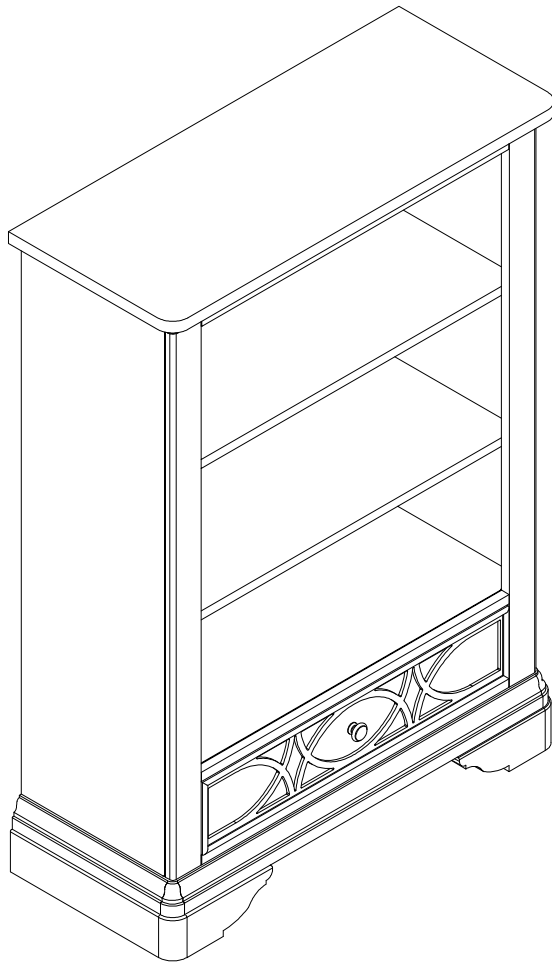


ASSEMBLY INSTRUCTIONS
for BOOK CASE
HAVEN HILL
Model # 10616



Carefully remove and lay out all parts. Familiarize yourself with all exhibits and diagrams to facilitate the assembly of your Book case

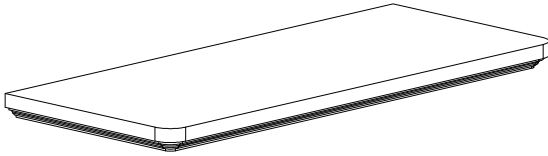
TOOLS REQUIRED :

Allenkey (supplied)

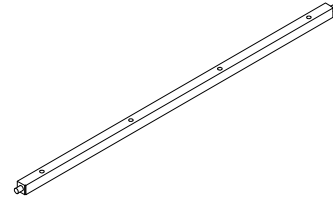
Philip Head Screw driver (unsupplied)

PART ENCLOSED IN CARTON

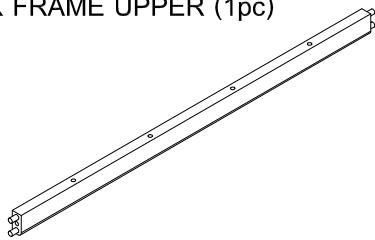
A .TOP (1 pc)



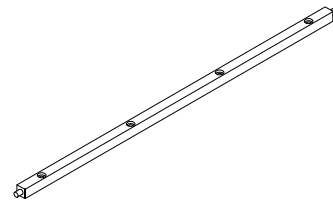
B.FRONT FRAME UPPER (1 pc)



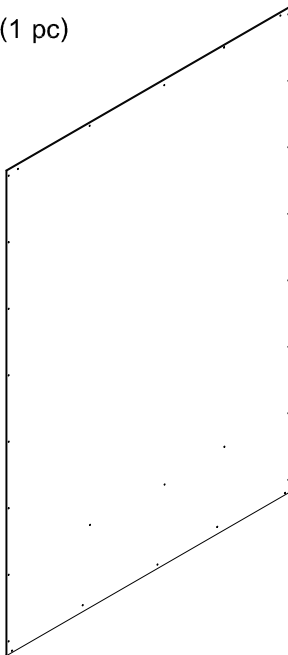
C. BACK FRAME UPPER (1pc)



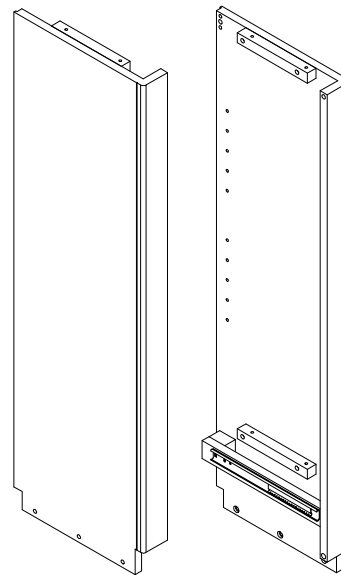
D. FRONT FRAME LOWER (1pc)



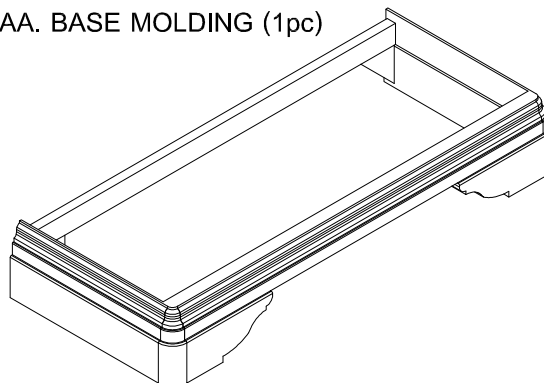
E.BACK PANEL (1 pc)



