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› Tribesigns 2 Drawer File Cabinet Instruction Manual

Tribesigns HOGA-C0168

Tribesigns 2 Drawer File Cabinet Instruction Manual

Model: HOGA-C0168

INTRODUCTION

Thank you for choosing the Tribesigns 2 Drawer File Cabinet. This versatile piece of furniture is designed to organize your office essentials, including machines, paper, files, and supplies. Its sleek and modern design makes it a perfect fit for any home office or study. This manual provides detailed instructions for assembly, operation, maintenance, and troubleshooting to ensure you get the most out of your new file cabinet.

SAFETY INFORMATION

- Always use the key to lock the drawer when not in use.
- Keep heavy items balanced on the top shelf to prevent tipping.
- Be cautious when moving the cabinet on wheels to avoid injuries.
- Always use the brakes when stationary.

WHAT'S IN THE BOX

Please verify that all components are present before beginning assembly:

- Shelves
- All necessary hardware (screws, dowels, cam locks, etc.)
- Drawer slides and handles
- Casters with brakes
- Assembly tools (usually an Allen wrench and screwdriver)

SETUP AND ASSEMBLY

For a visual guide to assembly, please refer to the official product video below. Detailed diagrams are also typically included in your physical instruction manual.

Official assembly video for the Tribesigns Lateral Filing Cabinet with Two Drawers. This video demonstrates the step-by-step process

of putting together the cabinet, from attaching the wheels to installing the drawers.

Assembly Steps:

1. **Attach Casters to Base:** Secure the four rolling casters to the bottom panel of the cabinet using the provided screws. Ensure the casters with brakes are positioned correctly for easy access.
2. **Assemble Side Panels and Shelves:** Connect the vertical side panels and internal shelves to the base using the designated hardware (e.g., cam locks and dowels). Ensure all connections are tight and secure.
3. **Install Drawer Slides:** Attach the drawer slides to the internal cabinet panels as indicated in the instructions. Pay attention to the orientation of the slides.
4. **Attach Top Panel:** Secure the top panel to the assembled frame, ensuring it is flush and stable.
5. **Assemble Drawers:** Construct the two drawers by attaching the front, back, and side panels, and then securing the bottom panel. Install the drawer handles and the corresponding drawer slides.
6. **Insert Drawers:** Carefully slide the assembled drawers into the cabinet, aligning the drawer slides with the cabinet slides.



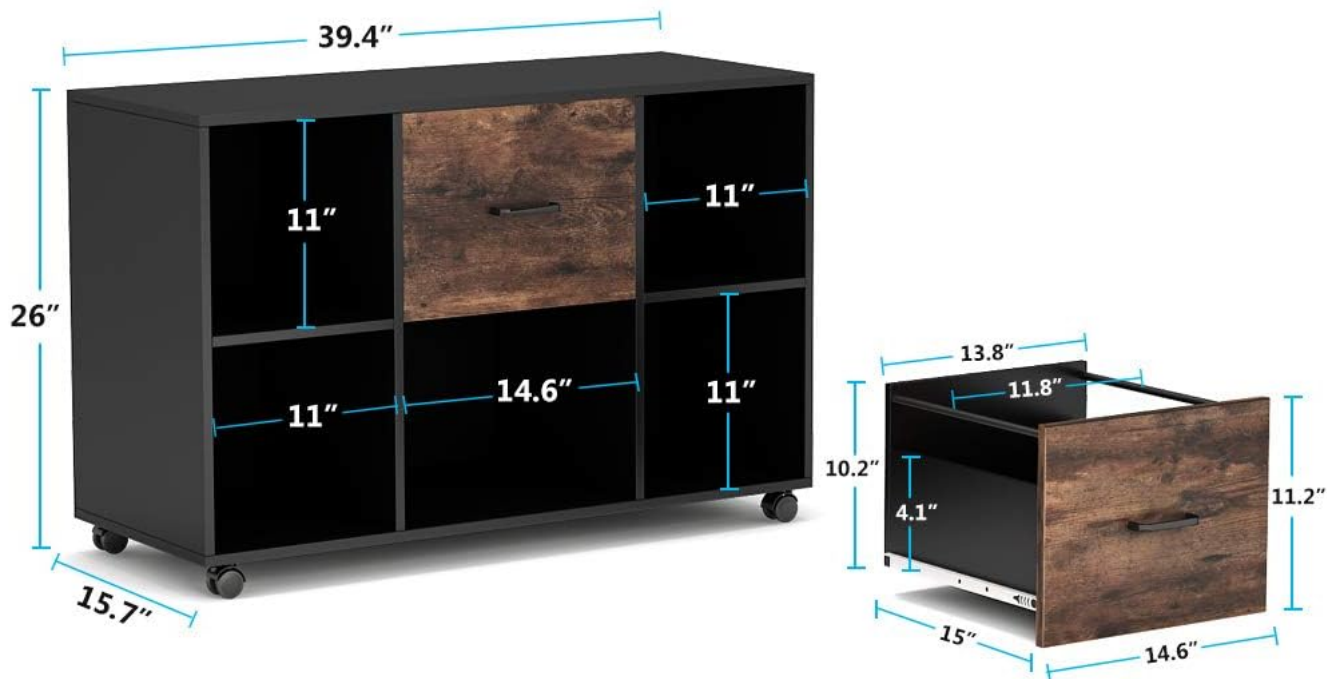
The fully assembled Tribesigns 2 Drawer File Cabinet, ready for use in a home office environment.



