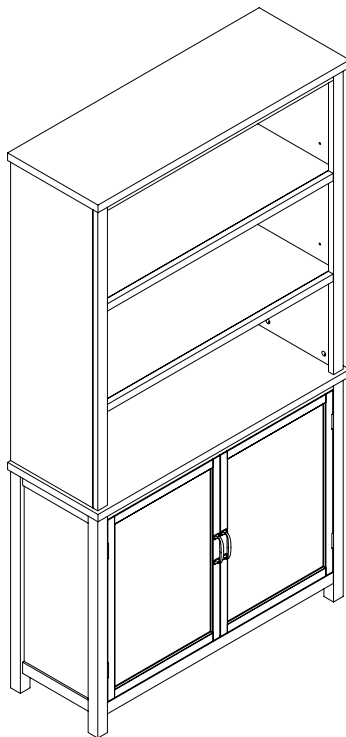


USE AND CARE GUIDE

TWO TONE FILE BOOKCASE



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

1-800-998-7021

HOMEDEPOT.COM/HOMEDECORATORS

THANK YOU

We appreciate the trust and confidence you have placed in Home Decorators Collection through the purchase of this two tone file bookcase. 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 place heavy objects on the glass top.
- Some assembly may involve attaching glass or mirrors.
- Be very careful handling the glass or mirrors, as severe injury may result if the glass or mirror breaks.
- Never handle large pieces of glass or mirrors by yourself.



CAUTION

- Do not use power tools to assemble your furniture. Power tools may strip or damage parts/product.
- Do not overtighten 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.

Warranty

3 YEAR 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

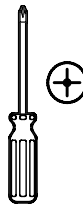
PLANNING ASSEMBLY

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

TOOLS REQUIRED



Small head
Phillips
screwdriver

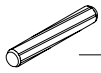


Large head
Phillips
screwdriver

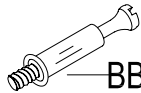
HARDWARE INCLUDED



NOTE: Hardware not shown to actual size.



—AA



—BB



—CC



—DD



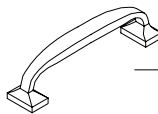
—EE



—FF



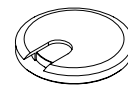
—GG



—HH



—II



—JJ



—KK



—LL



—MM



—NN



(1) x 2



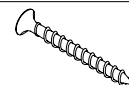
(2) x 1



(3) x 1



(4) x 1



(5) x 1

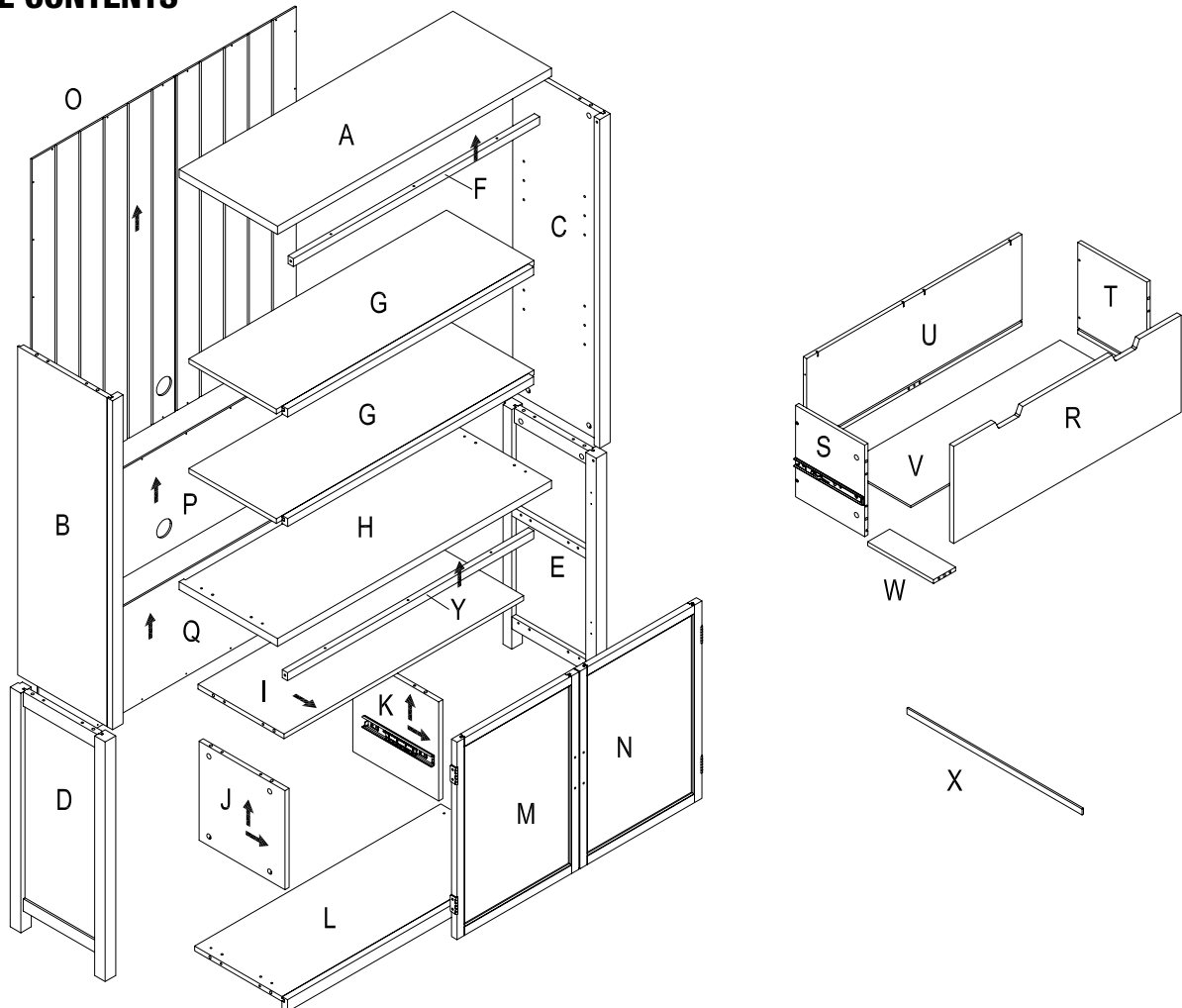
—OO

Part	Description	Quantity
AA	Wood dowel	40
BB	Cam lock bolt	33
CC	Cam lock	33
DD	Long plastic cover	12
EE	1 in. Flat head screw	11
FF	5/8 in. Round head screw	51
GG	Shelf support	8
HH	Handle	2

Part	Description	Quantity
II	Bolt	4
JJ	Wire plug	2
KK	Short plastic cover	4
LL	1/2 in. Flat head screw	8
MM	Metal plate	5
NN	Magnet	1
OO	Anti-tipping hardware package	1

Pre-assembly (continued)

PACKAGE CONTENTS



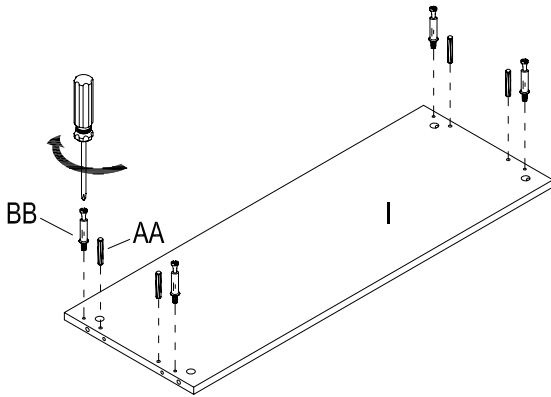
Part	Description	Quantity
A	Top panel	1
B	Top left side panel	1
C	Top right side panel	1
D	Bottom left side panel	1
E	Bottom right side panel	1
F	Top crossbar	1
G	Adjustable shelf	2
H	Top fixed panel	1
I	Bottom fixed panel	1
J	Left partition	1
K	Right partition	1
L	Bottom panel	1