F. SIDE PANEL L-R (2 pcs)

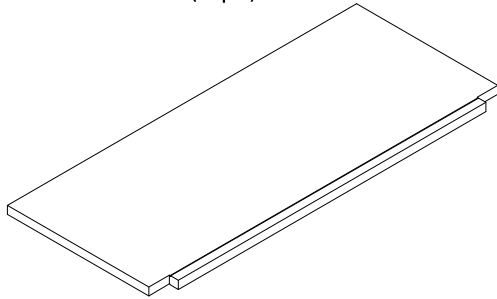


AA. BASE MOLDING (1pc)

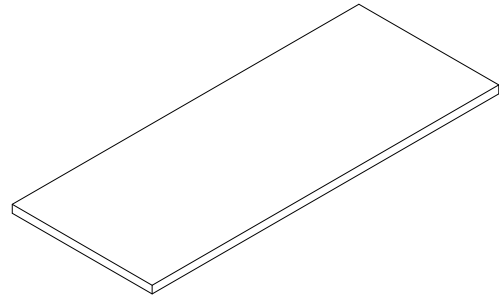


PART ENCLOSED IN CARTON

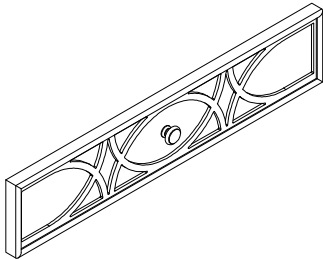
G .FIXED SHELF (1 pc)



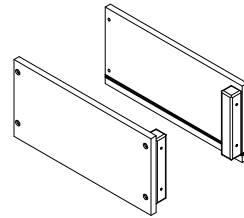
H. ADJUSTABLE SHELF (2 pcs)



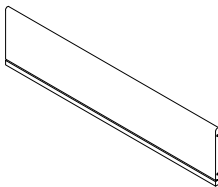
J. DRAWER FRONT (1pc)



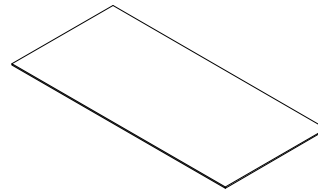
K.SIDE DRAWER (2 pcs)



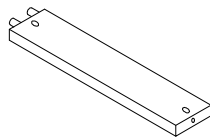
L.DRAWER BACK (1 pc)



M.BOTTOM DRAWER (1 pc)

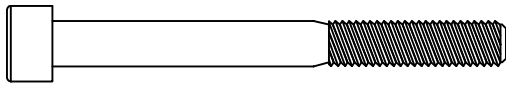


N.BOTTOM DRAWER SUPPORT (1 pc)

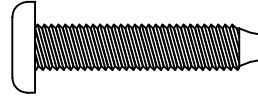


HARDWARE

Q. Allen Bolt 2 3/8" (60 mm) (2 pcs)



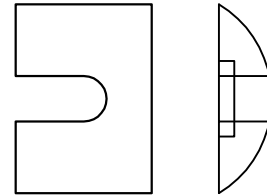
R. Allen Bolt 1 1/4" (30 mm) (22 pcs)



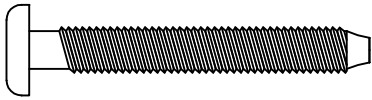
S. Spring Washer (26 pcs)



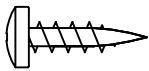
T. Curved Rectangular Plastic Washer (2 pcs)



BB. Allen Bolt 1 3/4" (45 mm) (4 pcs)



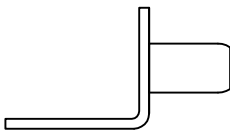
U. Wood Screw 5/8" (15 mm) (37 pcs)



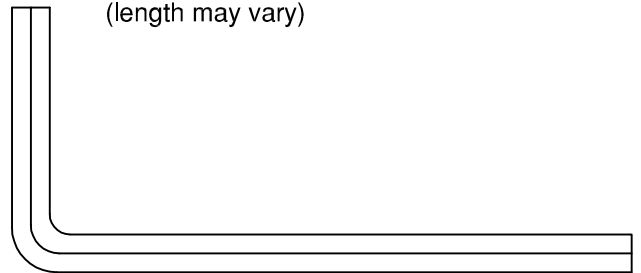
V. Bolt Ø3 x 1" (25 mm) (9 pcs)



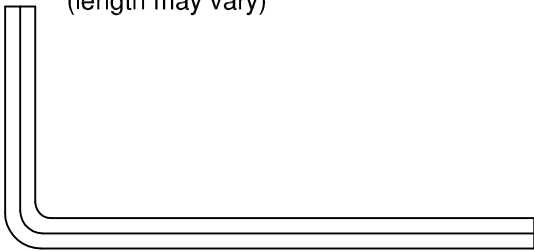
W. Adjust shelf (8 pcs)



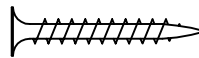
X. Allen Key #5 (1 pc)
(length may vary)



