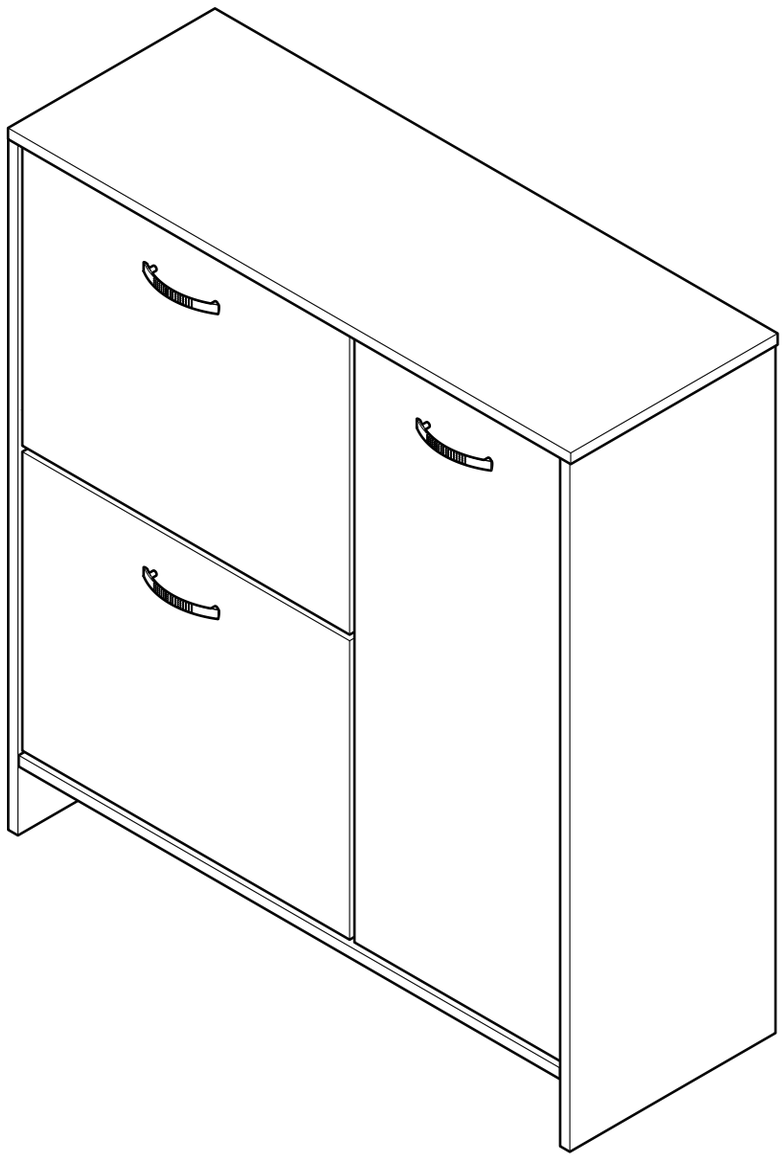
Shoe Storage Cupboard

Assembly Instructions - Please keep for future reference | 045 xx 5001



Dimensions

Width - 87.0cm

Depth - 32.0cm

Height - 93.9cm

MADE IN GREAT BRITAIN

Important - Please read these instructions fully before starting assembly

If you need help or have damaged or missing parts, call the **Customer Helpline: 01709 534 123**
Please turn to back page for important information when contacting Customer Helpline.

Rev B - 28/04/2015

Safety and Care Advice

Important - Please read these instructions fully before starting assembly

• Check you have all the components and tools listed on pages 2 and 3.

• Remove all fittings from the plastic bags and seperate them into their groups.

• Keep children and animals away from the work area, small parts could choke if swallowed.

• Make sure you have enough space to layout the parts before starting.

• Do not stand or put weight on the product, this could cause damage.

• Assemble the item as close to its final position (in the same room) as possible.

• Assemble on a soft level surface to avoid damaging the unit or your floor.

• Parts of the assembly will be easier with 2 people.



• We do not recommend the use of power drill/drivers ***for inserting screws,*** as this could damage the unit. Only use hand screwdrivers.

• **Do Not dispose of packaging until assembly complete.**

• Dispose of all packaging carefully and responsibly when assembly complete.

Care and maintenance

• To protect the furniture, position the furniture out of direct sunlight and away from direct heat sources such as radiators and fires.

• Do not place the furniture in excessively dry and humid conditions.

• From time to time check that there are no loose screws on this unit.

• Always lift furniture when moving it (do not drag) otherwise the joints may be damaged.

• Do not place hot or cold objects on the surface, always use protective mats to avoid marking the furnture.

• This product should not be discarded with household waste. Take to your local authority waste disposal centre.

• Clean spills up immediately

• Dust surfaces with a soft, dry, lint free cloth.

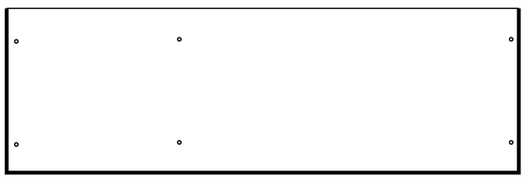
• More stubborn marks can be removed using a damp (not wet) cloth. Wipe the surface dry immediately using a soft lint free cloth.

• Do not use detergents, abrasive cleaning products or cleaning products that contain ammonia, solvents or silicone as these may damage the surface finish.

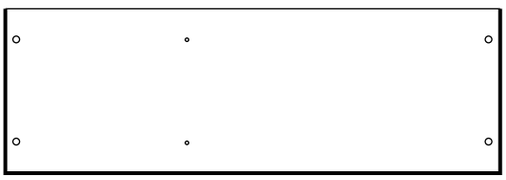
Components - Panels

Please check you have all the panels listed below

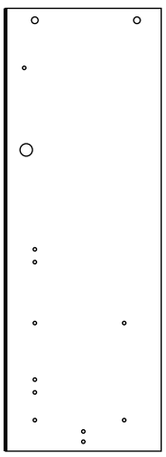
Important - Thick lines ——— indicate finished edges



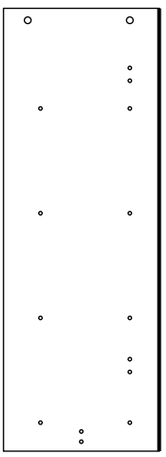
9754 Top (87.0x32.0cm)



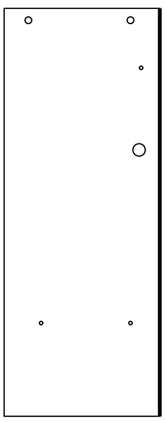
9755 Bottom (83.6x31.7cm)



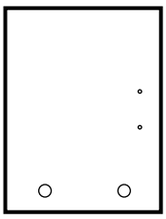
9756
Left End
(92.4x31.8cm)



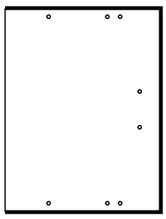
9757
Right End
(92.4x31.8cm)



9758
Divider
(81.5x30.0cm)



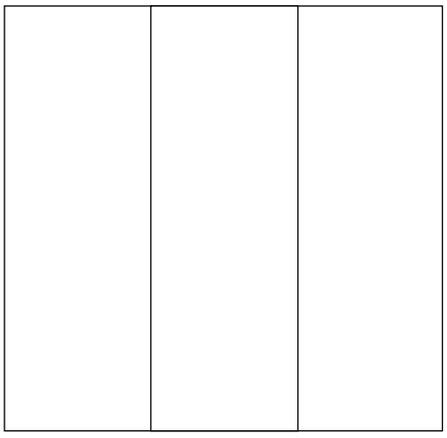
9761
Door
(50.6x40.0cm)



9760
Flap/Door
(50.6x40.0cm)



9763
Shelf
(51.0x30.0cm)



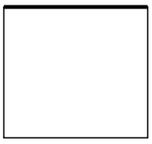
9766
Back (84.0x88.2cm)



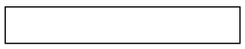
9762
Door
(80.8x32.2cm)



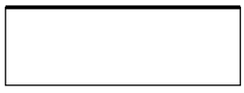
9765 Plinth (83.6x9.2cm)



9764
Shelf
(31.0x29.8cm)



9768
Rail (49.8x8.8cm)

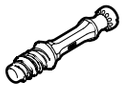
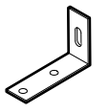
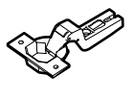
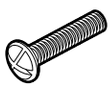


