

HON 434LP

HON basyx 434LP 400 Series Four-Drawer Lateral File Instruction Manual

Model: **434LP** | Brand: **HON**

1. INTRODUCTION AND OVERVIEW

The HON basyx 434LP 400 Series Four-Drawer Lateral File is designed to provide efficient and durable storage for your office documents. This model features a robust construction suitable for both commercial and home office environments. Its compact design helps optimize space, while the four spacious drawers accommodate letter or legal-sized hanging file folders.

Key features include:

- **Space-Saving Design:** Compact format frees up space in aisles or workstations.
- **Enhanced Stability:** Four vertical reinforcements ensure the cabinet remains sturdy.
- **Tamper-Resistant Base:** An enclosed base resists tampering and further strengthens the cabinet structure.
- **Safety Interlock:** A mechanical interlock system prevents more than one drawer from being opened at a time, enhancing stability and preventing tipping.
- **Smooth Operation:** Drawers are designed for smooth gliding.
- **Lockable:** Provides security for sensitive documents.



Figure 1.1: The HON basyx 434LP Four-Drawer Lateral File in a typical office environment, showcasing its design and size.

2. SAFETY INFORMATION

Please read and understand all safety instructions before using this product. Failure to follow these instructions may result in injury or damage to the product.

- **Stability:** Always ensure only one drawer is open at a time to prevent tipping. The mechanical interlock system is designed to enforce this safety measure.
- **Pinch Points:** Use caution when opening and closing drawers to avoid potential pinch points. Keep hands and fingers clear of moving parts.
- **Weight Distribution:** Distribute contents evenly across drawers to maintain balance. Avoid placing excessively heavy items in upper drawers if lower drawers are empty.
- **Secure Placement:** Place the filing cabinet on a level, stable surface.

3. SETUP AND ASSEMBLY

Assembly is required for the HON basyx 434LP lateral file. While specific step-by-step instructions are typically provided with the product packaging, the general process involves:

1. **Unpacking:** Carefully remove all components from the packaging. Inspect for any damage.
2. **Base Assembly:** Attach the enclosed base to the main cabinet frame.
3. **Drawer Installation:** Install the four drawers onto their respective ball-bearing slides. Ensure they glide smoothly.
4. **Handle Attachment:** Secure the molded polymer handles to each drawer front.
5. **Lock Mechanism:** Verify the locking mechanism is correctly installed and functional.
6. **Leveling:** Place the assembled cabinet in its desired location and adjust any leveling feet to ensure stability.



Figure 3.1: Product dimensions of the HON basyx 434LP lateral file, showing its 30-inch width, 19.2-inch depth, and 53-inch height.

4. OPERATING INSTRUCTIONS

Using your HON basyx 434LP lateral file is straightforward:

- **Opening Drawers:** Gently pull the handle of the desired drawer. The ball-bearing slides ensure smooth extension. Remember, only one drawer can be opened at a time due to the safety interlock.

- **Closing Drawers:** Push the drawer firmly until it is fully closed and latched.
- **Filing Documents:** The drawers are designed to accommodate letter or legal-sized hanging file folders. Place the file folders on the internal rails provided within each drawer.
- **Locking the Cabinet:** Insert the key into the lock cylinder located on the top drawer. Turn the key to engage the locking mechanism, which secures all drawers simultaneously. Remove the key to ensure security.
- **Unlocking the Cabinet:** Insert the key and turn it to the unlock position. All drawers will then be accessible.



Figure 4.1: A drawer of the lateral file shown in an open position, illustrating the internal rails for hanging file folders.

5. MAINTENANCE

Regular maintenance will ensure the longevity and optimal performance of your filing cabinet:

- **Cleaning:** Wipe down the exterior surfaces with a soft, damp cloth. Avoid abrasive cleaners or solvents that could damage the finish.
- **Drawer Slides:** Periodically check the drawer slides for any debris or obstructions. If drawers become stiff, a small amount of silicone lubricant can be applied to the slides (avoid oil-based lubricants).
- **Lock Mechanism:** Ensure the lock operates smoothly. If it becomes difficult to turn, a graphite-based lubricant can be used sparingly in the keyhole.
- **Structural Integrity:** Periodically inspect the cabinet for any loose screws or structural damage. Tighten fasteners as needed.

6. TROUBLESHOOTING

If you encounter any issues with your filing cabinet, refer to the following common troubleshooting tips:

- **Drawer is Sticking or Hard to Open/Close:**
 - Check for overloaded drawers. Redistribute contents if necessary.
 - Inspect the drawer slides for obstructions or dirt. Clean and lubricate if needed.
 - Ensure the cabinet is on a level surface. Uneven surfaces can cause misalignment.
- **Cabinet Feels Unstable or Wobbly:**
 - Verify that only one drawer is open at a time. The safety interlock prevents opening multiple drawers to maintain stability.
 - Check if the cabinet is on a level surface. Adjust leveling feet if present.
 - Ensure all assembly fasteners are tight.
- **Lock is Not Working:**
 - Ensure all drawers are fully closed before attempting to lock the cabinet.
 - Check if the key is fully inserted and turned correctly.
 - If the lock is stiff, apply a small amount of graphite lubricant to the keyhole.

7. SPECIFICATIONS

Feature	Detail
Brand	HON
Model Name	BSX434LP
Item Model Number	434LP
Color	Black
Product Dimensions	19.25"D x 30"W x 53.25"H
Item Weight	169 Pounds
Material	Alloy Steel

Special Feature	Lockable
Mounting Type	Floor Mount
Room Type	Home Office
Door Style	No Doors
Included Components	Metal Locking Lateral File 30"W 4 Drawer Blk
Finish Type	Painted
Size	4-Drawer
Shape	Square
Number of Shelves	4
Number of Pieces	1
Base Type	Pedestal
Installation Type	Freestanding
Top Material Type	Metal
Handle Material	Metal
Back Material Type	Metal
Assembly Required	Yes
Frame Material	Alloy Steel
Number of Compartments	4
Is Customizable	No
Number of Levels	4
Set Name	400 Series
Storage Options	Hanging file folders
Country/Region Of Origin	Thailand
Date First Available	August 29, 2002

8. WARRANTY AND SUPPORT

For warranty information, customer support, or to purchase replacement parts, please visit the official HON website or contact their customer service department. Details regarding specific warranty periods and coverage can be found on the product registration card or the manufacturer's website.

You can also find general customer support information via the [product page on Amazon](#).

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.

Name

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After a successful submission, we securely hash the supplied account or form email before sending it to Microsoft Advertising for conversion attribution. [Privacy details](#).

Question

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.

Submit question