

# CONVENIENCE CONCEPTS

## OFFICE CADDY

**131394**



### **ASSEMBLY INSTRUCTIONS**

---

We have designed our furniture with you , the customer in mind . Our clear , easy to follow , step by step instructions will guide you through the project from start to finish . Feel confident that this will be a fun and rewarding project . The final product will be a quality piece of furniture that will go together smoothly and give years of enjoyment .

---



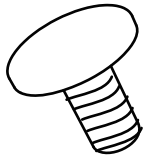
Please do not return to the store

Broken or missing parts?

Need help with assembly?

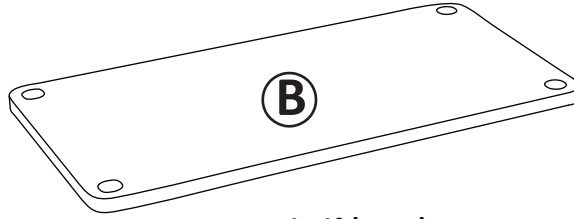
If you have any questions just call 1-800-468-6447 or email us at [parts@convenience-concepts.com](mailto:parts@convenience-concepts.com)

## Panel List



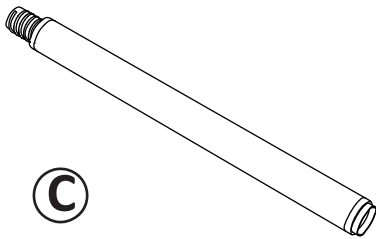
(A)

End Cap (4pcs)



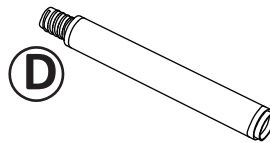
(B)

Shelf (3pcs)



(C)

Long Metal Pole (4pcs)

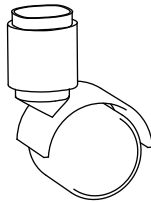


(D)

Small Metal Pole (4pcs)

(E)

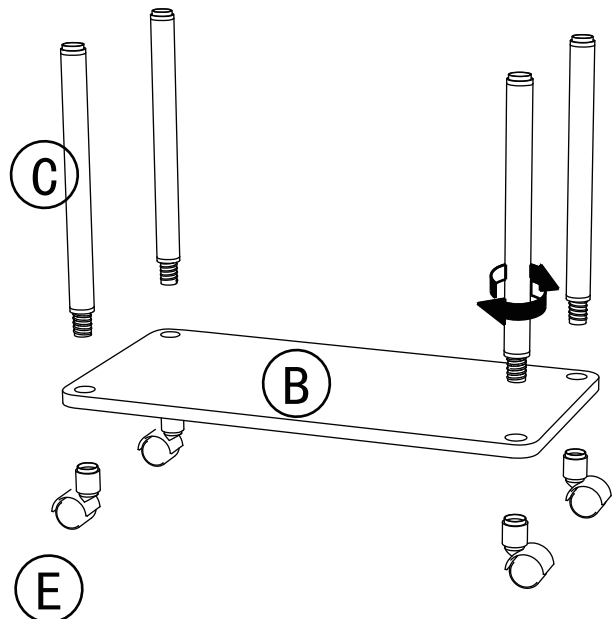
Wheel (4pcs)



### Step 1

\*Please count and verify all parts before assembly.\*

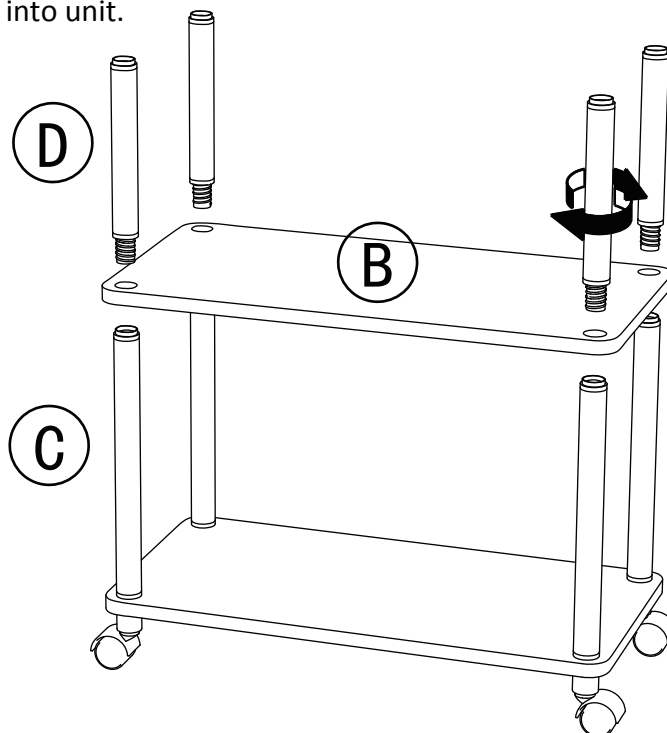
- (1) Place Shelf(B) over Wheels(E).
- (2) Gently screw Long Metal Poles(C) into Wheel(E)  
using care not to over tighten.



## Step 2

(1)Place Shelf(B) over Long Metal Poles(C).

(2)Gently screw Small Metal Poles(D) into unit.



## Step 3

(1)Place Shelf(B) onto Small Metal Poles (D) .

(2)Attach End Caps(A) to unit by turning in a clockwise direction.

