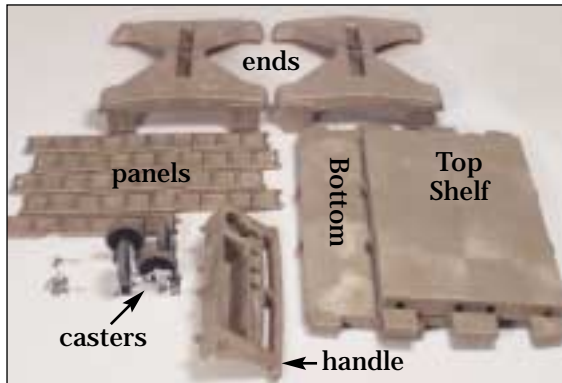
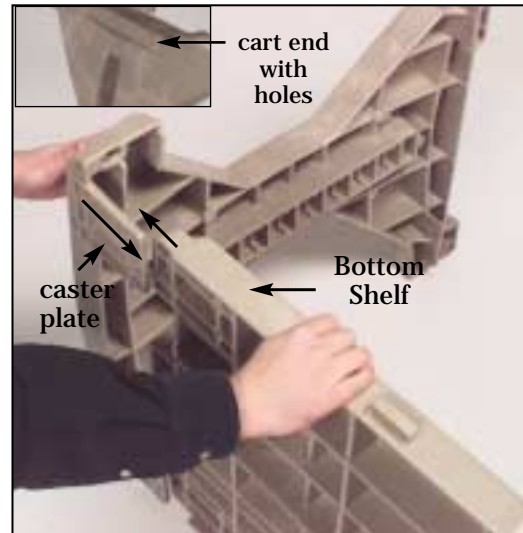


#1770, #1771 Bin/Cassette Supply Carts Instructions



The carts include 2 ends, 2 shelves, 4 casters (2 standard and 2 swivel), 1 molded handle, 2 top panels, 2 bottom panels, 1 short panel, and screws for assembly. A phillips screwdriver and rubber mallet are needed for assembly.



- 1.** Insert the notches on the bottom shelf into the large grooves at the bottom of the cart end that has holes for the handle. The bottom shelf is the shelf with the smaller notches. The caster plates on the cart end should be under the shelf.



- 2.** When the cart end and bottom shelf are connected, the holes in the end's caster plates should align with the shelf holes. When these are aligned take one of the swivel casters and align its holes with the rest of the shelf and caster plate holes.



- 3.** Using the shorter screws, place them into the aligned holes.

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#1770, #1771 Bin/Cassette Supply Carts Instructions



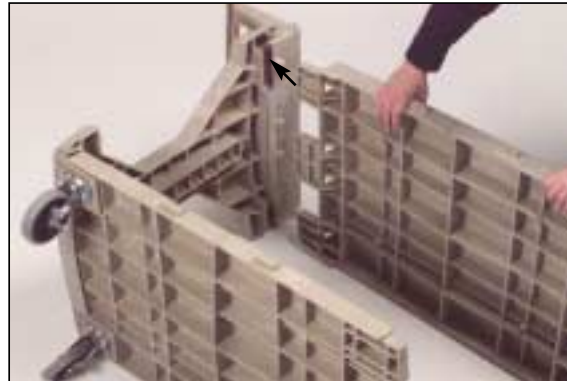
- 4.** Turn your Phillips screwdriver clockwise to tighten the screws.



- 5.** Turn the assembled pieces upright. Place the molded handle on top of the cart end. The holes in the handle bracket should align with the holes in the cart end.



- 6.** Insert 2 short screws through the handle bracket and into the cart end. Tighten the screws.



- 7.** Lay the cart on its side. Insert the notches on the top shelf into the large grooves at the top of the cart end. The top shelf is the shelf with the longer notches.



- 8.** When the top shelf and the cart end are connected, align the holes in the cart end with the holes in the top shelf. Insert small screws into the two holes. Tighten the screws.

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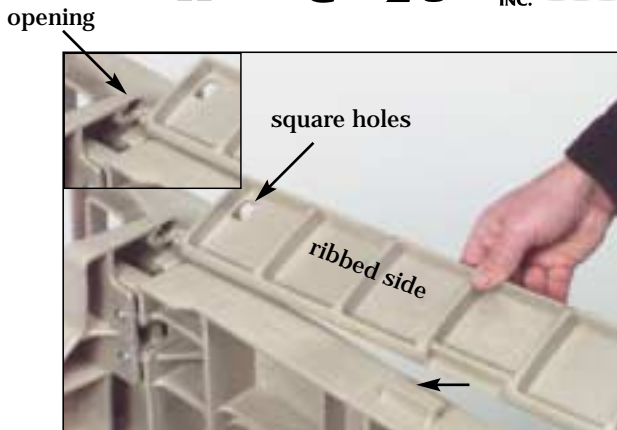
#1770, #1771 Bin/Cassette Supply Carts Instructions



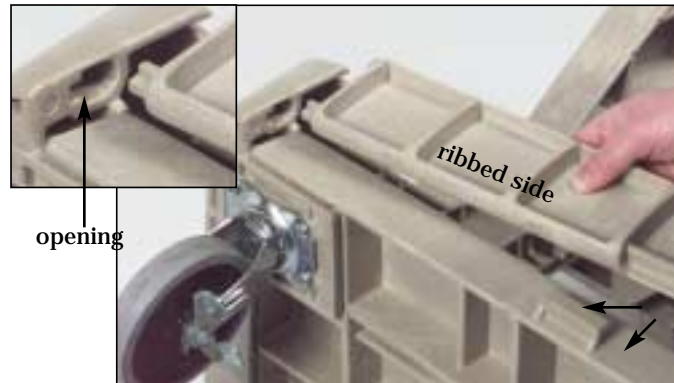
- 9.** Insert a long screw into the hole next to the screws you just inserted and tighten it.



