

Yaheetech YA-00126387

Yaheetech Office Filing Cabinet YA-00126387 User Manual

Model: YA-00126387 | Brand: Yaheetech

1. INTRODUCTION

This manual provides essential instructions for the assembly, operation, and maintenance of your Yaheetech Office Filing Cabinet, model YA-00126387. Designed for home and office use, this compact and versatile cabinet offers organized storage for documents and various items. Please read this manual thoroughly before assembly and use to ensure proper function and longevity of your product.



Image 1.1: Yaheetech Office Filing Cabinet with drawers open, displaying its storage capacity.

2. SAFETY INFORMATION

- Keep all small parts and packaging materials away from children.
- Ensure all screws and fasteners are securely tightened during assembly. Periodically check and re-tighten if

necessary.

- Do not overload the drawers or shelves beyond the specified weight capacities to prevent tipping or damage.
- Use the cabinet on a level surface to ensure stability.
- Exercise caution when moving the cabinet, especially on uneven surfaces. Lock the wheels when the cabinet is in its desired position.

3. PACKAGE CONTENTS

Before beginning assembly, verify that all components listed in the packing list (usually included in the box) are present and undamaged. If any parts are missing or damaged, please contact customer support.

- Cabinet panels (top, bottom, sides, back, shelves)
- Drawer components (fronts, sides, backs, bottoms)
- Hardware pack (screws, dowels, cam locks, drawer slides, handles, keys)
- Casters (wheels)
- Adjustable filing rod

4. ASSEMBLY INSTRUCTIONS

Assembly typically requires a screwdriver (not included). Follow the step-by-step instructions provided in your product's physical manual. The general process involves:

1. **Prepare the Workspace:** Clear a spacious, clean, and level area for assembly.
2. **Attach Casters:** Secure the five heavy-duty 360-degree rolling industrial casters to the bottom panel. Ensure the two casters with brakes are positioned at the front for easy locking.
3. **Assemble the Frame:** Connect the side panels to the bottom and top panels using the provided hardware (dowels, screws, cam locks).
4. **Install Drawer Slides:** Attach the steel ball slides to the cabinet interior and to the drawer sides.
5. **Assemble Drawers:** Construct the small and large drawers, ensuring the bottoms are correctly inserted. Attach the metal handles to the drawer fronts.
6. **Insert Drawers:** Carefully slide the assembled drawers onto their respective slides.
7. **Install Filing Rod:** Place the adjustable filing rod in the lower drawer for hanging letter or A4 size folders.
8. **Final Checks:** Verify all connections are tight and the cabinet is stable.

360-degree industrial casters(2 with locks)

For easy movement and locking



Image 4.1: Detail of the 360-degree industrial casters, highlighting the locking feature for stability.



Image 4.2: Key components including metal handles, lock mechanism, drawer slides, and casters.

5. OPERATING INSTRUCTIONS

5.1. Using the Drawers

The cabinet features one small top drawer and one large bottom drawer. Both drawers operate on smooth steel ball slides for easy opening and closing.

- **Small Drawer:** Ideal for storing smaller office supplies, personal items, or frequently accessed documents.
- **Large Drawer:** Designed for hanging letter or A4 size files. The adjustable rod allows for flexible organization.

5.2. Locking Mechanism

The top drawer is equipped with a lock for securing important documents or personal belongings.

- To lock, ensure the drawer is fully closed, insert the key into the lock, and turn it clockwise.

- To unlock, insert the key and turn it counter-clockwise.
- Keep spare keys in a safe and accessible location.

5.3. Using the Casters

The cabinet is fitted with five casters for easy mobility. Two of these casters have locking mechanisms.

- To move the cabinet, ensure the caster brakes are disengaged.
- To secure the cabinet in place, push down the levers on the two front casters to engage the brakes.



Image 5.1: Adjustable rod for accommodating different folder sizes (Letter and A4).

6. MAINTENANCE AND CARE

The cabinet's surface is protected by a waterproof and scratch-resistant coating, making it easy to maintain.

- **Cleaning:** Wipe surfaces with a soft, damp cloth. Avoid abrasive cleaners or harsh chemicals that could damage the finish.
- **Spills:** Clean up spills immediately to prevent staining or water damage.
- **Hardware:** Periodically check all screws and fasteners to ensure they remain tight. Re-tighten if any looseness is detected.

- **Casters:** Keep casters free of debris to ensure smooth movement.

7. TROUBLESHOOTING

- **Cabinet is wobbly:**

Ensure the cabinet is placed on a level surface. Check all assembly screws and cam locks to confirm they are fully tightened. If casters are locked, ensure they are properly engaged.
- **Drawers do not slide smoothly:**

Check that the drawer slides are correctly installed and aligned. Ensure no objects are obstructing the slides. Lubrication with a silicone-based spray can improve smoothness if needed.
- **Drawer does not lock:**

Ensure the top drawer is fully closed before attempting to lock it. Check that the locking mechanism is not obstructed or damaged. If the issue persists, contact customer support.
- **Casters do not roll or lock:**

Inspect casters for any trapped debris (hair, dust). Clean if necessary. Ensure the brake levers are fully engaged or disengaged as desired.

8. SPECIFICATIONS

Brand	Yaheetech
Model	YA-00126387
Color	Black
Material	MDF, Particle Board
Product Dimensions (L x W x H)	40 x 40 x 65.5 cm
Top Shelf Load Capacity	25 kg
Open Shelf Load Capacity	10 kg
Small Drawer Load Capacity	5 kg
Large Drawer Load Capacity	10 kg
Item Weight	16 kg
Special Features	With wheels, Lockable drawer



Image 8.1: Detailed dimensions and load capacities for the cabinet and its components.

9. WARRANTY AND SUPPORT

Specific warranty details for this product are typically provided with your purchase documentation. Please refer to the information included in your product packaging or contact the retailer where you purchased the item for warranty claims and support.

For further assistance, questions, or to report missing/damaged parts, please contact Yaheetech customer service or the seller directly.

You can often find contact information on the brand's official website or through your purchase platform.

