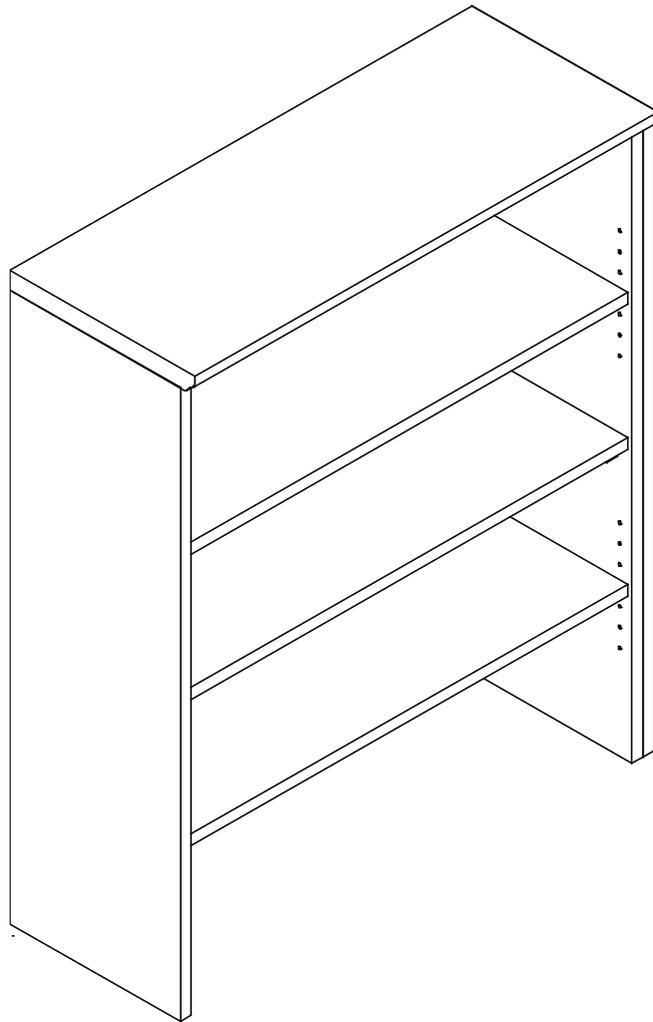


POTTERY BARN



Printers Hutch Double Bookcase

Important Safety Instructions:

- Please read all instructions carefully before assembling.
- For your safety, assembly by two or more adults is strongly recommended.
- Keep instructions for future use.
- Use only vendor supplied hardware to assemble. Using unauthorized hardware could jeopardize the structural integrity of the item.

Pre-assembly:

- Remove all parts and hardware from the box and lay out on a clear carpeted or scratch-free work surface, as this will avoid damaging parts during assembly. The shipping box provides an ideal work surface.
- Do not dispose of any packaging or contents of the shipping carton until assembly is completed to avoid accidentally discarding small parts or hardware.
- Use the parts and hardware lists below to identify and separate each of the pieces included.
- The illustrations provided allow for easier assembly when used in conjunction with the assembly instructions.
- The use of power tools to aid in assembly is not recommended. Power tools can damage hardware and split wood.

Tools Required:

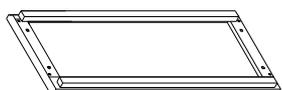
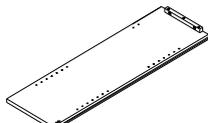
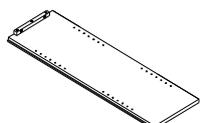
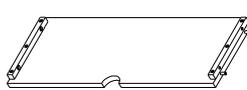
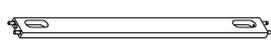
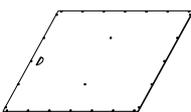
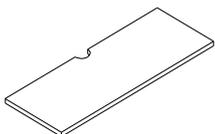


Phillips screwdriver (Not included)

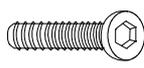
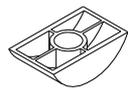
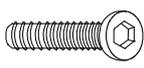
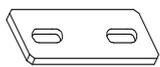


Allen Wrench (1 x)

Parts Included:

A - Top Panel (1 x)	B - Left Side Panel (1 x)	C - Right Side Panel (1 x)	D - Center Shelf (1 x)
			
E - Bottom Rail (1 x)	F - Back Panel (1 x)	G - Shelf (2 x)	
			

