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## Fellowes 24050TGF

# Fellowes 24050TGF 4-Drawer Storage Unit Instruction Manual

Model: 24050TGF

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## 1. INTRODUCTION

Thank you for choosing the Fellowes 24050TGF 4-Drawer Storage Unit. This unit is designed to provide efficient organization for your office or home environment. Please read this manual carefully to ensure proper setup, operation, and maintenance of your new storage unit.



Image 1.1: The Fellowes 24050TGF 4-Drawer Storage Unit, featuring a grey exterior and four transparent drawers for visible storage.

## 2. SETUP

The Fellowes 24050TGF 4-Drawer Storage Unit comes pre-assembled and requires no complex setup. Follow these simple steps to prepare your unit for use:

- 1. Unpacking:** Carefully remove the storage unit from its packaging. Inspect the unit for any signs of damage during transit.
- 2. Placement:** Place the unit on a stable, flat surface. Ensure the surface can support the weight of the unit when fully loaded.
- 3. Drawer Removal (Optional):** If you need to clean or reconfigure the drawers, gently pull each drawer forward until it stops, then lift slightly and pull out completely.
- 4. Drawer Insertion:** To reinsert a drawer, align the runners on the drawer with the tracks inside the unit and push gently until it slides into place.

## 3. OPERATION

Operating your 4-drawer storage unit is straightforward:

- **Opening Drawers:** Grasp the integrated handle on the front of each drawer and pull it outwards.
- **Closing Drawers:** Push the drawer inwards until it is fully seated within the unit.
- **Storage Capacity:** Each of the four drawers is designed to hold various office supplies, documents, or small items. Avoid overloading drawers to ensure smooth operation and prevent damage.

## 4. MAINTENANCE

Regular maintenance will help prolong the life of your storage unit:

- **Cleaning:** Wipe the exterior and interior of the unit with a soft, damp cloth. For stubborn marks, a mild soap solution can be used. Avoid abrasive cleaners or solvents.
- **Dusting:** Periodically dust the unit to prevent accumulation, especially on and around the drawer tracks.
- **Inspection:** Occasionally check the drawers and unit body for any signs of wear or damage.

## 5. TROUBLESHOOTING

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

Problem	Possible Cause	Solution
Drawer sticks or does not slide smoothly.	Overloaded drawer, debris in tracks, misaligned drawer.	Reduce contents of the drawer. Remove drawer and clean tracks. Reinsert drawer carefully, ensuring proper alignment.
Unit appears unstable.	Uneven surface.	Relocate the unit to a flat, stable surface.

## 6. SPECIFICATIONS

Key specifications for the Fellowes 24050TGF 4-Drawer Storage Unit:

Feature	Detail
Brand	Fellowes
Model Number	24050TGF
Number of Drawers	4
Product Dimensions (L x W x H)	15.75 x 10.24 x 9.84 inches (40 x 26 x 25 cm)
Item Weight	5.42 pounds (2.46 kg)
Assembly Required	No
Color	Grey (exterior)

## 7. WARRANTY AND SUPPORT

For warranty information or technical support regarding your Fellowes 24050TGF 4-Drawer Storage Unit, please refer to the official Fellowes website or contact their customer service department. Keep your purchase receipt as proof of

purchase.

**Fellowes Customer Support:**

- **Website:** [www.fellowes.com](http://www.fellowes.com)
- **Contact Information:** Please visit the website for region-specific contact details.

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