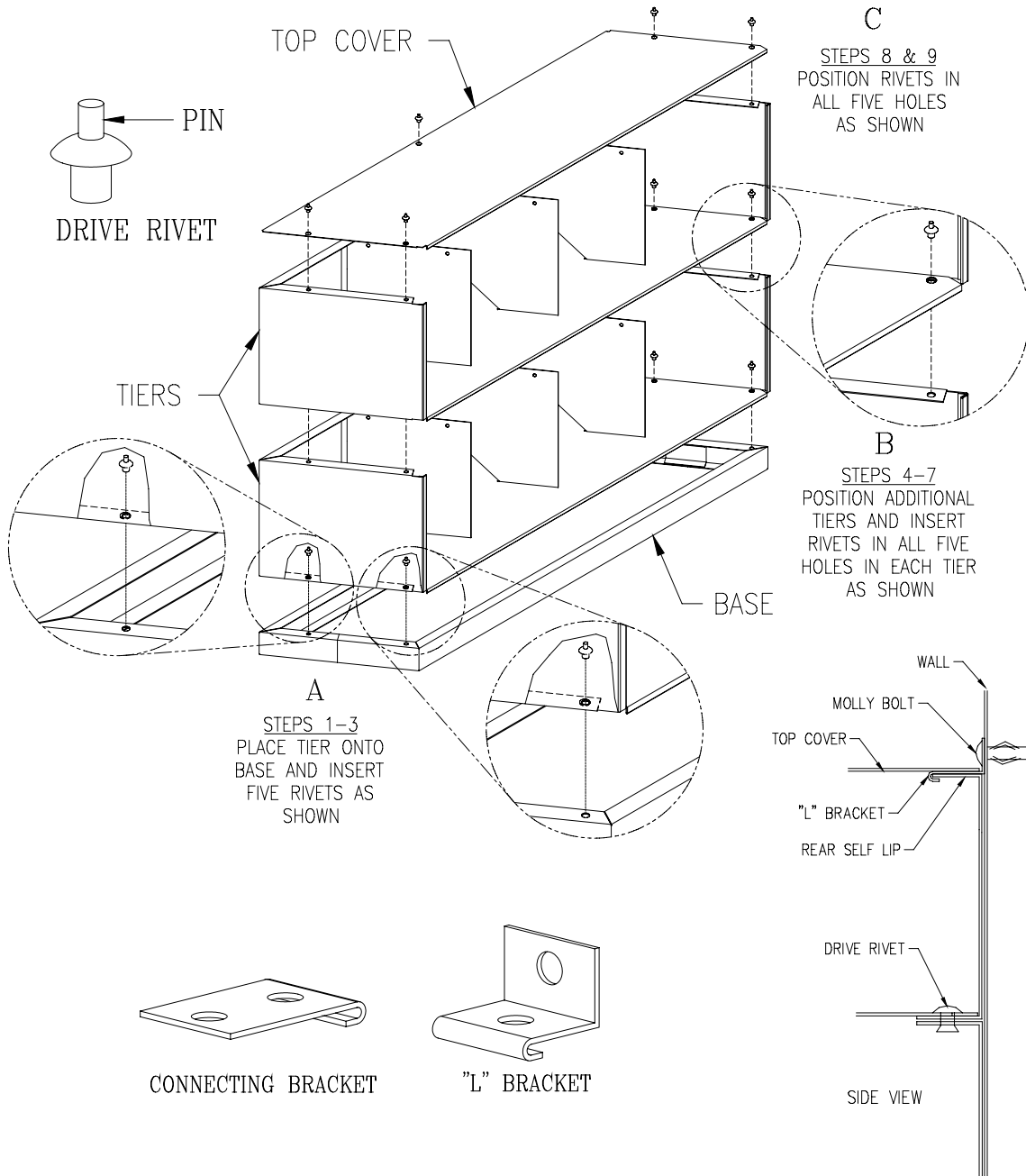
**Production: 063**

# SLANT-VU FILE ASSEMBLY INSTRUCTIONS

Open Boxes and check to make sure you have all pieces needed before starting to assemble.

