

CORRIDOR[®] 6521

DESK

INSTRUCTION MANUAL

LET'S GET STARTED.



DESIGN MATTHEW WEATHERLY

BDi

BDIUSA.COM



Congratulations on the purchase of your Corridor Desk 6521 from BDI. Your desk has been designed to provide a lifetime of enjoyment. This manual will provide you with assembly instructions and other helpful information that will ensure that you get the most out of your product. Please save it for future reference.

Your Corridor Desk has been engineered for simple assembly. Please follow these directions carefully to prevent any damage.

Should you need further assistance, contact BDI at customerservice@bdiusa.com.


ENJOY!

HARDWARE AND COMPONENTS

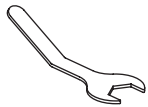
Unpack and identify the parts listed below. The assembly workspace should be a non-marring surface such as carpet. For missing hardware pieces, please contact BDI Customer Service at customerservice@bdiusa.com.

Do not use power tools for assembly of this product.


For all other concerns, please contact your BDI retailer.



PART #	T1
DESCRIPTION	Hex Wrench
QUANTITY	1




PART #	T2
DESCRIPTION	Leveler Wrench
QUANTITY	1



PART #	H1
DESCRIPTION	M6 x 15mm Screw
QUANTITY	3



PART #	H5
DESCRIPTION	M6 x 40mm Screw
QUANTITY	6



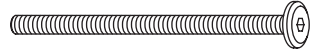
PART #	H7
DESCRIPTION	Barrel Nut
QUANTITY	4



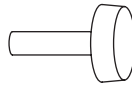
PART #	H8
DESCRIPTION	M6 x 15mm Screw
QUANTITY	4




PART #	H9
DESCRIPTION	M6 x 60mm Screw
QUANTITY	6




PART #	H10
DESCRIPTION	M6 x 87mm Screw
QUANTITY	2



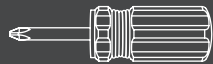
PART #	H11
DESCRIPTION	Bumper
QUANTITY	5



PART #	H12
DESCRIPTION	M4 x 35mm Screw
QUANTITY	4

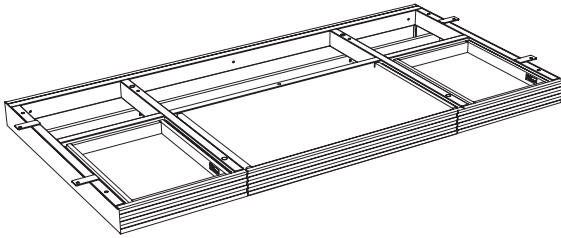


PART #	H13
DESCRIPTION	Leveler
QUANTITY	4

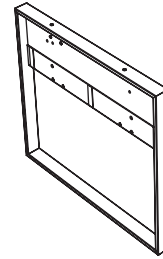


TOOL REQUIRED (NOT INCLUDED)	
Phillips Screwdriver	

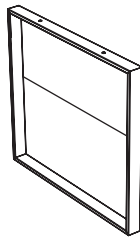
HARDWARE AND COMPONENTS



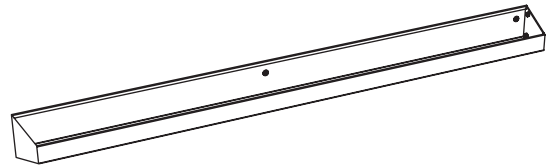
PART #	A1
DESCRIPTION	Drawer Assembly
QUANTITY	1



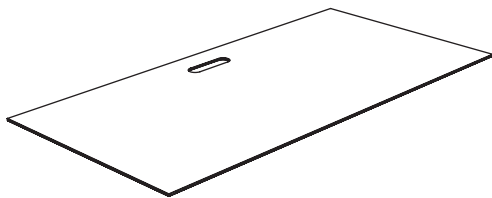
PART #	A2
DESCRIPTION	Left Leg
QUANTITY	1



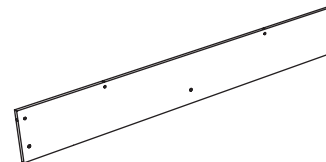
PART #	A3
DESCRIPTION	Right Leg
QUANTITY	1



PART #	A4
DESCRIPTION	Wire Management Trough
QUANTITY	1



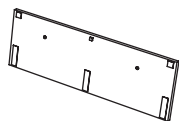
PART #	C1
DESCRIPTION	Glass Panel
QUANTITY	1



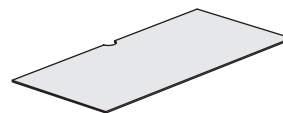
PART #	C10
DESCRIPTION	Modesty Panel
QUANTITY	1