Part	Description	Quantity
M	Left door	1
N	Right door	1
O	Top back panel	1
P	Middle back panel	1
Q	Bottom back panel	1
R	Drawer front panel	1
S	Drawer left side panel	1
T	Drawer right side panel	1
U	Drawer back panel	1
V	Drawer bottom panel	1
W	Support bar	1
X	Metal bar	4
Y	Bottom crossbar	1

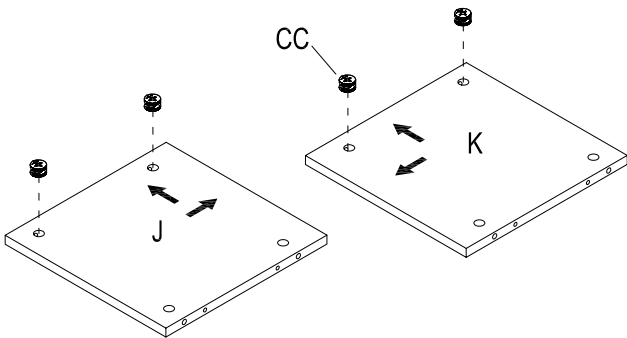
Assembly

1 Attaching the partition to the bottom fixed panel

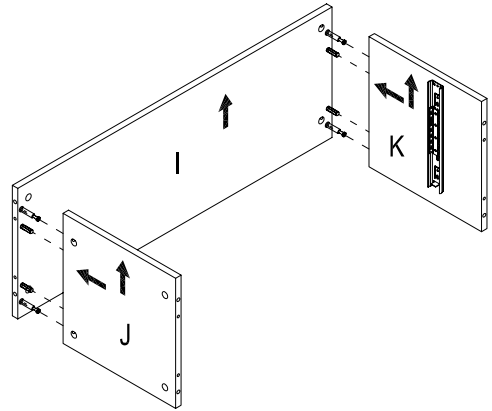
- a) Install dowel (AA) and bolt (BB) into panel (I).



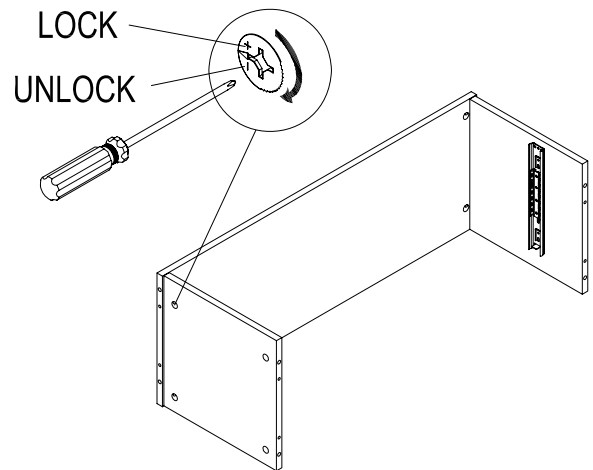
- b) Insert lock (CC) into partitions (J) and (K).



- c) Join partitions (J) and (K) to the panel (I) with dowel (AA).



- d) Tighten bolt (BB) with lock (CC) in the pre-drilled holes.



Wood dowel

Cam lock bolt

Cam lock

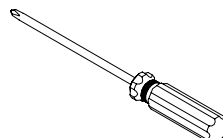
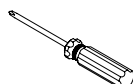
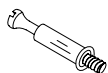
Small head

Large head

(AA) x 4

(BB) x 4

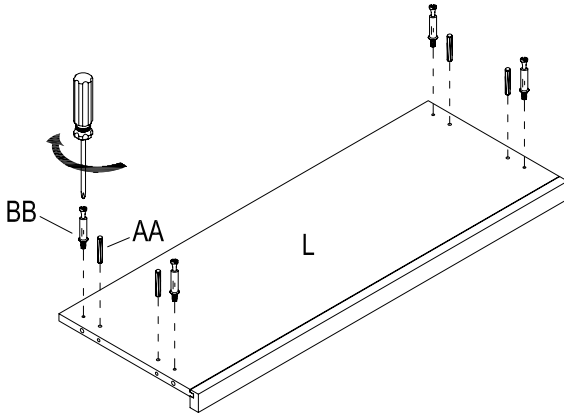
(CC) x 4



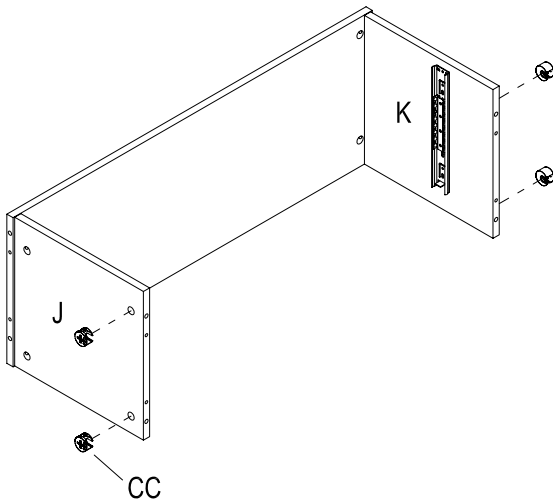
Assembly (continued)

2 Attaching the bottom panel

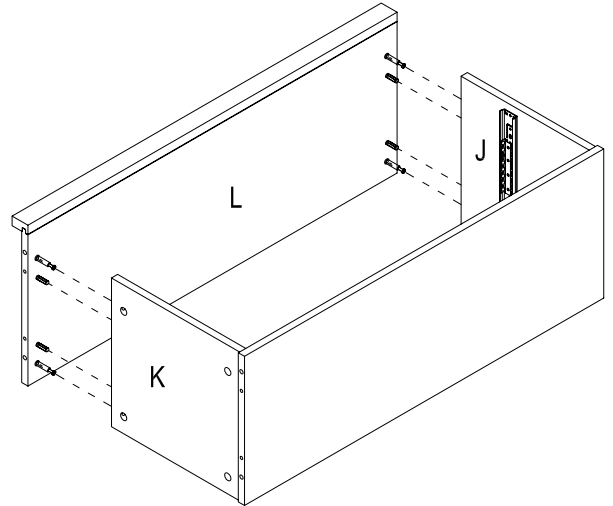
- a) Install dowel (AA) and bolt (BB) into panel (L).



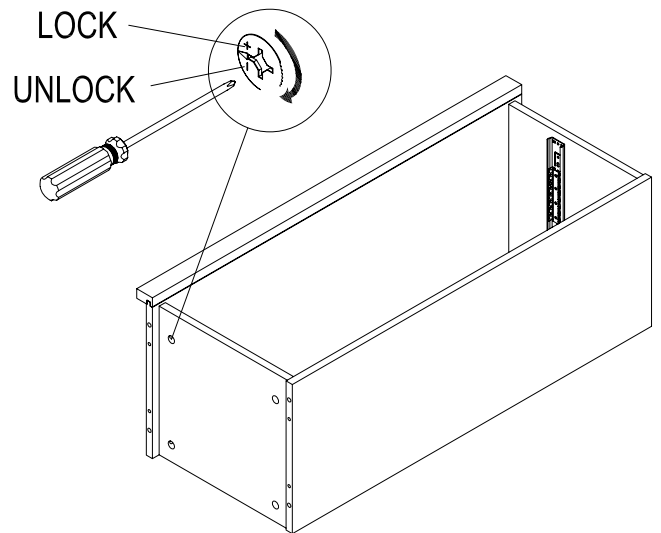
- b) Insert lock (CC) into partitions (J) and (K).



- c) Join panel (L) to the assembled body with dowel (AA).



- d) Tighten bolt (BB) with lock (CC) in the pre-drilled holes.

