

HOME
DECORATORS
COLLECTION®

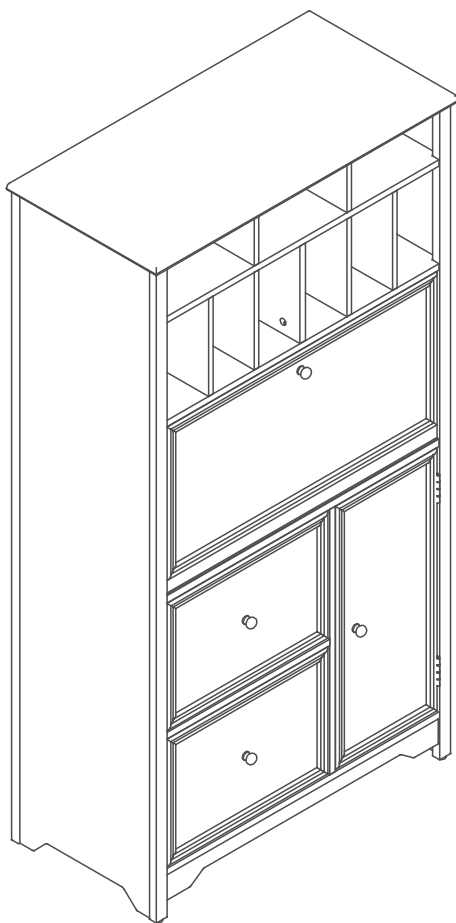
Item # 1005566833
Model # JS-3428-C

Item # 1005562074
Model # JS-3428-A

Item # 1005566824
Model # JS-3428-B

USE AND CARE GUIDE

BRADSTONE SECRETARY DESK



Questions, problems, missing parts? Before returning to the store,
call Home Decorators Collection Customer Service.
8 a.m. - 7 p.m., EST, Monday - Friday, 9 a.m. - 6 p.m., EST, Saturday

1-800-986-3460

HOMEDEPOT.COM/HOMEDECORATORS

THANK YOU

We appreciate the trust and confidence you have placed in Home Decorators Collection through the purchase of this Bradstone Secretary Desk. We strive to continually create quality products designed to enhance your home. Visit us online to see our full line of products available for your home improvement needs. Thank you for choosing Home Decorators Collection!

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Safety Information



DANGER

- Keep small parts away from children during assembly.
- Read and follow instructions carefully.



WARNING

- Read these instructions carefully and keep in a safe place.
- TO GUARANTEE THE SAFE USE OF THIS PRODUCT, FOLLOW THE WARNINGS, GUIDELINES AND RECOMMENDATIONS IN THIS MANUAL.
- Adult assembly required.
- Small parts may present choking hazard prior to assembly.
- Do not stand, step or climb on unit.



CAUTION

- Do not use power tools to assemble your item.
- Power tools may strip or damage parts/product.
- Do not over tighten connectors (screws, bolts, etc.) Overtightening can lead to product damage.
- Be sure to check all packing materials carefully for small parts that may have come loose inside the carton during shipment. If parts are missing, contact THE HOME DEPOT to obtain any missing parts.
- DO NOT USE SUBSTITUTE PARTS.
- This product should only be used on a flat, level surface.
- Assembly requires 2 people; assembly alone may cause injury.
- The maximum load bearing for middle door panel(O) is 96LBS.

Warranty

3 YEARS WARRANTY

WHAT IS COVERED

We guarantee this product to be free of manufacturing defects to the original purchaser for three years.

WHAT IS NOT COVERED

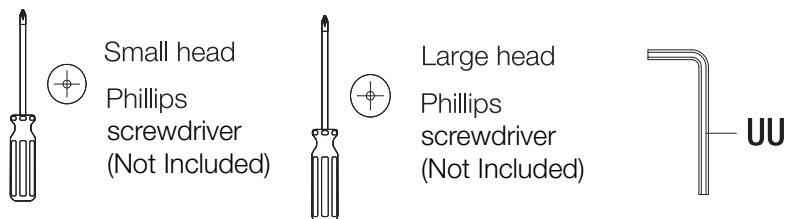
This warranty does not cover commercial use, acts of nature, and abusive use.

Pre-assembly


PLANNING ASSEMBLY

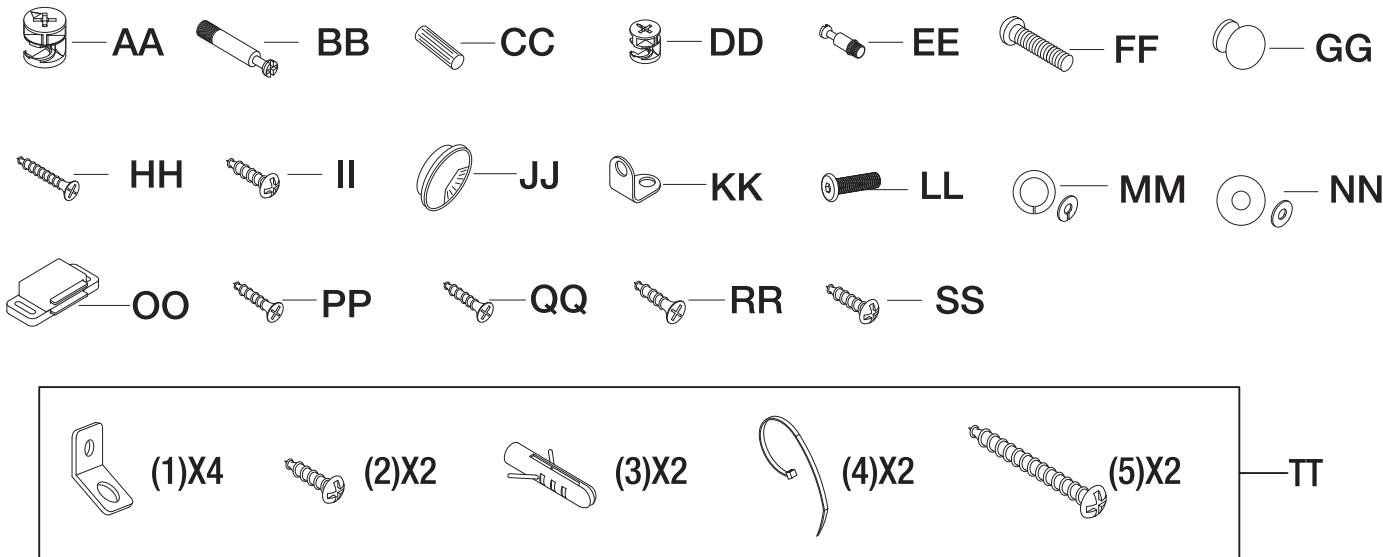
Keep children and pets away from build area. Make sure your area is large enough to unpack, sort and assemble the unit.

TOOLS REQUIRED



HARDWARE INCLUDED

 NOTE: Hardware not shown to actual size.