Y. Allen Key #4 (1 pc)
(length may vary)



Z. Screw 1" (25 mm) (1 pc)



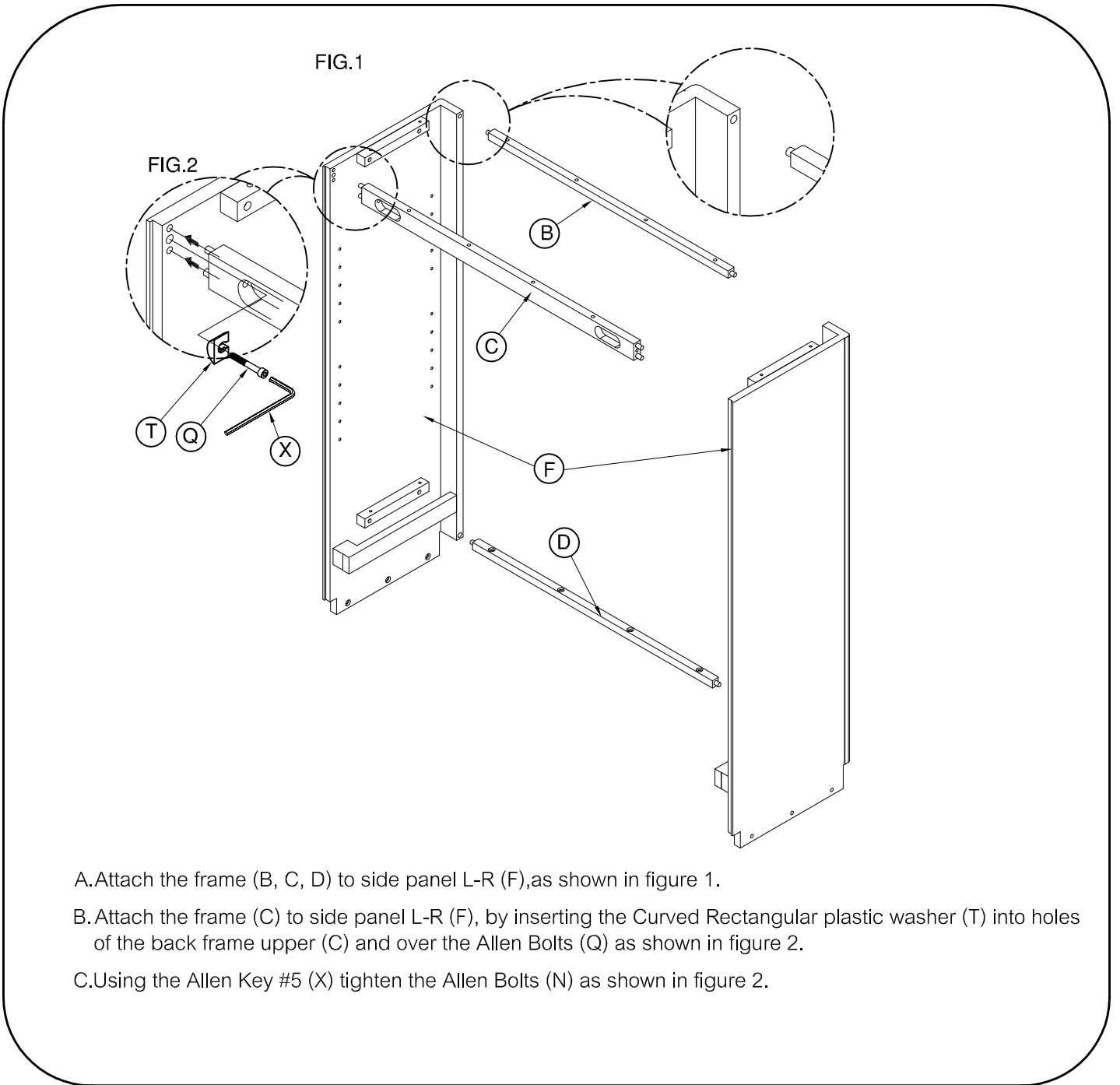
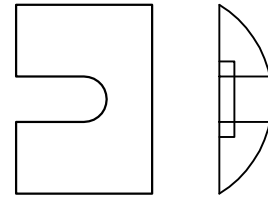
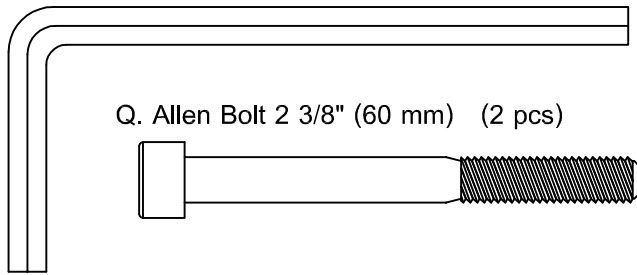
Make sure the bolts are tightly locked against the washers during assembly.
(Please add an extra 1/2 revolution to all the bolts when using spring washer after tightening)

STEP 1 " ASSEMBLY OF SIDE PANEL & FRAME "

THIS STEP REQUIRES :

- F. SIDE PANEL L-R (2 pcs)
- B. FRONT FRAME UPPER (1 pc)
- C. BACK FRAME UPPER (1pc)
- D. FRONT FRAME LOWER (1pc)
- X. Allen Key #5 (1pc)

T. Curved Rectangular Plastic Washer (2 pcs)



- A. Attach the frame (B, C, D) to side panel L-R (F), as shown in figure 1.
- B. Attach the frame (C) to side panel L-R (F), by inserting the Curved Rectangular plastic washer (T) into holes of the back frame upper (C) and over the Allen Bolts (Q) as shown in figure 2.
- C. Using the Allen Key #5 (X) tighten the Allen Bolts (N) as shown in figure 2.