Hardware Included:

a- Short bolt – ø1/4"x1-1/8"L (8 x)	b – Curved Washer (2 x)	c - Long bolt – ø1/4"x1-3/4"L (2 x)	d- Wood screw- #8 x 16mm (26 x)	
				
e - Shelf pin (8 x)	f - Mending plate (3 x)	g - Bolt M4 x 16mm (6 x)	h - Wood screw #3x16mm (8x)	● Anti-Tip Kit
				

Assembly Instructions:

1. Attach the center shelf (D) to the left side panel (B) aligning the exposed dowel on one end of panel with pre-drilled hole on the center of left side panel (B) and using bolt (a). Securely tighten all bolts with Allen wrench, but do not over tighten the bolts. (Fig.1).

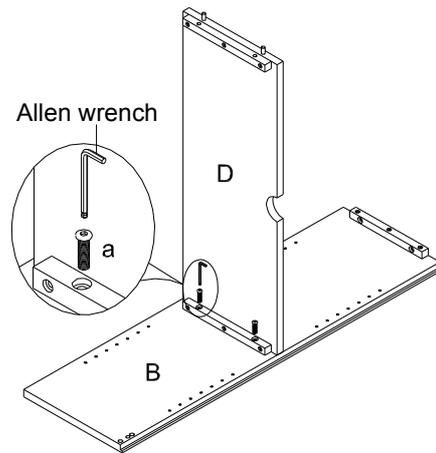


Fig.1

2. Attach the bottom rail (E) to the left side panel (B) aligning the exposed wood dowel on the rail with pre-drilled hole on the left side panel (B) and using curved washer (b) and long bolt (c). Securely tighten all bolts with Allen wrench, but do not over tighten the bolts. (Fig.2).

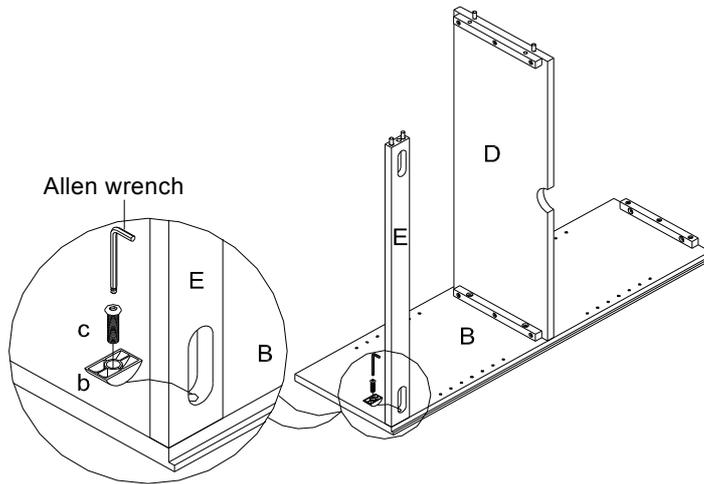
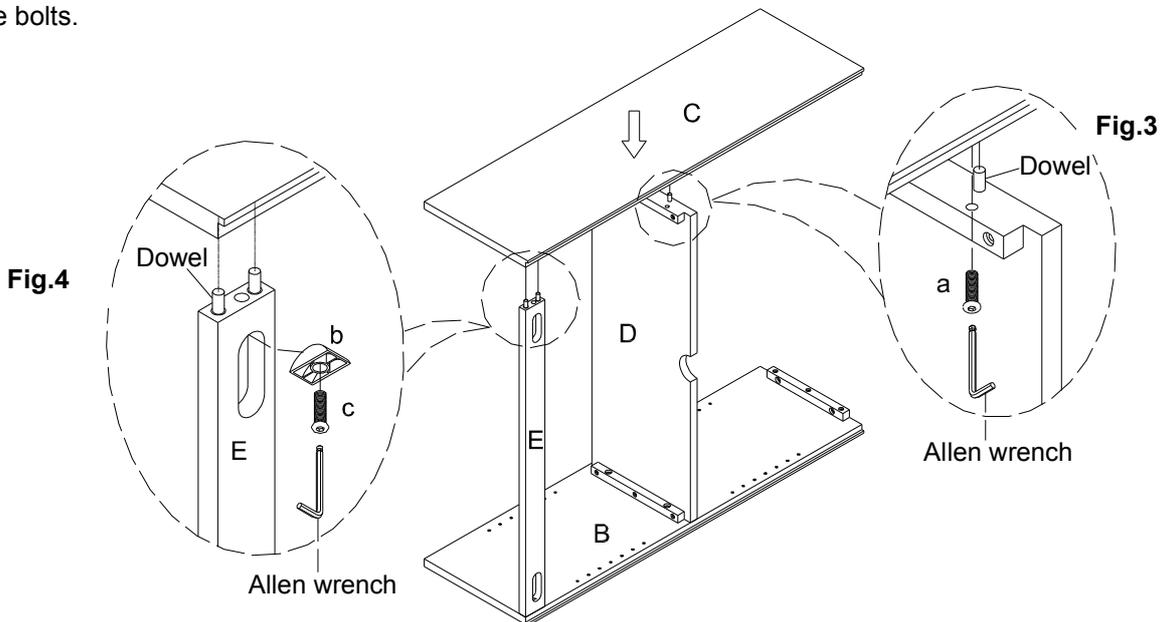


