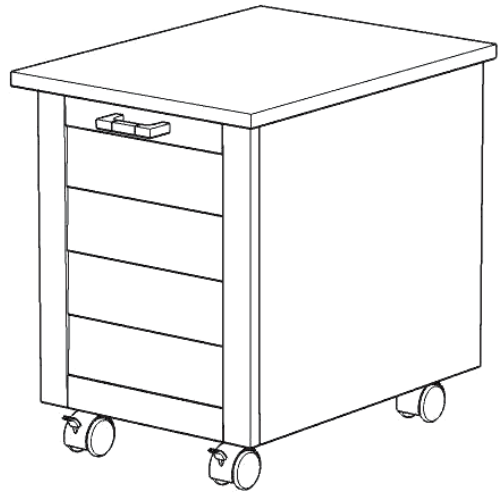


# File Cart



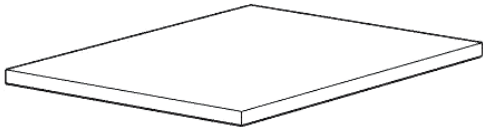
## IMPORTANT

Carefully remove all the parts from the carton and place them individually on a soft cloth to prevent scratches or other damage.

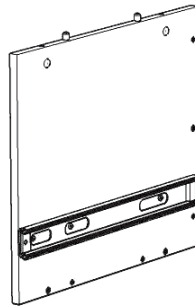
Carefully and strictly follow these assembly instructions to ensure a completed product as designed.

Do not use power tools above 8 volts to assemble.

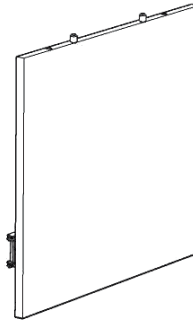
## Part List



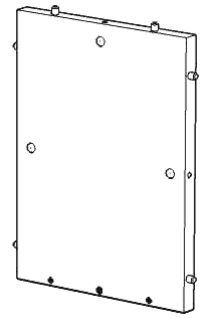
A.  
Top  
1 pc.



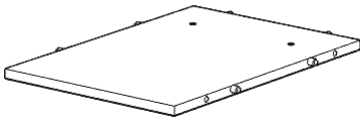
B.  
Side Panel  
1 pc.



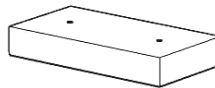
C.  
Side Panel  
1 pc.



D.  
Back Panel  
1 pc.



E.  
Base  
1 pc.



F.  
Panel  
1 pc.



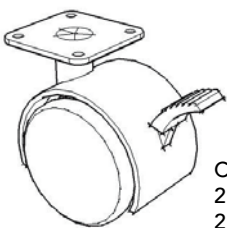
G.  
Drawer  
1 pc.



H.  
Metal Strip  
2 pcs.

Refer to later page(s) of these instructions for drawer assembly.

## Hardware List



Caster  
2 Locking  
2 Non-Locking  
4 pcs.



M3x14  
Wood Screw (short)  
16 pcs. (+1 extra)



M3x38  
Wood Screw  
2 pcs. (+1 extra)



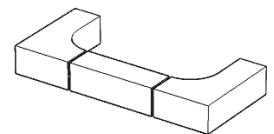
Cam Lock Screw  
12 pcs. (+1 extra)



Cam Lock  
12 pcs. (+2 extra)



M4x22  
Machine Screw  
2 pcs.



Handle  
1 pc.

