

# Vertiflex™ Products

## COFFEE CABINET

ASSEMBLY INSTRUCTIONS

50096C OAK

50121C GRAY

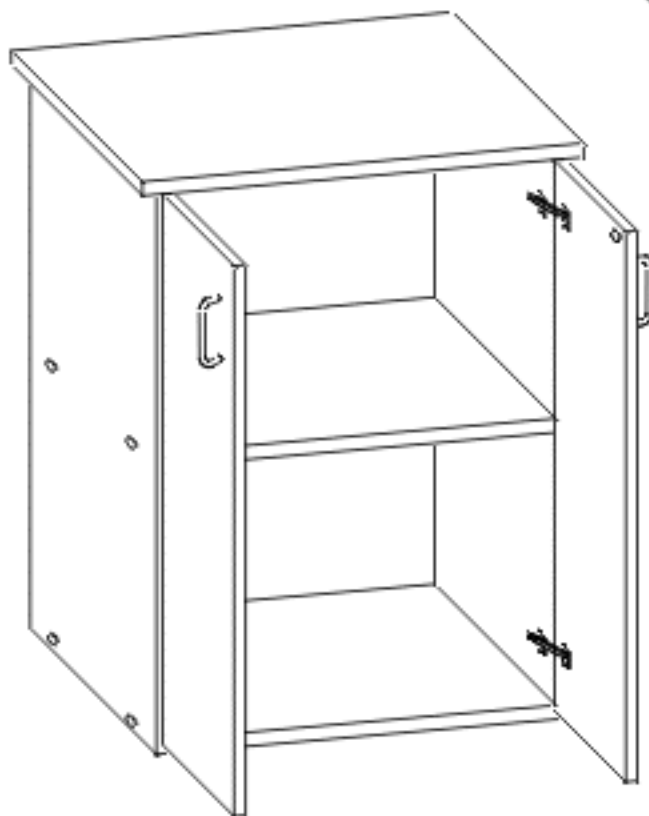
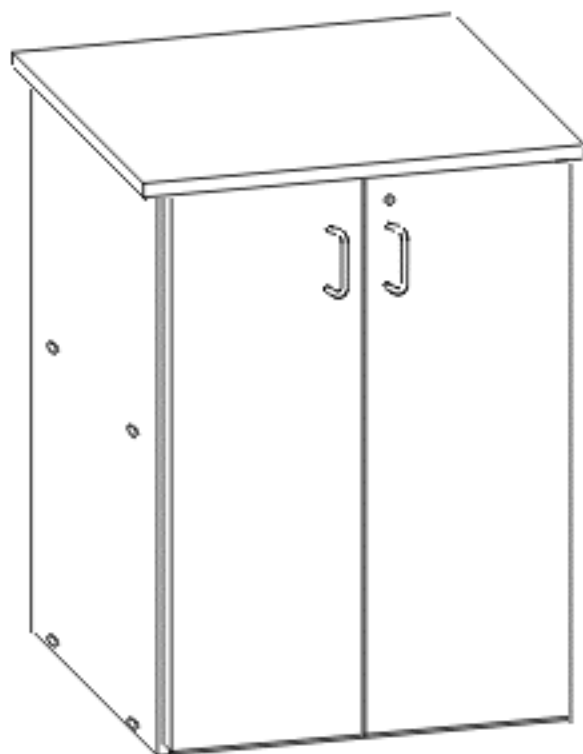
### NOTES ON ASSEMBLY

- Use caution during assembly, unbanded edges can be sharp and may chip if mishandled.
- Remove staples, (if any) from carton and use carton to set parts on during assembly.
- Page two of this instruction sheet contains an illustrated parts list and phone number to call in case of missing hardware. The parts list also contains drawings of the screws and other hardware as an easy identification guide.

