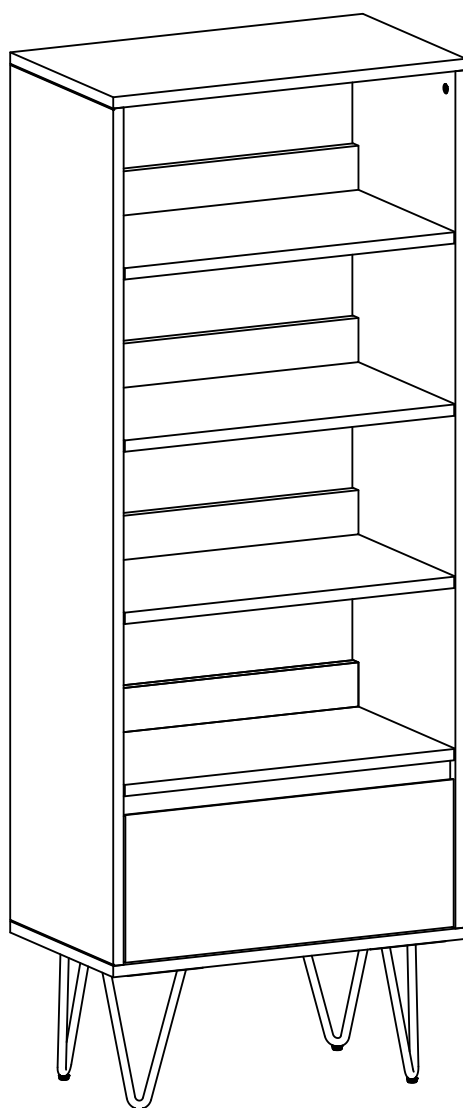


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Chase / Saylor / Halstein

Tall Bookcase

Model # AXCCHS09-RNAB



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9am to 5pm EST

***If you've purchased from a retailer and you wish to return the product, please contact the retailer directly.**

IMPORTANT : Please read this manual carefully before beginning assembly of this product. Keep this manual for future reference.

Safety Information

CAUTION: Injuries and damage can occur from furniture tip over if product is not properly anchored to the wall. Use the Furniture Anti-Tipping Restraint provided with the product. Consult our assembly instructions for help.

If the Furniture Anti-Tipping Restraint kit is not in the box, please contact our customer service department in order to obtain another kit before using the furniture.

Identify all the parts and hardware. Do not discard of the packaging until you have checked that you have all of the parts and hardware required. Hardware package may have spare parts.

WARNING: This item contains small parts which can be swallowed by children and pets. Keep children and pets away during assembly. To avoid danger of suffocation, always keep plastic bags away from children and pets. We recommend that you assemble this unit on a carpeted floor to avoid scratches. If using power tools, set the tool to low torque to avoid damage.

May require 2 people for ease of assembly.

Care & Maintenance

This furniture is designed for indoor use.

Damage to furniture can come from temperature changes in relative humidity (RH) in our homes. Humid air oxidizes metal which results in rusting, corrosion, tarnishing and roughness. Wood absorbs water as relative humidity rises and falls, and in doing so it swells and shrinks.

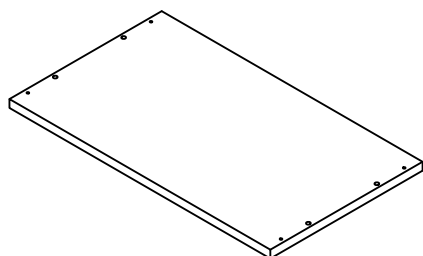
To protect against the humidity effect, the metal is powder coated. The powder coat layer protects the metal from oxidizing, corrosion, tarnishing and scratching and keeps it looking good for years to come. The wood is sealed and lacquered to protect against humidity.

To help protect your furniture, follow these steps:

- Use a humidifier, preferably one with an automatic control system that can sense the humidity level and adjust itself accordingly
- Dust with soft dry cloth
- Wipe up spills promptly
- Clean with a dry cloth
- Do not use abrasive cleaners, chemical solvents, strong detergents, cleaners with bleach, and furniture polish
- Use soft felt base coasters, placemats to help prevent scratches
- Keep furniture out of direct sunlight, which can cause cracking or roughness on the protective layer
- If it can be avoided, do not put furniture near heating vents
- Keep the furniture 3 to 4 inches away from the wall, giving heat and air space to circulate.

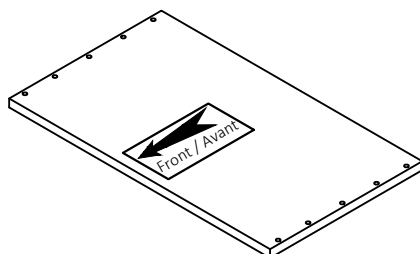
Part Description

A



TOP
QTY 1

B



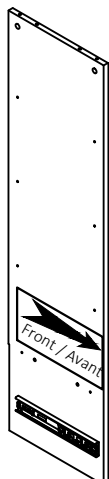
BOTTOM
QTY 1

CL



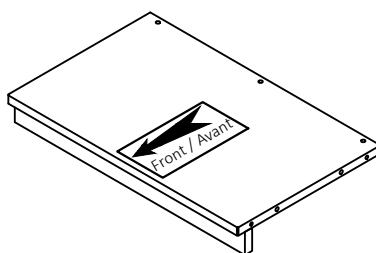
LEFT SIDE
QTY 1

CR



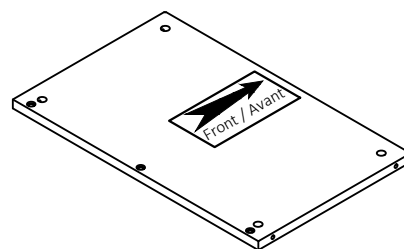
RIGHT SIDE
QTY 1

D



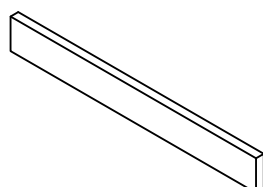
LOWER SHELF
QTY 1

E



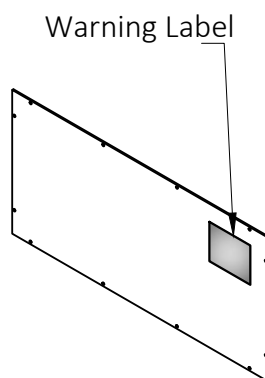
UPPER SHELF
QTY 3

F



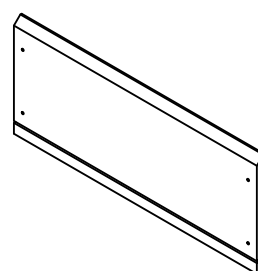
BACK BAR
QTY 4

G



BACK PANEL
QTY 1

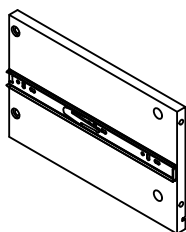
H



DRAWER FRONT
QTY 1

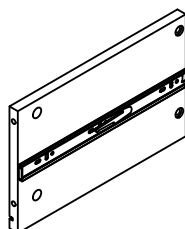
Part Description

IL



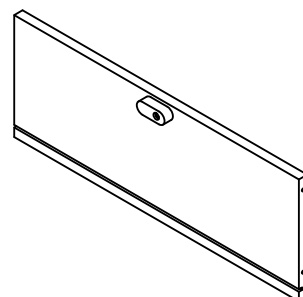
LEFT DRAWER SIDE
QTY 1

IR



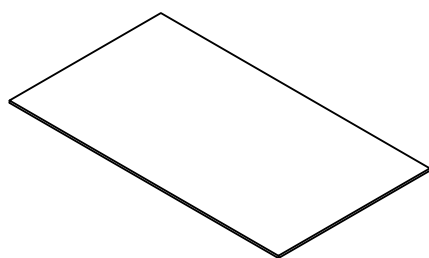
RIGHT DRAWER SIDE
QTY 1

J



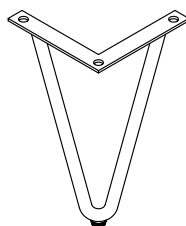
DRAWER BACK
QTY 1

K



DRAWER BOTTOM
QTY 1

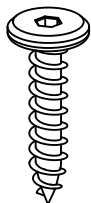
L



METAL LEG
QTY 4

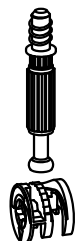
Hardware Description

1



ALLEN KEY SCREW
M6 X 30mm
QTY 22

2



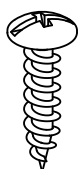
CAM LOCK PIN
CAM LOCK
QTY 24 SETS

3



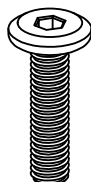
WOOD DOWEL
Ø8 X 30mm
QTY 12

4



PHILLIPS SCREW ROUND HEAD
M4 X 15mm
QTY 12

5



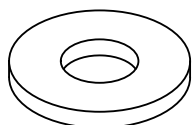
ALLEN KEY BOLT
M6 x 20 mm
QTY 12

6



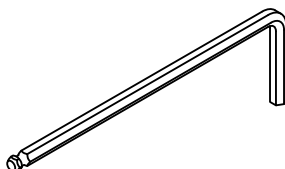
WASHER
Ø10/Ø6 X 1.5mm
QTY 12

7



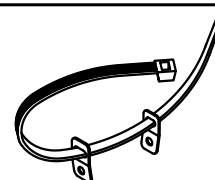
WASHER
Ø16/Ø6 X 1mm
QTY 12

8



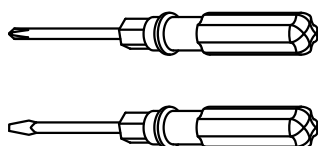
ALLEN KEY
QTY 1

9

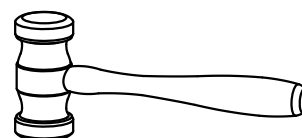


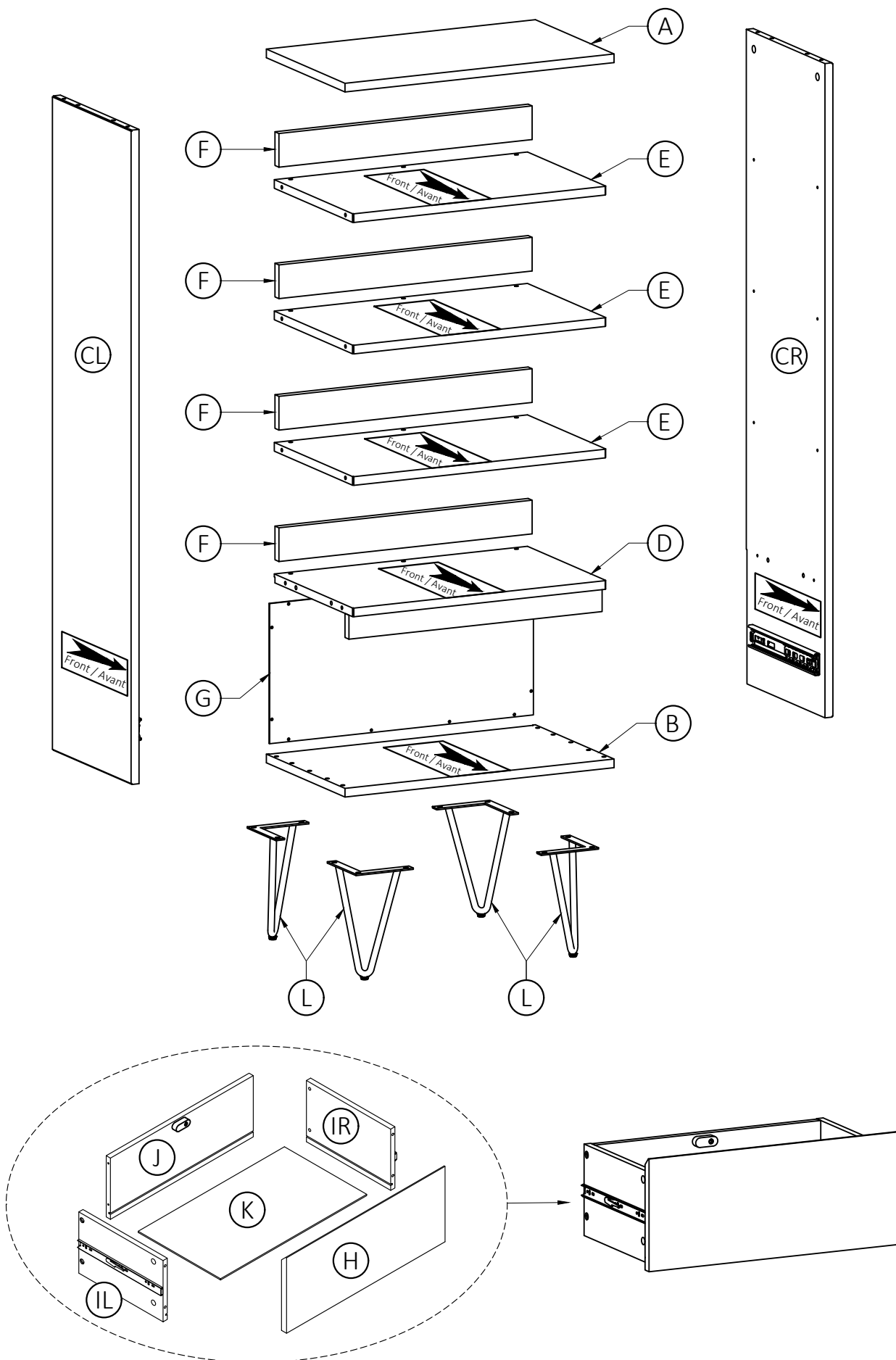
- a. M4 X 25mm - QTY 2
(1 is extra)
- b. M4 X 15mm - QTY 1
- c. M4 X 25mm - QTY 1

