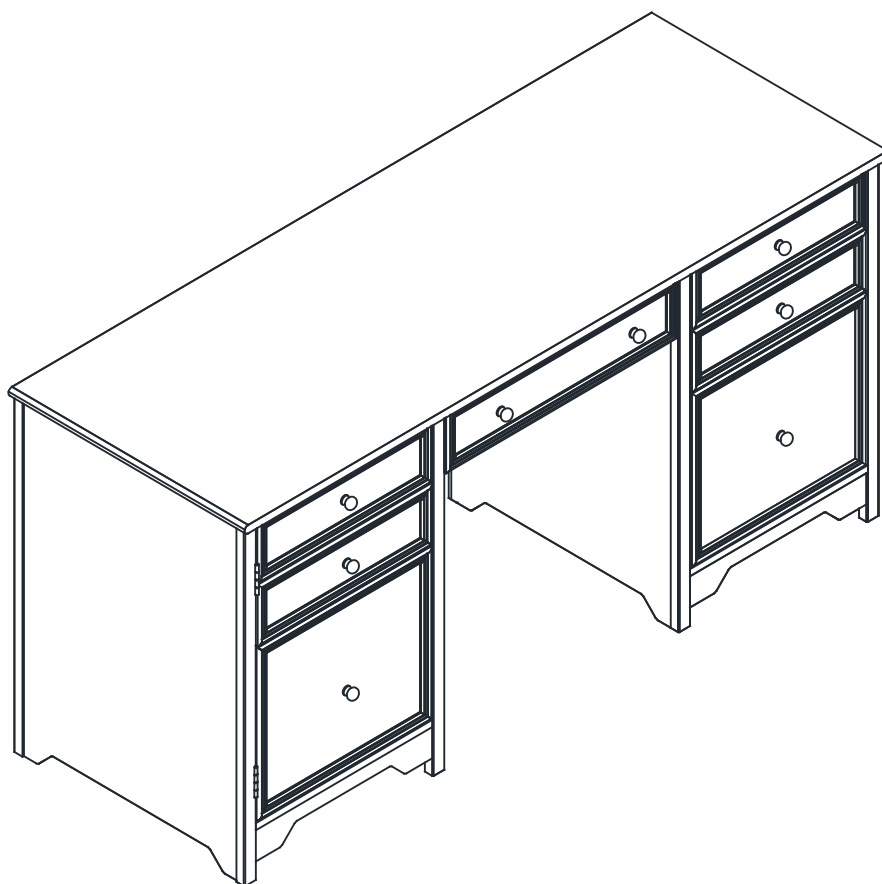


# USE AND CARE GUIDE

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## BRADSTONE EXECUTIVE 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**

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### THANK YOU

*We appreciate the trust and confidence you have placed in Home Decorators Collection through the purchase of this Bradstone Executive 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.

## 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

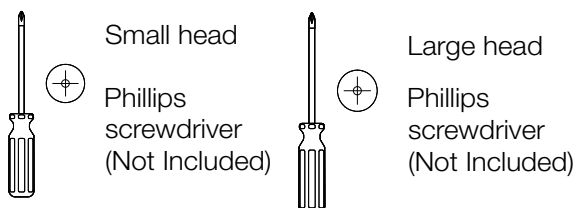
This warranty does not cover commercial use, acts of nature, and abusive use.

## 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.

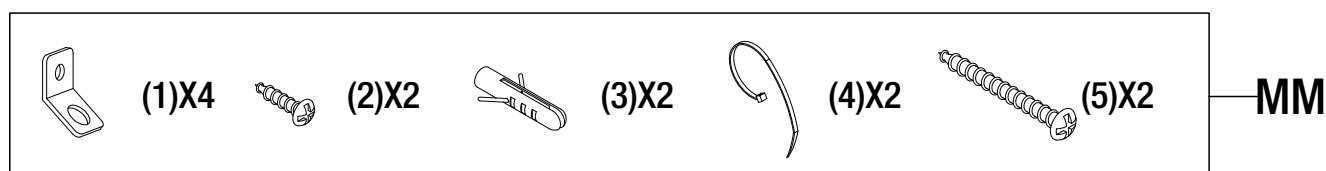
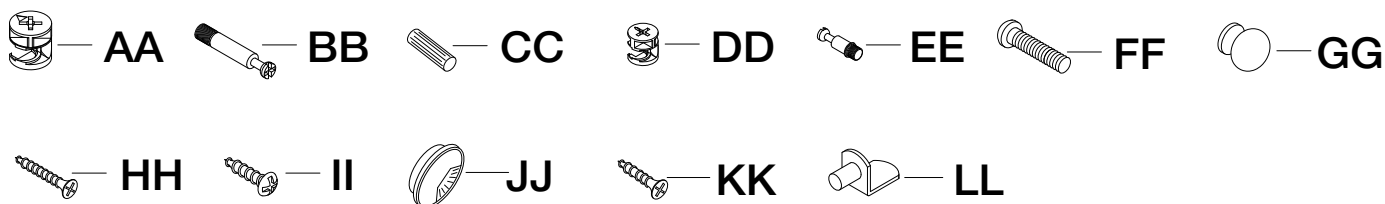
### TOOLS REQUIRED



### HARDWARE INCLUDED



NOTE: Hardware not shown to actual size.

