



1. Open the carton and remove the packing material. **Hold on to the white styrofoam strips.** You'll use them later. If you ordered Dividers remove the small box containing them.



2. Fold the short carton flaps in and flip the cabinet box on it's end. Use the hand holes on the carton to avoid bending.



3. Slide the cabinet out of the box onto the flap. Tear the top of the bag open and slide it down the cabinet.



4. Plastic bags can be dangerous. As soon as you have set the cabinet down, gather up the bag and all the packing material.



5. **If** this cabinet contains the legs then locate the bag with the keys and tear the bag to remove the keys. Unlock the cabinet. **This step is not required if the cabinet box does not indicate the legs are inside.**



6. Open the top drawer to retrieve the legs. All the legs for your entire order will be in one box marked accordingly. There is no need to open the drawer in this cabinet, at this point, if the cabinet does not contain the legs.



7. Lock the cabinet. Check to see that it is locked. This is important. You do not want a drawer to open inadvertently.



8. If the cabinet is being stacked be sure the levelers are all the way in. If you are adding wheels or legs, remove them.



9. Screw the legs into the cabinet where the levelers were removed. Get at a good grip and tighten them firmly.



10. Combine the two foam strips to form an arrow. Tilting the cabinet, slide them under as far as possible and centered.



11. Balance the cabinet and bring it down using the styrofoam to pivot the cabinet on. Without the foam the legs would bend. The foam allows the cabinet to float above the rear legs while it is angled down into the horizontal position.



12. Once the cabinet is horizontal the legs are in position to take the weight as they were designed to. Lift the cabinet to remove the foam pieces and set the cabinet on all four legs.