FURNITURE TIP OVER RESTRAINT
QTY 1 SET

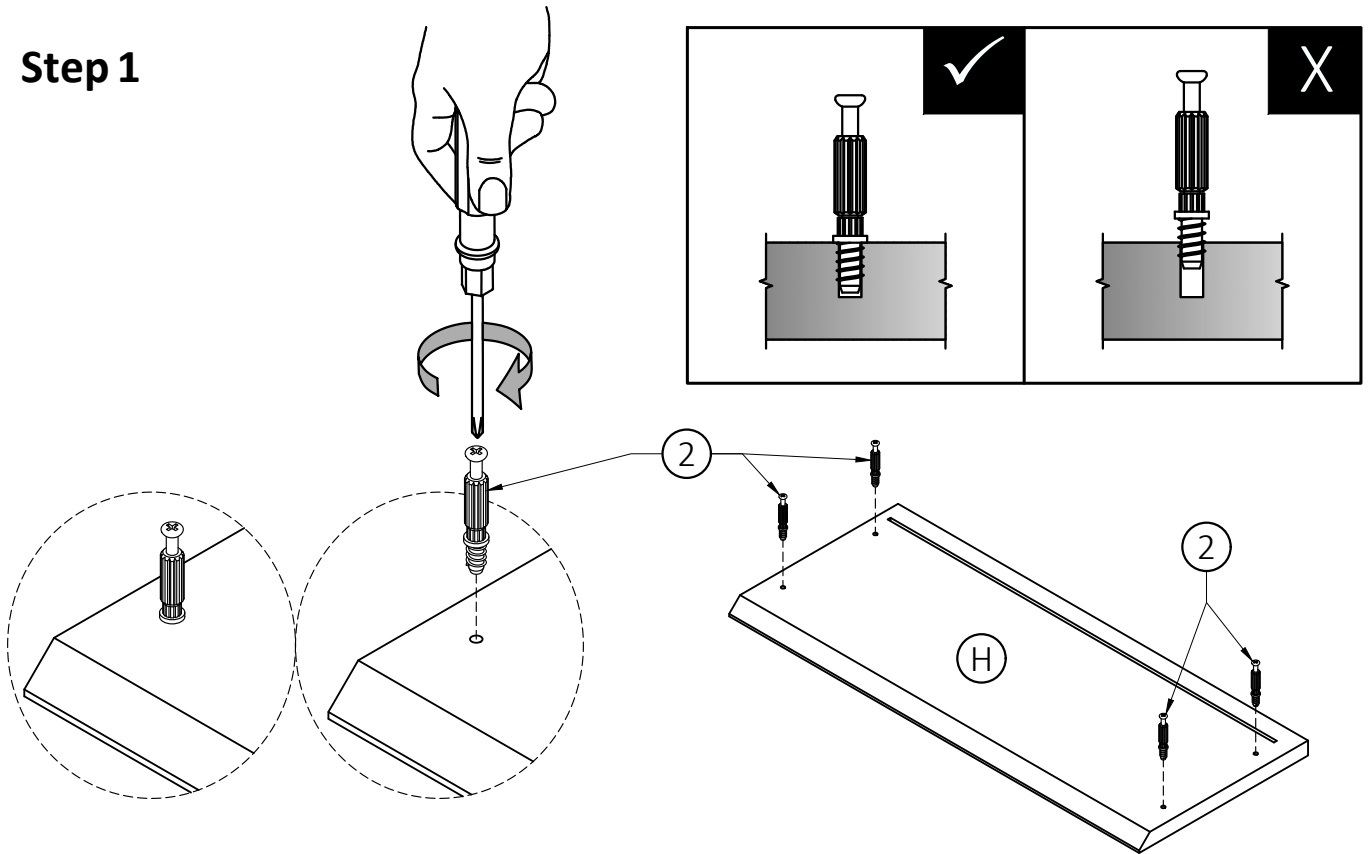


Required -
Flathead screwdriver
Phillips screwdriver
Rubber mallet
Not Included



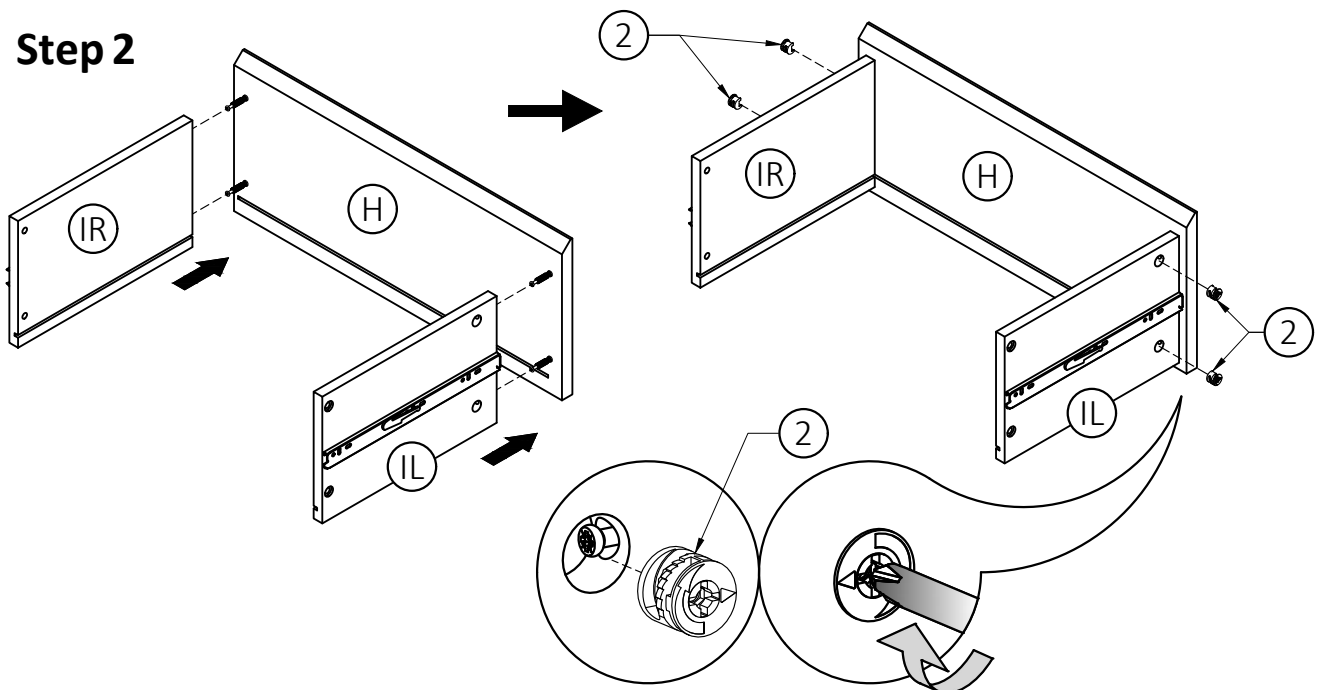


Step 1



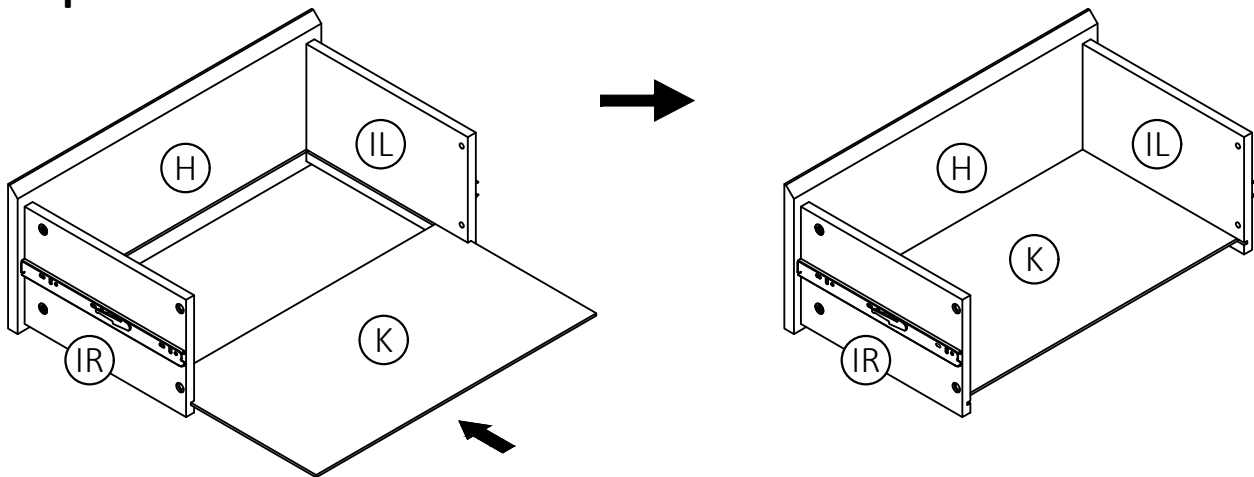
1. Attach four Cam Lock Pins (2) into pre-drilled holes on back of Drawer Front (H).
2. Use Phillips screwdriver to secure Cam Lock Pins. Do not over-tighten.

Step 2



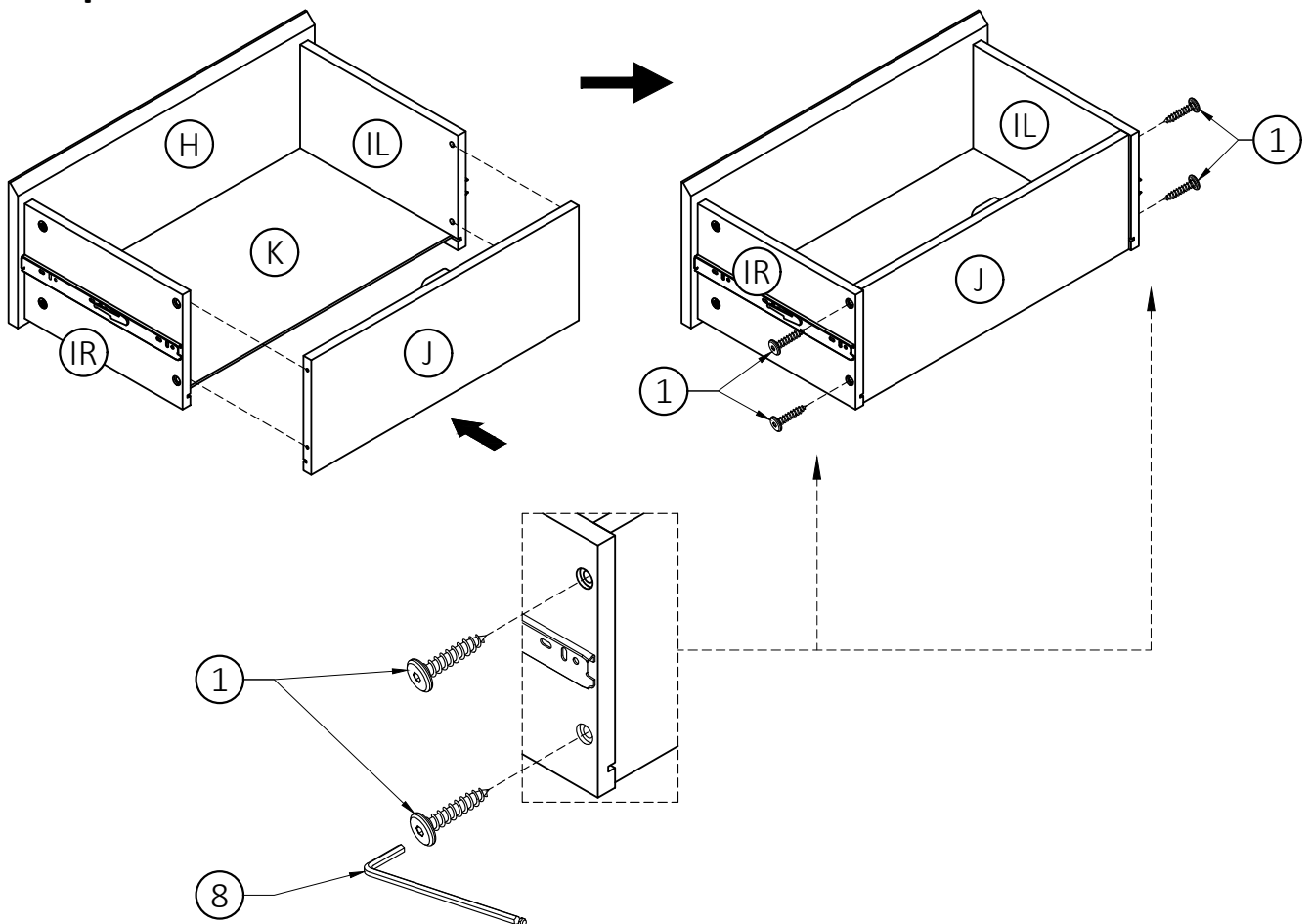
1. Align Cam Lock Pins with guide holes and attach Drawer Sides (IL, IR) to Drawer Front (H).
2. Insert two Cam Locks (2) into guide holes on each Drawer Side (IL, IR).
3. Use Phillips screwdriver to secure Cam Locks. Do not over-tighten.

