

HOOBRO FG27WF01

HOOBRO FG27WF01 Literature Organizer Instruction Manual

Model: FG27WF01 | Brand: HOOBRO

INTRODUCTION

This manual provides detailed instructions for the assembly, operation, and maintenance of your HOOBRO FG27WF01 Literature Organizer. Please read these instructions carefully before assembly and use to ensure proper function and longevity of the product.

The HOOBRO FG27WF01 is a versatile 27-compartment wooden mail organizer designed for efficient storage and sorting of documents, magazines, and other items in home, office, or classroom environments. It features adjustable shelves for personalized configuration and practical pull rings for easy repositioning.

SAFETY INFORMATION

- Keep all small parts and packaging materials away from children and pets to prevent choking hazards.
- Ensure all screws and fasteners are securely tightened before use. Periodically check and re-tighten as necessary.
- Do not stand or climb on the organizer.
- Place the organizer on a flat, stable surface to prevent tipping.
- Avoid exposing the product to direct sunlight or extreme humidity to prevent material damage.

PACKAGE CONTENTS

Before beginning assembly, verify that all components listed below are present and undamaged.

- Side Panels (2)
- Top Panel (1)
- Bottom Panel (1)
- Back Panel (1)
- Vertical Dividers (2)
- Adjustable Shelves (24)
- Pull Rings (2)

- Hardware Pack (screws, dowels, etc.)
- Labels (for compartments)

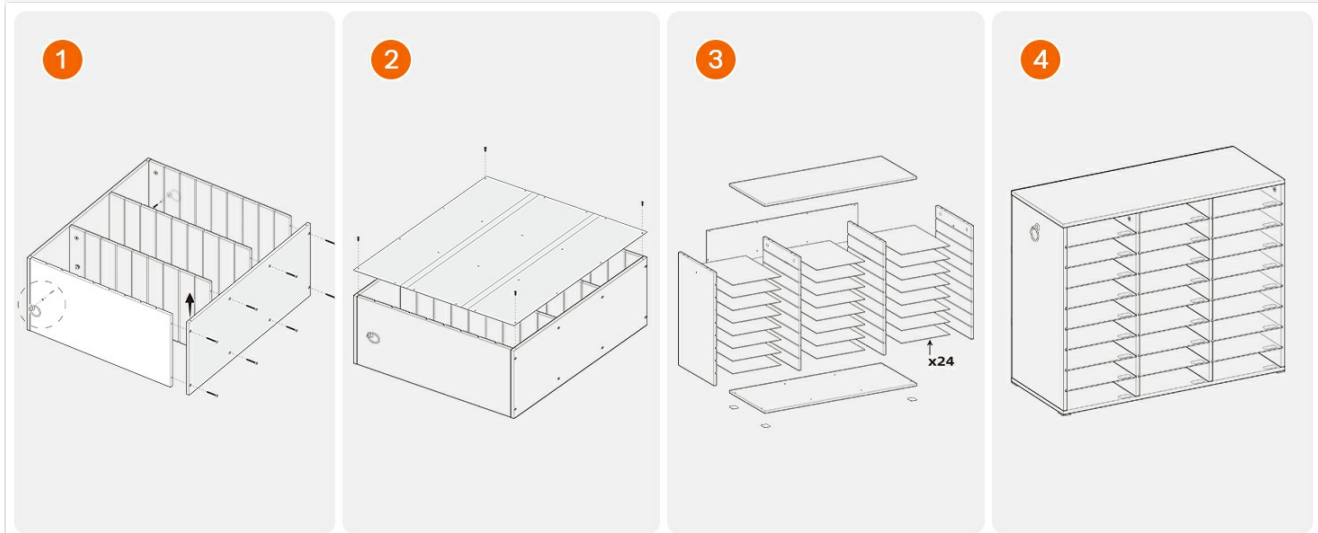


Figure 1: Exploded view of all components and hardware.

ASSEMBLY INSTRUCTIONS (SETUP)

Follow these steps to assemble your literature organizer. It is recommended to have a second person assist with assembly.

1. **Step 1: Assemble the Outer Frame.** Attach the side panels to the top and bottom panels using the provided screws and dowels. Ensure the pre-drilled holes align.
2. **Step 2: Install Vertical Dividers.** Insert the two vertical dividers into the pre-cut grooves within the top and bottom panels. Secure them with screws if indicated.
3. **Step 3: Insert Adjustable Shelves.** Slide the 24 adjustable shelves into the horizontal grooves. These shelves can be repositioned later to customize compartment sizes.
4. **Step 4: Attach Back Panel.** Secure the back panel to the assembled frame using the small nails or screws provided. Ensure it is flush with the edges.
5. **Step 5: Attach Pull Rings.** Screw the metal pull rings onto the designated holes on the side panels.

