

# Assembly Instructions

## CrossRoads® Metal Media Shelving

Single Face

December 2009

### Tools Required:

- #2 Phillips screwdriver
- 1/2" socket
- Socket wrench

### Hardware Included:

- #8 x 5/8" screws
- #8 x 1 1/4" screws
- 5/16" x 2" hex head bolt
- 5/16" x 4 1/2" hex head bolt
- 5/16" lock washer
- 5/16" flat washer
- 5/16" hex nut
- Metal pegs

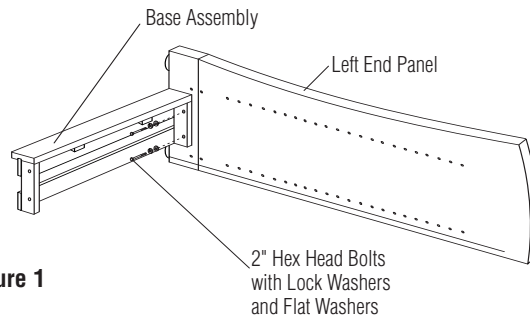


Figure 1

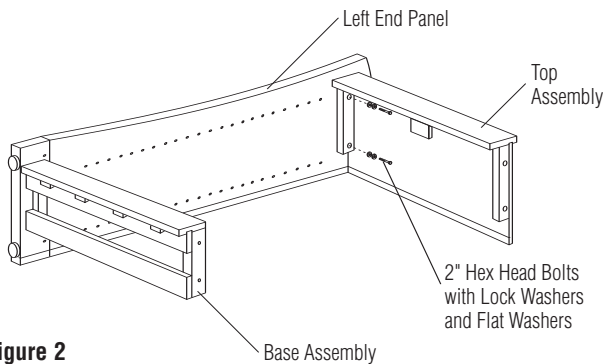


Figure 2

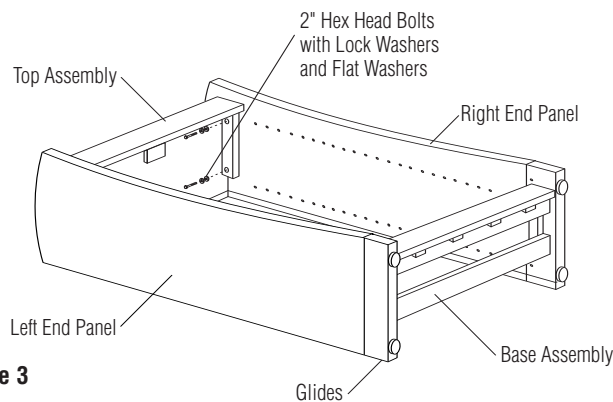


Figure 3

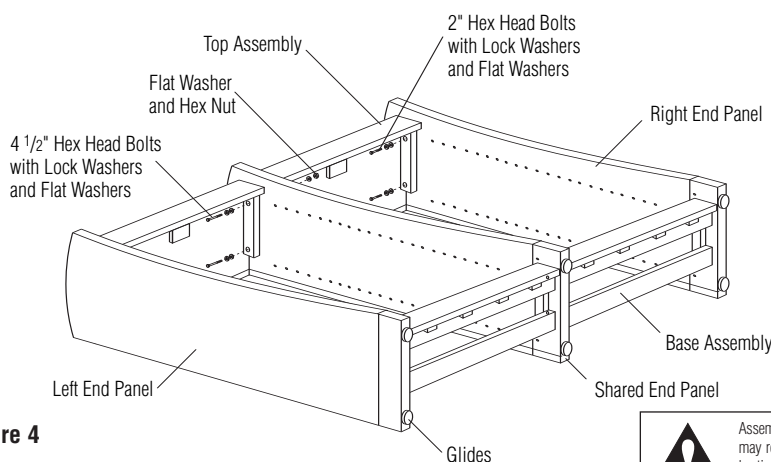
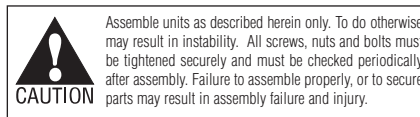


Figure 4



1. Set back edge of left end panel on flat surface (holes to inside – if it's a curved end panel make sure the curved edge is up).
2. Align the side holes in the base assembly with the lower holes in the left end panel. Insert 2" hex head bolts with lock washers and flat washers into the base and end panel (Figure 1). Tighten.
3. Align the side holes in the top assembly with the upper holes in the left end panel (Figure 2). Make sure the faceplate on the top assembly is to the front and that the back panel groove is to the back. Insert 2" hex head bolts with lock washers and flat washers into the top assembly and end panel. Tighten. **Note:** for shelving units 72" and higher, the top shelf assembly should be flipped so that the cleat side faces up.
4. For single starter unit (stand-alone) and final end panel for connecting units: Take the right end panel (holes to inside) and align the side with the holes in both the base and the top assembly (Figure 3). Insert 2" hex head bolts with lock washers and flat washers into the base and top assembly. Tighten.
5. For adder units (connecting) – Align the side holes in the shared panel (holes both sides) with the holes in both the base assembly and the top assembly. Insert 4 1/2" hex head bolts with lock washers, flat washers and nut into the base assembly. Do not tighten (Figure 4).
6. Align the side holes in the base assembly with the lower holes in the shared panel. Tighten the 4 1/2" hex head bolts and nuts. (Figure 4).
7. Align the side holes in the top assembly (groove side down) with the upper holes in the left end panel. Tighten the 4 1/2" hex head bolts and nuts. (Figure 4).