Step 3



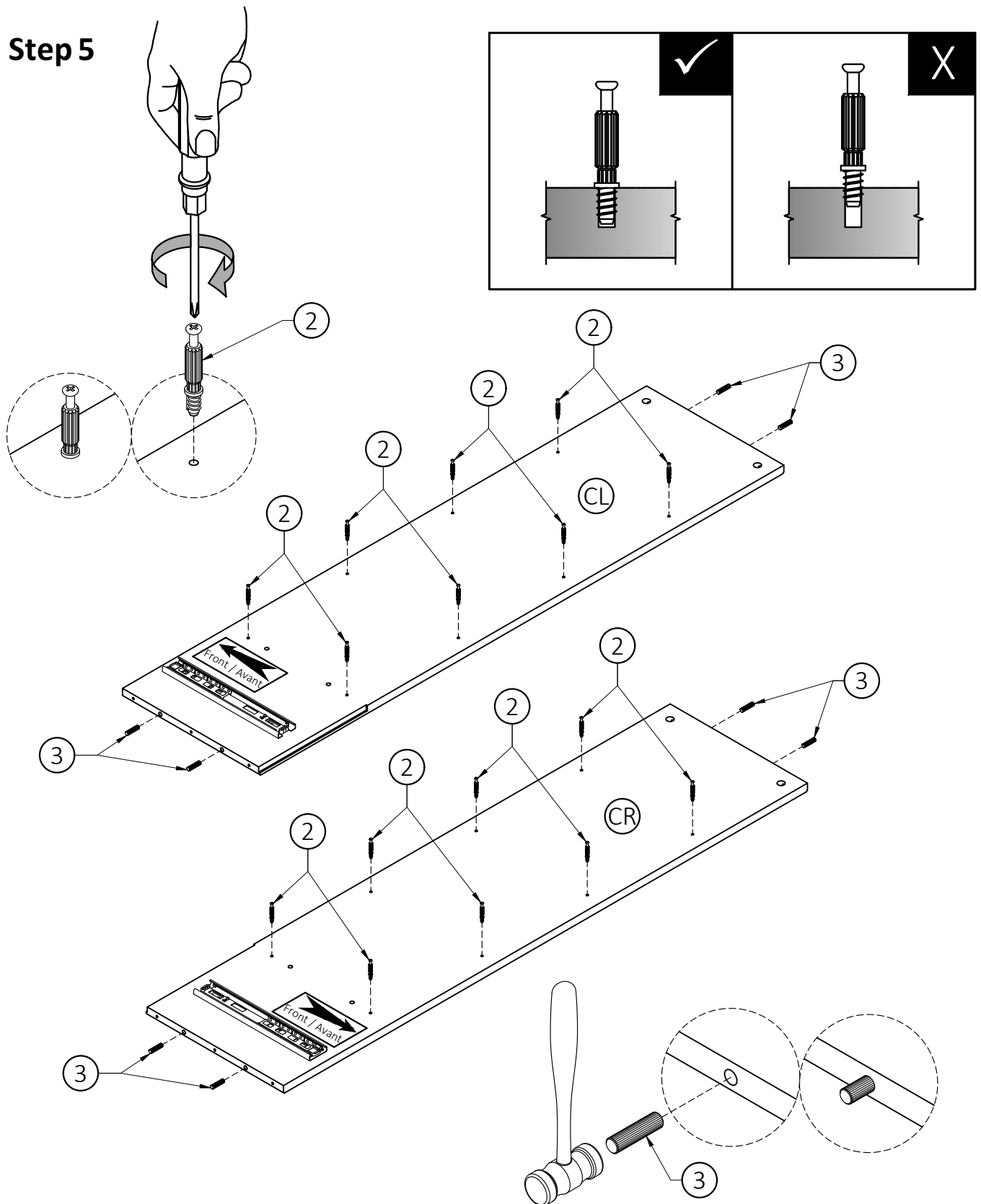
1. Slide Drawer Bottom (K) firmly into slots on Drawer Sides (IL, IR) and Drawer Front (H).

Step 4



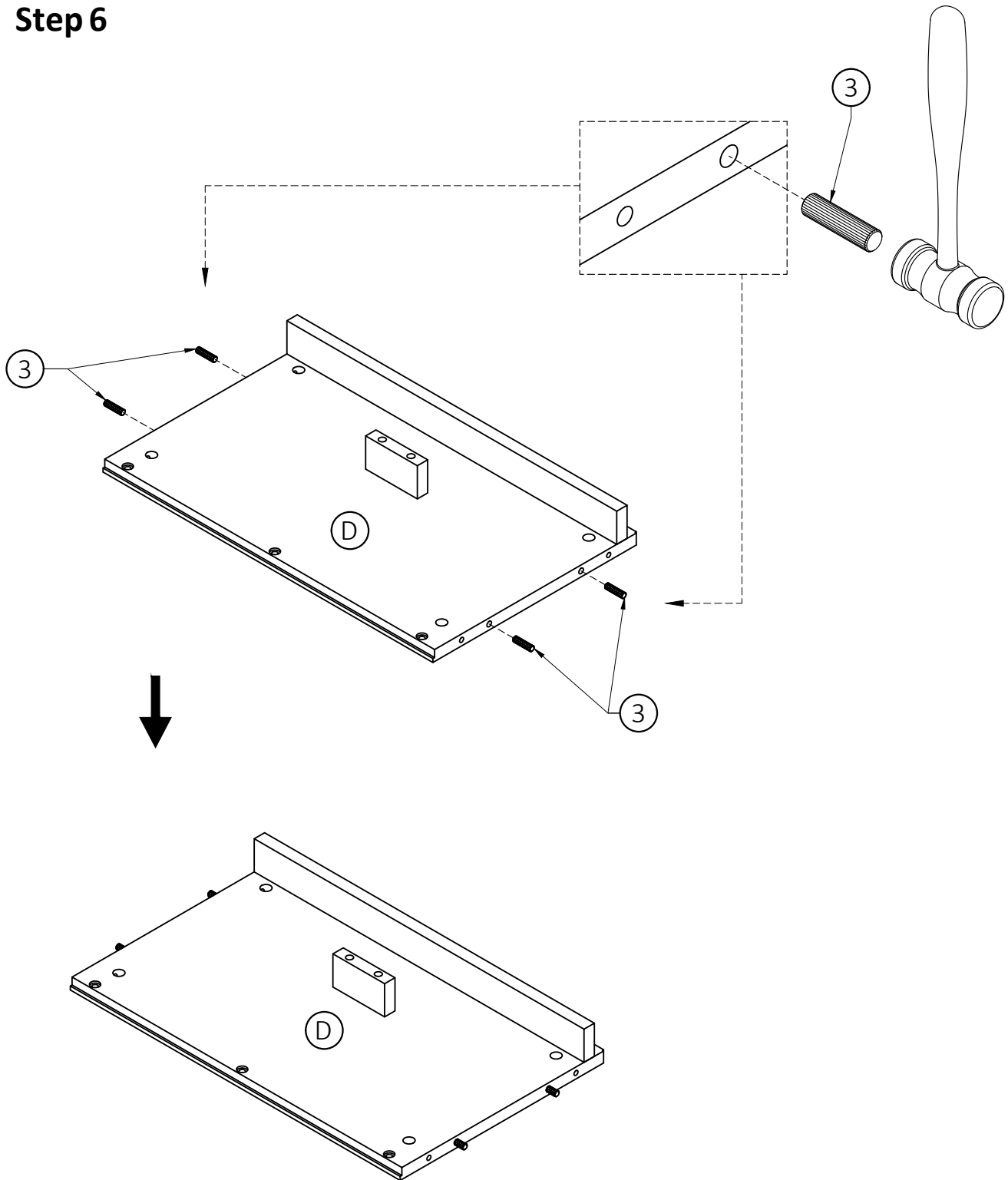
1. Align Drawer Back (J) with Drawer Bottom (K) and press firmly into slot .
2. Attach Drawer Back using two Allen Key Screws (1) through guide holes on each Drawer Side (IL, IR).
3. Use Allen Key (8) to tighten Screws. Do not over-tighten

Step 5



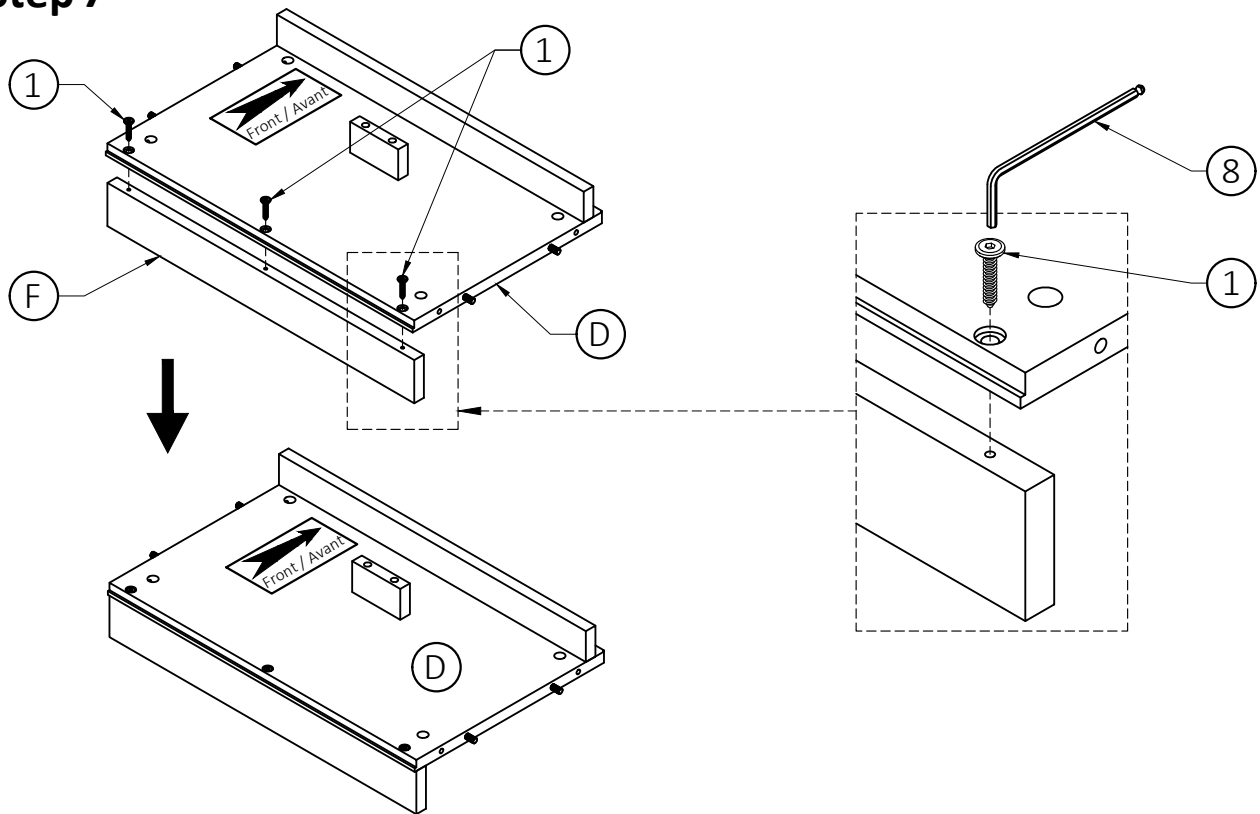
1. Attach eight Cam Lock Pins (2) into pre-drilled holes on each Sides (CL, CR).
2. Use Phillips screwdriver to secure Cam Lock Pins. Do not over-tighten.
3. Insert four Dowels (3) into guide holes on each Sides (CL, CR).
4. Use rubber mallet to tap Dowels (3) into bottom of holes securely. 1/2 length of Dowels should be exposed.

Step 6

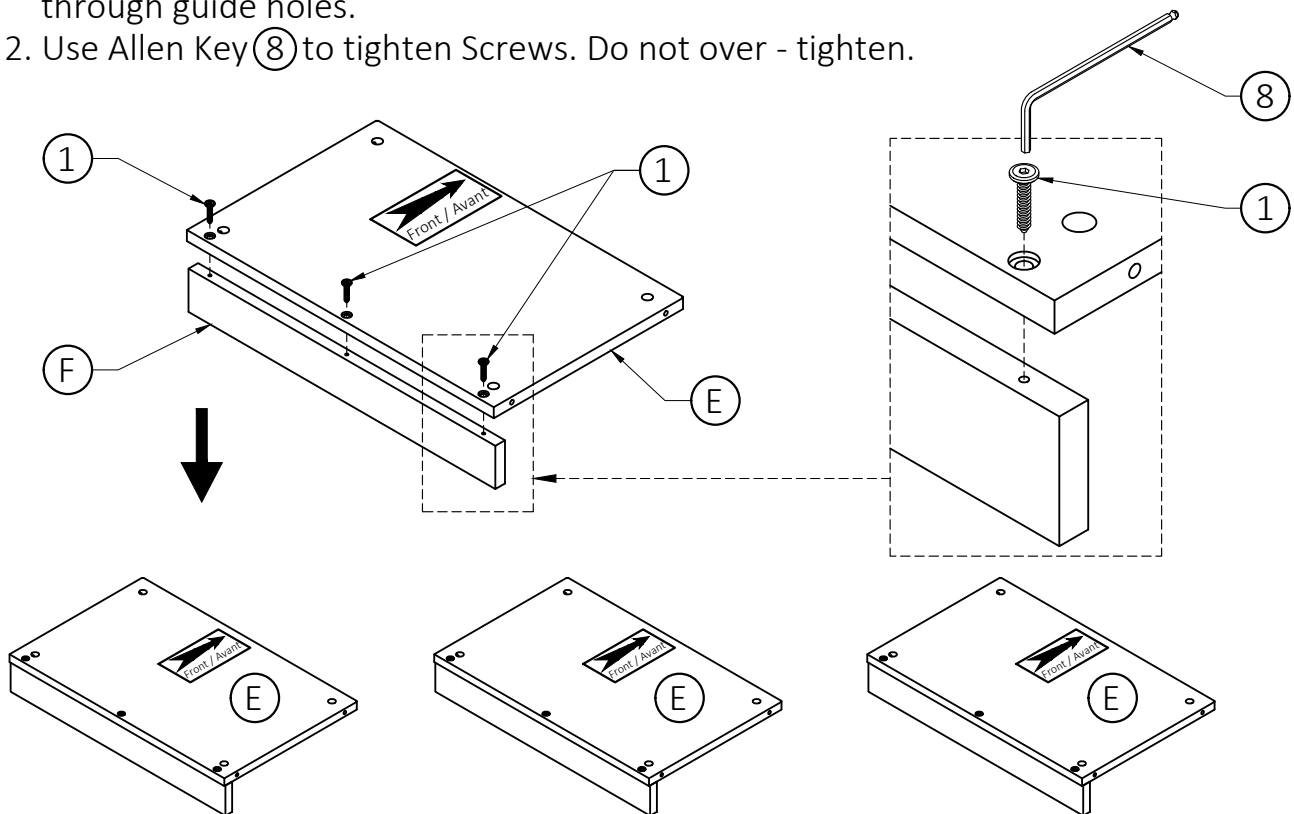


1. Insert four Dowels (3) into guide holes on part (D).
2. Use rubber mallet to tap Dowels (3) into bottom of holes securely. 1/2 length of Dowels should be exposed.