Fig.2

3. Attach the right side panel (C) to the center shelf (D) and bottom rail (E) by aligning the pre-drilled hole on the side with exposed wood dowel on the shelf and rail and using bolt (c) (as shown in Fig. 3) and bolt (a) and curved washer (b) (as shown in Fig. 4). Securely tighten all bolts with Allen wrench, but do not over tighten the bolts.



4. Attach the top panel (A) to the side panels (B & C) aligning the pre-drilled hole with exposed dowels and using bolt (a), securely tighten all bolts with Allen wrench, but do not over tighten the bolts. (Fig.5).

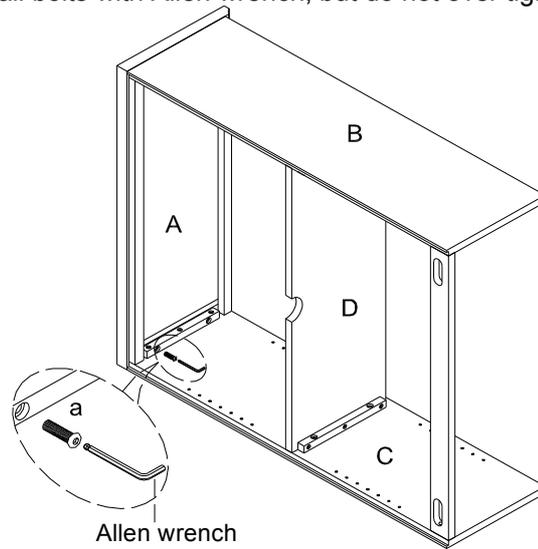


Fig.5

5. Turn the assembled bookcase to an upright position. Attach the back panel (F) to the assembled bookcase as shown, using wood screw (d) tighten by Phillips screwdriver (not provide). (Fig.6)