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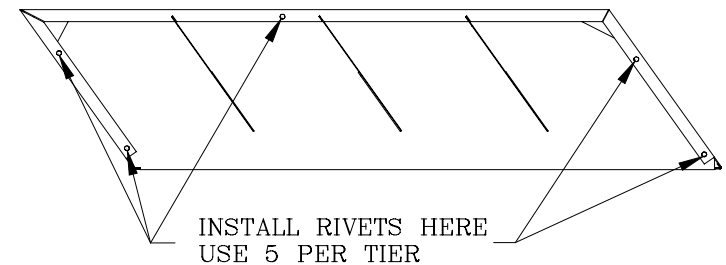
TOOLS NEEDED FOR ASSEMBLY: Hammer and Screwdriver



**TOP AND BASE** - These two pieces are packed together in one carton.  
Hardware included: (5) Drive Rivets, (1) "L" Bracket, (1) Connecting Bracket, & (1) Molly bolt

**TIERs** - Standard packaging is 1 tier per carton.  
Hardware included: (5) Drive Rivets

- A)
1. Place BASE on floor with flange with holes up. As you face the BASE, make sure the flange with no holes is facing front (this is the front of the BASE).
  2. Position a tier on top of BASE. Align all holes and make sure sides are flush. Insert a Drive Rivet in each hole.
  3. With hammer, strike pin until flush with Drive Rivet top.
- B)
4. Position next TIER over previous Tier and align all holes and make sure sides are flush.
  5. Insert a Drive Rivet in each hole.
  6. With hammer, strike pin until flush with Drive Rivet top.
  7. Repeat above procedure until all TIERs are assembled.
- C)
8. If you are installing a single stack of tiers, it is recommended that the unit be attached to a wall. An "L" Bracket and Molly bolt are included for this purpose. Install the "L" Bracket on the rear lip of the top tier and place the Top Cover on the top tier and install rivets as shown to secure. Use the Molly bolt to attach the unit to the wall.
  9. If you are installing stacks of tiers either side to side or back to back, they must be attached to another (CONNECTING BRACKETS ARE INCLUDED). Place the brackets in joining positions between the tiers before adding the Top Cover. When brackets and Top Cover are in place, attach with rivets.



