IFANNY File Cabinet

IFANNY Lateral File Cabinet (Model: File Cabinet) Instruction Manual

Brand: IFANNY

Model: File Cabinet

1. Product Overview

The IFANNY Lateral File Cabinet is a versatile wood storage solution designed for home offices, kitchens, living rooms, or bedrooms. It features multiple shelves, including a door cabinet in the middle, providing ample space for books, files, and other supplies. The wide top surface can accommodate various items for easy access. Equipped with 6 universal casters, including 2 lockable wheels, this cabinet offers easy mobility and stable positioning. Constructed from superior thickened boards and high-quality accessories, it ensures sturdiness and durability. Its smooth, waterproof surface is easy to clean, making it a practical addition to any space.



Image 1: The IFANNY Lateral File Cabinet in Rustic Brown, featuring three drawers on the left and two open shelves on the right. A printer is placed on top, and various items are stored within the shelves and drawers.

2. Key Features

- **Multiple Shelves with Wide Top:** Features 2-tier shelves on both sides and 1 door cabinet in the middle, offering abundant storage. The wide top provides additional space for handy items.
- **6 Universal Casters:** Equipped with 6 universal wheels for easy mobility, including 2 lockable casters for stable positioning when needed.
- **Robust Construction:** Made from superior thickened boards and high-quality accessories for enhanced sturdiness and durability. The 6 casters also contribute to overall structural stability.
- **Easy Assembly & Maintenance:** Designed for straightforward assembly with detailed instructions and clearly labeled parts. The smooth and waterproof surface allows for easy cleaning with a damp cloth.
- **Multipurpose Cabinet:** Its simple modern style and versatile storage options make it suitable for various occasions, including home offices, kitchens, living rooms, and bedrooms.

3. Setup and Assembly

Before beginning assembly, ensure all parts and hardware are present and undamaged. Refer to the included instruction manual for a complete list of components. It is recommended to assemble the cabinet on a soft, clean surface to prevent scratches.

3.1 Required Tools

- Phillips Head Screwdriver (a small manual screwdriver is included, but an electric screwdriver is recommended for efficiency).
- Allen Wrench (usually included).

3.2 Assembly Steps Overview

1. Attach the drawer slides to the side panels of the cabinet.
2. Assemble the main frame of the cabinet by connecting the side panels, bottom panel, and middle dividers using screws and wooden dowels.
3. Install the 6 universal casters to the bottom of the cabinet. Ensure the 2 lockable casters are placed in the desired positions for easy access.
4. Assemble the drawers by attaching the drawer sides, back, and bottom. Install the drawer handles and the locking mechanism (if applicable).
5. Insert the assembled drawers into the cabinet frame.
6. Attach the back panels to the cabinet using small nails or screws.
7. Install the adjustable shelves into the designated slots.

3.3 Visual Assembly Guide

For a detailed visual guide on the assembly process, please refer to the official installation video provided by IFANNY:

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Video 1: Official IFANNY installation guide demonstrating step-by-step assembly of the rolling cabinet. This video covers attaching components, installing drawers, and securing the structure.

Additional assembly insights can be found in this seller-provided video, which details the construction of a similar file cabinet:

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Video 2: Semoic official installation video for a file cabinet. This video provides a comprehensive walkthrough of the assembly process, including detailed views of hardware and panel connections.

4. Operating Instructions

4.1 Using Drawers and Shelves

- **Drawers:** Gently pull the handles to open the drawers. Push firmly to close. The bottom drawer is designed to accommodate hanging files.
- **Open Shelves:** Utilize the open shelves for easy access to frequently used items, books, or decorative

pieces.

- **Door Cabinet:** The central door cabinet provides enclosed storage for items you wish to keep out of sight.

4.2 Mobility and Stability

- **Moving the Cabinet:** To move the cabinet, ensure the lockable casters are disengaged. Gently push the cabinet to its desired location.
- **Locking the Wheels:** To stabilize the cabinet, engage the locks on the two designated casters. This prevents unintended movement.



Image 2: A close-up view of the cabinet's silent universal wheels. Two of the six wheels are lockable, providing stability when the cabinet is in a fixed position.

5. Care and Maintenance

- **Cleaning:** The cabinet features a smooth and waterproof surface. Wipe clean with a soft, damp cloth. Avoid

using harsh chemicals or abrasive cleaners, as these may damage the finish.

- **Dusting:** Regularly dust the cabinet with a dry, soft cloth to prevent dust buildup.
- **Spills:** Immediately wipe up any spills to prevent moisture damage to the engineered wood.
- **Hardware:** Periodically check all screws and fittings to ensure they are tight. Tighten if necessary to maintain stability.
- **Sunlight Exposure:** Avoid prolonged exposure to direct sunlight to prevent fading or discoloration of the wood finish.

6. Troubleshooting

- **Cabinet Wobbles:**
  - Ensure all assembly screws are securely tightened.
  - Verify that the cabinet is placed on a level surface. Adjust the lockable casters if needed to compensate for uneven flooring.
- **Drawers Stick or Don't Slide Smoothly:**
  - Check that the drawer slides are correctly installed and aligned.
  - Ensure the drawer is not overloaded, which can cause friction.
  - Inspect the drawer slides for any obstructions or debris.
- **Casters Not Locking/Unlocking:**
  - Ensure the locking mechanism on the casters is fully engaged or disengaged.
  - Check for any debris obstructing the caster's locking mechanism.
- **Missing Parts:**
  - Review the parts list in the instruction manual. If any parts are missing, contact IFANNY customer support for assistance.

7. Product Specifications

Attribute	Detail
Brand	IFANNY
Model Name	File Cabinet
Color	Rustic Brown
Material	Engineered Wood (E0 Grade Particle Board, MDF, PVC)
Overall Dimensions (W x D x H)	44" x 16" x 27.5" (110cm x 40cm x 69cm)
Net Weight	64.2 lbs (29.1 kg)

Total Weight Capacity	265 lbs (120 kg)
Special Features	Durable, Portable, Waterproof, Universal Wheels (2 lockable)
Room Type	Bedroom, Home Office, Kitchen, Living Room
Assembly Required	Yes
Included Components	1 x File Cabinet, 1 x Instruction Manual



Image 3: A detailed diagram illustrating the dimensions of the IFANNY Lateral File Cabinet, including width, depth, and height, along with internal shelf measurements.

8. Important Safety Information

- Always use caution when moving the cabinet to prevent tipping. Ensure the cabinet is stable and secure before use.

- Do not overload shelves or drawers beyond the stated weight capacity (265 lbs total).
- Keep small parts and assembly hardware away from children to prevent choking hazards.
- Ensure all screws and fasteners are tightened correctly during assembly to prevent structural instability.
- Avoid standing or climbing on the cabinet.

9. Warranty and Support

For warranty information, product support, or to order replacement parts, please contact IFANNY customer service directly. Refer to the contact details provided on your purchase receipt or the product packaging.
You can also visit the official IFANNY store for more information:IFANNY Store