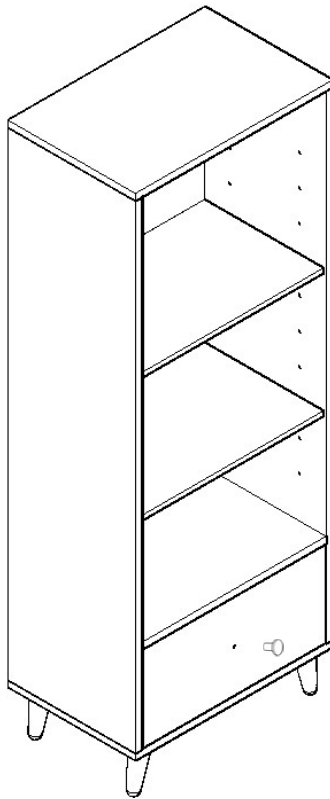




ASSEMBLY INSTRUCTIONS

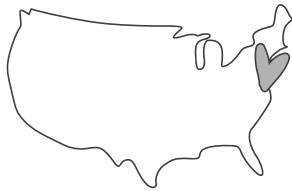
knox tall bookcase

a how-to guide that won't leave you in tears



parenting is hard.
this is easy.

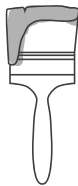
no really, it is.



MADE HERE™



MADE WELL™



MADE SAFE



MADE SMART

thank you for selecting a
studio duc product!

please check contents against the components list in these instructions. also, please ensure there was no damage that may have occurred in shipping.

if any components are missing or you find any damage, please contact ducduc before continuing.

read all the instructions before use.

pay close attention to the safety warnings in these instructions.

a minimum of two people is required to safely assemble and move the bookcase. do not attempt to move this bookcase alone — dragging or sliding it across a floor may cause structural damage.

MAINTENANCE:

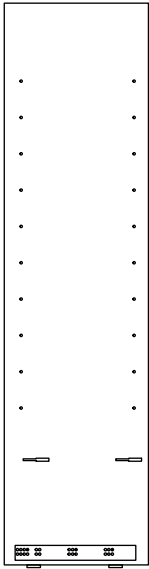
please remember to securely tighten all bolts and fasteners, and periodically check to make sure every component is properly and securely in place and all bolts and fasteners are tight.

CLEANING:

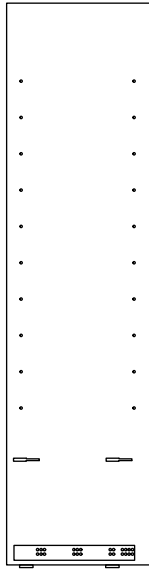
do not scratch or chip the finish. do not use abrasive chemicals for cleaning. clean with mild soap on a soft rag. rinse and dry thoroughly. if you ever refinish this furniture, be sure to use only a non-toxic finish specified for children's furniture.

KEEP INSTRUCTIONS FOR FUTURE USE

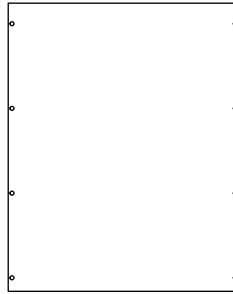
WHAT'S IN THE BOX:



