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› **Saint Birch /**

› Saint Birch 2-Drawer Wood File Cabinet Instruction Manual (Model: SBGM4208LFAW)

## **Saint Birch SBGM4208LFAW**

# **Saint Birch 2-Drawer Wood File Cabinet Instruction Manual (Model: SBGM4208LFAW)**

Comprehensive guide for assembly, operation, and maintenance of your Saint Birch filing cabinet.

[Safety Information](#)

[Setup](#)

[Operating Instructions](#)

[Maintenance](#)

[Troubleshooting](#)

[Specifications](#)

[Warranty & Support](#)

## **INTRODUCTION**

This manual provides detailed instructions for the assembly, operation, and maintenance of your Saint Birch 2-Drawer Wood File Cabinet. Designed for home office use, this antique white cabinet offers versatile storage solutions with two file drawers and open shelving, functioning also as a printer stand. Its woodgrain laminate finish provides a durable and stylish addition to any space.



*Image: The Saint Birch 2-Drawer Wood File Cabinet, featuring two drawers and open shelving, in an antique white finish.*

## SAFETY INFORMATION

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- Read all instructions carefully before assembly and use.
- Keep small parts away from children during assembly to prevent choking hazards.
- Ensure all fasteners are securely tightened before use. Periodically check and re-tighten as necessary.
- Do not overload drawers or shelves. Distribute weight evenly to prevent tipping.
- Use caution when moving the cabinet, especially on uneven surfaces. Lock casters when the cabinet is in a stationary position.
- Avoid placing hot items directly on the surface without protective padding.

## SETUP

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Assembly of the Saint Birch 2-Drawer Wood File Cabinet is required. Follow the included assembly guide for step-by-step instructions. It is recommended to assemble the unit on a soft, clean surface to prevent scratches.

## Assembly Tips:

- Identify all parts and hardware before beginning.
- Do not overtighten screws, as this may damage the woodgrain laminate.
- Ensure drawers are properly aligned for smooth operation.
- Attach the 360° swivel casters to the base for mobility. Two of the casters are lockable for stability.

Your browser does not support the video tag.

*Video: An overview of the Saint Birch 2-Drawer Wood File Cabinet, highlighting its features and design.*

## OPERATING INSTRUCTIONS

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### Drawer Functionality:

The cabinet features two file drawers designed to accommodate legal, letter, and A4 size files. The drawers are equipped with simple metal hardware and are fully extendable for easy access to your documents.



*Image: A single drawer of the file cabinet is open, revealing ample space for hanging files.*



*Image: Both file drawers are open, demonstrating the full extension and capacity for organizing documents.*

### **Open Storage Shelves:**

The cabinet includes open storage shelves, providing versatile space for books, decor, or office essentials. The shelves are adjustable, allowing you to customize the storage height to fit various items.



*Image: This image highlights key features including simple metal drawer hardware, scratch and dent resistance, accommodation for legal, letter, and A4 paper sizes, and fully extendable drawers.*

### **Mobility:**

The cabinet is equipped with 360° swivel casters, allowing for easy movement and repositioning within your office or home. Two of the casters are lockable to ensure stability when the cabinet is in its desired location.

### **MAINTENANCE**

- **Cleaning:** Wipe surfaces with a soft, damp cloth. Avoid harsh chemicals or abrasive cleaners that could damage the woodgrain laminate finish.
- **Spills:** Clean up spills immediately to prevent staining or damage to the finish.
- **Hardware:** Periodically check all screws and fasteners to ensure they remain tight. Re-tighten as needed.
- **Casters:** Keep casters free of debris to ensure smooth rolling.

### **TROUBLESHOOTING**

## Common Issues and Solutions:

- **Drawers not closing smoothly:**

- Check for any obstructions in the drawer slides.
- Ensure the cabinet is on a level surface.
- Verify that all assembly screws for the drawer slides and cabinet frame are properly tightened.

- **Cabinet wobbles:**

- Ensure the cabinet is placed on a flat, even surface.
- Check that all casters are securely attached and locked if stationary.
- Verify all frame assembly screws are tight.

- **Damage during assembly:** The wood material requires careful handling during assembly. Avoid using power tools with excessive torque, which can cause damage. Hand-tighten screws to prevent stripping or cracking.

## SPECIFICATIONS

Feature	Detail
Brand	Saint Birch
Model Number	SBGM4208LFAW
Color	Antique White
Materials	Particle board, MDF, metal, wood
Finish Type	Woodgrain Laminate
Product Dimensions (D x W x H)	15.7" x 31.5" x 29.5"
Item Weight	68.3 Pounds
Number of Drawers	2
Drawer Dimensions (H x W x D)	9" x 15.1" x 13.67"
File Compatibility	Legal, Letter, A4
Open Shelves	Yes, adjustable
Mobility	360° Swivel Casters (2 lockable)
Assembly Required	Yes



*Image: Detailed dimensions of the Saint Birch file cabinet, showing height, width, and depth.*

## **WARRANTY INFORMATION**

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Specific warranty details for the Saint Birch 2-Drawer Wood File Cabinet are not provided in this manual. Please refer to the product packaging or contact Saint Birch customer service for comprehensive warranty information.

## **CUSTOMER SUPPORT**

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For any questions, concerns, or assistance with your Saint Birch 2-Drawer Wood File Cabinet, please contact Saint Birch customer support. Contact information can typically be found on the product packaging or the manufacturer's official website.