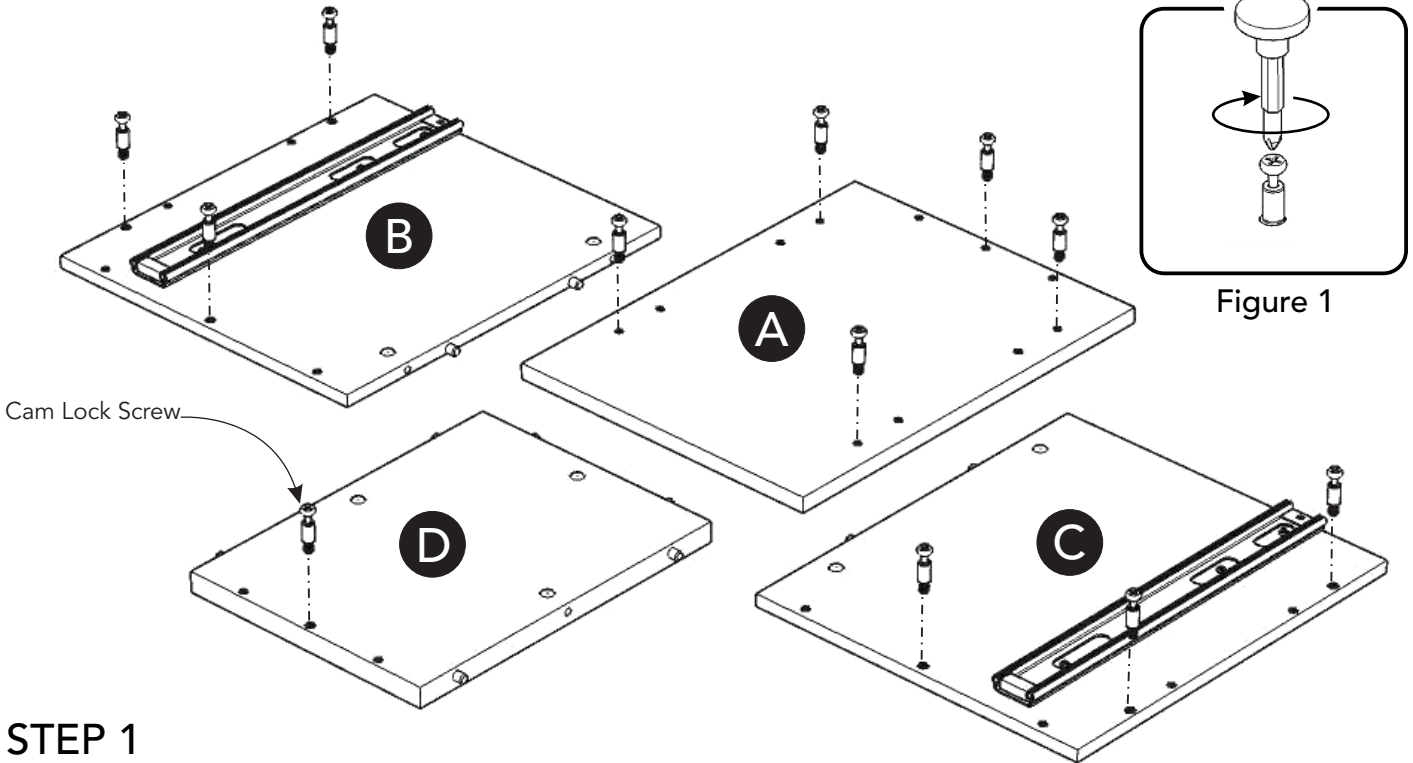
Tool(s) required for assembly: Phillips screwdriver

Home Styles Customer Service: [www.homestyles-furniture.com](http://www.homestyles-furniture.com),  
 servicedesk@homestyles-furniture.com, 888-680-7460, 877-831-0319