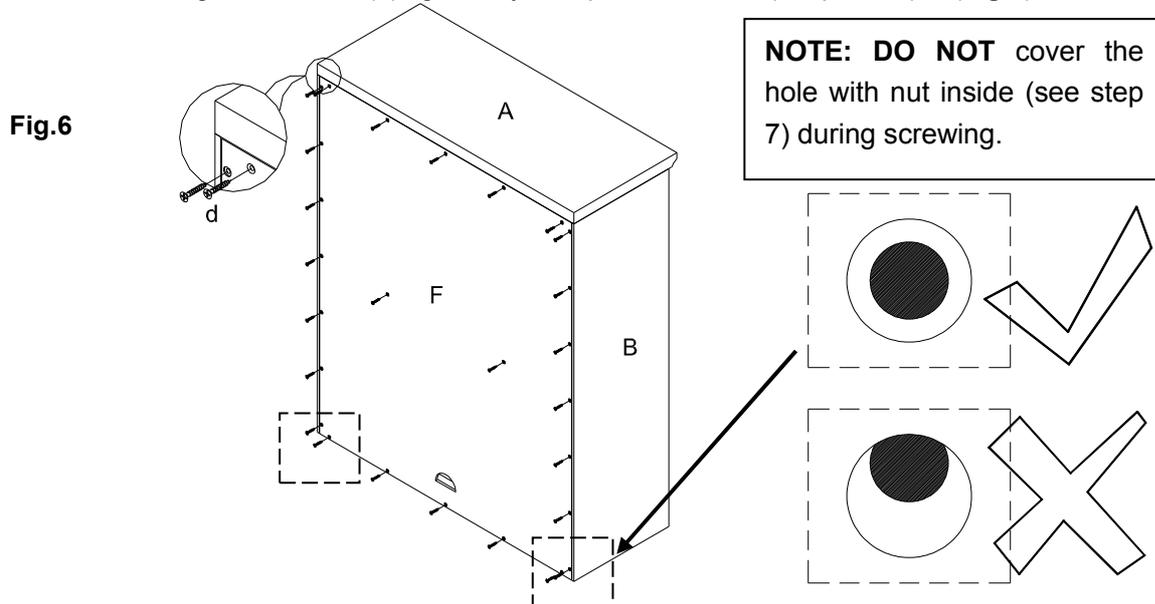
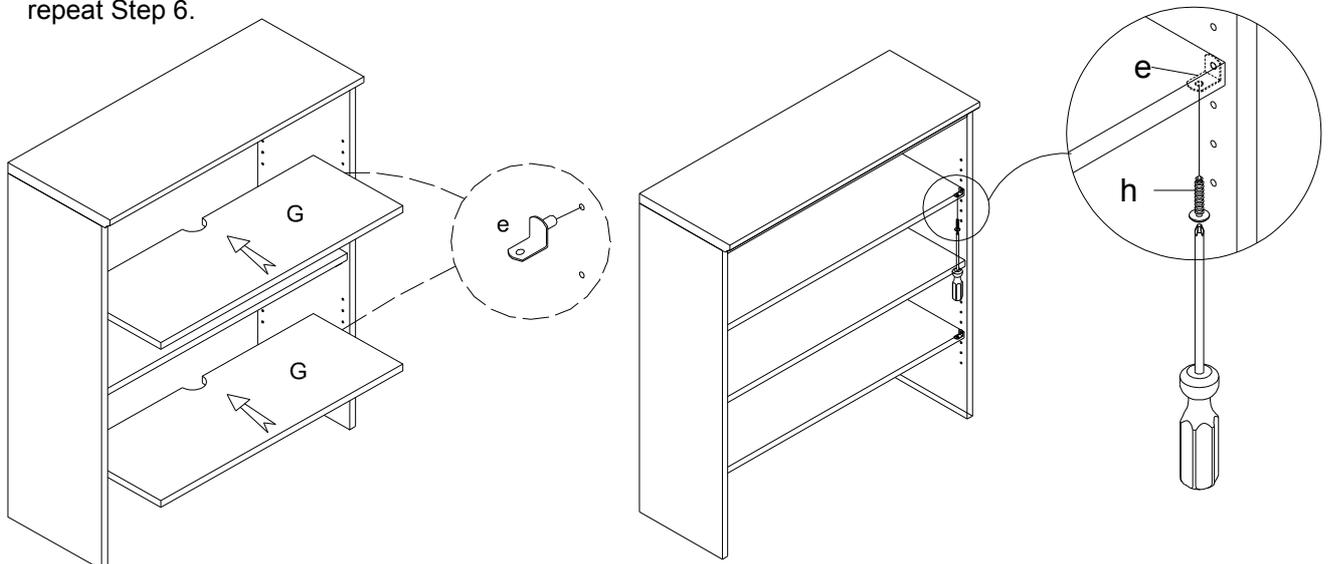
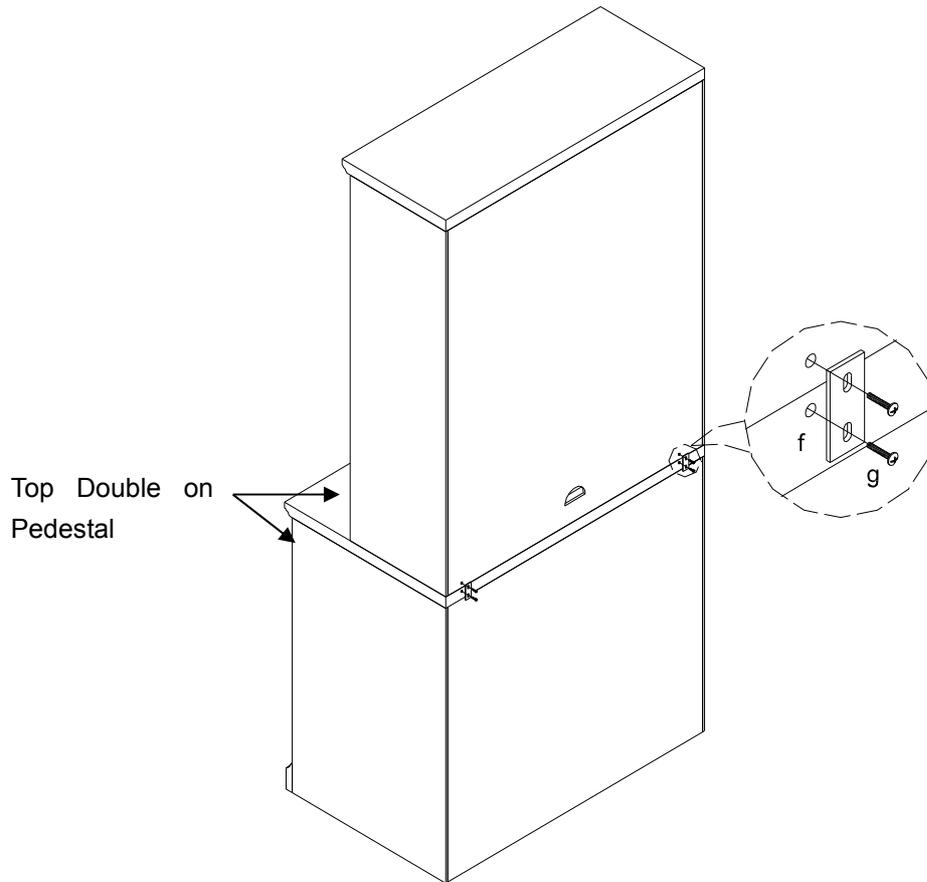


