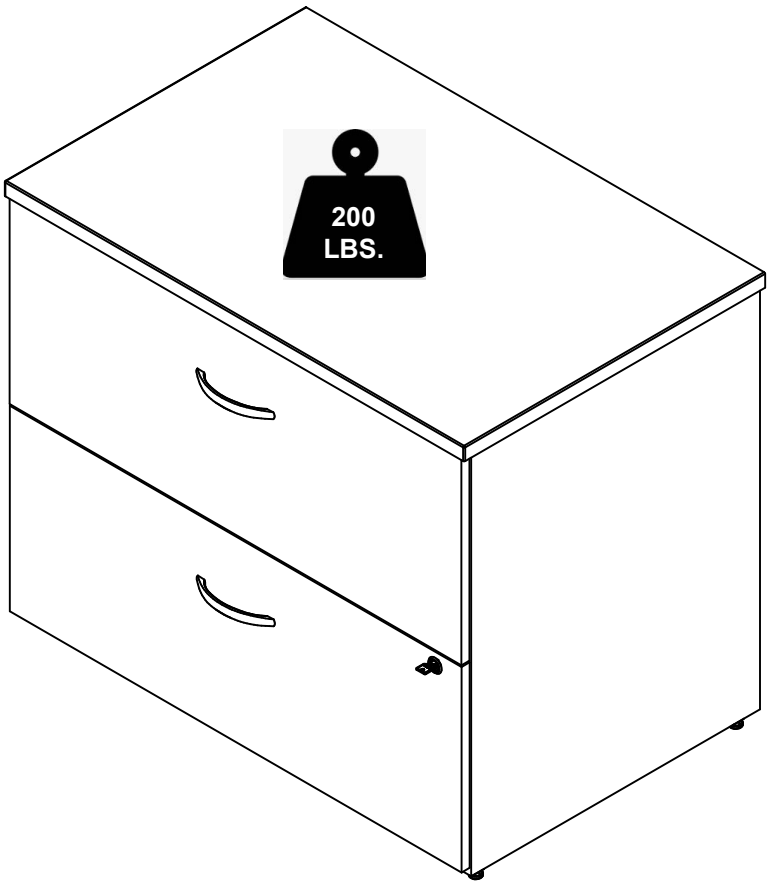
ASSEMBLY GUIDE
GUIDE D'ASSEMBLAGE
INSTRUCCIONES DE ENSAMBLAJE

FLASHWorkplace

36W Lateral File Cabinet
Classeur latéral 36L
Archivador lateral de 36An

196861152436
196861152443



⚠ **NOTE:**
If there are parts missing from your order or if your product was damaged during shipping, PLEASE CONTACT US DIRECTLY.

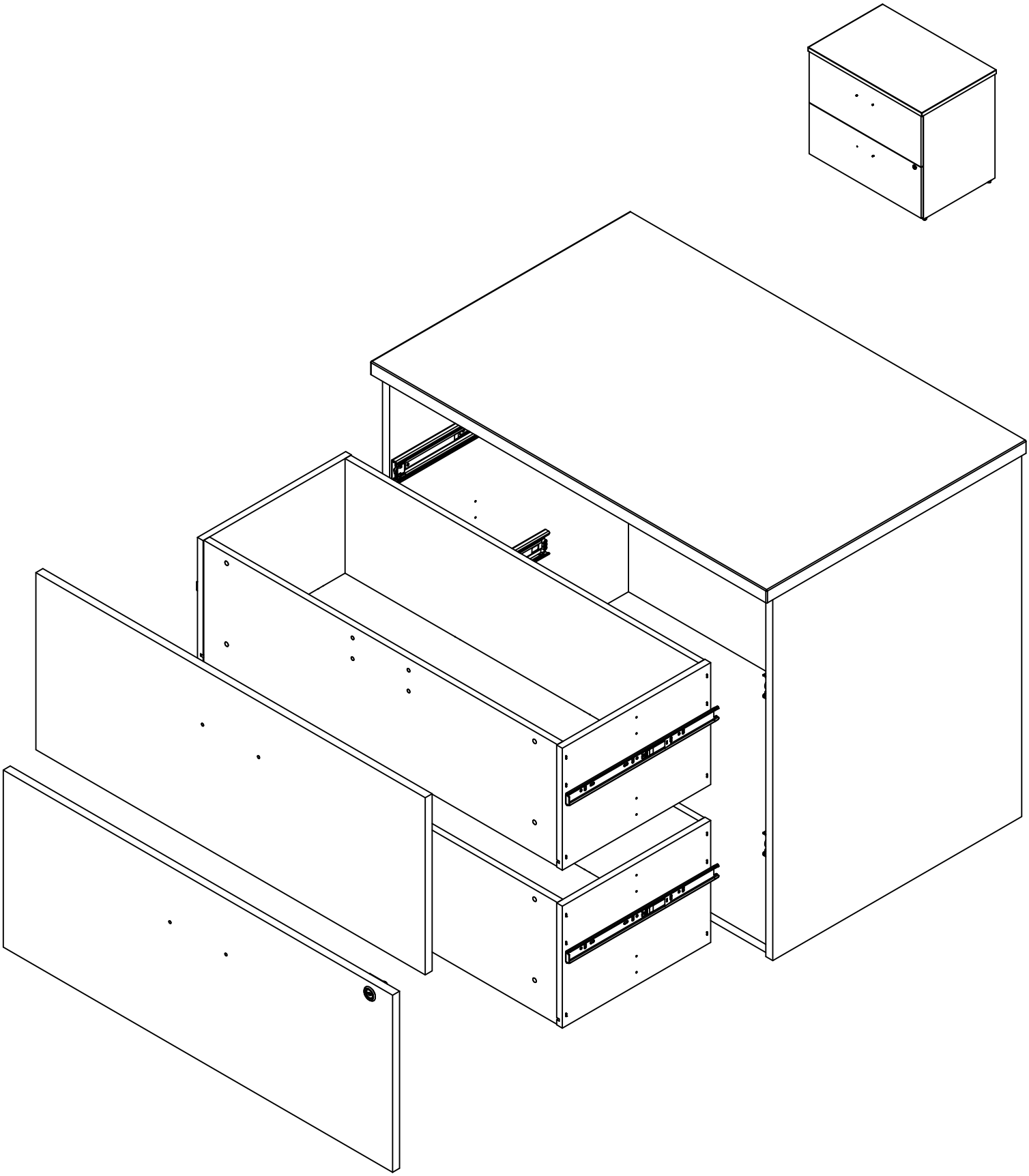
⚠ **NOTE :**
S'il vous manque des pièces ou si votre meuble a été endommagé pendant le transport, VEUILLEZ NOUS CONTACTER DIRECTEMENT.

⚠ **NOTA:**
En caso de piezas faltantes o si su producto fue dañado durante el envío, POR FAVOR CONTÁCTENOS DIRECTAMENTE.