## Assembly Instructions 2/5

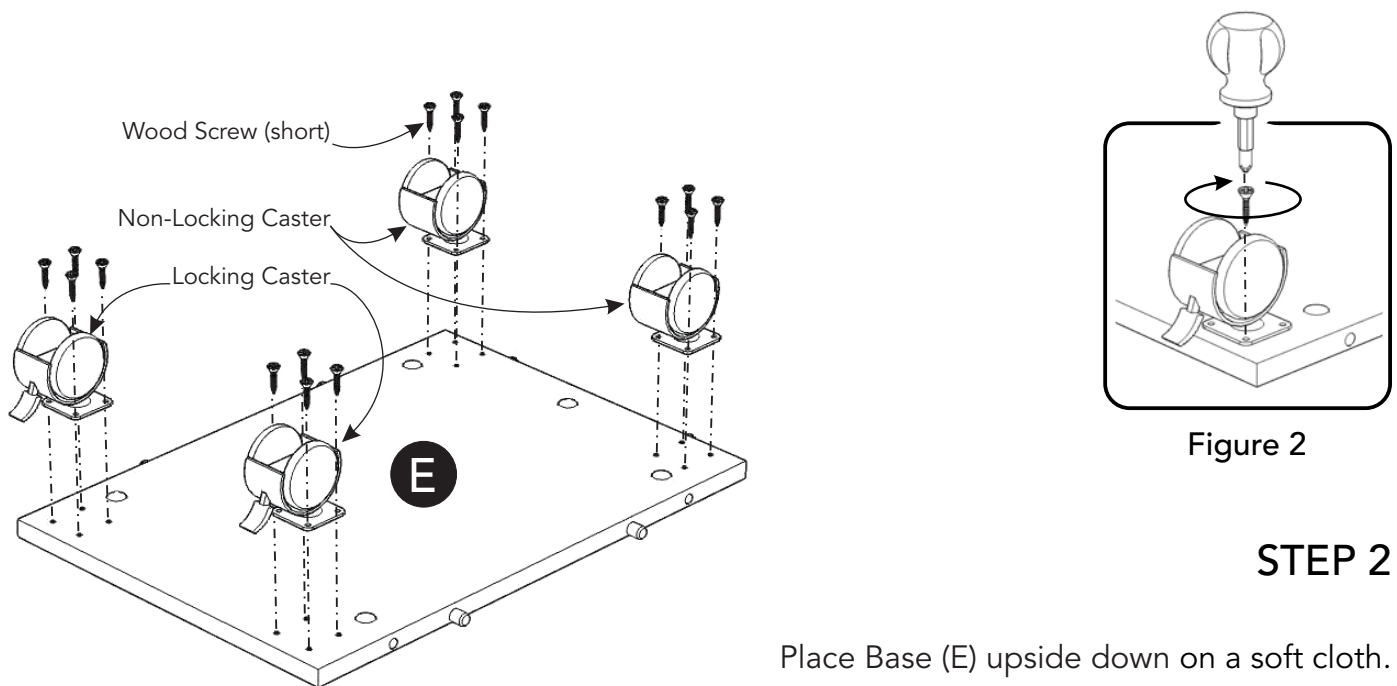
### IMPORTANT

- Use a soft cloth between these parts and the floor.
- Do not use power tools above 8 volts to assemble.
- Do not tighten all the screws until each part is properly assembled.



### STEP 1

Insert Cam Lock Screws into pre-drilled holes in Top (A), Side Panels (B), (C) and Back Panel (D), then tighten. (See Figure 1)



### STEP 2

Place Base (E) upside down on a soft cloth.

Attach Casters to unit with Wood Screws (short) into pre-drilled holes, with Locking Casters at front. (See Figure 2)