9767
Rail x 2 (49.8x14.1cm)

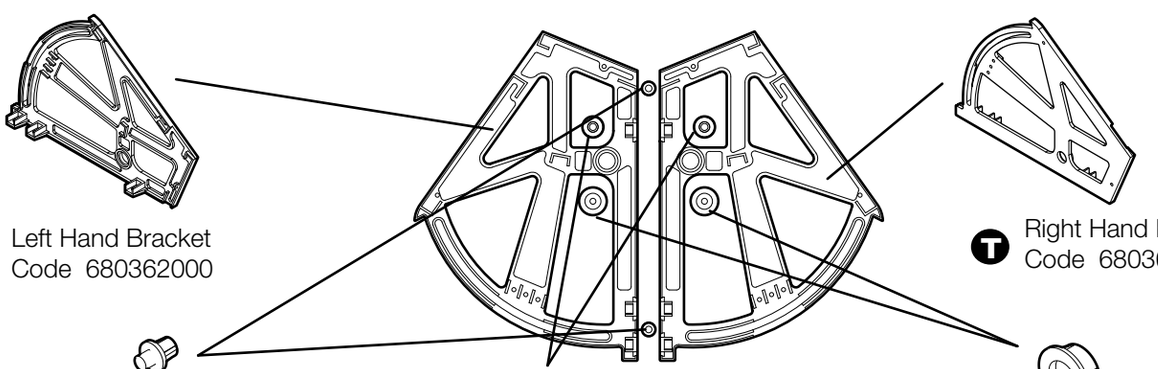
Components - Fittings

If you have damaged or missing components, call the **Customer Helpline: 01709 534 123** Please turn to back page for important information when contacting Customer Helpline.

Please check you have all the fittings listed below

A  Large cam x 18 Code 760001103	**B**  Metal dowel x 18 Code 760003004	**C**  L bracket x 1 Code 760001901
D  Panel pin x 30 Code 760001012	**E**  45mm screw x 2 Code 690001075	**F**  12mm screw x 14 Code 690001008
H  Shelf stud x 4 Code 681003001	**I**  12mm screw x 2 Code 690001099	**K**  13mm screw x 8 Code 700006002
L  Panel pin guide x 1 Code 684004501	**M**  Hingeplate x 4 Code 653006000	**N**  Fully cranked 26mm hinge x 4 Code 652001120
O  Handle x 3 Code 643393500	**P**  20mm bolt x 6 Code 700002006	

Important: Fittings S to W are supplied fastened together.



S Left Hand Bracket
Code 680362000

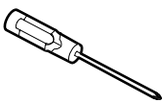
T Right Hand Bracket
Code 680362000

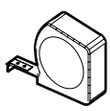
U Shelf Stop Pin x 2
Code 680362000

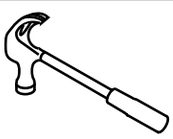
V Shelf Pivot x 2
Code 680362000

W Pivot x 2
Code 680362000

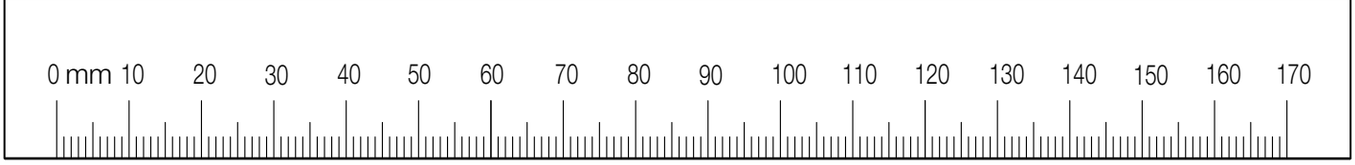
Tools required


Cross headed screwdriver
(medium & large)

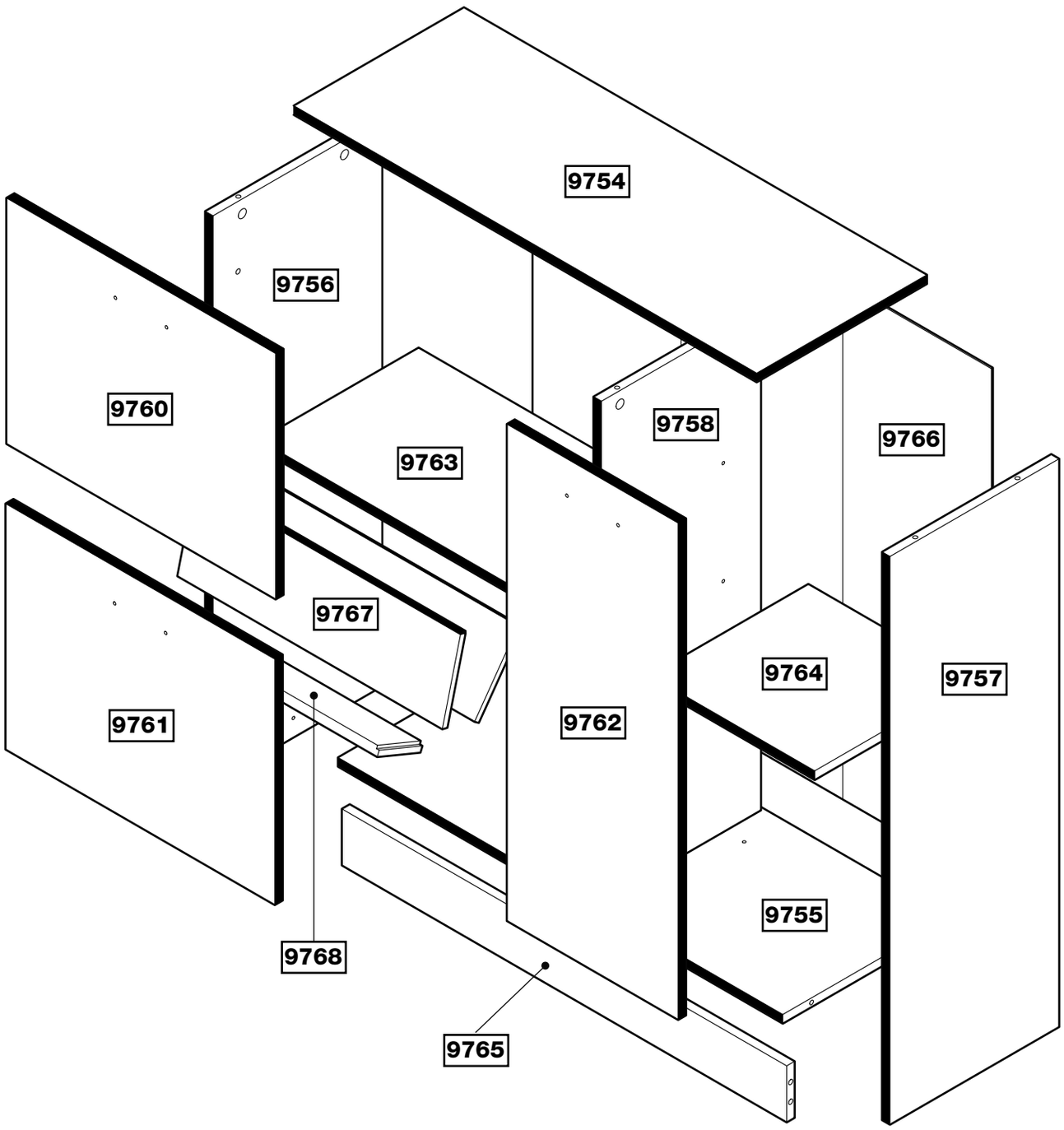

Tape Measure


Small Hammer

Ruler - Use this ruler to help correctly identify the screws



Exploded View



Assembly Instructions

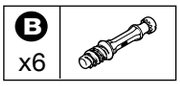
Step 1

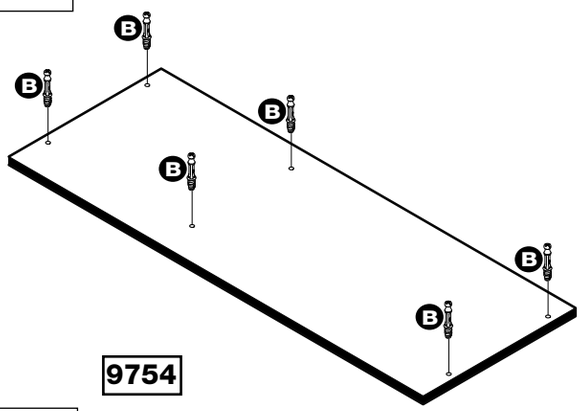
Fitting dowels to top panel.