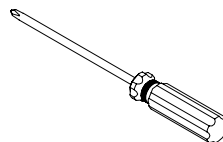
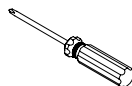
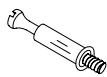


Wood dowel Cam lock bolt Cam lock Small head Large head

(AA) x 4

(BB) x 4

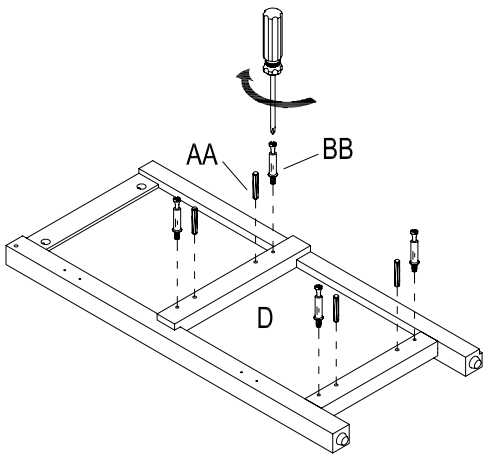
(CC) x 4



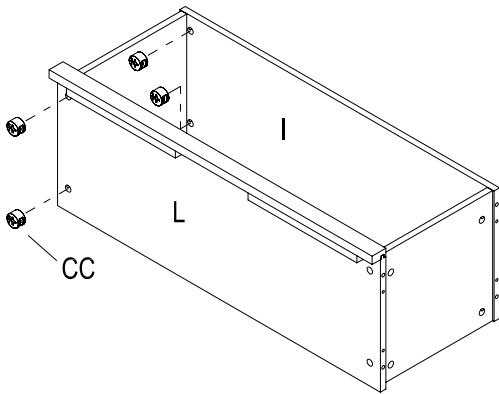
Assembly (continued)

3 Attaching the bottom left side panel

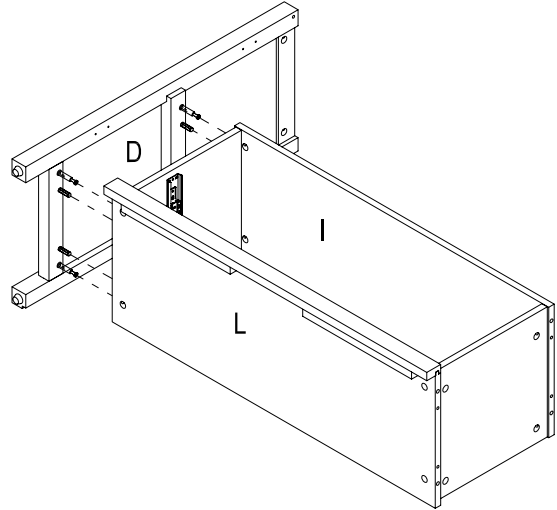
- a) Install dowel (AA) and bolt (BB) into panel (D).



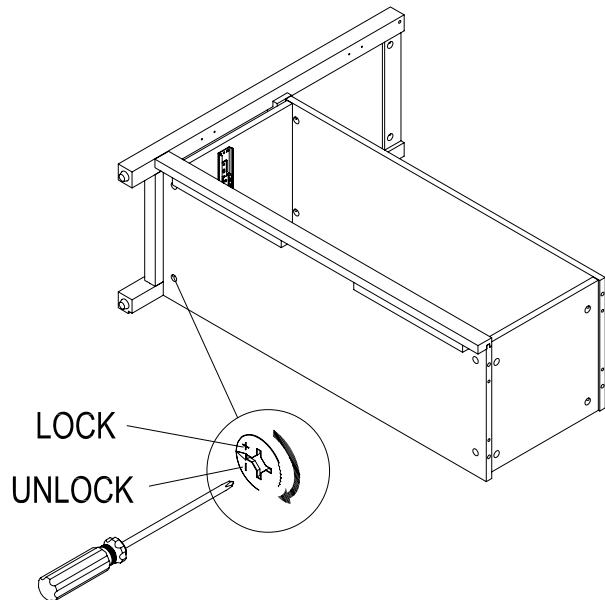
- b) Insert lock (CC) into panels (I) and (L).



- c) Join panel (D) to the assembled body with dowel (AA).



- d) Tighten bolt (BB) with lock (CC) in the pre-drilled holes.



Wood dowel

Cam lock bolt

Cam lock

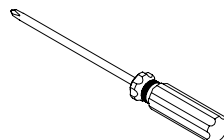
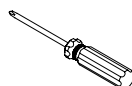
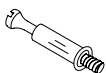
Small head

Large head

(AA) x 4

(BB) x 4

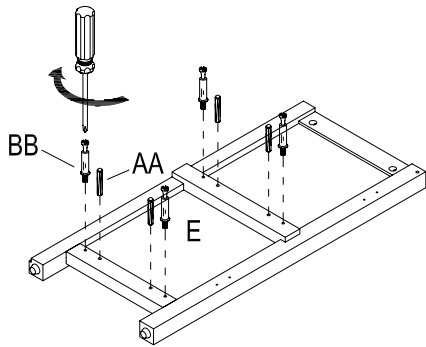
(CC) x 4



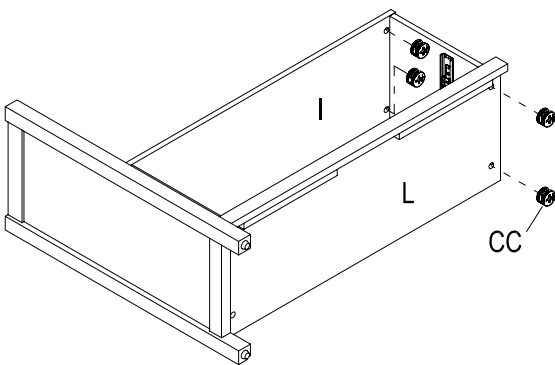
Assembly (continued)

4 Attaching the bottom right side panel and bottom crossbar

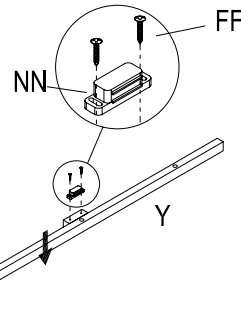
- a) Install dowel (AA) and bolt (BB) into panel (E).



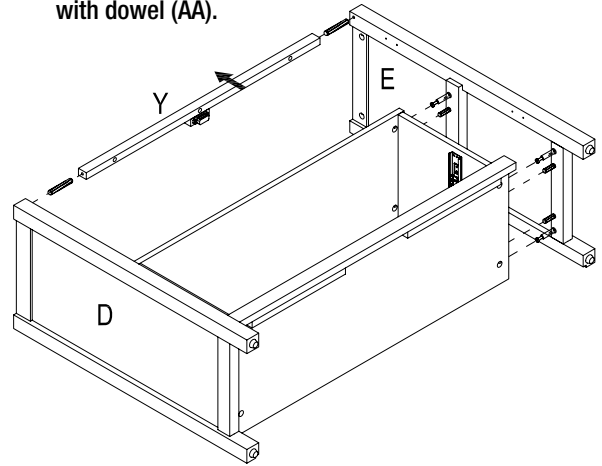
- b) Insert lock (CC) into panels (I) and (L).



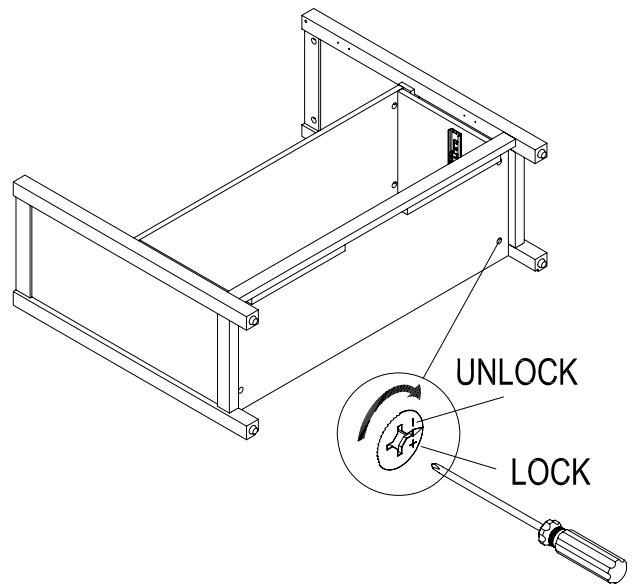
- c) Attach magnet (NN) to bar (Y) with screw (FF).