## Assembly Instructions 3/5

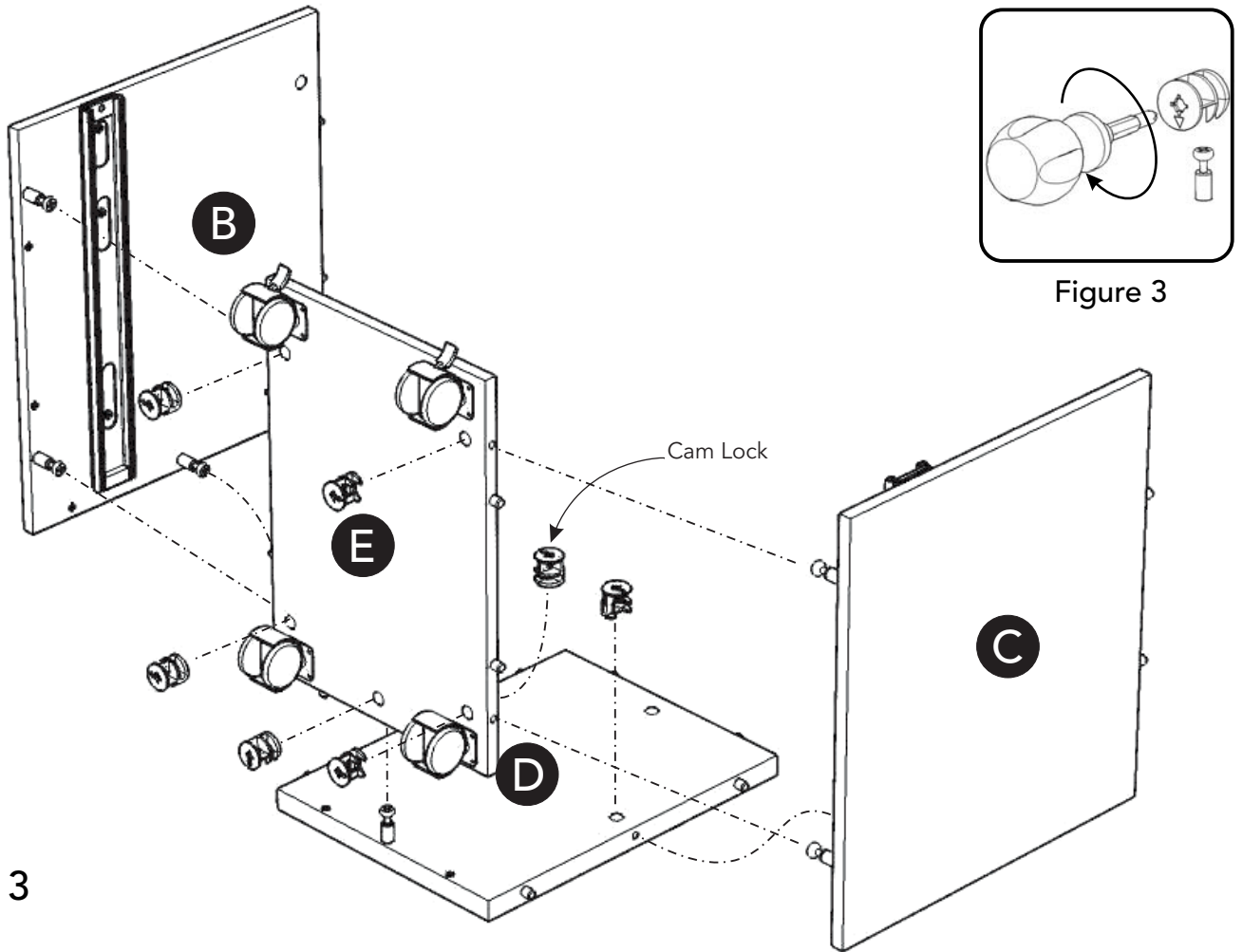


Figure 3

### STEP 3

Attach Base (E) to Back Panel (D) with Cam Lock. (See Figure 3)

Attach Side Panels (B) and (C) to unit with Cam Locks.

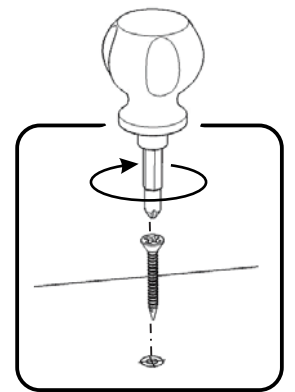
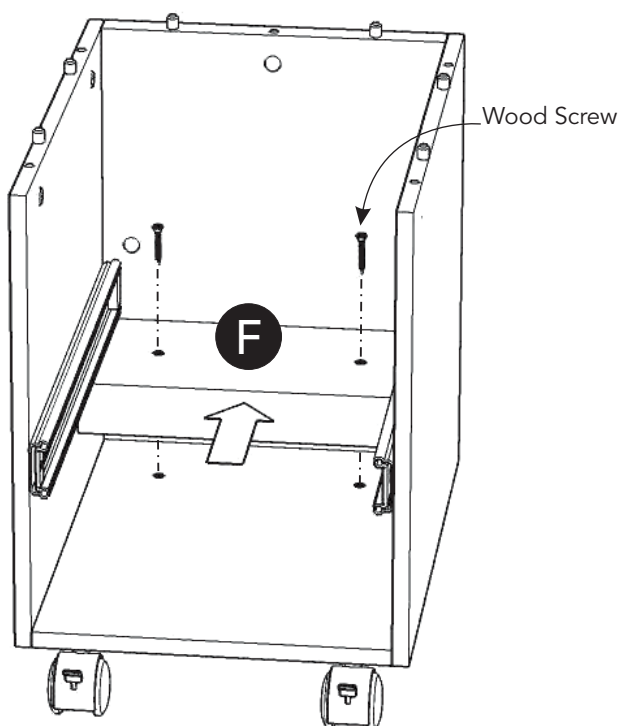


