

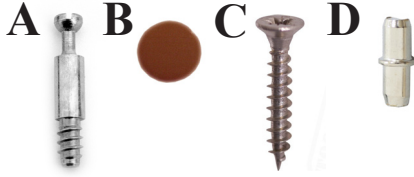
# REGENCY

YOUR COMPLETE OFFICE SOLUTION

## Stand Up Bookcase LBC4123 • INSTRUCTIONS

You will need 2 person(s) for this assembly. You will need a Phillips head screw driver.

Hardware: A: Cam Pins(13) • B: 12 Cam Caps(12) • C: Wood Screws(4) • D: Shelf Pins(8)



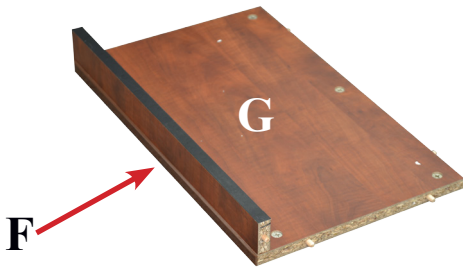
**Figure 1:** To open Cam, point arrow toward Cam Pin hole. To lock Cam, turn clockwise.



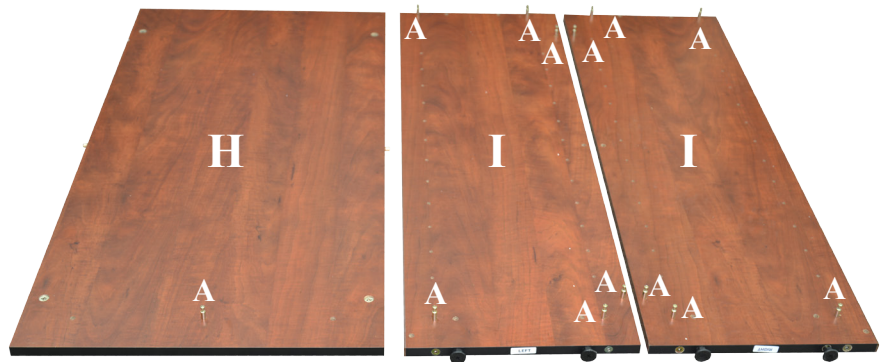
Parts: E: Top Support(2) • F: Bottom Stringer(1) • G: Bottom(1) • H: Back(1) • I: Side(2) J: Shelves(2)



**STEP 1 :** Connect/tighten(*figure 1*) the Bottom Stringer(F).



**STEP 2 :** Lay Back(H) and both Sides(I) down with all holes facing up. Insert 13 Cam Pins(A) as shown below.



**IMPORTANT NOTICE:**

- Place all wooden parts on a clean and smooth surface such as a rug or carpet to avoid the parts from being scratched.
- Check to be sure that you have all parts and hardware.
- Remove all wrapping materials, including staples & packing straps before you start to assemble.
- Do not tighten all screws/bolts until completely assembled.
- Keep all hardware parts out of reach of children.

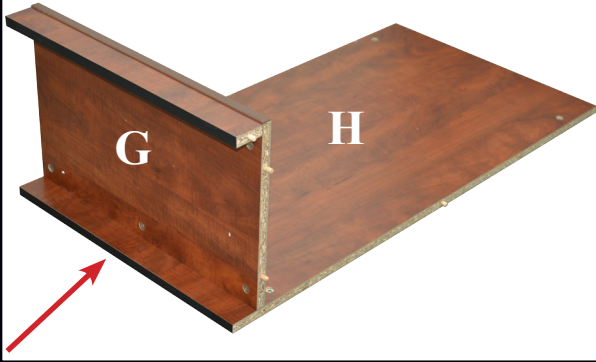
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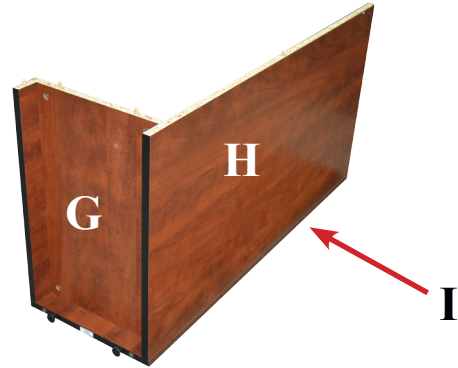
## Stand Up Bookcase LBC4123 • INSTRUCTIONS

You will need 2 person(s) for this assembly. You will need a Phillips head screw driver.

**STEP 3 :** Connect/Tighten(*figure 1*) Bottom Assembly to Back(H).



**STEP 4:** Connect/Tighten(*figure 1*) Bottom and Back assembly to the Left Side(I).



**STEP 5:** Connect/Tighten(*figure 1*) Top Supports(E) with cam locks facing down to Left Side(I).



**STEP 6:** Connect/Tighten(*figure 1*) Right Side(I) to the Top Supports(E), Back(H), and Bottom(G). Place all Cam Caps(B) and position your 8 Shelf Pins(D). You are now ready to insert shelves and connect the single/multiple unit top. (To connect top see top instructions also enclosed.)



### IMPORTANT NOTICE:

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- Check to be sure that you have all parts and hardware.
- Remove all wrapping materials, including staples & packing straps before you start to assemble.
- Do not tighten all screws/bolts until completely assembled.
- Keep all hardware parts out of reach of children.

Any problems or questions call Regency Office Furniture at 1-866-816-9822