### TOOLS REQUIRED

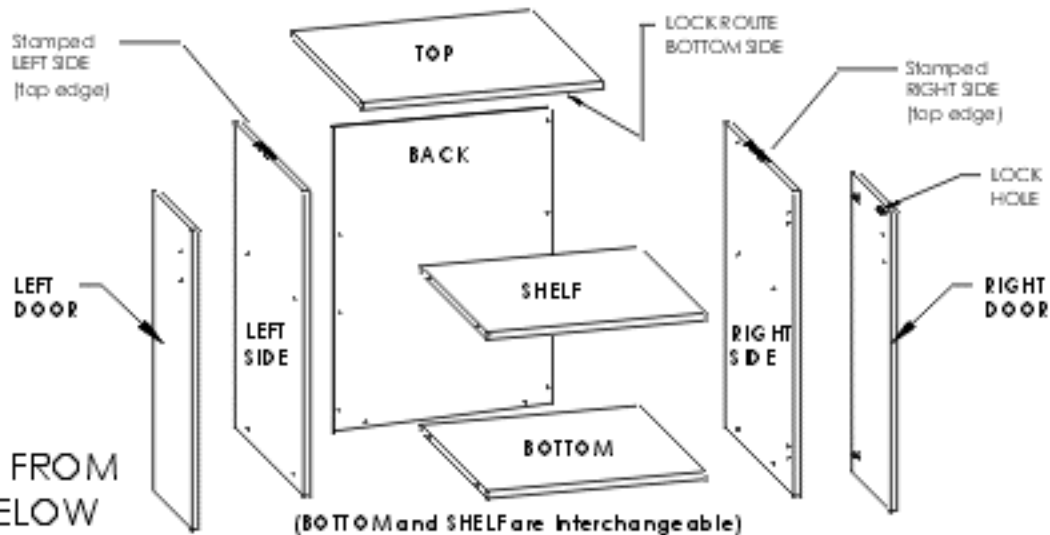
#2 PHILLIPS SCREWDRIVER  
ADJUSTABLE WRENCH  
HAMMER - NAIL-ON GUIDES  
HEX WRENCH - PROVIDED

POWER TOOLS ARE NOT RECOMMENDED



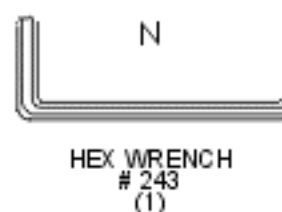
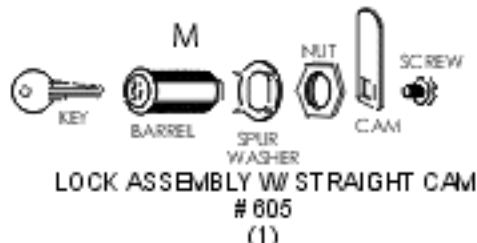
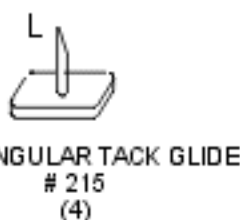
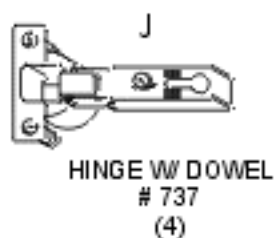
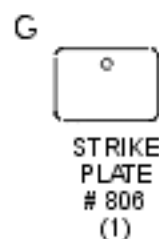
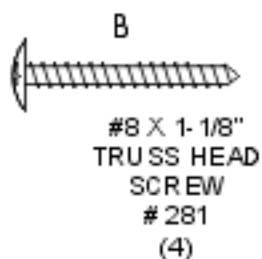
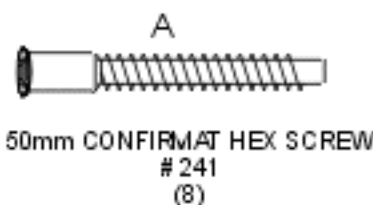
# 1 IDENTIFY ALL PARTS.

If any parts are missing OR you have questions about assembly, please call  
 CUSTOMER SERVICE 1-800-966-5511 Monday - Friday 8am . TO 4:30pm . (Central)