Figure 4

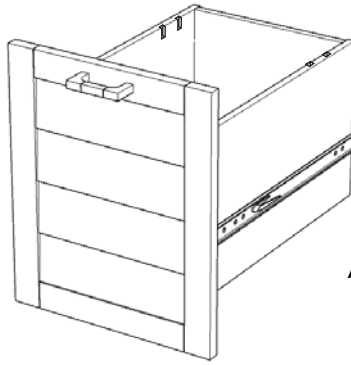
### STEP 4

Turn unit to its upright position.

Attach Panel (F) to unit with Wood Screws.  
(See Figure 4)

# Assembly Instructions 4/5

## Drawer (G)



### STEP 5

Attach Drawer Sides (G3) and (G4) to Drawer Back (G2), then flip Locks.  
(See Figures 5 and 6)

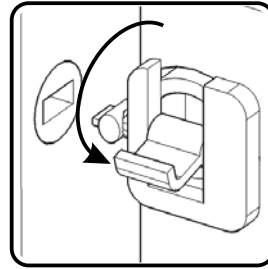
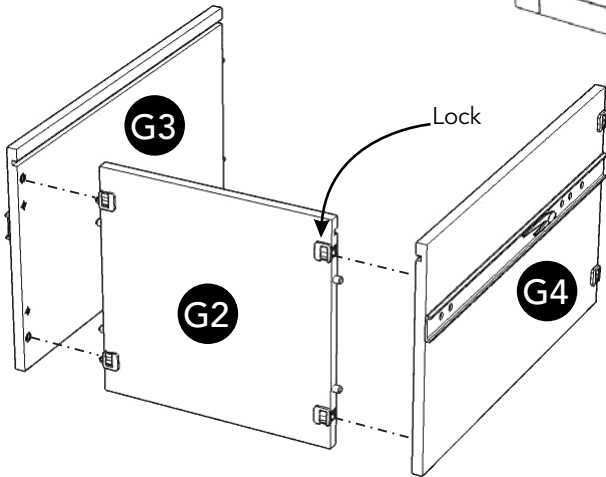


