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ZenStyle 0868

ZenStyle 2-Tier Wooden Desktop Organizer

MODEL: 0868

Introduction

Thank you for choosing the ZenStyle 2-Tier Wooden Desktop Organizer. This manual provides essential information for the safe assembly, proper use, and effective maintenance of your new desktop organizer. Please read these instructions carefully before beginning assembly and retain them for future reference.

Safety Information

- **Weight Capacity:** Do not exceed the maximum weight capacity of 143 lbs for the entire unit. The top panel supports up to 55 lbs. Overloading can cause damage or injury.
- **Anti-Tipping Device:** An anti-tipping device is included. For safety, especially in households with children or pets, it is highly recommended to secure the organizer to a wall using the provided device.
- **Assembly:** Assemble the unit on a soft, clean surface to prevent scratches. Ensure all hardware is securely tightened before use.
- **Placement:** Place the organizer on a stable, level surface to prevent wobbling or tipping.
- **Children:** Keep small parts and packaging materials away from children during assembly.

The Position of The Shelf Can Be Freely Adjusted



Image: The ZenStyle 2-Tier Wooden Desktop Organizer in a bedroom setting, showcasing its use for various items. This image illustrates the product's intended function and aesthetic.

Package Contents

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

- 1 x Desktop Bookshelf Unit (disassembled components)
- 1 x Hardware Pack (screws, dowels, anti-tipping device, screw stickers)
- 1 x Assembly Guide (this document)

Assembly Instructions

Assembly typically takes less than 30 minutes. Two people are recommended for easier assembly.

1. **Unpack and Identify Parts:** Carefully unpack all components and hardware. Lay them out on a clean, soft surface to prevent scratches. Refer to the included parts list (if separate) to identify each piece.
2. **Attach Side Panels:** Connect the side panels to the base and top panels using the provided screws and dowels. Ensure the panels are oriented correctly according to the pre-drilled holes.

3. **Install Fixed Shelves:** Insert and secure any fixed shelves into their designated slots or with screws.
4. **Install Adjustable Shelves:** Place the adjustable shelves into the desired positions. The shelves can be moved to accommodate different item heights.
5. **Secure Back Panel (if applicable):** If a back panel is included, attach it to the rear of the unit using small nails or screws.
6. **Apply Screw Stickers:** Cover exposed screw heads with the provided screw stickers for a finished appearance.
7. **Attach Anti-Tipping Device:** Secure the anti-tipping device to the top rear of the organizer and then to a wall stud, following the specific instructions provided with the device.
8. **Final Check:** Ensure all connections are tight and the organizer is stable.



Image: A detailed diagram illustrating the dimensions of the ZenStyle 2-Tier Wooden Desktop Organizer, including height, width, depth, and individual shelf measurements. It also highlights the overall weight capacity of 145 lbs.



Image: This image details key design features of the organizer, including the anti-tipping device for safety, safe rounded corners, additional screw stickers for a clean finish, and the easy-to-clean surface.

Operating Instructions

Once assembled, the ZenStyle Desktop Organizer is ready for use.

- **Placement:** Position the organizer on your desk or desired surface. Ensure it is stable and does not wobble.
- **Loading Items:** Distribute weight evenly across the shelves. Place heavier items on lower shelves if possible. Do not exceed the stated weight capacities.
- **Adjustable Shelves:** The internal shelves can be adjusted to different heights to accommodate various items such as books, binders, or decorative objects. To adjust, carefully remove the shelf, reposition the shelf pins (if applicable), and reinsert the shelf.



Image: A visual representation demonstrating how the internal shelves of the organizer can be freely adjusted to different heights, indicated by horizontal arrows, allowing for customized storage space.

Maintenance

To ensure the longevity and appearance of your desktop organizer, follow these simple maintenance guidelines:

- **Cleaning:** Wipe the surfaces with a soft, damp cloth. Avoid using harsh chemicals, abrasive cleaners, or excessive moisture, which can damage the finish.
- **Spills:** Clean up spills immediately to prevent staining or damage to the engineered wood.
- **Sunlight:** Avoid prolonged exposure to direct sunlight, which can cause fading or discoloration.
- **Hardware:** Periodically check all screws and connections to ensure they remain tight. Retighten if necessary.

Troubleshooting

- **Wobbly Unit:** Ensure the organizer is placed on a level surface. Check all screws and connections to confirm they are securely tightened.
- **Missing Parts:** If any parts are missing from the package, carefully review the package contents list. If parts are still missing, contact the retailer or manufacturer for assistance.
- **Difficulty Assembling:** Re-read the assembly instructions carefully. Ensure all pieces are oriented correctly. Do not force components together.

Specifications

Model Name	Bookshelf
Model Number	0868
Brand	ZenStyle
Material	Engineered Wood (MDF, PB)
Overall Dimensions (L x W x H)	37" x 9.4" x 28.7"
Number of Shelves	4
Overall Weight Capacity	143 lbs
Top Panel Weight Capacity	55 lbs
Item Weight	27.1 lbs
Color	Natural
Assembly Required	Yes

Warranty

Specific warranty information may vary by retailer or region. Please refer to your purchase documentation or contact the seller for details regarding warranty coverage and terms.

Customer Support

For assistance with assembly, missing parts, or any other inquiries, please contact the retailer from whom you purchased this product. You may also visit the official ZenStyle website for general product information.