Step 7

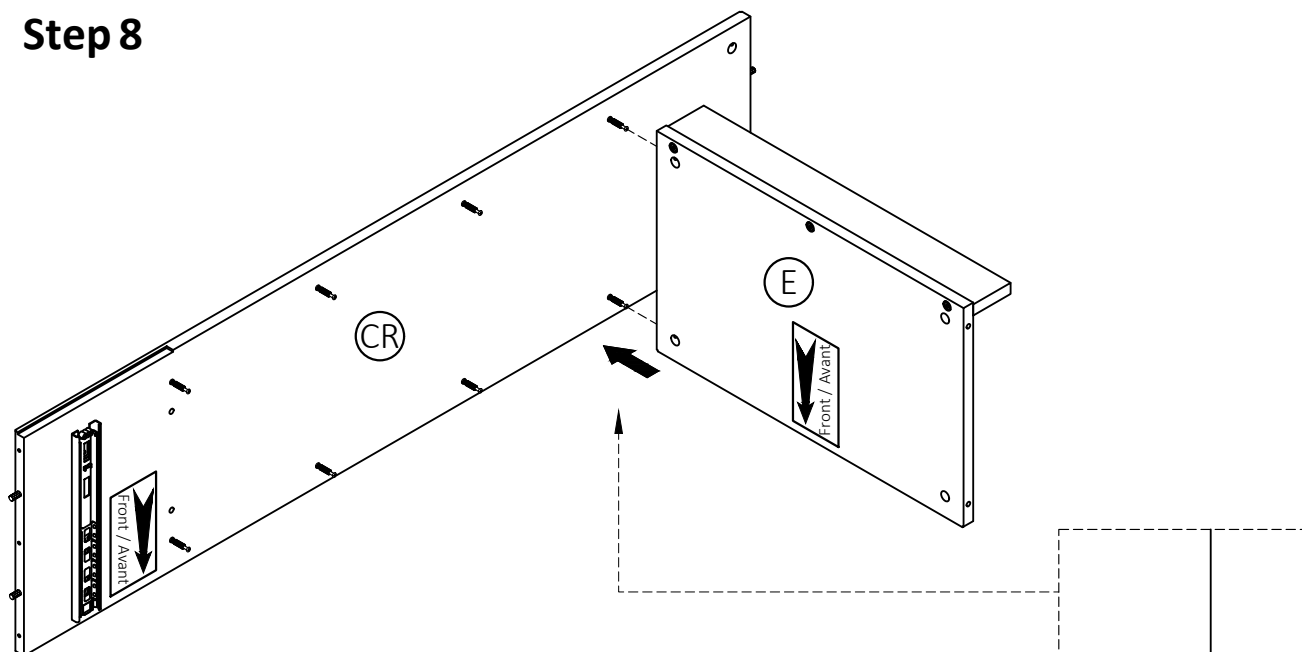


1. Attach Lower Shelf (D) to Back Bar (F) using three Allen Key Screws (1) through guide holes.
2. Use Allen Key (8) to tighten Screws. Do not over - tighten.

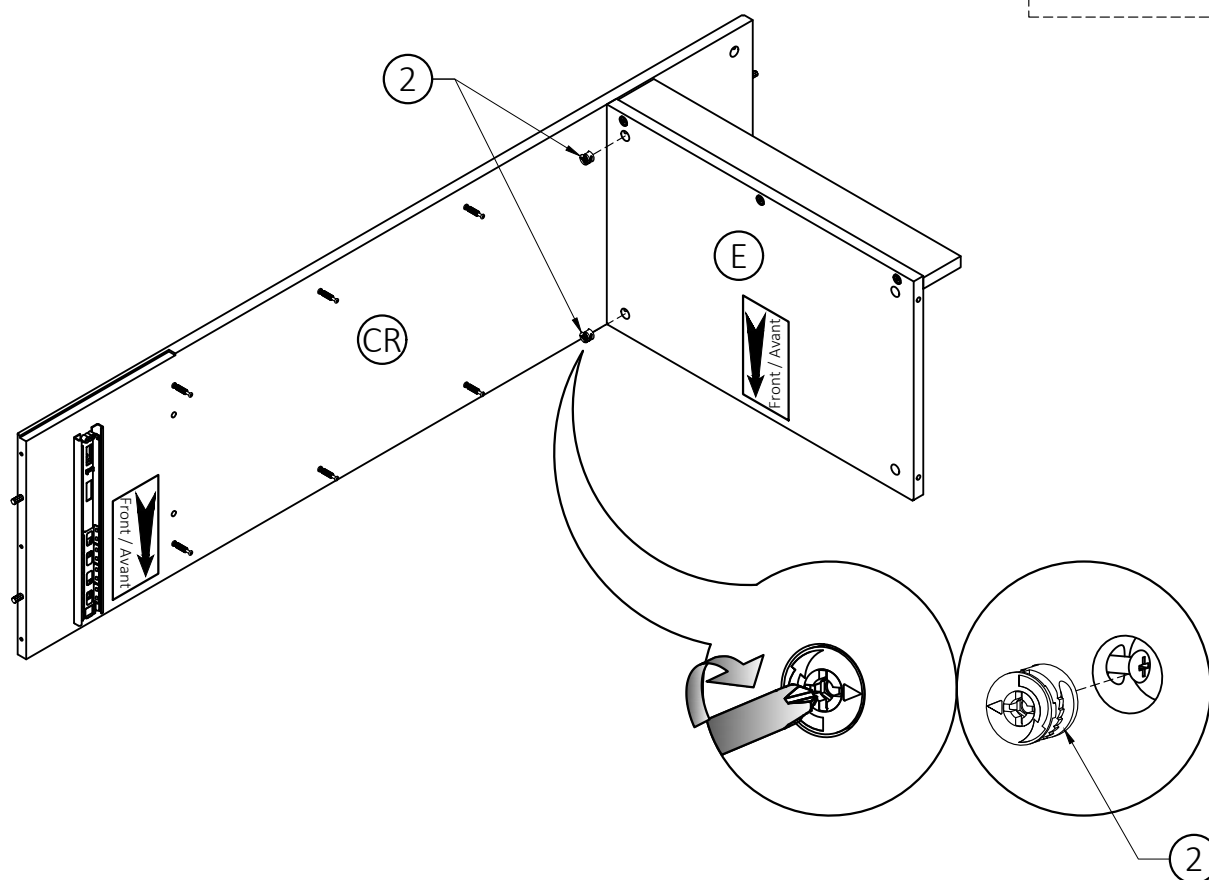


3. Attach Upper Shelf (E) to Back Bar (F) using three Allen Key Screws (1) through guide holes.
4. Use Allen Key (8) to tighten Screws. Do not over - tighten.

Step 8

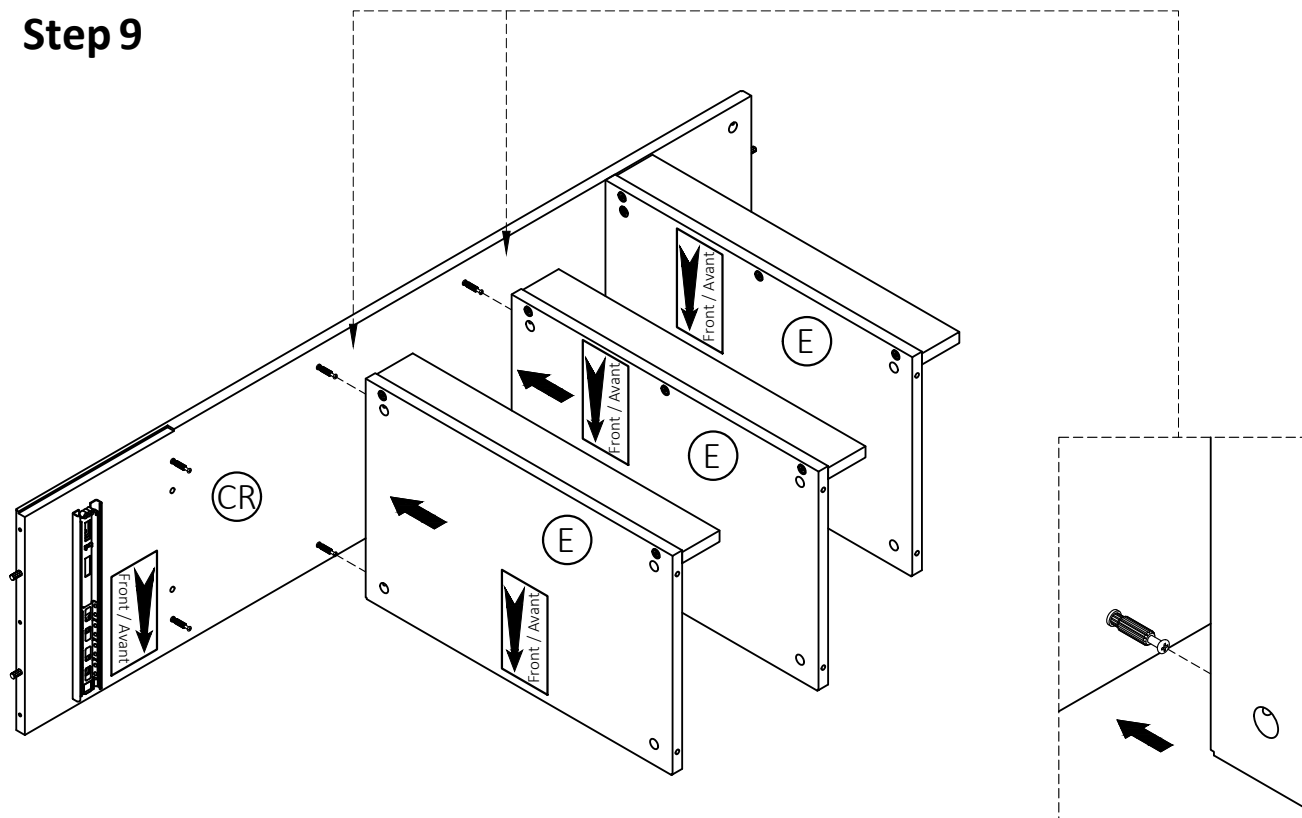


1. Align Cam Lock Pins with guide holes on parts (CR) and (E) and attach part (CR) to part (E).

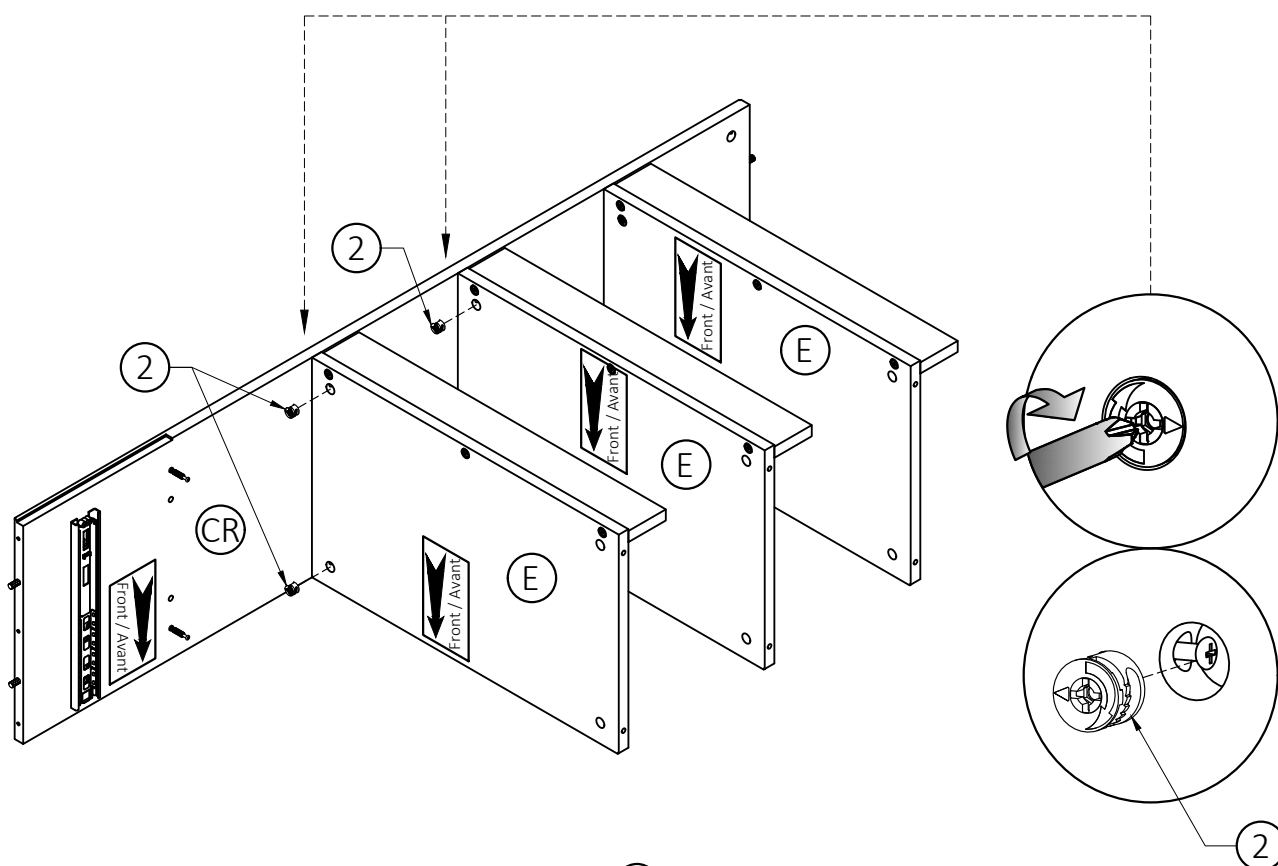


2. Insert two Cam Locks (2) into guide holes on part (E).
3. Use Phillips screwdriver to secure Cam Locks. Do not over-tighten.