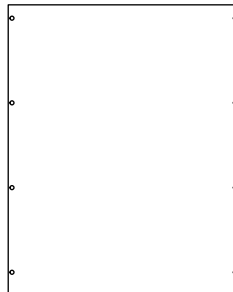
A1
R side



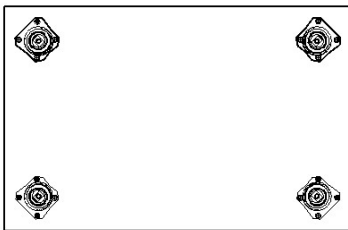
A2
L side



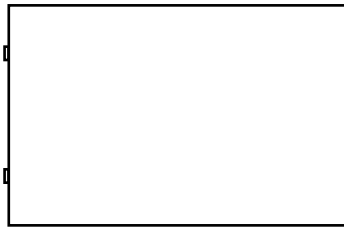
B1
upper back



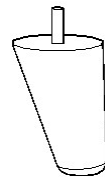
B2
lower back



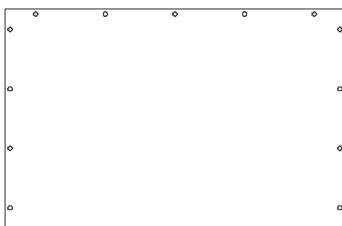
C
bottom



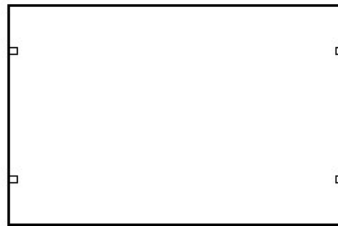
D
fixed shelf



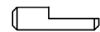
G (x4)
foot



E
top



F (x2)
adjustable shelf



H (x8)
shelf pin

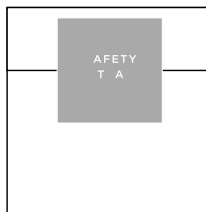
WHAT'S IN THE BOX:



J
cinch pins



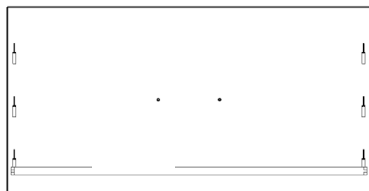
K
hammer cap



L
safety strap
kit



M
dowel pins



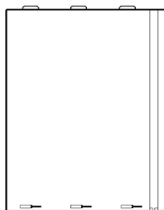
DB1
drawer face



DB2
drawer box back



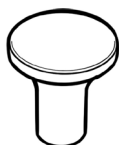
DB3
L drawer box side



DB4
R drawer box side



DB5
drawer box bottom



DB6
knob pull hardware

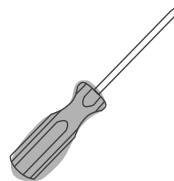


DB7
screw for knob pull

WHAT YOU'LL NEED:



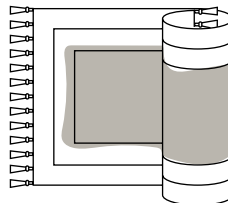
household hammer or
rubber mallet



phillips head screwdriver



20 minutes
(or less)

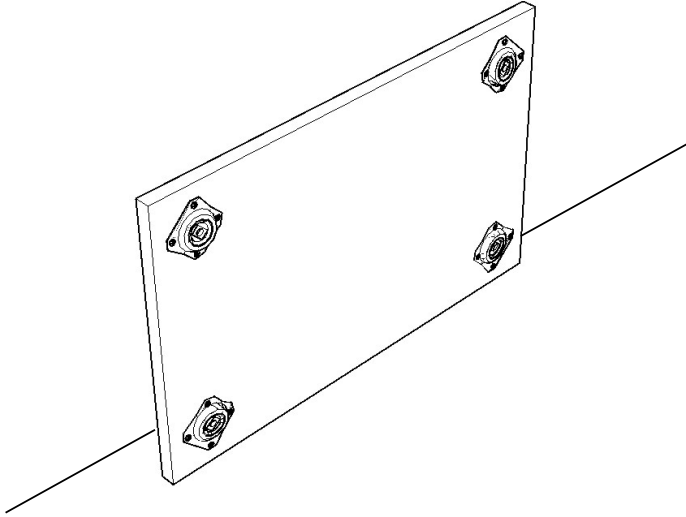


a soft surface to assemble on
(like a rug or some of the corrugate
box your piece arrived in)