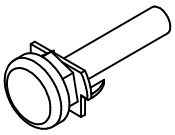
KEEP MANUAL FOR FUTURE REFERENCE. | CONSERVEZ LE MANUEL POUR RÉFÉRENCE FUTURE. | GUARDE EL MANUAL PARA REFERENCIA FUTURA.

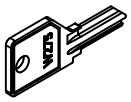
Customer Service Email: CustomerExperience@theubiquegroup.com | Phone: 866-552-2810

Parts - Pièces - Piezas



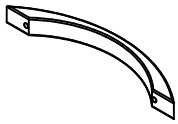
Hardware - Quincaillerie - Quincaillas

1  [4]

2  [1]

3  [4]

8-32 x 1 3/8

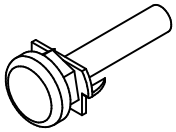
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STEP-ÉTAPE-PASO
2

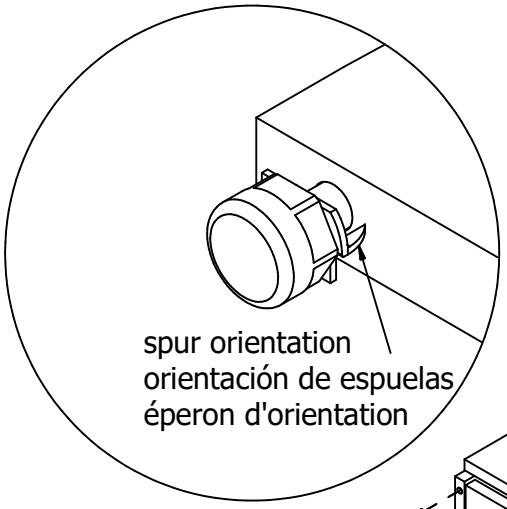
Install - Installer - Instalar

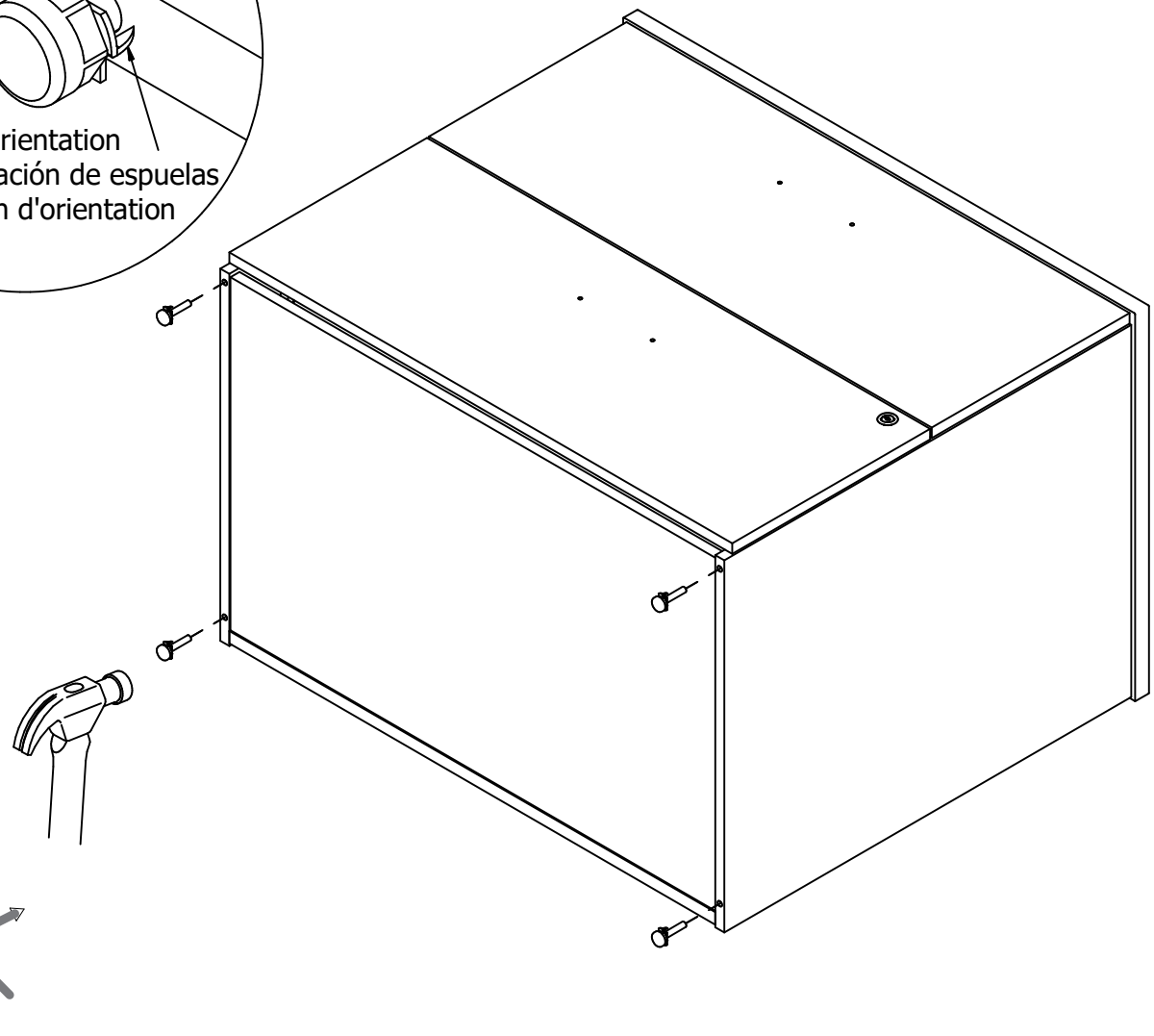


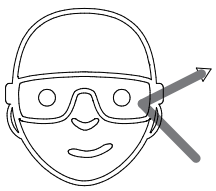
Team Lift
Esfuerzo de equipo
Effort d'équipe



[4]







Safety glasses
Gafas de seguridad
Lunettes de protection

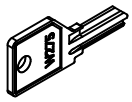
STEP-ÉTAPE-PASO

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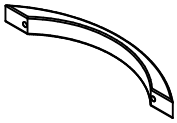
Install - Installer - Instalar



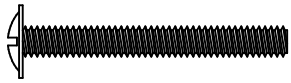
Team Lift
Esfuerzo de equipo
Effort d'équipe