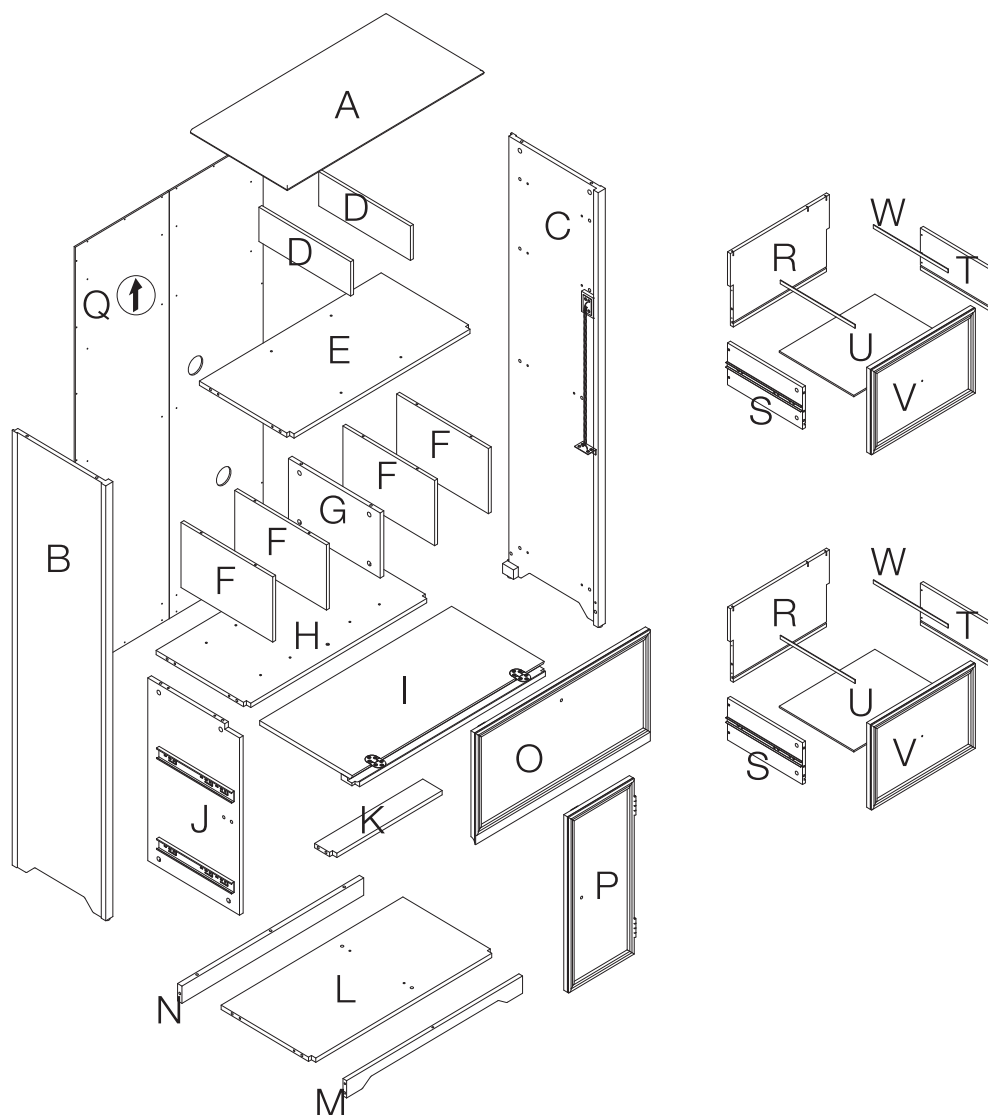


Part	Description	Quantity
AA	Big cam lock	39+2
BB	Big cam lock bolt	39+2
CC	Wood dowel	55+2
DD	Small cam lock	8
EE	Small cam lock bolt	8
FF	Cross round head bolt	4
GG	Handle	4
HH	Long flat head screw	8
II	Cross round head screw	40+2
JJ	Hole cover	2
KK	L shaped bracket	2

Part	Description	Quantity
LL	Hexagon socket screw	4
MM	Spring washer	4
NN	Flat gasket	4
OO	Magnetic clamp	3
PP	Short flat head screw	12+2
QQ	Short flat head screw	6
RR	Short flat head screw	4
SS	Cross round head screw	8
TT	Anti-tipping hardware package	1
UU	Spanner	1

Pre-assembly (continued)

PACKAGE CONTENTS

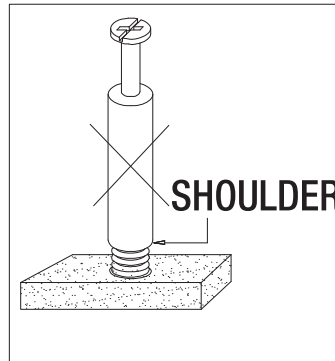
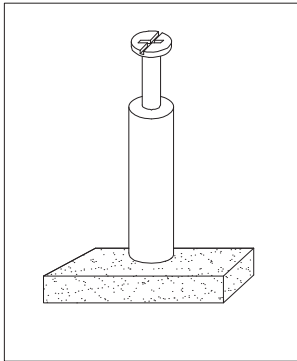


Part	Description	Quantity
A	Top panel	1
B	Left side panel	1
C	Right side panel	1
D	Upper vertical panel	2
E	Upper horizontal panel	1
F	Vertical panel	4
G	Vertical panel	1
H	Horizontal panel	1
I	Horizontal panel	1
J	Vertical panel	1
K	Horizontal panel	1
L	Bottom panel	1

Part	Description	Quantity
M	Front bottom panel	1
N	Back bottom panel	1
O	Middle door panel	1
P	Door panel	1
Q	Back panel	1
R	Drawer back panel	2
S	Drawer left side panel	2
T	Drawer right side panel	2
U	Drawer bottom panel	2
V	Drawer front panel	2
W	Metal bar	4

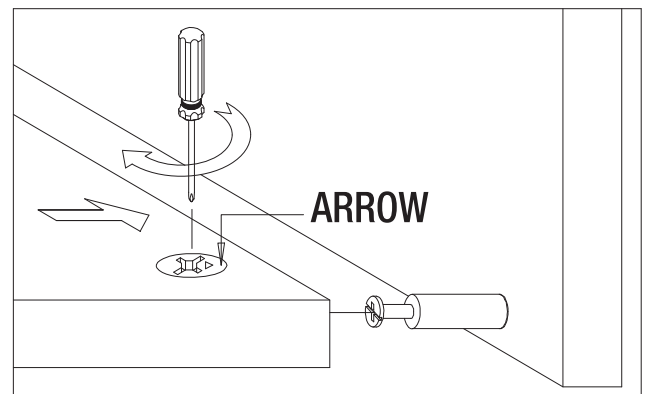
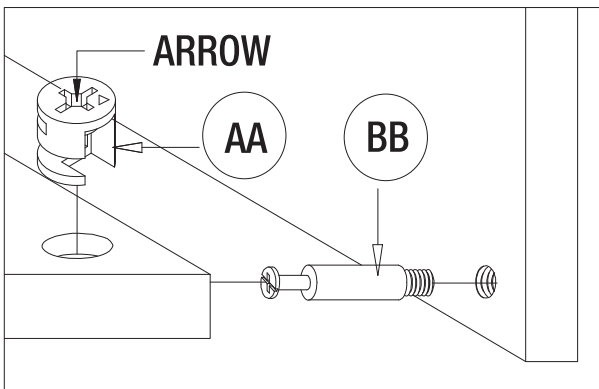
Notification

NOTE: UPON OPENING THOROUGHLY CLEAN ALL WOODS SURFACES TO REMOVE DUST AND DIRT THAT MAY HAVE SETTLED ONTO FINISH DURING SHIPMENT. IN ORDER TO PREVENT DAMAGE DURING ASSEMBLY, PLEASE ASSEMBLE THIS ITEM WITH AT LEAST TWO PEOPLE.



NOTE: TURN THE CAM-BOLT SCREWS UNTIL THEY ARE TIGHT, THE SHOULDER SHOULD BE AGAINST THE SURFACE OF THE PART.

HOW TO USE THE CAM TOOL

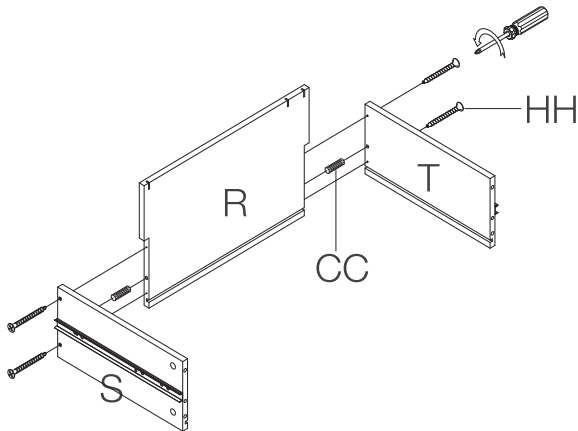


● NOTE: THE ARROWS ON THE HIDDEN CAM-LOCKS SHOULD POINT TO THE CAM-BOLTS.

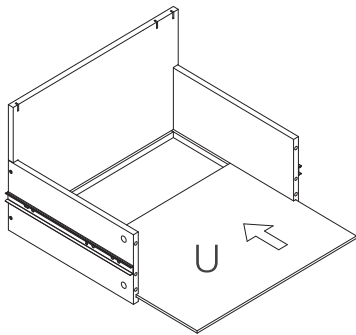
Assembly

1 Assemble drawers

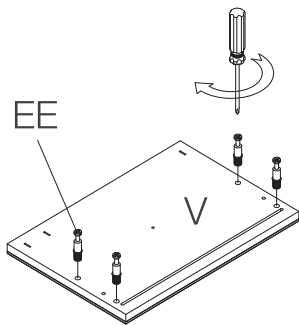
- a) Insert wood dowel(CC) into drawer back panel(R), then tighten with flat head screw(HH).