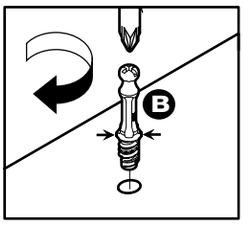
Insert 6 metal dowels **B** into the top panel **9754**

Note: Tighten metal dowels up fully against the panel.

Do not over-tighten.



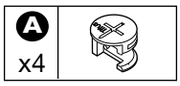


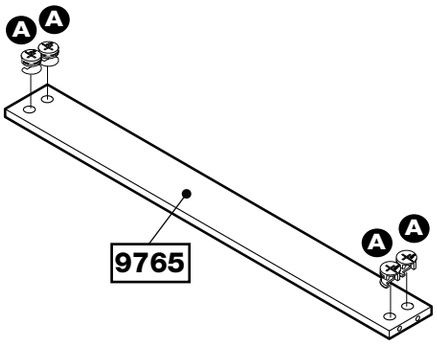


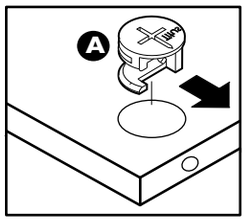
Step 2

Fitting cams to the plinth panels.

Insert 4 cams **A** into the plinth panel **9765**



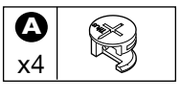


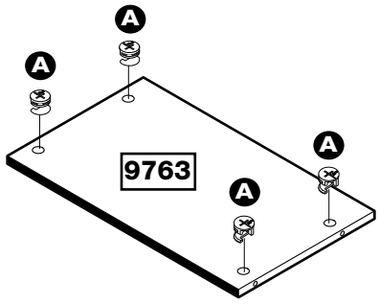


Step 3

Fitting cams to the shelf panels.

Insert 4 cams **A** into the shelf panel **9763**

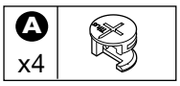


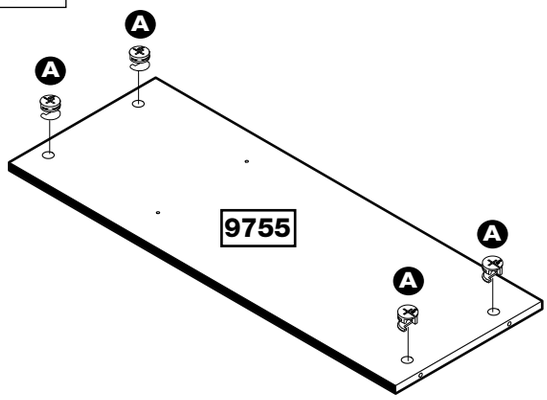


Step 4

Fitting cams to the bottom panels.

Insert 4 cams **A** into the bottom panel **9755**





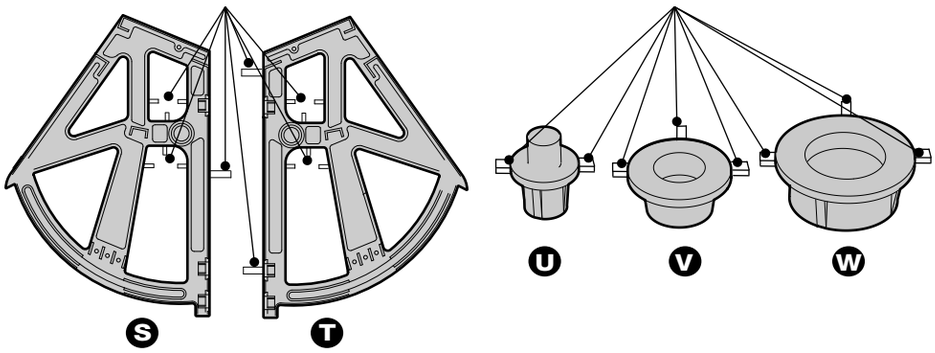
Assembly Instructions

Step 5

Seperate all of the components.

Seperate all of the plastic components and remove any excess plastic as illustrated.

REMOVE EXCESS PLASTIC!



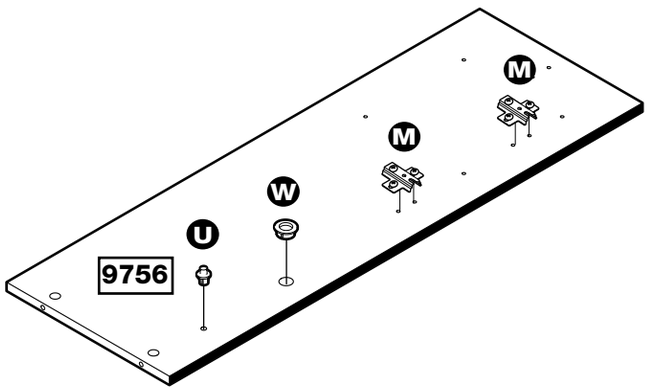
Step 6

W	U	M
x1	x1	x2

Insert plastic fittings and secure the hinge plates.

Insert plastic fittings W and U . A hammer may be required to gently tap these fittings into the pre-drilled holes.

Secure 2 hinge plates M to the left end panel **9756** .

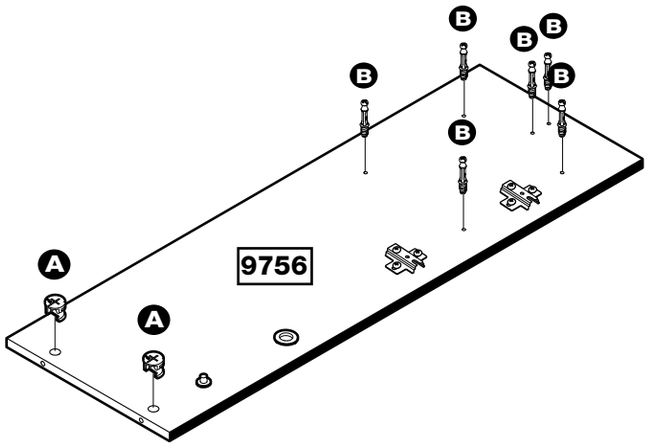


Step 7

B	A
x6	x2

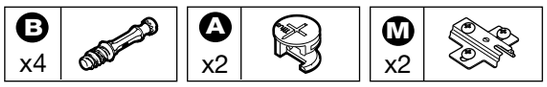
Fitting cams and dowels to the left hand end panel.

Insert 2 cams A and 6 metal dowels B into the left end panel **9756**



Assembly Instructions

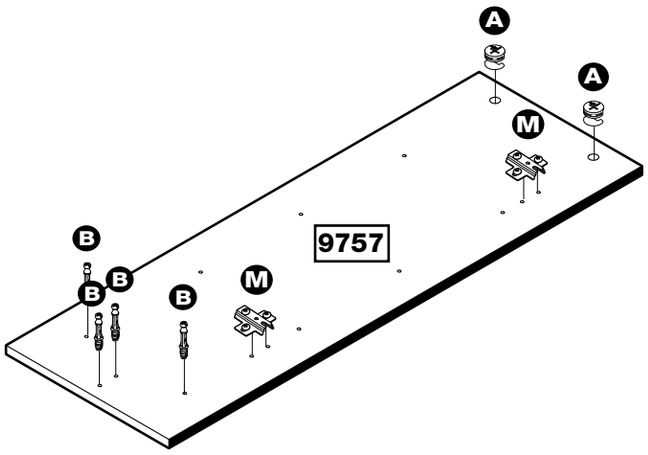
Step 8



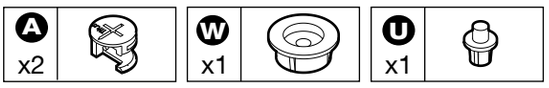
Insert cams, dowels and the hingeplates.

Secure 2 hinge plates **M** to the right end panel **9757** .

Insert 2 cams **A** and 4 metal dowels **B** into the right end panel **9757**



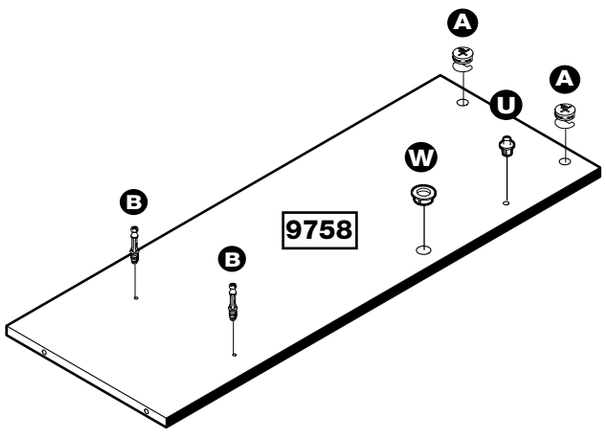
Step 9



Insert plastic fittings, cams and dowels to the divider.

