

[Manuals.plus](#) /

› [SWTYMIKI](#) /

› SWTYMIKI 9-Tier Rolling File Cart (Model ZWJ212) Instruction Manual

## SWTYMIKI ZWJ212

# SWTYMIKI 9-Tier Rolling File Cart

Model: ZWJ212 | Brand: SWTYMIKI

### 1. INTRODUCTION

Thank you for choosing the SWTYMIKI 9-Tier Rolling File Cart. This versatile organizer is designed to help you manage documents, stationery, and supplies efficiently in your workspace, home, or school environment. Featuring multiple compartments, sliding trays, a drawer, and mobile casters, this cart provides a practical storage solution. This manual provides essential information for assembly, operation, maintenance, and troubleshooting to ensure optimal use of your product.



Image 1.1: The SWTYMIKI 9-Tier Rolling File Cart, fully assembled and in use.

## 2. SAFETY INFORMATION

- Read all instructions carefully before assembly and use.
- Keep small parts away from children during assembly to prevent choking hazards.
- Ensure all screws and fasteners are securely tightened before use. Periodically check for tightness.
- Do not overload the cart. Distribute weight evenly across shelves and trays.
- Avoid placing hot items directly on the cart's surfaces.
- Use the locking casters to secure the cart in place when not in motion.
- Do not stand or climb on the cart.

## 3. PACKAGE CONTENTS

Verify that all components are present before beginning assembly. If any parts are missing or damaged, please contact

customer support.

- Main Frame Components (Metal mesh panels and support bars)
- 9 x Tiered Trays (6 sliding trays, 3 fixed sections)
- 1 x Fabric Drawer with handle
- 4 x 360° Swivel Casters (2 with locking mechanism)
- Assembly Hardware (Screws, Allen wrench)
- Instruction Manual



Image 3.1: An overview of the SWTYMIKI 9-Tier Rolling File Cart components, including the frame, trays, and drawer.

## 4. ASSEMBLY INSTRUCTIONS

Follow these steps to assemble your rolling file cart. It is recommended to assemble on a soft, clean surface to prevent scratches.

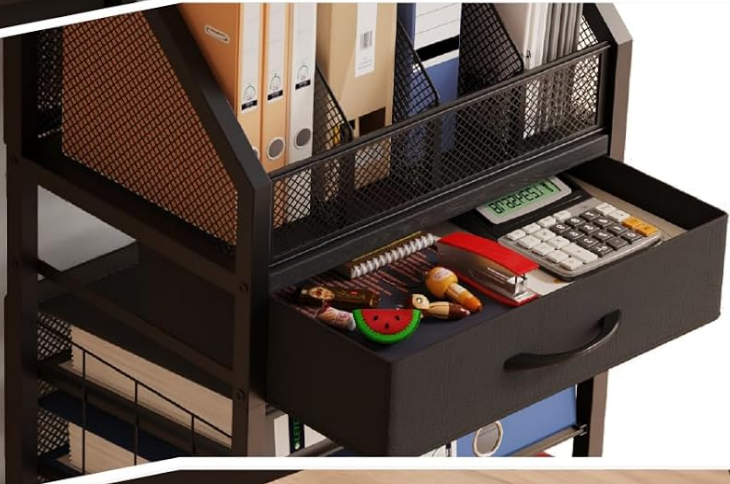
1. **Attach Casters:** Carefully turn the bottom frame section upside down. Insert the four swivel casters into the designated holes at the base of the frame. Ensure two locking casters are positioned at the front for stability. Tighten them securely.
2. **Assemble Main Frame:** Connect the vertical support bars to the base and top sections using the provided screws and Allen wrench. Ensure all connections are firm.
3. **Insert Trays:** Slide the 6 mesh trays into their respective slots along the vertical supports. The trays are designed to slide smoothly for easy access.
4. **Install Drawer:** Place the fabric drawer into its designated slot, typically located below the top vertical compartments. Ensure the handle faces outwards.
5. **Set Up Top Vertical Compartments:** Position the vertical dividers within the top section to create four upright compartments for files and binders.



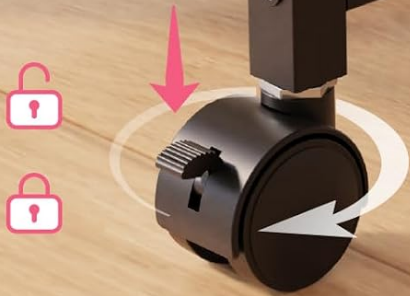
Image 4.1: Detail showing the fabric drawer and the 360-degree rolling casters at the base of the cart.



## Top Vertical Storage Rack



## Drawer Function



## 360 ° Rolling Flexible Casters

Two universal wheels that can be fixed in position

Image 4.2: Detail illustrating the top vertical storage rack for files and the functional drawer below it.