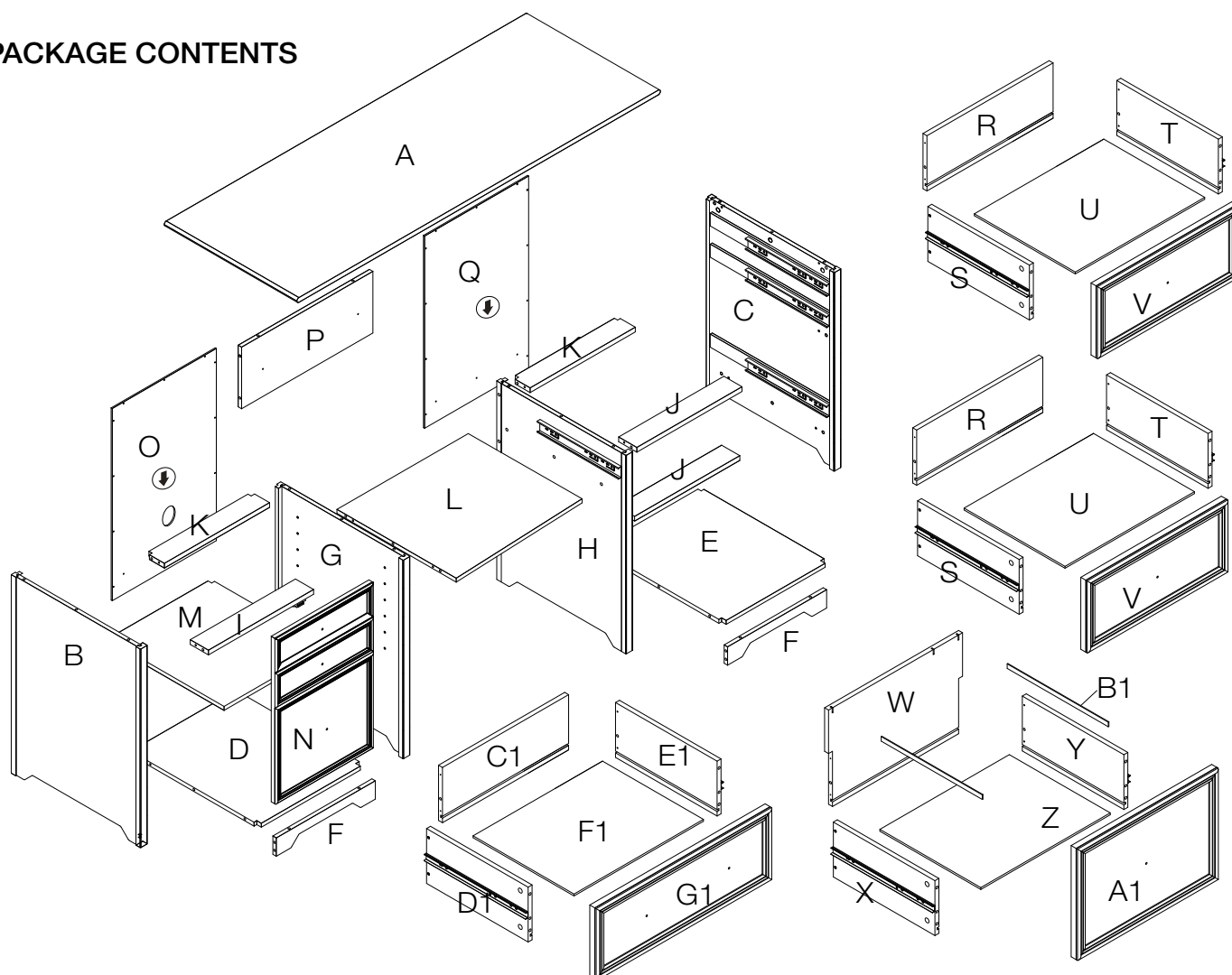


Part	Description	Quantity
AA	Big cam lock	68+2
BB	Big cam lock bolt	68+2
CC	Wood dowel	4
DD	Small cam lock	16+2
EE	Small cam lock bolt	16+2
FF	Cross round head bolt	8
GG	Handle	8

Part	Description	Quantity
HH	Flat head screw	18+2
II	Round head screw	28+2
JJ	Hole cover	1
KK	Flat head screw	6
LL	layer board support	4
MM	Anti-tipping hardware package	1

## Pre-assembly (continued)

### PACKAGE CONTENTS

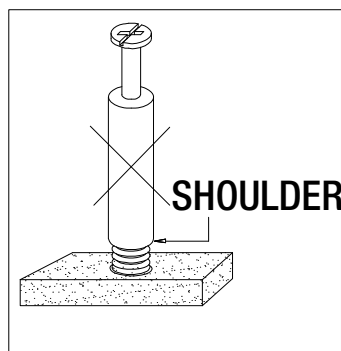
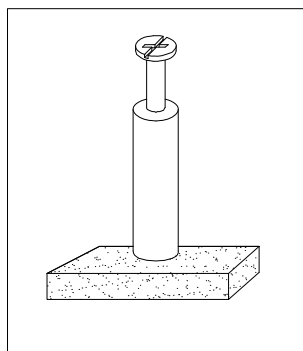


Part	Description	Quantity
A	Top panel	1
B	Left side panel	1
C	Right side panel	1
D	Left bottom panel	1
E	Right bottom panel	1
F	Front bottom panel	2
G	Middle left vertical panel	1
H	Middle right vertical panel	1
I	Front left horizontal panel	1
J	Front right horizontal panel	2
K	Back horizontal panel	2
L	Horizontal panel	1
M	Movable shelf	1
N	Door panel	1
O	Left back panel	1
P	Middle back panel	1
Q	Right back panel	1

Part	Description	Quantity
R	Right Drawer back panel	2
S	Right drawer left side panel	2
T	Right drawer right side panel	2
U	Right drawer bottom panel	2
V	Right drawer top panel	2
W	File drawer back panel	1
X	File drawer left side panel	1
Y	File drawer right side panel	1
Z	File drawer bottom panel	1
A1	File drawer top panel	1
B1	Metal bar	2
C1	Middle drawer back panel	1
D1	Middle drawer left side panel	1
E1	Middle drawer right side panel	1
F1	Middle drawer bottom panel	1
G1	Middle drawer top panel	1

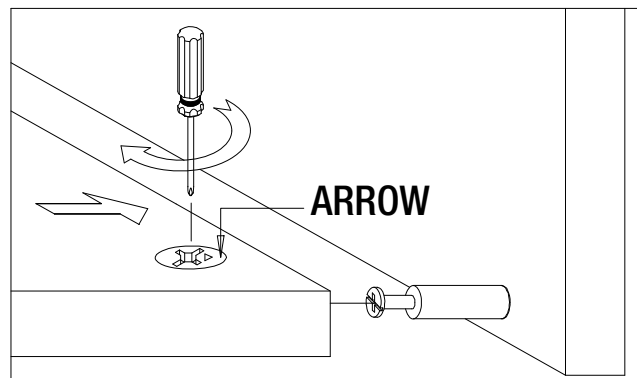
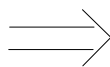
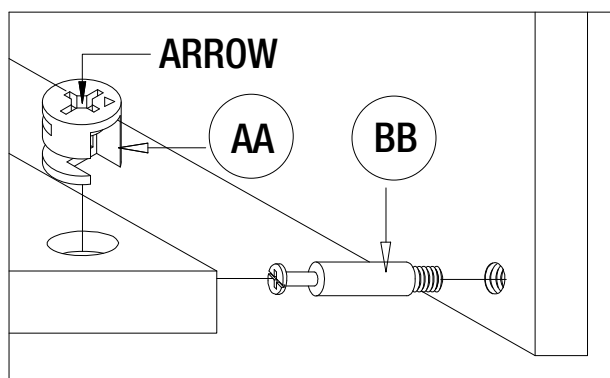
## Notification

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

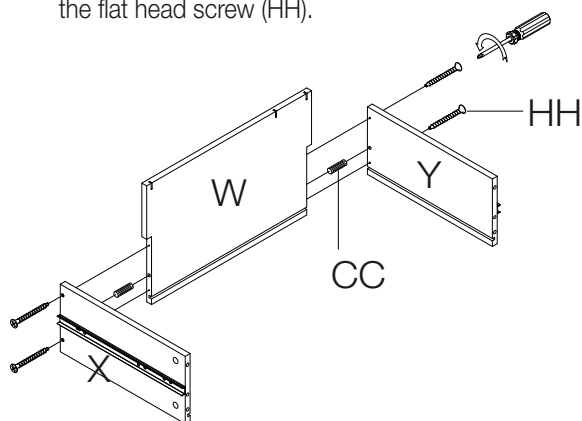


● NOTE: THE ARROWS ON THE HIDDEN CAM-LOCKS SHOULD POINT TO THE CAM-BOLTS.

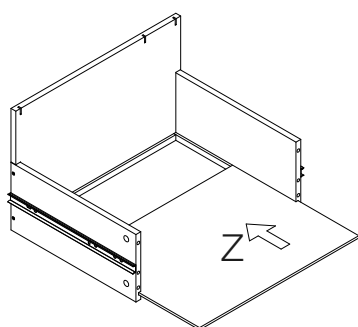
# Assembly

## 1 Assembly File drawer.

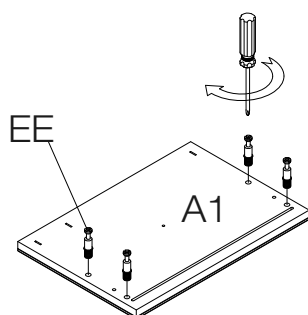
- a) Insert wood dowel (CC) into panel (W), then assemble panel (W) and panel (X&Y) by rotating the flat head screw (HH).