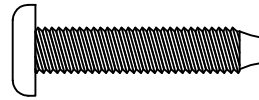
STEP 2 " ASSEMBLY OF FIXED SHELF "

THIS STEP REQUIRES :

G.FIXED SHELF (1 pc)

Y. Allen Key #4 (1pc)

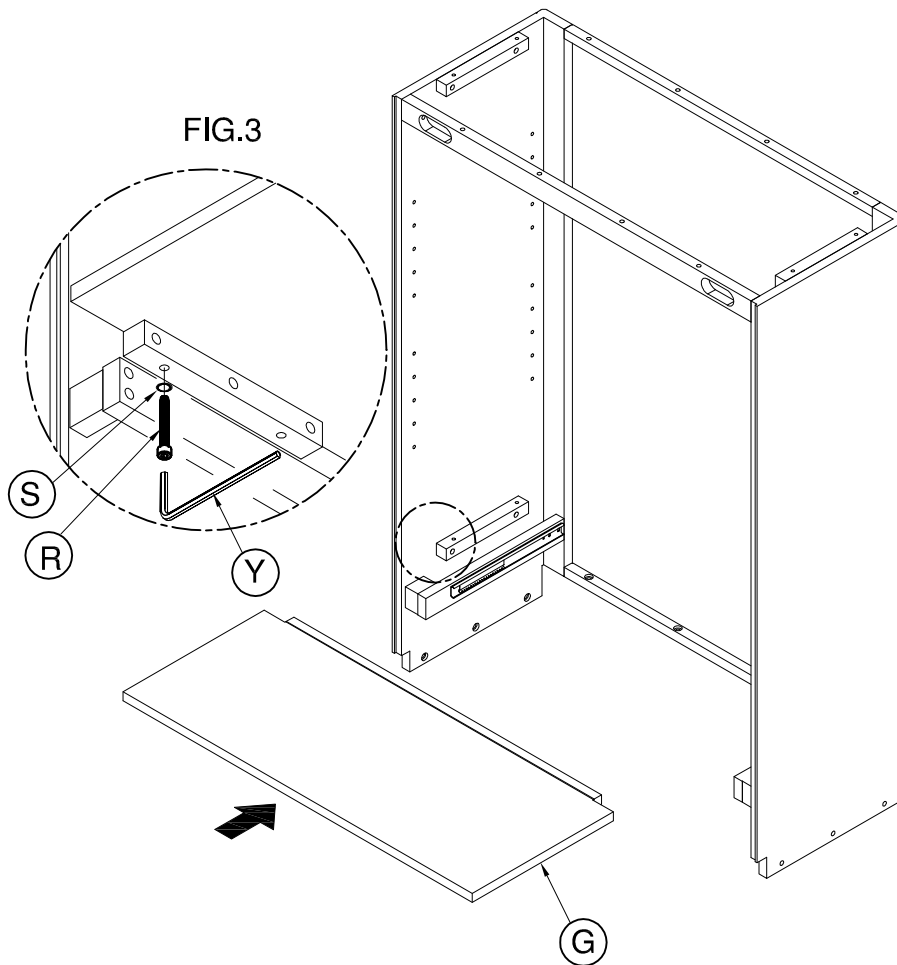
R. Allen Bolt 1 1/4" (30 mm) (4 pcs)



S. Spring Washer (4 pcs)



FIG.3



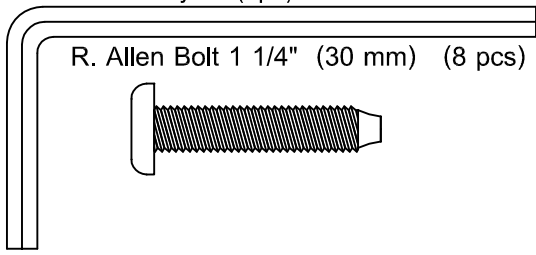
A. Attach the fixed shelf (G) to the side panels using 4 allen bolts (R). Insert the 4 Allen bolts (R) and 4 spring washers (S) first through the hole in the blocks, then into the threaded inserts in the fixed shelf as shown in figure 3.

B. Tighten with Allen Key #4 (Y).

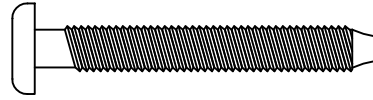
STEP 3 " ASSEMBLY OF TOP "

THIS STEP REQUIRES :