62.9"



26"

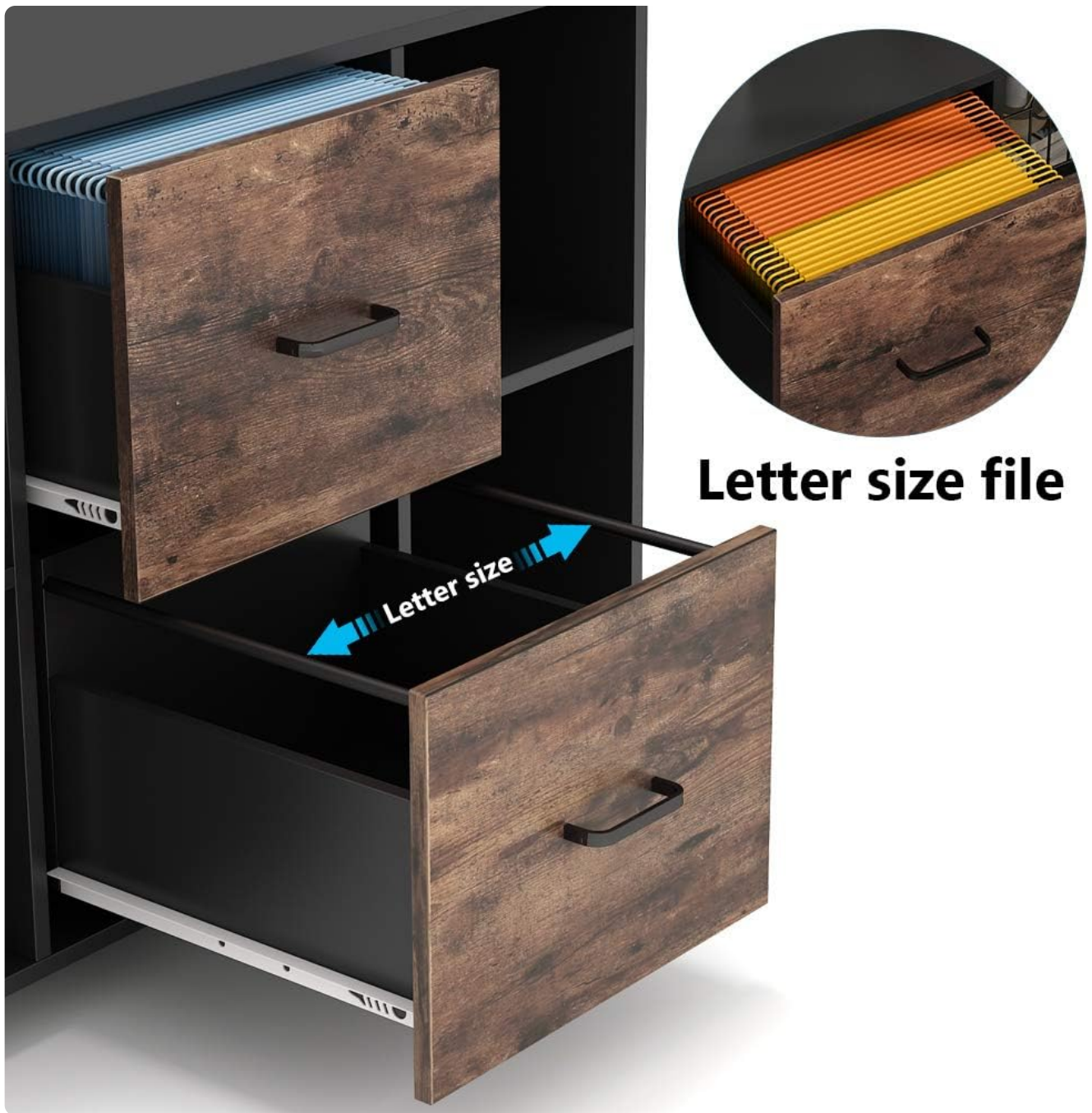


Detailed dimensions of the file cabinet, including overall size and internal compartment measurements.