PART #	C11
DESCRIPTION	Wire Management Lid
QUANTITY	1



PART #	C12
DESCRIPTION	Removable Side Panel
QUANTITY	2



PART #	C13
DESCRIPTION	Center Drawer Liner
QUANTITY	1





PART #	C14
DESCRIPTION	Side Drawer Liner
QUANTITY	2

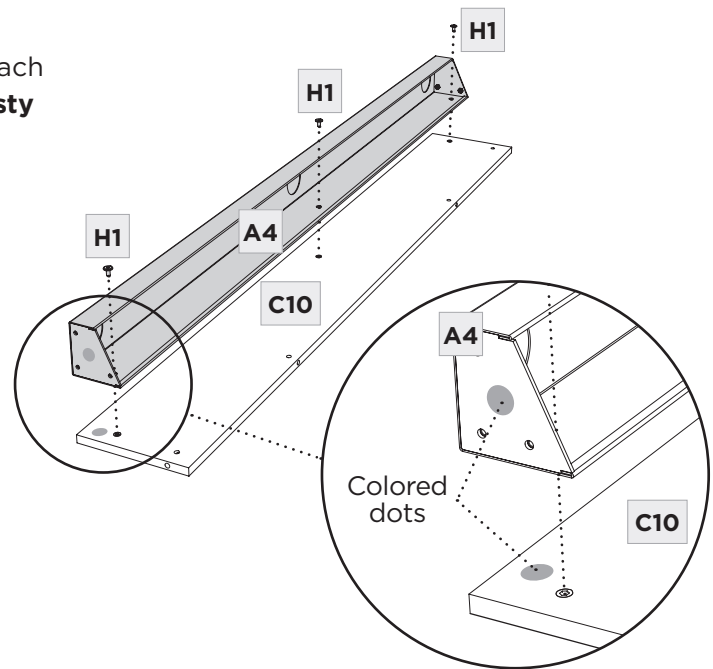
ASSEMBLY

STEP 1. ATTACH WIRE MANAGEMENT TROUGH

Aligning the **colored dots** on the same side, attach **(A4) Wire Management Trough** to **(C10) Modesty Panel** using **(H1) Screw** and **(T1) Hex Wrench**.

NOTE: Keep screws loose until Step 6.

	PART/DESCRIPTION	QTY
	T1-HEX WRENCH	1
	H1-SCREW	3




ASSEMBLY

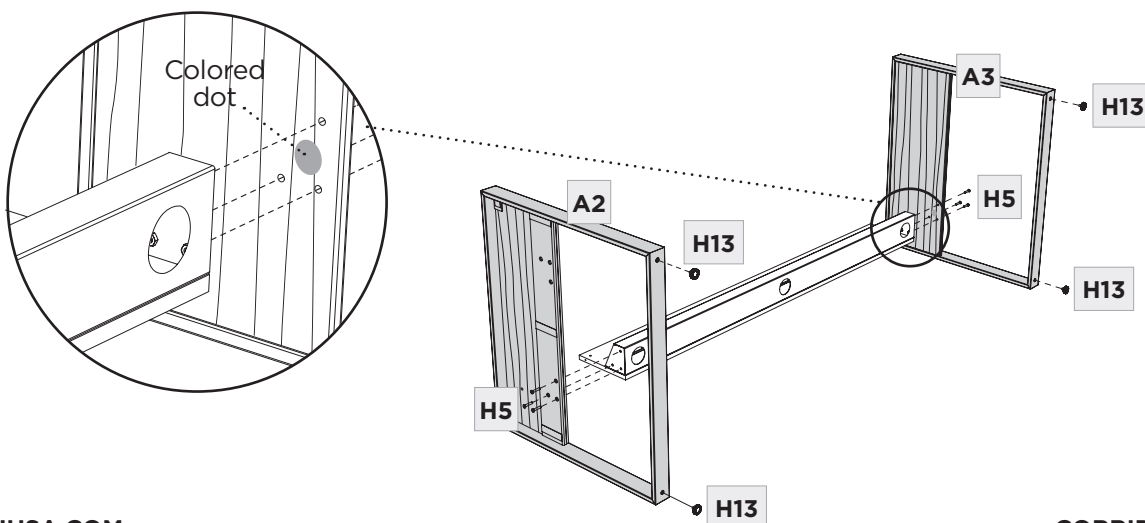
STEP2. INSTALL LEGS & LEVELERS

Match **colored dot** on **(A3) Right Leg** with **colored dot** on **Modesty Panel Assembly** and attach using **(H5) Screws** and **(T1) Hex Wrench**.

NOTE: Keep screws loose until Step 4.

Repeat to attach **(A2) Left Leg** to **Modesty Panel Assembly**. Install **(H13) Levelers** to the bottom of **(A2 & A3) Legs**. With the help of another person, turn desk upright onto its base.