Insert plastic fittings **W** and **U** . A hammer may be required to gently tap these fittings into the pre-drilled holes.

Insert 2 cams **A** and 2 metal dowels **B** into the divider panel **9758**



Assembly Instructions

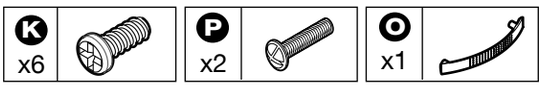
Step 10

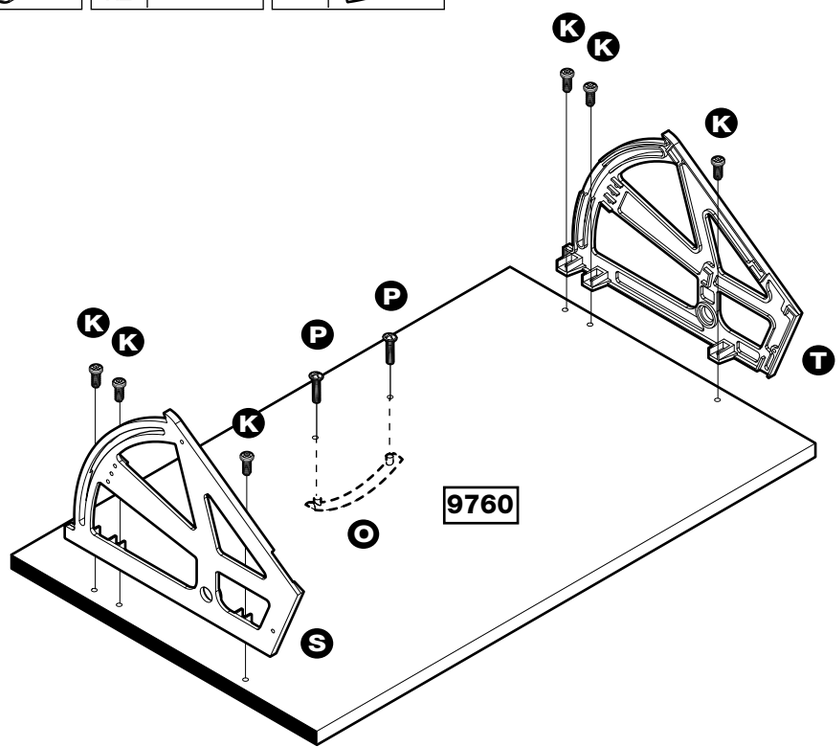
Attach the brackets to the flap / door.

Use 3 screws (K) to secure the left bracket (S) to the flap/door 9760.

Repeat this on the right hand bracket.

Use 2 bolts (P) to attach the handle (O).





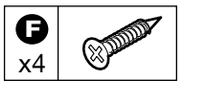
Step 11

Insert and secure the large rails and the small rail.

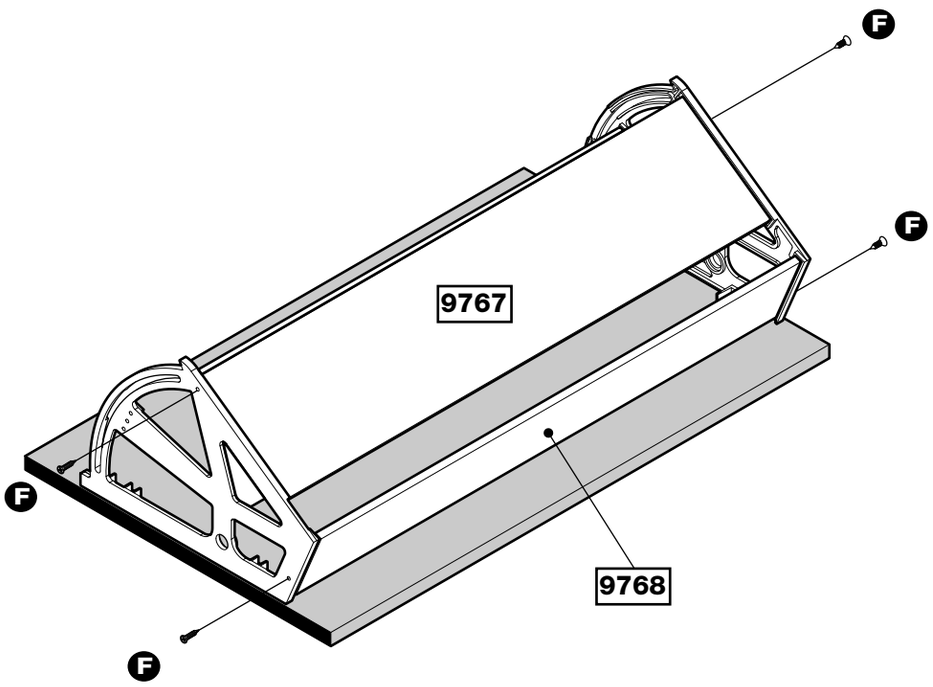
Locate the small rail 9768 in between the left & right hand brackets as shown.

Locate the large rail 9767 in between the left and right hand brackets as shown.

Secure the rails using screws (F)



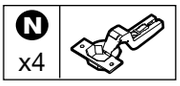
Do not overtighten screws!

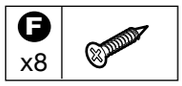


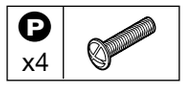
Assembly Instructions

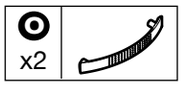
Step 12

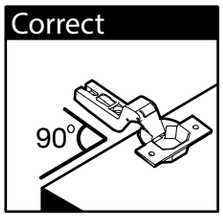
Attach hinges to the door.



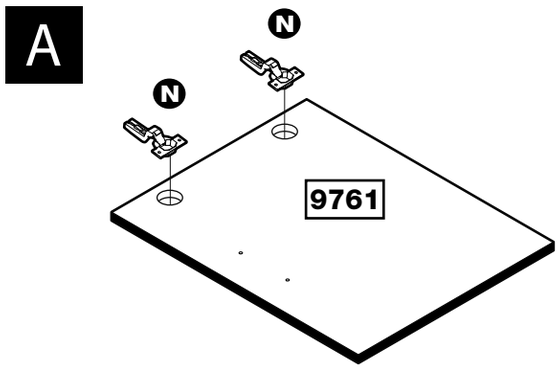




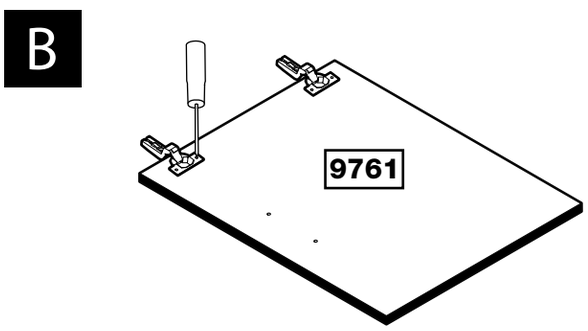


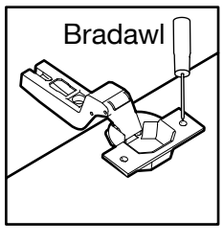


A: Insert hinges (N) into holes, ensure the hinge is straight (90 degree angle).

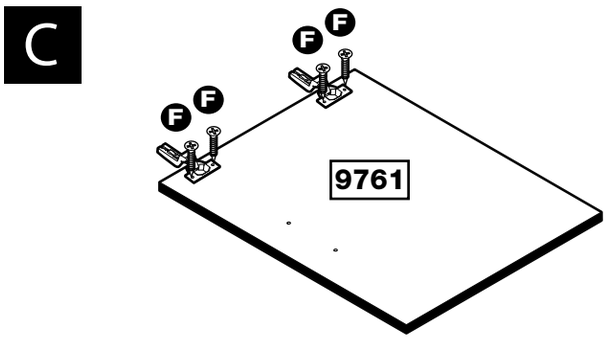


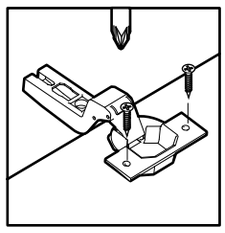
B: Before securing the hinges (N), we recommend you pre - mark the doors using a bradawl.