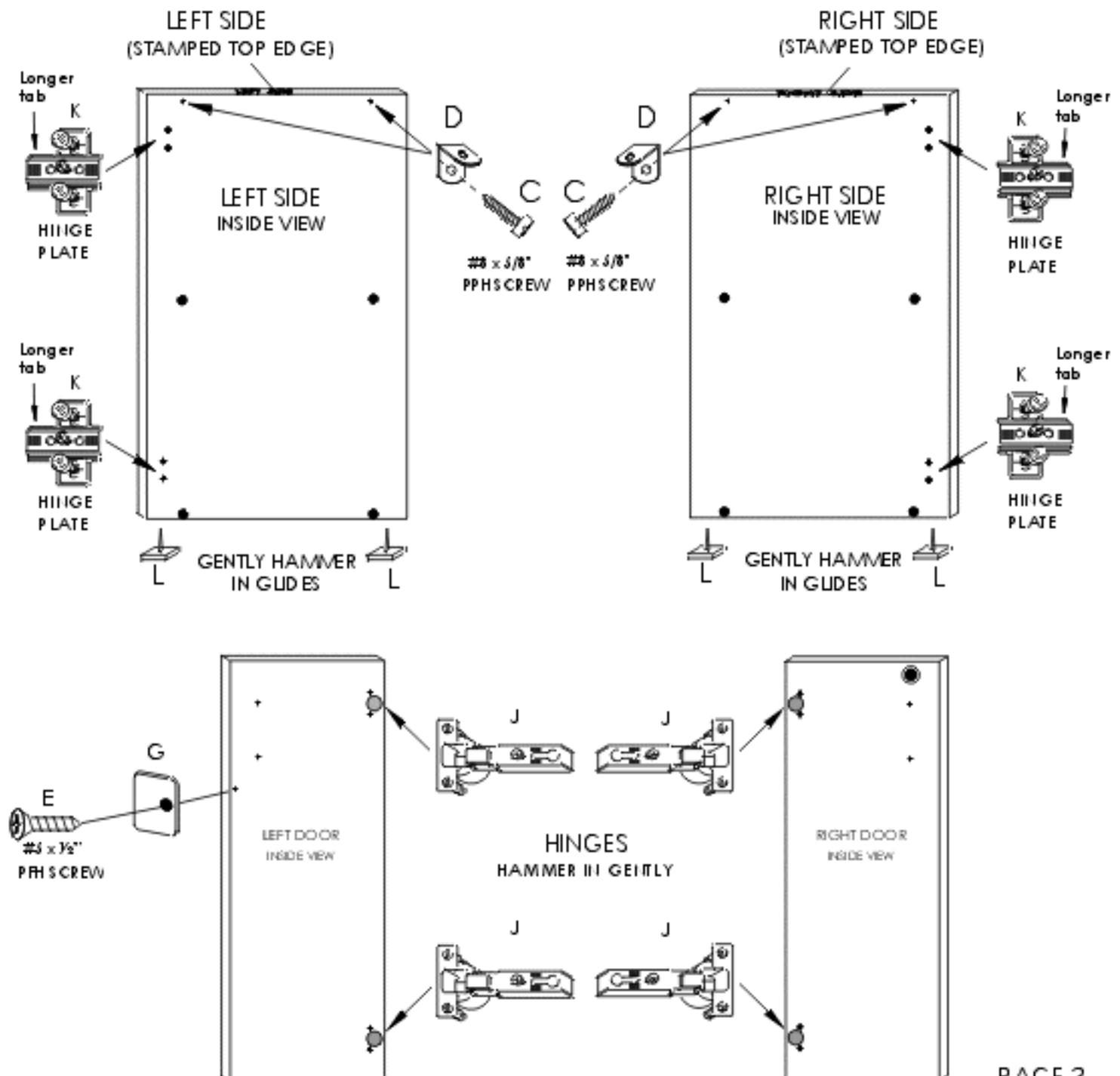
IDENTIFY PARTS FROM  
 SIZE LISTING BELOW

NO.	WOOD PART LIST	WOOD PART SIZES		WOOD PART NUMBERS BY (CABINET COLOR)	
				(OAK)	(GRAY)
1	Back	1/8" X 21-7/8"	X 29-7/8"	96COAK-BACK	121CGRY-BACK
1	Bottom	5/8" X 18-3/8"	X 20-3/4"	96COAK-BOTTOM	121CGRY-BOTTOM
1	Left Door	5/8" X 10-13/16"	X 29-1/2"	96COAK-LDOOR	121CGRY-LDOOR
1	Left Side	5/8" X 18-3/8"	X 30"	96COAK-LSIDE	121CGRY-LSIDE
1	Right Door	5/8" X 10-13/16"	X 29-1/2"	96COAK-RDOOR	121CGRY-RDOOR
1	Right Side	5/8" X 18-3/8"	X 30"	96COAK-RSIDE	121CGRY-RSIDE
1	Shelf	5/8" X 18-3/8"	X 20-3/4"	96COAK-SHELF	121CGRY-SHELF
1	Top	5/8" X 19-3/4"	X 23-3/4"	96COAK-TOP	121CGRY-TOP



