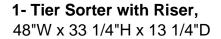
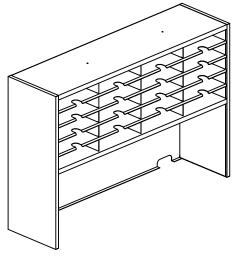
Kwik-File, LLC Two-Tier Sorter with Riser SR4833R

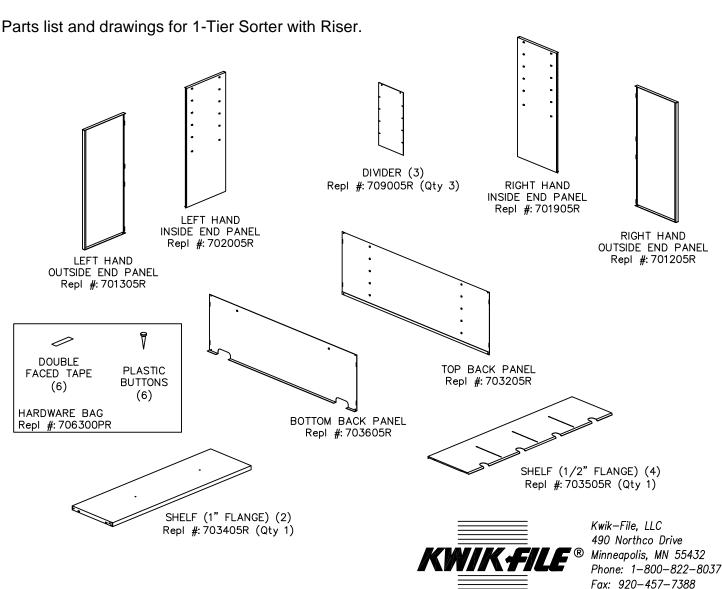


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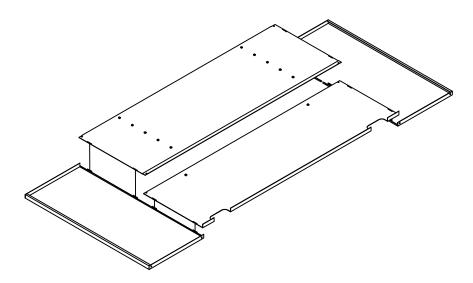
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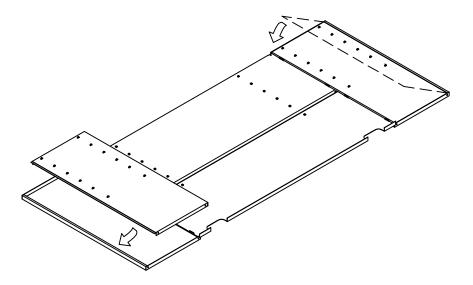


Online: www.mayline.com

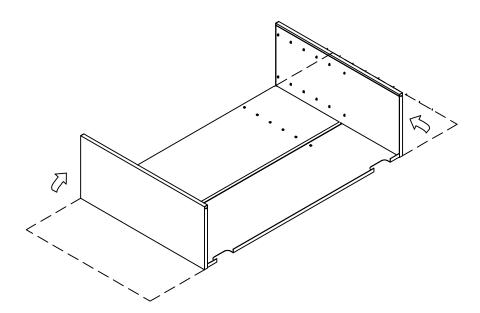
- 1. No tools required: Unpack carton and identify all parts. Peel off protective film from face side of all flat steel parts.
- 2. Position the two outside end panels (loop side up) and the top and bottom back panels (tab side up) as shown on a clean, flat, smooth surface. Bottom back panel has wire cutouts on bottom.
- 3. Lift up one side of the bottom back panel and insert tabs through the lower slots in the adjacent end panel. Repeat with other side. Then do the same with the top back panel. The lower edge of the top back panel will slightly overlap the upper edge of the lower back panel.



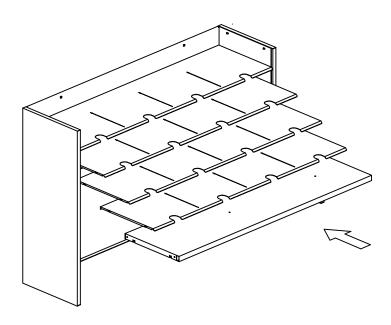
4. Place each of the inside end panels inside the outside end panels, loop side up; the offset lip fits under the flange on the outer edge of the outside end panel. Note: the flange on the inside end panel with the two holes should be facing down.



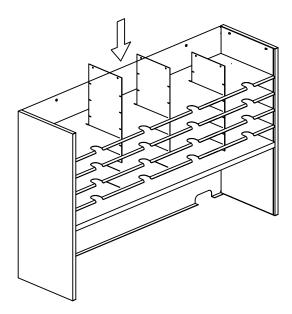
- 5. Take the 6 pieces of double-faced tape and peel off the backing; then apply 2 to the bottom of each outside end panel and 2 to the back panel.
- 6. With the assistance of another person, each lifting from an end panel, swing the end panels up 90 degrees from the back panels, and set the unit upright.



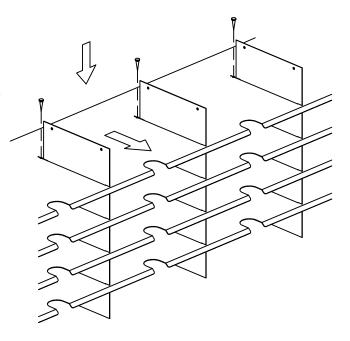
7. To install shelves, begin with the bottom shelf (1" front flange and no divider slots). Position the shelf so its tabs (on side flanges only) lock into the bottom rows of loops on the inside end panel, and its back flange is held by the tabs on the back panel, and set it gently into place. Repeat this same procedure with the four shelves with slots in them.



8. To install dividers, insert a divider through each slot. Dividers slide down through slots in all shelves until they rest on the bottom shelf. Note: the end of each divider with the two holes should be facing up.



- 9. When all the dividers are in place, pull each one forward to lock into position. Insert the plastic buttons into the holes behind the dividers on the top and bottom shelves with divider slots.
- 10. Position the top shelf (1" front flange and no divider slots) over the top row of tabs on the back panel and with its tabs through the loops on the inside end panel, and set it carefully in place.
- 11. Remove backing from double-faced tape previously attached to bottom of sorter and set in place. Tape will prevent sorter from moving on table.





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