Fig.6

6. Insert the shelf pins (e) into pre-drilled holes on the sides at desire height. Gently put the shelf (G) onto the shelf pins. and use wood screws (h) to secure the shelf. If willing to change the position of a shelf, first remove the screws from the shelf pins (e) at bottom of shelf and repeat Step 6.

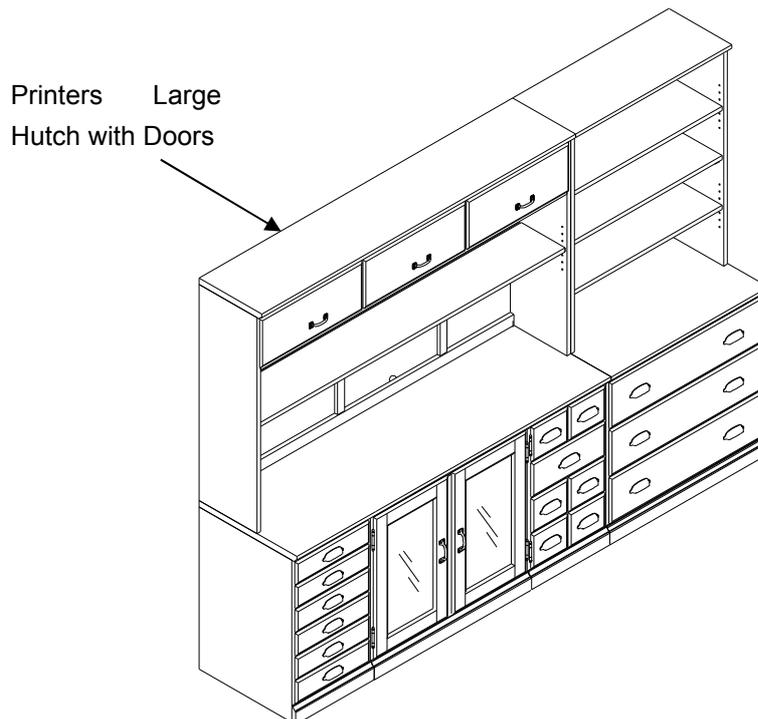


7. With the aid of an assistant lift the hutch and position the hutch (A) on the top so that it is centered (evenly divided) from end to end and flush (even) at the back. Attach the mending plate (f) to the back of hutch and top aligning the holes on the mending plate with the pre-drilled holes on the back of hutch and top and using bolt (g); Securely tighten the bolt by Phillips screwdriver.