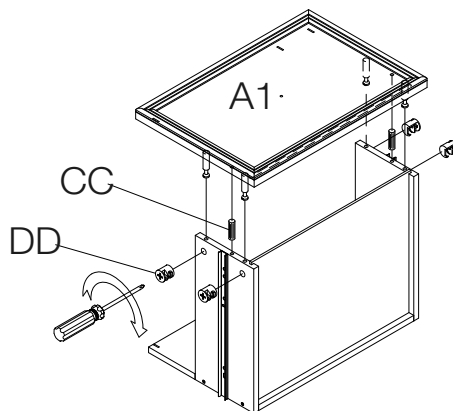
- b) Insert the panel (Z) into the slot correctly.



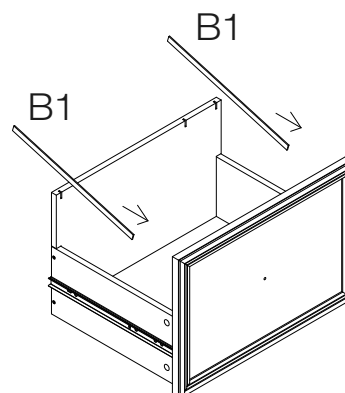
- c) Insert bolt (EE) into panel (A1).



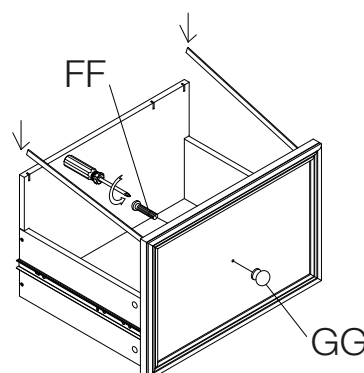
- d) Insert wood dowel (CC) into panel (X&Y), then rotate the cam lock (DD) tight to assemble panel (X&Y) and panel (A1).



- e) Install the metal bar (B1)



- f) Assemble the handle (GG) by rotating cross round head bolt (FF)

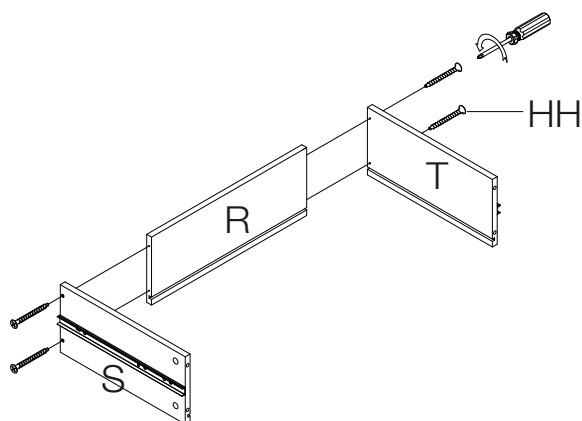


Small cam lock (DD)x4	Small cam lock bolt (EE)x4	Wood dowel (CC)x4	cross round head bolt (FF)x1	Handle (GG)x1	Flat head screw (HH)x4	Small head	Large head

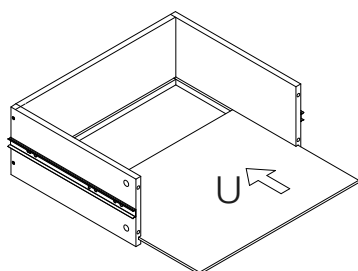
# Assembly

## 2 Assembly right drawer

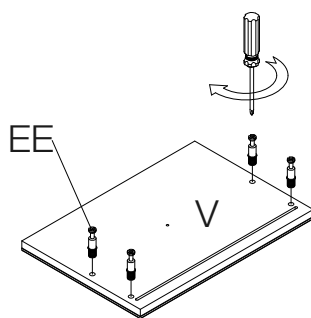
- a) Connect the back panel(R) and the side panel(S&T) with the flat head screw(HH)



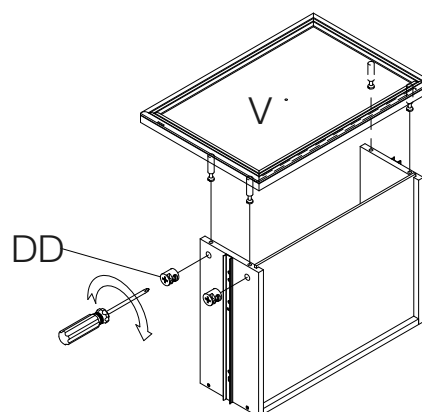
- b) Insert the bottom panel(U) in alignment with the slot position



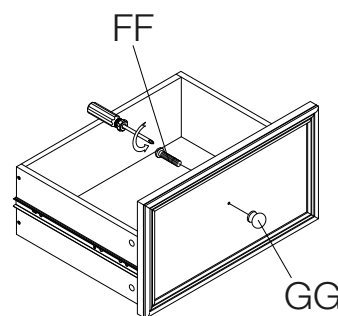
- c) Insert bolt (EE) into panel (V).



- d) Connect the right drawer top panel(V) with small Cam lock (DD)



- e) Connect the handle(GG) with the cross round head bolt (FF) through the drawer panel



Small  
cam lock  
(DD)x8



Small  
cam lock bolt  
(EE)x8



cross round  
head bolt  
(FF)x2



Handle  
(GG)x2



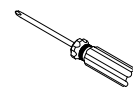
Flat  
head screw  
(HH)x8



Small  
head



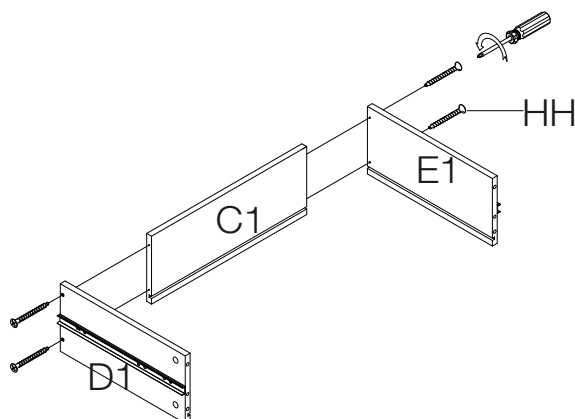
Large  
head



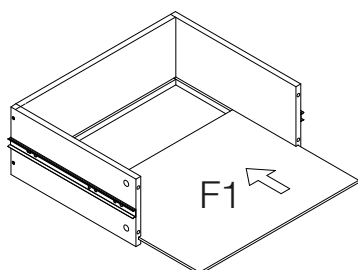
# Assembly

## 3 Assembly middle drawer

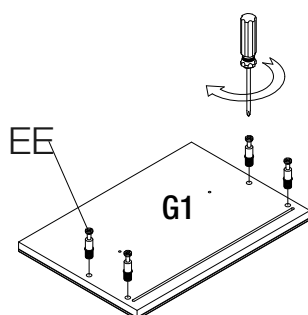
- a) Connect the back panel(C1) and the side panel(D1/E1) with the flat head screw(HH)