Figure 5

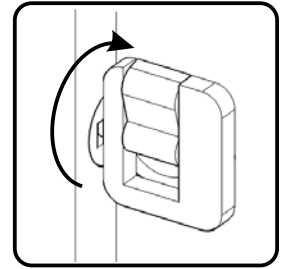
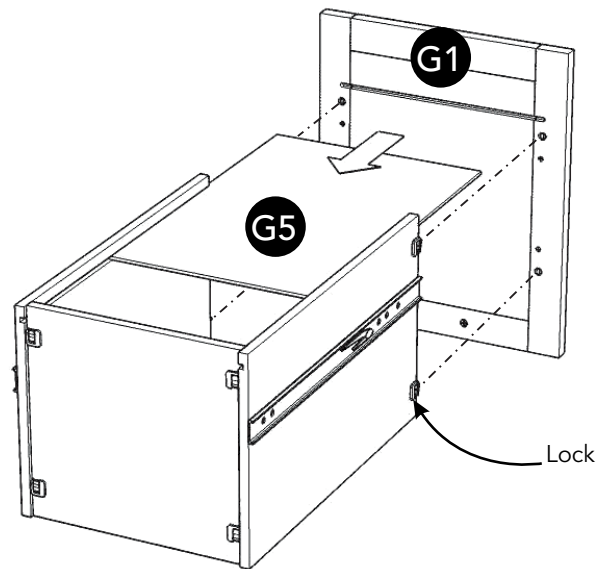
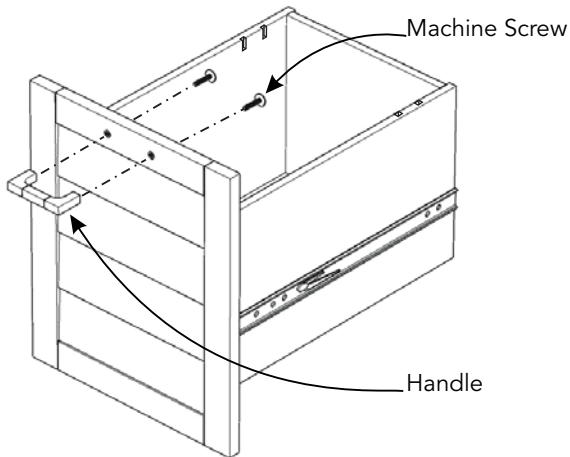


Figure 6

### STEP 6

Slide Drawer Bottom (G5) into groove.

Attach Drawer Front (G1) to unit, then flip Locks.



### STEP 7

Attach Handle with Machine Screws.

## Part List



G1.  
Drawer Front  
1 pc.



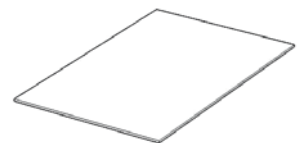
G2.  
Drawer Back  
1 pc.



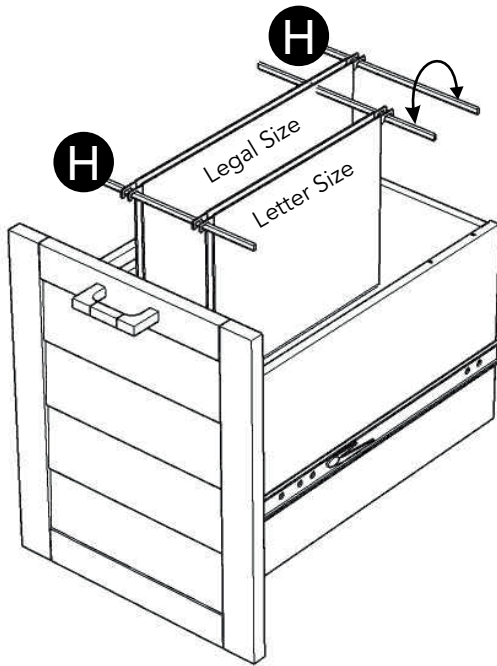
G3.  
Drawer Side  
1 pc.



G4.  
Drawer Side  
1 pc.



G5.  
Drawer Bottom  
1 pc.



## STEP 8

Place Metal Strips (H) into position.

Metal Strips (H) can be adjusted for letter or legal files.