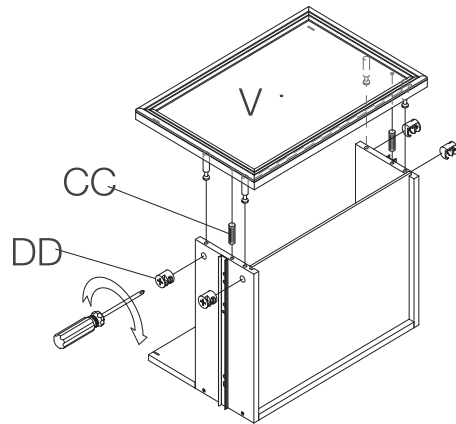
- b) Insert the panel(U) into the slot correctly.



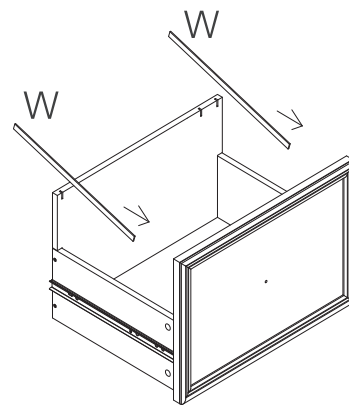
- c) Insert small cam lock bolt(EE) into panel(V).



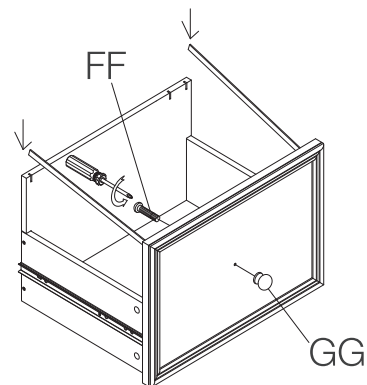
- d) Insert wood dowel(CC) into panel(S/T), then tighten with small cam lock(DD)



- e) Install the metal bar(W).



- f) Assemble the handle(GG) with cross round head bolt(FF).



Small
cam lock

(DD)x8



Small cam
lock bolt

(EE)x8



Wood dowel

(CC)x8



Cross round
head bolt

(FF)x2



Handle

(GG)x2

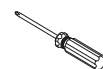


Long flat
head screw

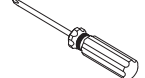
(HH)x8



Small head



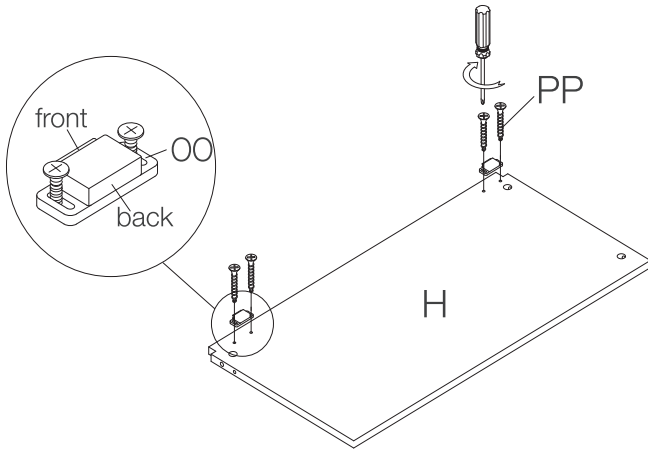
Large head



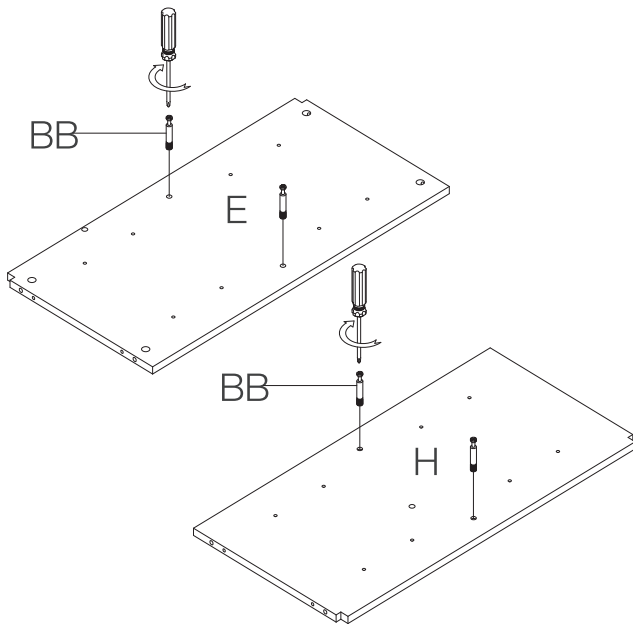
Assembly

2 Assemble horizontal/vertical panel

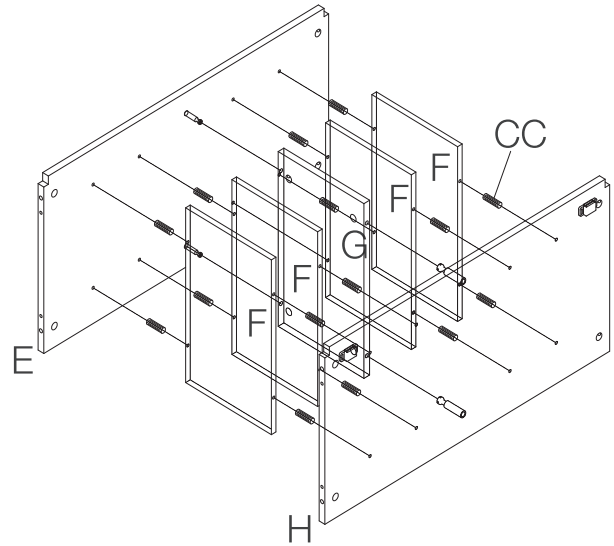
□ a) Lock the magnetic clamp(OO) to horizontal panel (H).



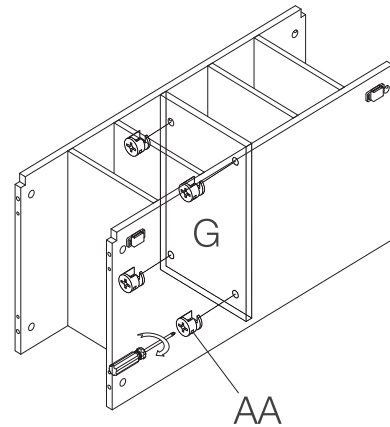
□ b) Insert big cam lock bolt(BB) into horizontal panel(E/H).



□ c) Insert wood dowel(CC) into vertical panel(F/G), then connect the panels (E/F/G/H).



□ d) Connect vertical panel(G) to panels(E/H) with big cam lock(AA).