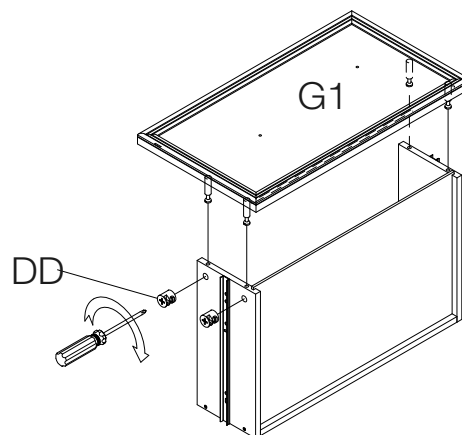
- b) Insert the bottom panel(F1) in alignment with the slot position



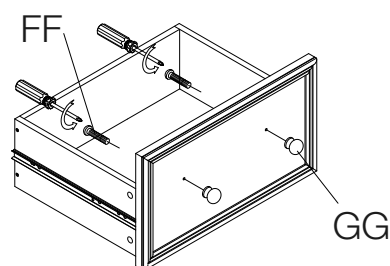
- c) Insert bolt (EE) into panel (G1)



- d) Connect the middle drawer top panel(G1) with small cam lock(DD)



- e) Connect the handle(GG) with the cross round head bolt(FF)



Small  
cam lock  
(DD)x4



Small  
cam lock bolt  
(EE)x4



Cross round  
head bolt  
(FF)x2



Handle  
(GG)x2



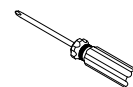
Flat  
head screw  
(HH)x4



Small  
head



Large  
head

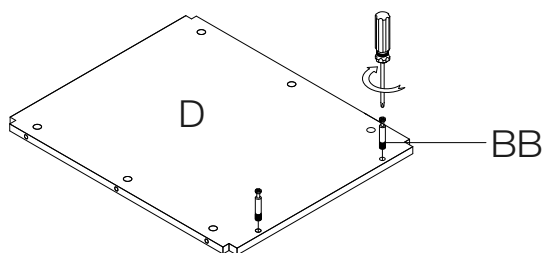




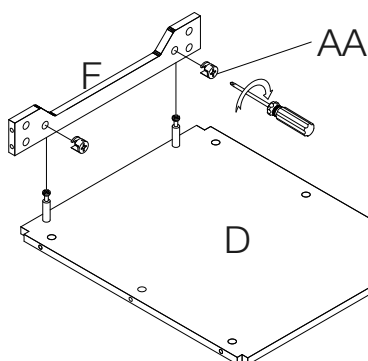
# Assembly

## 4 Assembly left cabinet

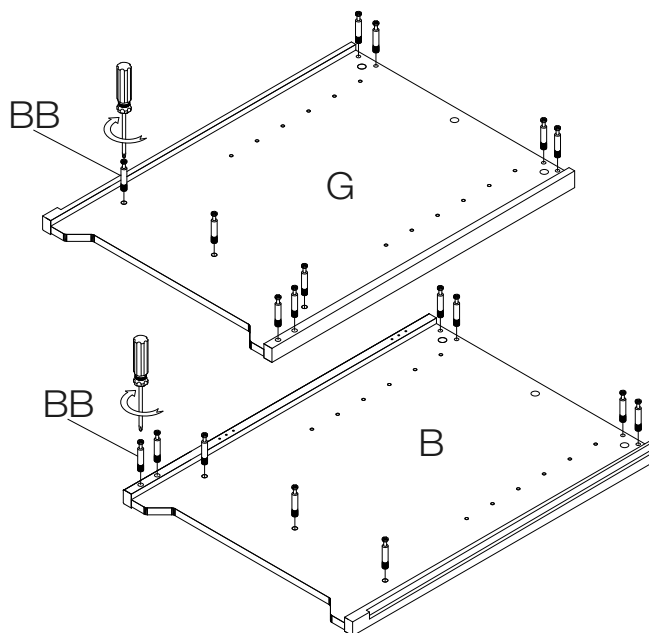
- a) Left bottom panel (D) pre-assembled with big cam lock bolt (BB)



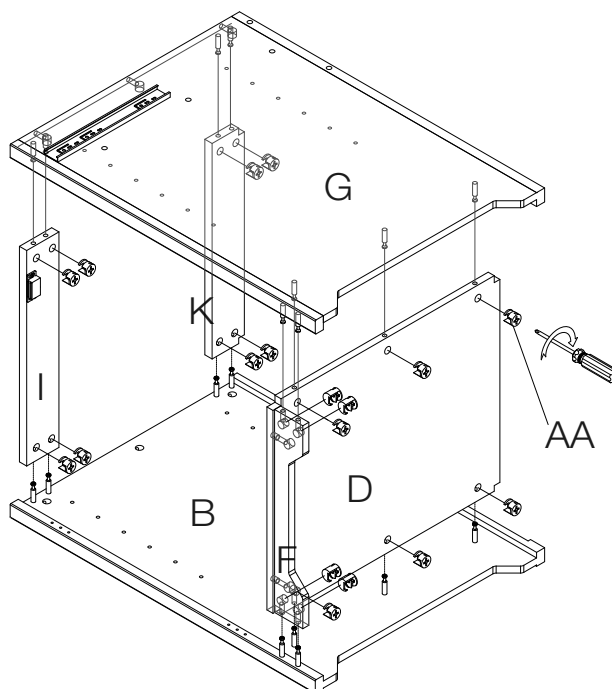
- b) Connect front bottom panel(F) and left bottom panel(D) with big Cam Lock (AA)



- c) Insert big Cam lock Bolt(BB) into left side panel(B) and middle left vertical panel(G)



- d) Connect left side panel(B) / middle left vertical panel(G) / front left horizontal panel(I) / Back horizontal panel(K) / left bottom panel(D) / Front bottom panel(F) with big cam lock(AA)



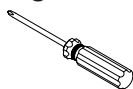
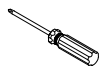
Big cam lock      Big cam lock bolt

(AA)x20

(BB)x20

Small head

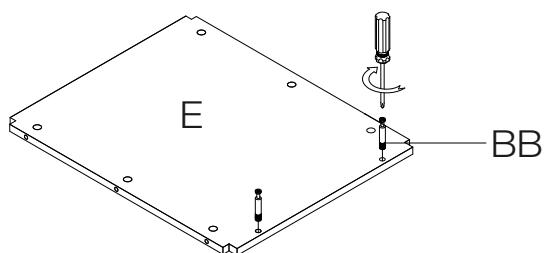
Large head



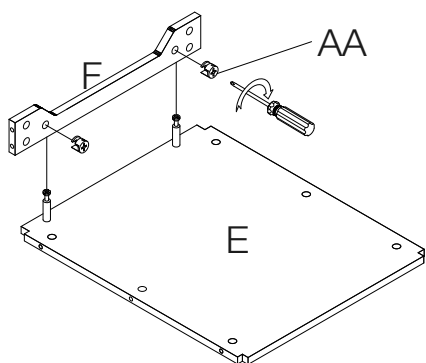
# Assembly

## 5 Assembly Right cabinet

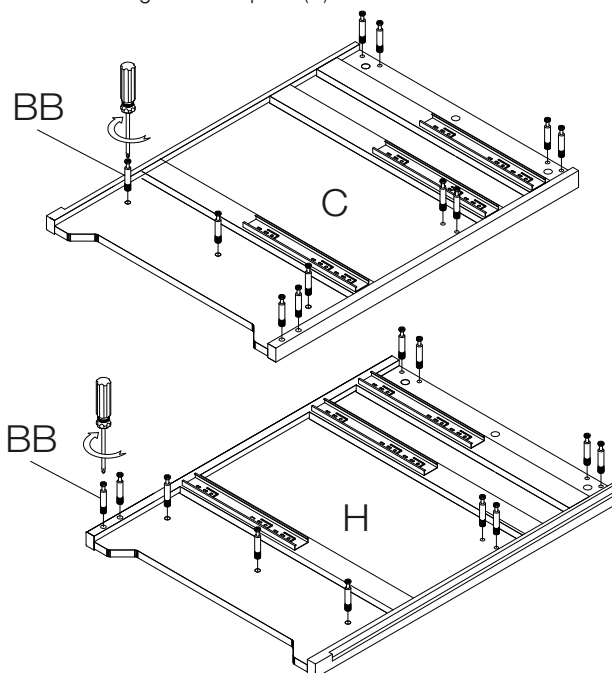
- a) Right bottom panel(E) pre-assembled with big lock bolt (BB)