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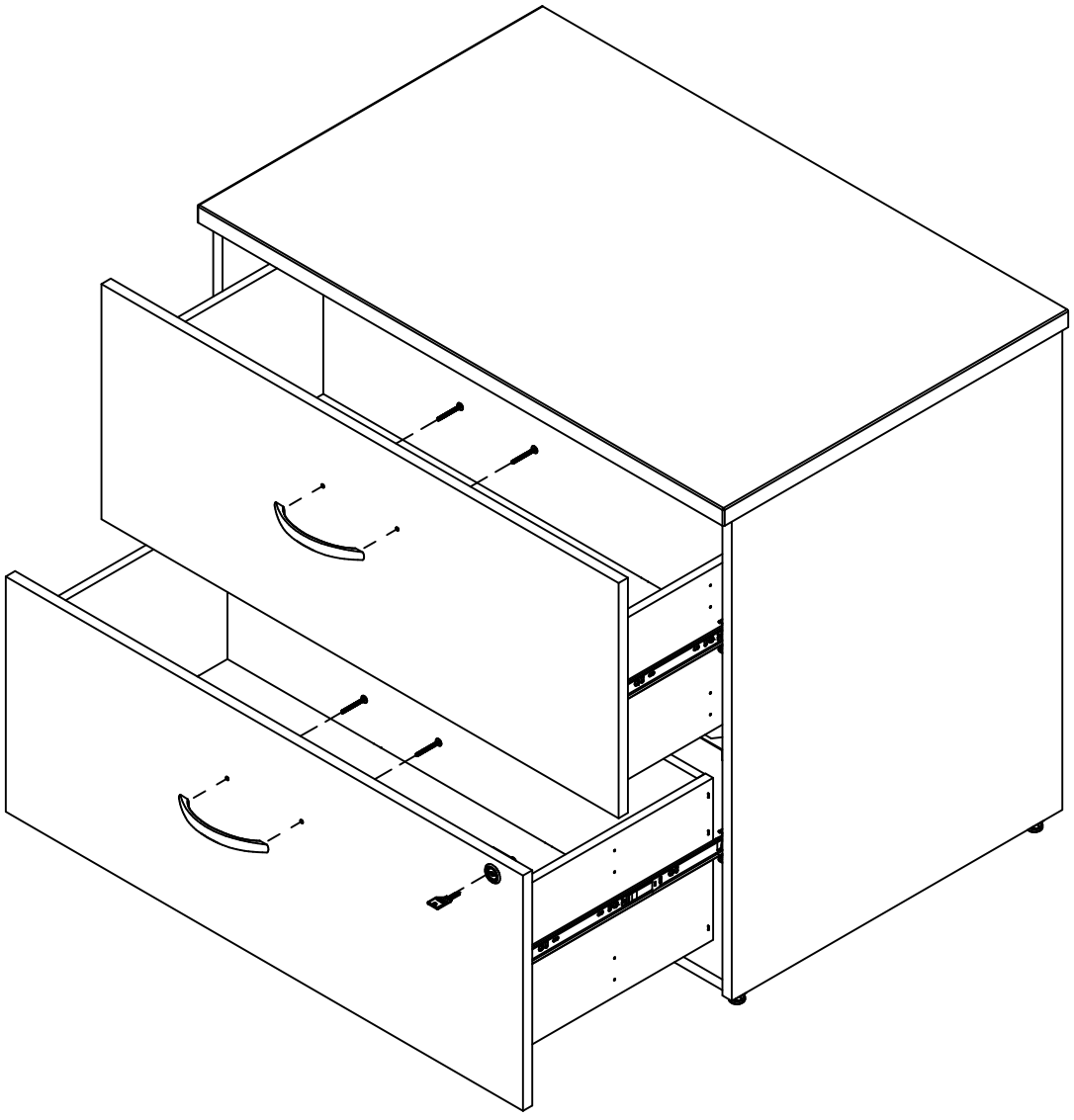


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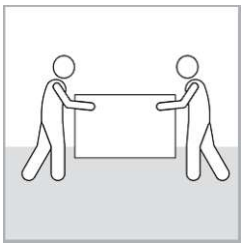
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8-32 x 1 3/8

