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VASAGLE UOFC040B01

VASAGLE 2-Drawer File Cabinet Instruction Manual

Model: UOFC040B01 | Brand: VASAGLE

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1. PRODUCT OVERVIEW

The VASAGLE 2-Drawer File Cabinet (Model UOFC040B01) is a versatile and space-saving storage solution designed for home and office environments. This rolling filing cabinet features two spacious drawers capable of holding A4 and letter-size documents, and its top surface can serve as a printer stand. Its classic rustic brown and ink black design integrates seamlessly with various decor styles.



Image: The VASAGLE 2-Drawer File Cabinet in rustic brown and ink black, featuring a printer on its top surface and the upper drawer partially open, revealing organized files.

VASAGLE

by SONGMICS HOME



Image: The file cabinet integrated into an office workspace, demonstrating its compact size and aesthetic appeal alongside a desk and computer setup.

2. IMPORTANT SAFETY INFORMATION

Please read and understand all instructions before assembly and use. Keep this manual for future reference.

- **Weight Capacity:** Do not exceed the maximum static load capacity of 77 lb (35 kg) for the entire cabinet and 22 lb (10 kg) per drawer. Overloading can cause instability and damage.
- **Stability:** Always ensure the cabinet is placed on a level surface. Lock the front casters when the cabinet is

stationary to prevent accidental movement.

- **Anti-Tip:** While this unit is designed with a fifth caster for added stability, avoid opening more than one drawer at a time, especially the top drawer, to prevent tipping.
- **Children Safety:** Keep small parts and packaging materials away from children. Do not allow children to climb on or play with the cabinet.
- **Assembly:** Assemble the unit according to the instructions. Ensure all screws and fasteners are securely tightened before use.

3. SETUP AND ASSEMBLY

Assembly of the VASAGLE 2-Drawer File Cabinet is designed to be straightforward. All necessary parts are clearly labeled, and illustrated instructions are provided to guide you through each step. It is recommended to assemble the unit on a soft, clean surface to prevent scratches.

3.1 Unpacking and Part Identification

- Carefully unpack all components from the box.
- Verify that all parts listed in the assembly instructions are present and undamaged. Contact customer support immediately if any parts are missing or defective.
- Separate and organize the hardware (screws, dowels, etc.) into labeled groups as indicated in the manual.

3.2 Assembly Steps

Follow the step-by-step diagrams in the included assembly manual. General steps include:

1. Attach the casters to the base panel. Ensure the two lockable casters are positioned at the front.
2. Assemble the main frame of the cabinet using the side panels and connecting hardware.
3. Construct the two drawers, attaching the drawer slides and handles.
4. Install the adjustable hanging rails inside the drawers.
5. Insert the assembled drawers into the cabinet frame.
6. Attach the back panel to the cabinet.



Image: An exploded diagram illustrating the main components of the file cabinet with corresponding labels, emphasizing the ease of assembly with clear instructions.



Image: A detailed view of the cabinet's side panel, highlighting the pre-drilled holes for attaching the back panel, ensuring a secure fit.

4. OPERATING INSTRUCTIONS

4.1 Drawer Usage and Storage

The file cabinet features two roomy drawers designed for efficient organization. Each drawer can hold approximately 90-130 sheets of paper, accommodating various documents and office supplies.

2 Roomy Drawers

Each drawer holds 90-130 sheets of paper for easy organization



Documents



Office Supplies



Printer Stand



Image: Both drawers of the file cabinet are open, displaying neatly arranged hanging files and other office essentials, illustrating the ample storage capacity.



Image: A hand gently pulling open a drawer of the file cabinet, demonstrating the smooth operation of the drawer slides.



Image: A close-up of an open drawer, featuring a mute symbol, highlighting the quiet and smooth gliding mechanism of the drawer slides.

4.2 Adjustable Hanging Rails

The drawers are equipped with adjustable hanging rails to accommodate both A4 and letter-size file folders. To adjust, simply reposition the rails within the designated slots.

Adjustable Hanging Rails

To fit different sizes of file folders

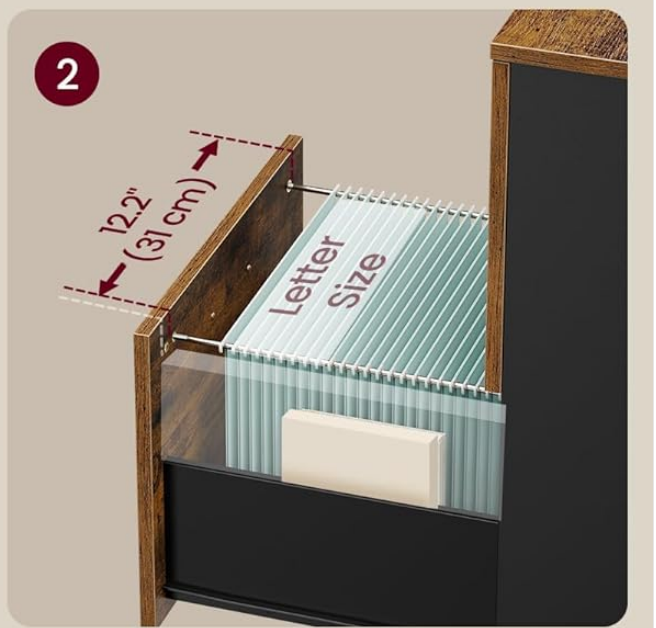
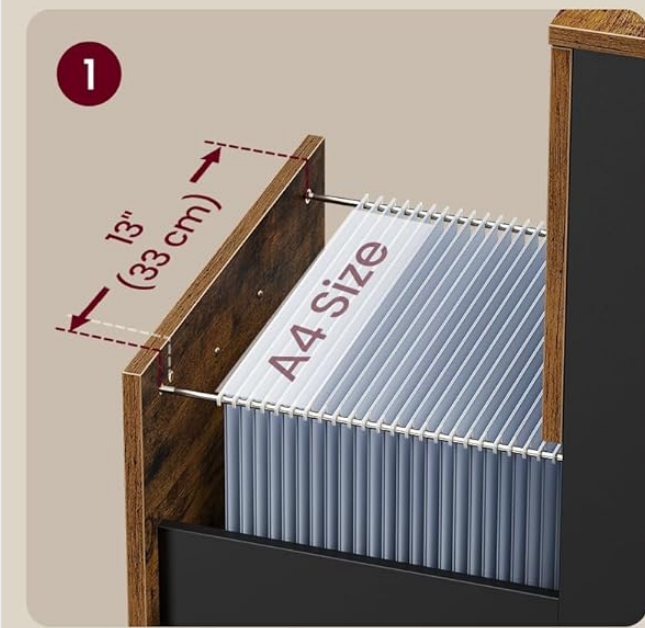