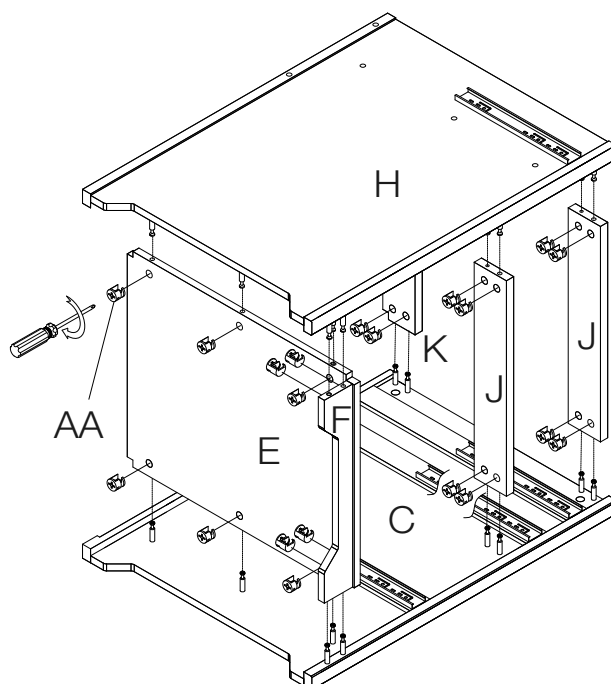
- b) Connect front bottom panel(F) and right bottom panel(E) with big Cam lock(AA)



- c) Insert big Cam lock bolt(BB) into right side panel(C) and middle right vertical panel(H)



- d) Connect right side panel(C) /middle right vertical panel(H) /front right horizontal panel (J) /Back horizontal panel(K) /right bottom panel(E) / Front bottom panel(F) with big Cam lock (AA)



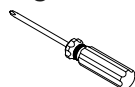
Big cam lock  
Big cam lock bolt

(AA)x24

(BB)x24

Small head

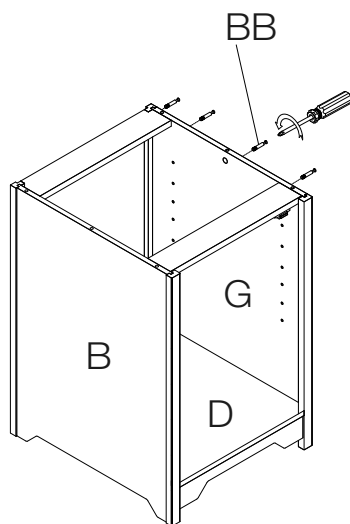
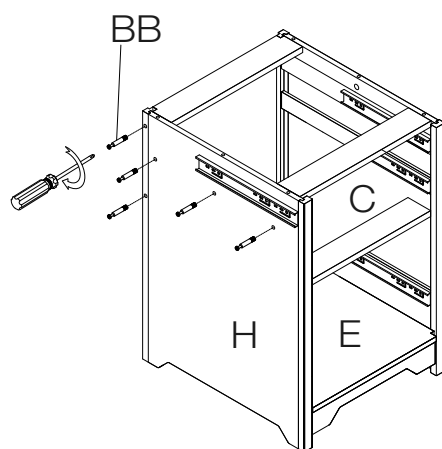
Large head



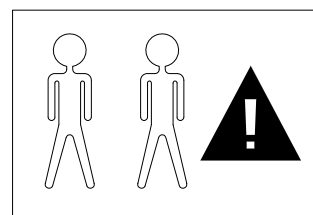
# Assembly

## 6 Assemble the left and right cabinets and the middle back panel (P) /horizontal panel(L)

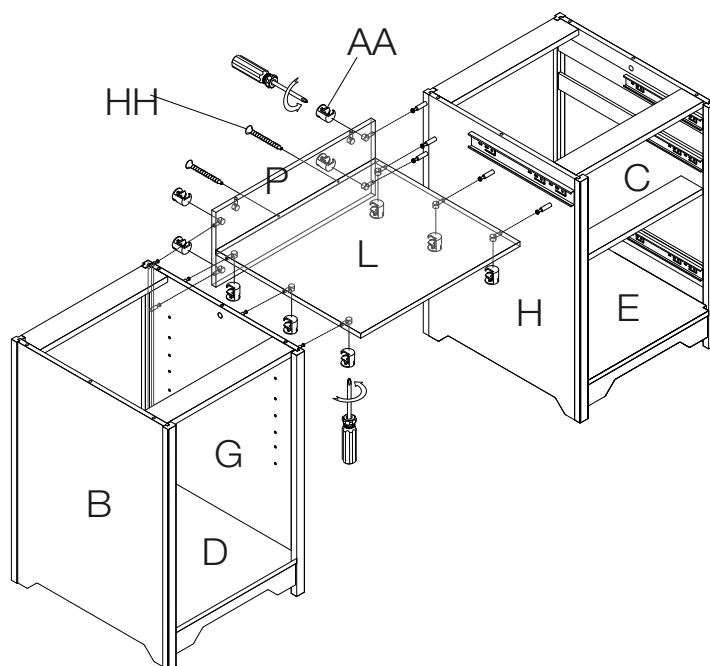
- a) Right and left cabinet body pre installed with big cam lock bolt(BB)



- b) Connect the horizontal panel(L) and the middle back panel(P) with big Cam lock (AA) , and then lock them with flat head screw(HH)



