WOOD PLACES® VERTICAL STORAGE UNIT
Installation Instructions

Product Safety

- The Vertical Storage Unit is designed to be mounted only onto Haworth Wood Places desks and credenzas.

- When installing a Vertical Storage Unit, the stand-alone desks and credenzas must be equipped with at least one Haworth Places drawer pedestal to ensure product stability and prevent tipping.

Installation of a Wood Places Storage Unit requires the use of a special boring fixture; catalog no. WVT-1. This part can be ordered through Haworth Customer Service Department.

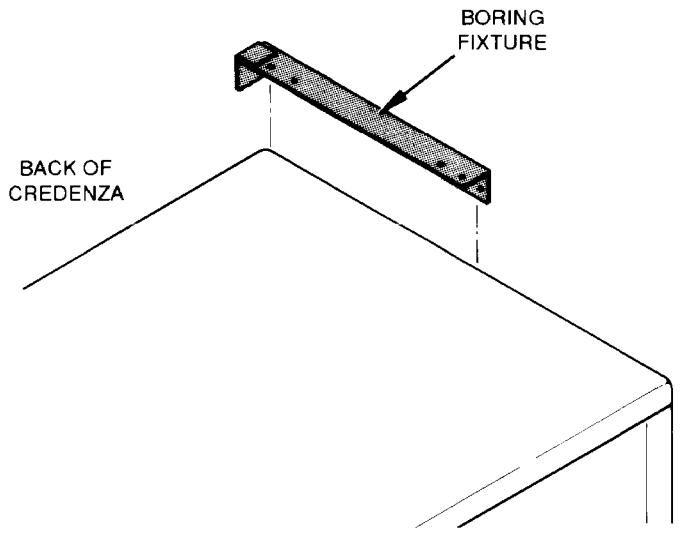


FIG. 1

1. Position boring fixture on back of credenza as shown in Figure 1. Make sure fixture is flush against edges of the credenza.

2. Using the holes on top of fixture as a guide, drill four (4) 5/32 dia. x 1.25 deep pilot holes.

3. Position boring fixture on opposite side of credenza and mark hole locations; **do not drill at this time.** Measure "x" distance between modular clips (center to center) on vertical storage unit, then measure "x" dimension on credenza top (Fig. 2). If measurements differ, reposition hole markings as necessary to the nearest 1/32". Drill four (4) 5/32 dia. x 1.25 deep pilot holes. When finished drilling, there should be eight (8) pilot holes in the top of the credenza (Fig. 2).

4. Insert eight (8) #12 x 1.25 shoulder screws (provided) into pilot holes, until fully seated.

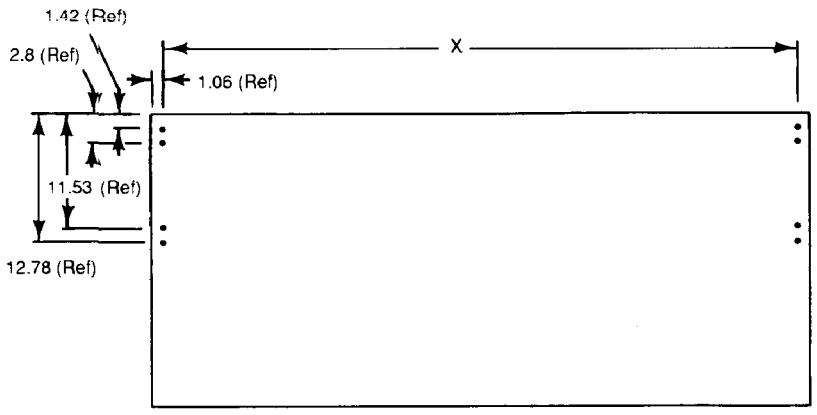


FIG. 2
TOP VIEW
TOP OF CREDENZA

NOTE: The following steps of the installation involve lifting and aligning the vertical storage unit. Two people (minimum) are required for these operations.

5. Lift vertical storage unit onto top of credenza (Fig. 3a). Align so openings in modular clips on vertical storage unit end panels fit over heads of shoulder screws on credenza. Refer to Figure 4.

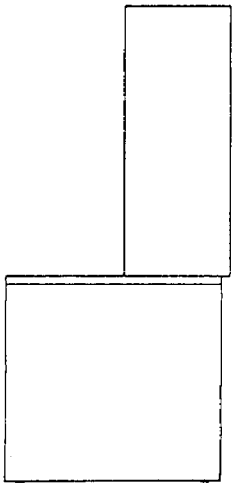


FIG. 3a

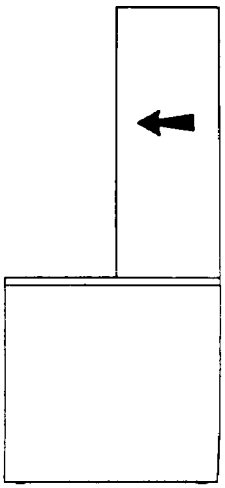


FIG. 3b

6. Carefully slide vertical storage unit forward, to engage modular clips (Fig. 3b). Windows have been placed on the inside of vertical end panels for inspection of locking clips. Clips must be in locked position (Fig. 4). Use of a rubber mallet may be necessary to engage clips; take care to strike the vertical end panel and not to damage the wood.