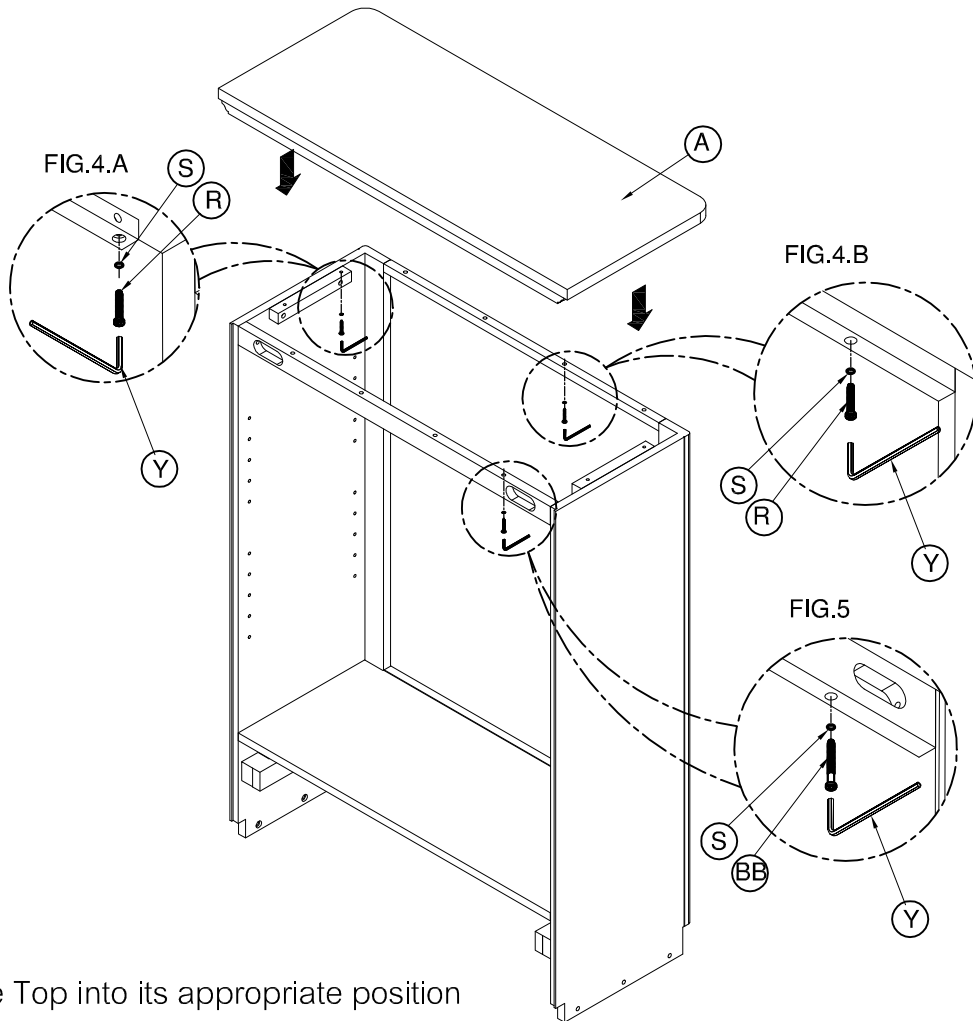
A.TOP (1 pc)
Y. Allen Key #4 (1pc)



BB. Allen Bolt 1 3/4" (45 mm) (4 pcs)



S. Spring Washer (12 pcs)



A.First place the Top into its appropriate position

B. Insert the 4 (four) Allen Bolts 1 1/4" (30 mm)(R) and washers (S) first through the holes in the blocks then into the threaded inserts in the top as shown in figure 4.A. Tighten all bolts with the Allen key #4 (Y).

C. Insert the 4 (four) Allen Bolts 1 1/4" (30 mm)(R) and washers (S) first through the holes in the front frame upper then into the threaded inserts in the top as shown in figure 4.B. Tighten all bolts with the Allen key #4 (Y).

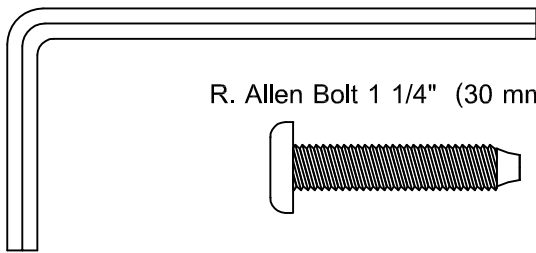
D. Insert the 4 (four) allen bolt 1 3/4" (45 mm) (BB) and washer (S) first through the holes in back frame upper then into the threaded inserts in top as shown in figure 5. Tighten all bolts with the Allen key#4 (Y).

STEP 4 " ASSEMBLY OF BASE "

THIS STEP REQUIRES :

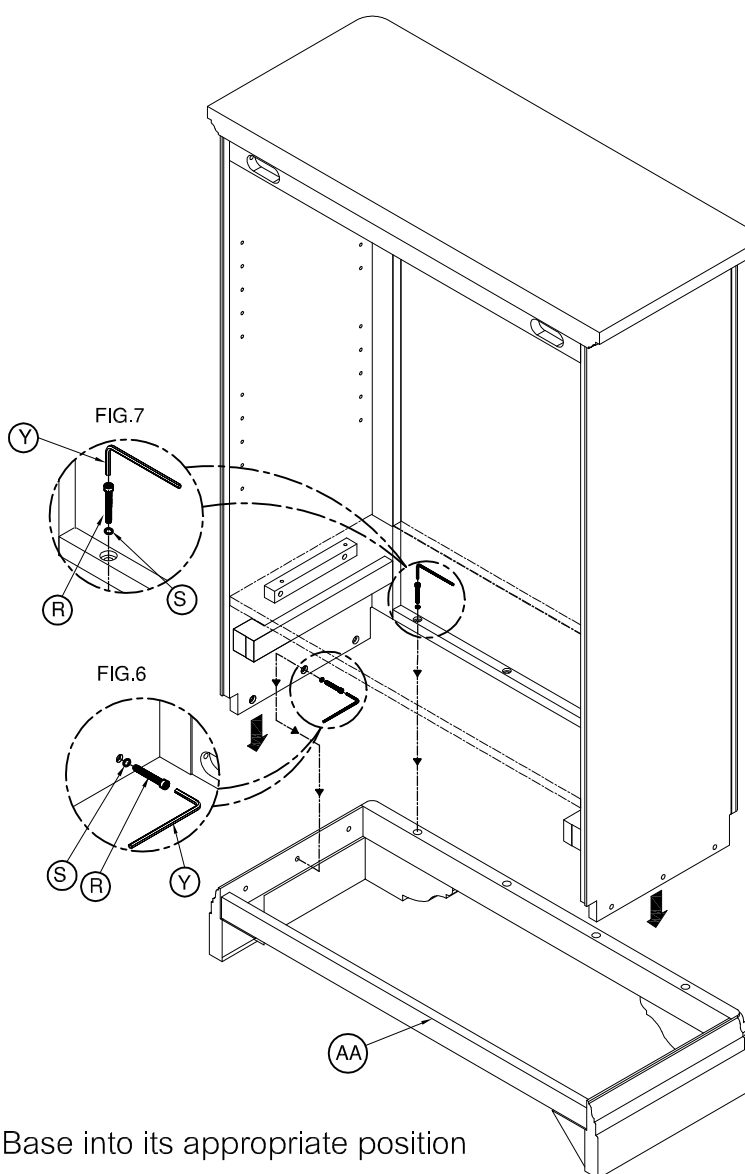
AA.BASE (1 pc)