It takes 2 adults to safely assemble this step



Big cam lock      Big cam lock bolt      Flat head screw

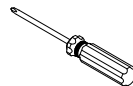
(AA)x10

(BB)x10

(HH)x2

Small head

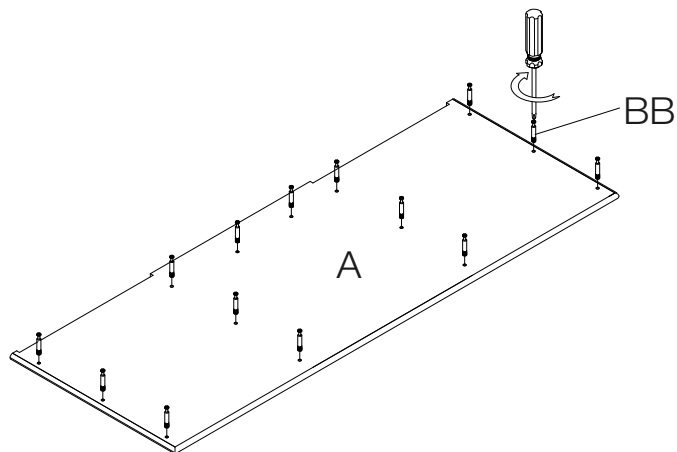
Large head



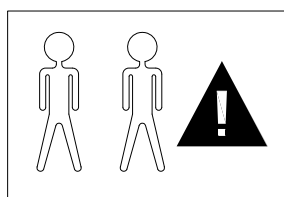
# Assembly

## 7 Assemble the top panel(A)&back panel(Q/O)

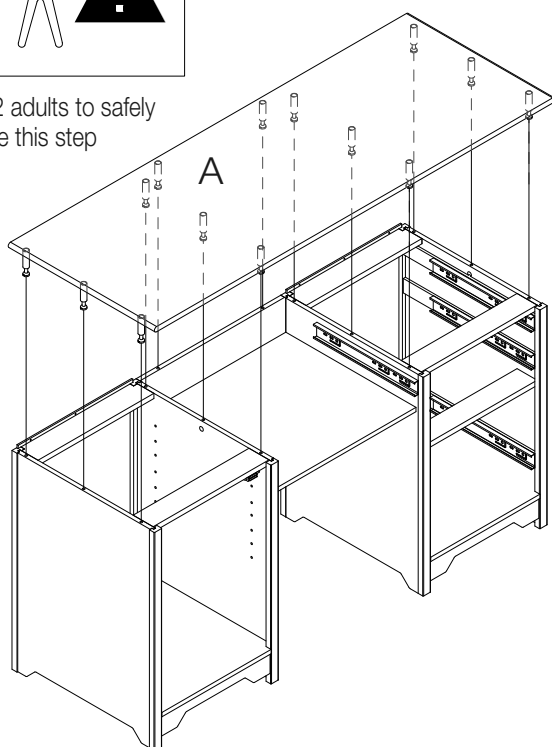
- a) Top panel pre- installed with big lock Bolt ( BB)



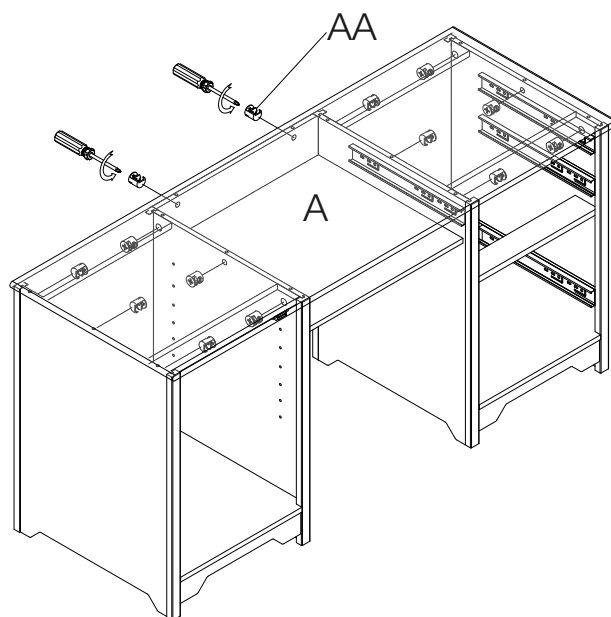
- b) Connect the top panel (A)



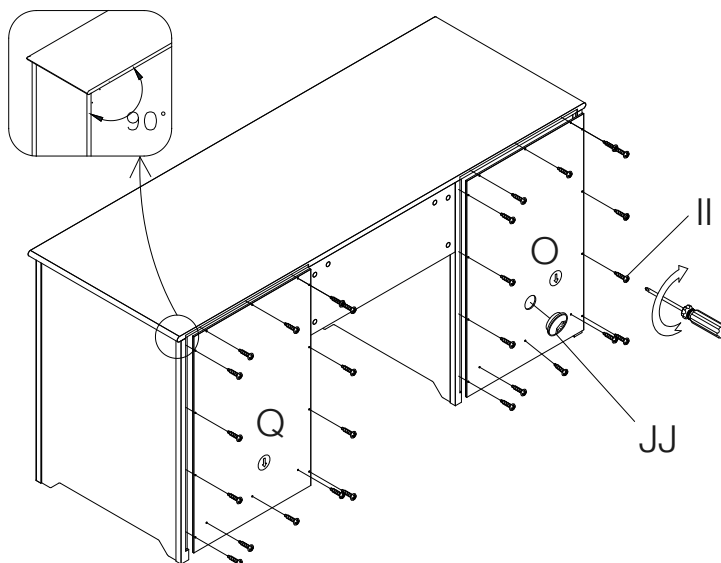
It takes 2 adults to safely assemble this step



- c) Connect the top panel with the big cam lock(AA)



- d) Install the back panel (Q/ O) through the back panel hole with the round head screw( II), and install the hole cover (JJ) on the back panel( O)

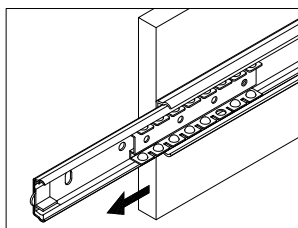


Big cam lock	Big cam lock bolt	Round head screw	Hole cover	Small head	Large head
(AA)x14	(BB)x14	(II)x28	(JJ)x1		

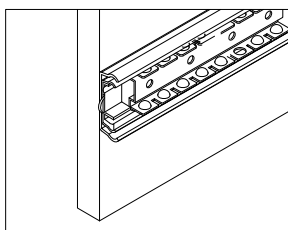
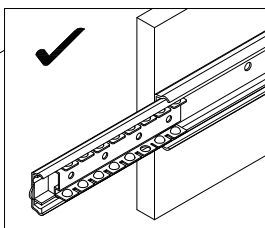
## Assembly

### 8 Inserting the drawer

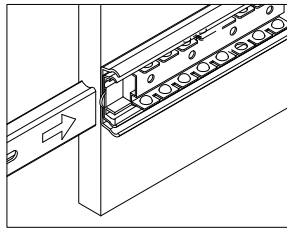
- Insert the drawer into the assembled body as shown.



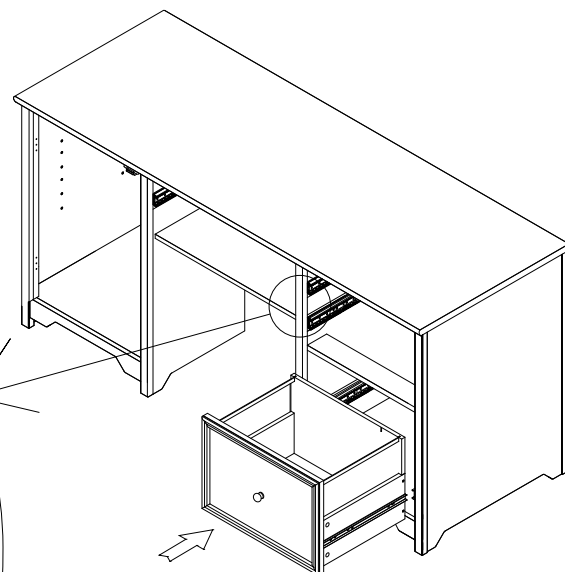
1. Pull out slide. Slide bearings forward.