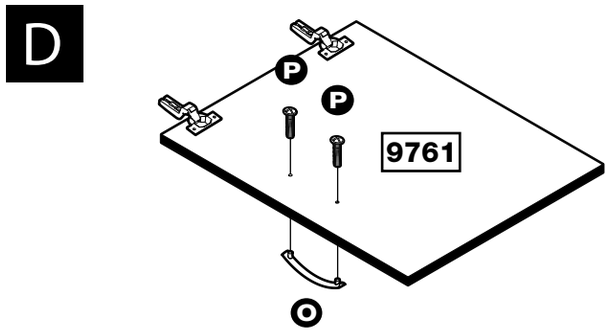
C: Secure hinges (N) to doors using screws (F).





D: Fit 2 bolts (P) through the pre-drilled holes in the door **9761** and connect to the handle (O).

Repeat on the second door **9762**



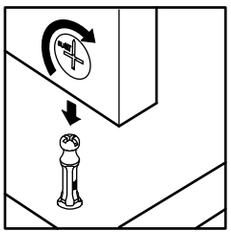
Assembly Instructions

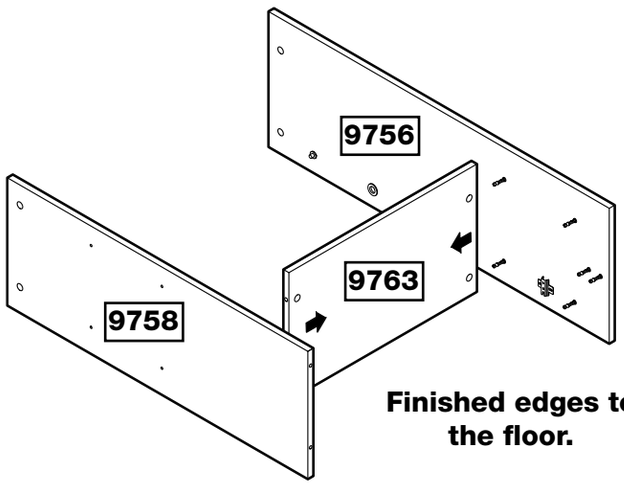
Step 13

Connect the shelf to the left end and divider panel.

Connect the cams in the shelf panel **9763** to the dowels in the left end **9756** and the divider panel **9758** .

Turn cams 180 degrees to lock.

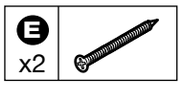




Finished edges to the floor.

Step 14

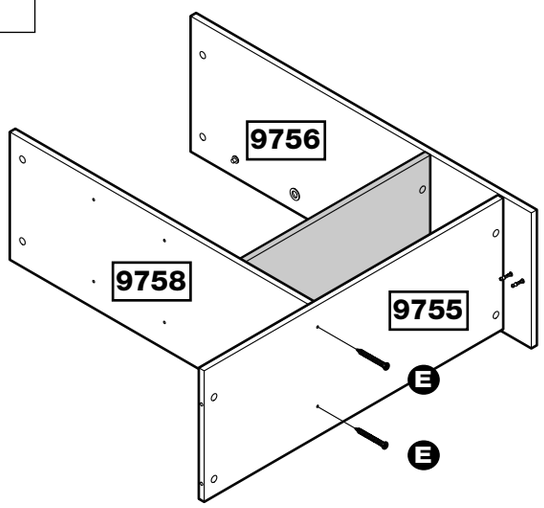
E x2



Connect the bottom panel.

Connect the cams in the bottom panel **9755** to the left end **9756** .

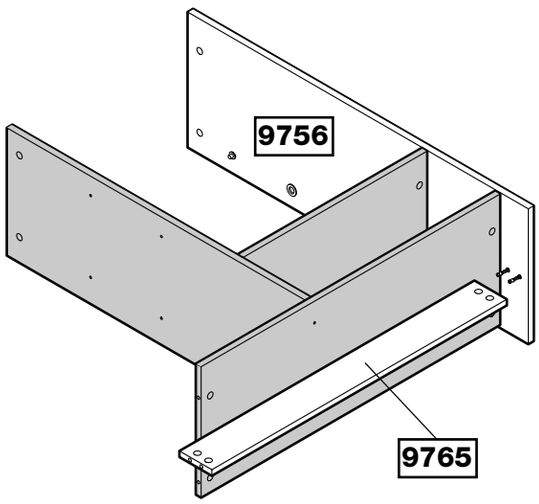
Using 2 screws E , secure the bottom panel **9755** to the divider panel **9758** .



Step 15

Connect the plinth to the left end panel.

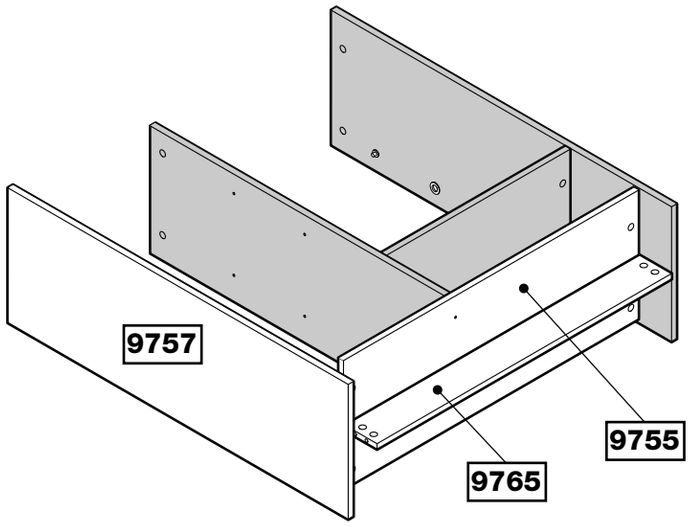
Connect the cams in the plinth panel **9765** to the dowels in the left end **9756**.



Step 16

Connect the right end panel to the plinth and bottom.

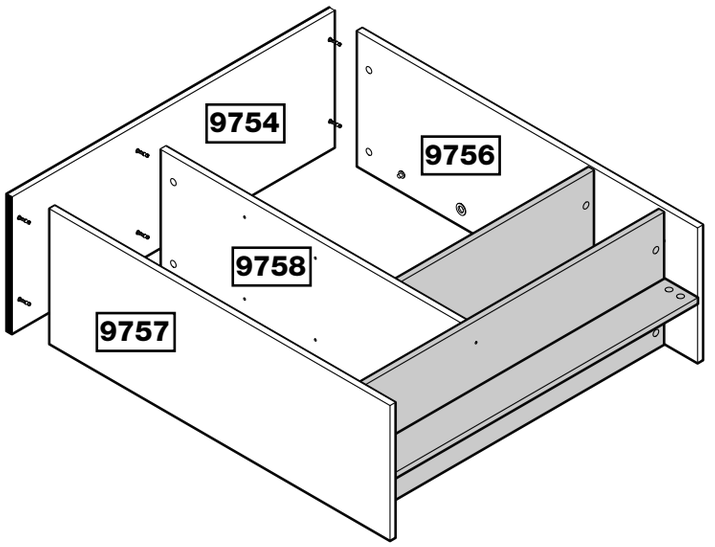
Connect the dowels in the right end panel **9757** to the cams in the plinth **9765** and the bottom panel **9755**.



Step 17

Connect the top to the end panels and the divider.

Connect the dowels in the top panel **9754** to the cams in the left end **9756**, right end **9757** and divider panel **9758**



Assembly Instructions

Step 18

Squaring up the unit.

IMPORTANT!



Ensure a tape measure is used to square unit up.

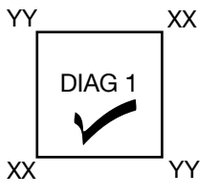
Before securing the back it is necessary to square up the unit.

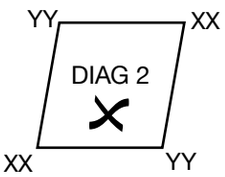
You can do this by measuring between XX - XX and YY - YY ensuring these are the same (DIAG 1).

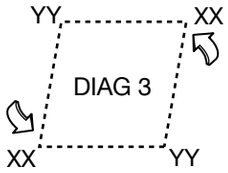
If they are not (DIAG 2) Apply slight pressure as indicated (DIAG 3) until they are the same.