Big cam lock

(AA)x4



Big cam lock bolt

(BB)x4



Wood dowel

(CC)x16



Magnetic clamp

(OO)x2



Short flat head screw

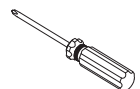
(PP)x4



Small head



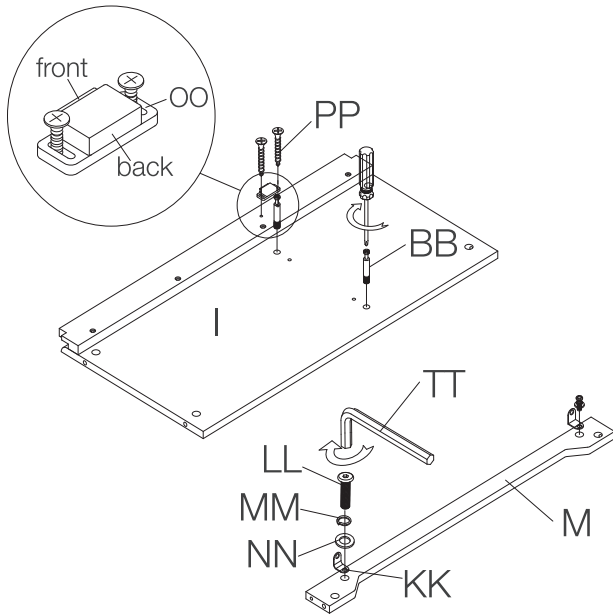
Large head



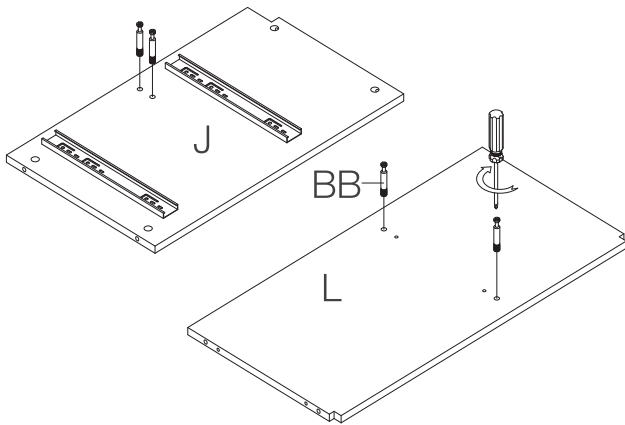
Assembly

3 Assemble horizontal/vertical panel and bottom panel

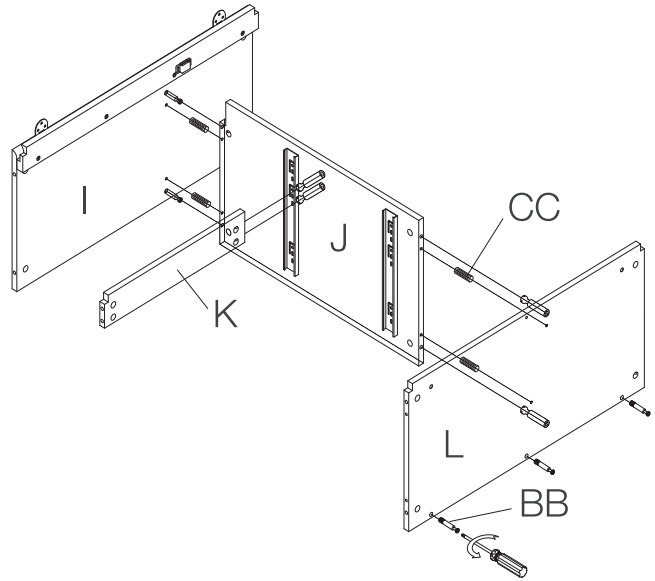
- a) Lock the magnetic clamp(OO) to the panel (I), semi-fix L shaped bracket(KK) to front bottom panel(M), do not tighten it.



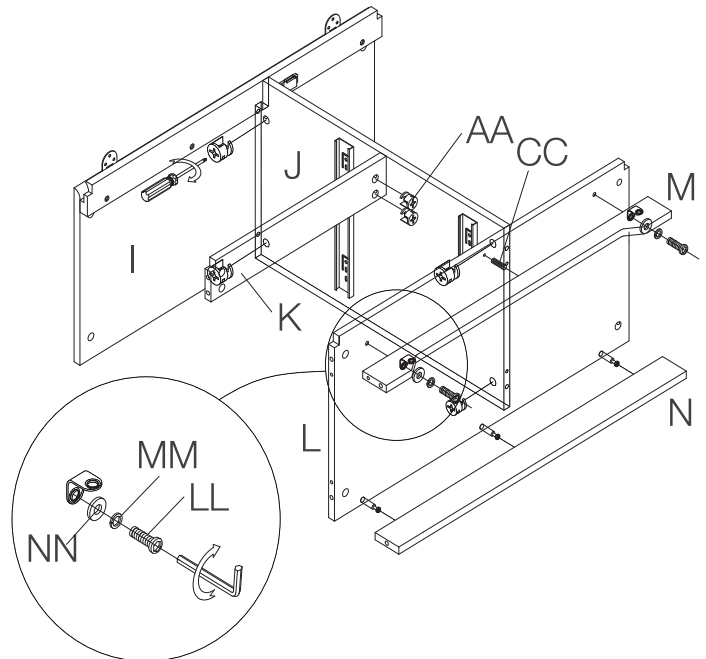
- b) Insert big cam lock bolt(BB) into vertical panel(J) and bottom panel(L).



- c) Insert wood dowel(CC) into vertical panel(J), then connect the panels (I/J/K/L). Then Insert big cam lock bolt(BB) into bottom panel(L).



- d) Use big cam lock (AA) to lock panels(I/J/K), then connect the panels (N/L) with big cam lock bolt(BB). Insert wood dowel(CC) into front bottom panel(M), then use hexagon socket screw (LL) to connect panels(M/L), please do not tighten the L shaped bracket(KK).

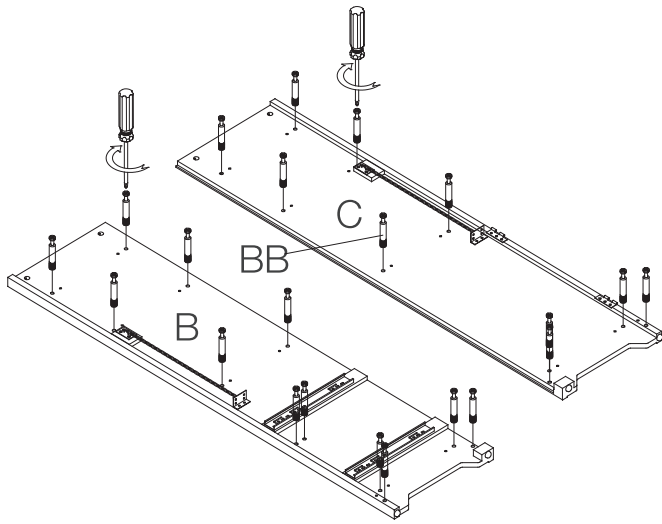


Big cam lock	Big cam lock bolt	Wood dowel	Magnetic clamp	Short flat head screw	L shaped bracket	Hexagon socket screw	Spring washer	Flat gasket	Small head	Large head	Spanner (UU) x 1
(AA)x6	(BB)x9	(CC)x5	(OO)x1	(PP)x2	(KK)x2	(LL)x4	(MM)x4	(NN)x4			