Step 9

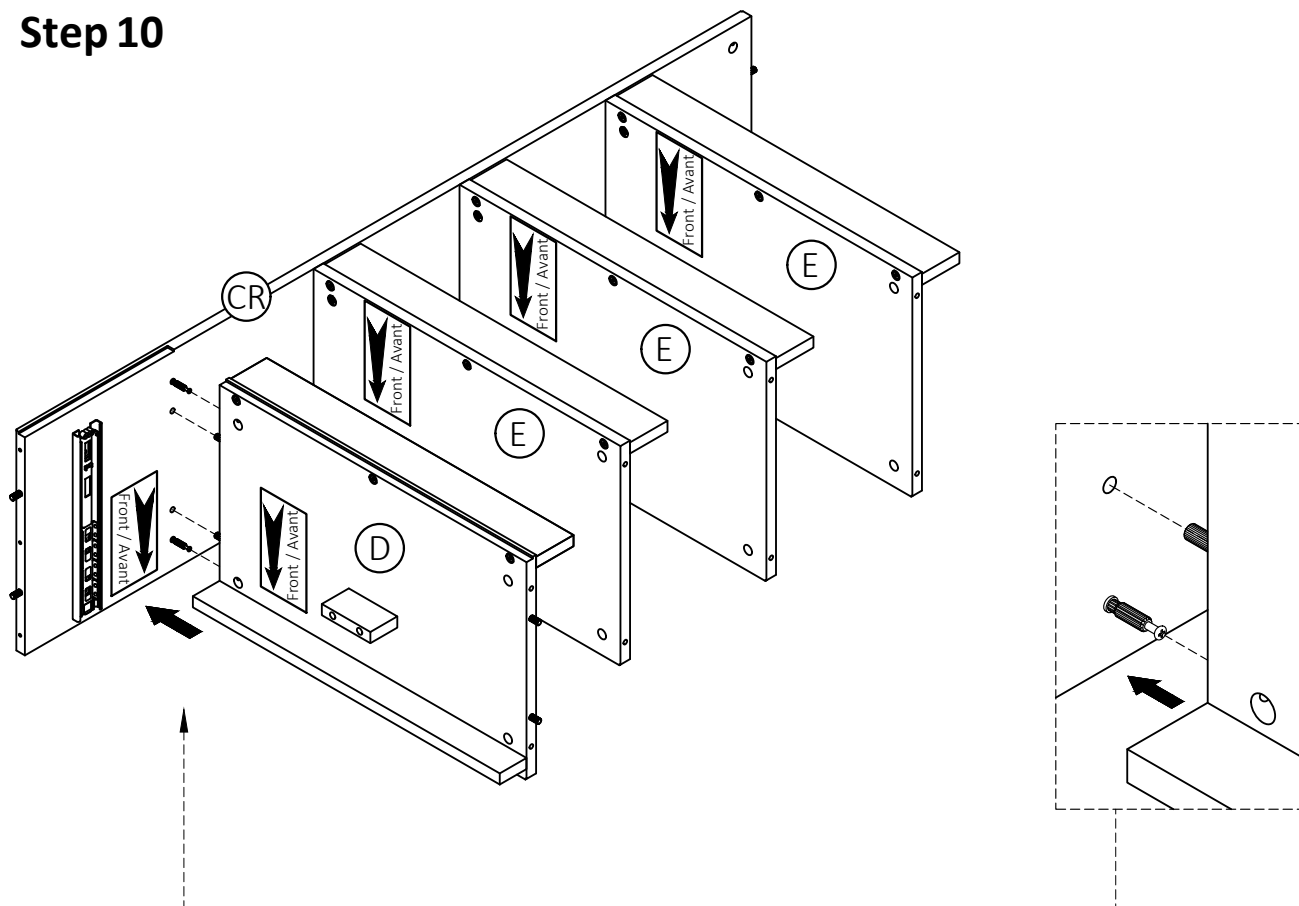


1. Repeat Step 8 for the other two parts (E).

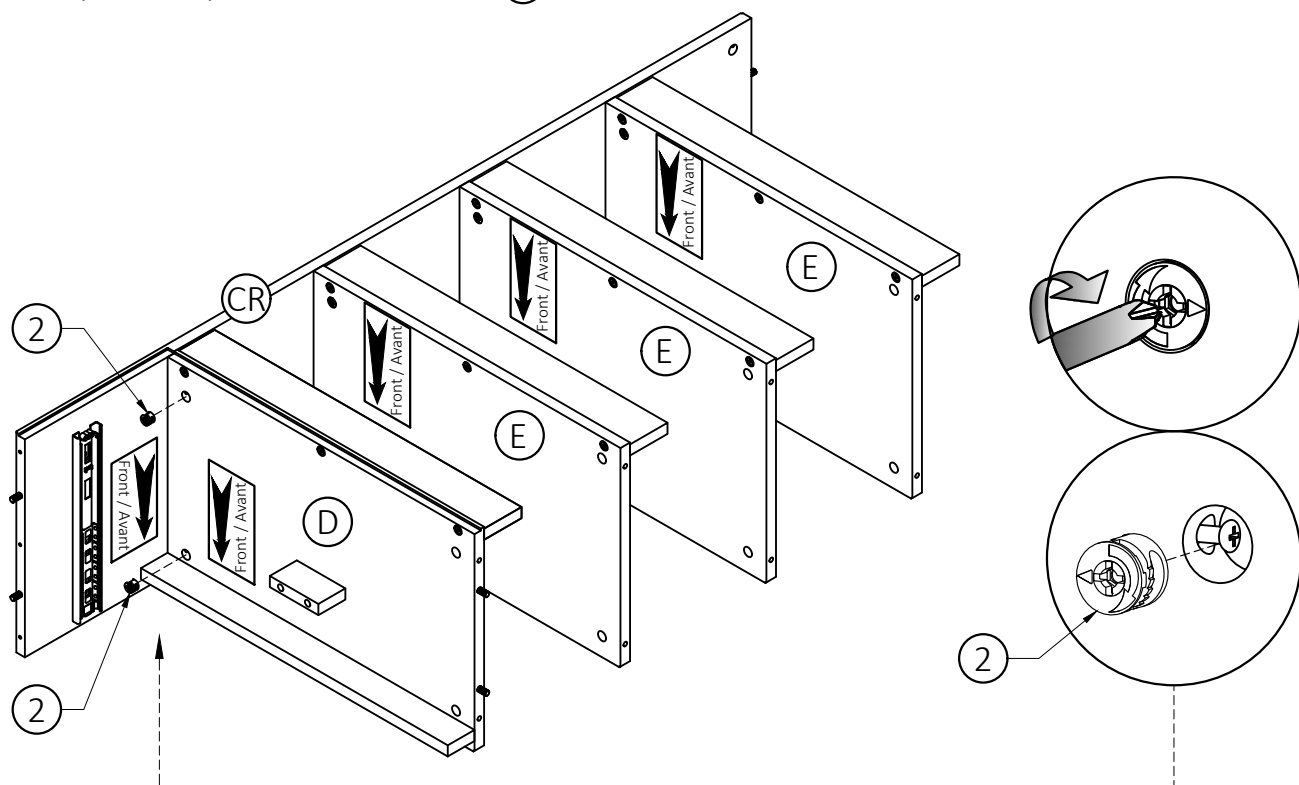


2. Repeat Step 8 for the other two parts (E).

Step 10

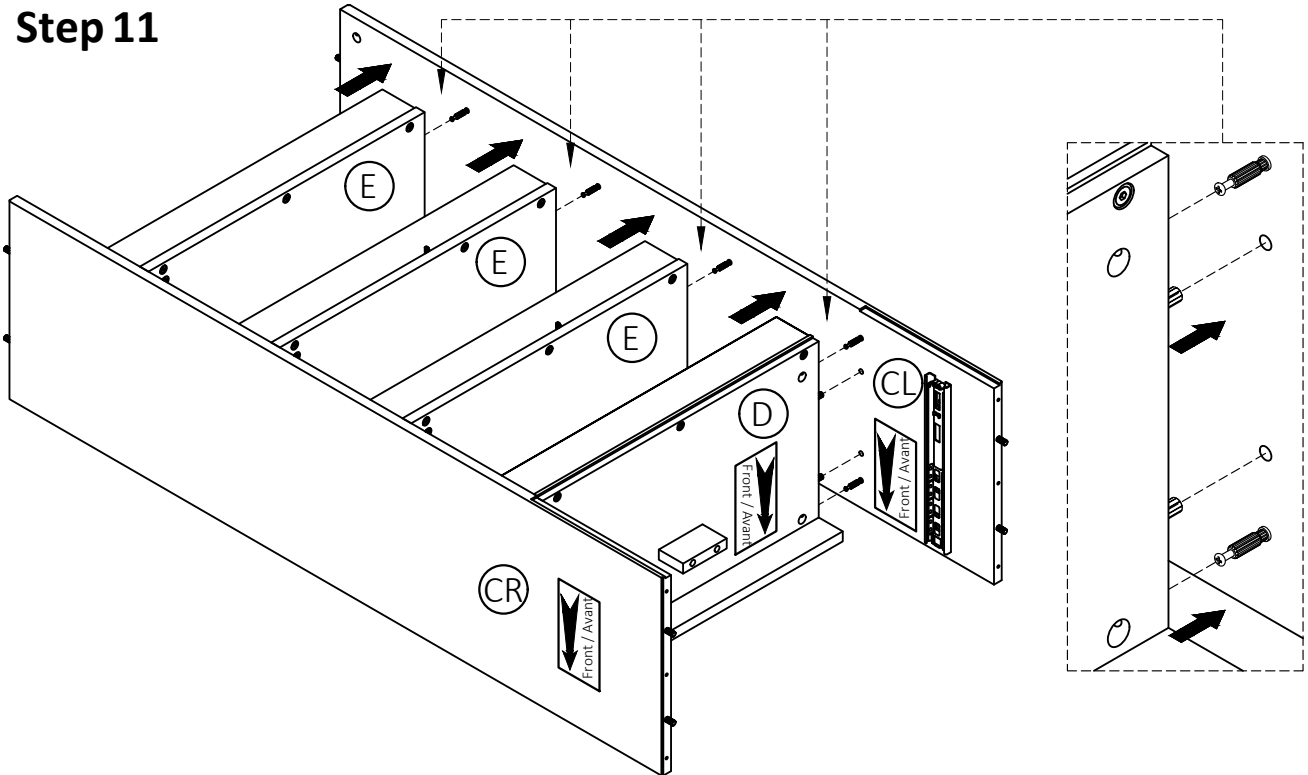


1. Repeat Step 8 for Lower Shelf (D).

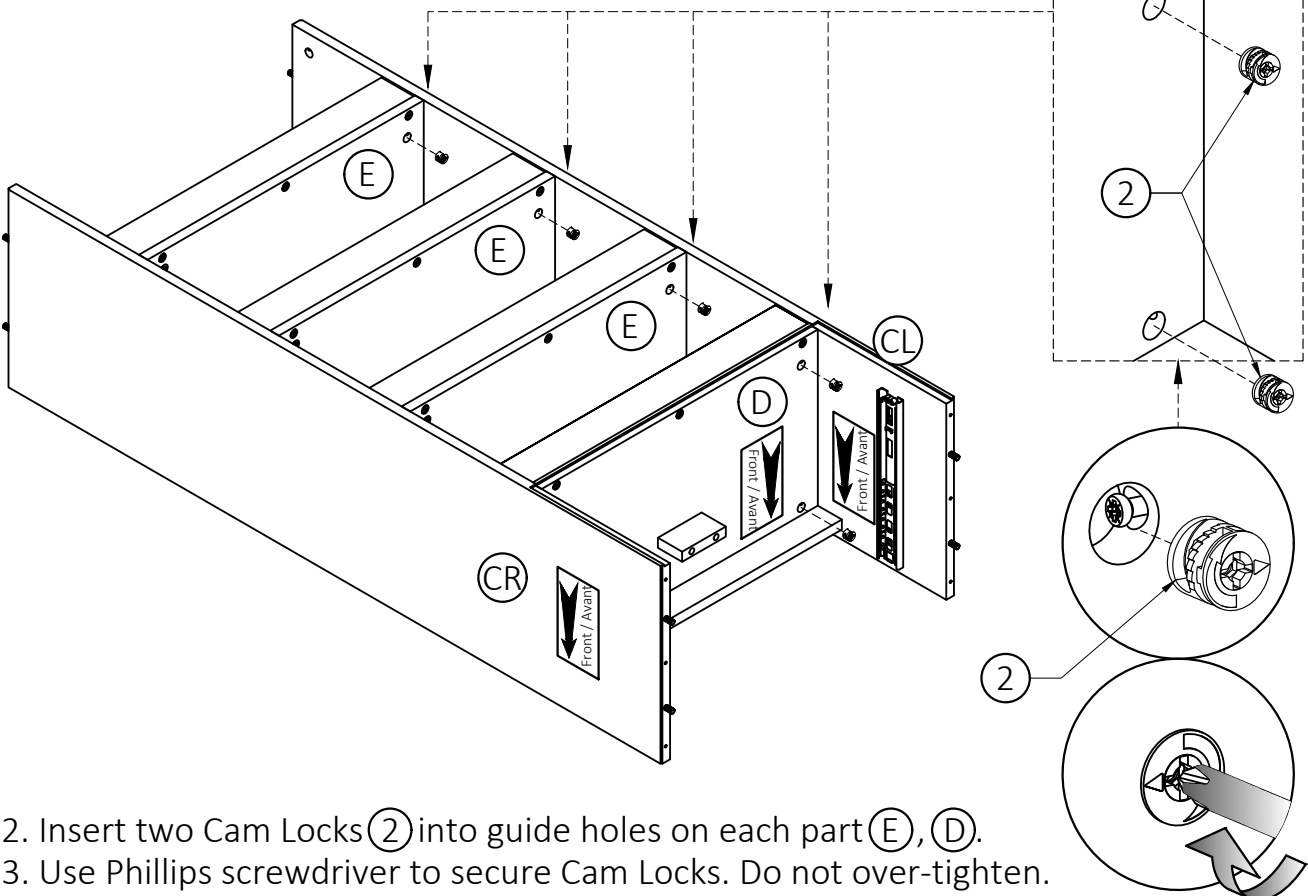


2. Repeat Step 8 for Lower Shelf (D).

Step 11

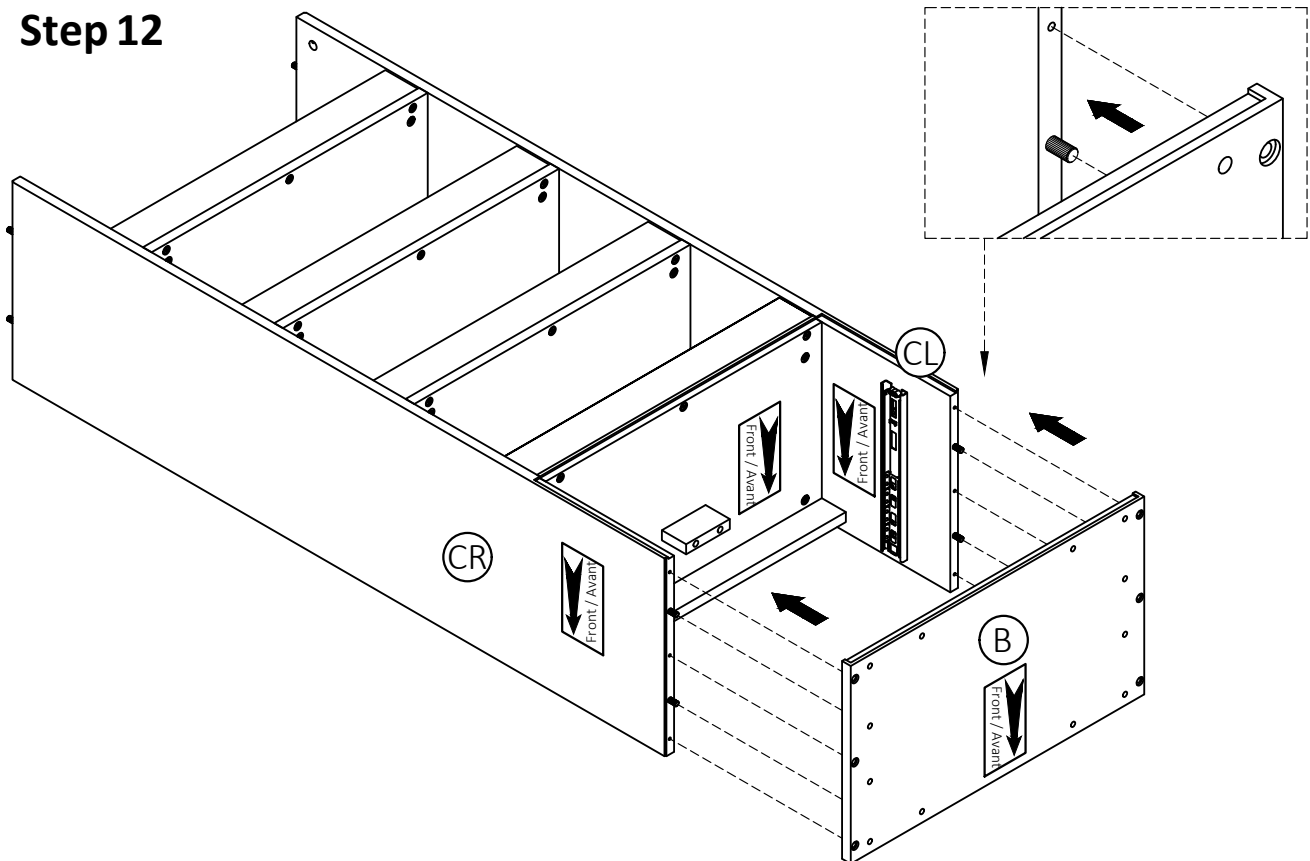


