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SISESOL 1

SISESOL 2-Drawer Metal Office Locking File Cabinet with Wheels

Model: 1 | Brand: SISESOL

1. INTRODUCTION

Thank you for choosing the SISESOL 2-Drawer Metal Office Locking File Cabinet. This manual provides essential information for the safe and efficient assembly, operation, and maintenance of your new filing cabinet. Constructed from high-strength cold-rolled steel, this cabinet offers durable and secure storage for your documents. Its mobile design with lockable wheels ensures flexibility and stability in various environments.

Safety Information: Always follow assembly instructions carefully. Ensure all parts are securely fastened before use. Do not overload drawers. Keep keys out of reach of children.

2. PACKAGE CONTENTS

Please verify that all components listed below are present before beginning assembly. If any parts are missing or damaged, please contact customer service.

- A x1: Left Side Panel
- B x1: Right Side Panel
- C x1: Back Panel
- D x1: Top Panel
- E x2: Bottom Drawer Panel
- F x2: Drawer Front Panel
- G x2: Drawer Back Panel
- H x2: Drawer Side Panel (Left)
- I x2: Drawer Side Panel (Right)
- J x26: Screws (for general assembly)
- K x1: Wall Anchor Kit (for anti-tipping)
- L x2: Label Holders
- M x2: Locking Casters
- N x2: Non-Locking Casters
- O x30: Screws (for casters and other small parts)
- P x8: Plastic Plugs

- Wrench x1
- Screwdriver x1



Figure 1: All components included in the package.

3. SETUP AND ASSEMBLY INSTRUCTIONS

Follow these steps to assemble your SISESOL 2-Drawer Metal Office Locking File Cabinet. It is recommended to have a soft, clean surface for assembly to prevent scratches.

1. **Attach Side Panels:** Connect the left (A) and right (B) side panels to the bottom frame using the provided screws (J). Ensure the drawer slides are facing inwards.
2. **Install Back Panel:** Secure the back panel (C) to the assembled side panels using screws (J).
3. **Attach Top Panel:** Place the top panel (D) onto the cabinet frame and secure it with screws (J).
4. **Assemble Drawers:** For each drawer, attach the front (F), back (G), and side panels (H, I) to the bottom drawer panel (E) using screws (J). Ensure the label holders (L) are attached to the front panels.
5. **Install Casters:** Attach the two locking casters (M) to the front corners of the cabinet base and the two non-locking casters (N) to the rear corners. Use the provided wrench to tighten them securely.
6. **Insert Drawers:** Carefully align the drawer slides on the assembled drawers with the slides inside the cabinet. Push the drawers in until they click into place.
7. **Test Lock:** Insert the key into the lock on the top drawer and turn to ensure it functions correctly.

Video 1: Seller-provided assembly guide for the 2-Drawer File Cabinet. This video demonstrates the step-by-step process of putting together the cabinet components, including attaching side panels, installing the top and back, assembling drawers, and fitting the casters. It also shows the final product with files and the locking mechanism.



Figure 2: The fully assembled SISESOL 2-Drawer Metal Office Locking File Cabinet in an office environment.

4. OPERATING INSTRUCTIONS

4.1 Using the Drawers

The cabinet features two spacious drawers designed for efficient organization. Each drawer is equipped with high-quality, full-pull slides for smooth operation, even when storing up to 60 lbs of files. The drawers are designed to accommodate A4 size or legal size file folders.

- **Opening:** Gently pull the drawer handle to open.
- **Closing:** Push the drawer firmly until it is fully closed.
- **File Organization:** Utilize the adjustable suspension rails within the drawers to hang A4 or legal-sized file folders.

Suitable for multiple sizes of files



Figure 3: The drawers are compatible with both A4 and legal-sized hanging files.

4.2 Locking Mechanism

The top drawer of the cabinet features a locking mechanism to secure your important documents. The lock is designed to secure both drawers simultaneously.

- **To Lock:** Ensure both drawers are fully closed. Insert the key into the lock on the top drawer and turn clockwise until the lock engages. Remove the key.
- **To Unlock:** Insert the key into the lock and turn counter-clockwise until the lock disengages.

4.3 Mobility and Stability

The cabinet is equipped with 360° rolling casters for easy movement and two lockable casters for stability.

- **To Move:** Ensure the lockable casters are unlocked. Gently push the cabinet to its desired location.
- **To Secure:** Once in position, press down on the levers of the two lockable casters to prevent the cabinet from moving.