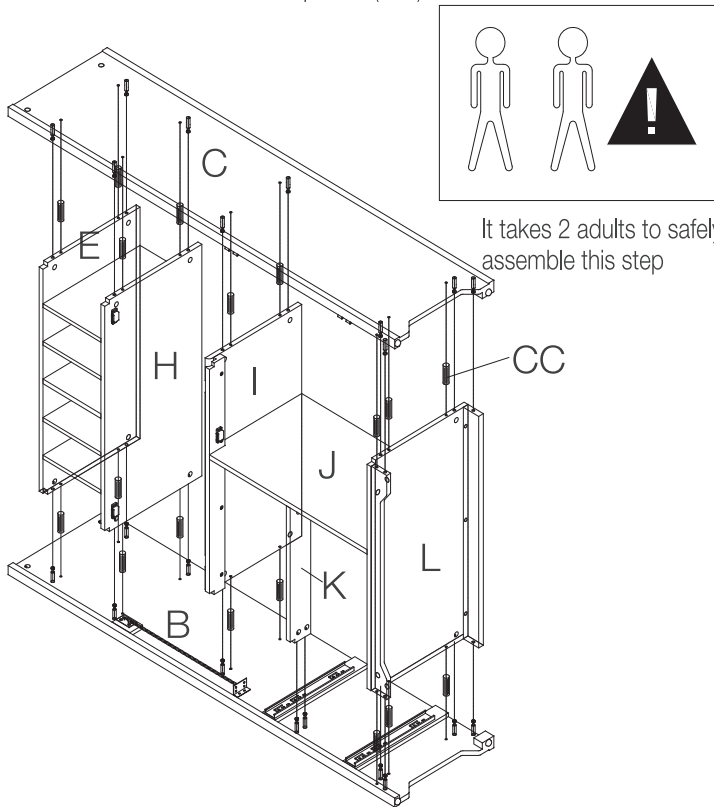
Assembly

4 Assemble side panel

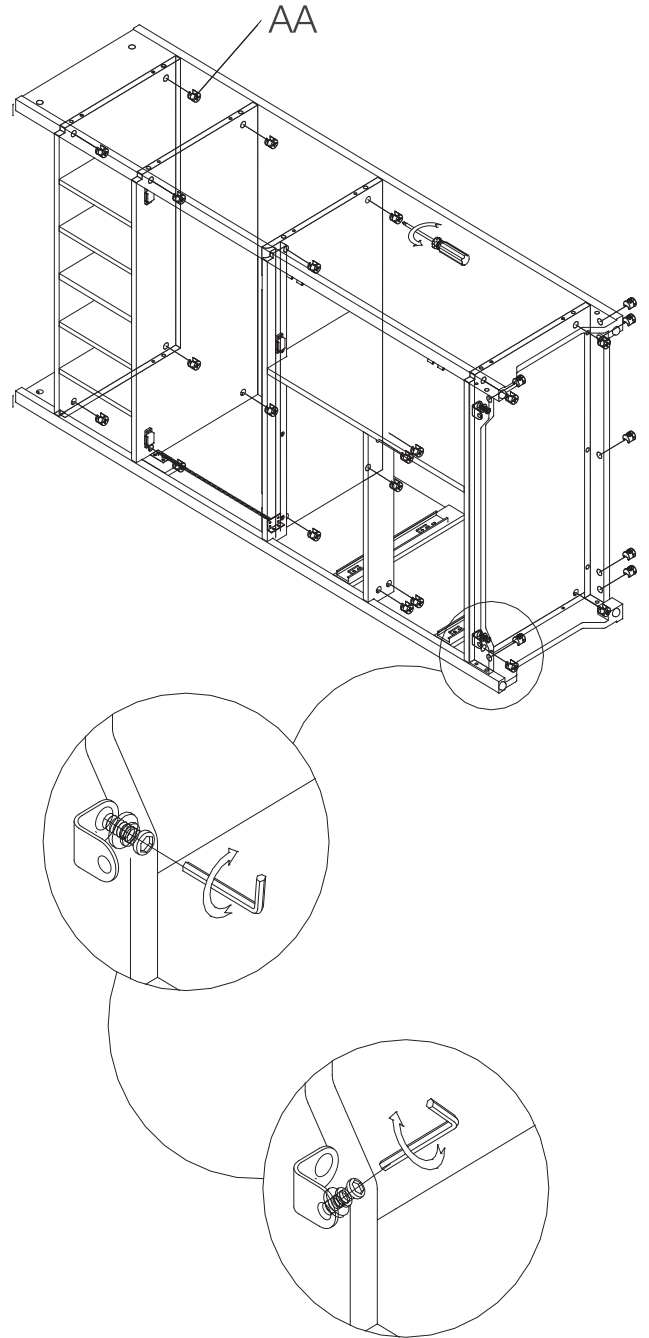
□ a) Insert big cam lock bolt (BB) into side panel (B/C).



□ b) Insert wood dowel (CC) into panels (E/H/I/L), then connect the panels (B/C).



□ c) Use big cam lock (AA) to connect all panels, tighten the hexagon socket screw (LL) on front bottom panel (M).



Big cam lock
(AA)x25



Big cam lock bolt
(BB)x22



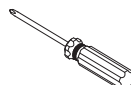
Wood dowel
(CC)x18



Small head



Large head



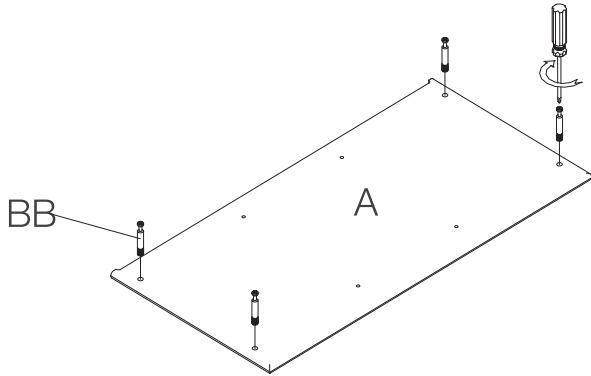
Spanner
(UU) x 1



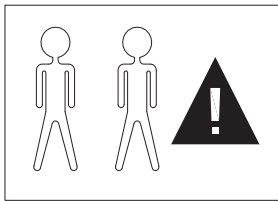
Assembly

5 Assemble Top panel

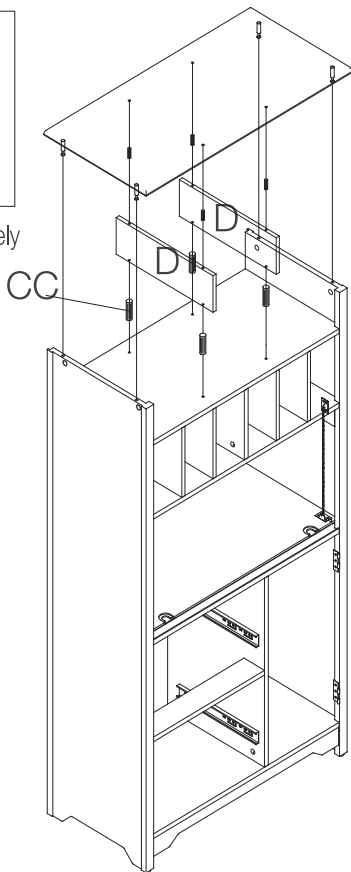
□ a) Insert big cam lock bolt(BB) into top panel (A).



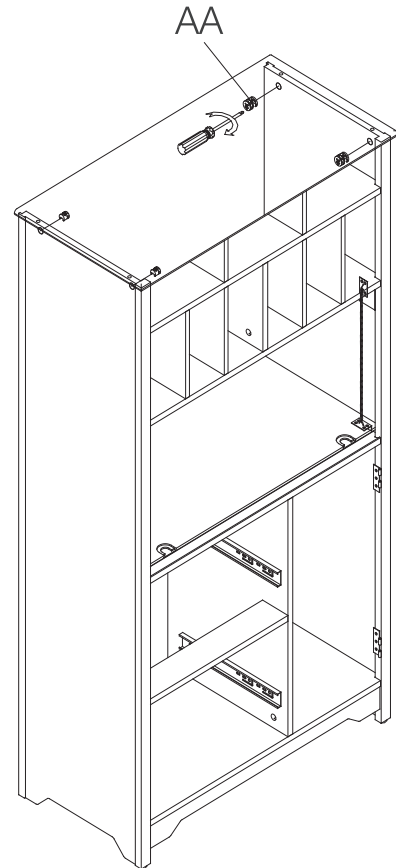
□ b) Insert wood dowel(CC) into upper vertical panel (D), then connect the top panel (A).



It takes 2 adults to safely assemble this step



□ c) Connect top panel(A) with big cam lock(AA)



Big cam lock

(AA)x4



Big cam lock bolt

(BB)x4



Wood dowel

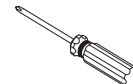
(CC)x8



Small head



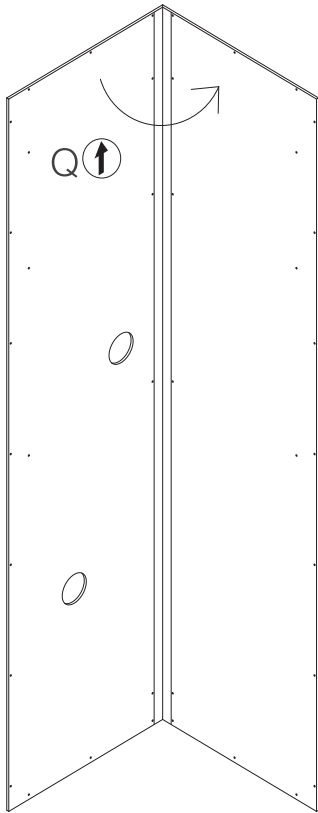
Large head



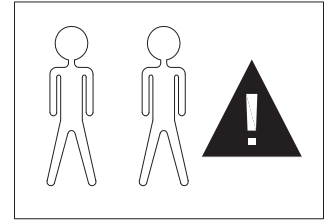
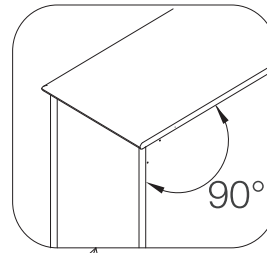
Assembly