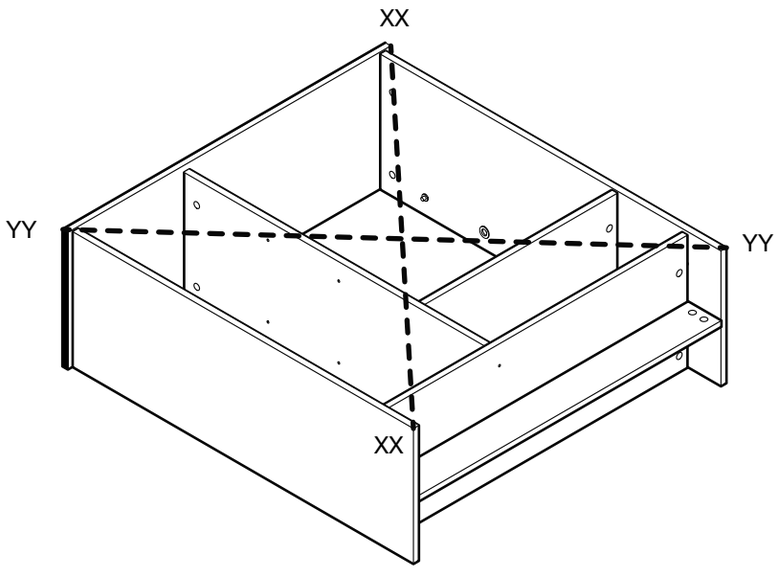


Measure to external corners





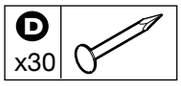


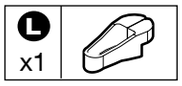


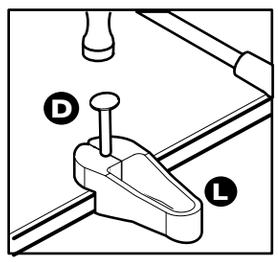
Step 19

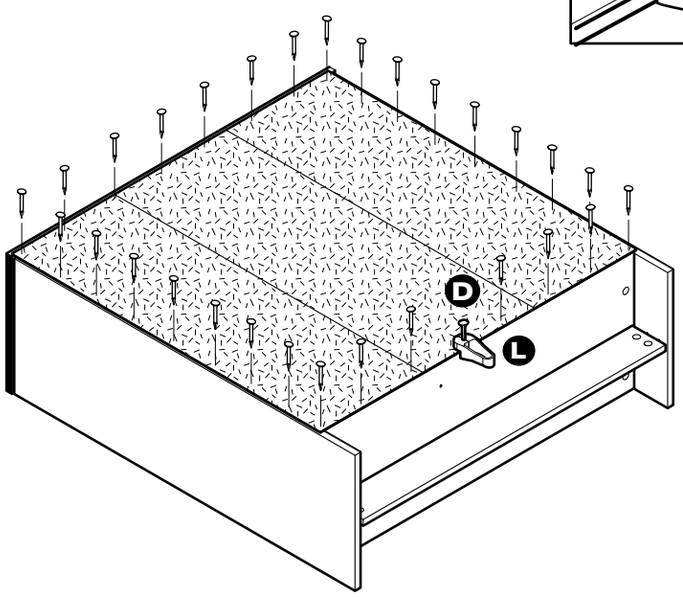
Secure the back panel.

Use the panel pin guide when locating the panel pins. This will hold the panel pins vertical and ensure the correct distance from the edge.









Assembly Instructions

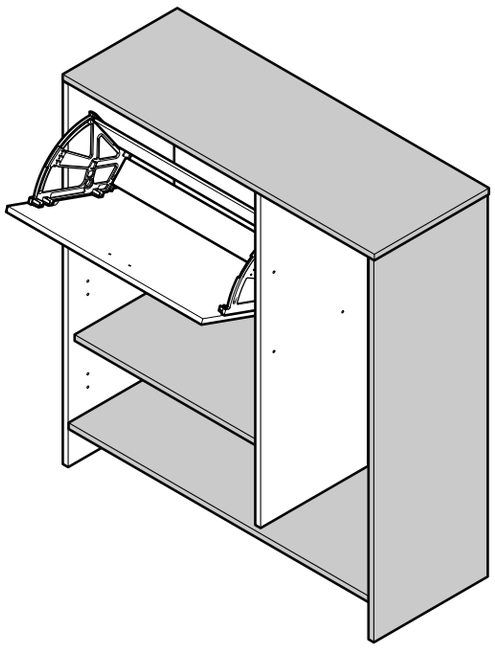
Step 20

Attach assembled flap

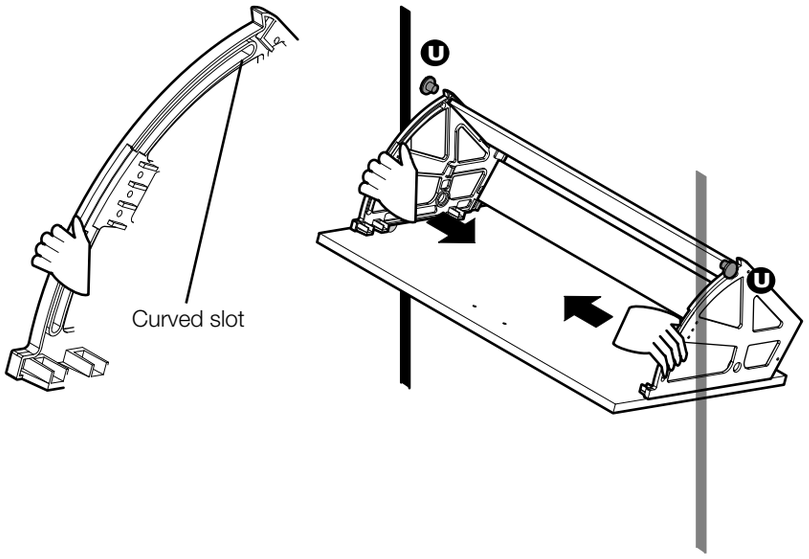
IMPORTANT
2 people required.

a: Carefully stand the unit upright.

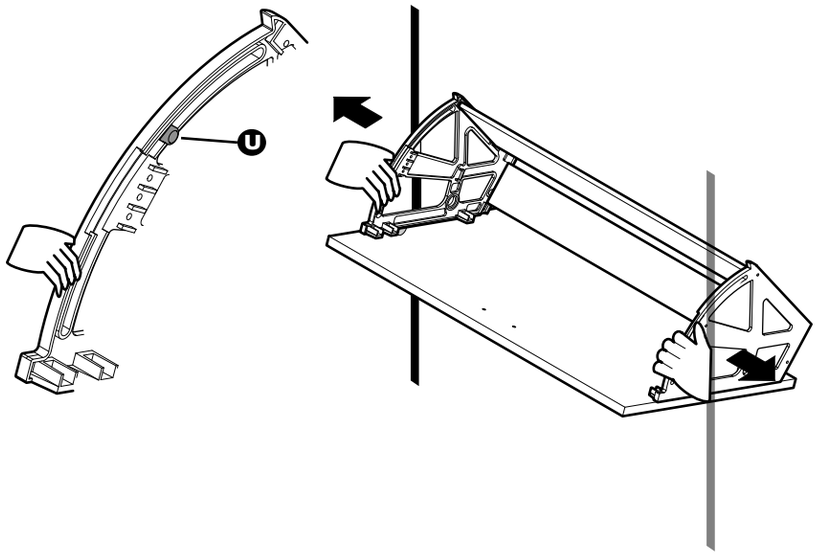
Position the flap into the main unit as shown.



b: Carefully pull the brackets in the direction shown by the arrows. This will allow you to line the curved slot in the brackets up with shelf stop pins Ⓤ already inserted in end panels.



c: Carefully pull the brackets in the direction shown by the arrows. This will lock the brackets onto the shelf stop pins Ⓤ.



Continued on next page.

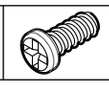
Assembly Instructions

Step 20 - Cont.

d: As shown in diagram 1, thread the screw (K) into the washer (V).

Use a screwdriver to secure the pivot and screw into the bracket as shown in diagram 2.