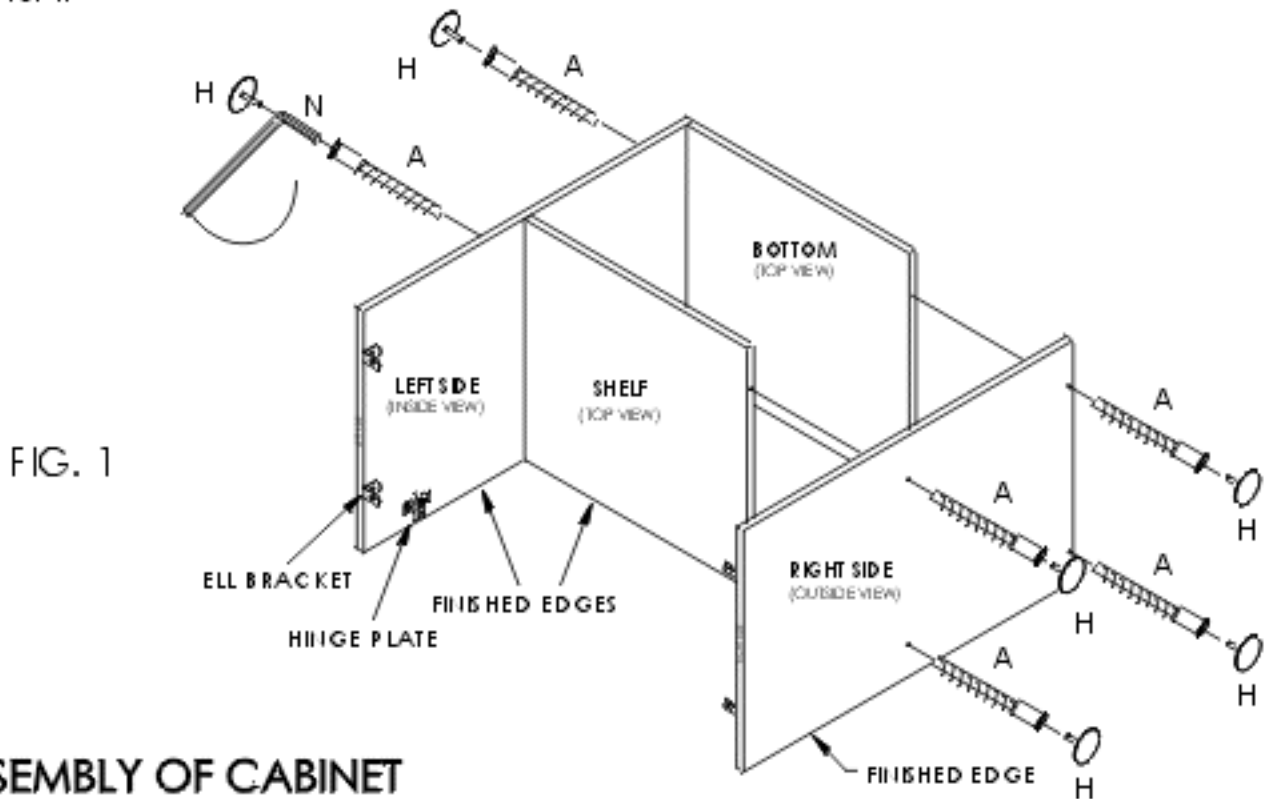
## 2 BEGIN ASSEMBLY BY INSTALLING HARDWARE AS SHOWN BELOW.

- The LETTERS next to the hardware shown refer to the same LETTERS next to the hardware in the PARTS LIST. Use the PARTS LIST to help identify all parts during assembly.
- Mounting screws are captive on the HINGE PLATES (K) and can be screwed directly to the SIDES (Note direction of longer tab). DOOR HINGES (J) are mounted on DOORS by aligning the nylon inserts over pre-drilled holes and gently hammering from one insert to the other until HINGE is flush to the DOOR.
- Secure the (4) ELL BRACKETS (D) flush to the top of the SIDES using (4) #8 x 5/8" PPH SCREWS (C) into small drilled holes as shown below.
- Gently hammer in (4) RECTANGULAR TACK GLIDES (L) INTO BOTTOM EDGES OF sides.
- Secure the STRIKE PLATE (G) to the LEFT DOOR using (1) #5 x 1/2" PFH SCREW (E).