1. Align Wood Dowels and Cam Lock Pins with guide holes on parts (CL), (E), (D) and attach part (CL) to parts (E), (D).

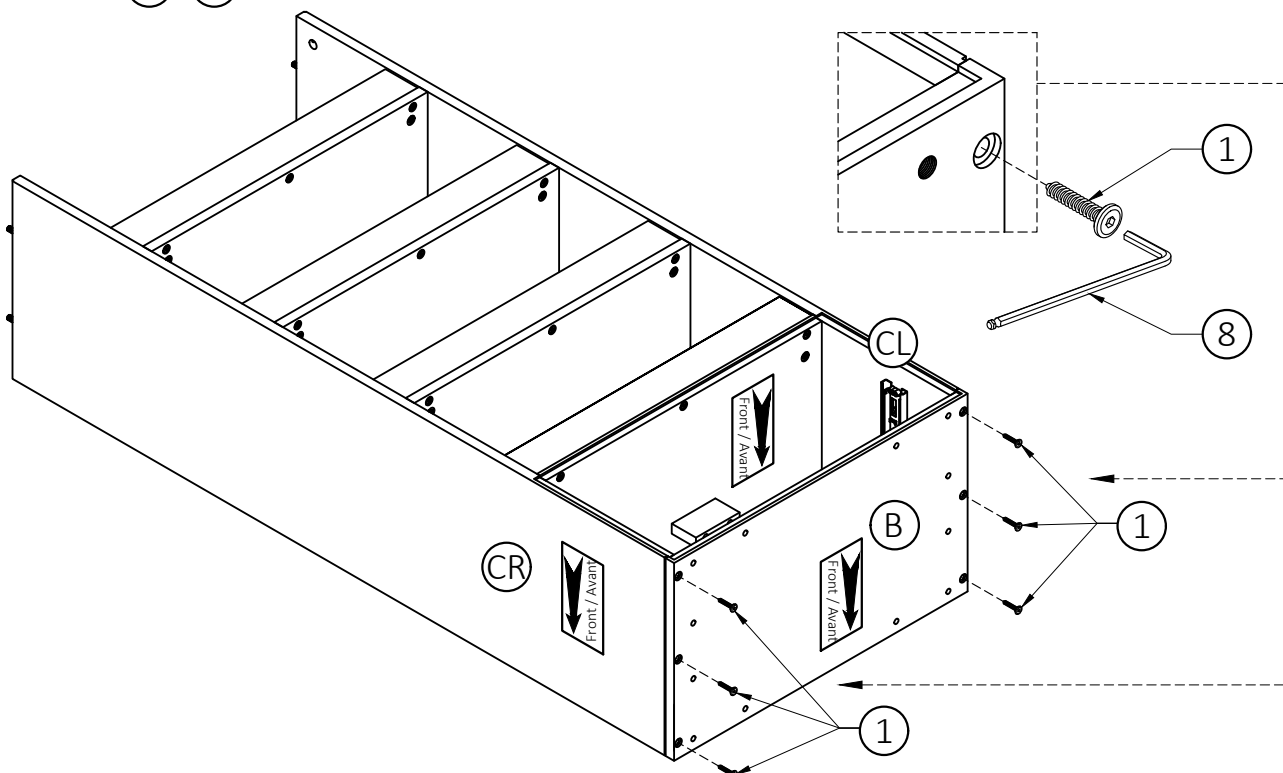


2. Insert two Cam Locks (2) into guide holes on each part (E), (D).
3. Use Phillips screwdriver to secure Cam Locks. Do not over-tighten.

Step 12

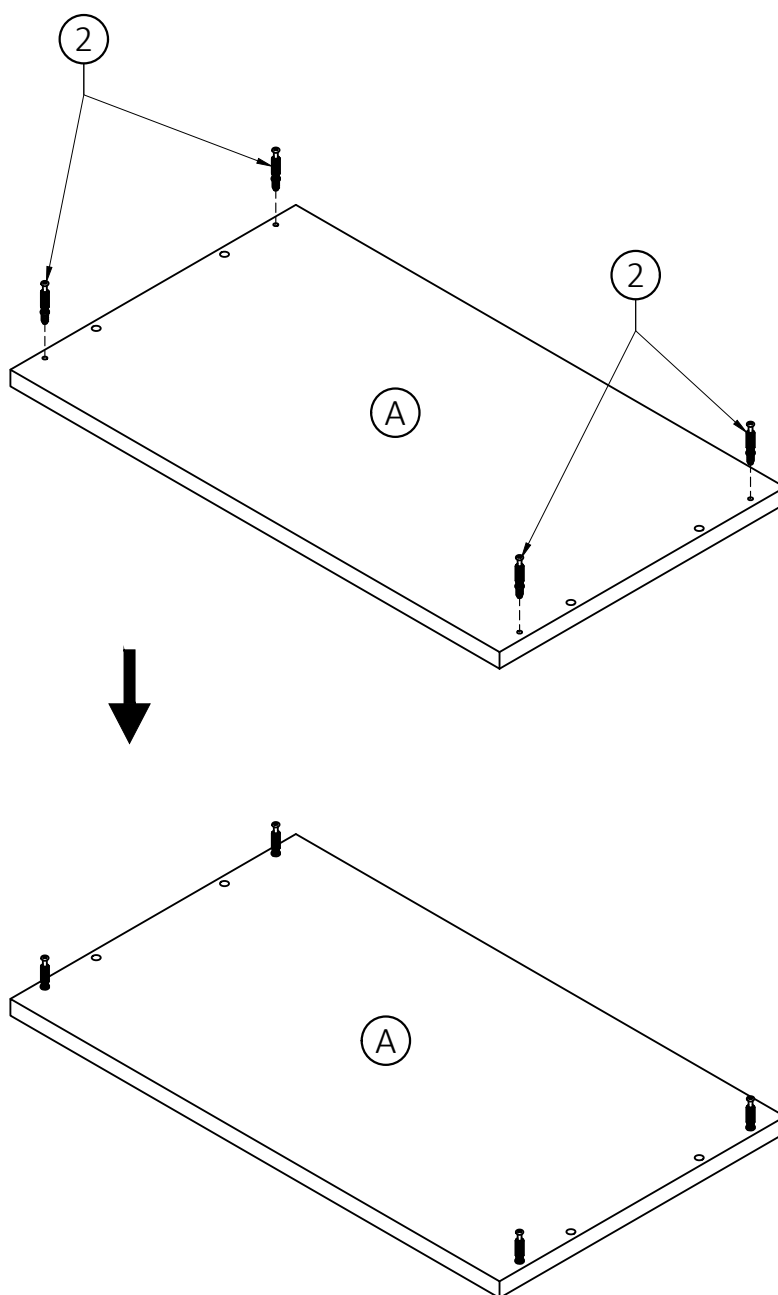
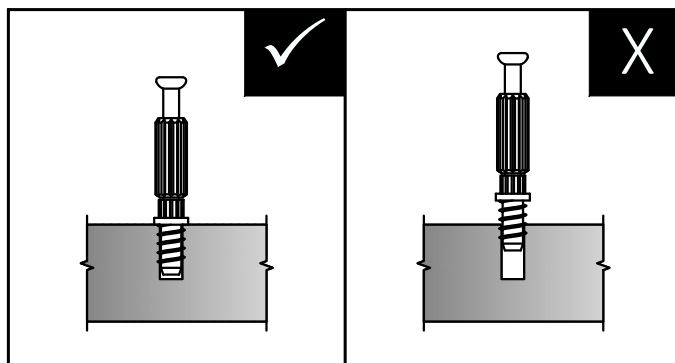
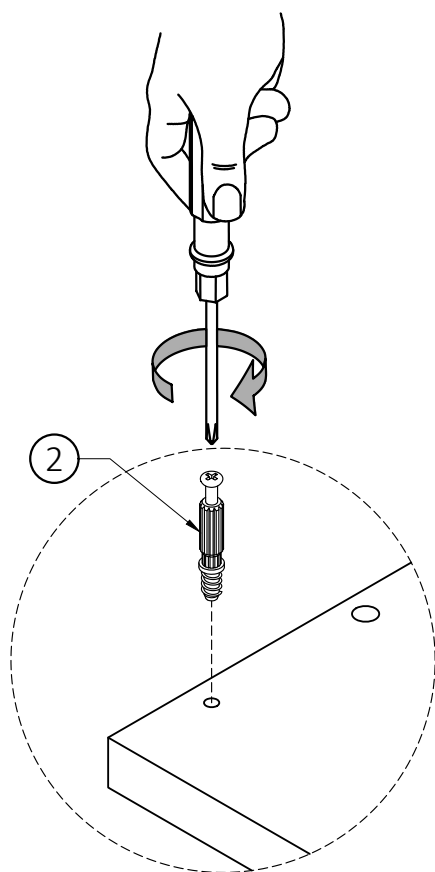


