Bush Furniture WC12954C

Bush Business Furniture Series C 2-Drawer Lateral File Cabinet Instruction Manual

1. Product Overview

The Bush Business Furniture Series C 2-Drawer Lateral File Cabinet is designed to expand your office storage with classic styling and clean lines. This filing cabinet offers a convenient solution for organizing letter, legal, and A4-sized documents. Constructed with 100% thermally fused laminate, it provides durability and superior resistance to scratches and stains, ensuring long-lasting appeal in both home and professional office environments.
The cabinet features full-extension ball bearing slides for easy access to files and an interlocking drawer system to prevent tipping. A locking mechanism is included to secure sensitive documents and personal items.



Image 1: The Bush Business Furniture Series C 2-Drawer Lateral File Cabinet in Mocha Cherry finish, shown in an office setting.

2. Key Features

- **Commercial Quality Construction:** Built to withstand daily use in busy professional environments.
- **Durable Finish:** Resists scratches and stains, maintaining its appearance over time.
- **Locking Drawers:** Provides security for confidential documents and personal belongings.
- **Full-Extension Ball Bearing Slides:** Ensures smooth and easy access to the entire drawer contents.
- **Accommodates Multiple File Sizes:** Designed for letter, legal, and A4-size paperwork.
- **Anti-Tip Mechanism:** Interlocking drawers prevent the cabinet from tipping when multiple drawers are open.
- **Coordinating Options:** Part of the Series C Collection, allowing for a complete office setup with matching desks, storage cabinets, and bookcases.

3. Dimensions

The Series C 2-Drawer Lateral File Cabinet has the following dimensions:

- **Depth:** 23.35 inches (59.3 cm)
- **Width:** 35.67 inches (90.6 cm)
- **Height:** 29.84 inches (75.8 cm)
- **Item Weight:** 111.2 pounds
- **Weight Limit:** 118 pounds

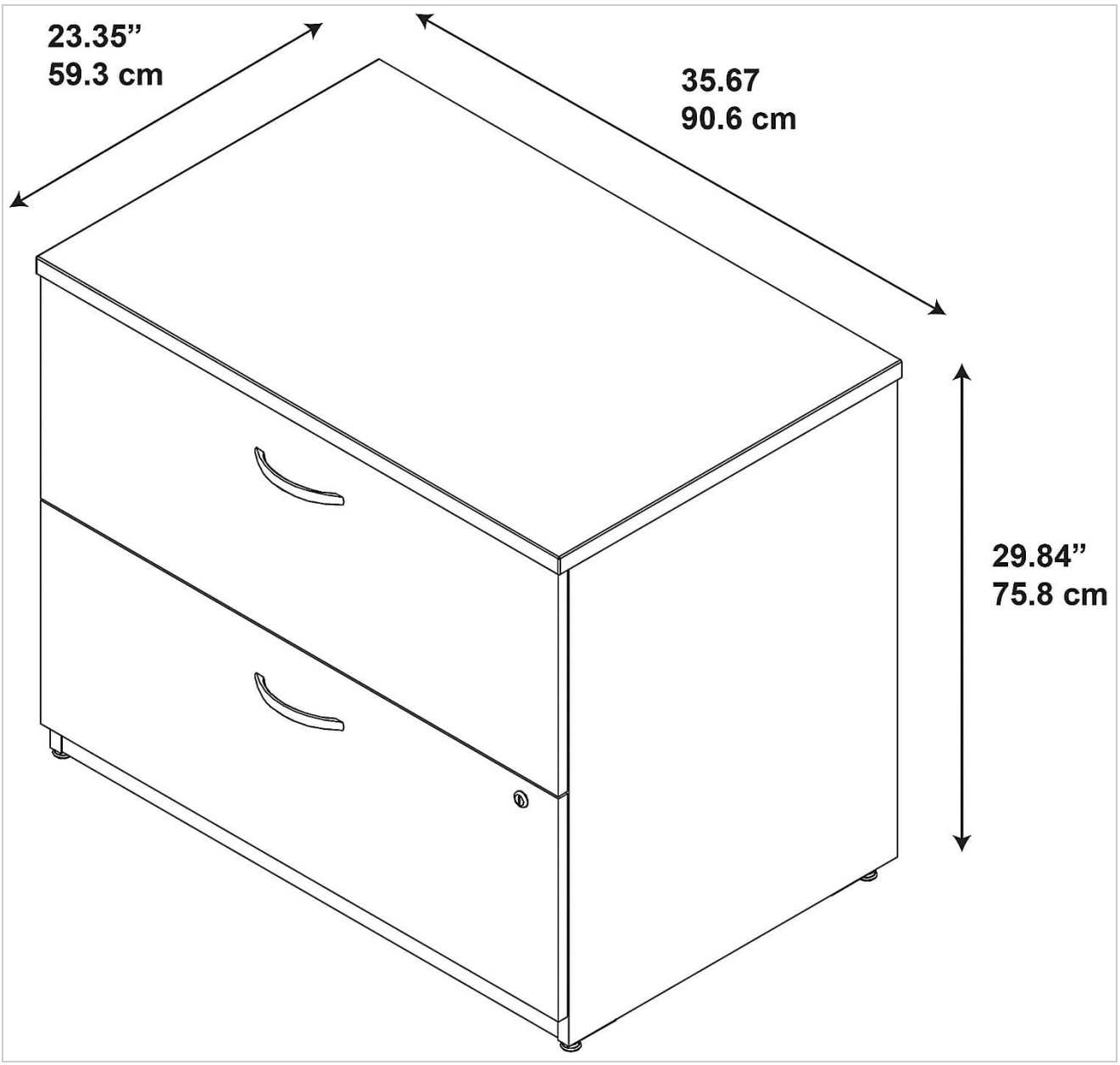


Image 2: Diagram illustrating the depth, width, and height of the 2-Drawer Lateral File Cabinet in both inches and centimeters.