Removal of vertical storage unit

Locking modular clips can be disengaged by carefully prying up locking tabs with a screwdriver or similar tool as unit is simultaneously slid towards rear. Access to locking clips is gained through windows on inside of vertical end panels. Once locking clips are disengaged the vertical storage unit may be lifted from the credenza.

Hinge Adjustment

The hinges on your Wood Places product have been adjusted at the factory for proper door alignment. However, if any shifting occurs in transit, the hinges may be re-adjusted in the following manner:

1. Side-to-side Adjustment: Adjust screw "A" to desired position (Fig. 5a).

2. Depth Adjustment: Loosen screw "B" (one turn), adjust door to desired position, re-tighten screw (Fig. 5B).

3. Height Adjustment: Loosen "C" screws, adjust door to desired position, re-tighten screws (Fig. 5C).

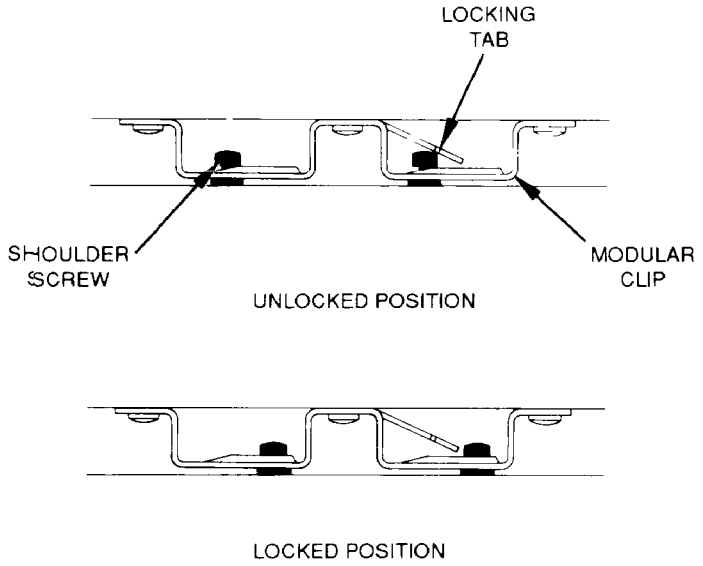


FIG. 4
LOCKING MODULAR CLIP

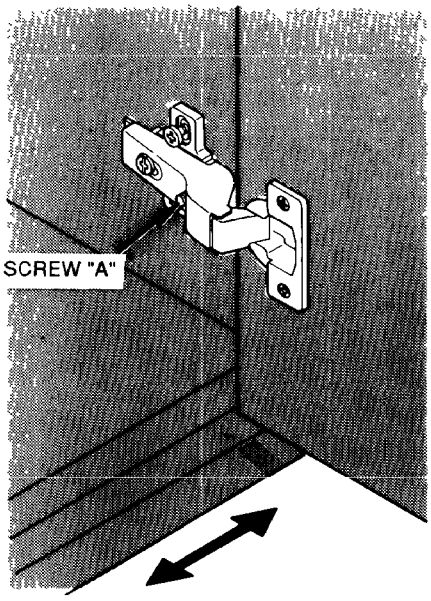


FIG. 5a
SIDE-TO-SIDE ADJUSTMENT

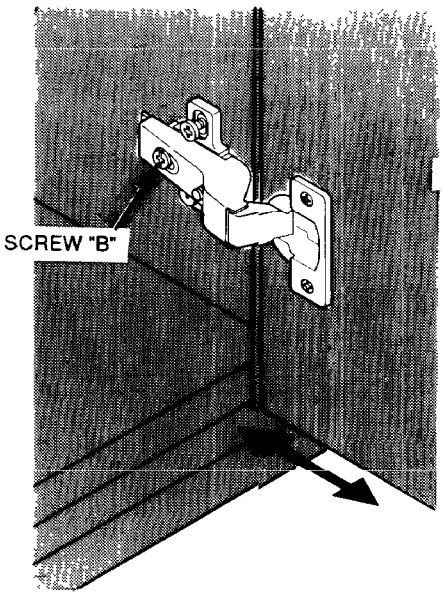


FIG. 5b
DEPTH ADJUSTMENT

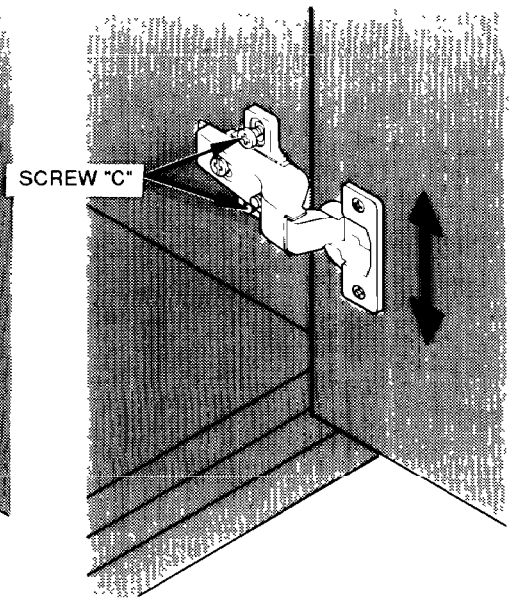


FIG. 5c
HEIGHT ADJUSTMENT