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Winsome 99342

Winsome Studio 4-Tier Bookshelf (Model 99342) Instruction Manual

Brand: Winsome

1. INTRODUCTION

Thank you for choosing the Winsome Studio 4-Tier Bookshelf. This manual provides essential information for the safe assembly, proper use, and maintenance of your new bookshelf. Please read these instructions carefully before beginning assembly and retain them for future reference.

The Winsome Studio Bookshelf is designed to offer functional storage and display space for books, decorative items, and other personal belongings in various home or office settings.



Image 1: The Winsome Studio 4-Tier Bookshelf, showcasing its design and potential use in a room.

2. SAFETY INFORMATION

Please observe the following safety precautions to prevent injury or damage to the product:

- **Adult Assembly Required:** This product contains small parts and requires adult assembly. Keep children and pets away during assembly.
- **Use on a Level Surface:** Always place the bookshelf on a flat, stable, and level surface to prevent tipping.
- **Do Not Overload:** Adhere to the maximum weight capacity per shelf (50 pounds). Distribute weight evenly.
- **Secure All Connections:** Ensure all screws and fasteners are securely tightened before use. Periodically check and re-tighten as necessary.
- **Avoid Climbing:** Do not allow children to climb on the bookshelf.
- **Proposition 65 Warning:** This product can expose you to chemicals including wood dust, which is known to the State of California to cause cancer. For more information go to www.P65Warnings.ca.gov.

3. PACKAGE CONTENTS

Before assembly, verify that all components are present and undamaged. If any parts are missing or damaged, please contact customer support.

- Side Panels (2)
- Shelves (4)
- Back Support Rails (3)
- Hardware Pack (screws, dowels, wood plugs, Allen wrench)
- Assembly Instructions Guide

4. SETUP AND ASSEMBLY

Assembly is required for this bookshelf. It is recommended to have two people for assembly. An Allen wrench is included in the hardware pack. A Phillips head screwdriver (not included) may also be helpful.

1. **Unpack Components:** Carefully remove all parts from the packaging and lay them out on a clean, soft surface (e.g., a blanket or carpet) to prevent scratches.
2. **Attach Side Panels:** Connect the shelves to the side panels using the provided screws and dowels. Ensure the shelves are oriented correctly.
3. **Install Back Support Rails:** Secure the three back support rails between the side panels at the rear of the unit. Ensure these are firmly attached to enhance stability.
4. **Tighten All Fasteners:** Once all components are in place, carefully tighten all screws using the provided Allen wrench. Do not overtighten.
5. **Insert Wood Plugs:** Cover exposed screw heads with the decorative wood plugs for a finished appearance.
6. **Position Bookshelf:** Carefully move the assembled bookshelf to its desired location. Ensure it is stable and level before placing items on it.





Image 2: Front view of the Winsome Studio 4-Tier Bookshelf after assembly.

5. OPERATING AND USAGE

The Winsome Studio 4-Tier Bookshelf is designed for indoor use to store and display various items. To ensure

longevity and safety:

- **Load Distribution:** Distribute the weight of items evenly across each shelf. Avoid concentrating heavy items on one side or one shelf.
- **Weight Capacity:** Each shelf has a maximum weight capacity of 50 pounds (23 kg). Do not exceed this limit.
- **Placement:** Place the bookshelf against a wall for added stability. If placing in an open area, ensure it is not in a high-traffic zone where it could be easily bumped.
- **Environmental Conditions:** Avoid placing the bookshelf in direct sunlight or near heat sources, as this can cause wood to warp or fade. Maintain a stable humidity level to prevent wood expansion or contraction.



Image 3: Angled view of the bookshelf, highlighting its finish and structure.

6. MAINTENANCE AND CARE

Proper care will help maintain the appearance and structural integrity of your bookshelf:

- **Cleaning:** Wipe the surface with a soft, damp cloth. Avoid using harsh chemicals, abrasive cleaners, or polishes that may damage the wood finish.
- **Dusting:** Regularly dust with a dry, soft cloth to prevent buildup.
- **Spills:** Immediately wipe up any spills to prevent staining or water damage.
- **Hardware Check:** Periodically inspect all screws and fasteners to ensure they remain tight. Re-tighten as needed to maintain stability.



Image 4: Visual reminder for cleaning with a damp cloth.

7. TROUBLESHOOTING

If you encounter any issues with your bookshelf, refer to the following common problems and solutions:

| Problem | Possible Cause | Solution |
|---------------------------|---|--|
| Bookshelf wobbles | Uneven floor; loose fasteners | Ensure bookshelf is on a level surface. Check and tighten all screws. |
| Parts do not fit together | Incorrect orientation; manufacturing defect | Review assembly instructions for correct part orientation. If parts are defective, contact customer support. |
| Missing hardware | Packaging error | Contact customer support for replacement parts. |

8. SPECIFICATIONS

- **Model Name:** Studio
- **Model Number:** 99342
- **Dimensions (D x W x H):** 12" x 25.98" x 42.01" (30.5 cm x 66 cm x 106.7 cm)
- **Number of Shelves:** 4
- **Material:** Solid / Composite Wood (Beechwood)
- **Finish Type:** Honey
- **Item Weight:** 31.97 Pounds (14.5 kg)
- **Weight Capacity per Shelf:** 50 Pounds (23 kg)
- **Assembly Required:** Yes



Image 5: Dimensional diagram of the bookshelf with weight capacity details.

9. WARRANTY AND SUPPORT

Warranty: Winsome offers replacement parts for up to 60 days from the date of purchase. This warranty covers manufacturing defects and damaged parts received upon delivery.

Customer Support: For assistance with assembly, missing parts, or any other product-related inquiries, please contact Winsome customer service or the retailer from whom you purchased the product. Please have your model number (99342) and proof of purchase ready.

You can visit the Winsome brand store for more information: [Winsome Brand Store](#)