

# Assembly Instructions

KI 700 Series

Lateral Filing Cabinet Receding Door Removal and Installation

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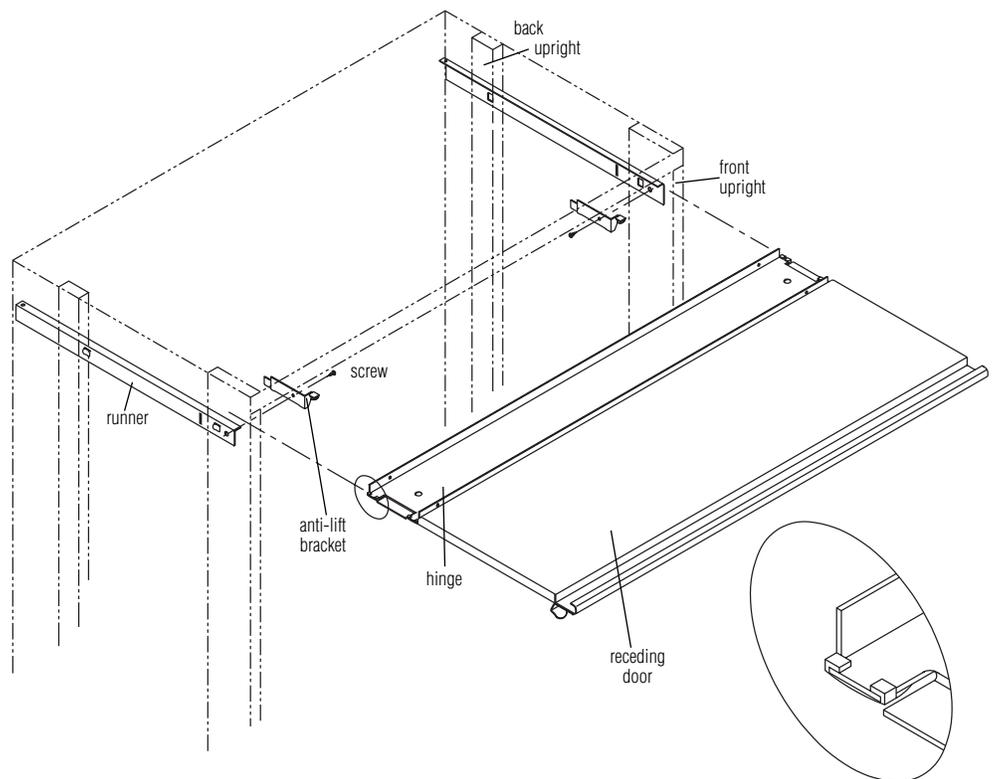
## Required Tools

Phillips screwdriver  
Slot or flat head screwdriver

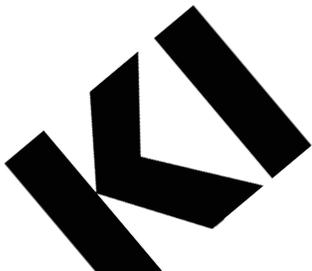
Rubber mallet or hammer  
White lithium grease

## Introduction

Receding doors slide on two greased L shaped glides on either side of the cabinet. The door has two anti-lift brackets attached to the glides which prevent the drawer from sliding out during use. Please examine Detail 1 to become familiar with the sliding door components.



Detail 1



CAUTION

Assemble units as described herein only. To do otherwise may result in instability. All screws, nuts and bolts must be checked periodically after assembly. **Failure to assemble properly, or to secure parts may result in assembly failure and injury.** Illustrations and specifications are based on current product information at the time of this printing.



Figure 1

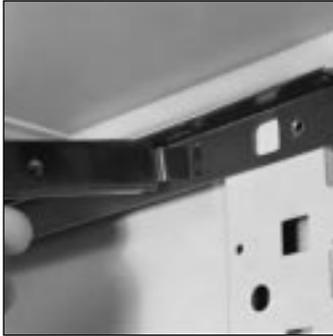


Figure 2



Figure 3



Figure 4

## Receding Door Removal

1. Open door until it protrudes 3 to 4 inches from the front of the cabinet.
2. Remove all the contents of the drawer to allow for easy access to inside components.
3. Locate the left and right anti-lift brackets shown in Figure 1 and remove the retaining screws with Phillips screwdriver.
4. The anti-lift brackets are now held to the glides via a slip connection. Remove brackets by rotating the bracket towards the center of the cabinet and pull the bracket from the slot in the glide as shown in Figure 2. Receding drawer can now be slid out of cabinet.
5. Runner is secured to cabinet uprights via two slip connections. Remove glides by placing flat head screwdriver in anti-lift bracket slot shown in Figure 3 and tap end of screwdriver with mallet in a direction such that the glide is being forced out the front of the cabinet.



Figure 5



Figure 6



Figure 7

## Receding Door Installation

1. Align the tab on the glide with the appropriate set of square holes on the cabinet uprights as shown in Figure 4 and use the mallet to tap glide toward back of the filing cabinet, forcing the slip connection together.
2. Apply a thin film of the white lithium grease to the upper and lower surfaces of the glide.
3. The door slides onto the glides as shown in Figure 5. Make sure that the door is properly positioned such that the glide is placed between the two small upper flanges and the one longer lower flange.
4. Slide door into the cabinet such that it protrudes approximately 3-4 inches from the front of the cabinet.
5. The anti-lift bracket can now be installed by placing the tab on the rear of the bracket into the corresponding slot in the glide as shown in Figure 6. (Note there is a left and right anti-lift bracket which are distinguished by an L and R stamped in the side.)
6. Rotate anti-lift bracket into place and secure, using a 1/2 inch #10 sheet metal screw as shown in Figure 7.
7. Carefully check the operation of the door. If resistance is encountered, do not force as this may cause damage. Recheck assembly to make sure it was done properly. The door should run smoothly with little resistance if done correctly.