6 Assemble back panel

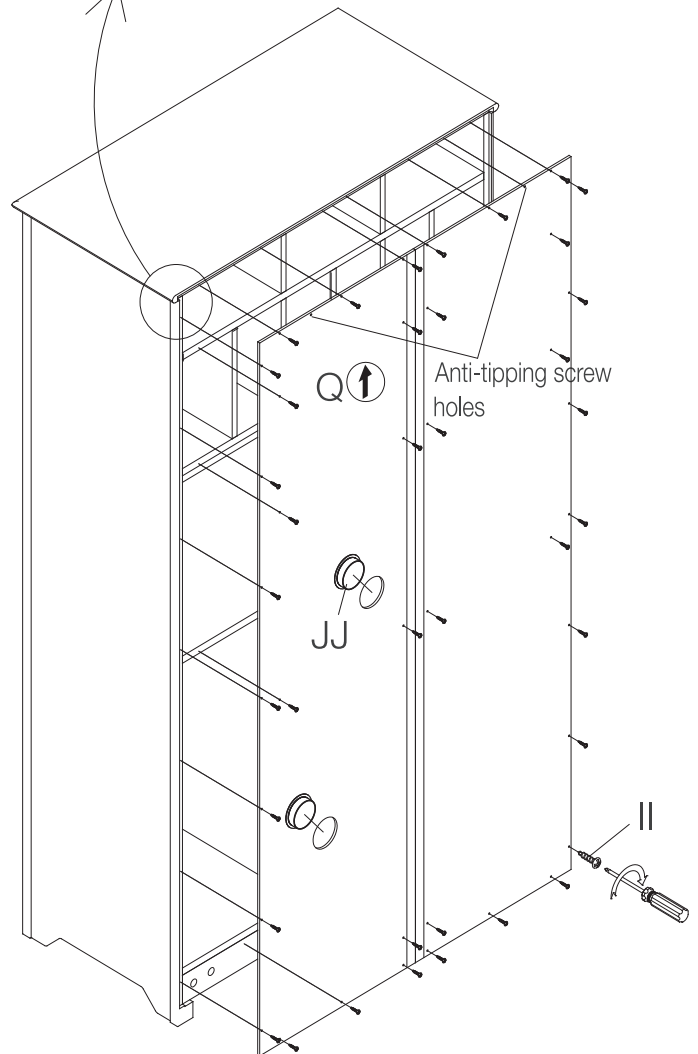
□ a) Open back panel(Q).



□ b) centralize the back panel(Q) and then lock with cross round head screw(II). Assemble hole cover (JJ) on back panel(Q).



It takes 2 adults to safely assemble this step



Cross round head screw (II) x 40



Hole cover (JJ) x 2



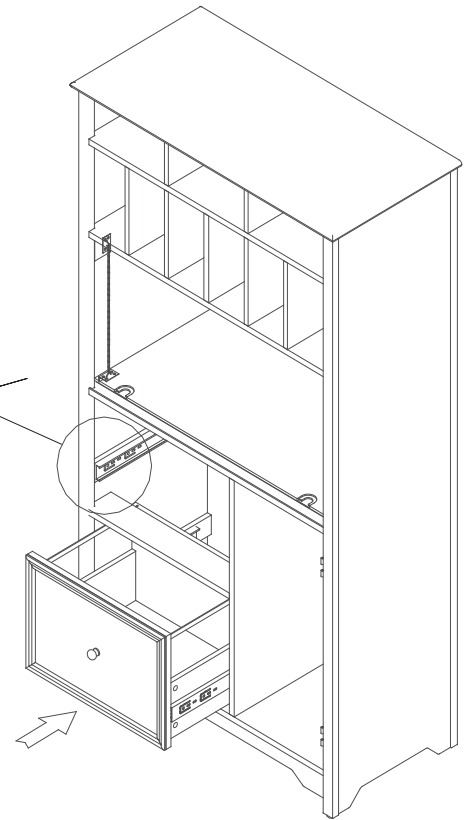
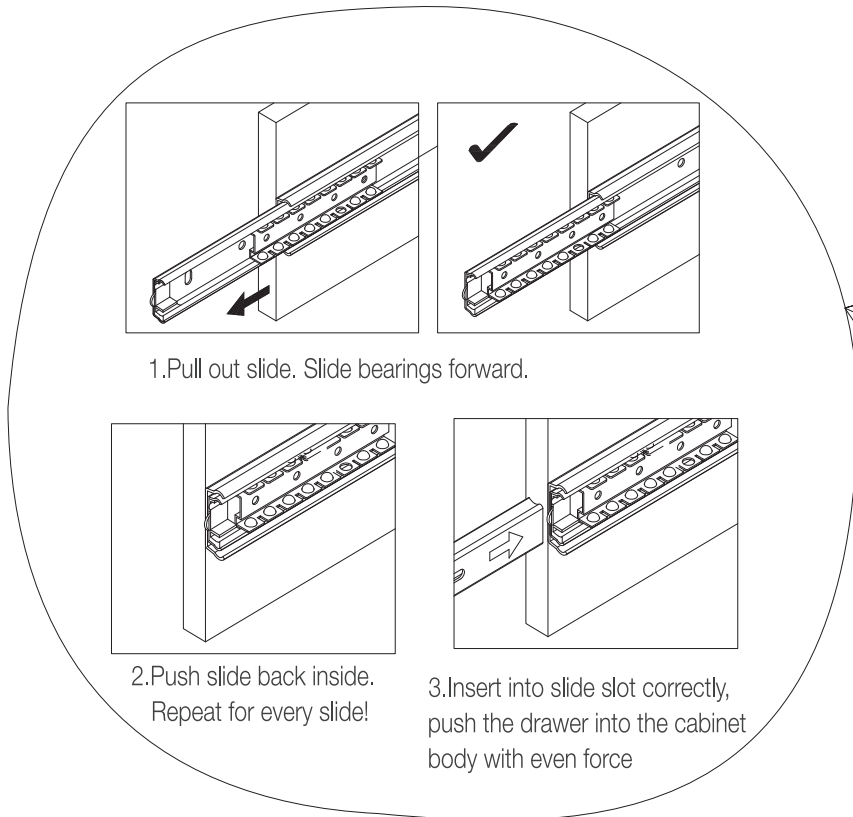
Small head




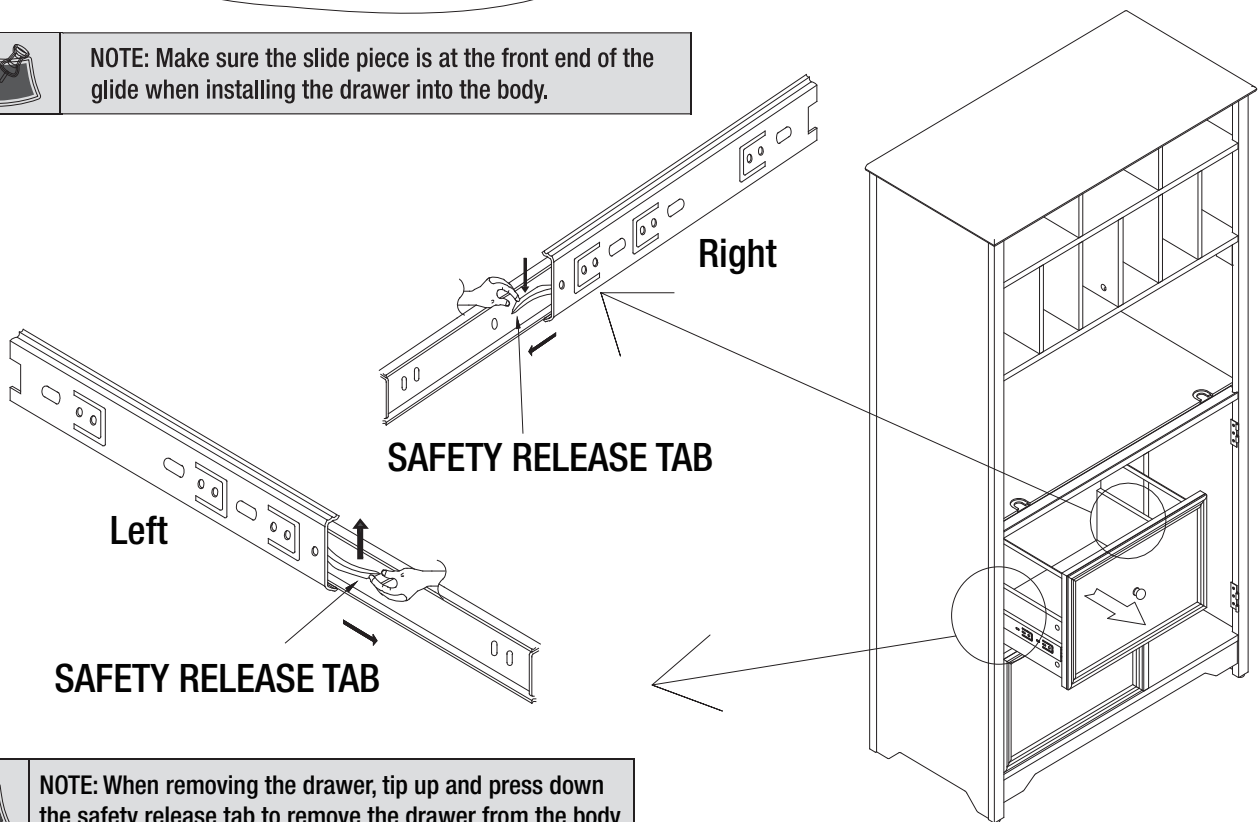
Assembly


7 Inserting the drawer

- Insert the drawer into the assembled body as shown.