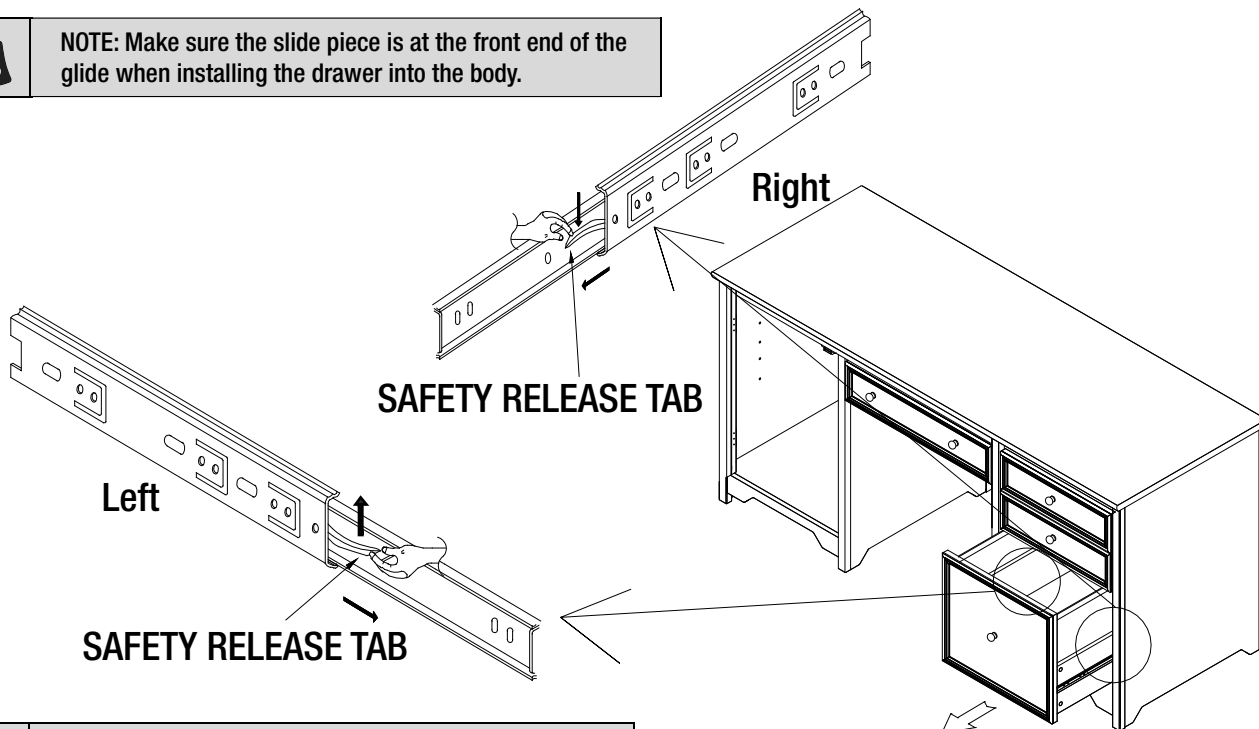
2. Push slide back inside.  
Repeat for every slide!



3. Insert into slide slot correctly,  
push the drawer into the cabinet  
body with even force



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

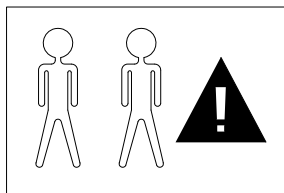


**NOTE:** When removing the drawer, tip up and press down the safety release tab to remove the drawer from the body

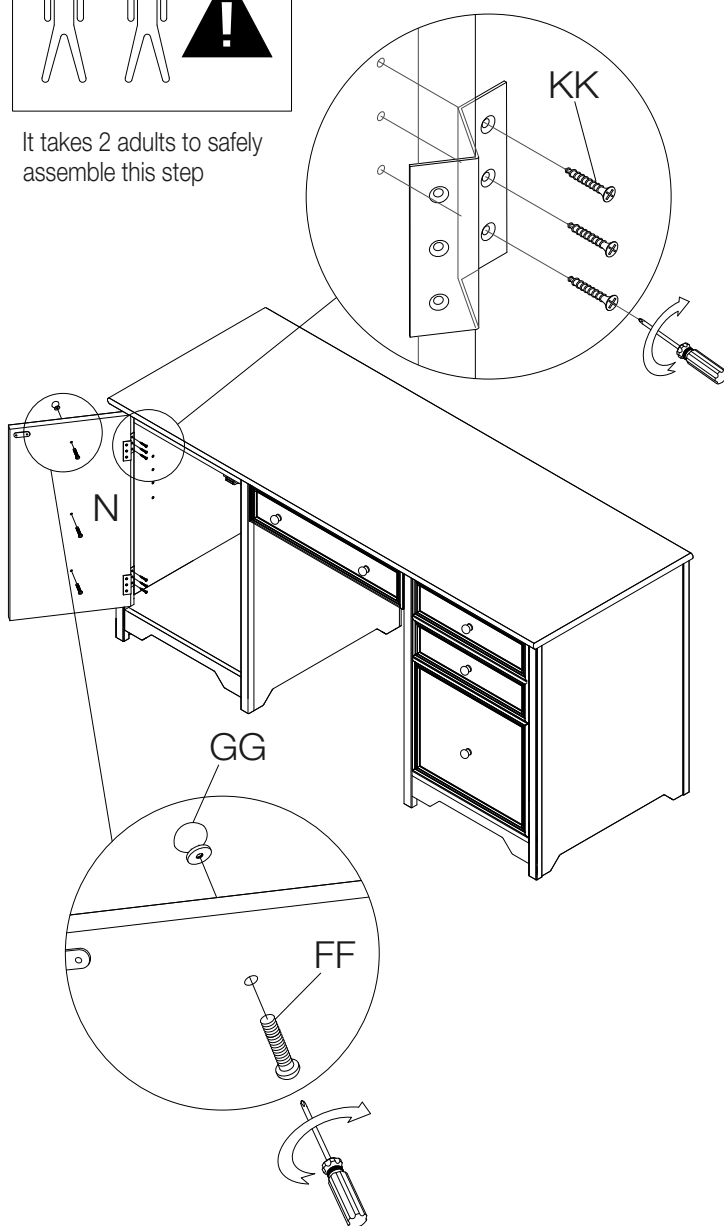
# Assembly

## 9 Install door panel

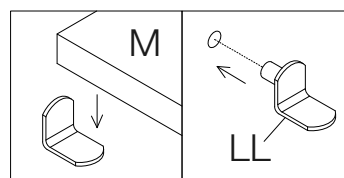
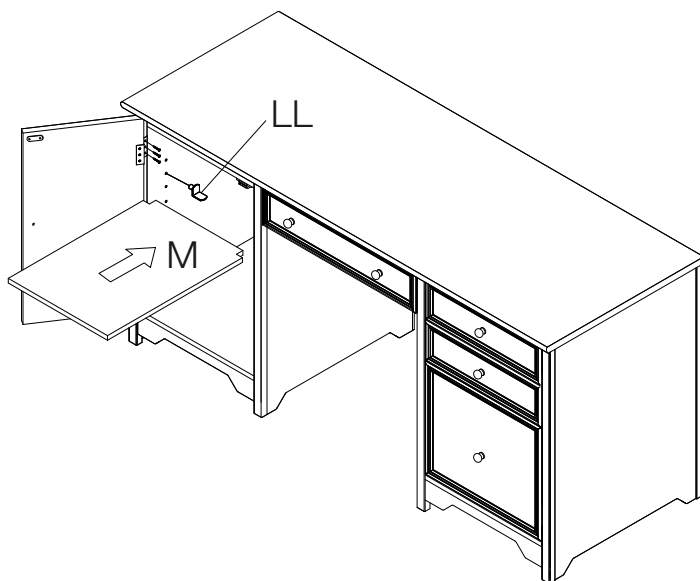
- a) Install the door panel(N) with the screw(KK), and connect the handle(GG) with the round head bolt(FF) through the door panel hole