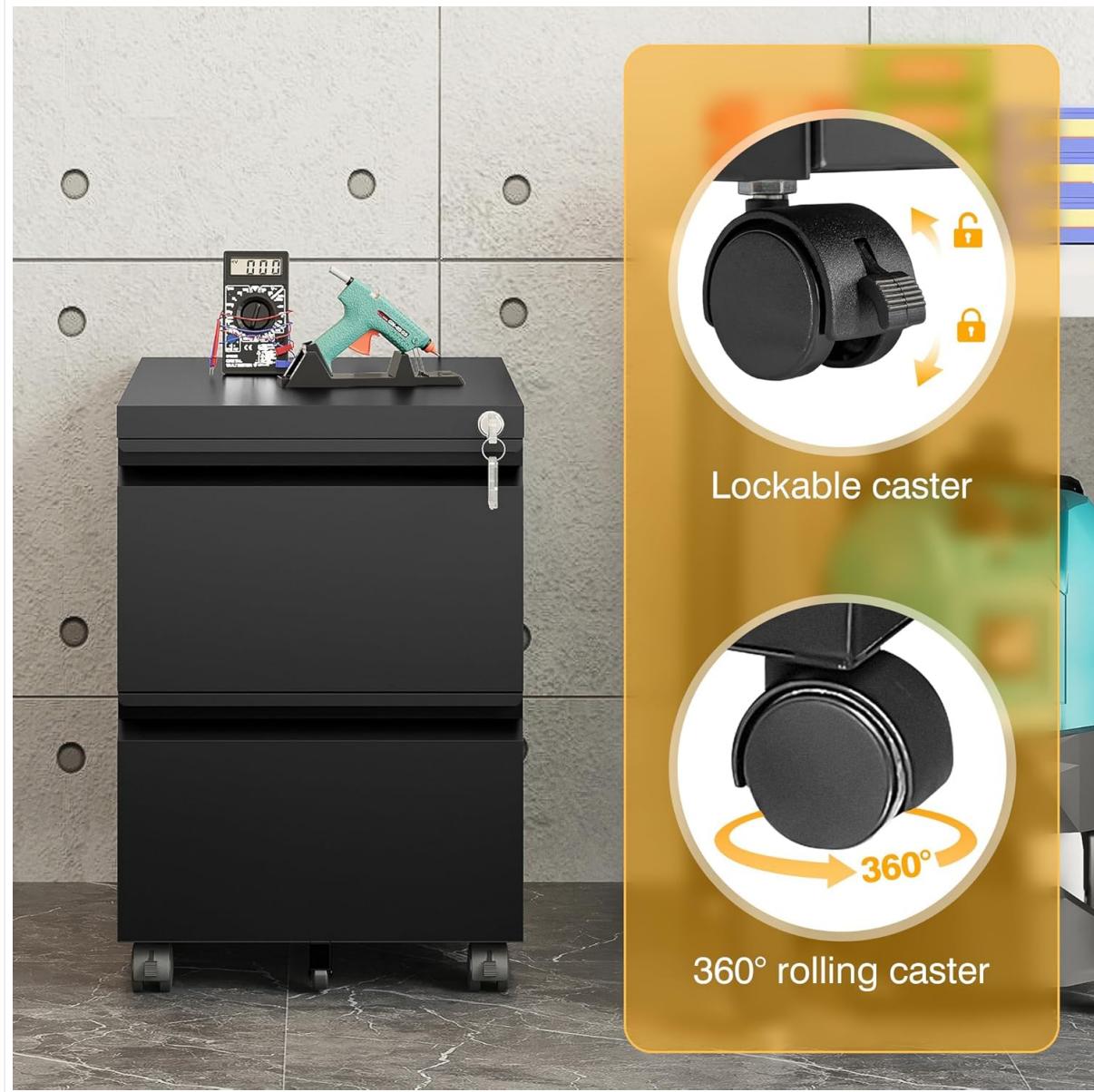


Figure 4: Detail of the lockable and 360° rolling casters for easy movement and secure placement.

5. MAINTENANCE

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

- **Cleaning:** Wipe the cabinet surfaces with a soft, damp cloth. Avoid using abrasive cleaners or harsh chemicals, as these may damage the powder-coated finish.
- **Lubrication:** Periodically check the drawer slides for smooth operation. If they become stiff, a small amount of silicone-based lubricant can be applied.
- **Inspection:** Regularly inspect all screws and fasteners to ensure they are tight. Re-tighten if necessary.
- **Rust Prevention:** The powder-coated steel is rust-resistant, but avoid prolonged exposure to moisture to maintain its condition.

6. TROUBLESHOOTING

- **Drawers are stiff or not sliding smoothly:**
 - Check if the drawer slides are properly aligned and free from obstructions.
 - Apply a small amount of silicone lubricant to the slides.
 - Ensure the cabinet is on a level surface.

- **Lock is not engaging/disengaging:**

- Verify that both drawers are fully closed before attempting to lock.
- Ensure the key is fully inserted and turned completely.
- If the issue persists, contact customer service.

- **Cabinet is wobbly:**

- Check that all assembly screws are securely tightened.
- Ensure the cabinet is placed on a flat, even surface.
- Verify that the casters are properly installed and tightened.

7. SPECIFICATIONS

Brand	SISESOL
Model Number	1
Colour	Black
Product Dimensions	44D x 37W x 66H Centimetres (17.3D x 14.56W x 26H inches)
Material	Metal (High-strength cold-rolled steel)
Item Weight	15.9 kg (35 lbs)
Total Load Capacity	Up to 200 pounds
Drawer Load Capacity	Up to 60 pounds per drawer
Special Features	Lockable, Wheeled (360° swivel, 2 lockable), Rust Resistant, Scratch Resistant
Recommended Uses	Office, Storing and organizing documents, files, and other small office or home items
Finish Type	Powder Coated

Product Information



H26" X W14.56" X D17.3"



load-bearing



Figure 5: Product dimensions and load-bearing capacity.

8. WARRANTY AND SUPPORT

For any questions, missing parts, or concerns regarding your SISESOL 2-Drawer Metal Office Locking File Cabinet, please contact our online customer service. We are committed to providing a satisfactory solution within 12 hours. Please retain your proof of purchase for any warranty claims.