	PART/DESCRIPTION	QTY
	T1-HEX WRENCH	1
	H5-SCREW	6
	H13-LEVELER	4





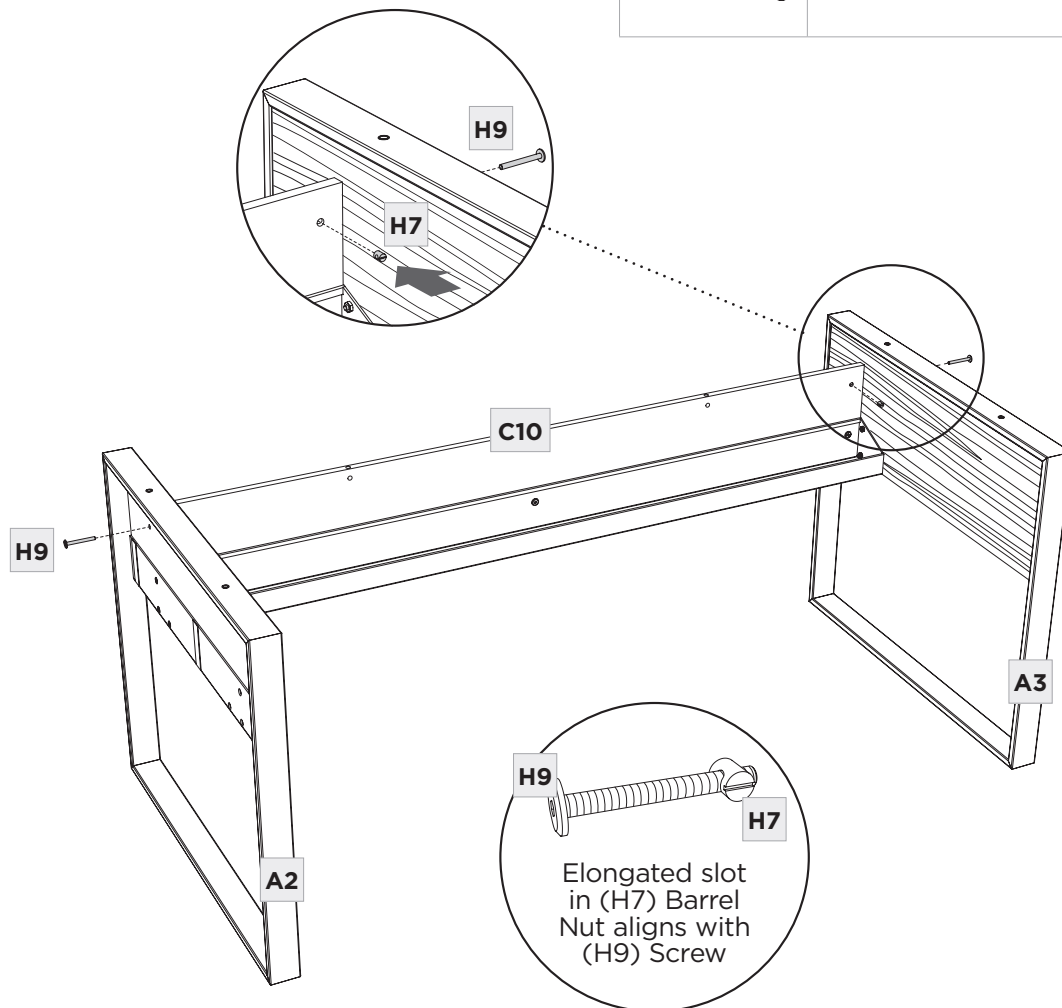
STEP 3. SECURE LEG ASSEMBLY

ASSEMBLY





Insert **(H7) Barrel Nut** into holes of **(C10) Modesty Panel** with the elongated slot sitting horizontally, and secure with **(H9) Screw** through side of **(A2 & A3) Legs**.

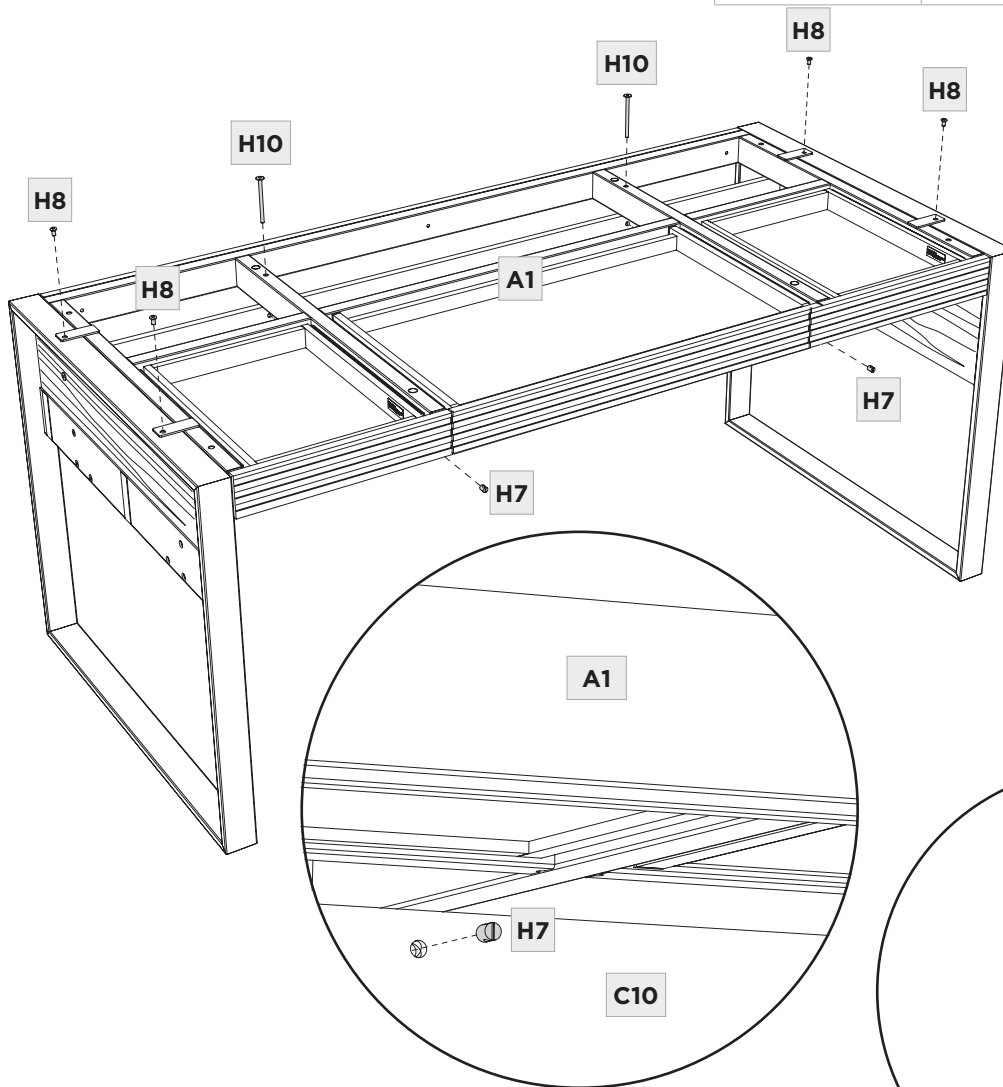
NOTE: Keep screws loose until Step 4.

	PART/DESCRIPTION	QTY
	H7-BARREL NUT	2
	H9-SCREW	2



Secure **(A1) Drawer Assembly** to **Leg Assembly** using **(H8) Screw** and **(T1) Hex Wrench**. Insert **(H7) Barrel Nut** into holes of **(C10) Modesty Panel** with the elongated slot sitting vertically, and secure with **(H10) Screw** through top of **(A1) Drawer Assembly**. Fully tighten all Screws that have been installed in previous steps using **(T1) Hex Wrench**.