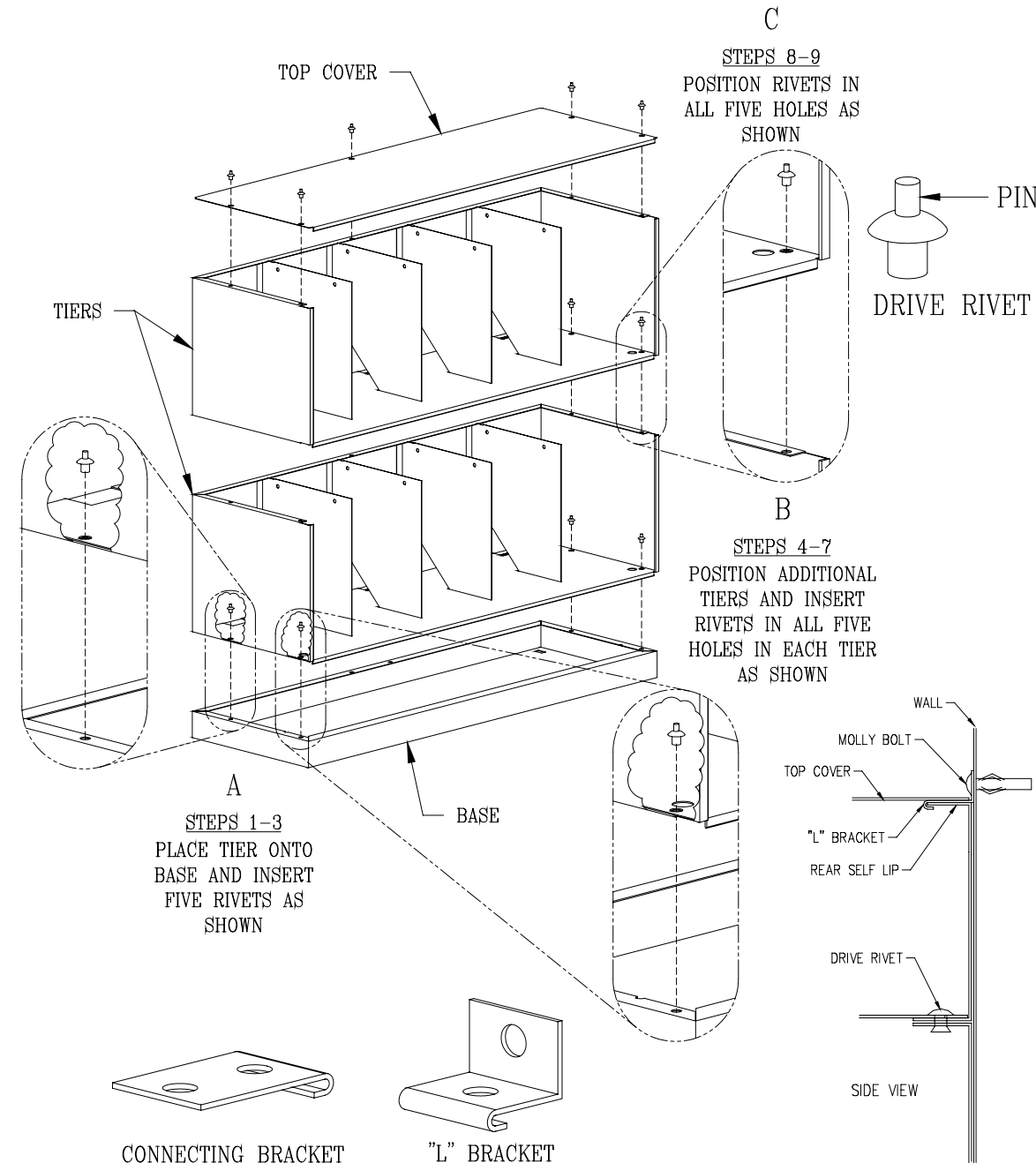
ADDITIONAL TIERs CAN BE ADDED BY REMOVING TOP AND  
REPEATING STEPS 5 THROUGH 9

# OPEN-VU FILE ASSEMBLY INSTRUCTIONS

Open Boxes and check to make sure you have all pieces needed before starting to assemble.

Open boxes and check to make sure you have all pieces needed before starting to assemble.

TOOLS NEEDED FOR ASSEMBLY: Hammer and Screwdriver



**TOP AND BASE** - These two pieces are packed together in one carton.  
Hardware included (5) Drive Rivets, (1) "L" Bracket, (1) Connecting Bracket, & (1) Molly bolt

**TIERS** - Standard packaging is 2 tiers per carton.  
Hardware included (10) Drive Rivets

- A)
  1. Place BASE on floor with flange with holes up. As you face the BASE, make sure the flange with no holes is facing front (this is the front of the BASE).
  2. Position a tier on top of BASE. Align all holes and make sure sides are flush. Insert a Drive Rivet in each hole.
  3. With hammer, strike pin until flush with Drive Rivet top.
- B)
  4. Position next TIER over previous Tier and align all holes and make sure sides are flush.
  5. Insert a Drive Rivet in each hole.
  6. With hammer, strike pin until flush with Drive Rivet top.
  7. Repeat above procedure until all TIERS are assembled.
- C)
  8. If you are installing a single stack of tiers, it is recommended that the unit be attached to a wall. An "L" Bracket and Molly bolt are included for this purpose. Install the "L" Bracket on the rear lip of the top tier and place the Top Cover on the top tier and install rivets as shown to secure. Use the Molly bolt to attach the unit to the wall.
  9. If you are installing stacks of tiers either side to side or back to back, they must be attached to one another (CONNECTING BRACKETS ARE INCLUDED). Place the brackets in joining positions between the tiers before adding the Top Cover. When brackets and Top Cover are in place, attach with rivets.