4. Setup and Assembly

Assembly of the Bush Business Furniture Series C 2-Drawer Lateral File Cabinet is required. A detailed instruction manual is included with your purchase to guide you through the process. It is recommended to follow the instructions carefully, ensuring all components are correctly identified and installed.

For optimal assembly, ensure you have adequate space and the necessary tools. If you require assistance during assembly, please refer to the support section for contact information.



Image 3: The assembled 2-Drawer Lateral File Cabinet positioned in a home office environment.

5. Operating Instructions

5.1. Drawer Operation

The file cabinet features two drawers equipped with full-extension ball bearing slides. To open a drawer, gently pull the handle. The slides allow the drawer to extend fully, providing complete access to your files. To close, push the drawer firmly until it is flush with the cabinet frame.



Image 4: A drawer of the lateral file cabinet shown open, revealing organized files and the full-extension slides.

5.2. File Organization

The drawers are designed to accommodate letter, legal, and A4-size paperwork. Utilize hanging file folders for efficient organization within the drawers.



Image 5: A close-up view of the drawer's internal mechanism and rails designed for hanging files.

5.3. Locking Mechanism

The cabinet includes a locking mechanism to secure the drawers. Insert the key into the lock located on the front of one of the drawers and turn to engage or disengage the lock. This feature helps protect sensitive documents and personal items.



Image 6: A detailed view of the key and lock mechanism on the lateral file cabinet drawer.

5.4. Anti-Tip Feature

For safety, the cabinet is equipped with an interlocking drawer system. This mechanism prevents more than one drawer from being opened at a time, significantly reducing the risk of the cabinet tipping over. Always ensure one drawer is fully closed before attempting to open another.

6. Maintenance

To maintain the appearance and longevity of your Bush Business Furniture Series C Lateral File Cabinet, follow these simple care instructions:

- **Cleaning:** Wipe surfaces with a damp cloth. Avoid using harsh chemicals or abrasive cleaners, as these can damage the laminate finish.
- **Spills:** Promptly wipe up any spills to prevent staining or damage to the finish.
- **Hardware:** Periodically check all screws and fasteners to ensure they are tight. Tighten any loose hardware as needed to maintain stability.

7. Troubleshooting

If you encounter any issues with your file cabinet, consider the following troubleshooting steps:

- **Drawers are Sticking or Not Opening Smoothly:**
  - Check if the drawers are overloaded. Reduce the weight if necessary.
  - Inspect the ball bearing slides for any obstructions or damage. Clean the tracks if dust or debris is present.
  - Ensure the cabinet is on a level surface. Uneven flooring can affect drawer alignment.
- **Lock Not Engaging/Disengaging:**
  - Ensure the drawer is fully closed before attempting to lock it.
  - Check if the key is fully inserted and turned correctly.
  - Avoid forcing the lock. If the issue persists, contact customer support.
- **Cabinet Feels Unstable:**
  - Verify that all assembly hardware is securely tightened.
  - Ensure the cabinet is placed on a flat, stable surface.
  - Confirm that the anti-tip mechanism is functioning correctly, preventing multiple drawers from opening simultaneously.

8. Specifications

Brand	Bush Furniture
Model Name	Series C
Item Model Number	WC12954C
Color	Mocha Cherry
Product Dimensions	23.35"D x 35.67"W x 29.84"H
Material	Engineered Wood
Finish Type	Mocha Cherry
Number of Drawers	2
Mounting Type	Floor Mount (Freestanding)
Item Weight	111.2 Pounds
Weight Limit	118 Pounds
Assembly Required	Yes
Hardware Color	Brushed Nickel
Storage Options	2 drawers for letter, legal, and A4-size paperwork

9. Warranty and Support

9.1. Warranty Information

The Bush Business Furniture Series C 2-Drawer Lateral File Cabinet is backed by a**10-Year Manufacturer's Warranty**. This warranty covers defects in materials and workmanship under normal use. Please retain your proof of purchase for warranty claims.

9.2. Customer Support

For assembly assistance, troubleshooting, or any other product-related inquiries, please contact Bush Business Furniture customer service:

- **Phone:** 800-950-4782

Our support team is available to provide guidance and resolve any issues you may encounter.

10. Product Video

Watch the official product video for an overview of the Bush Business Furniture Series C Collection, highlighting its design, quality, and versatility for various office setups.

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Video 1: An official video showcasing the Bush Business Furniture Series C collection, including various desk formats, storage options, and adjustable height desks, emphasizing its commercial quality and design versatility.

Ask a question about this manual

Ask about setup, troubleshooting, compatibility, parts, safety, or missing instructions. Manuals+ will review the question and use this page's manual context to help answer it.

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Example: How do I reset this device or fix this error?

Details

Model number, symptoms, what you tried, or the section of the manual you are using.

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