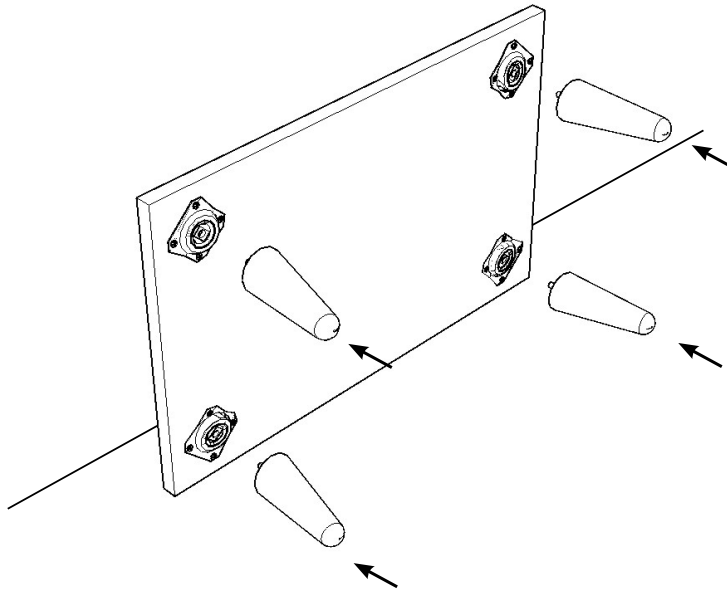


2 people
plus a dog for moral support
(unless you're a cat person)

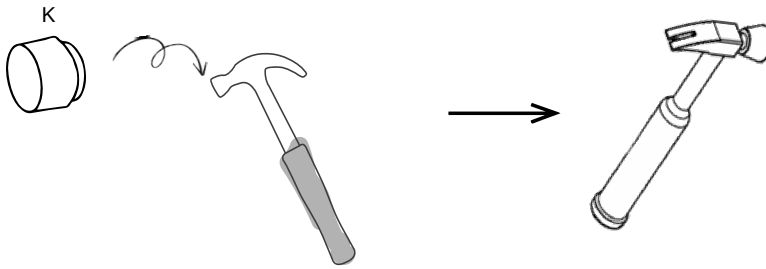
1 lean bottom (C) against a wall as shown.



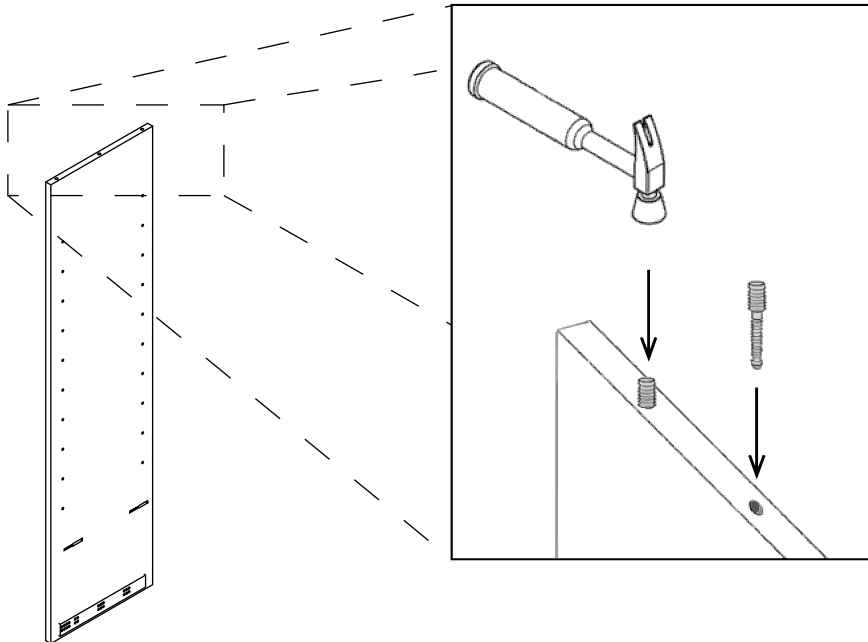
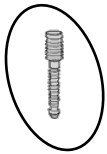
2 beginning in one corner, take a foot (G) as seen below, and insert the bolt located on foot (G) into the brackets on bottom panel (C). Twist until the foot is fully secure, and repeat for all feet (G) provided.