Y. Allen Key #4 (1pc)



R. Allen Bolt 1 1/4" (30 mm) (10 pcs)

S. Spring Washer (10 pcs)



A. First place the Base into its appropriate position

B. Insert the 6 (six) Allen Bolts 1 1/4" (30 mm)(R) and washers (S) first through the holes in the side panel L-R then into the threaded inserts in the base as shown in figure 6. Tighten all bolts with the Allen key#4 (Y).

C. Insert the 4 (four) Allen Bolts 1 1/4" (30 mm)(R) and washers (S) first through the holes in the front frame lower than into the threaded inserts in the base as shown in figure 7. Tighten all bolts with the allen key#4 (Y)

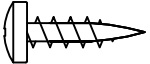
STEP 5 " ASSEMBLY OF ADJUSTABLE SHELF "

THIS STEP REQUIRES :

H. Adjustable Shelf (2 pcs)

U. Wood Screw 5/8" (15 mm) (8 pcs)

Philip Head Screw driver (unsupplied)



W. Adjust shelf (8 pcs)

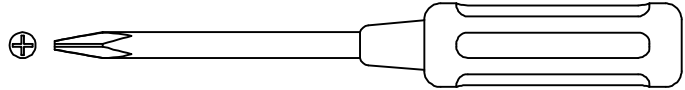
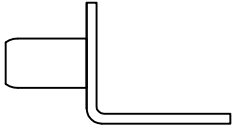
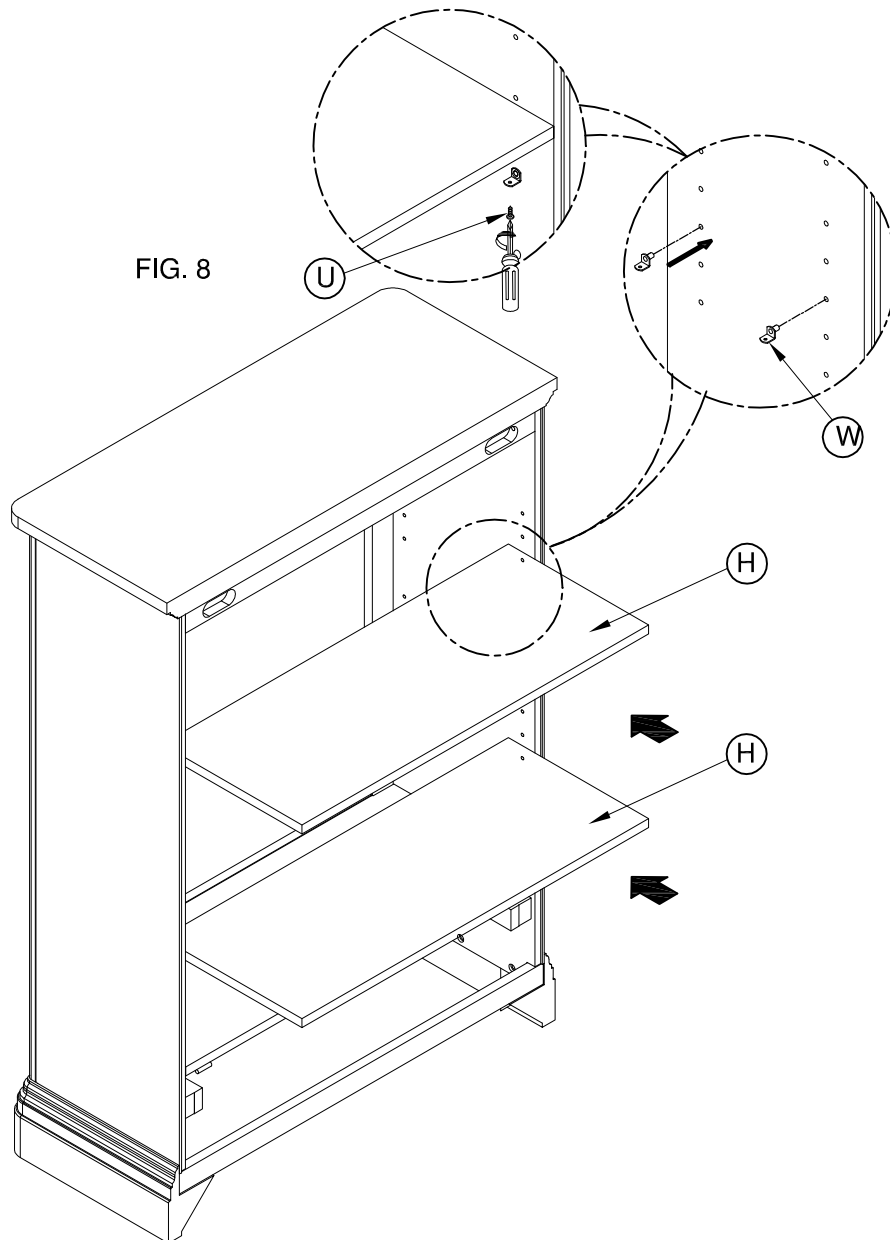