	PART/DESCRIPTION	QTY
	T1-HEX WRENCH	1
	H7-BARREL NUT	2
	H8-SCREW	4
	H10-SCREW	2

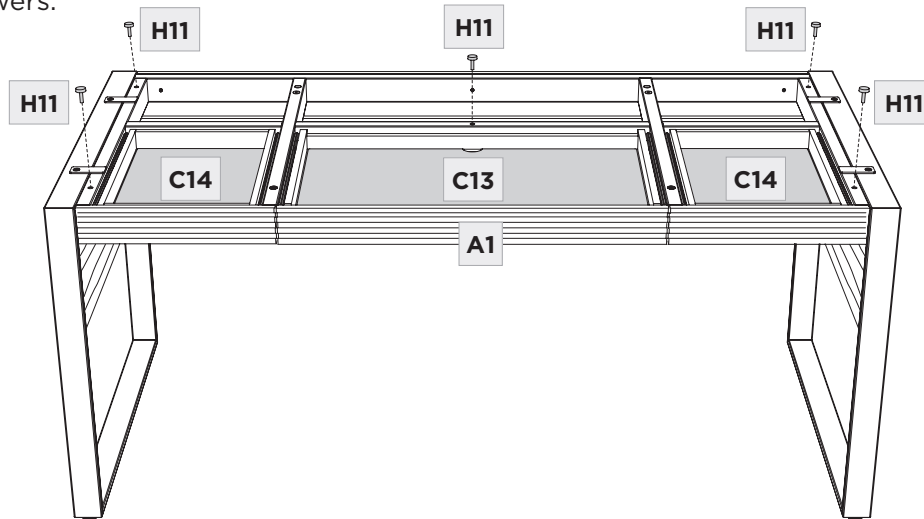


STEP 5. INSTALL BUMPERS & INSERT DRAWER LINERS

ASSEMBLY

Insert **(H11) Bumpers** in the center hole and outer holes of **(A1) Drawer Assembly**. With the fabric side facing up, insert **(C13) Center Drawer Liner** into the center drawer and **(C14) Side Drawer Liners** into both side drawers.



	PART/DESCRIPTION	QTY
	H11-BUMPER	5

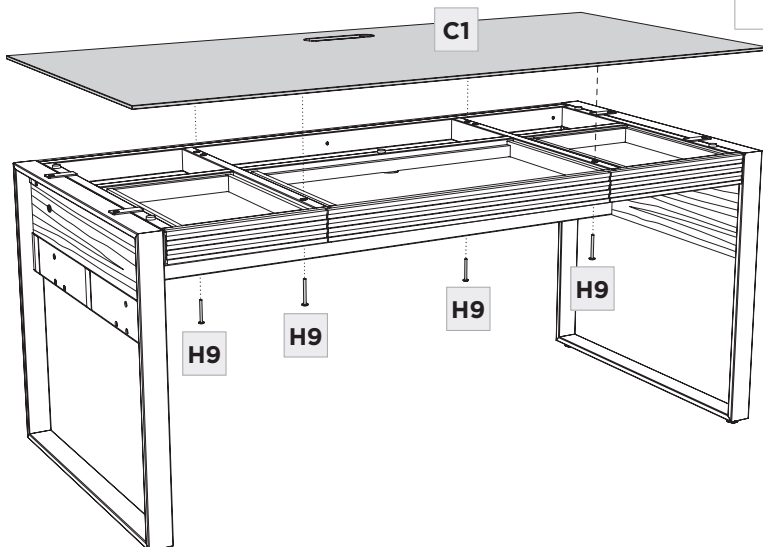


STEP 6. INSTALL GLASS PANEL

ASSEMBLY

With the help of another person gently lower **(C1) Glass Panel** onto **(A1) Drawer Assembly** and fasten into place using **(H9) Screw** and **(T1) Hex Wrench**. **DO NOT OVERTIGHTEN!**