It takes 2 adults to safely assemble this step



- b) Install the layer board support (LL) and movable shelf(M)



layer board support

Flat head screw

Handle

Cross round head bolt

(LL)x4

(KK)x6

(GG)x3

(FF)x3

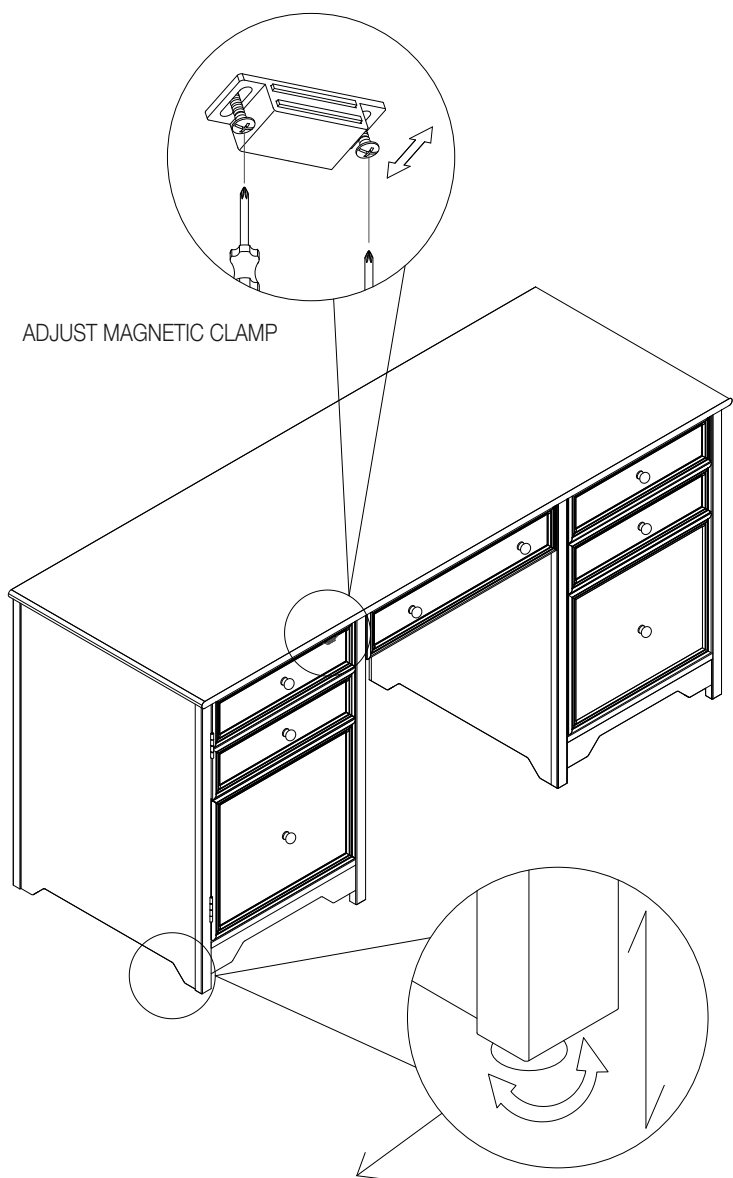
Small head



# Assembly

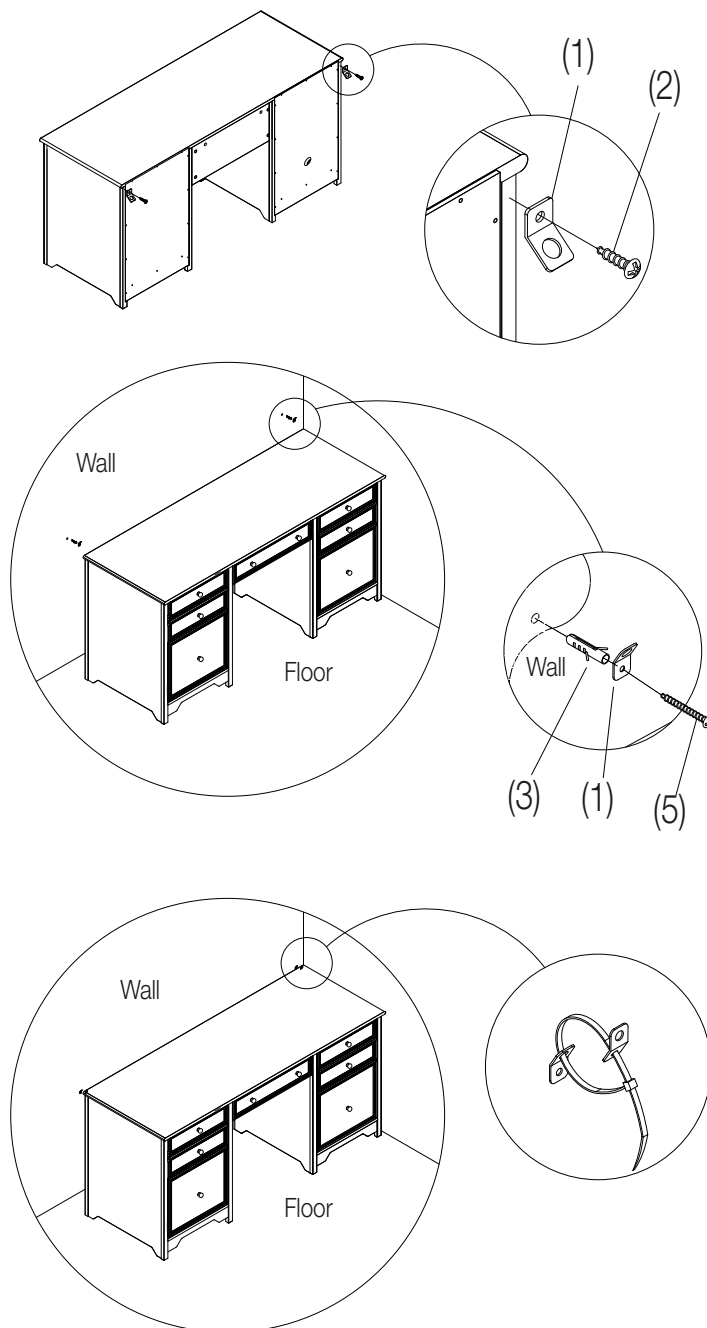
## 10 Adjust door panel(N) and assemble anti-tipping hardware package(MM)

- a) Adjust door panel(N)



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 hardware on the product and the other two hardware 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



Small head

MM



## 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.



The logo for Home Decorators Collection is centered within a dark gray rectangular box. The word "HOME" is in a large, white, serif font. Below it, "DECORATORS" is in a smaller, white, serif font. At the bottom, "COLLECTION®" is in an even smaller, white, sans-serif font.

# HOME DECORATORS COLLECTION®

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](https://www.homedepot.com/homedecorators)**

Retain this manual for future use.