- d) Join panel (E) and bar (Y) to the assembled body with dowel (AA).



- e) Tighten bolt (BB) with lock (CC) in the pre-drilled holes.

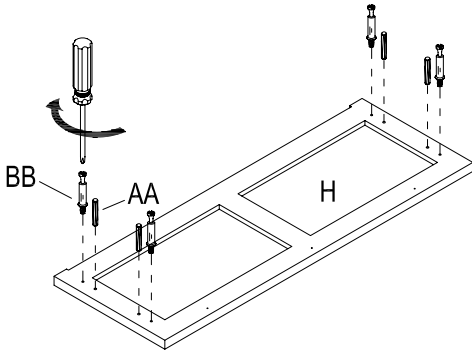


Wood dowel	Cam lock bolt	Cam lock	5/8 in. Round head screw	Magnet	Small head	Large head
(AA) x 6	(BB) x 4	(CC) x 4	(FF) x 2	(NN) x 1		

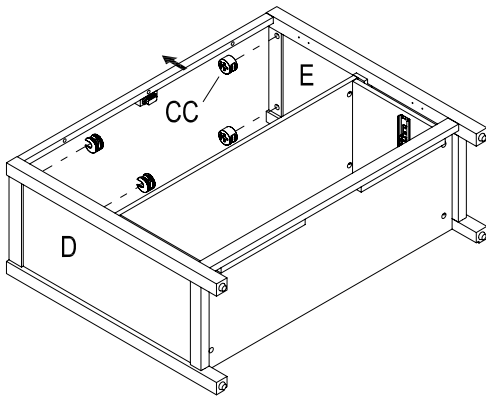
Assembly (continued)

5 Attaching the top fixed panel

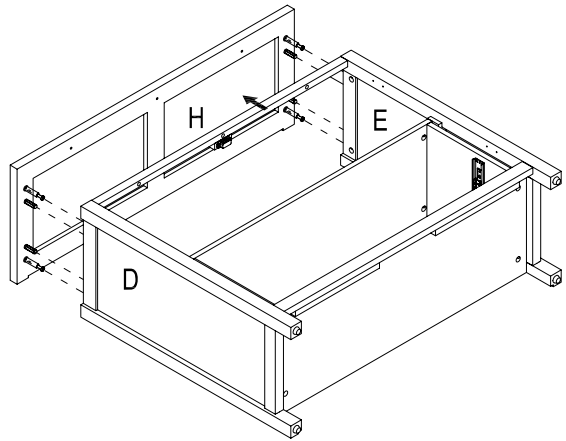
- a) Install dowel (AA) and bolt (BB) into panel (H).



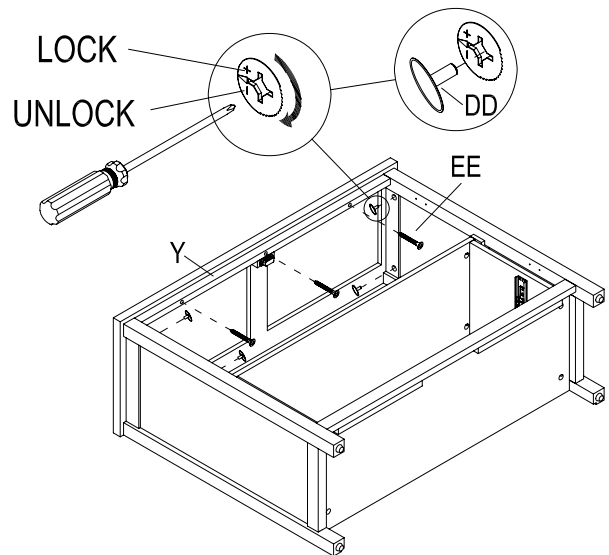
- b) Insert lock (CC) into panels (D) and (E).



- c) Join panel (H) to the assembled body with dowel (AA).



- d) Tighten bolt (BB) with lock (CC) in the pre-drilled holes.



- e) Tighten bar (Y) with screw (EE).
Cover the cam holes with the cover (DD).

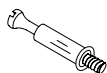
Wood dowel

(AA) x 4



Cam lock bolt

(BB) x 4



Cam lock

(CC) x 4



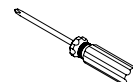
Long
Plastic cover
(DD) x 4



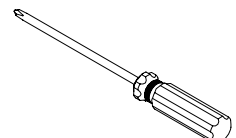
1 in. Flat head
screw
(EE) x 3



Small head



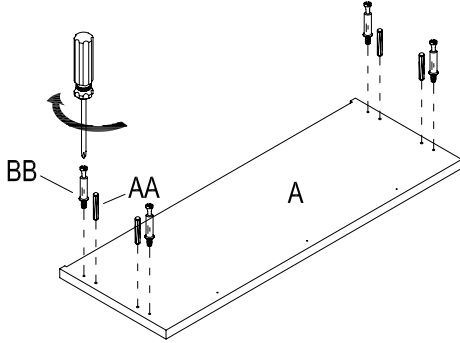
Large head



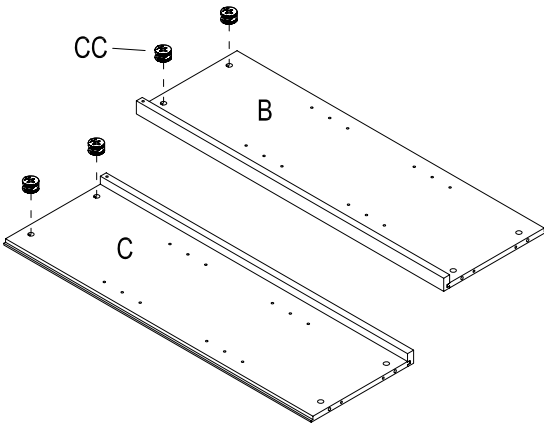
Assembly (continued)

6 Assembling the hutch

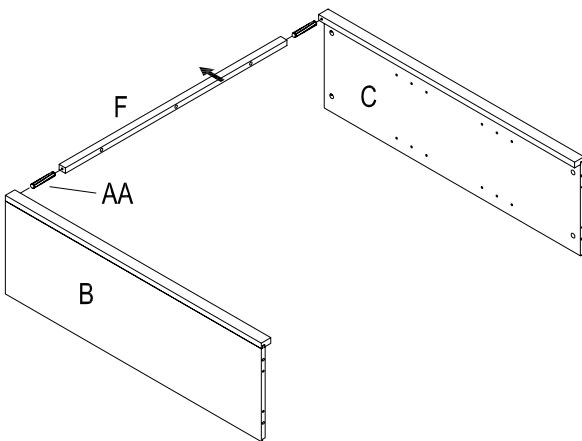
- a) Install dowel (AA) and bolt (BB) into panel (A).



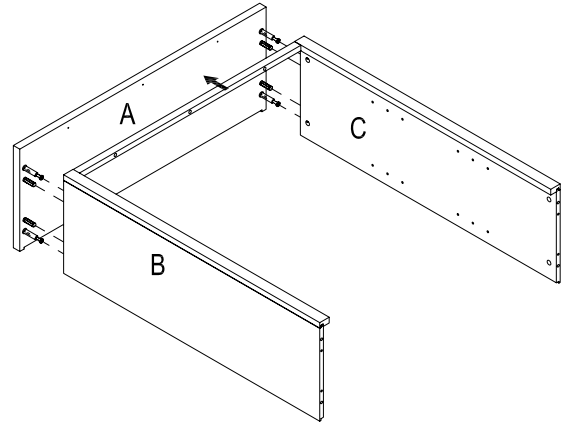
- b) Insert lock (CC) into panels (B) and (C).