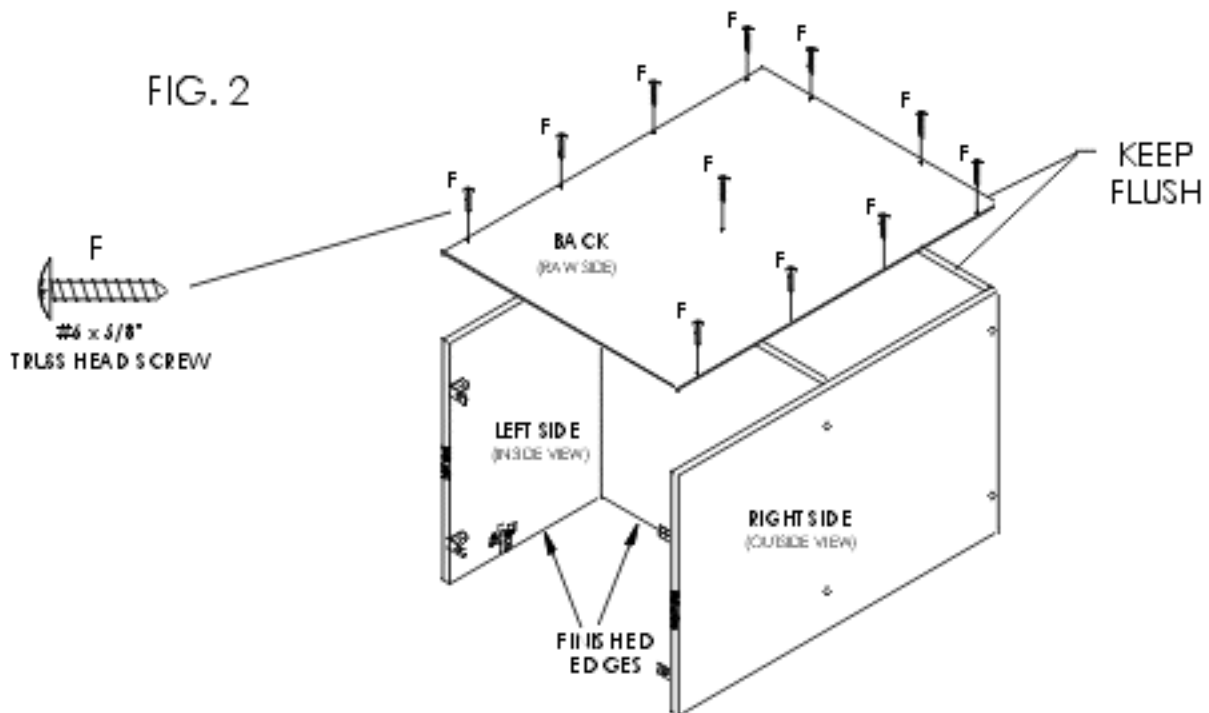
### 3 ASSEMBLY OF CABINET

- NOTE: BOTTOM and SHELF are interchangeable.
- Keeping the finished edges facing down, fasten the SHELF and BOTTOM to the LEFT SIDE with (4) 50mm CONFIRMAT SCREWS (A), using the through holes in LEFT SIDE and HEX WRENCH (N) provided, as shown.
- Fasten the RIGHT SIDE to the SHELF and BOTTOM with (4) 50mm CONFIRMAT SCREWS (A), using the through holes in RIGHT SIDE. Insert (8) PLASTIC COVER CAPS (H) into the heads of installed CONFIRMAT SCREWS as shown in FIG. 1.