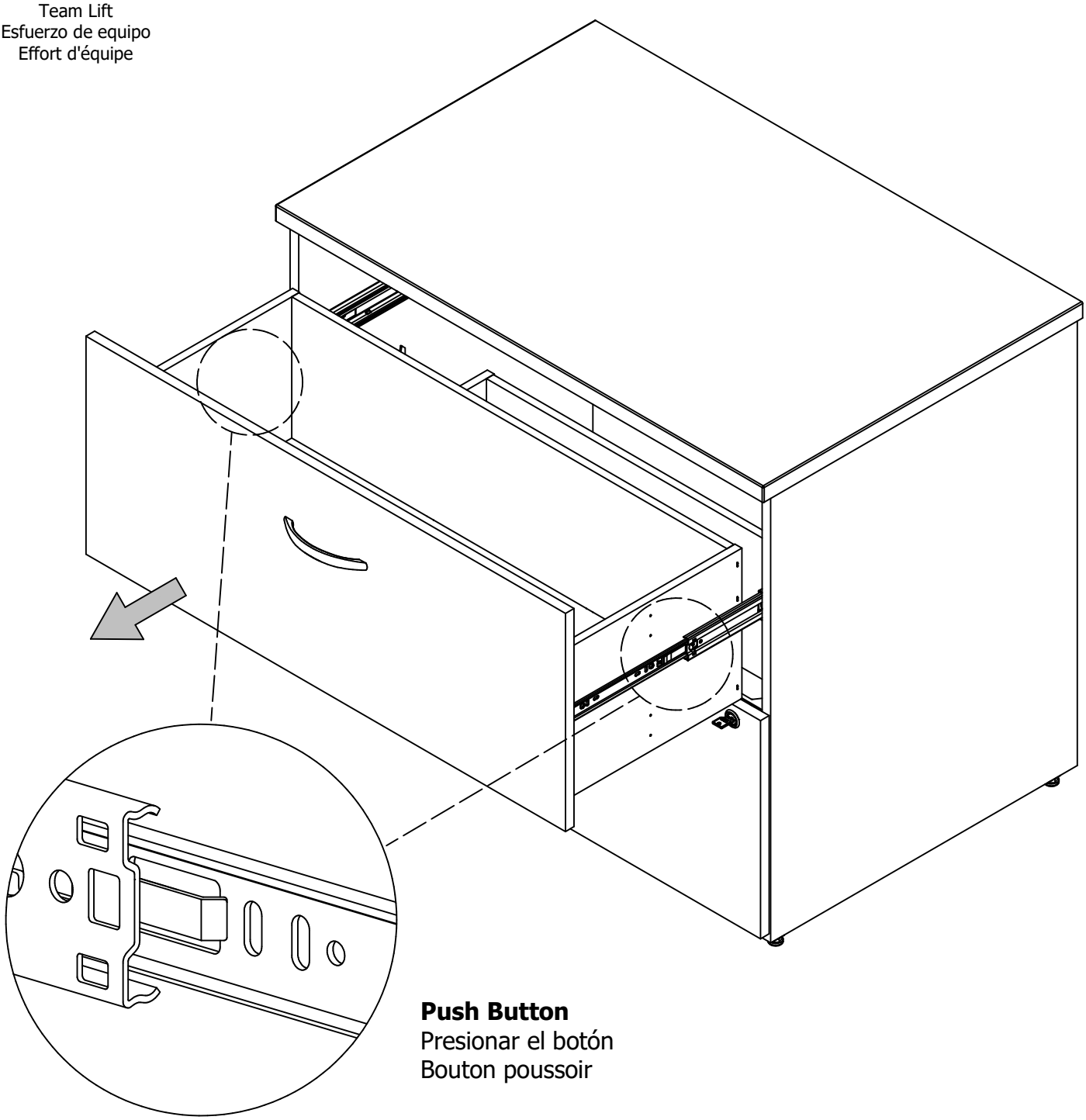


STEP-ÉTAPE-PASO
4

Remove - Retirer - Retire



Team Lift
Esfuerzo de equipo
Effort d'équipe



Push Button
Presionar el botón
Bouton poussoir

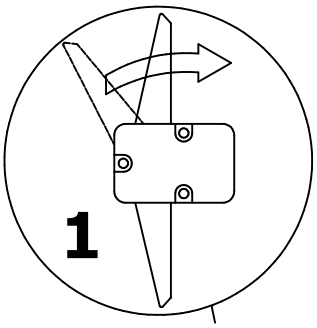
STEP-ÉTAPE-PASO

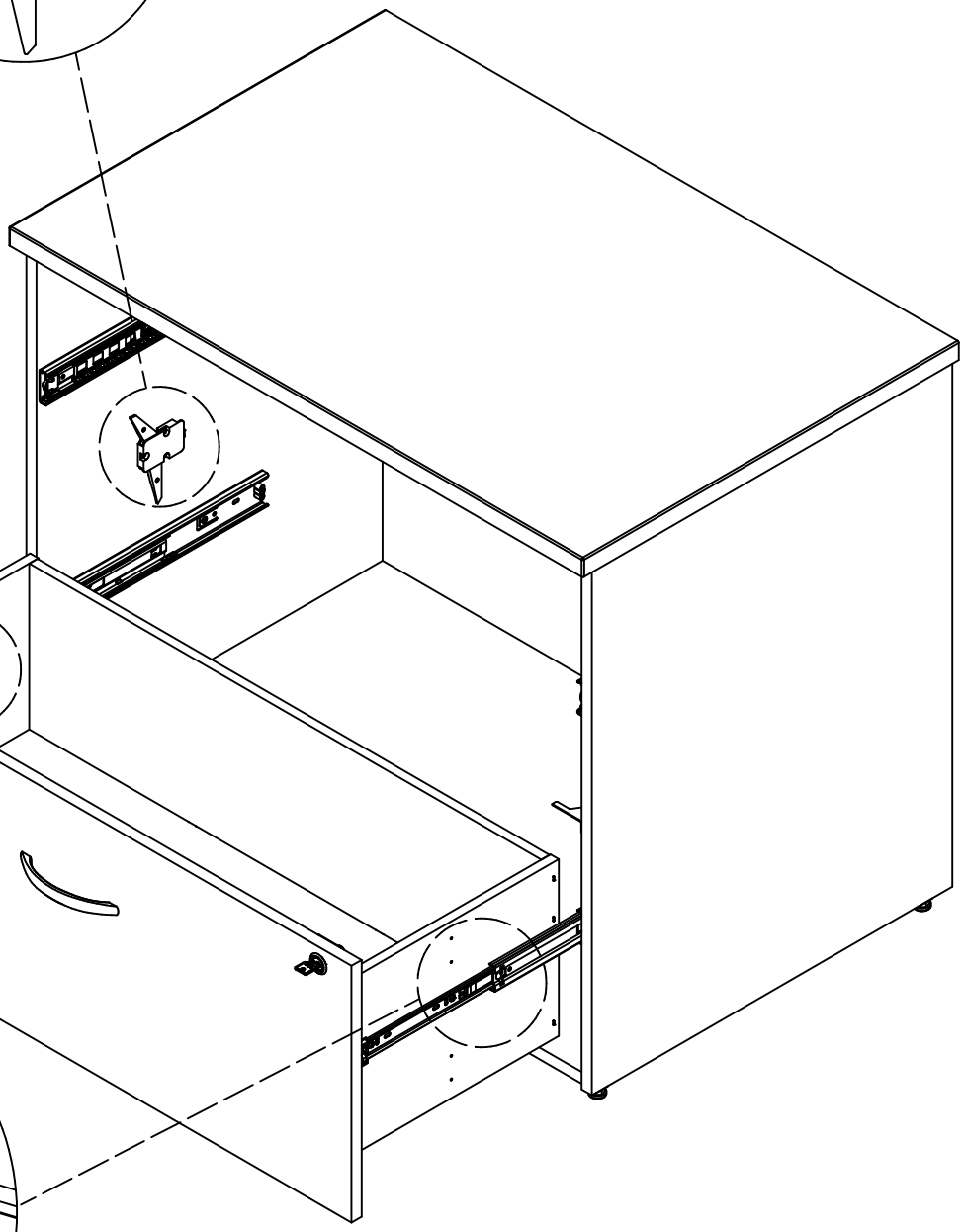
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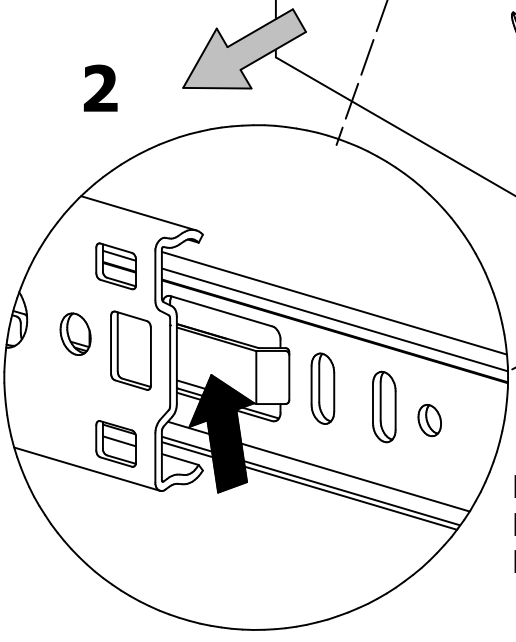
Remove - Retirer - Retire



Team Lift
Esfuerzo de equipo
Effort d'équipe







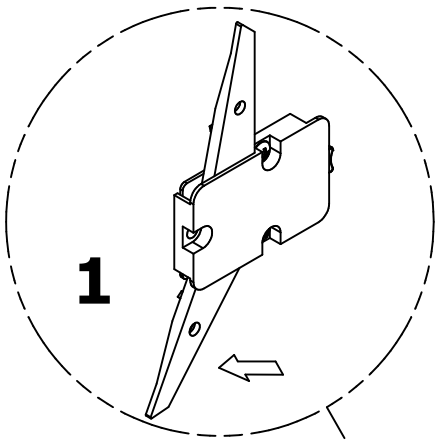
Push Button
Presionar el botón
Bouton poussoir

