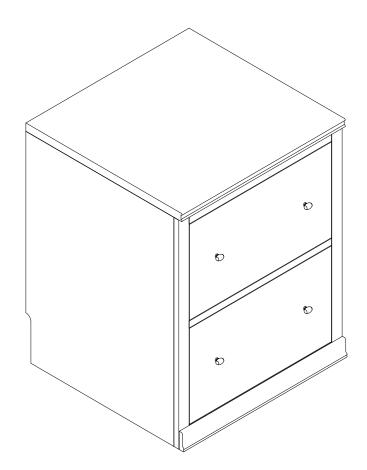
POTTERYBARN



LOGAN DOUBLE LATERAL FILE

Important Safety Instructions:

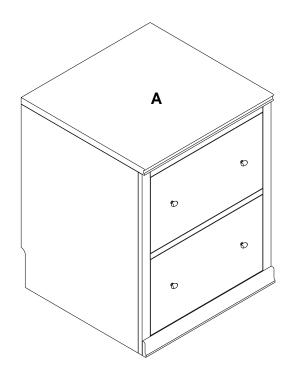
- Please read all instructions carefully before assembling.
- For your safety, assembly by two or more adults is strongly recommended.
- Keep instructions for future use.
- Use only vendor supplied hardware to assemble. Using unauthorized hardware could jeopardize the structural integrity of the item.

Pre-assembly:

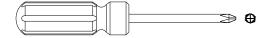
- Remove all parts and hardware from the box and lay out on a clear carpeted or scratch-free work surface, as this will avoid damaging parts during assembly. The shipping box provides an ideal work surface.
- Do not dispose of any packaging or contents of the shipping carton until assembly is completed 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.

Parts Included:

(A) Cabinet 1x

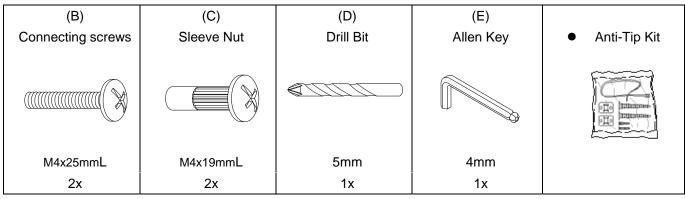


Tools Required (not included):



Philips Head Screwdriver

Hardware Included:

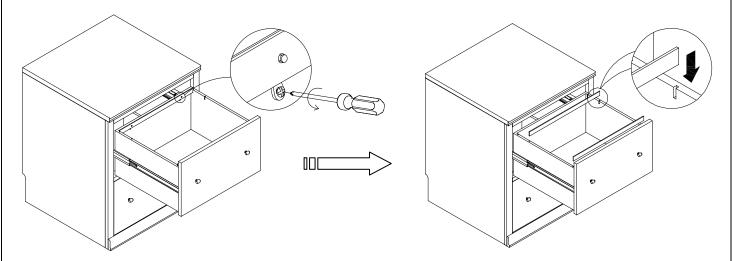


Date: 9-Mar-16 www. potterybarn.com Page 2 of 8

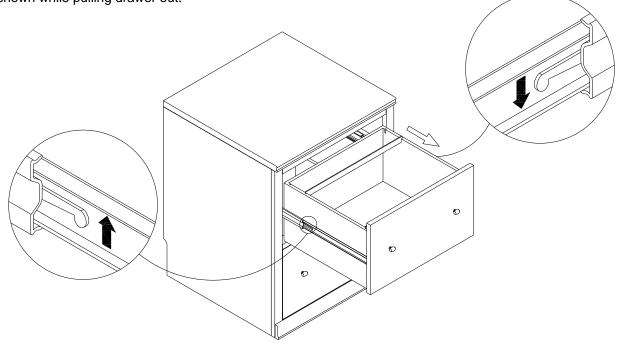
Rev

Assembly Instruction Steps:

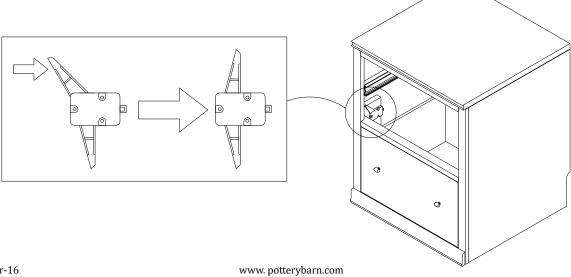
1. **Optional**: The File bar can be move to the front position as shown below.