Image: A visual guide demonstrating the process of adjusting the internal hanging rails to fit either A4 or letter-sized documents, ensuring versatile file organization.

4.3 Mobility and Locking Casters

The cabinet features five 360° swivel casters for easy movement. Two of the front casters are lockable to secure the cabinet in place when stationary. The fifth caster, located under the bottom drawer, provides additional stability and prevents tipping when the drawer is fully extended.



Easily Move and Lock

- Four 360° Swivel Casters
- 2 Casters with Brakes



- The 5th Caster for Added Stability



With



Without



Image: An illustration detailing the cabinet's five casters, highlighting the 360° swivel function, the locking mechanism on the front two casters, and the crucial fifth caster for enhanced stability.

5. MAINTENANCE

To ensure the longevity and appearance of your VASAGLE file cabinet, follow these simple maintenance guidelines:

- **Cleaning:** Wipe the surfaces with a damp cloth. Avoid using harsh chemicals or abrasive cleaners, which can damage the finish.
- **Spills:** Clean up spills immediately to prevent staining or damage to the particleboard.

- **Inspection:** Periodically check all screws and fasteners to ensure they remain tight. Retighten if necessary.
- **Casters:** Keep casters free of debris to ensure smooth rolling.

Sturdy and Durable

Thanks to robust particleboard and solid construction



Thick, Durable Panels



Scratch-Resistant Surface



Image: Detailed views of the cabinet's construction, showcasing the robust particleboard panels and the scratch-resistant surface, indicating its durability.

6. TROUBLESHOOTING

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

Problem	Possible Cause	Solution
Drawers do not slide smoothly.	Misaligned drawer slides, debris in slides, or loose screws.	Check that drawer slides are correctly installed and aligned. Clean any debris from the slides. Ensure all screws securing the slides are tight.
Cabinet is wobbly or unstable.	Uneven floor, loose caster, or loose frame connections.	Ensure the cabinet is on a level surface. Check and tighten all caster screws and frame connection screws. Lock the front casters when stationary.
File tabs get caught when opening/closing drawers.	Overfilled drawers or incorrect file tab placement.	Reduce the number of files in the drawer. Ensure file tabs are not excessively tall or are positioned correctly within the hanging files.
Difficulty threading file rods during assembly.	Misaligned holes or manufacturing defect.	Ensure the rod is perfectly aligned with the threaded insert. Apply gentle, consistent pressure while turning. If severe, contact customer support for replacement parts.

7. PRODUCT SPECIFICATIONS

Detailed information about your VASAGLE 2-Drawer File Cabinet:

- **Model Name:** 2-Drawer File Cabinet
- **Model Number:** UOFC040B01
- **Brand:** VASAGLE
- **Color:** Rustic Brown + Ink Black

- **Product Dimensions:** 15.7"D x 16.5"W x 27.6"H (40 cm D x 42 cm W x 70 cm H)
- **Item Weight:** 37 Pounds (16.8 kg)
- **Materials:** Steel, Plastic, Particleboard (Engineered Wood for back panel)
- **Weight Limit (Total):** 77 Pounds (35 kg)
- **Weight Limit (Per Drawer):** 22 Pounds (10 kg)
- **Special Features:** 360° Swivel Casters, Lockable Front Casters, Fifth Caster for Stability, Space-Saving Design, Adjustable Hanging Rails (A4/Letter size)
- **Assembly Required:** Yes
- **Included Components:** 1 x File Cabinet, 1 x Assembly Kit, 1 x Instructions



Image: A comprehensive diagram illustrating the external dimensions of the file cabinet and the internal dimensions of its drawers, including maximum static load capacity per drawer.



Image: A cross-section view illustrating the layered construction of the cabinet panels, highlighting the use of durable particleboard and protective finishes.

8. WARRANTY AND CUSTOMER SUPPORT

For warranty information, specific product inquiries, or assistance with assembly and troubleshooting, please contact VASAGLE customer support. Details can typically be found on the product packaging or the official VASAGLE website.

When contacting support, please have your model number (UOFC040B01) and purchase information readily available.

Online Resources: For additional support, FAQs, and product registration, visit the official VASAGLE website or their Amazon brand store:

- [VASAGLE Amazon Brand Store](#)