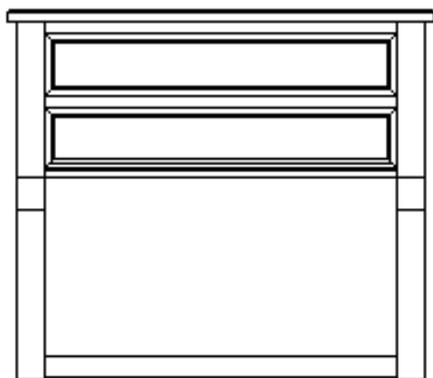


ASSEMBLY INSTRUCTION

Item#: 638-10024-GRY Dixon Lateral File

**** Please make sure you have all parts indicated below prior to assembly.**



NO.	HARDWARE LIST		Q'TY
A		Nut	2
B		Spanner	1
C		Lock Washer	6
D		Flat Washer	6
E		Full Treaded Bolt	2
F		Allen Wrench	1
G		Bolt	4

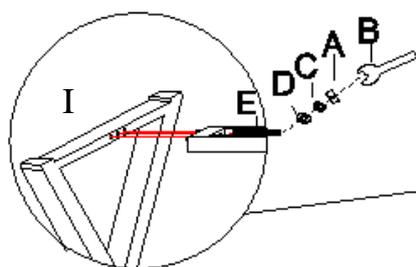


Diagram 1

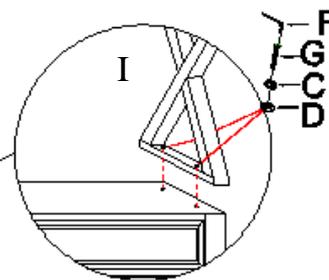
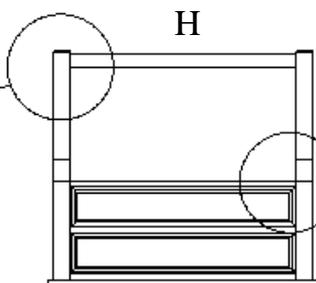


Diagram 2

Assembly Steps:

1. Place file top upside down on a soft surface to prevent it from being scratched.
2. Attach assembled X-base (I) to top using bolts (G), lock washers (C), flat washers (D) and secure all bolts with allen wrench (F) in a clockwise direction (see Diagram 2). Do not tighten up at this moment.
3. Insert bolts (E) into hole of left and right X-bases (I), attach the end of stretcher (H) to bolts (E) on X-bases (I) using flat washer (D), lock washer (C) and nut (A), tighten securely with spanner (B) (see diagram 1). Then, secure all tightly.
4. Turn lateral file upright.

Cleaning Instruction: Clean finished parts with a mild dishwashing liquid and water solution on a damp cloth. Polish the finish with soft cloth and an industry recognized furniture polish