- 10.** Place screws into the holes on the opposite corner of the top shelf (the side on the floor) just like steps 8 and 9. Tighten the screws.

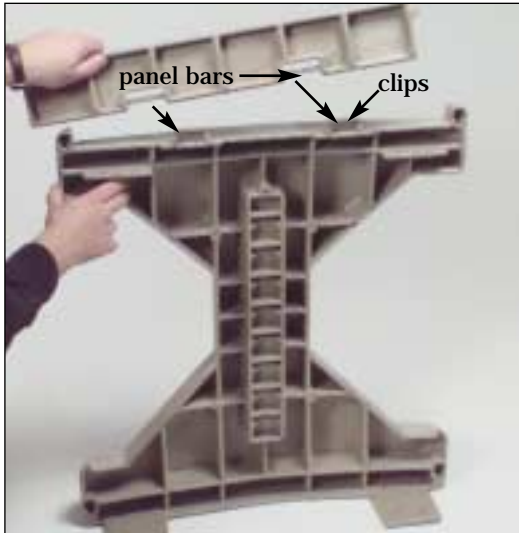


- 11.** Connect the top panels with square holes to the top shelf (ribbed side facing out and square holes at the top) by inserting the small notches into the openings on the cart handle. Slide the flat notched sections into the clips on the side of the shelf. To put panels on both sides of the shelf, the cart may need moved to the upright position.



- 12.** Connect the bottom panels to the bottom shelf (ribbed side facing out and notches at the bottom) by inserting the small notches into the openings in the cart. Slide the flat notched sections into the clips on the side of the shelf. To put panels on both sides of the shelf, the cart may need moved to the upright position.

#1770, #1771 Bin/Cassette Supply Carts Instructions for Adding Hanging Rails



13. Take the second cart end (with clips on the top) and connect the short panel (ribbed side out) by attaching the panel bars to the clips on top of the cart end.



14. Turn the cart to the upright position. Attach the second cart end to the top and bottom shelves by inserting the notches on the shelves into the cart end grooves. Make sure that the cart end caster plates are under the bottom shelf.



15. Turn the cart to its side. Align the holes from the cart end with the holes in the top shelf. Insert the short screws and tighten them.



16. Move to the bottom shelf. Align the shelf and end holes and attach the remaining 2 casters using short screws and your screwdriver.



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#1770, #1771 Bin/Cassette Supply Carts Instructions for Adding Hanging Rails



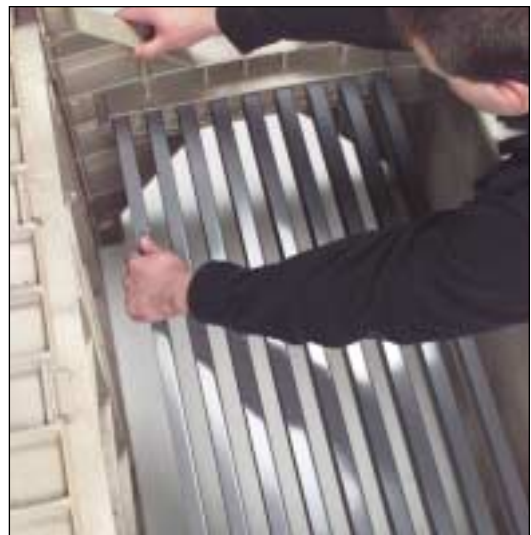
Your cart is now complete. If you are using hanging rails refer to steps 1-13 and 17-20.



- 17.** Turn the cart to the upright position. Slightly attach the second cart end (with clips on top) to the top and bottom shelves by inserting the notches on the shelves into the cart end grooves. Make sure that the cart end caster plates are under the bottom shelf. Do not connect them tightly. Turn the cart on its side.



- 18.** Place the hanging rails flat side down into the molded holes in the ends of the cart. Keep pressure on the end that is slightly attached so the rails do not fall out of the molded holes.



- 19.** Place the remaining rails into the molded openings. It is easiest to put one side of a rail in one end of the cart and then angle the rail until it will fit into the other end. When all rails are in place, connect the end tightly to the shelves. You may need to tap the cart end with your rubber mallet to get a tight fit.

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#1770, #1771 Bin/Cassette Supply Carts Instructions for Adding Hanging Rails



20. Align the holes from the cart end with the holes in the top shelf. Insert the short screws and tighten them.



21. Move to the bottom shelf. Align the shelf holes and the castor plate holes in the cart end and attach the remaining 2 casters using short screws and your screwdriver. Your finished.



The bins hang from rails by the lip on their back.



Cassettes hang from the rails using suspension straps.

The cart is now ready for bins or cassettes.



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