## 5. OPERATING INSTRUCTIONS

### 5.1 Organizing Files and Supplies

- **Top Vertical Compartments:** Use these four sections for upright storage of file folders, binders, magazines, or larger documents.
- **Sliding Trays:** The six sliding trays are ideal for organizing papers, notebooks, smaller books, or stationery items. Pull them out for easy access and push them back in to keep your workspace tidy.
- **Drawer:** The fabric drawer provides enclosed storage for smaller accessories, pens, clips, or personal items, keeping them out of sight.



Image 5.1: A sliding tray partially extended, demonstrating easy access to stored items.

# 9-layer Large Capacity

12 compartments of storage space, with four vertical compartments on the top



Image 5.2: The cart highlighting its nine layers of storage capacity, including vertical compartments, a drawer, and multiple trays.

## 5.2 Moving the Cart

The 360° swivel casters allow for easy mobility. To move the cart, unlock the two front casters by flipping their levers. Guide the cart to your desired location. Once positioned, lock the casters to prevent unintended movement.



Image 5.3: The rolling file cart positioned in a narrow space, illustrating its compact design and ease of movement with universal wheels.

### 5.3 Product Video

Your browser does not support the video tag.

Video 5.1: This video demonstrates the features and usage of the SWTYMIKI 9-Tier Rolling File Cart, including its mobility and storage capabilities.

## 6. MAINTENANCE

- **Cleaning:** Wipe the metal mesh surfaces with a soft, damp cloth. For stubborn dirt, a mild soap solution can be used, followed by drying thoroughly. Avoid abrasive cleaners or harsh chemicals.
- **Drawer Care:** The fabric drawer can be spot cleaned with a damp cloth. Do not machine wash.
- **Caster Maintenance:** Periodically check casters for debris (hair, lint) and clean as needed to ensure smooth rolling.
- **Tightness Check:** Regularly inspect all screws and connections to ensure they remain tight. Retighten if necessary to maintain stability.

## 7. TROUBLESHOOTING

- **Cart is wobbly:** Ensure all screws are fully tightened. Check that the cart is on a flat, even surface. Redistribute items if weight is unevenly distributed.
- **Casters not rolling smoothly:** Check for debris (hair, dust) caught in the wheels. Clean the casters. Ensure the locking mechanism is disengaged.
- **Drawer sticks or doesn't slide easily:** Ensure the drawer is inserted correctly and not overloaded. Check for any obstructions in the drawer's path.
- **Missing parts:** Refer to the 'Package Contents' section. If parts are missing upon arrival, contact customer support for assistance.

## 8. SPECIFICATIONS

| Feature                        | Detail                                          |
|--------------------------------|-------------------------------------------------|
| Model Number                   | ZWJ212                                          |
| Brand                          | SWTYMIKI                                        |
| Color                          | Black                                           |
| Material                       | Iron, Wood (Frame: Metal)                       |
| Product Dimensions (D x W x H) | 10.34" x 13.94" x 43.3" (26cm x 35.4cm x 110cm) |
| Item Weight                    | 13.89 Pounds                                    |
| Number of Tiers                | 9                                               |
| Included Components            | Rolling File Cart x 1                           |
| Assembly Required              | Yes                                             |