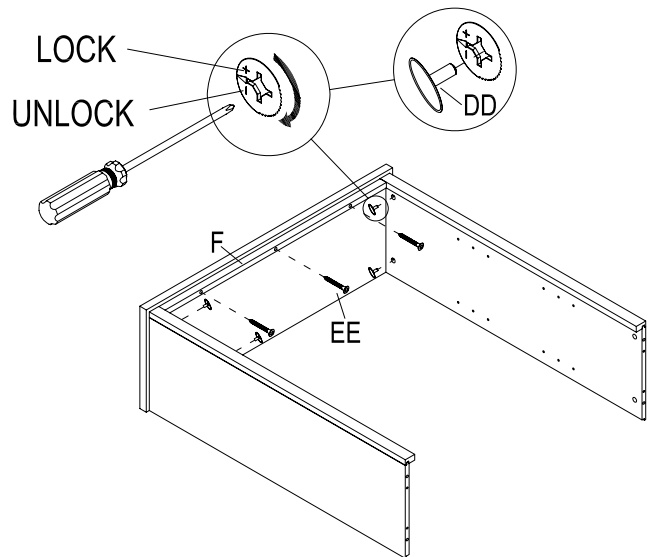
- c) Join panels (B) and (C) to the bar (F) with dowel (AA).



- d) Join panel (A) to the assembled body with dowel (AA).



- e) Tighten bolt (BB) with lock (CC) in the pre-drilled holes.



- f) Tighten bar (F) with screw (EE).
Cover the cam holes with the cover (DD).

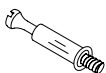
Wood dowel

(AA) x 6



Cam lock bolt

(BB) x 4



Cam lock

(CC) x 4



Long
Plastic cover

(DD) x 4

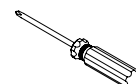


1 in. Flat head
screw

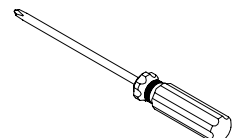
(EE) x 3



Small head



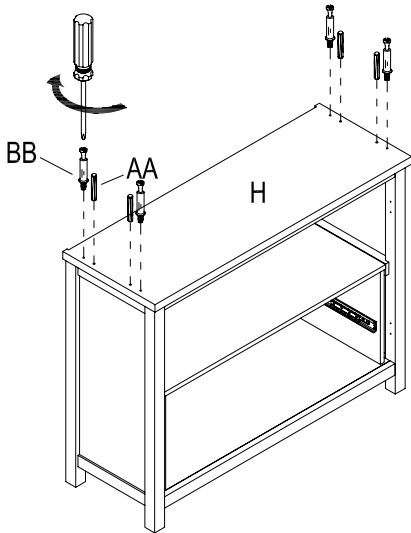
Large head



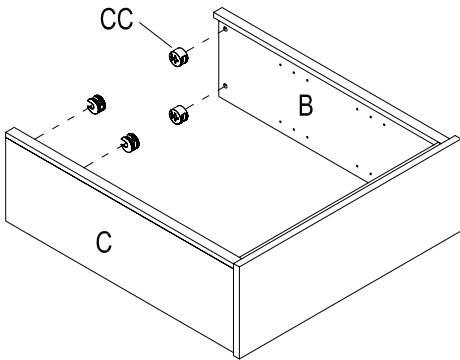
Assembly (continued)

7 Attaching the assembled hutch

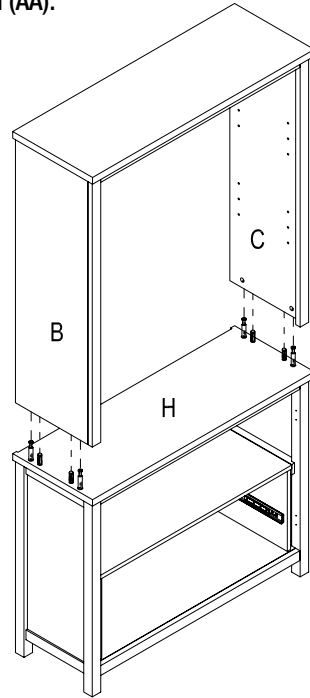
- a) Install dowel (AA) and bolt (BB) into panel (H).



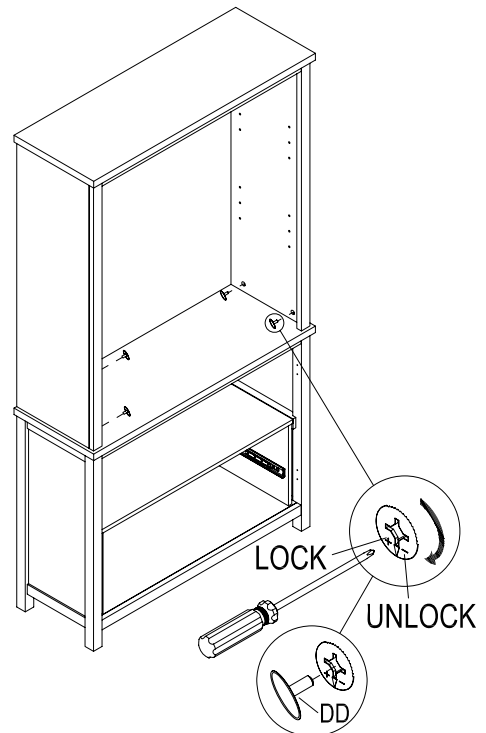
- b) Insert lock (CC) into panels (B) and (C).



- c) Join panels (B) and (C) to the assembled base with dowel (AA).



- d) Tighten bolt (BB) with lock (CC) in the pre-drilled holes.



- e) Cover the cam holes with the cover (DD).

Wood dowel

Cam lock bolt

Cam lock

Long Plastic cover

Small head

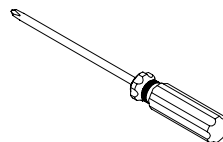
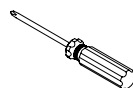
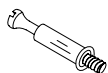
Large head