ADDITIONAL TIERS CAN BE ADDED BY REMOVING TOP AND  
REPEATING STEPS 5 THROUGH 9

# POSTING SHELF ASSEMBLY INSTRUCTIONS

## TOOLS REQUIRED:

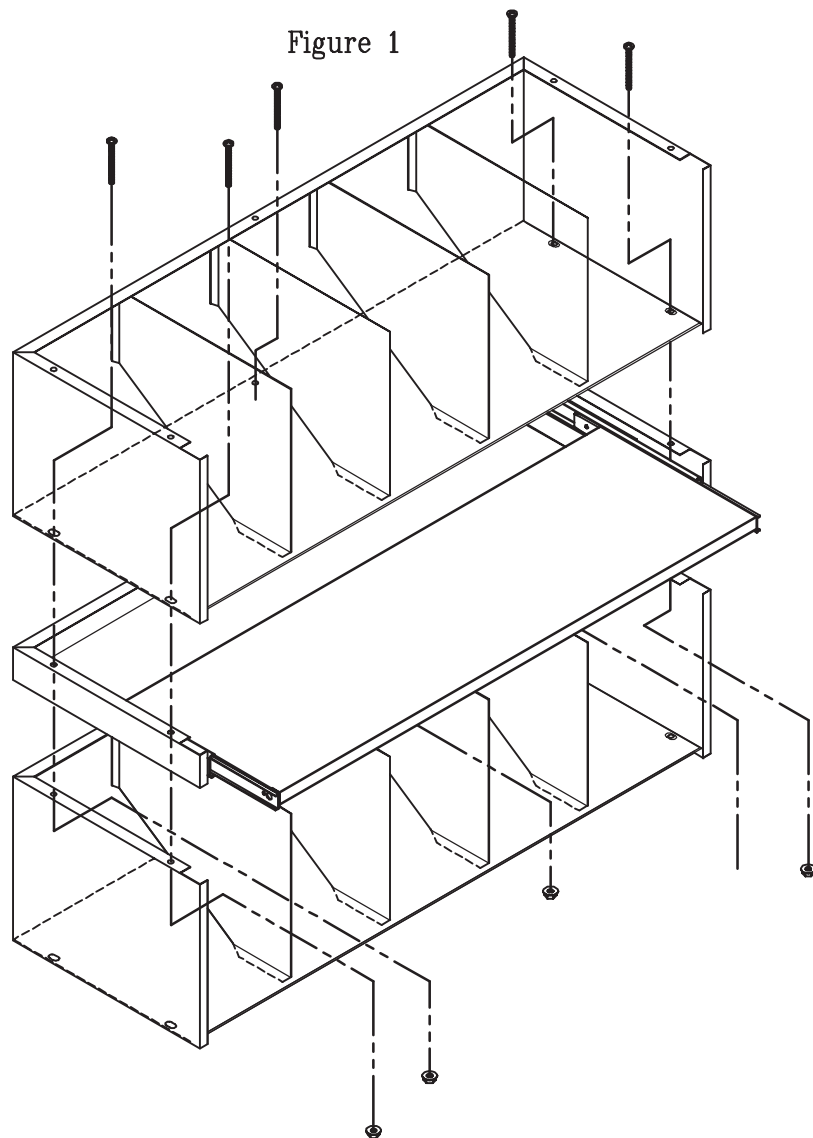
PHILLIPS SCREWDRIVER  
7/16" OPEN END WRENCH

STEP 1. Position the posting shelf on top of tier in the desired location.

STEP 2. Position next tier on top of posting shelf.

STEP 3. Align the five holes and insert a 3" screw in each hole from top. Attach Flanged Hex nut on bottom of screws and tighten. (Fig. 1)

STEP 4. Continue installing the tier sections.