STEP-ÉTAPE-PASO
7

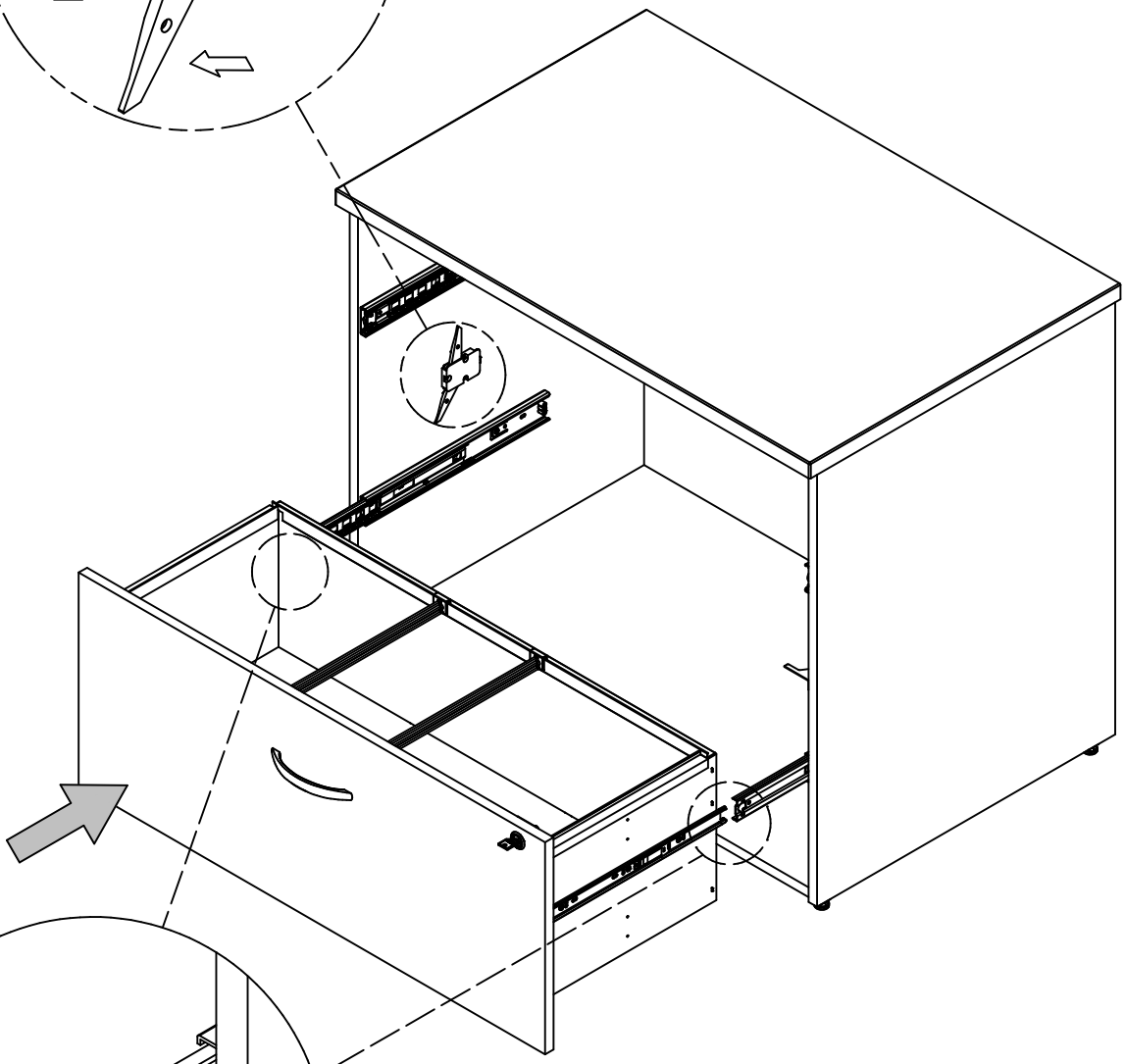
Install - Installer - Instalar

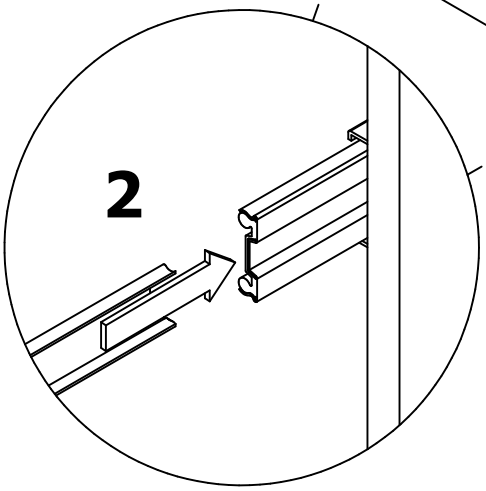


Team Lift
Esfuerzo de equipo
Effort d'équipe



Move arm to locked position (click)
Mueva el brazo a la posicion bloqueada (haga clic)
Déplacer le bras en position verrouillée (cliquer)