(AA) x 4

(BB) x 4

(CC) x 4

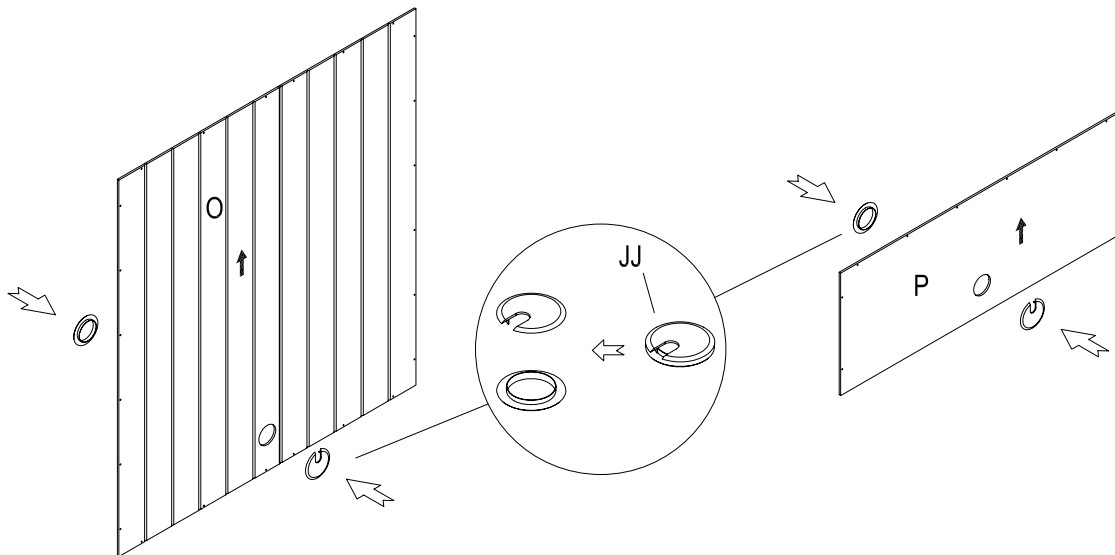
(DD) x 4



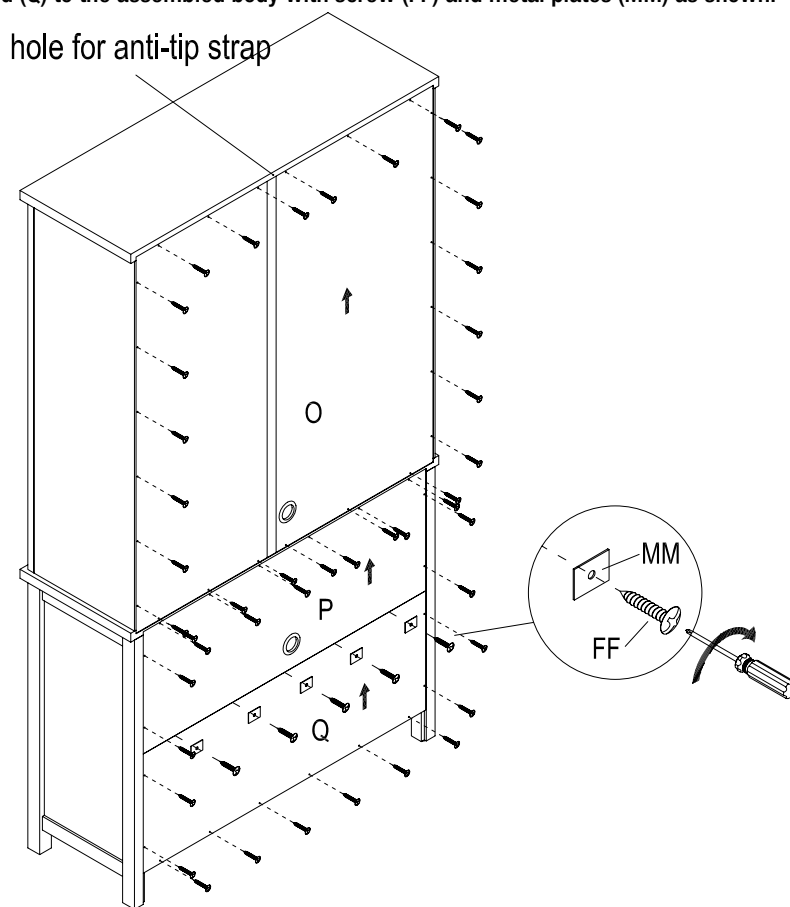
Assembly (continued)

8 Attaching the back panel

- a) Install wire plug (JJ) into panels (O) and (P) as shown.



- b) Tighten panels (O),(P) and (Q) to the assembled body with screw (FF) and metal plates (MM) as shown.

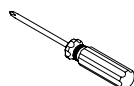


5/8 in. Round head
screw
(FF) x 49

Wire plug
(JJ) x 2

Metal plate
(MM) x 5

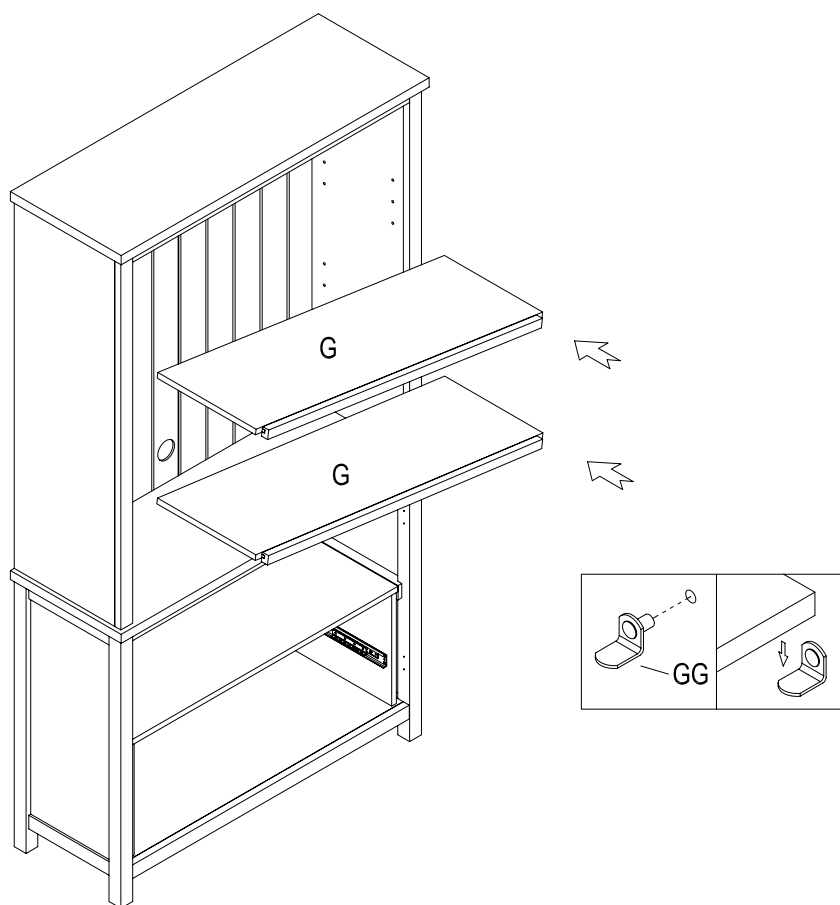
Small head



Assembly (continued)

9 Attaching the adjustable shelf

- Insert shelf supports (GG) in desired positions and place shelf (G) on the supports.



