# Sorter and Sorter <br> Shelving 

## INSTRUCTIONS

1. Place sorter with the top side down on a non-abrasive surface.
2. Locate plastic package containing double faced tape.
3. Clean both surfaces where double-faced tape is to be applied. Use any common cleaning agent to remove traces of grease or dirt. Surface must be dry before applying tape. Use only the 3M 4416 double-faced tape provided.
4. Refer to Figure 1. Apply tape as show to bottom of sorter.

NOTE: It is the responsibility of the end user to follow all specific local, state and federal occupational safety and health standards applicable in the workplace. Extra installation support (anchors) may be necessary in some areas.
5. Install shelves per instructions on reverse side of this sheet.


## Sorter Shelving

## INSTALLATION INSTRUCTIONS

1. Remove shelves and shelf supports from cartons. Keep same size shelves, supports, etc., together. (Shelves have beveled fronts with curved thumbcut; shelf supports have rows of loops).
2. Pre-configured sorter models use a combination of $11^{\prime \prime}$ wide and 12 " wide shelves; shelves are either 12 " or 15 " deep. Refer to table below for the size and number of columns (of shelves) for each sorter width.

Pre-Configured Sorters -- Shelf Width

| Sorter Width | Total \# of Columns | \# of Columns By Shelf Width |
| :---: | :---: | :---: |
| $24 "$ | 2 | 2 Columns of 11" Wide Shelving |
| $36^{\prime \prime}$ | 3 | 2 Columns of 11" Wide / 1 Column of 12" Wide |
| $48^{\prime \prime}$ | 4 | 2 Columns of 11" Wide / 2 Columns of 12" Wide |
| $60 "$ | 5 | 2 Columns of 11" Wide / 3 Columns of 12" Wide |
| $72^{\prime \prime}$ | 6 | 2 Columns of 11" Wide / 4 Columns of 12" Wide |

3. To install shelf supports, begin at either end of sorter. Determine the location of each shelf support by measuring to the proper slot (in sorter bottom) with the selected shelf width -- or count by slots (1"apart) to find the correct one.
4. Shelf supports are installed with their feet into the bottom slots and the top tab inserted into the slotted strip protruding down from the sorter top. Make sure that the side of the shelf support with loops closest to the edge fits toward the front of the sorter.
5. After all the shelf supports are installed (11" or 12 " apart as required), install the shelves as follows:
a. Pre-configured sorters (L" or G" follows sorter model number, i.e., SC6048G): the shelving provided with the sorter will allow for 3 " high pockets, although you can install the shelves to create any height pocket on $1 / 2$ " intervals (loops are 1/2" apart).
b. Custom sorter configurations ("E" follows sorter model number, i.e., SC6048E): install shelves at intervals as desired by the specifier or customer.
6. Begin installing shelves at either the left or right end columns. Starting at the bottom and working across the unit until that row is filled with shelves. Then move up to the next row until columns are filled with shelves.
7. While keeping the shelf level, insert each carefully between the correct loops. Push the shelf all the way into the sorter where the shelf tabs will drop into place (you may need to tap it lightly). When installed properly, the shelf will be locked firmly in place so that if you try to pull it out of the sorter, it will not move. To remove the shelf from the cabinet, it must be lifted first, then pulled out.
