

# CONNECTA

## Shelving Assembly Instructions

**STEP 1:** REMOVE ALL PROVIDED PACKAGING FROM THE SHELVES AND POSTS.

**STEP 2:** DETERMINE THE POSITION OF THE LOWEST SHELF. IT IS RECCOMENDED THAT A 150mm CLEARANCE FROM THE FLOOR IS LEFT TO ALLOW FOR CLEANING. IF UNITS ARE TO BE MOBILE PLEASE SEE NOTE BELOW THE ASSEMBLY INSTRUCTIONS.

**STEP 3:** SNAP ON ONE HALF OF THE PLASTIC COLLAR ONTO THE POST (WITH THE THICK END DOWN). SNAP ON THE REMAINING HALF OF THE COLLAR AND SLIDE UP OR DOWN UNTIL SECURED INTO THE DESIRED GROVE. REPEAT THIS FOR ALL FOUR POSTS.

**STEP 4:** STANDING THE SHELF UP ON ITS LONGEST SIDE, INSERT EACH POST FROM THE BOTTOM OF THE SHELF UNTIL ALL OF THE SHELVES ARE IN POSITION.

**STEP 5:** CAREFULLY RETURN THE UNIT INTO THE UPRIGHT POSITION. **DO NOT "KNOCK DOWN"** THE SHELF UNTIL ALL OF THE SHELVES ARE IN POSITION.

**STEP 6:** REPEAT STEPS 2, 3, 4 & 5 FOR THE REMAINING SHELVES.

**STEP 7:** WITH A RUBBER MALLETT "KNOCK DOWN" THE SHELVES UNTIL THEY ARE COMPLETELY SECURED.

**STEP 8:** THE FOOT OF EACH POLE CAN BE ADJUSTED TO COMPENSATE FOR UN-EVEN FLOOR SURFACES.

### **IMPORTANT NOTE:**

For mobile shelving systems it is important that the bottom shelf is positioned on the lowest groove possible on the posts. All castors will also require periodic checking as they could work loose with regular movement/vibration over time.

**CLEANING:** TO CLEAN THIS PRODUCT, USE WARM SOAPY WATER WITH A NON-ABRASIVE DAMP CLOTH. ENSURE THAT ANY EXCESS WATER IS WIPED DRY.