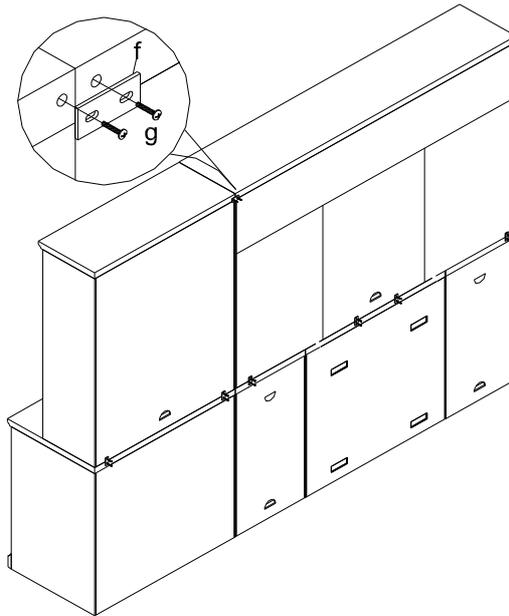


Possible configurations 1

- a. If the bookcase is placed next to Printers Large Hutch with Doors or another bookcase. Attach a remaining mending plate (f) over the pre-drilled holes on top of two items. Using screw (g), securely tighten the bolt by Phillips screwdriver.

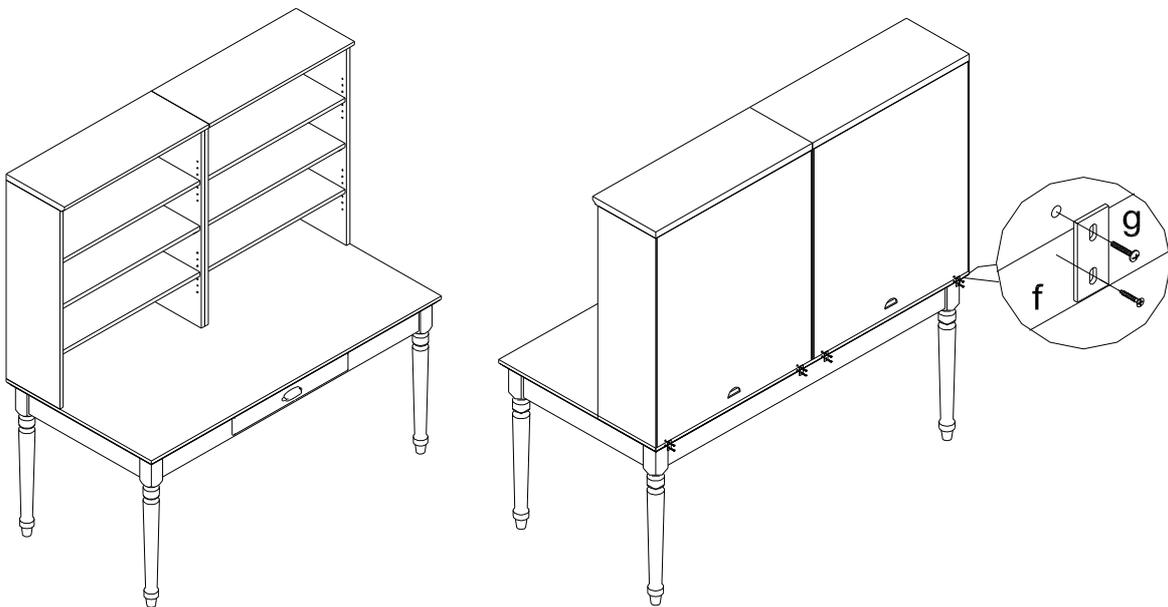


- b. One or two bookcases can be placed on a desk, Printers Writing Desk or Printers Keyhole Desk. If so, secure the hutch as below:



Possible configurations 2

- With the aid of an assistant lift the hutch (A) and position the hutch (A) on the top so that it is centered (evenly divided) from end to end and flush (even) at the back. Attach the mending plate (f) to the back of hutch and desk aligning the holes on the mending plate with the pre-drilled holes on the back of hutch and desk using bolt (g), attach the mending plate to the back of desk using wood screws which are shipped with the desk.
- Tighten bolt (g) and wood screw by Phillips screwdriver.



NOTE: USE THE ANTI-TIP KIT PROVIDED TO SAFELY SECURE YOUR PRODUCT(S). FOLLOW THE INSTRUCTIONS PROVIDED TO PREVENT SERIOUS INJURY FROM TIPPING FURNITURE.