FIG. 8



A. Choose a desired shelf height position and insert the shelf pegs as shown in Figure 8.

B. Put the adjustable shelf (H) onto the shelf pegs.

C. Using a Phillips head screw driver, secure the adjustable shelf using wood screws (U).

STEP 6 " ASSEMBLY OF BACK PANEL "

THIS STEP REQUIRES :

E. BACK PANEL (1 pc)
U. Wood Screw 5/8" (15 mm) (29 pcs)

Philip Head Screw driver (unsupplied)

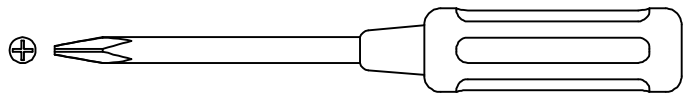
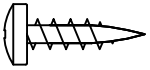
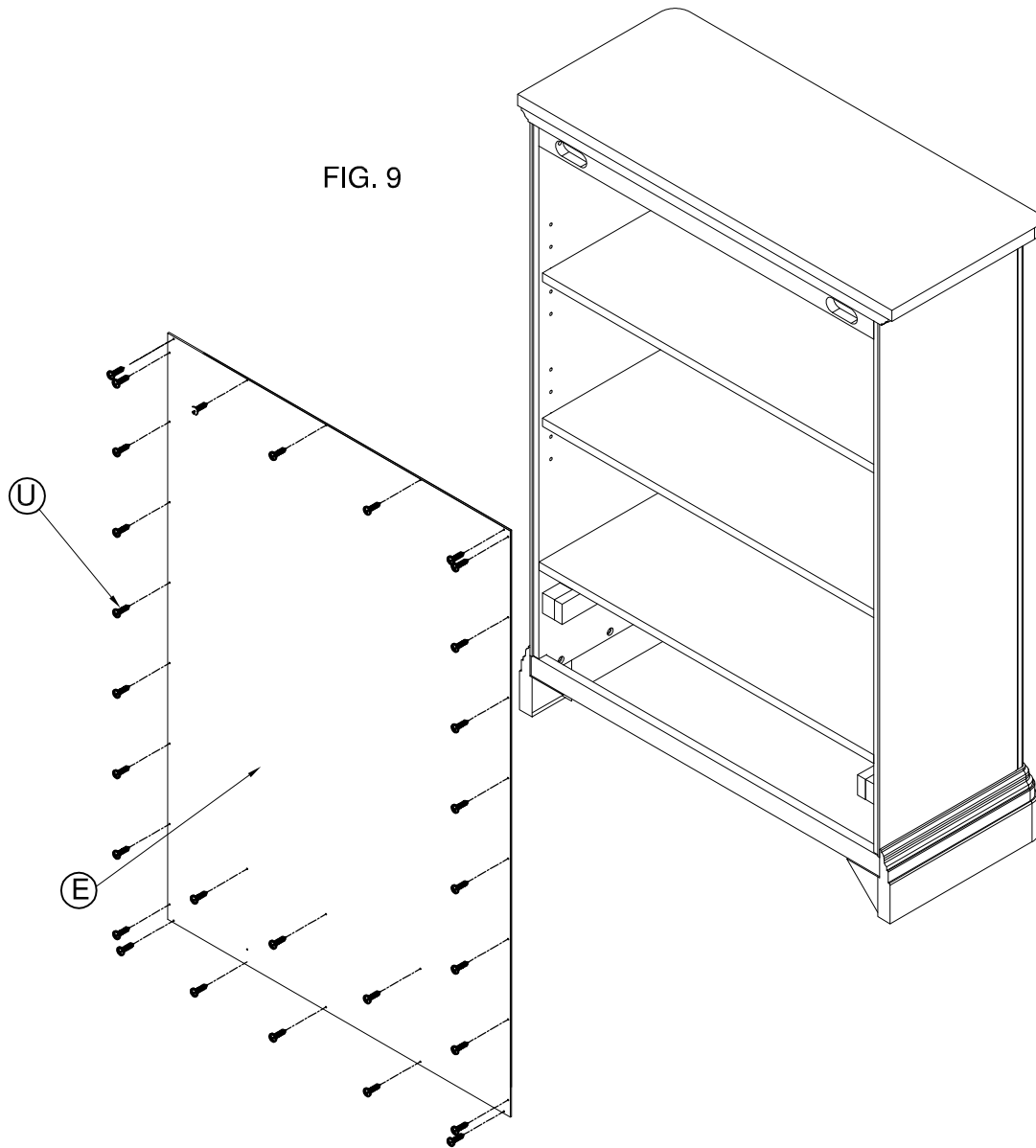


FIG. 9



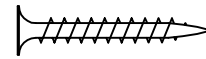
A. Using a Phillips head screw driver, attach the Back Panel (E) to the back of the book case using the 29 wood screws (U) as shown in figure 9.