(V) x2 

(K) x2 

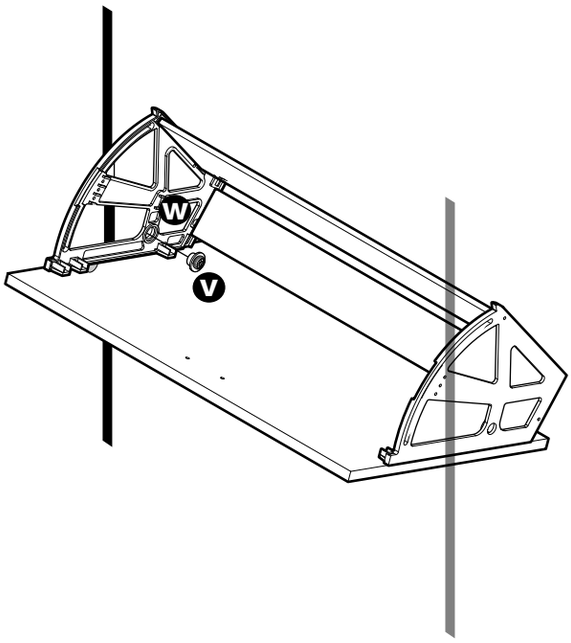


Diagram 1

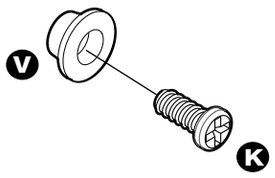
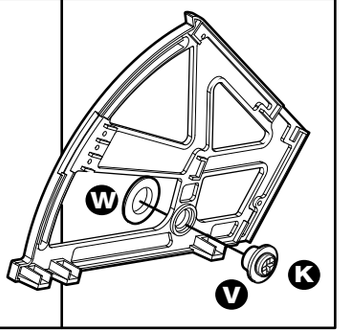


Diagram 2



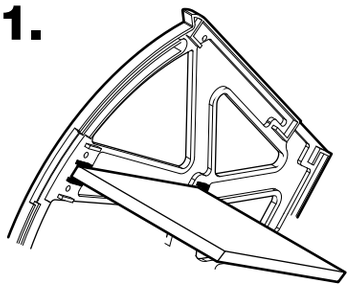
Important!

Ensure rail is inserted fully into slot in brackets. See 1,2 and 3.

e: Secure the large rail **9767** to left and right hand bracket using screws (F). (See 4)

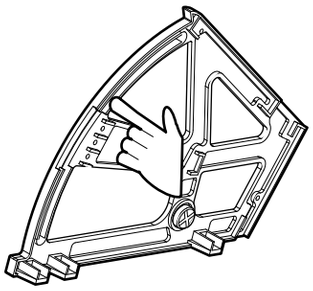
(F) x2 

1.



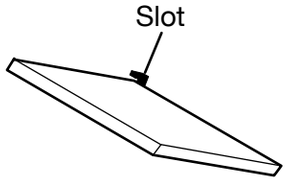
Position rail into slots.

2.



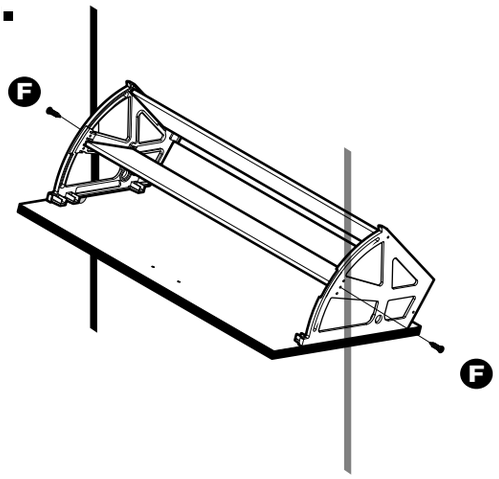
To ensure the rail fits correctly into the bottom slot, push the bracket on the area as shown above.

3.



Note the rail now sits flush up to the slot.

4.



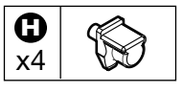
Assembly Instructions

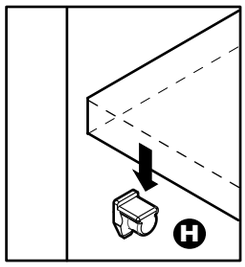
Step 21

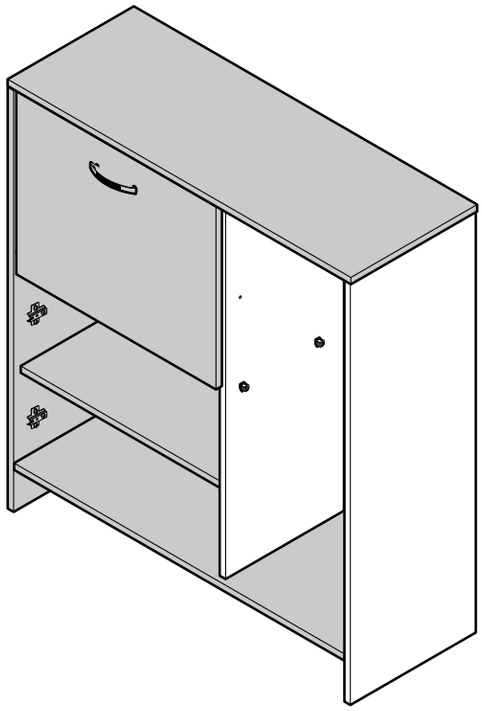
Fitting the shelf supports.

Insert 4 shelf supports at the desired height.

Once inserted, seat the shelf on top of the shelf supports.





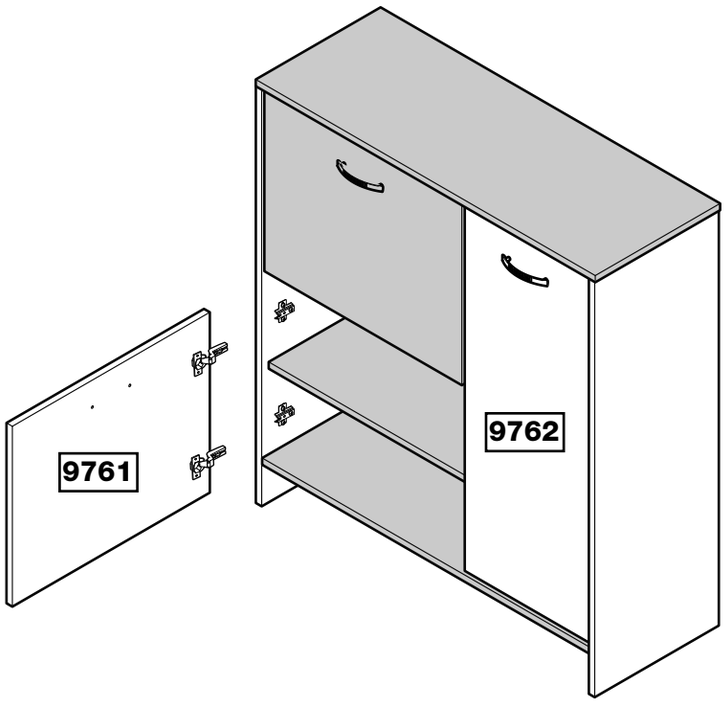


Step 22

Hanging doors

a: With help, slot door hinges onto hinge plates. Ensure screw on hinge slides into the slot on hingeplate.

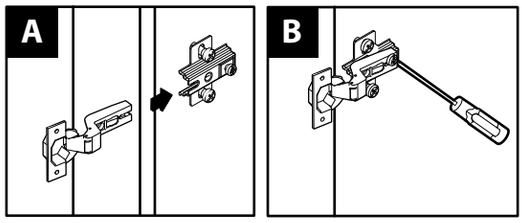
See Diagrams 1, 2 and 3.



b: Tighten screw shown to lock hinges in position.

See ‘Hinge adjustment’ page if the doors need adjusting.

Repeat the process on the remaining door.



Assembly Instructions

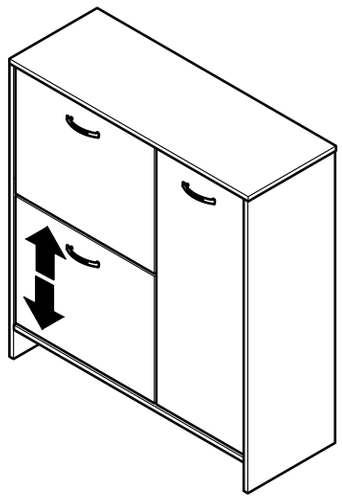
Step 23

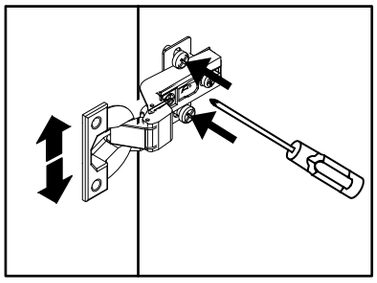
Hinge adjustment

a: To move doors up or down: loosen screws shown and move doors to suit.