Care Instructions:

- Dust often using a clean, soft, dry and lint-free cloth.
- Blot spills immediately and wipe with a clean, damp, cloth.
- We do not recommend the use of chemical cleansers, abrasives or furniture polish on our lacquered finish.
- Hardware may loosen over time. Periodically check to make sure all connections are tight. Re-tighten if necessary.

Thank you for your purchase
Stores | catalog

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3250 Van Ness, SF CA 94109, US

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3401 Dufferin St. Space 215, Toronto, Ontario, M6A 2T9, CA

FURNITURE TIPPING RESTRAINT

WARNING: This product is only a deterrent. It is not a substitute for proper adult supervision. Manufacturer assumes no liability for improper installation or excessive loads placed on screws, brackets or straps.

Young children may be injured by tipping furniture and the use of a tipping restraint is highly recommended.

When properly installed, this restraint will provide protection against tipping of furniture. This tipping restraint **MUST** be secured to a wall-stud or wall structure of similar strength.

Hardware included:

(2) Brackets

(1) Nylon Strap

(2) Long Stud Mounting Screws

(2) Short Furniture-Side Mounting Screws

Note: For safe mounting it is essential to use the proper hardware for your wall type. The included hardware is for drywall or stud mounting only. For other wall types (e.g., plaster, concrete and brick) please consult your local hardware store for fastener advice.

To install:

1) LOCATING THE STUDS: Use a stud finder to locate the vertical wooden studs within your wall located behind the final position of the furniture item. Mark the stud locations with a light pencil-mark.

2) MOUNTING THE FURNITURE-SIDE BRACKET: Move the furniture item close to the wall to its final position. Use pieces of tape or a pencil to transcribe the stud locations of the wall onto the furniture item. Move the furniture item again so you can access its back and use the marks to locate a suitable mounting point for the furniture-side bracket. Make sure that the bracket is secured to a firm portion of the furniture frame and as high as possible. Remember: The furniture-side bracket must be positioned near a wall stud. Using a pencil, and the bracket as a guide, mark "screw marks" on the furniture item through the bracket holes.

Use a 3/32" drill bit to drill pilot holes into the furniture item at the "screw marks". Use the TWO Short screws to secure the furniture-side bracket. This bracket can be positioned either vertically or horizontal as necessary (See Figure 1).

3) MOUNTING THE WALL-SIDE BRACKET: Position the wall-side bracket along the selected stud mark so that it will be adjacent the furniture-side bracket when the furniture item is moved to its final position. The wall-side bracket should be about ONE inch lower than the furniture-side bracket (See Figure 3). Use the TWO Long screws to secure the wall-side bracket to the wall. Remember to position the wall-side bracket vertically so that both screws will engage the selected wall stud (See Figure 2).

4) ATTACHING THE STRAP: When both brackets are securely attached, move the furniture to its final desired position and thread the strap through the openings of each bracket and also through the ratcheting "buckle". Tighten the strap until several "clicks" are heard. The furniture item is now securely tethered to the wall.

Note: If you must move the furniture item, you can release the strap by depressing the lever arm located at its buckle and simultaneously withdrawing the strap from the buckle. Make sure to reconnect the strap once the furniture item is returned to its previous position.

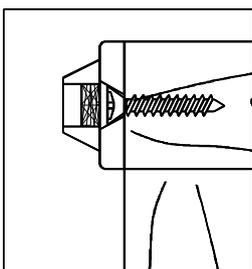


Figure 1

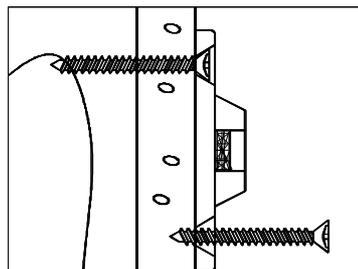


Figure 2

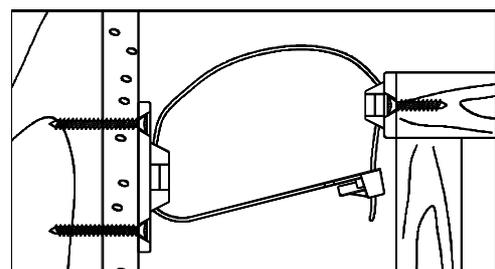


Figure 3