Shelf support

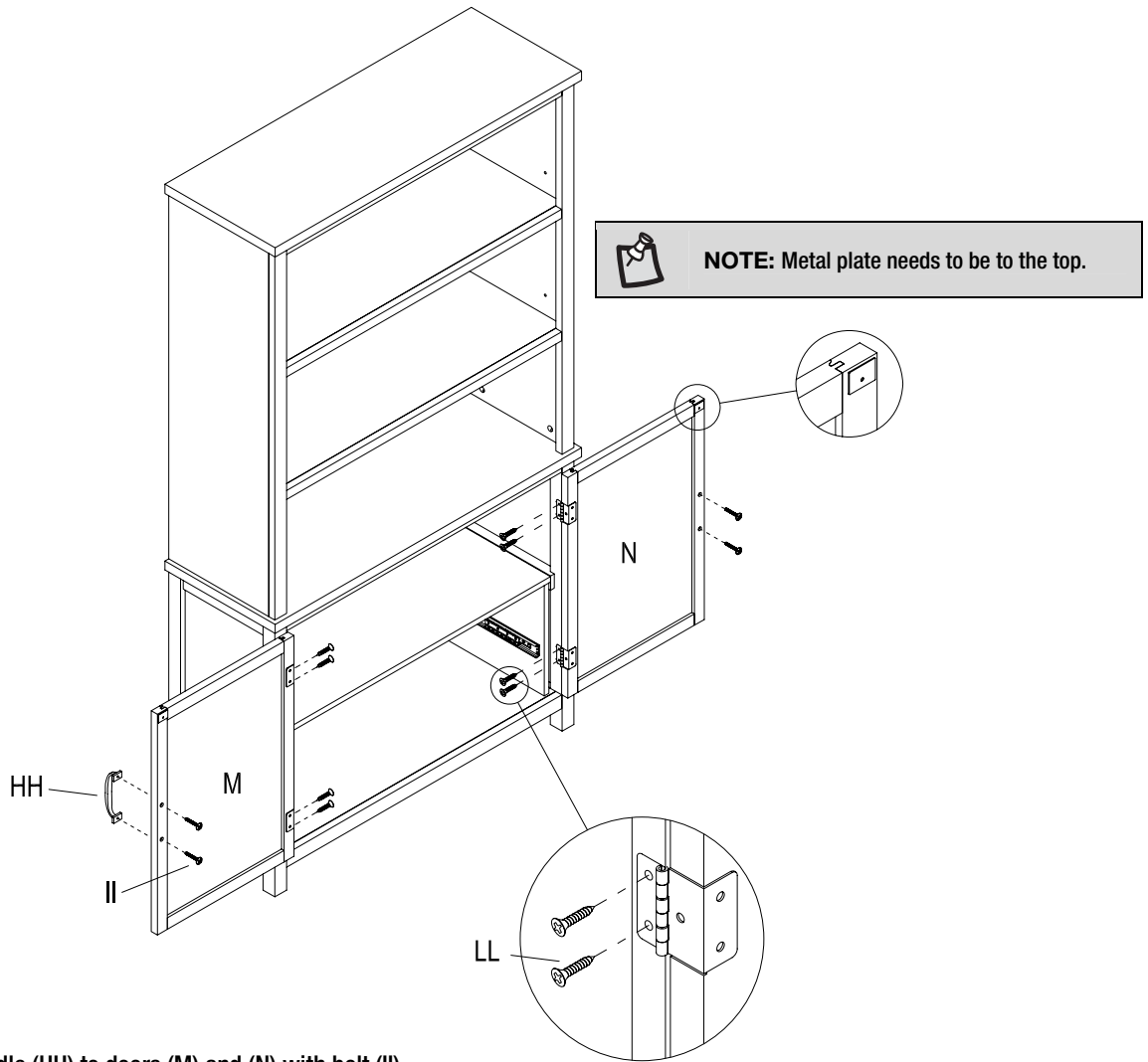
(GG) x 8



Assembly (continued)

10 Attaching the door

- a) Attach doors (M) and (N) to the assembled body with screw (LL) as shown.



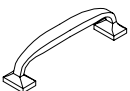
- b) Tighten handle (HH) to doors (M) and (N) with bolt (II).



NOTE: A helper who can hold the door in position makes the door installation easier.

Handle

(HH) x 2



Bolt

(II) x 4

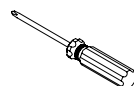


1/2 in. Flat head
screw

(LL) x 8



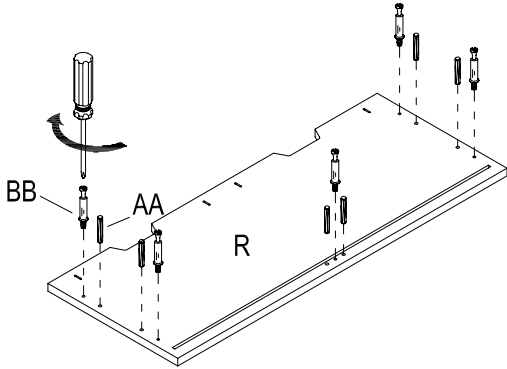
Small head



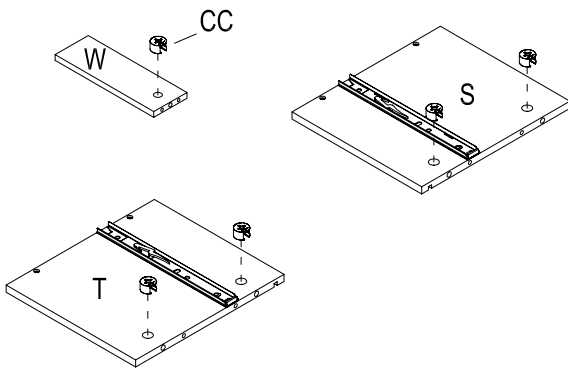
Assembly (continued)

11 Assembling the drawer

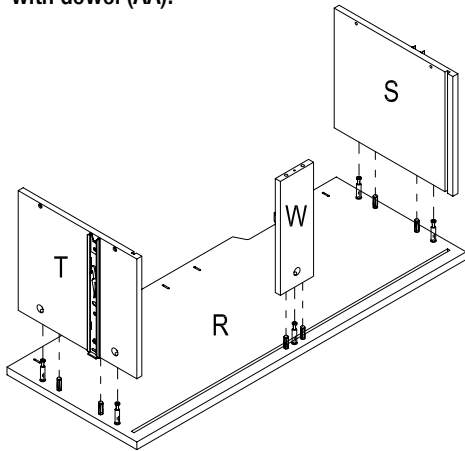
- a) Install dowel (AA) and bolt (BB) into panel (R).



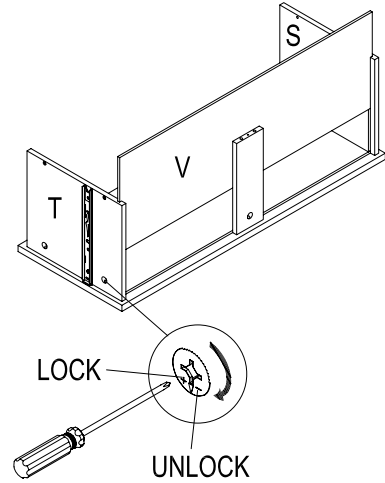
- b) Insert lock (CC) into panels (S) and (T) and bar (W).



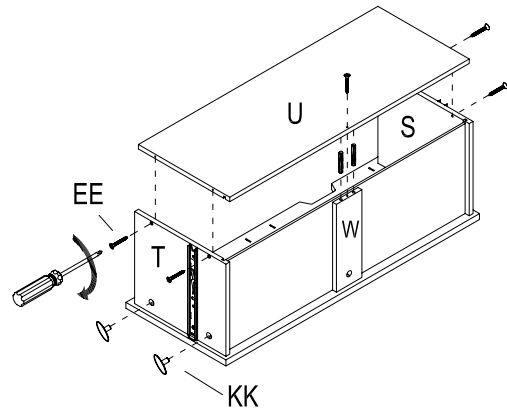
- c) Join panels (S) and (T), and bar (W) to panel (R) with dowel (AA).



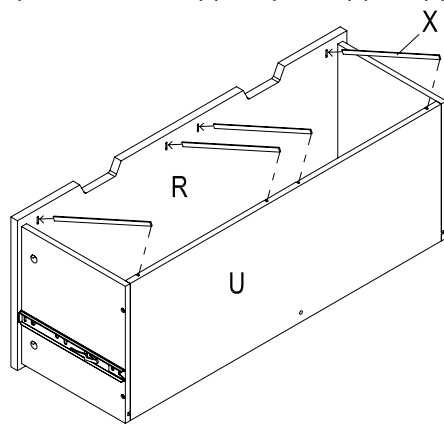
- d) Side panel (V) into the grooves on panels (S) and (T). Tighten bolt (BB) with lock (CC) in the pre-drilled holes.



- e) Tighten panel (U) to the assembled body with screw (EE) and dowel (AA). Cover the cam holes with the cover (KK).



- f) Insert metal bar (X) into panels (R) and (U).