2. Remove the upper drawer by pressing the plastic locks on the side drawer slides upwards and downwards as shown while pulling drawer out.



3. If need to pull out the bottom drawer, push back the front wing of Anti-Tilt guards as shown. And then pull out the bottom drawer as step 1.



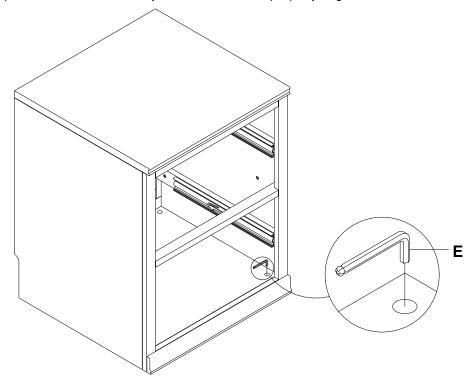
Page 3 of 8

Date: 9-Mar-16

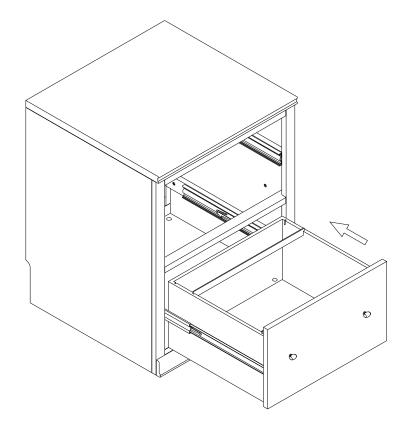
4. Adjusting the levelers:

Due to an uneven floor, the furniture may not sit level due causing it to wobble. If the furniture wobbles, determine which corner does not touch the ground correctly. With two people follow these steps:

- 1) Adjust the levelers using the Allen key (E) on the interior holes of the bases until adequate contact will be made with the floor.
- 2) Gently set down the piece and check stability and door alignment.
- 3) Repeat steps until furniture sits firmly and the doors are properly aligned.



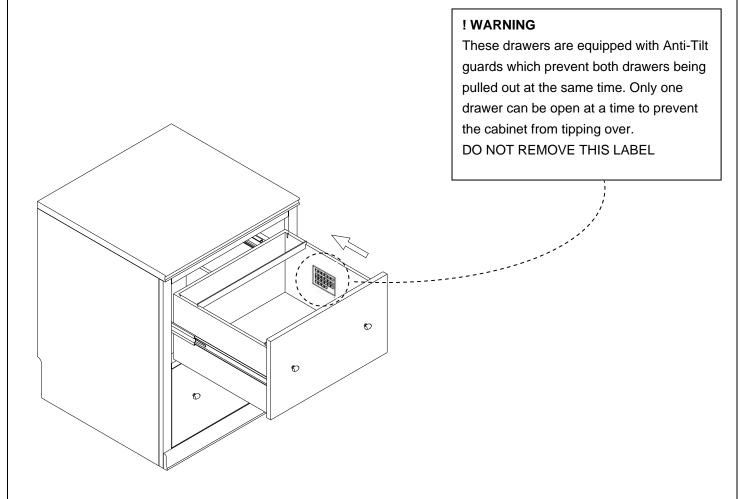
5. Fully extend the bottom slides, align the slides on the drawer boxes with the slides on base and install the drawers back.



Date: 9-Mar-16 www. potterybarn.com Page 4 of 8

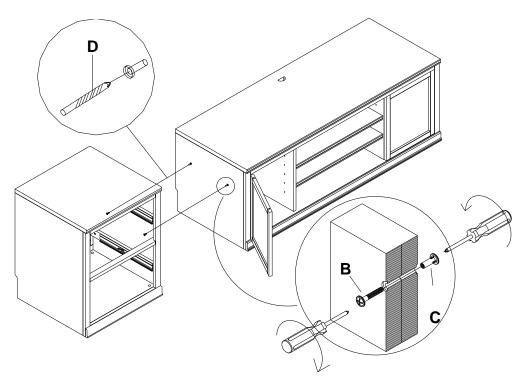
Rev

6. Fully close the bottom drawer and then install the upper drawer back to the base.



To secure units together, follow the steps 7:

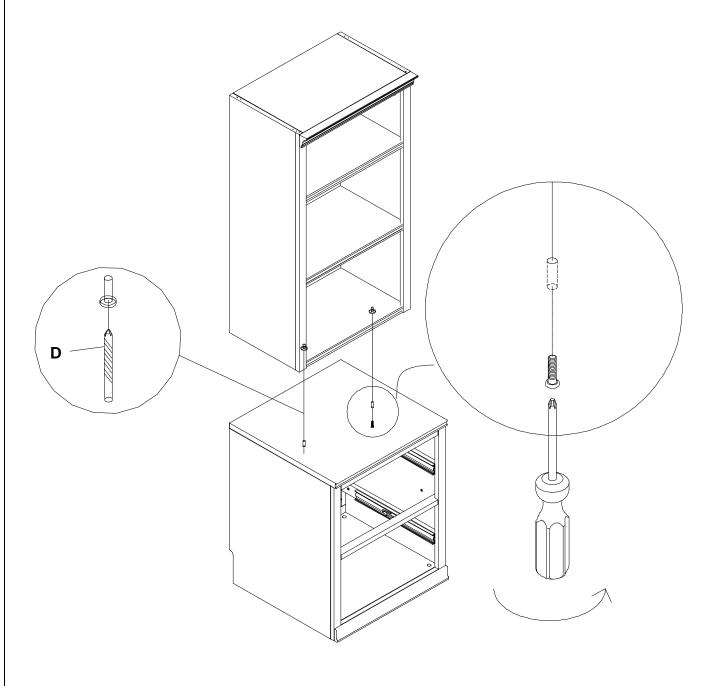
7. If it is placed next to another base, use Drill Bit (D) to drill through the pre-drilled holes on the side panel, and then move these two bases together, secure with Connecting Screws (B) and Sleeve Nut (C) by a Philips Head Screwdriver.



Date: 9-Mar-16

To place hutch on this, follow the steps 8:

8. Using the pilot holes on the top of base as a guide, bore holes using a drill with the 5mm drill bit (c). Carefully lift the hutch onto the base and align the holes under the hutch with the pre-drilled holes on the top of the base, secure using the connecting screws and sleeves enclosed in the hardware packet of hutch. Tighten with the Phillips head screwdriver.

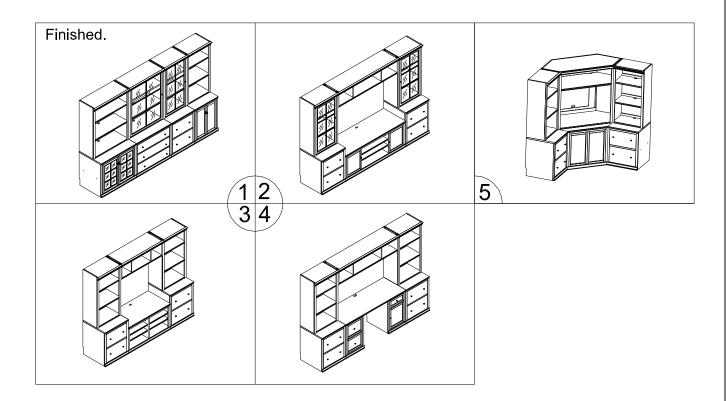


Date: 9-Mar-16

9. Assembly is complete.

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

Possible configurations:



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

Date: 9-Mar-16 www. potterybarn.com Page 7 of 8

Rev:

Imported by / Importé par / Importado por

WILLAMS-SONOMA INC.

3250 Van Ness, SF CA 94109, US CANADIAN DISTRIBUTION ADDRESS/ ADRESSE DE DISTRIBUTION CANADIENNE / DIRECCIÓN DE DISTRIBUCIÓN EN CANADÁ: 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.

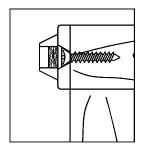


Figure 1

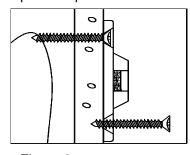


Figure 2

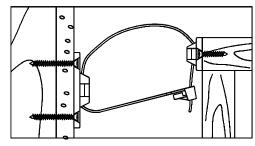


Figure 3

Date: 9-Mar-16 www. potterybarn.com Page 8 of 8

Rev: