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HOMCOM B0DRV2SK2R

HOMCOM Lateral File Cabinet User Manual

Model: B0DRV2SK2R

Brand: HOMCOM

INTRODUCTION

This manual provides detailed instructions for the assembly, operation, and maintenance of your HOMCOM Lateral File Cabinet, Model B0DRV2SK2R. This cabinet features two spacious drawers designed for organizing letter, A4, and legal-sized documents, a lockable top drawer for security, and a sturdy top surface suitable for use as a printer stand. Please read all instructions carefully before assembly and use to ensure safe and proper functionality.



Image: The HOMCOM Lateral File Cabinet in a typical office environment, showcasing its design and potential use.

SAFETY INFORMATION

- Always lift with your knees, not your back, when moving the cabinet or heavy components.
- Do not overload the cabinet drawers. Distribute weight evenly.
- Keep fingers away from closing drawers to prevent pinching.
- Assemble the cabinet strictly according to the provided instructions to ensure stability and safety.
- For enhanced stability and to prevent tipping, especially when both drawers are open, secure the cabinet to a wall using the included anti-tip straps.

PACKAGE CONTENTS

Before beginning assembly, verify that all components are present and undamaged. If any parts are missing or damaged, please contact customer support.

- Cabinet panels (various sizes)
- Two drawers
- Two keys for the lockable drawer
- Assembly hardware (screws, dowels, cam locks, etc.)
- Adjustable hanging bars for file organization
- Anti-tip straps for wall securing



Image: Representation of the product packaging.

SETUP AND ASSEMBLY

Assembly of this lateral file cabinet is designed to be straightforward with clearly labeled parts and comprehensive instructions. Please follow the step-by-step guide provided in your product packaging. It is recommended to assemble the unit on a soft, clean surface to prevent scratches.

Key Assembly Steps:

1. Identify all parts and hardware using the provided list.
2. Assemble the main frame of the cabinet.
3. Construct the two drawers, ensuring smooth operation of the three-section alloy rails.
4. Install the adjustable hanging bars within each drawer according to your filing needs (Letter, A4, or Legal size).
5. Attach the square alloy handles to the drawer fronts.
6. Secure the cabinet to a wall using the anti-tip straps for safety.

STORAGE SPACE



Image: Product dimensions for planning placement.



Image: Detail of the cabinet's base and feet.

OPERATING INSTRUCTIONS

Drawer Operation:

The cabinet features two drawers with fully extending, three-section alloy rails for smooth opening and closing. Pull the black square handles to open the drawers. Ensure drawers are fully closed when not in use.

ADJUSTABLE HANGING BAR



Letter Size

Legal Size

A4 Size



Letter Size



Letter Size+Legal Size



Letter Size+A4 Size

Image: Cabinet with drawers open, illustrating storage capacity.

File Organization:

Each drawer is equipped with an adjustable bar to accommodate various file sizes:

- **Letter Size:** Position the bar to support letter-sized hanging folders.
- **A4 Size:** Adjust the bar for A4-sized hanging folders.
- **Legal Size:** Configure the bar to hold legal-sized hanging folders.

The adjustable bar allows for flexible organization, including combinations of file sizes within a single drawer.

LOCKABLE DESIGN

Top drawer with a lock secures your important files



Image: Detail of the adjustable hanging bar and supported file sizes.

Locking Mechanism:

The top drawer features a lockable design for securing confidential documents. Insert one of the provided keys into the lock on the top drawer and turn to lock or unlock. Ensure the drawer is fully closed before attempting to lock it.



Image: Illustration of the lockable top drawer feature.

Printer Stand Functionality:

The sturdy top surface of the cabinet is designed to function as a printer stand, providing convenient placement for your office equipment.



Image: The cabinet serving as a printer stand.

MAINTENANCE

The HOMCOM Lateral File Cabinet is constructed from melamine-coated particleboard, making it robust and easy to maintain.

- **Cleaning:** Simply wipe the surfaces clean with a dry, soft cloth. For stubborn marks, a slightly damp cloth followed by a dry cloth can be used. Avoid abrasive cleaners or harsh chemicals, as these can damage the finish.
- **General Care:** Avoid placing hot items directly on the surface. Protect the cabinet from excessive moisture and direct sunlight to prevent warping or fading.

TROUBLESHOOTING

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

- **Drawers not opening/closing smoothly:**

- Check for obstructions in the drawer slides.
- Ensure the cabinet is on a level surface.
- Verify that the drawer rails were installed correctly during assembly.
- Do not overload drawers; redistribute contents if necessary.

• **Cabinet instability:**

- Confirm all assembly hardware is tightened securely.
- Ensure the cabinet is placed on a flat, stable floor.
- Utilize the anti-tip straps to secure the cabinet to a wall.

• **Lock not functioning:**

- Ensure the top drawer is fully closed before attempting to lock it.
- Check if the key is fully inserted and turned correctly.
- Avoid forcing the lock mechanism.

If problems persist, please contact customer support for further assistance.

SPECIFICATIONS

Feature	Detail
Brand	HOMCOM
Model Number	B0DRV2SK2R
Colour	White
Material	Engineered Wood (Melamine Coated Particleboard)
Product Dimensions (L x W x H)	79 cm x 40 cm x 72 cm (31.1" x 15.7" x 28.3")
Item Weight	26.99 kg
Number of Drawers	2
Lockable	Yes (Top Drawer)
File Sizes Supported	Letter, A4, Legal
Assembly Required	Yes
Special Features	Fade Resistant, Lockable, Scratch Resistant, Stain Resistant
Included Components	Drawers, Keys

WARRANTY INFORMATION

This HOMCOM Lateral File Cabinet comes with a**90 Day Warranty Against Manufacturer Defects**. This warranty covers defects in materials and workmanship under normal use. It does not cover damage resulting from misuse, accidents, unauthorized modifications, or normal wear and tear. Please retain your proof of purchase for warranty claims.

CUSTOMER SUPPORT

For any questions, assistance with assembly, or to report missing/damaged parts, please contact Aosom Canada, the manufacturer of your HOMCOM product.

- **Manufacturer:** Aosom Canada
- **Place of Business:** Markham, Ontario, CA
- **Telephone:** 1-416-792-6088

Please have your model number (B0DRV2SK2R) and proof of purchase ready when contacting support.

PRODUCT VIDEOS

The following videos provide additional visual guidance and information about the HOMCOM Lateral File Cabinet.

Product Overview (0:32)

Your browser does not support the video tag.

Video: A brief overview demonstrating the key features and design of the lateral file cabinet.

Storage Capacity Demonstration (0:47)

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Video: This video illustrates the internal storage space and how different file sizes (Letter, A4, Legal) can be organized within the drawers.

Locking Feature Showcase (0:17)

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Video: A demonstration of the lockable top drawer, showing how to secure your documents.

Drawer Smoothness and Extension (0:22)

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Video: This clip highlights the smooth operation and full extension of the cabinet's drawers.

Product Features Overview (0:15)

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Video: A quick visual summary of the cabinet's main features.

Vertical View of Cabinet (0:15)

Your browser does not support the video tag.

Video: A vertical perspective showcasing the cabinet's design and proportions.

Cabinet in Use (0:26)

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Video: Demonstrates the cabinet in an active office setting, highlighting its practical application.

Detailed Product View (0:43)

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Video: A comprehensive look at the cabinet, detailing its construction and features from various angles.