Re-tighten screws.

A

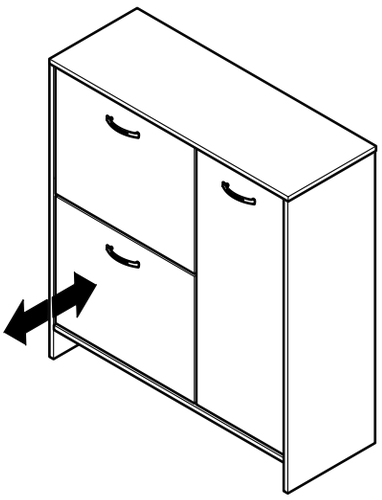


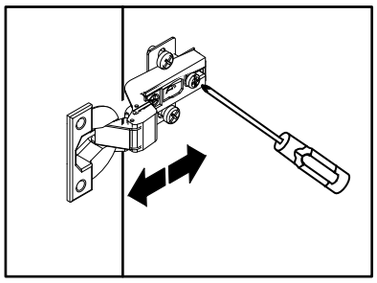


b: To move doors in or out: loosen screw shown and move doors to suit.

Re-tighten screws.

B

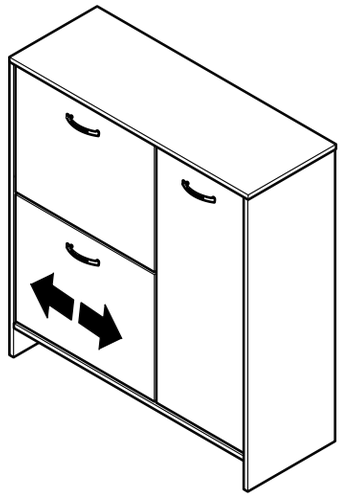


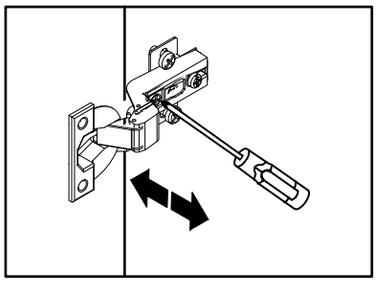


c: To move doors left or right: loosen or tighten screw as shown.

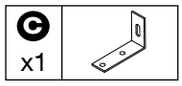
Be careful not to fully unscrew.

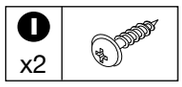
C





Step 24





Fixing to wall

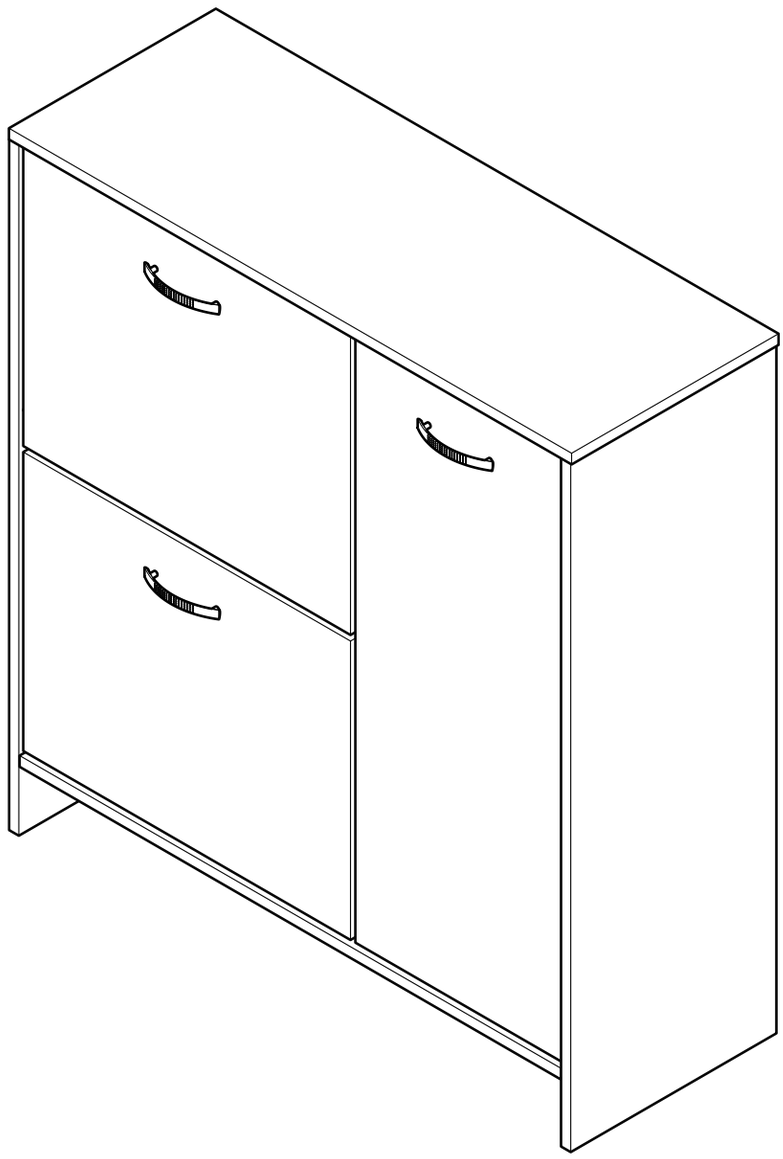
We recommend that this unit is fixed to a suitable wall to prevent possible overbalancing. We have included a fixing bracket for this. No fixing screws are provided as they will need to suit the wall type, and the length of screw will depend on the distance from the back of the unit to the wall. Please ensure fixings used are appropriate to your wall type. Locate the bracket to the top panel or to the end panel as close to top as possible. We do not specify exact location for the bracket, this is left to the customer's discretion.

With help move the unit into position.

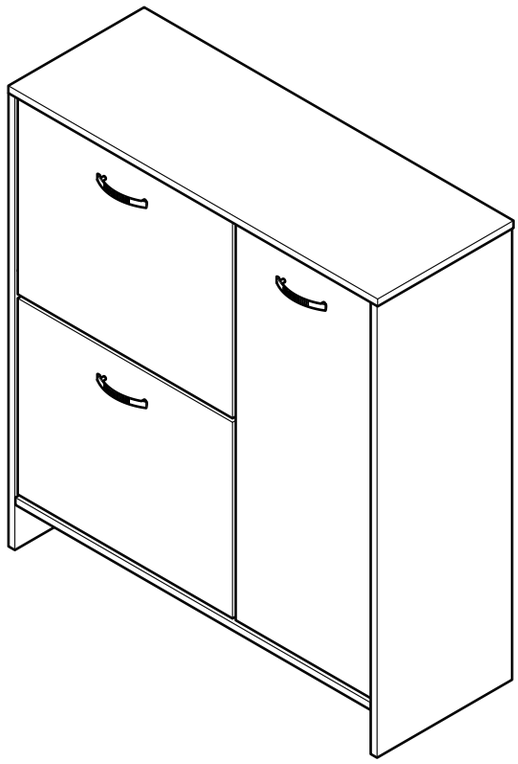
Warning:
2 people to lift.
Lift with care.

Warning:

Please take care when drilling into the wall, avoiding any pipes and wires. Wear safety goggles when drilling. The use of residual current device (RCD) is recommended when working with tools.If in doubt consult a qualified person.



Congratulations! Your unit is complete.



Important Information

If you need help or have damaged or missing parts, call the **Customer Helpline:**

01709 534 123 8am - 4.30pm (Monday to Thursday)
8am - 2.30pm (Fridays)

(by contacting the customer service line your statutory rights are not affected)

Please have the following information to hand:

>> Unit Description
>> Product Code
>> Product Colour
>> Place of Purchase
>> Catalogue Ref. No.
>> Item Code
>> Assembly Instructions

We do have an answer machine should you contact us out of office hours, so in addition to the above information could you leave your name, address, daytime telephone number and the nature of your call on the answerphone. All calls will be actioned asap.

You can also e-mail your requests to us at:

customer.helpdesk@addspacefl.co.uk

Alternatively, you can write to us at: Customer Service Department, Addspace Furniture Limited, Braithwell Way, Hellaby Industrial Estate, Hellaby, Rotherham, South Yorkshire, S66 8QY.