	PART/DESCRIPTION	QTY
	T1-HEX WRENCH	1
	H9-SCREW	4

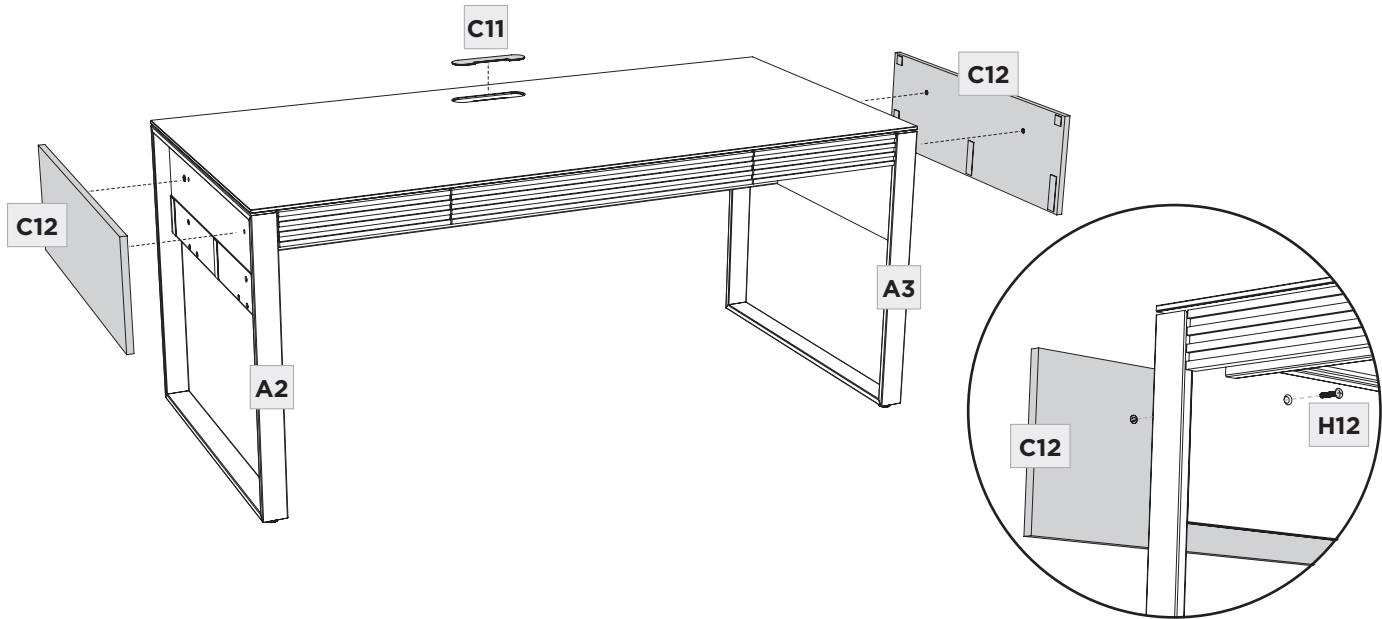


ASSEMBLY

STEP 7. INSTALL REMOVABLE SIDE PANELS

Place **(C11) Wire Management Lid** into opening in **(C1) Glass Panel**. Attach **(C12) Removable Side Panels** to **(A2 & A3) Legs** using **(H12) Screws** and a **Phillips Screwdriver** (not included) ensuring the top edge of the **(C12) Removable Side Panel** sits against the top inside edge of **(A2 & A3) Legs**.

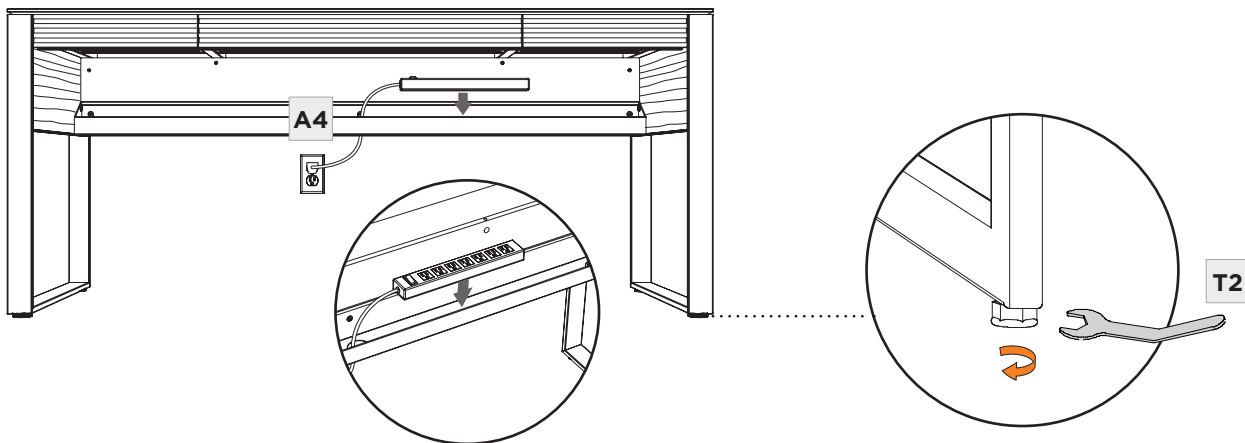
	PART/DESCRIPTION	QTY
	H12-SCREW	4
	NOT INCLUDED Phillips Screwdriver	1



FINE TUNING

Place AC power strip/surge protector (not included) into **(A4) Wire Management Trough**.

To level your Corridor Desk, dial down one or more levelers with the **(T2) Leveler Wrench** until you attain a level stance.



GLASS

The glass surface is maintained using household glass cleaner and a paper towel or cloth.

SATIN-ETCHED GLASS

This uniquely smooth-to-the-touch glass surface can be regularly maintained using household glass cleaner and a paper towel or cloth. Minor scratches or scuffs not eliminated using paper towel or cloth can usually be removed by using a 'Magic Eraser'. Magic Eraser is a melamine foam product available at any grocery store or home improvement center. Dampen the entire glass surface and the Magic Eraser, then rub the entire glass surface in broad, even strokes using moderate pressure. Clean and dry the surface with a paper towel. Check for results and repeat as necessary.

Any scratches or scuffing not eliminated by one of the above methods can often be addressed by 'refreshing' the glass. This is a process that should not be required more than once per 6-12 months. See this brief video for the simple method: www.bdiusa.com/glass

WOOD

Wood surfaces should be cleaned with a slightly damp (not saturated) cloth or paper towel. Do not use glass cleaner on wood. If moisture remains, dry the surface with another cloth. If needed, a gentle non-abrasive cleanser may be used, but be sure to wipe away all cleaner residue and dry the surface with a cloth.

BDI's wood finishes feature natural hardwood solids and veneers. Wood is a product of nature and—unlike man-made materials that can be manufactured to strict and consistent specifications—has natural imperfections that are part of its appeal and character. Every piece of wood differs from every other, even when coming from the very same tree. As such, variation in grain, texture and tone should be expected from one panel or piece of furniture to the next.

While BDI's stained wood finishes are stable in tone & appearance, all finishes are subject to some degree of discoloration with prolonged exposure to direct sunlight. Please take care to avoid positioning your BDI cabinet in any area with extensive direct sunlight. To learn more about the features of natural wood, visit www.bdiusa.com/wood

METAL & PAINTED SURFACES

Surfaces should be cleaned with a slightly damp (not saturated) cloth or paper towel. If moisture remains, dry the surface with another cloth. If needed, a gentle non-abrasive cleanser may be used, but be sure to wipe away all cleaner residue and dry the surface with a cloth.

WARRANTY

BDI warrants to the original purchaser that for the below-stated warranty term, BDI will repair or replace any product, part, or component covered by this warranty that fails under normal use as a result of a defect in material or workmanship. BDI will repair or replace the aforementioned product, part or component with a comparable product, part or component. The decision to repair or replace will be at BDI's sole discretion.

BDI Home Theater Furniture, Office Furniture, Modular Systems, Tables, and other furniture pieces are warranted for three (3) years from the date of purchase as shown on your sales receipt. The warranty period starts from the date of purchase. This warranty extends only to the original purchasers who acquire new products from BDI Authorized Resellers. Any product, part, or component must have been assembled, installed, used, and maintained according to BDI's published instructions to be eligible for warranty coverage. Any modification to the original product voids the warranty.