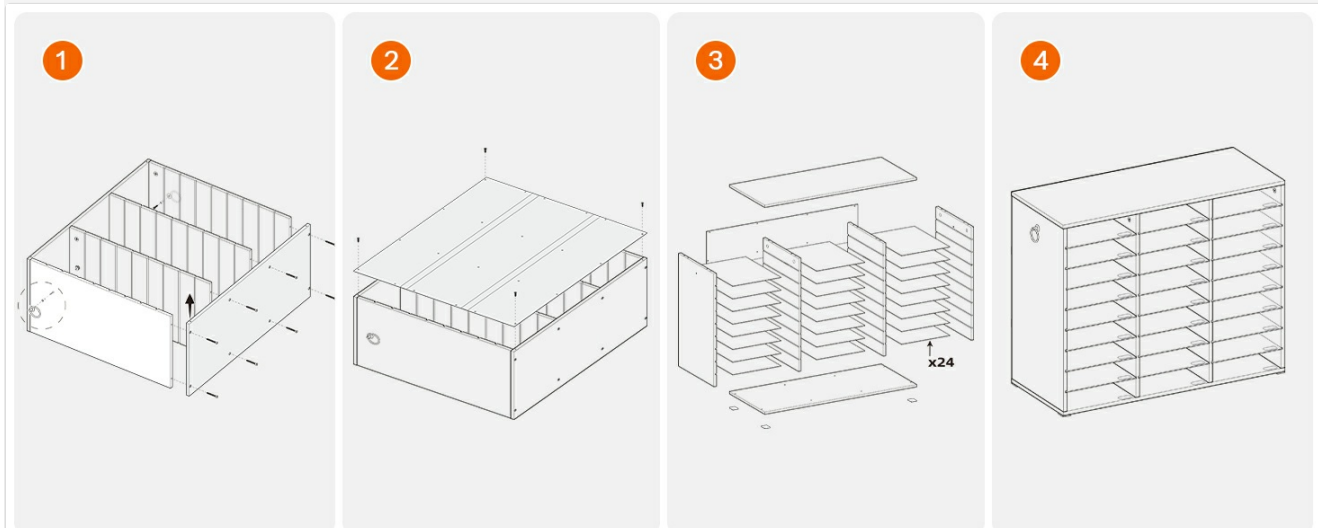


Figure 2: Visual guide for assembly steps.



Figure 3: Product dimensions for placement planning.

OPERATING INSTRUCTIONS

Adjusting Compartment Sizes

The HOOBRO Literature Organizer features removable horizontal shelves, allowing you to customize the size of each compartment. To adjust a shelf:

1. Gently pull the desired shelf forward until it slides out of its grooves.
2. Reinsert the shelf into a different set of grooves to create a larger or smaller compartment.
3. Ensure the shelf is fully seated in the grooves for stability.



Figure 4: Examples of adjustable compartment configurations.

Careful Design

Detachable shelves for your DIY to change compartment size upon actual needs.



Figure 5: Detachable shelves allow for flexible storage.

The organizer includes labels to help identify the contents of each compartment. Insert the labels into the designated slots on the front edge of each shelf.



Figure 6: Labels assist in quick content identification.

Moving the Organizer

The organizer is equipped with pull rings on both sides for easier movement. When relocating the unit, ensure it is empty or contents are secured to prevent items from falling out. Lift and move using the pull rings.

Metal Pull Rings

With left and right pull rings, it is easy to move this file cabinet.