OPERATING INSTRUCTIONS

Using the File Drawers

The two drawers are designed to accommodate letter-size hanging file folders, keeping your documents organized and easily accessible. They extend fully for convenient access to all contents. Ensure files are evenly distributed to prevent tipping.



Letter size file

The spacious drawers are designed to hold letter-size hanging files, ensuring easy organization and access.

Utilizing Open Storage

The four open shelves provide versatile storage space for various home office essentials. These can be used for books, decorative items, paper trays, or other supplies, allowing for easy isolation and organization of your items.

Printer Stand Functionality

The sturdy top surface of the cabinet (39.5"L x 16"D) is designed to hold your printer, scanner, or fax machine. It has a maximum weight capacity of 155 lbs when evenly distributed, making it a reliable printer stand.

Spacious Desktop

Large space for office supplies.



Open Storage Space

Convenient to use your daily office items



2-Drawers Design

Store and classify your files easily.



Key features of the cabinet: spacious desktop for office machines, open storage for daily items, and two functional drawers.

Mobility and Stability

Equipped with four rolling casters, this cabinet can be easily moved and repositioned as needed. Each caster includes a built-in brake to ensure stability once the cabinet is in its desired location. Engage the brakes when the cabinet is stationary to prevent accidental movement.



Metal Handles



Mute Slide Damper



On Brake



Off Brake



Details of the durable metal handles and the 360-degree rotating casters with integrated brakes for easy movement and stability.

MAINTENANCE

Cleaning

To clean the cabinet, wipe surfaces with a soft, damp cloth. Avoid using harsh chemicals or abrasive cleaners, as these can damage the finish. Promptly wipe up any spills to prevent staining or warping of the engineered wood.

General Care

- Periodically check all screws and fasteners to ensure they remain tight. Tighten if necessary.
- Avoid placing extremely hot or cold items directly on the surface without protection.
- Do not overload drawers or shelves beyond the recommended weight capacity to prevent structural damage.
- Keep the cabinet away from direct sunlight and excessive moisture to prolong its lifespan.

TROUBLESHOOTING

Drawers Not Aligning or Sliding Smoothly

- **Check Assembly:** Ensure all drawer slides are installed correctly and are on the same level. Verify that all screws are tightened.
- **Obstructions:** Look for any debris or objects obstructing the drawer slides.
- **Overload:** Ensure drawers are not overloaded, which can cause them to sag or stick.

Cabinet is Wobbly

- **Tighten Fasteners:** Re-check and tighten all assembly screws and cam locks throughout the cabinet structure.
- **Even Surface:** Ensure the cabinet is placed on a flat, even surface. Adjust the casters if necessary to compensate for uneven flooring.

Missing or Damaged Parts

- If you find any parts missing or damaged upon opening the package, please contact customer support immediately. Refer to the 'Warranty and Support' section for contact information.

SPECIFICATIONS

Feature	Detail
Brand	Tribesigns
Model Number	HOGA-C0168
Color	Black
Product Dimensions	15.75"D x 39.37"W x 25.98"H
Material Type	Engineered Wood
Special Feature	File Drawer, Storage Shelves, Wheeled
Weight Limit	155 Pounds (top desktop)
Item Weight	75 Pounds
Number of Shelves	4
Assembly Required	Yes

WARRANTY AND SUPPORT

Warranty Information

This Tribesigns product comes with a 1-year limited warranty. If you encounter any problems, such as drawers not aligning perfectly, scratches, or chipped boards, please do not hesitate to contact us for immediate replacement or assistance.

Customer Support

For any inquiries, assistance with assembly, or to report missing/damaged parts, please reach out to Tribesigns customer support. Contact information is typically provided in your purchase documentation or on the official Tribesigns website. You can also refer to the seller information on the platform where you purchased the product.

Return Policy

This product is eligible for a 30-day easy return policy, allowing for refunds or replacements as per the terms of purchase.

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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

Anonymous

Email

you@example.com

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