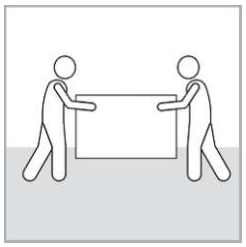




STEP-ÉTAPE-PASO

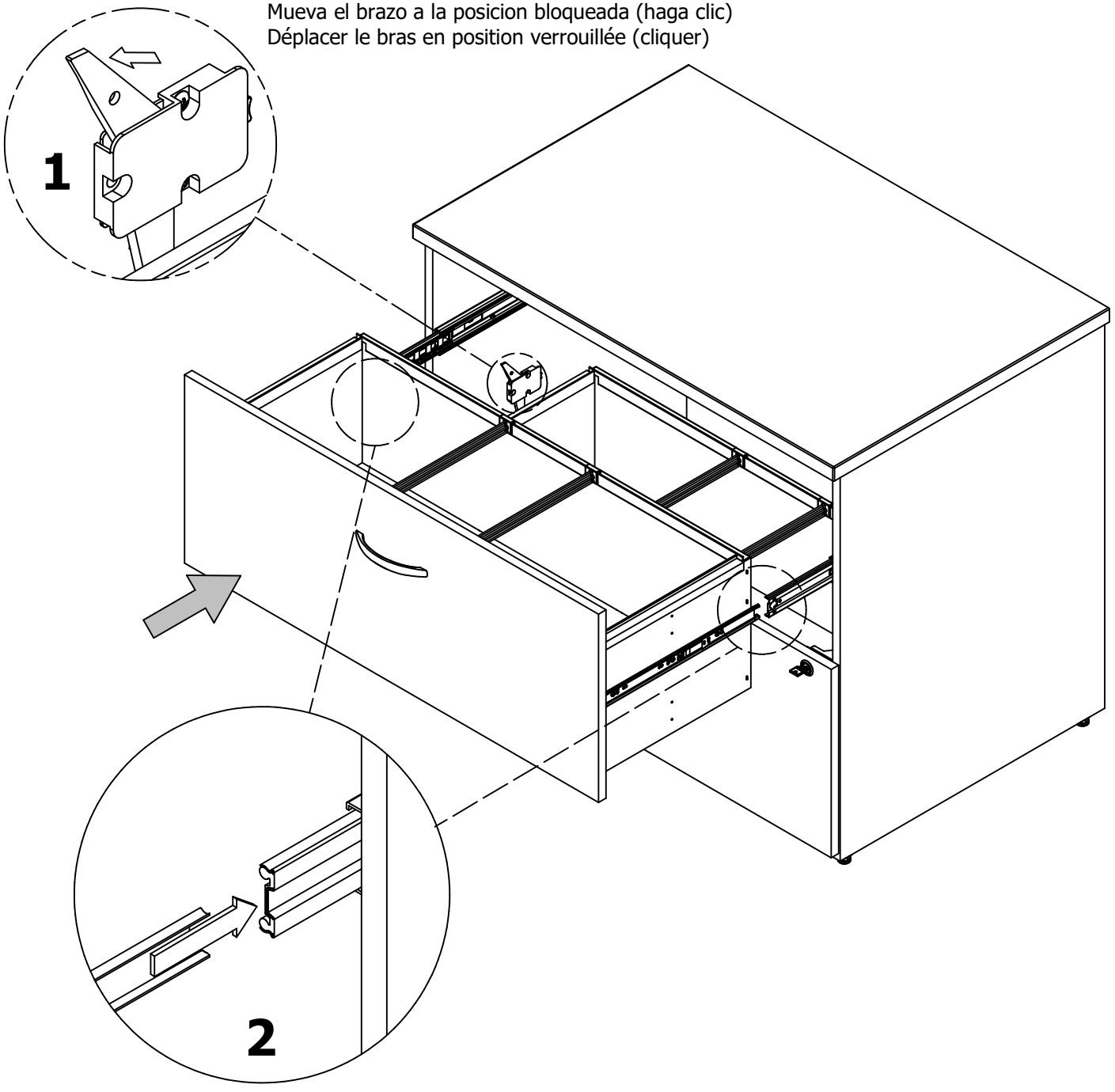
8

Install - Installer - Instalar



Team Lift
Esfuerzo de equipo
Effort d'équipe

Move arm to locked position (click)
Mueva el brazo a la posicion bloqueada (haga clic)
Déplacer le bras en position verrouillée (cliquer)