Wood dowel

Cam lock bolt

Cam lock

Short
Plastic cover

1 in. Flat head
screw

Small head

Large head

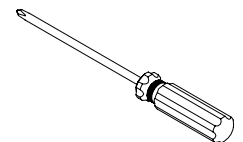
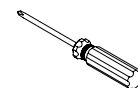
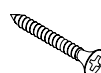
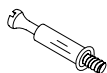
(AA) x 8

(BB) x 5

(CC) x 5

(KK) x 4

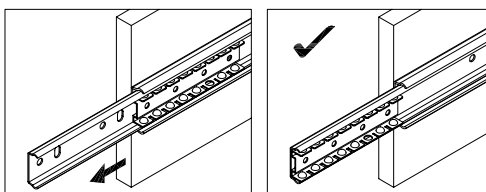
(EE) x 5



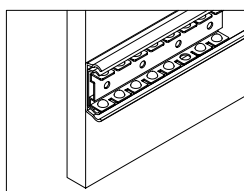
Assembly (continued)

12 Inserting the drawer

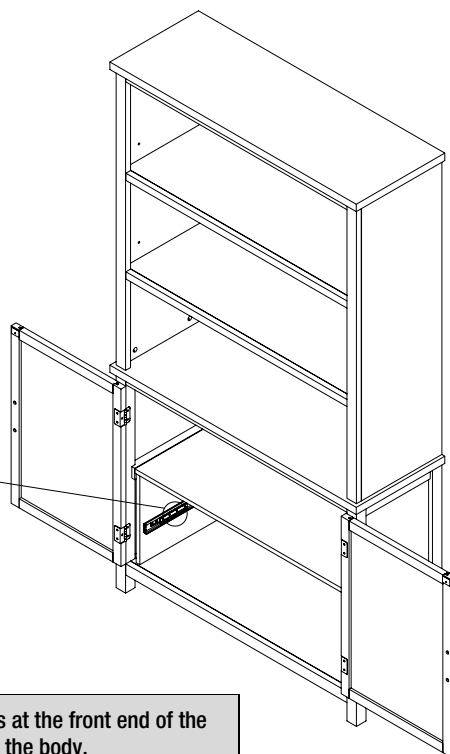
- Insert the drawer into the assembled body as shown.



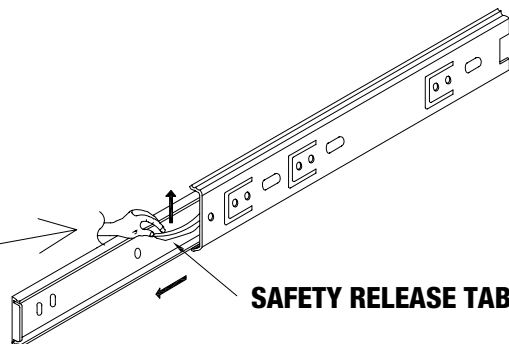
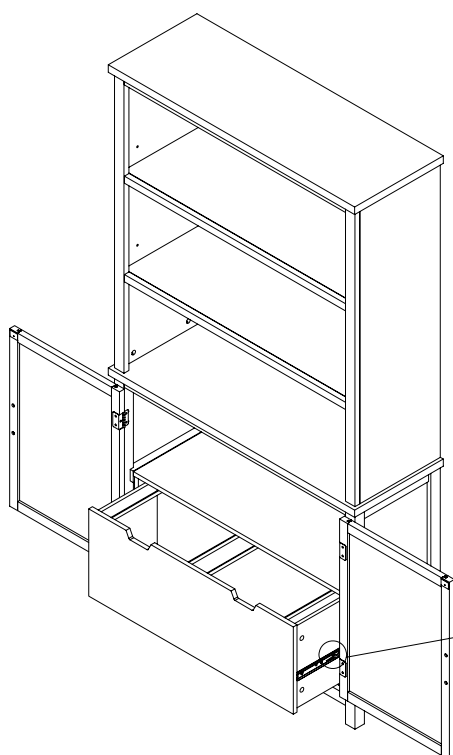
1. Pull out slide. Slide bearings forward.



2. Push slide back inside.
Repeat for every slide!



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

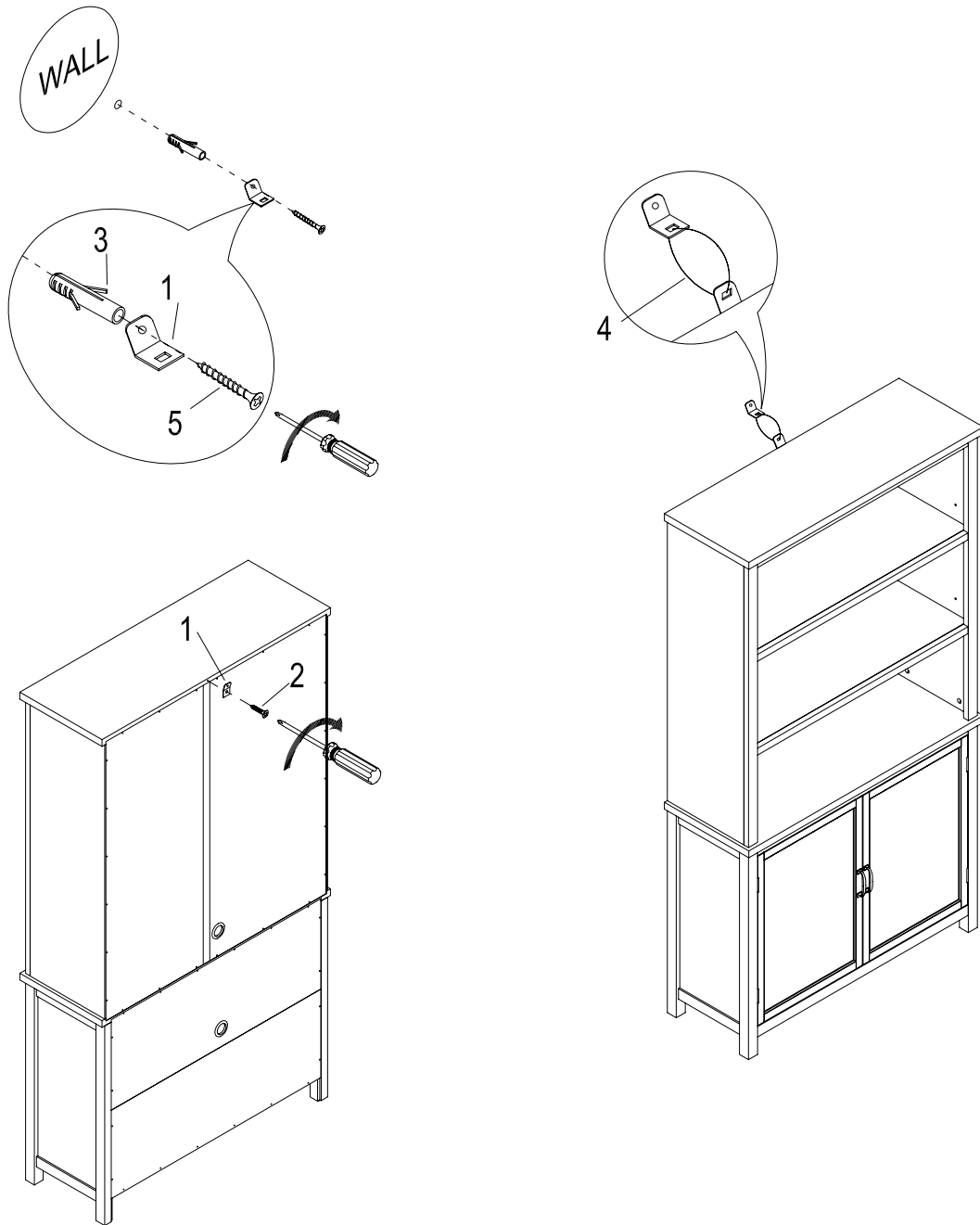


NOTE: When removing the drawer, tip-up the safety release tab to remove the drawer from the body.

Assembly (continued)

13 Finalizing the assembly

- Install the anti-tipping hardware as shown.



Rectangle
metal plate
(1) x 2



1/2 in. Flat head screw
(2) x 1



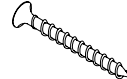
Plastic anchor
(3) x 1



Plastic band
(4) x 1

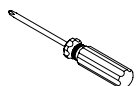


1-1/2 in. Flat head
screw
(5) x 1



Small head

OO



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