Unit: cm

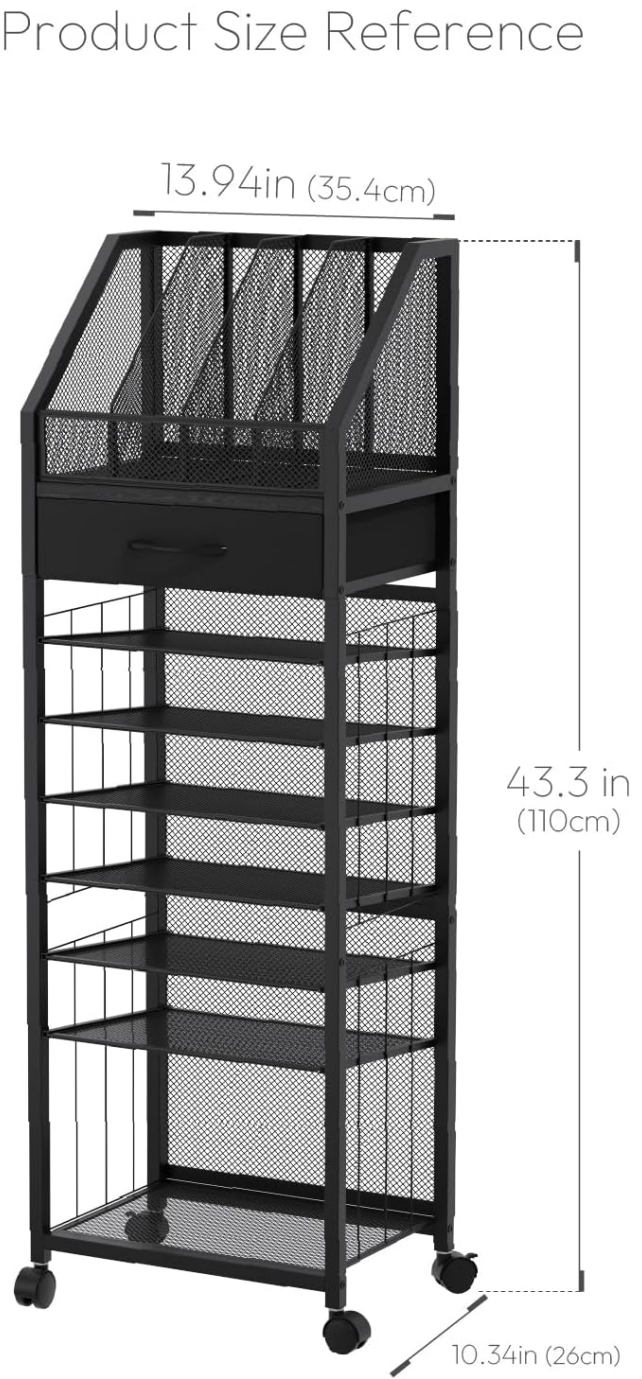
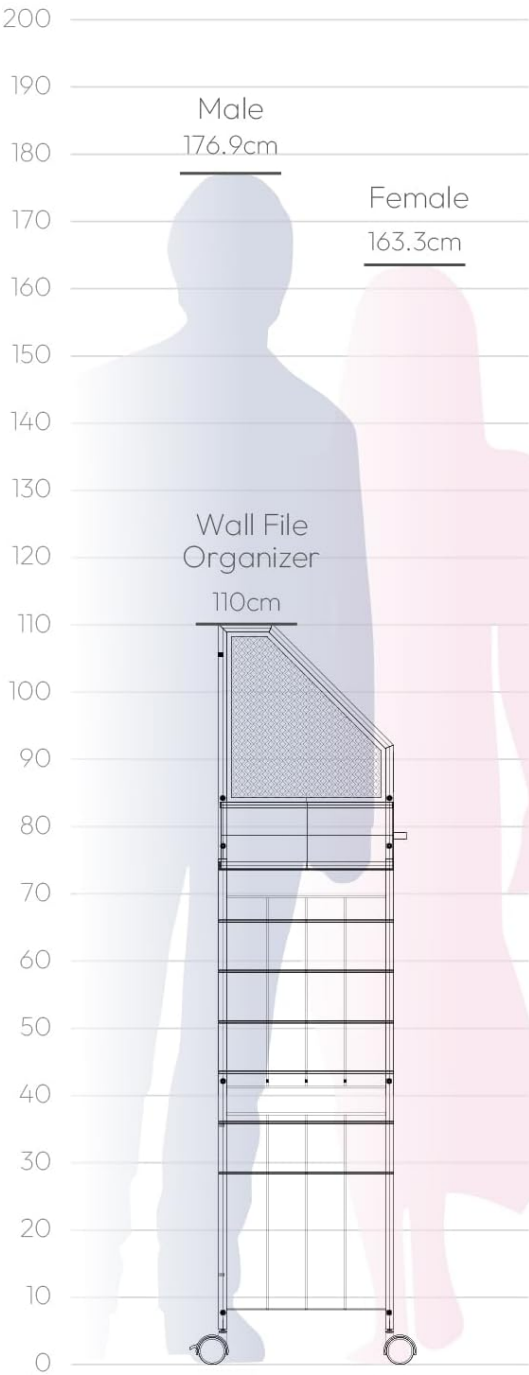


Image 8.1: Product size reference diagram with measurements in inches and centimeters.

9. WARRANTY AND SUPPORT

For warranty information or customer support, please refer to the product packaging or contact the manufacturer directly through their official website or the retailer where the product was purchased. Keep your purchase receipt for warranty claims.

ASK A QUESTION ABOUT THIS MANUAL

Ask about setup, troubleshooting, compatibility, parts, safety, or missing instructions. Manuals+ will review the question and use this page's manual context to help answer it.

**Name**

Anonymous

**Email**

you@example.com

After a successful submission, we securely hash the supplied account or form email before sending it to Microsoft Advertising for conversion attribution. [Privacy details](#).

**Question**

Example: How do I reset this device or fix this error?

**Details**

Model number, symptoms, what you tried, or the section of the manual you are using.

**Submit question**