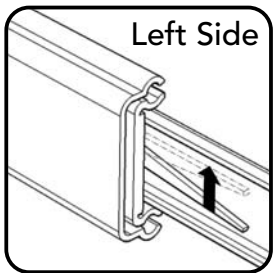


Figure 7

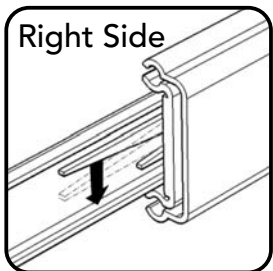
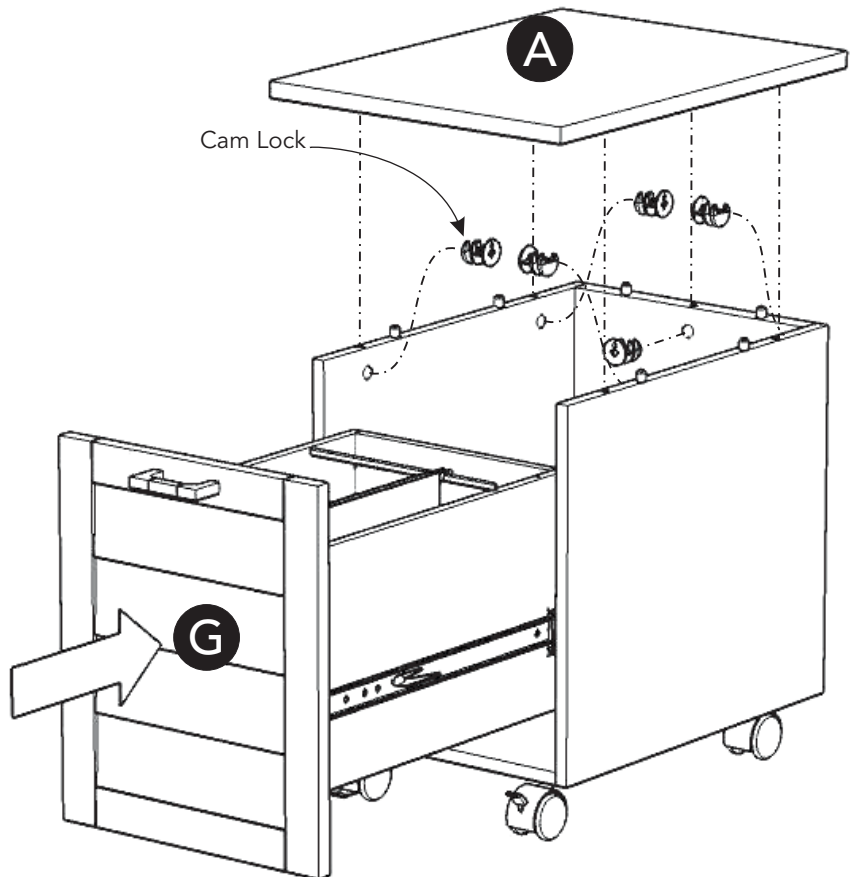


Figure 8



## STEP 9

Attach Top (A) to unit with Cam Locks.

Slide Drawer (G) into position.

Note: To remove Drawers (G) in future, push plastic lever on left side up, push plastic lever on right side down and pull open. (See Figures 7 and 8)

# CARE INSTRUCTIONS

## NEVER

allow liquids to remain on furniture.  
Absorption causes parts to warp  
and split and finishes to delaminate.

## NEVER

use glass cleaners on  
finished furniture. Ammonia  
chemically attacks the finish.



Do not use power tools  
above 8 volts to assemble.  
**PREVENT  
CRACKING**



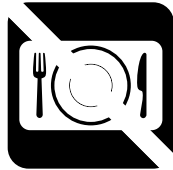
Do not place  
in direct sunlight.  
**PREVENT  
FADING**



Do not write  
directly on surface.  
**PREVENT  
MARKING**



Do not place hot  
objects on surface.  
**PREVENT  
FINISH DAMAGE**



Do not use rubber  
based placemats.  
**PREVENT  
DISCOLORING**



Do not use commercial  
waxes and polishes.  
**PREVENT  
YELLOWING**

## CLEAN

with a soft cloth moistened  
in lukewarm soap and water.  
Buff with a dry clean cloth.



Home Styles will provide replacements free of charge for missing or damaged hardware or parts within 30 days of purchase. Digital images of the defective parts may be required. If the product was not purchased from an authorized retail affiliate, Home Styles is under no obligation to provide replacement parts. Parts are not available for fully assembled items nor are parts available for sale. Replacements for missing or damaged hardware or parts may be requested at:

[www.homestyles-furniture.com/customer-service/replacement-parts](http://www.homestyles-furniture.com/customer-service/replacement-parts)

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[servicedesk@homestyles-furniture.com](mailto:servicedesk@homestyles-furniture.com), 888-680-7460, 877-831-0319