

## STANI file cabinet

# STANI 2-Drawer Lateral File Cabinet with Lock User Manual

Model: file cabinet | Brand: STANI

## 1. IMPORTANT SAFETY INFORMATION

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

- Always use caution when assembling the cabinet. Keep hands and fingers away from pinch points.
- Use appropriate safety gear when handling heavy components.
- Do not exceed the weight limit of 220 pounds (100 kg) for the cabinet top.
- Ensure the cabinet is placed on a level and stable surface to prevent tipping.
- Do not open more than one drawer at a time to maintain stability and prevent tipping.
- Keep children and pets away from the assembly area.

## 2. PARTS LIST

Before beginning assembly, ensure all parts are present and undamaged. Refer to the detailed assembly instructions included in your package for specific part identification.

- Side Panels (Left & Right) with pre-installed drawer slides
- Top Panel
- Back Panel
- Bottom Bracket
- Drawer Boxes (2 pcs)
- Drawer Front Panels (2 pcs, one with lock)
- File Hangers (for each drawer)
- Accessories Package (screws, nuts, L-shape pads, keys, screwdriver)

### 3. SETUP AND ASSEMBLY

Assembly typically takes approximately 30 minutes. Follow the steps below and refer to the provided videos for visual guidance.

#### Step-by-Step Assembly Overview:

1. Attach the bottom bracket to the side panels.
2. Secure the back panel to the side panels.
3. Place and secure the top panel.
4. Assemble the drawer boxes and attach the front panels.
5. Install the assembled drawers into the cabinet slides.
6. Insert file hangers into the drawers as needed.

#### Visual Aids for Assembly:

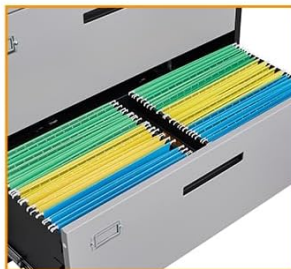


**Figure 3.1: Product Dimensions.** This image illustrates the overall dimensions of the 2-drawer lateral file cabinet, including width, depth, and height, along with drawer dimensions.

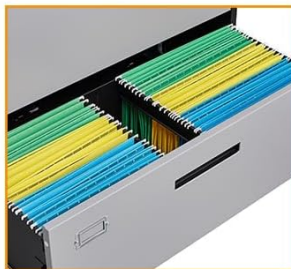
**POROUS DESIGN & 2 HANGING BAR PER DRAWER FIT  
ALL YOUR LETTER AND LEGAL SIZE, F4, A4 FILE**



**A4 SIZE**



**LEGAL SIZE**



**A4+LEGAL SIZE**



**FILE BOX**

**Figure 3.2: File Compatibility.** This image demonstrates how the drawers accommodate A4, Legal, and Letter-sized hanging files, as well as file boxes.

# ANTI-TILT DESIGN

Only one drawer can be opened at one time



**Figure 3.3: Anti-Tilt Design.** This image highlights the anti-tilt mechanism, which prevents more than one drawer from opening at a time, enhancing cabinet stability.

## Assembly Videos:

Your browser does not support the video tag.

**Video 3.1: 2-Drawer File Cabinet Installation.** This official seller video provides a step-by-step guide for assembling the 2-drawer file cabinet.

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**Video 3.2: 2 Drawer File Cabinet Installation.** Another official seller video demonstrating the installation process for a 2-drawer file cabinet.

## 4. OPERATING INSTRUCTIONS

The STANI Lateral File Cabinet is designed for efficient and secure document storage.

### Drawer Operation:

- Drawers are equipped with smooth-gliding slides for quiet and easy opening and closing.

- To open a drawer, gently pull the handle. To close, push the drawer firmly until it is fully recessed.
- The scientific interlock system prevents more than one drawer from opening at a time, ensuring cabinet stability.

### Locking Mechanism:

- The top drawer is equipped with a key lock for securing your documents.
- Insert the key into the lock and turn to lock or unlock the drawer.
- Ensure the drawer is fully closed before attempting to lock it.

### File Organization:

- The spacious drawers accommodate letter, legal, and A4 size hanging files.
- Adjust the file hangers within the drawers to suit your specific document sizes.



**Figure 4.1: Cabinet in Use.** This image shows the 2-drawer lateral file cabinet in an office environment with one drawer open, demonstrating its storage capacity.

## 5. MAINTENANCE

Proper maintenance will ensure the longevity and optimal performance of your file cabinet.

- **Cleaning:** Wipe the cabinet surfaces with a soft, damp cloth. Avoid using abrasive cleaners or harsh chemicals, as these can damage the finish.
- **Drawer Slides:** Periodically check the drawer slides for smooth operation. If necessary, a small amount of silicone-based lubricant can be applied to the slides.
- **Hardware:** Regularly inspect all screws and fasteners to ensure they are tight. Tighten any loose hardware to maintain structural integrity.
- **Weight Distribution:** Distribute the weight evenly across the drawers and on the cabinet top to prevent strain on the structure.

## 6. TROUBLESHOOTING

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

- **Drawers not closing or aligning properly:**
  - Check that the drawer slides are correctly installed and not bent or obstructed.
  - Ensure the cabinet itself is on a level surface. Uneven flooring can affect drawer alignment.
  - Verify that the drawer box is assembled correctly and not warped.
- **Locking mechanism not working:**
  - Ensure the top drawer is fully closed before attempting to lock it. The interlock system requires the drawer to be completely shut.
  - Check if the locking mechanism components are properly aligned and not obstructed.
- **Cabinet instability/tipping:**
  - Always ensure only one drawer is open at a time due to the anti-tilt design.
  - Verify that the cabinet is placed on a firm, level surface.
  - Do not overload drawers, especially the top one, as this can affect stability.

## 7. SPECIFICATIONS

Feature	Detail
Brand	STANI
Model Name	file cabinet
Color	Black/Grey
Material	Metal
Product Dimensions	16.98"D x 15"W x 28"H
Item Weight	38 pounds
Number of Drawers	2
Lock Type	Key
Assembly Required	Yes

## 8. WARRANTY AND SUPPORT

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For warranty information, technical support, or to report missing/damaged parts, please refer to the specific warranty card included in your product packaging or contact STANI customer service directly.

Contact information for customer support can typically be found on the product packaging or the official STANI website.