# CrossRoads® Metal Media Shelving - Single Face

## Assembly Instructions



Assemble units as described herein only. To do otherwise may result in instability. All screws, nuts and bolts must be tightened securely and must be checked periodically after assembly. Failure to assemble properly, or to secure parts may result in assembly failure and injury.

8. Repeat steps 5, 6 and 7 until all units are assembled, finishing with the right end panel. **Note:** two or more assemblers are recommended when multiple units are connected.

9. For optional back panel, slide the back panel into the side grooves of the assembled units and slide into the top groove. Insert #8 x 5/8" screws into the groove directly below the back panel to keep the panel raised off the floor (Figures 5 & 6).

10. Carefully tip the shelving unit into an upright position. **Note:** two or more assemblers are recommended when multiple units are connected.

11. Wood Bottom Shelf. Insert (4) metal pegs into pre-drilled holes just above the base assembly. Lay bottom shelf with routed side down and align onto metal pegs (Figure 7). Repeat for each unit.

12. 60" and 82" high units require a fixed center metal shelf. Measure up half way on the end panels. Within 6" of this dimension, determine desired shelf location. Insert (2) metal pegs into pre-drilled holes at front sides of end/adder panels at desired shelf height. At back side of end/adder panels, insert (2) metal pegs five holes up from the placement of the front metal pegs. Set center metal media shelf onto the pegs. Attach center shelf to end/adder panel using three #8 x 5/8" screws and washers per side (Figure 8). Metal shelves must be tight against end/adder panel when screw is fully tightened.

12. Metal media shelves. Insert (2) metal pegs into pre-drilled holes at front sides of end/adder panels at desired shelf heights. At back side of end/adder panels, insert (2) metal pegs five holes up from the placement of the front metal pegs. Set each metal media shelf onto the pegs (Figure 7).

13. Optional dividers. Insert metal dividers into desired slots on each metal media shelf (six dividers provided per shelf).

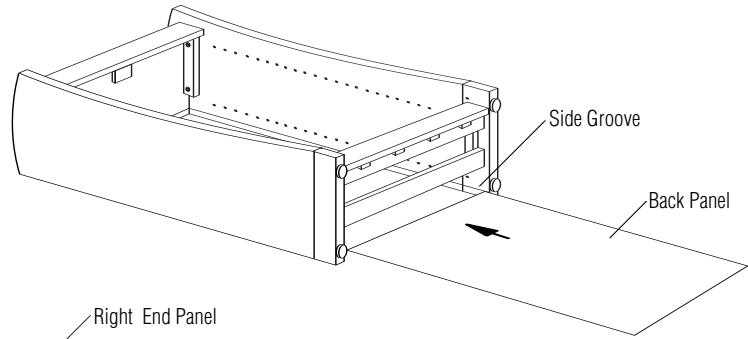


Figure 5

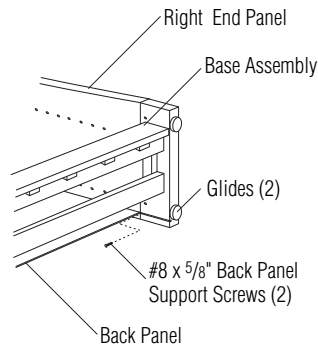


Figure 6

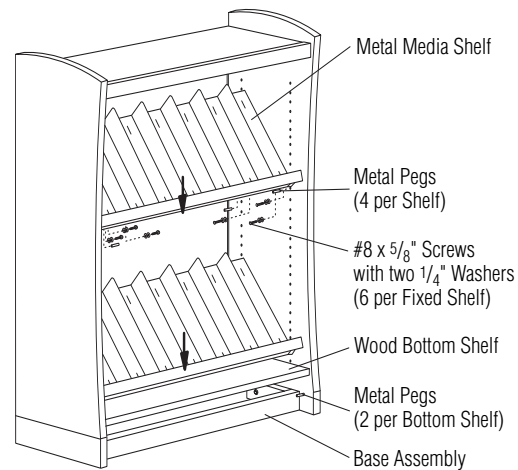


Figure 7

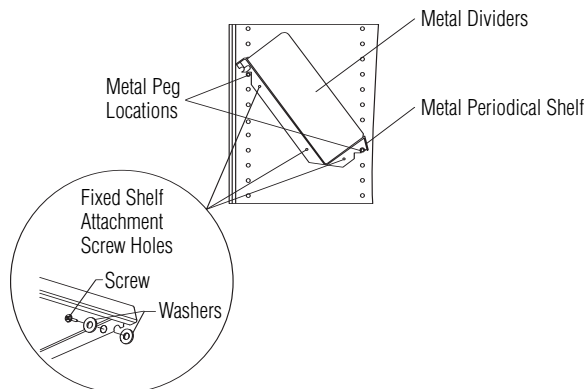


Figure 8