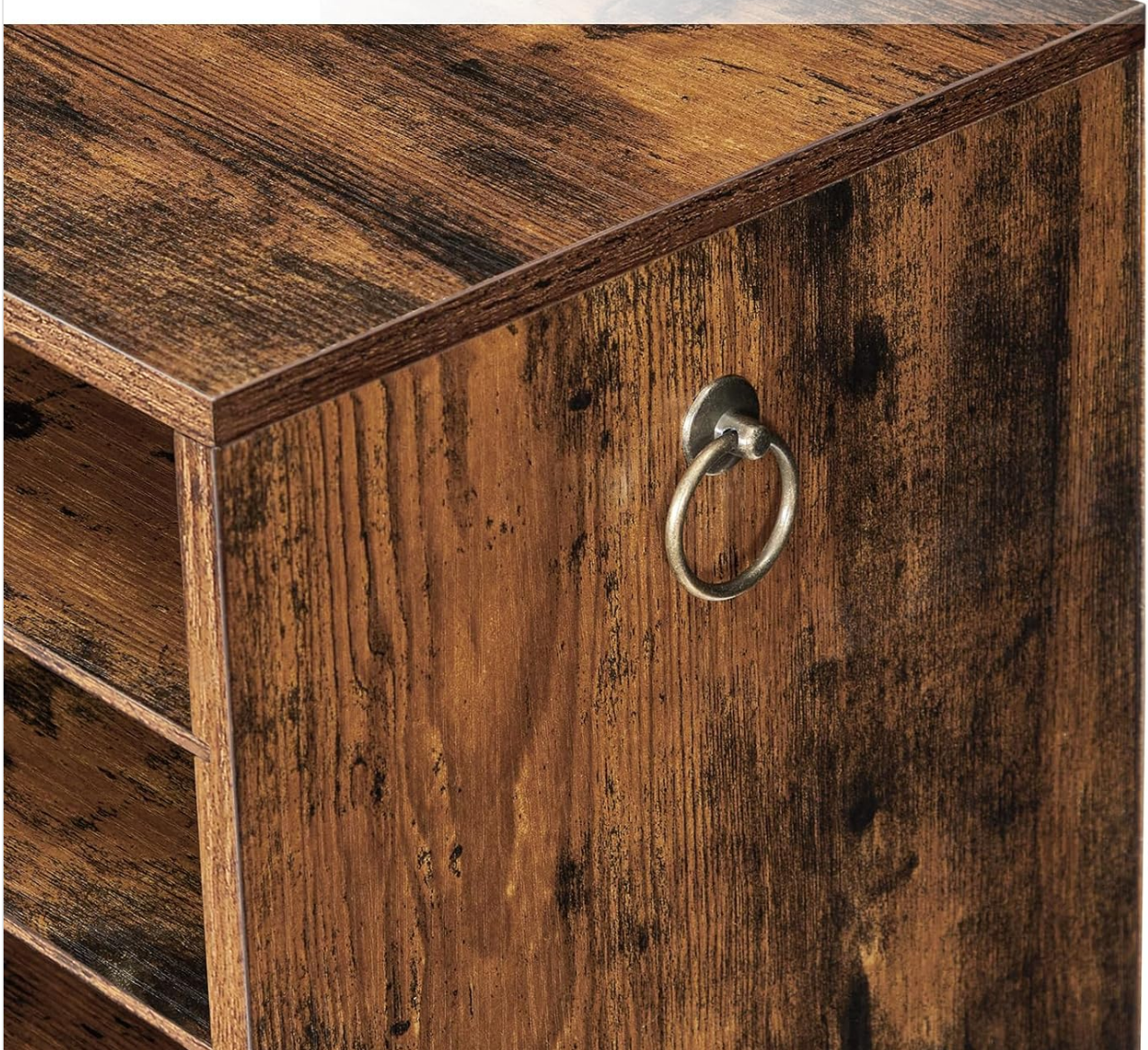


Figure 7: Metal pull rings for convenient repositioning.

MAINTENANCE

- **Cleaning:** Wipe the surface with a damp cloth. Avoid using harsh chemicals or abrasive cleaners that may damage the finish.
- **Dusting:** Regularly dust the organizer with a soft, dry cloth to prevent dust buildup.
- **Inspection:** Periodically check all screws and connections to ensure they remain tight. Re-tighten if necessary.

TROUBLESHOOTING

Problem	Possible Cause	Solution
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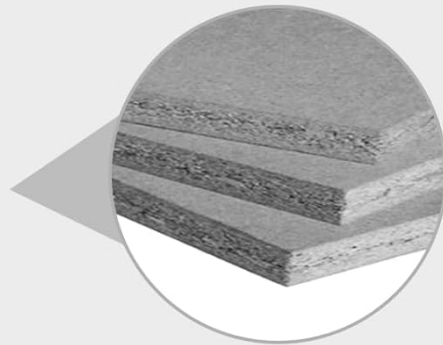
Problem	Possible Cause	Solution
Organizer is wobbly or unstable.	Screws are loose; placed on an uneven surface.	Check and tighten all screws. Move to a flat, level surface.
Shelves do not fit or are difficult to insert.	Incorrect orientation; debris in grooves.	Ensure shelves are oriented correctly. Clear any obstructions from the grooves.
Labels do not stay in place.	Labels are not properly seated or are too small.	Ensure labels are fully inserted into the slots. If necessary, use a small piece of tape to secure them.

SPECIFICATIONS

Feature	Detail
Model Number	FG27WF01
Brand	HOOBRO
Material	Engineered Wood
Color	Rustic Brown
Product Dimensions (L x W x H)	28.1" x 12" x 23.8" (71.5 cm x 30.5 cm x 60.5 cm)
Number of Compartments	27
Shelf Type	Adjustable Shelf
Item Weight	40.4 pounds (18.3 kg)
Assembly Required	Yes
Care Instructions	Wipe with Damp Cloth



Ours-Particleboard



Others-Cardboard

Figure 8: Material comparison, highlighting engineered wood construction.

PRODUCT OVERVIEW VIDEO

Watch this official video for a visual overview of the HOOBRO Literature Organizer and its features.

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Video 1: Official HOOBRO Wooden Literature Organizer overview.

WARRANTY AND SUPPORT

HOOBRO products are designed for quality and durability. For specific warranty details, please refer to the warranty card included with your purchase or visit the official HOOBRO website.

For technical support, missing parts, or any questions regarding your HOOBRO Literature Organizer, please contact our customer service team:

- **Email:** support@hoobro.com (example)
- **Phone:** 1-800-XXX-XXXX (example)

- **Website:** [HOOBRO Official Store](#)

Please have your model number (FG27WF01) and purchase date ready when contacting support.