To view BDI's complete warranty information, visit www.bdiusa.com/warranty

PRODUCT REGISTRATION

Registering your new BDI product allows us to send you important product updates, service information, and helpful hints related to your BDI products. Register today, and you will be entered to win free a BINK table from BDI: www.bdiusa.com/register



WARNING

SERIOUS OR FATAL CRUSHING INJURIES CAN OCCUR FROM FURNITURE TIP-OVER. TO HELP PREVENT TIP-OVER:

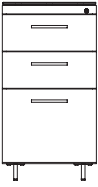
- Install tip-over restraint.
- Place heaviest items in lower compartments.
- Never allow children to climb or hang on drawers, doors, or shelves.
- Never open more than one drawer at a time.

USE OF TIP-OVER RESTRAINT MAY REDUCE—BUT NOT ELIMINATE—THE RISK OF TIP-OVER.



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Made in Vietnam.



CORRIDOR™ 6507

MOBILE FILE PEDESTAL

bdiusa.com
customerservice@bdiusa.com



Product Registration

Registering your new BDI product allows us to send you important product updates, service information and helpful hints related to your BDI products. Register today and you will be entered to win free a BINK table from BDI. www.bdiusa.com/product-registration/

Placement and Maintenance

Corridor® Office furniture is designed for indoor use on level floors. Clean glass with glass cleaner, and steel parts and wood veneer with a moist cloth.

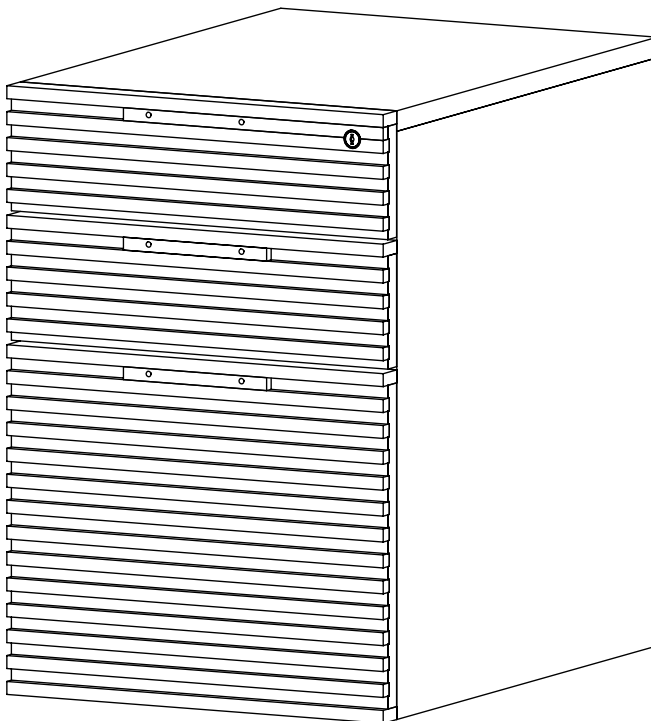
Your Corridor® Office furniture is engineered for easy assembly. Carefully follow this procedure to prevent any damage.

Do not use power tools for assembly of this product.

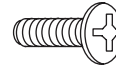
Step 1

Unpack and identify the parts listed below. The assembly workspace should be a non-marring surface such as carpet. For missing hardware pieces, please contact BDI Customer Service at customerservice@bdiusa.com. For all other concerns, please contact your BDI retailer.

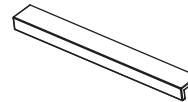
A1 Cabinet



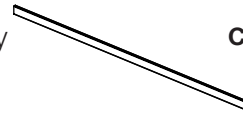
H2 M4 x 38mm
Screw x 6



H5 Phillips Machine
Screw x 20



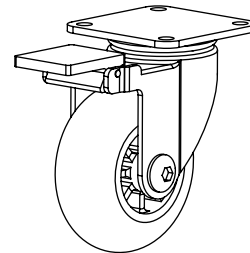
C2 Pull x 3



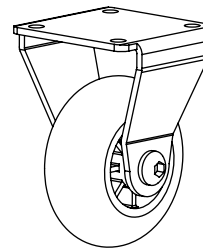
C4.1 Small File Bar x 2



C6 File Bar Clip x 4



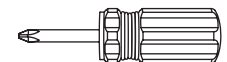
C8 Locking Swivel
Caster x 4



C9 Fixed Caster x 1

Tool Required:

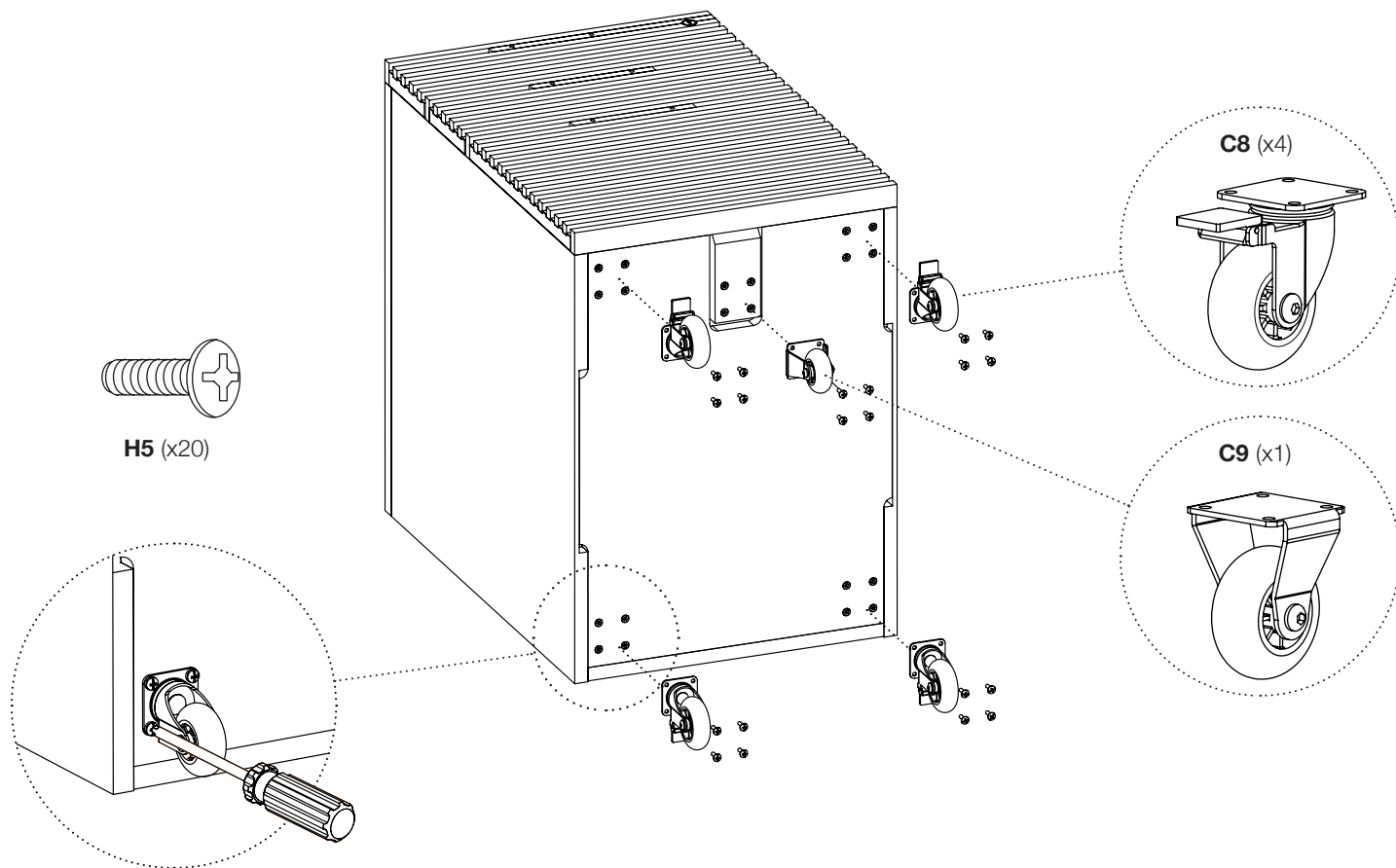
Phillips screwdriver



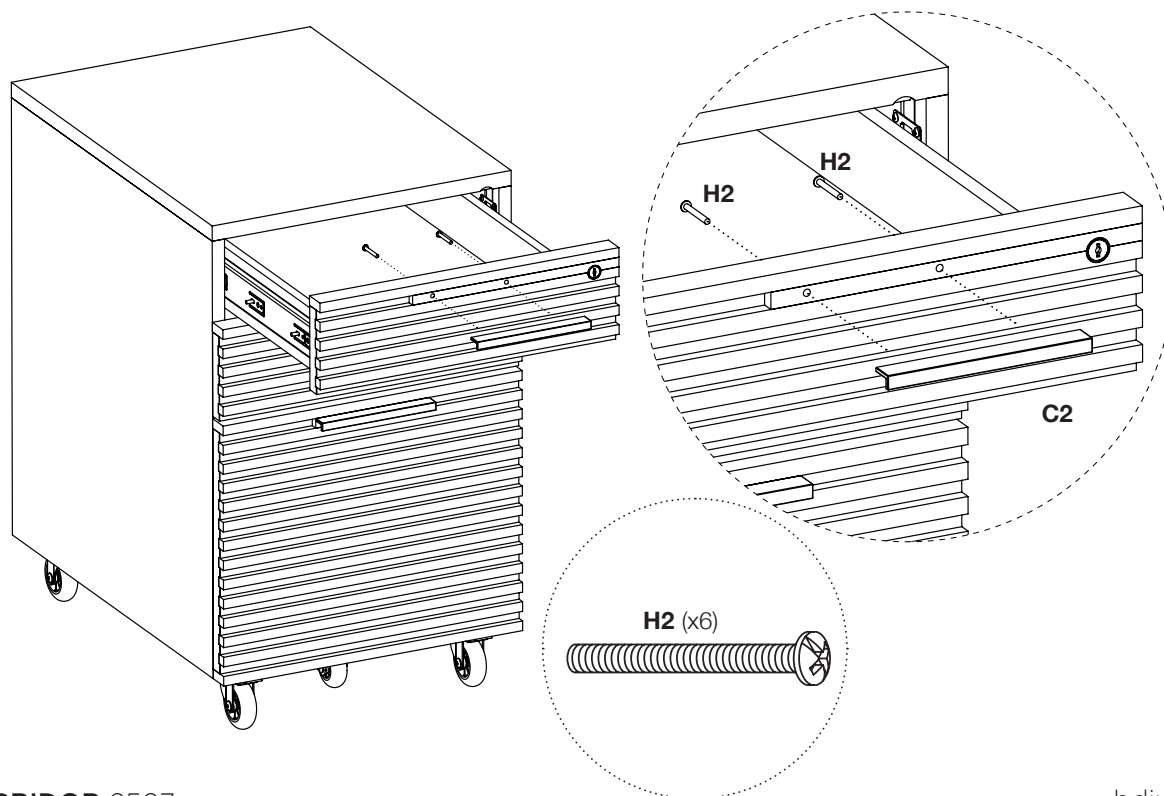
Designed by Matthew Weatherly.

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Made in China. 02.05.2016 V2

Step 2 - Rest **Cabinet** on its back side. Attach **Casters** to **Cabinet** using **Screws H5** and tighten with a Phillips screwdriver.

