AdirOffice 500-12

AdirOffice Wooden Adjustable Literature Organizer

Model: 500-12

PRODUCT OVERVIEW

The AdirOffice Wooden Adjustable Literature Organizer is designed to provide efficient and versatile storage for various documents and materials. Ideal for office, classroom, or home use, this organizer features a customizable compartment system to adapt to your specific needs. Its sturdy construction ensures durability and long-term utility.

Image: The AdirOffice 12-Compartment Literature Organizer in white, showcasing its empty, adjustable shelves.

SETUP AND ASSEMBLY

Assembly of the AdirOffice Literature Organizer is designed to be straightforward. All necessary hardware is included to facilitate a hassle-free setup. A hammer and a rubber mallet are the only tools required for assembly.

Assembly Steps:

1. Unpack all components and verify against the included hardware list.
2. Follow the provided instructions to connect the main frame pieces using the designated fasteners.
3. Insert the adjustable shelves into the desired slots. The shelves can be repositioned as needed.
4. Secure any backing panels if applicable.

Image: All components and hardware for the AdirOffice Literature Organizer laid out, ready for assembly.

OPERATING INSTRUCTIONS

This literature organizer offers flexibility in its use, allowing for customization and expansion.

Adjusting Shelves:

The shelves are easily adjustable to accommodate various sizes of literature, documents, or other items. Simply slide the shelves out of their current slots and reinsert them into any of the available slots along the side panels. This allows for optimal organization based on the height of your stored materials.

Stacking Multiple Units:

For increased storage capacity, multiple AdirOffice literature organizers can be securely stacked. Use the included dowels to connect units vertically, ensuring stability and seamless integration. This feature allows you to expand your organizational system as your needs grow.

Image: A visual representation of the organizer's stackable and customizable features, highlighting the use of dowels for secure vertical expansion and adjustable shelves for varied storage.

Image: The organizer in use, demonstrating its capacity to hold various colored papers and other office items, with a plant and pen holder on top.

MAINTENANCE

To maintain the appearance and functionality of your AdirOffice Literature Organizer, regularly wipe surfaces with a soft, damp cloth. Avoid using harsh chemicals or abrasive cleaners, as these may damage the finish. Ensure the unit remains dry to prevent material degradation.

TROUBLESHOOTING

No specific troubleshooting steps are provided for this product. If you encounter any issues during assembly or use, please refer to the assembly instructions or contact AdirOffice customer support for assistance.

SPECIFICATIONS

Feature	Detail
Brand	AdirOffice
Model Number	500-12
UPC	815236019326
Color	White
Material	Medium Density Fiberboard
Dimensions (L x W x H)	11.8" x 20" x 21.4"
Item Weight	20.9 pounds
Number of Compartments	12
Features	Adjustable Shelves, Stackable, Freestanding
Usage	Office, Classroom
Included Components	Hardware

WARRANTY AND SUPPORT

The AdirOffice Wooden Adjustable Literature Organizer comes with a **1 Year Limited Warranty**. For warranty claims, product support, or any inquiries not covered in this manual, please contact AdirOffice customer service directly. Refer to the product packaging or the official AdirOffice website for contact information.

Documents - AdirOffice – 500-12

[pdf] Catalog

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