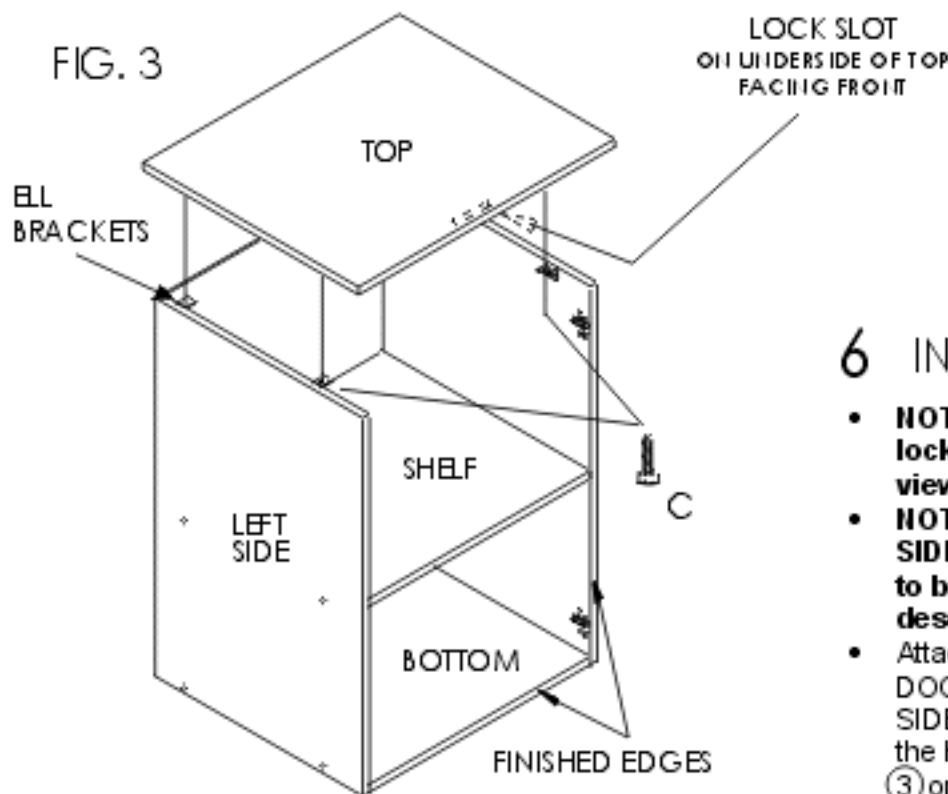
### 4 ASSEMBLY OF CABINET

- NOTE: Proper alignment of BACK ensures a square cabinet.
- Position BACK onto unit, as shown in FIG. 2. Keeping bottom edge flush to the bottom edge of the BOTTOM and inset 1/16" from SIDES. Fasten BACK to SIDES, SHELF, and BOTTOM with (11) #6 x 5/8" TRUSS HEAD SCREWS (F) using pre-drilled holes in BACK as shown in FIG. 2.