STEP 7 " ASSEMBLY OF DRAWER BOX"

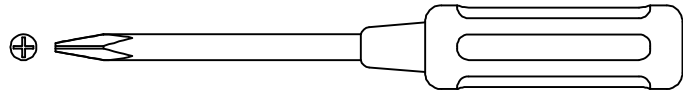
THIS STEP REQUIRES :

- J.DRAWER FRONT (1pc)
- K.SIDE DRAWER (2 pcs)
- L.DRAWER BACK (1 pc)
- M.BOTTOM DRAWER (1 pc)
- N.BOTTOM DRAWER SUPPORT (1 pc)

V. Bolt $\varnothing 3 \times 1"$ (25 mm) (9 pcs) Z. Screw 1" (25 mm) (1 pc)



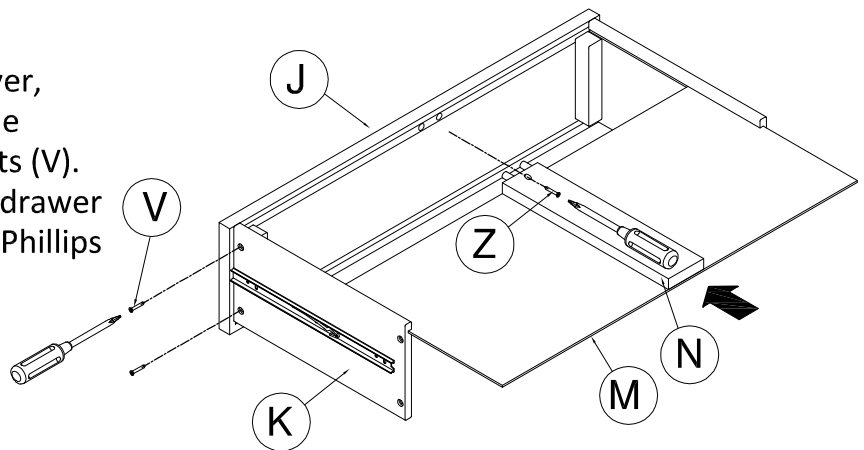
Philip Head Screw driver (unsupplied)



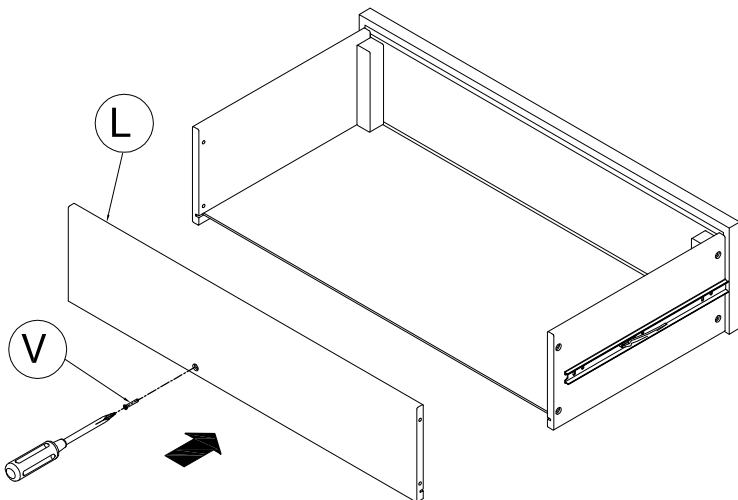
STEP 7.1

- First place the bottom drawer (M) and bottom drawer support (N) into its appropriate position.
- Using a Phillips head screw driver, attach the side drawer (K) to the drawer front (J) using the 4 bolts (V). And insert the screw (Z) to the drawer front. Tighten all bolts with the Phillips head screw driver.

STEP 7.1



STEP 7.2



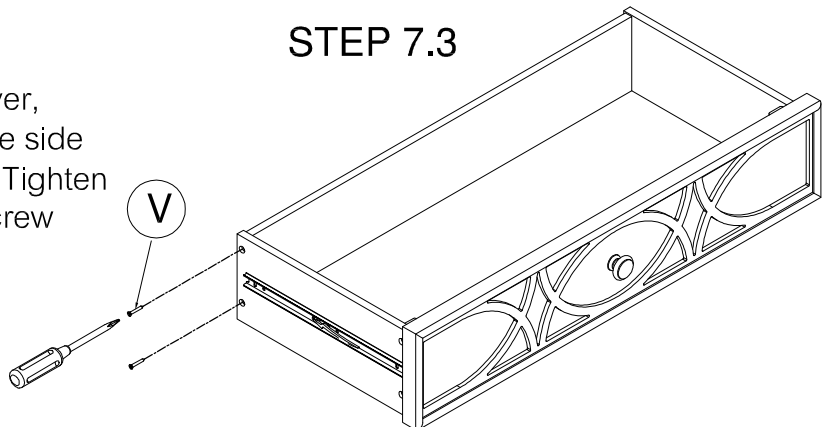
STEP 7.2

- Using a Phillips head screw driver, attach the drawer back (L) to the bottom drawer support using 1 bolt (V).

STEP 7.3

- Using a Phillips head screw driver, attach the drawer back (M) to the side drawer (K) using the 4 bolts (V). Tighten all bolts with the Phillips head screw driver.

STEP 7.3



STEP 8 " INSTALL OF DRAWER BOX"

- STEP 1 : INSERT THE DRAWER BY PULLING TRACK ON LEFT AND RIGHT CABINET MEMBERS ALL THE WAY FORWARD (INCLUDING BALL BEARING RACK).
- STEP 2 : ALLIGN TRACKS ON DRAWER WITH SLIDER AND PUSH IN THE DRAWER UNTIL THERE IS AUDIBLE "CLICK" SOUND.
- STEP 3 : CHECK FOR PROPER ALLIGMENT BY INSPECTION THE DRAWER FRONT MARGINS FOR SPACING AND SQUARENESS.
OPEN AND CLOSE SLOWLY SEVERAL TIMES TO ENSURE THE PROPER INSTALLMENT.

