

# SIGMA™ 6907 MOBILE FILE

bdiusa.com  
customerservice@bdiusa.com



## Product Registration

Registering your new BDI product allows us to send you important product updates, service information and helpful hints related to your BDI products. Register today and you will be entered to win free a BINK table from BDI. [www.bdiusa.com/product-registration/](http://www.bdiusa.com/product-registration/)

## Placement and Maintenance

Sigma™ Office furniture is designed for indoor use on level floors. Clean glass with glass cleaner, and other surfaces with a damp cloth.

Your Sigma™ Office furniture is engineered for easy assembly. Carefully follow this procedure to prevent any damage. Do not use power tools for assembly of this product.

## Step 1

Unpack and identify the parts listed below. The assembly workspace should be a non-marring surface such as carpet. For missing hardware pieces, please contact BDI Customer Service at [customerservice@bdiusa.com](mailto:customerservice@bdiusa.com). For all other concerns, please contact your BDI retailer.

### Hardware List:



**H1** Phillips M4  
Screw x 20



**C4** Small File Bar x 1

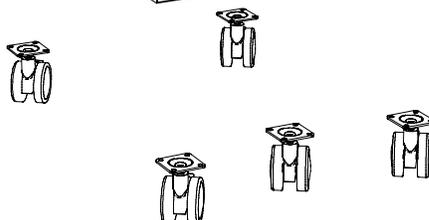


**C6** File Bar Clip x 2



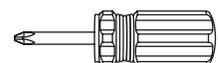
**A1** Cabinet

**C8** Locking Swivel  
Caster x 5



### Required tools:

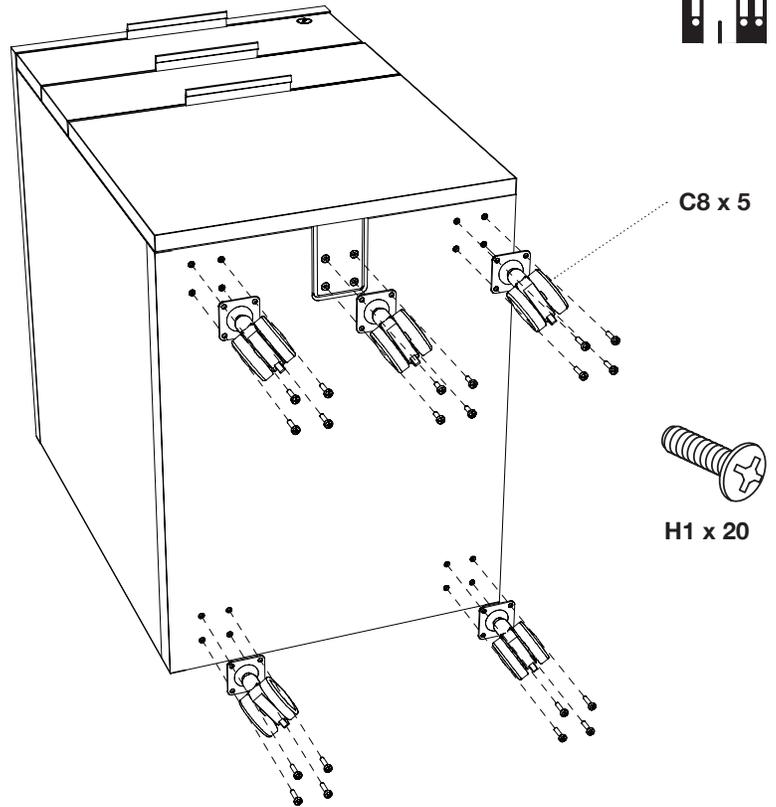
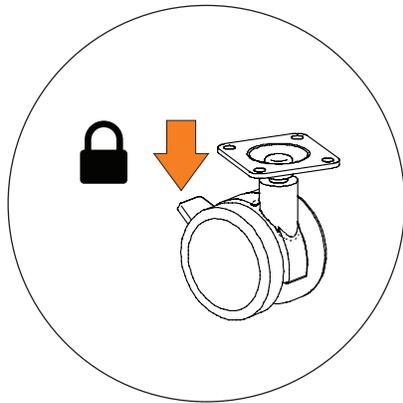
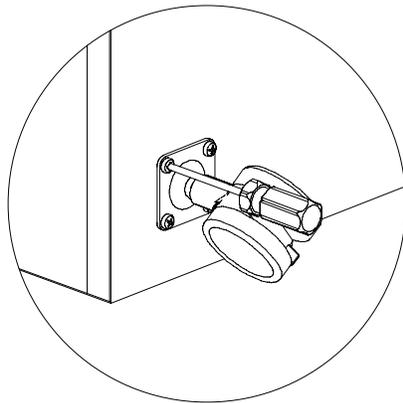
Phillips screwdriver



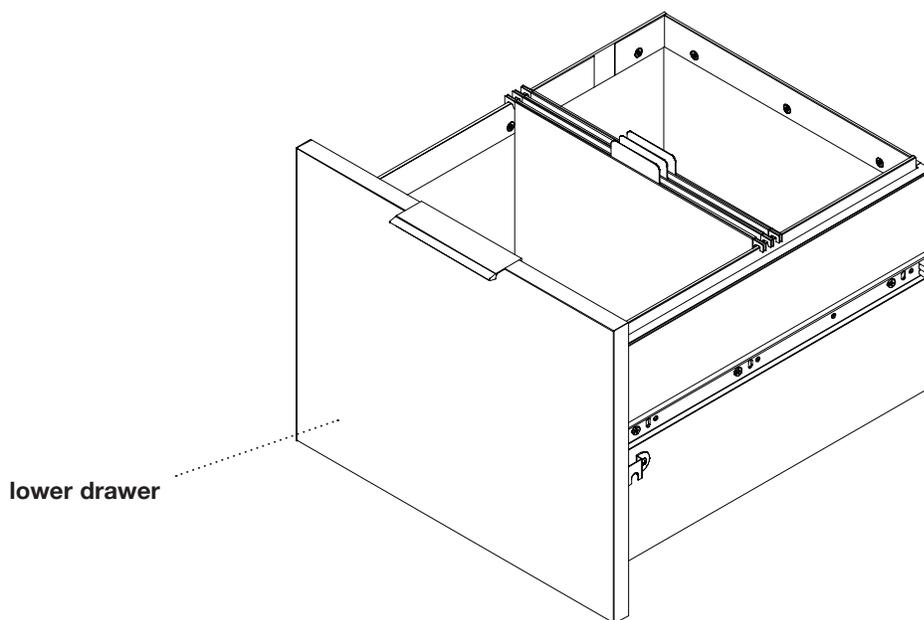
Designed by BDI Studio.

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**Step 2** - Lay **Cabinet** on its back side. Attach **Casters** to **Cabinet** using **Screws H1** and tighten with a Phillips screwdriver. With help from another person, stand the cabinet onto its feet. Casters can be locked and unlocked by pressing or lifting the lever.



**Step 3** - For forward facing letter sized files simply place your hanging folders on the 2 side rails. For sideways facing letter files, proceed to step 3B.



### Step 3B - File Bar Installation (Letter File)

For letter files facing sideways, attach **File Bar Clip C6** to both ends of **Small File Bar C4** as shown. Place the file bar assembly in the notches located on the left and right drawer side panels. For sideways facing legal files, skip this step entirely.