 **NOTE:** Make sure the slide piece is at the front end of the glide when installing the drawer into the body.

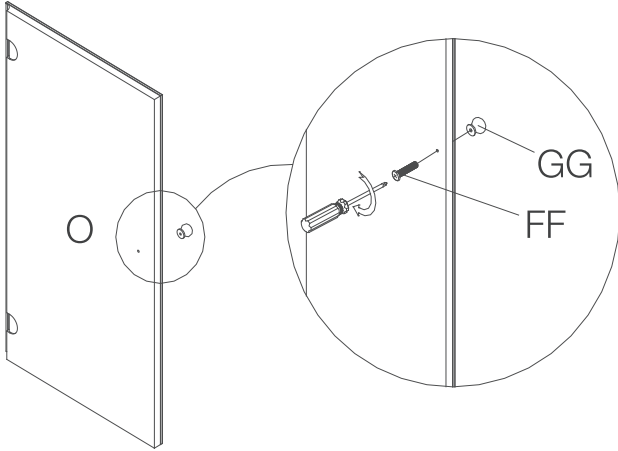


 **NOTE:** When removing the drawer, tip up and press down the safety release tab to remove the drawer from the body

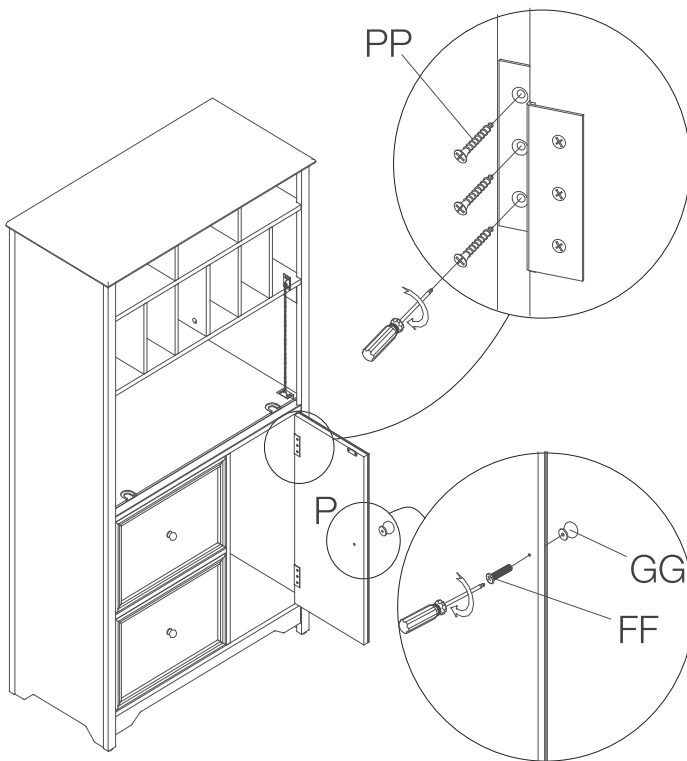
Assembly

8 Assemble Door panels

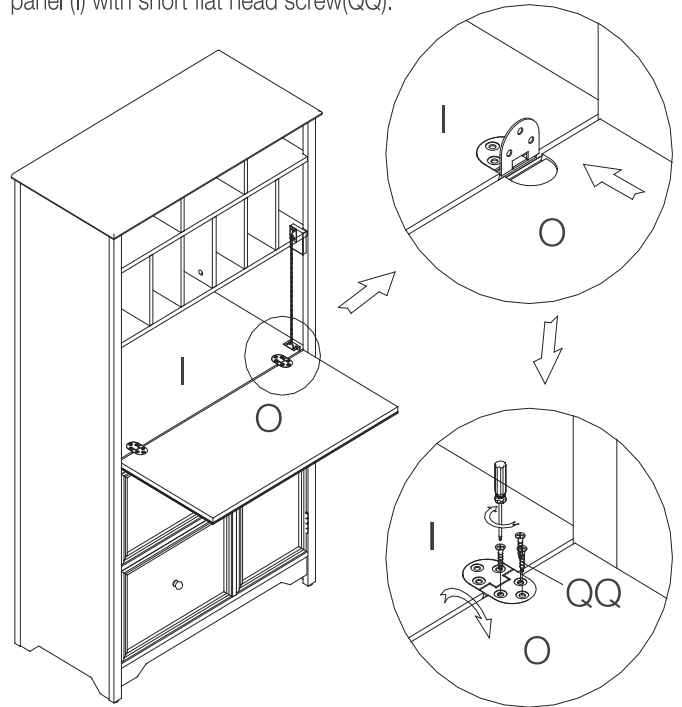
- a) Lock the handle (GG) to the middle door panel(O) with cross round head bolt(FF) .



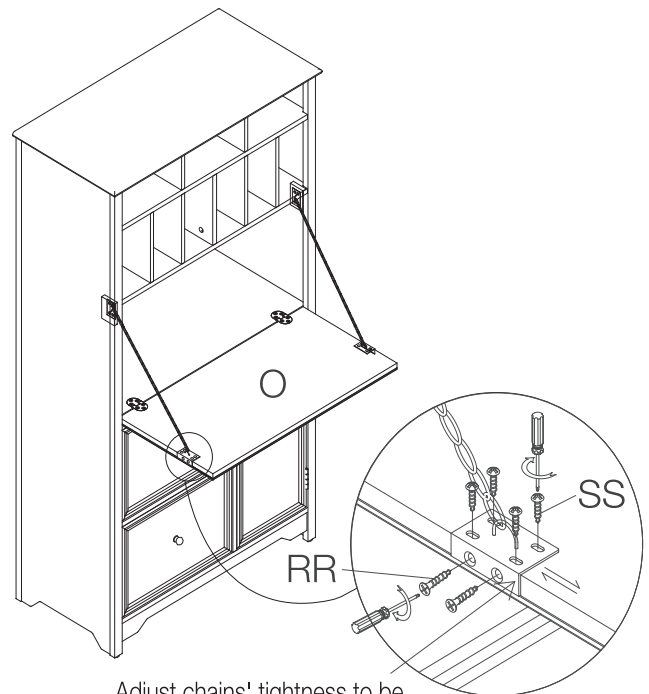
- b) Lock the door panel (P) to the right side panel(C) with short flat head screw(PP), then lock the handle (GG) to the door panel(p) with cross round head bolt(FF).



- b) Lock the middle door panel (O) to the horizontal panel (I) with short flat head screw(QQ).



- c) Lock the chain to the middle door panel(O) with short flat head screw(RR) and cross round head screw(SS)



Adjust chains' tightness to be consistent, then tighten the screws.