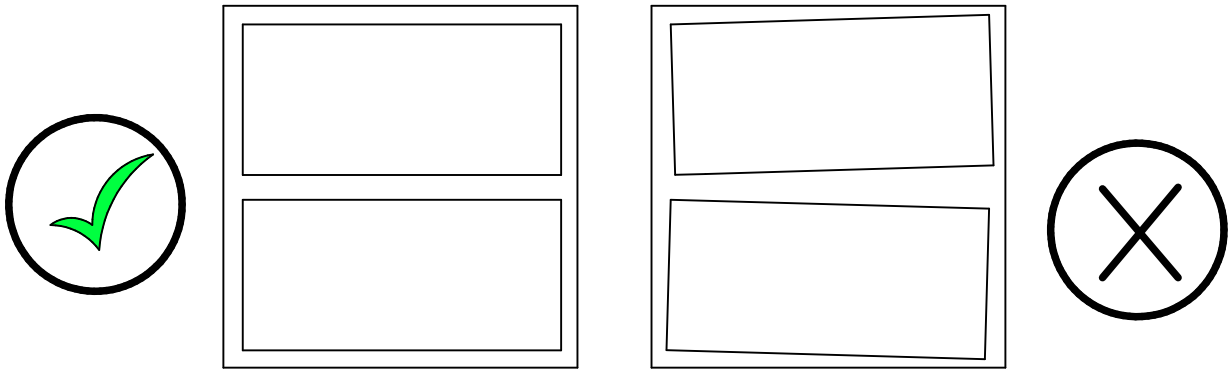


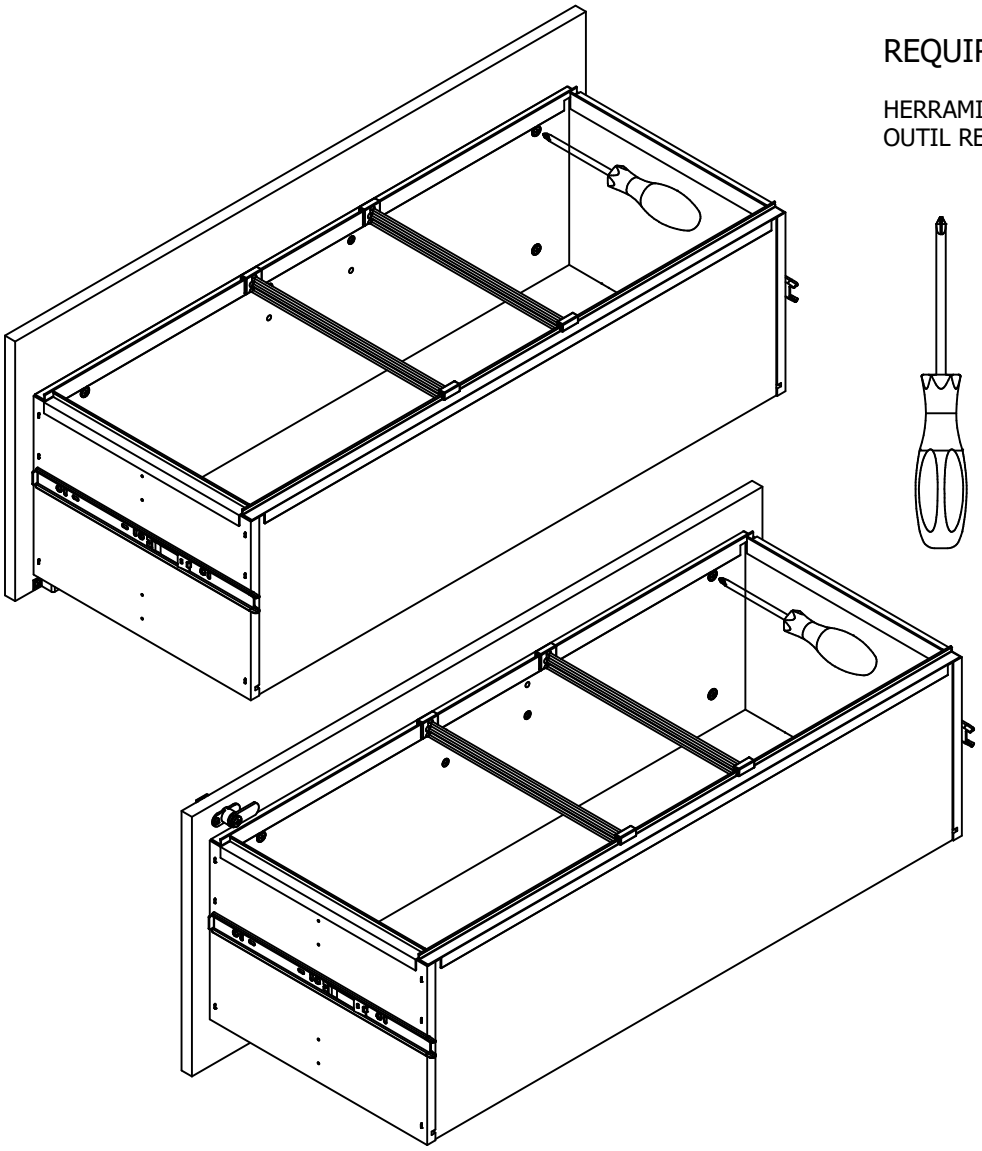
STEP-ÉTAPE-PASO

9

Adjust - Ajuster - Ajustar

DRAWER FRONT VIEW
VISTA FRONTAL DEL CAJÓN
TIROIRS VUS DE FACE





REQUIRED TOOL: PHILLIPS SCREWDRIVER

HERRAMIENTA REQUERIDA: DESTORNILLADOR PHILLIPS
OUTIL REQUIS: TOURNEVIS CRUCIFORME

1. LOOSEN SCREWS.
2. ADJUST DRAWER FRONTS.
3. TIGHTEN SCREWS.

1. Afloje los tornillos
2. Ajustar frentes de cajón
3. Apriete los tornillos

1. Desserrer les vis
2. Ajuster les façades des tiroirs
3. Serrer les vis

STEP-ÉTAPE-PASO

10

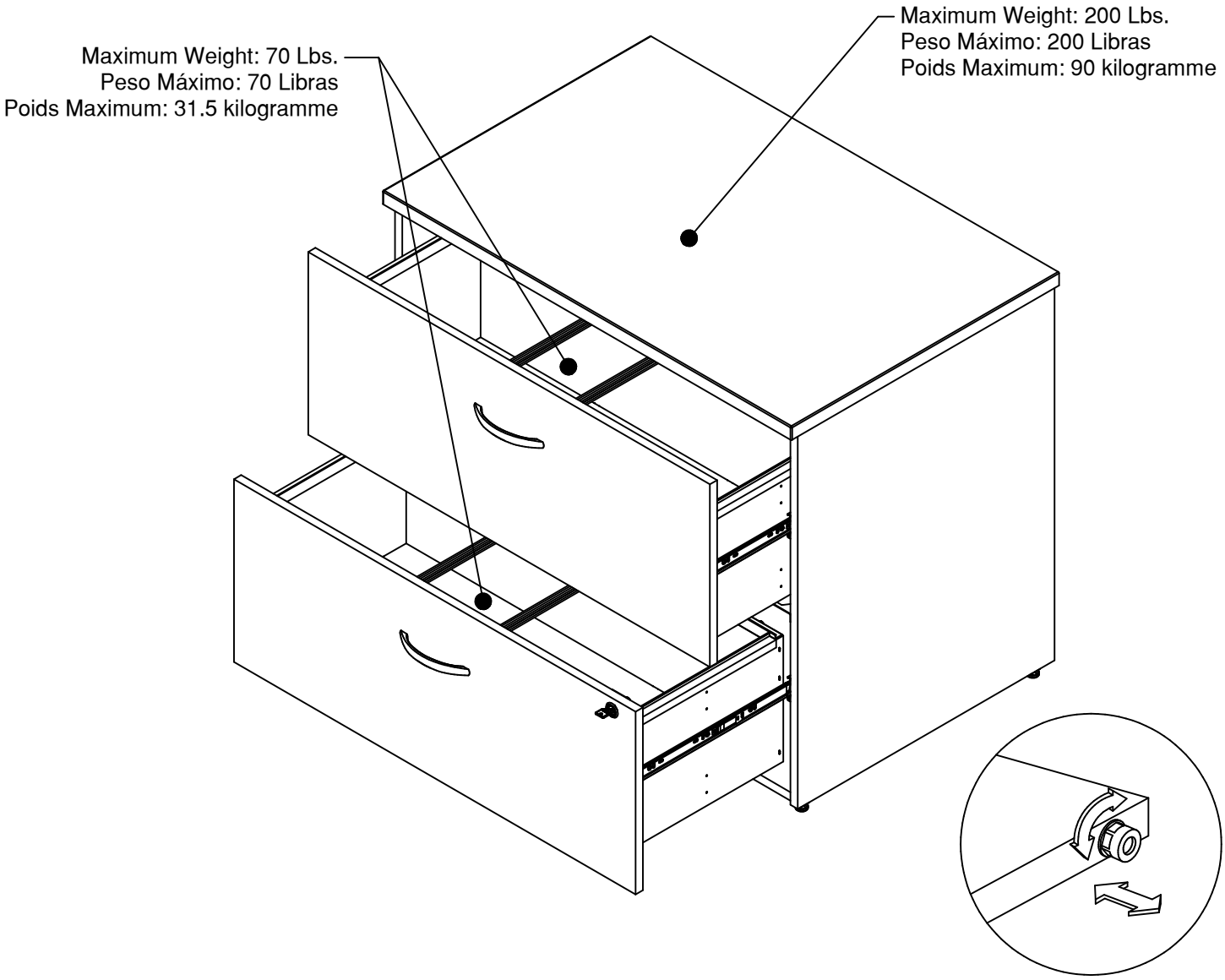
Load - Charge - Carga

Gently clean surfaces with a damp cloth.
Limpie suavemente las superficies con una esponja húmeda.
Nettoyer délicatement les surfaces à l'aide d'une éponge humide.

If desired, attach the unit to the wall following the additional instructions provided with the wall attachment hardware kit.

Si lo desea, fije la unidad a la pared siguiendo las instrucciones adicionales proporcionadas con el kit de accesorios de fijación a la pared.