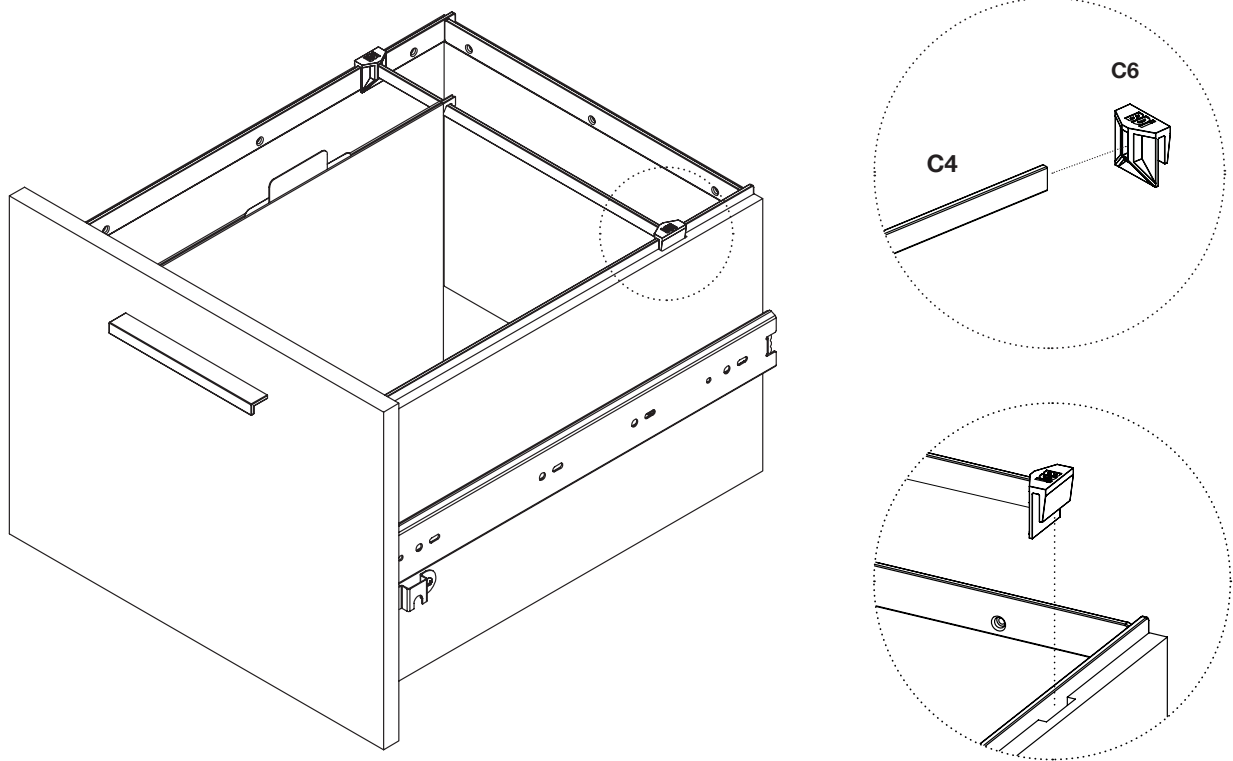


Step 3 - Attach **Pulls** using **Screws H2** and tighten with a Phillips screwdriver.

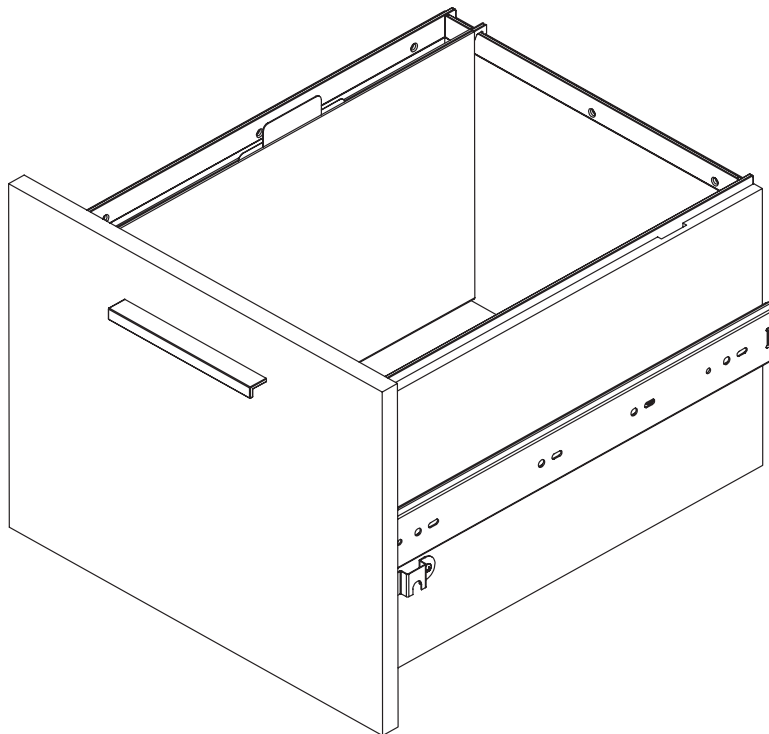


Step 4 - File Bar Installation (Letter File)

For letter files facing sideways, attach **File Bar Clip C6** to both ends of **Small File Bar C4.1** as shown. Place the file bar assembly in the notches located on the left and right drawer side panels. For front facing letter files, skip this step altogether.



Step 5 - Legal File Accommodation



Corridor file cabinets are pre-assembled with matching locks. If you require unique locks for your home or office use, please contact BDI Customer Service at customerservice@bdiusa.com to purchase a unique lock and key replacement kit which includes a lock assembly and two keys. To replace the lock please follow the instructions below.

Optional - Lock Removal and Installation

1. Open the drawer which houses the lock.
2. Using a Phillip's screw driver, loosen the 2 screws that secure the lock assembly to the back of the drawer facia panel.
3. Replace it with the new lock assembly and re-tighten the 2 screws.

Tool Required:
Phillips screwdriver