Cross round head bolt
(FF) x 2



Handle
(GG) x 2



Short flat head screw
(PP) x 6



Short flat head screw
(QQ) x 6



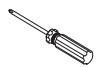
Short flat head screw
(RR) x 4



Cross round head screw
(SS) x 8



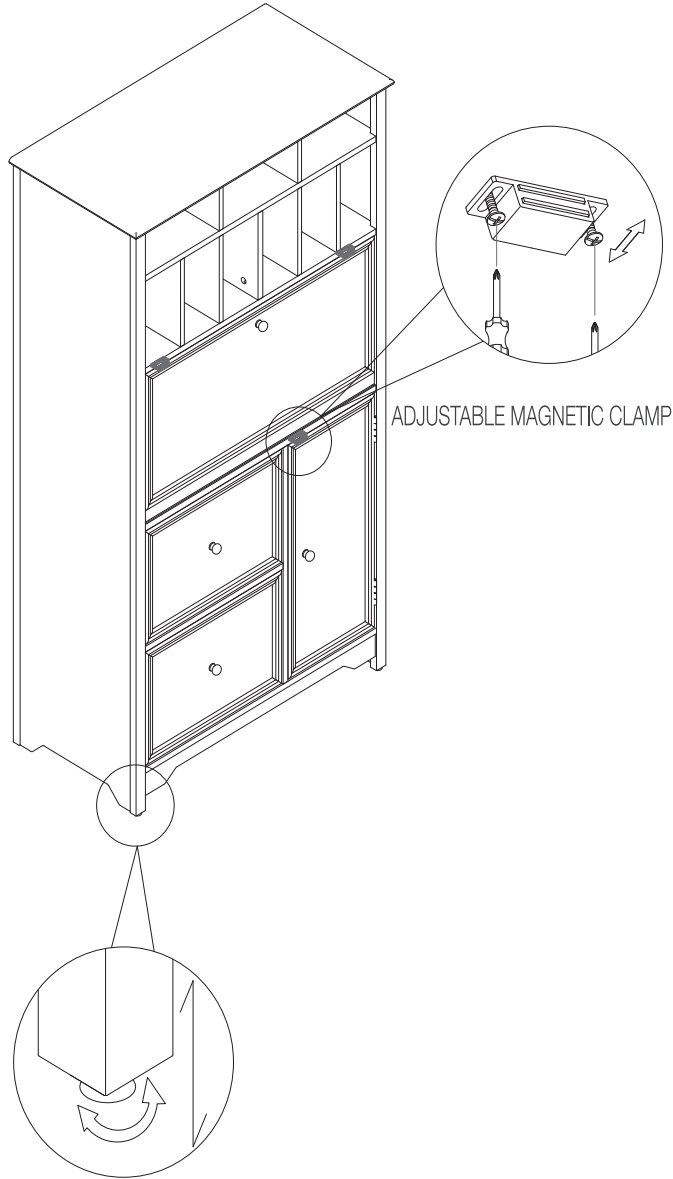
Small head



Assembly

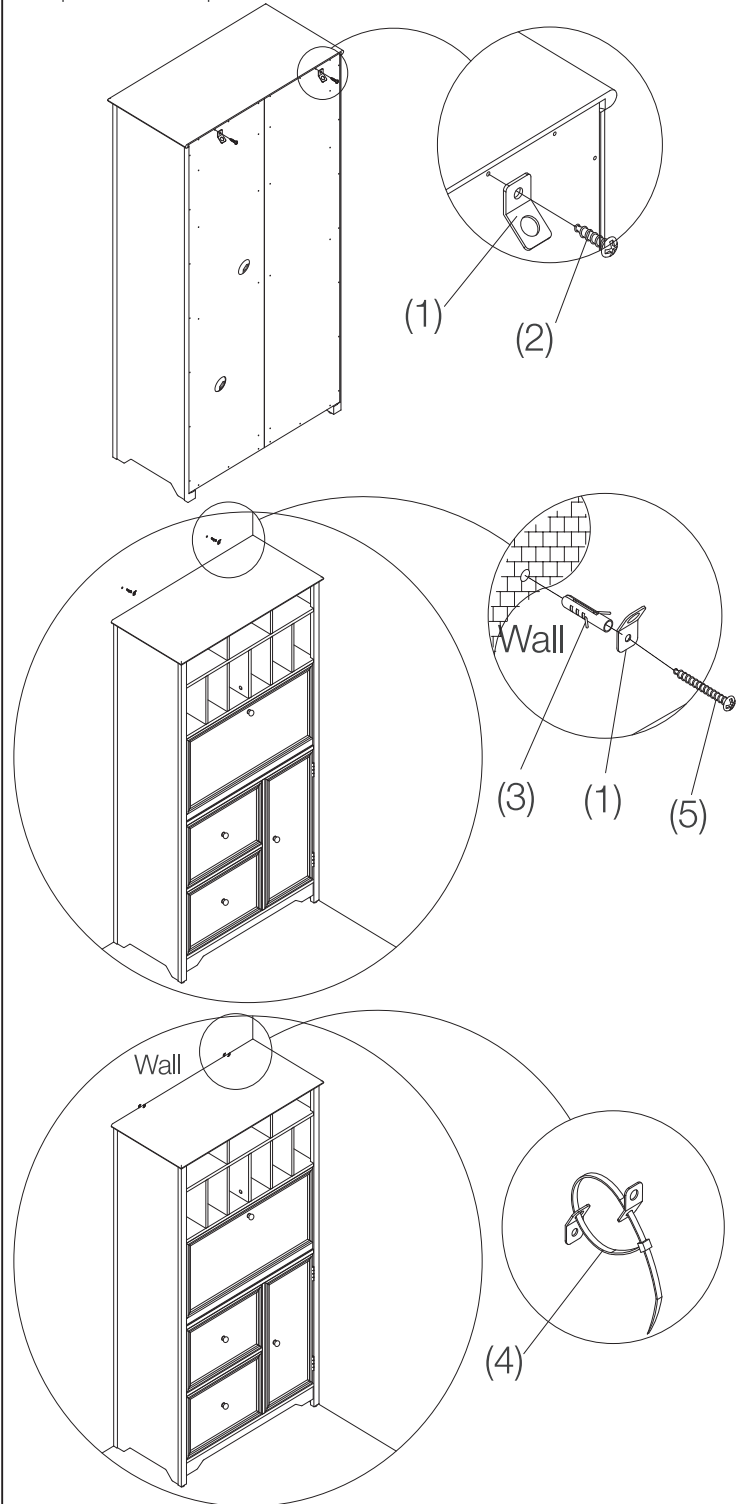
9 Adjust magnetic clamp/foot leveler/ anti-tipping hardware package (TT)





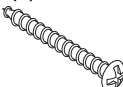
□ a) Adjust magnetic clamp(OO) and adjust foot leveler to the appropriate position.

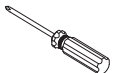


IF THE GROUND IS NOT EVEN THE SIDEBOARD WILL BE UNSTABLE OR THE DOORS UNSYMMETRICAL, YOU CAN ADJUST THE FOOT LEVELER UNDER THE LEG.TURN LEFT TO TIGHTEN,TURN RIGHT TO LOOSEN.

□ b) Lock the two hardwares on the product and the other two hardwares lock on the wall, then lock the product with a plastic band.



Rectangle metal plate (1)X4 	0.63 in.Round head screw (2)X2 	Plastic anchor (3)X2 	Plastic band (4)X2 	1.97 in.Round head screw (5)X2 
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Small head
TT


Maintenance

- If your furniture is stained or otherwise damaged during use, contact a professional for repairs.

Care and Cleaning

- Use a soft, clean cloth that will not scratch the surface when dusting.
- Use of furniture polishes is not necessary. Should you choose to use polishes, test the polish in an inconspicuous area before using over the entire surface of the product.
- Using solvents of any kind on your furniture may damage the finish.
- Never use water to clean your furniture as it may cause damage to the finish.
- Always use coasters under beverage glasses and flowerpots.
- Liquid spills should be removed immediately. Using a soft, clean cloth, blot the spill gently avoid rubbing.
- Always use protective pads under hot dishes and plates. Heat can cause chemical changes that may create spotting within the furniture finish.
- Use care as stains or marks from crayons or ink markers will be difficult to remove.
- Be sure to immediately clean red wine or soda stains within 30 minutes or the surface will stain.

Troubleshooting

PROBLEMS	SOLUTIONS
Not all of the product's legs touch the floor	Make sure adjustable center feet levelers are adjusted properly. The levelers are pre-assembled on the bottom of the legs
	The product is KD construction. You may need to loosen the bolts and place the product on a flat surface. Ensure that the legs all touch the flat surface and then re-tighten the bolts.
	Loosen all the bolts and apply some weight to the product to get all the feet to touch the floor. Then re-tighten the bolts in that position.
Panel cannot be assembled	Make sure panel is on right direction.
Door cannot be closed or without magnetic function	Adjust the magnetic clamp, make sure it is assembled on appropriate position.
Door is not flat	Adjust the hinge, make sure it is assembled on appropriate position.
Drawers cannot pull in or pull out smoothly	Refer assembly instruction details to assemble drawers, and pull in and pull out drawers several times gently
Drawer cannot be removed	When removing the drawer, tip up and press down the safety release tab to remove the drawer from the body.

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1-800-986-3460

HOMEDEPOT.COM/HOMEDECORATORS

Retain this manual for future use.