1. Align Wood Dowels with guide holes on Bottom (B) and attach Bottom (B) to Sides (CL), (CR).



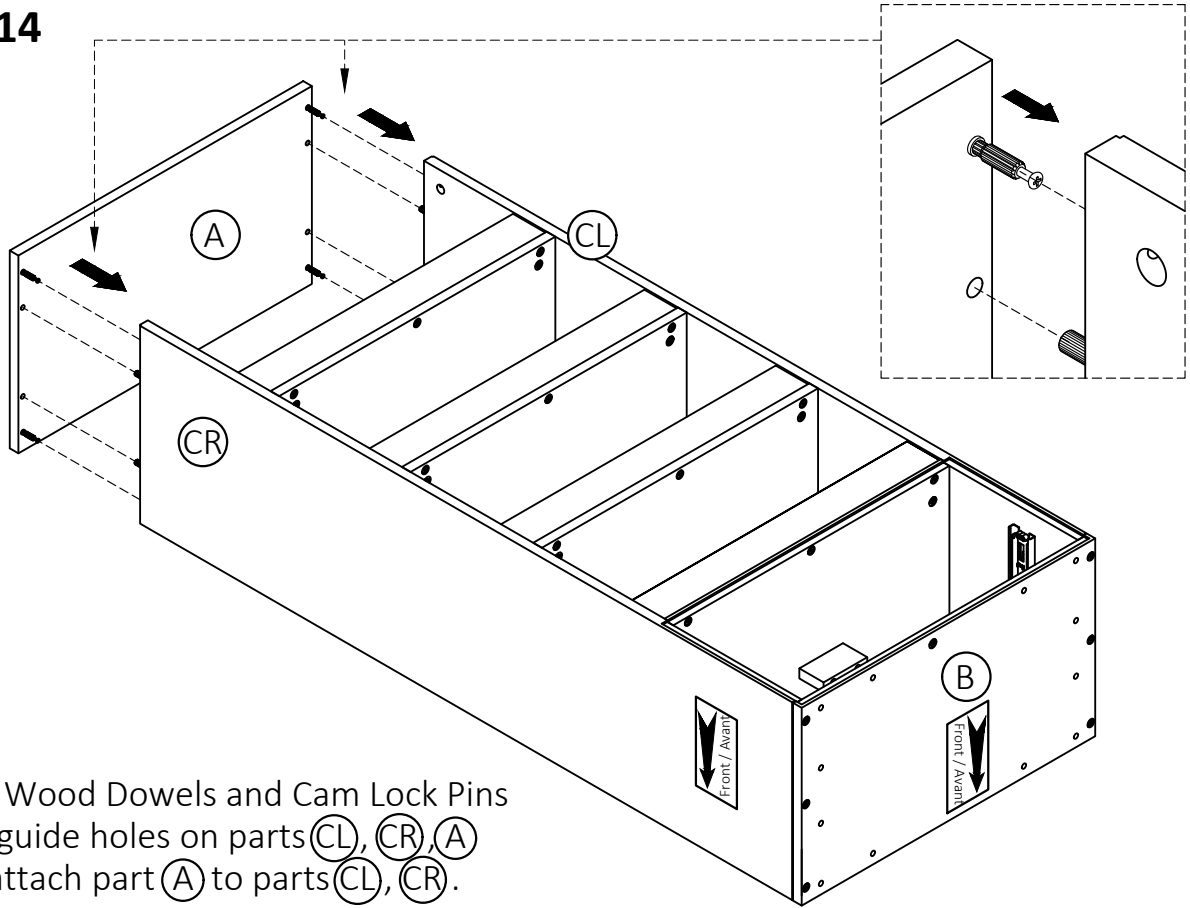
2. Attach Bottom (B) to Sides (CL, CR) using six Allen Key Screws (1) through guide holes.
3. Use Allen Key (8) to tighten Screws. Do not over - tighten.

Step 13

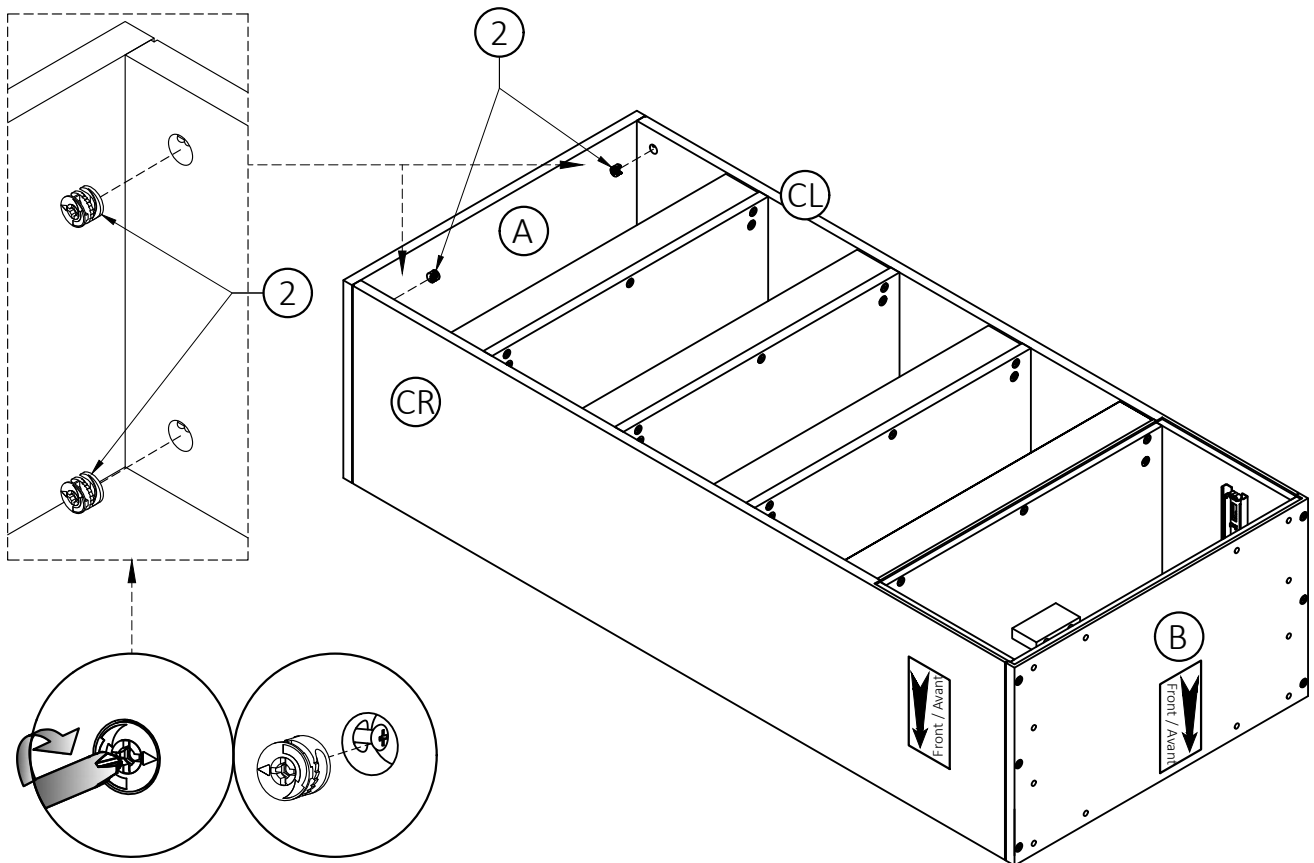


1. Attach four Cam Lock Pins (2) into pre-drilled holes on Top (A).
2. Use Phillips screwdriver to secure Cam Lock Pins. Do not over-tighten.

Step 14



1. Align Wood Dowels and Cam Lock Pins with guide holes on parts (CL), (CR), (A) and attach part (A) to parts (CL), (CR).

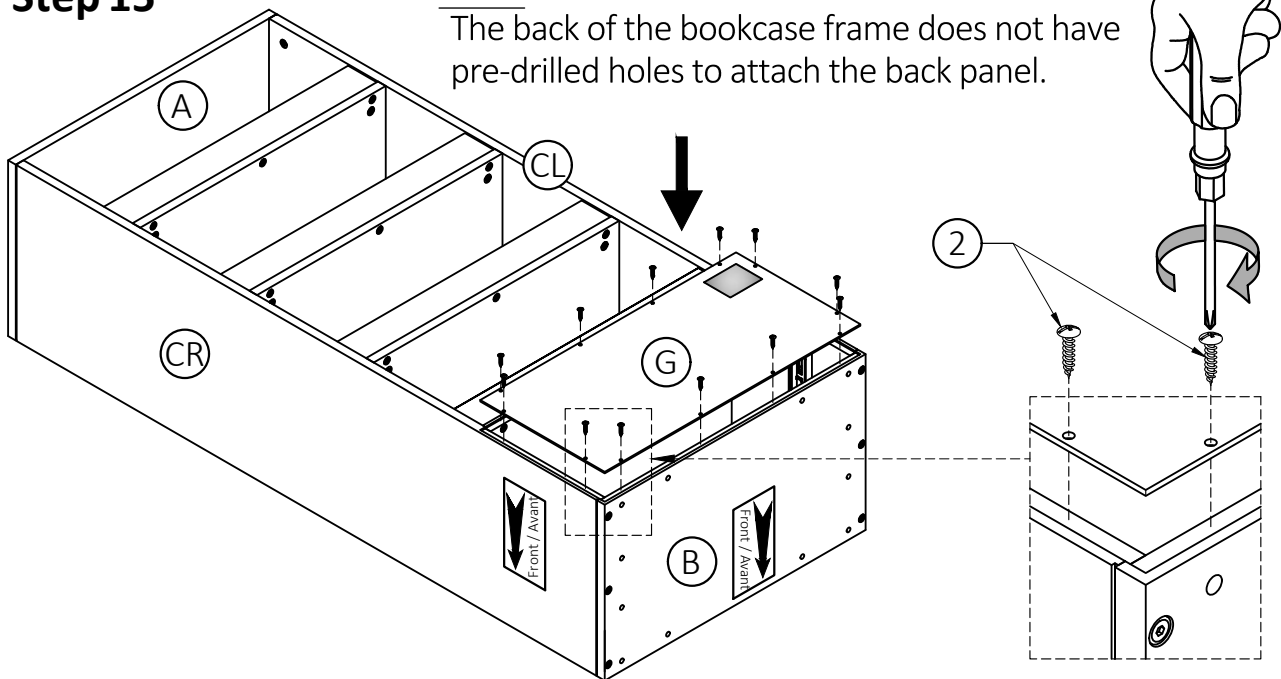


2. Insert two Cam Locks (2) into guide holes on each Side (CL), (CR).
3. Use Phillips screwdriver to secure Cam Locks. Do not over-tighten.

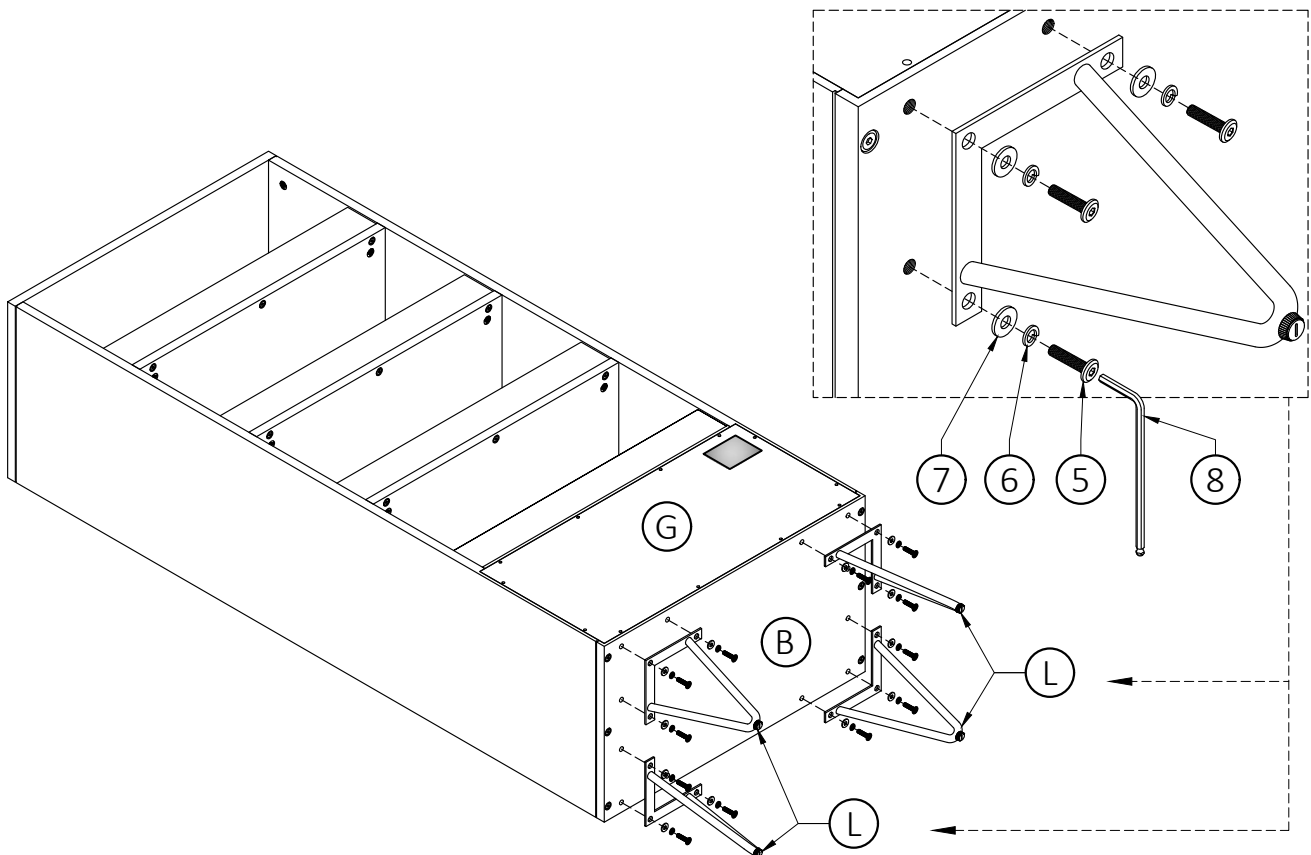
Step 15

Note:

The back of the bookcase frame does not have pre-drilled holes to attach the back panel.