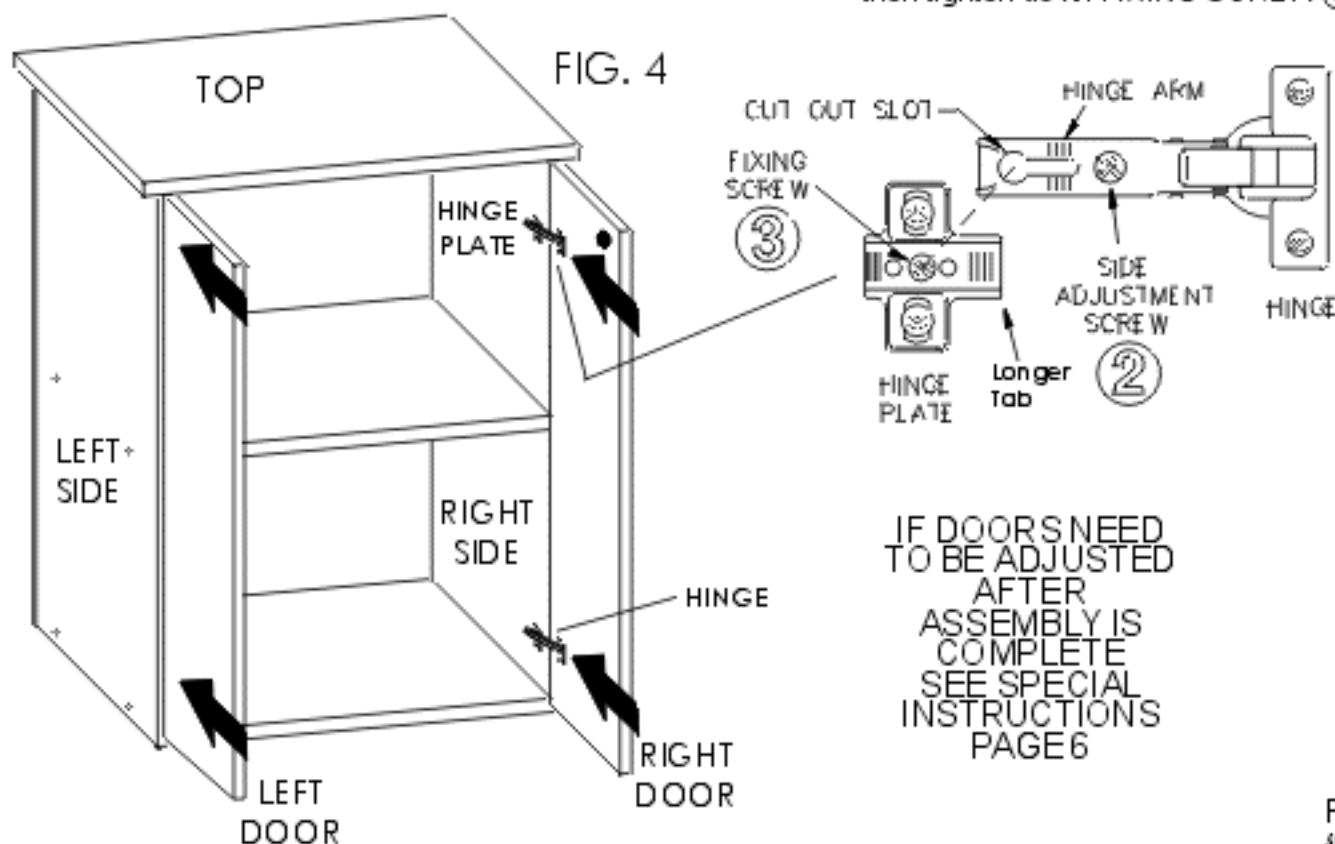
## 5 ASSEMBLY OF CABINET

- Using 2 people gently stand unit upright. Set TOP onto the SIDES, keeping the slot for the lock facing down and toward the front finished edges of the unit as shown in FIG. 3.
- Insert (4) #8 x 5/8" PHILLIPS PAN HEAD SCREWS (C) through ELL BRACKETS on SIDES into pre-drilled holes on the underside of the TOP and tighten to secure.



