

User Guide - Caddy

The following guide shows the steps for using your cabinet for the first time.

GETTING STARTED

1. Remove packaging
 - The keys for the tambour door and the drawers are taped inside the top drawer.
 - Retrieve the keys, insert into locks and turn clockwise to lock the caddy door and drawers. Each key is numbered to match the code printed on the corresponding lock.
 - The cabinet door and drawers should move freely - open, close and lock.
2. Prepare for use
 - Remove tape that has been used to secure the pencil tray inside the top drawer, and the shelf in the tambour for transit.
 - Check the clips supporting the tambour shelf are firmly in place and have not dislodged during transit.
3. Loading and unloading
 - Never sit on or climb onto the top of the caddy.
 - Never overload the drawers. Drawers have a load capacity of 20kg load carrying capacity per drawer.
 - Never overload the shelves. Shelves are limited to uniformly distributed loads of 20kgs
4. Moving caddys
 - The caddy comes with castors making relocating the unit easy. When not being relocated it is recommended the lock on the castors be engaged to prevent unforeseen movement.



lockable door and drawer



lockable castor