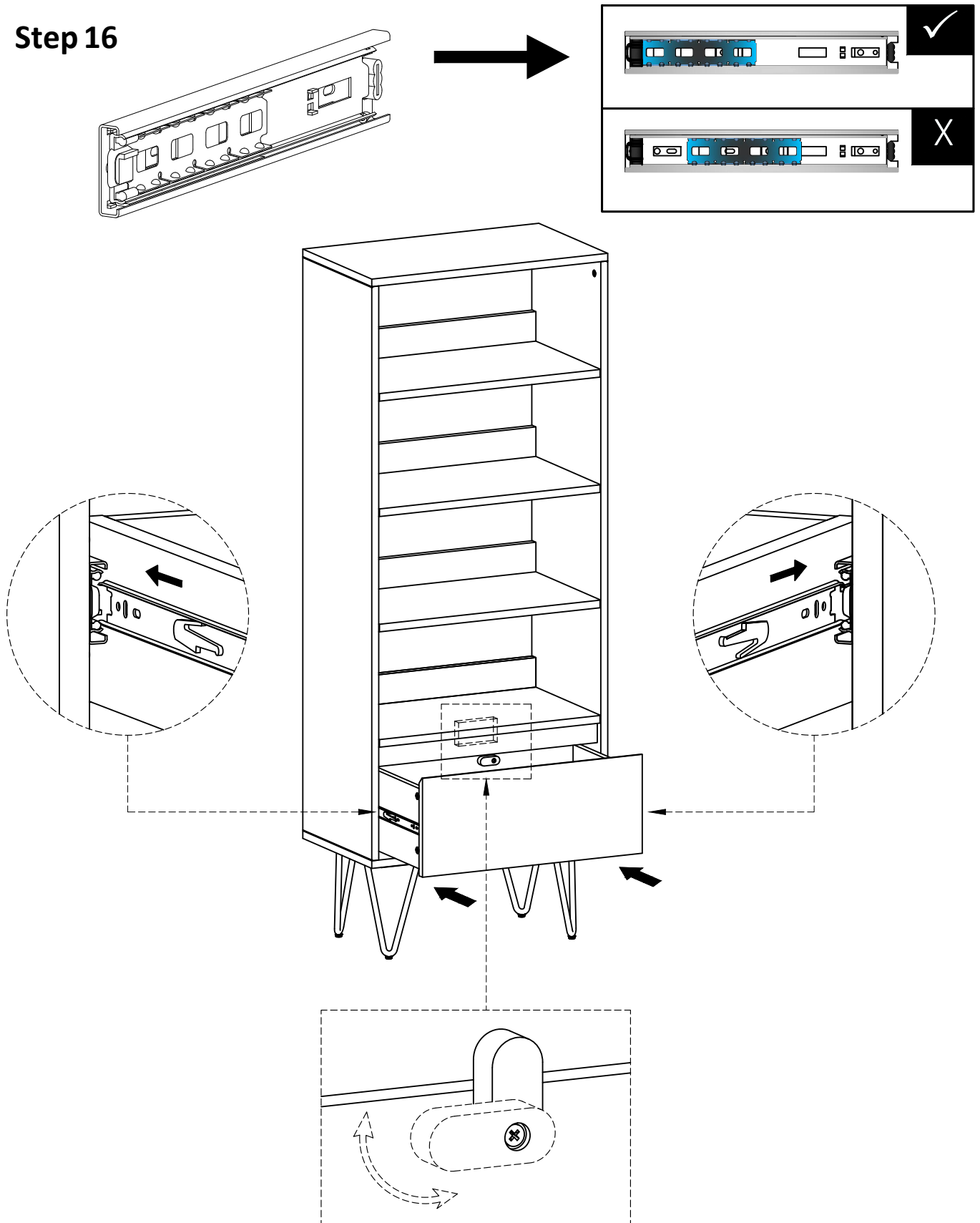


1. Attach the Back Panel (G) to back frame using Phillips Screws Round Head (4) through guide holes.
2. Use Phillips Screwdriver to tighten screws. Do not over-tighten.

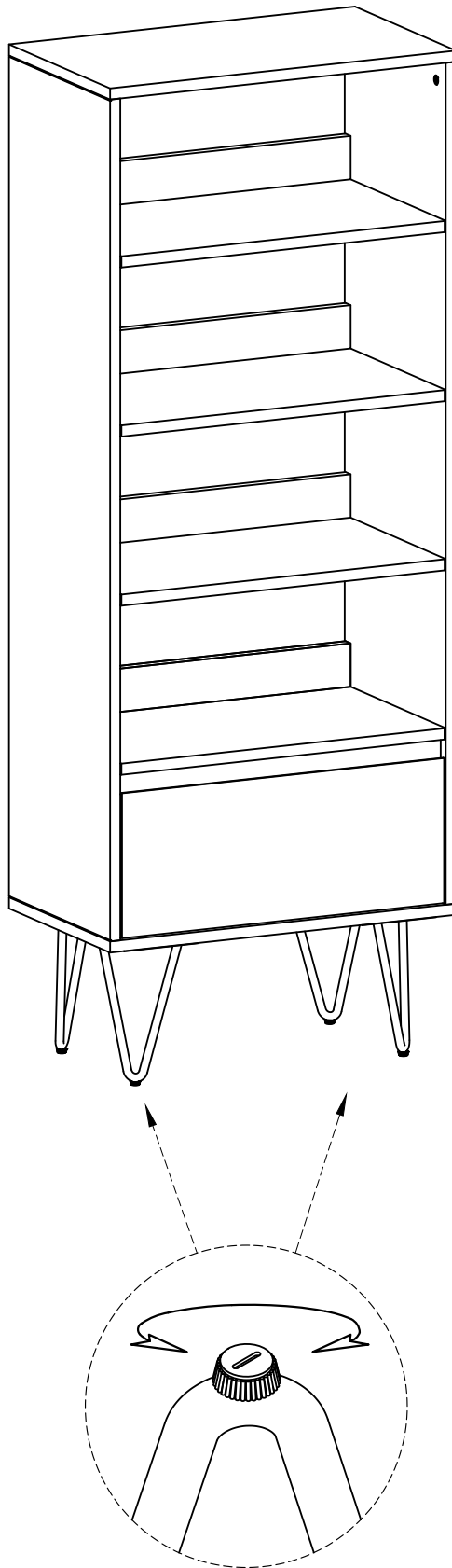


3. Attach Legs (L) to Bottom (B).
4. Use three Allen Key Bolts (5), three Lock Washers (6) and three Washers (7) to secure each Leg (L) and (B).
5. Use Allen Key (8) to tighten Bolts. Do not over-tighten.

Step 16



1. Insert assembled drawer into glides on assembled Bookcase.
2. Turn the wood lock (on the Drawer Back) to be perpendicular to the frame for safety stop (intended to keep the drawers from pulling all the way out).

Step 17

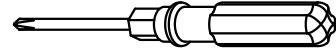
Note: Levelers on bottom of legs can be adjusted if floor is uneven.

Furniture Tip Over Restraint Assembly

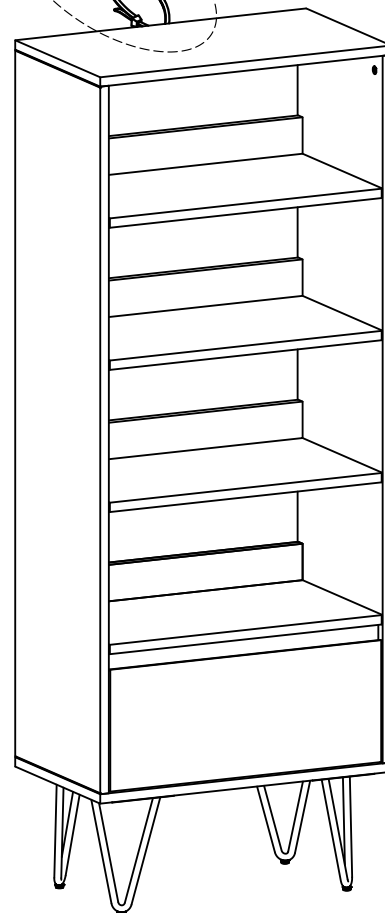
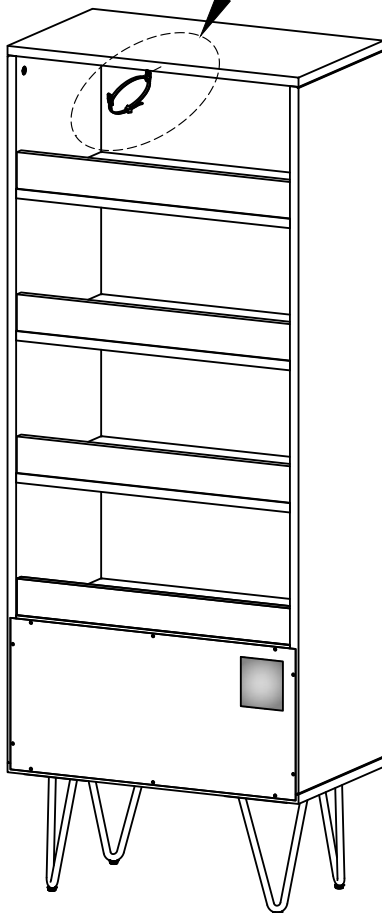
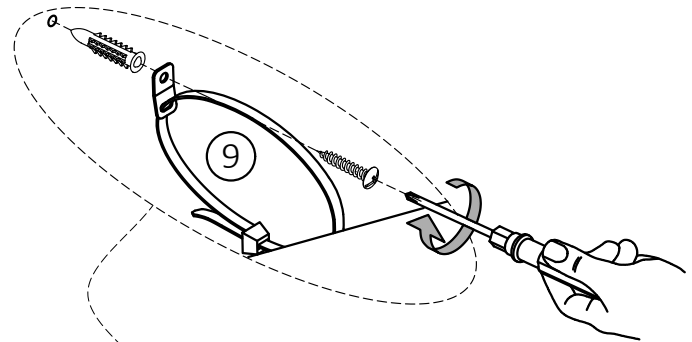
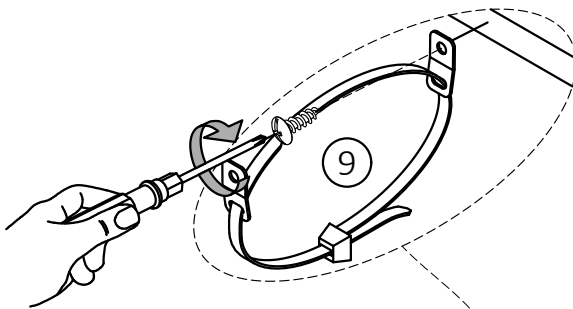
WARNING

Serious or fatal crushing injuries can occur from furniture tip-over.
If the furniture tip over restraint kit is not in the box, please contact our customer service department in order to obtain another kit before using the furniture.

Step 18

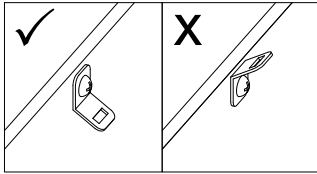


NOTE: The screwdriver is not included in the hardware pack.

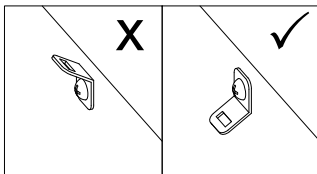


Furniture Anti-Tipping Restraint Instructions

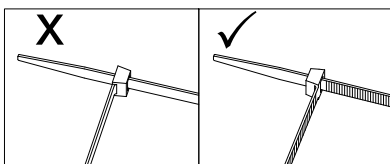
1. Attach one of the mounting brackets securely to the back edge of the furniture. Use the shorter screw.



2. Determine where furniture is to be placed and mark location on the wall for mounting bracket screw hole approximately 2 inches below the bracket mounted to the furniture.



3. Drill a 3/16 inch hole in the wall. Press the plastic anchor into the hole and gently tap until the flange on the anchor is against the wall surface.
4. Position the bracket over the anchor and use the longer screw to securely attach the bracket to the wall.
5. Place the furniture so the back edge is in line with the bracket on the wall.
6. Lace an end of the nylon zip-tie strap down through each bracket. Bring both ends together and slide the smooth side upright through the square-shaped end and pull through to create the "locked" position.
7. Check to make sure the strap is securely laced and locked to the brackets.



- **DO NOT** put a TV or other heavy objects on top of furniture not intended for use with a TV
- **DO NOT** place heavy objects in top drawers or on top shelves
- **DO NOT** let children climb or hang on drawers, doors or shelves