# POSTING SHELF SPACER ASSEMBLY INSTRUCTIONS

## TOOLS REQUIRED:

PHILLIPS SCREWDRIVER

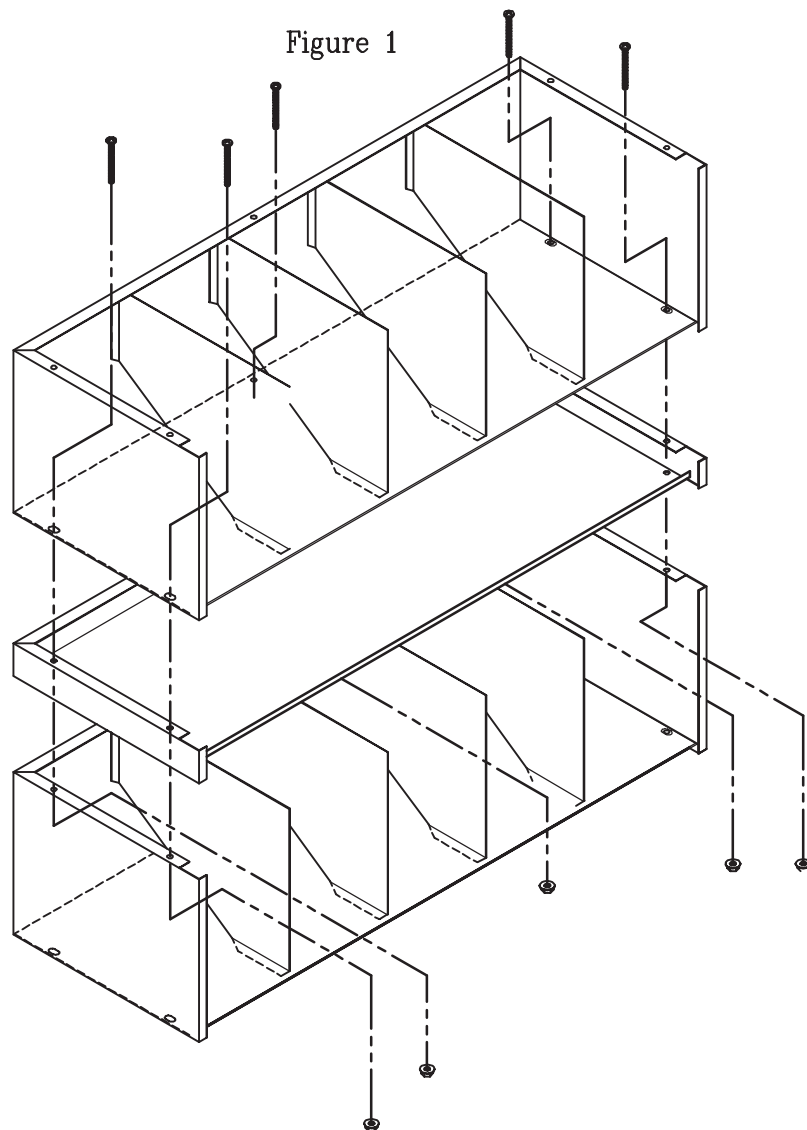
7/16" OPEN END WRENCH

STEP 1. Position the posting shelf spacer on top of tier in the desired location.

STEP 2. Position next tier on top of posting shelf spacer.

STEP 3. Align the five holes and insert a 3" screw in each hole from top. Attach Flanged Hex nut on bottom of screws and tighten. (Fig. 1)

STEP 4. Continue installing the tier sections.



# Space-saving security and storage

Need a place to secure important company documents? Don't replace your current stationary shelving, equip it with a TambourDoor™.



TambourDoor™ systems occupy a smaller footprint than traditional hinged doors because the door recesses completely into the unit. TambourDoors™ will open and close easily and lock securely for convenient—and HIPAA-compliant—storage.