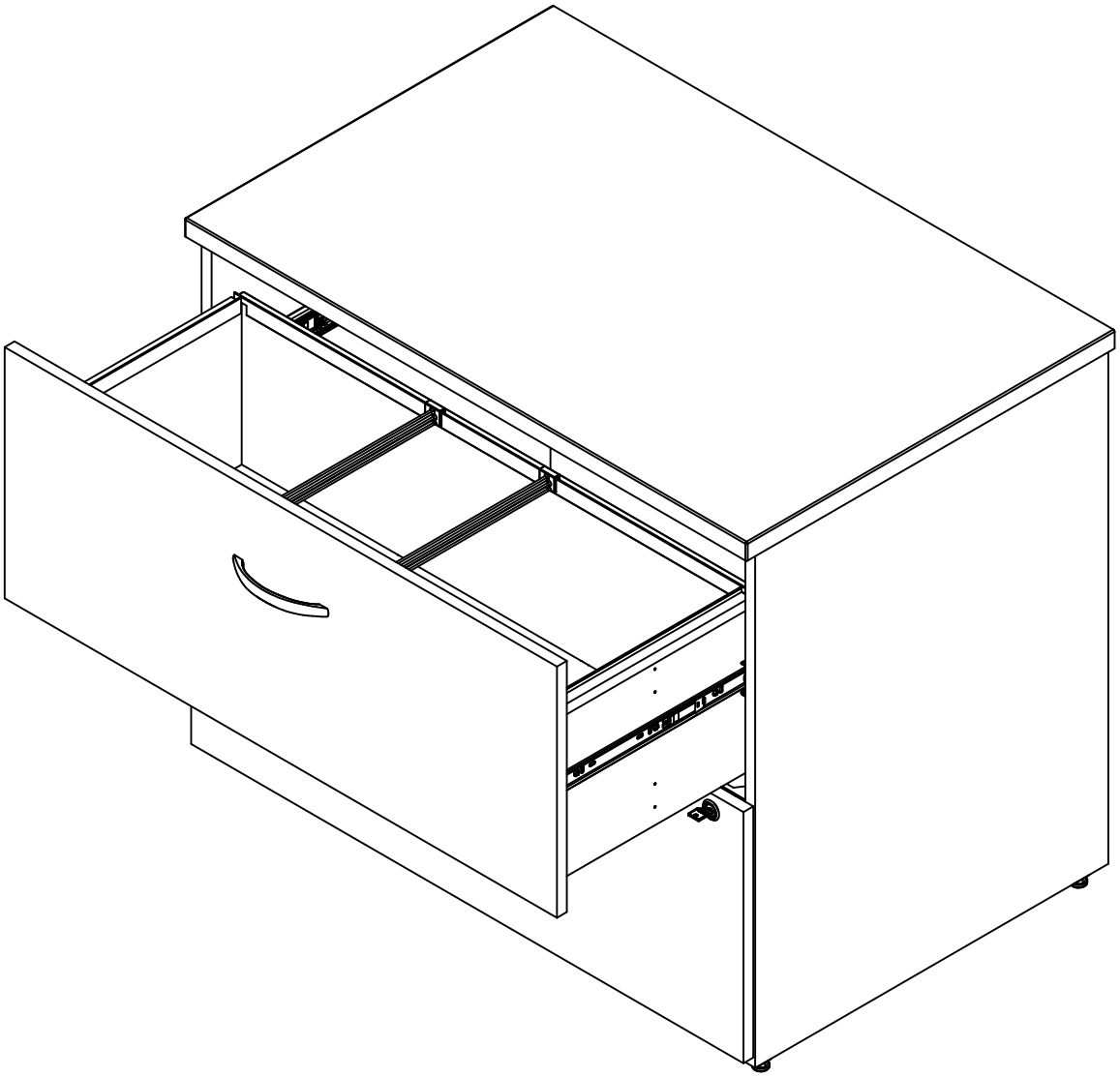
Si vous le souhaitez, fixez l'unité au mur en suivant les instructions supplémentaires fournies avec le kit de quincaillerie de fixation murale.



Maintenance Tip
It may be necessary to periodically open each drawer to its full extension.
This will reset the drawer slides and allow for continued smooth operation.

Información de Mantenimiento
Puede ser necesario el abrir cada gaveta a su máxima extención periodicamente.
Este procedimiento ayuda a recomponer las correderas de las gavetas, asegurando una operación libre.

Conseil d'entretien
Il faut de temps en temps ouvrir chaque tiroir jusqu'au bout.
Cela remboite les coulisses des tiroirs pour qu'elles continuent de fonctionner sans accroc.



Quality and Safety Guidelines

These guidelines apply across the catalog — seating, tables and desks, storage and shelving, folding and stacking products, classroom and outdoor furniture, and other case goods. Please review this information in addition to the specific assembly instructions included with your product.

BEFORE YOU ASSEMBLE

- Unpack all parts and hardware and check them against the parts list before starting assembly.
- Read all instructions and warnings completely before beginning; assemble on a soft, protected surface.
- Use only the tools and hardware specified in the instructions; do not substitute sizes.
- Tighten all hardware securely but do not overtighten, and get a second person to help with large or heavy pieces.

GENERAL SAFETY & CARE

- Use this product only as intended by the manufacturer; this product is intended for indoor use unless labeled for outdoor/patio use.
- Follow all posted weight capacity limits and usage guidelines provided with the product.
- Do not use the product if any instability, damage, or unusual wear is detected; discontinue use immediately.
- Regularly inspect for loose hardware, worn components, cracks, or other signs of deterioration, and tighten hardware as needed; replace damaged or worn parts only with manufacturer-approved replacement parts.
- Keep children supervised around furniture and any moving components.
- Wipe down surfaces regularly with a soft, clean, lint-free cloth; for most materials, a cloth lightly dampened with mild soap and water is sufficient.
- Avoid harsh chemicals, bleach, ammonia-based cleaners, solvents, and abrasive scrubbers, which can damage finishes, fabric, and hardware.
- Blot spills promptly rather than rubbing, and dry surfaces thoroughly after cleaning; avoid saturating any material with water.
- Keep products out of direct, prolonged sunlight and away from heat sources to help prevent fading, warping, or cracking over time.

STORAGE, SHELVING & MOVING FURNITURE

- Remove contents before moving storage furniture, cabinets, dressers, desks, or shelving units.
- Use proper lifting technique and adequate assistance when moving heavy items; do not drag, push, or pull furniture unless it is designed for such movement.
- Follow all anti-tip and wall-anchoring instructions when provided, especially for tall or top-heavy pieces.
- Keep fingers, hands, and other body parts clear of hinges, drawer slides, lift mechanisms, and folding or adjustable features.

SEATING, FOLDING & ADJUSTABLE PRODUCTS

- Sit fully and properly within the seat area; keep chairs stationary when sitting down or standing up, and do not use seating as a ladder or step stool.
- Do not lean excessively backward, forward, or sideways, as this may result in tipping or loss of balance.
- For rocking, reclining, swivel, or height-adjustable products, use only smooth, controlled movements and avoid excessive force.
- For folding and stacking chairs and tables, confirm legs and locking mechanisms are fully extended and secured before each use, and do not exceed recommended stack height limits.

Warranty & Product Support

For maintenance instructions, replacement parts, warranty information, or product support, please contact **Customer Experience** — Email: customerexperience@theubiquegroup.com | Phone: 866-552-2810.

Additional product information and warranty details can be found at www.theubiquegroup.com.