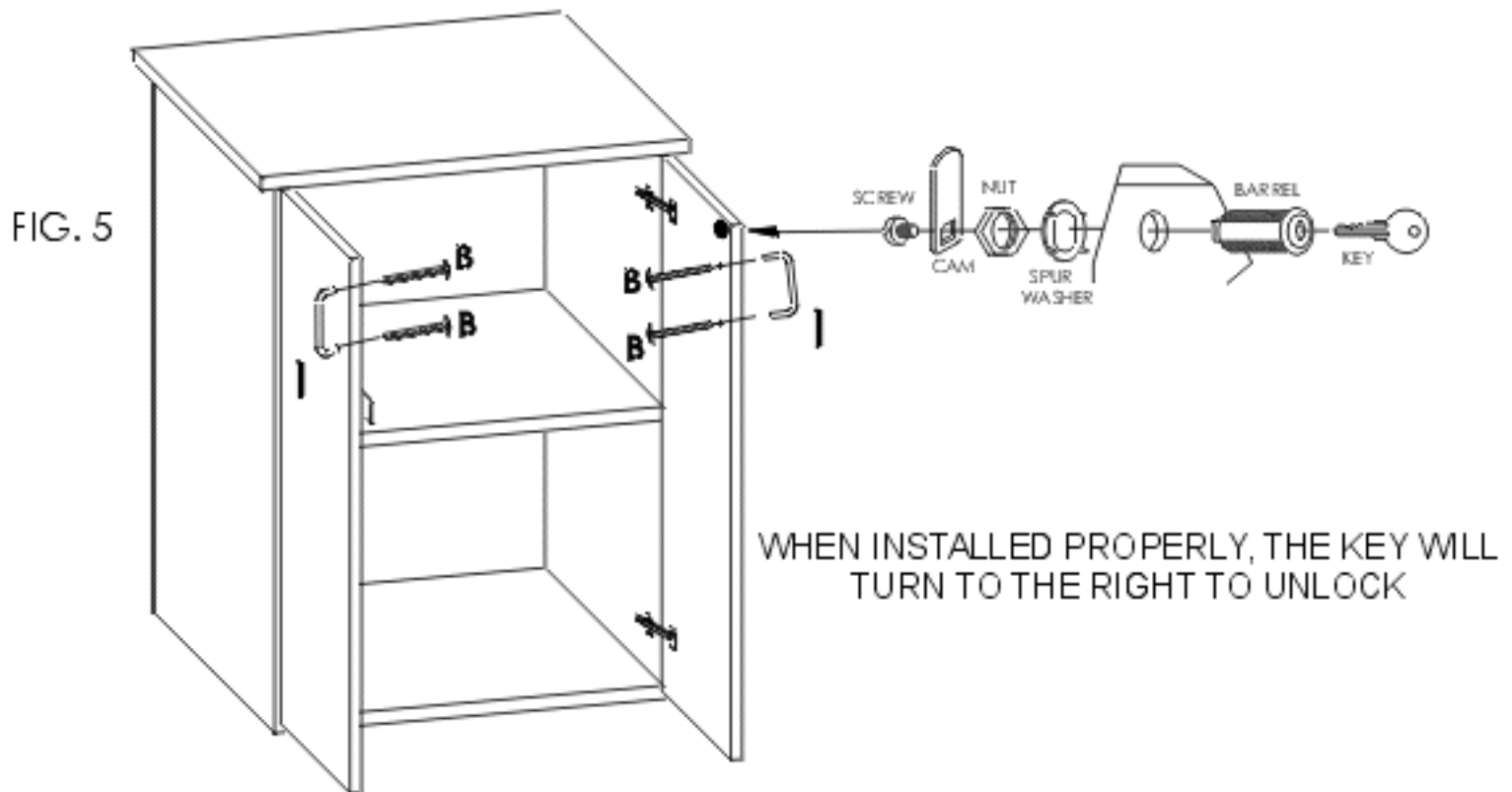
## 6 INSTALLATION OF DOORS

- **NOTE: For reference, right door has door lock hole pre-drilled at top-left corner as viewed from outside.**
- **NOTE: The FIXING SCREW (3) and the SIDE ADJUSTMENT SCREW (2) may need to be loosened before mounting hinges as described in the following step 6.**
- Attach the MOUNTED HINGES on the DOORS to the HINGE PLATES on the SIDES, by aligning the CUT OUT SLOTS on the HINGE ARMS over the FIXING SCREWS (3) on the HINGE PLATES (FIG. 4). Slide HINGES on DOORS inward until DOOR EDGE meets the FRONT EDGE of SIDES, then tighten down FIXING SCREW (3).

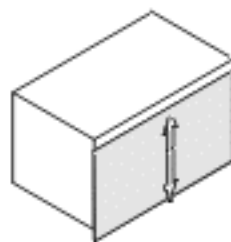
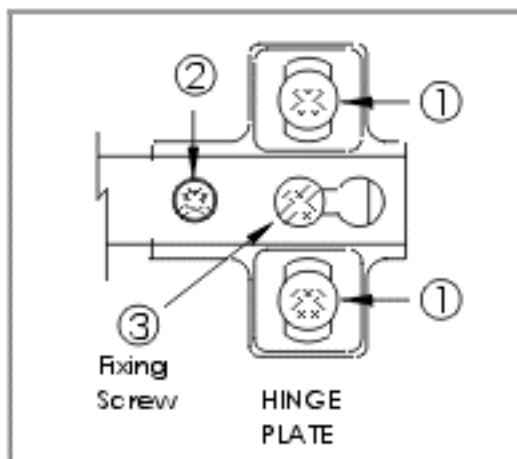


## 7 ASSEMBLY OF DOOR LOCK AND HANDLES

- Using 2 people, stand unit upright again. Attach the 2 PULL HANDLES (I) to the outside of DOORS using (4) #8 x 1-1/8" TRUSS HEAD SCREWS (B), as shown in FIG. 5.
- Insert and fasten LOCK ASSEMBLY as shown in DETAIL of FIG. 5. NOTE; The key is inserted in the BARREL teeth side up and the CAM must be straight up for proper orientation. Tighten nut using adjustable wrench (not provided).

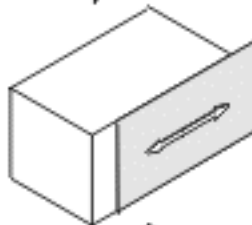


If DOORS need to be adjusted, follow the instructions to RIGHT. Use figure BELOW showing HINGE and HINGE PLATE ASSEMBLY to determine which screws to adjust.



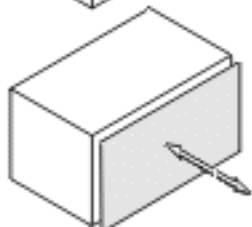
### HEIGHT ADJUSTMENT (UP-DOWN)

Loosen height adjustment screws (1).  
Adjust door and re-tighten screws



### SIDE ADJUSTMENT (SIDE-SIDE)

Turn screw (2) as required.  
There is no need to loosen fixing screw (3)



### DEPTH ADJUSTMENT (IN-OUT)

Loosen screw (3), place hinge arm in the desired position and re-tighten screw.