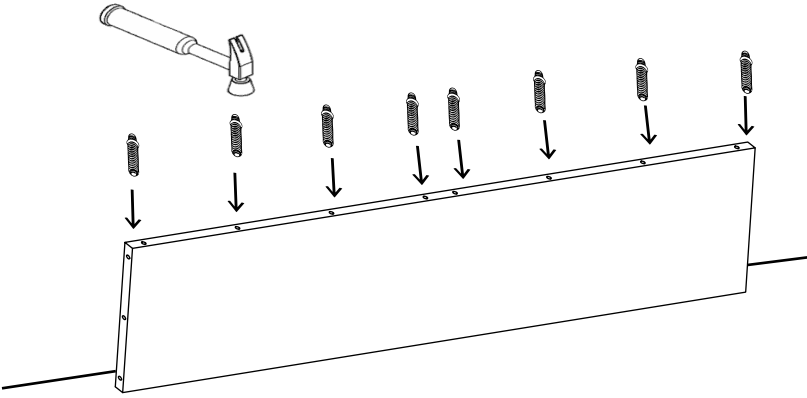
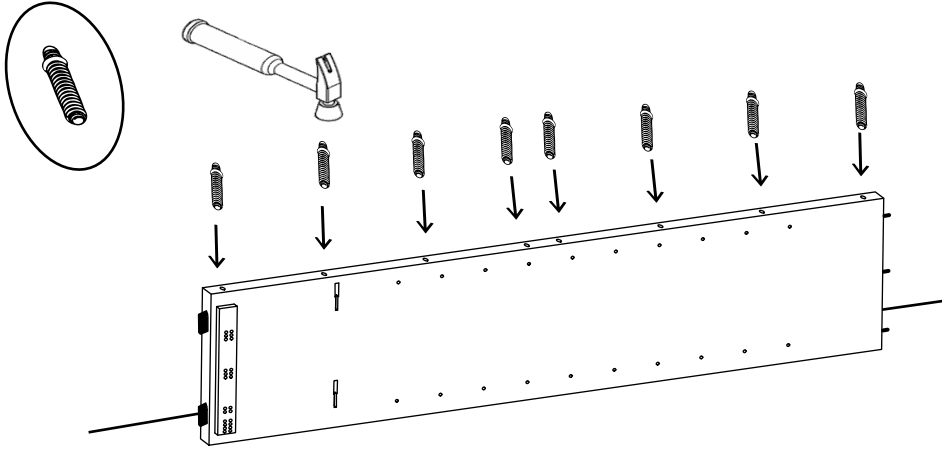
3a grab your household hammer and add the provided hammer cap (K) to your hammers head.



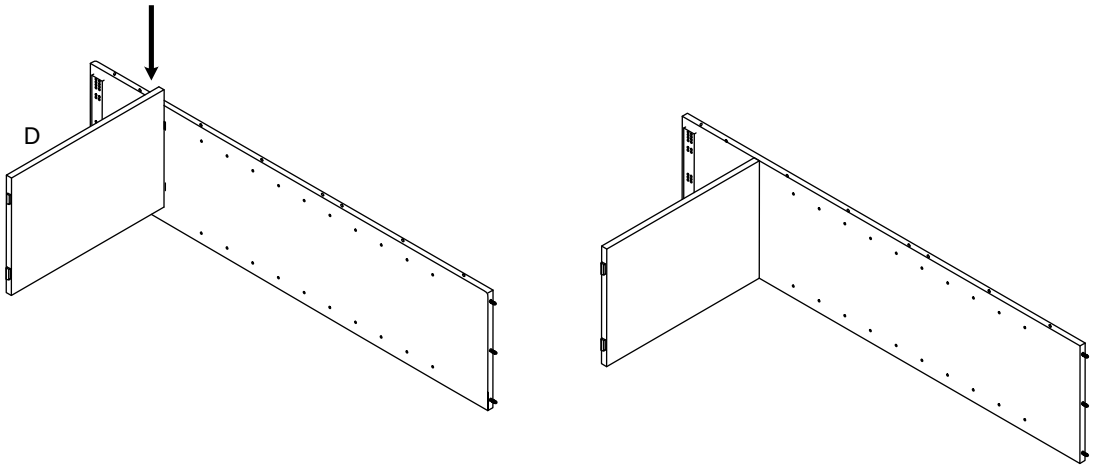
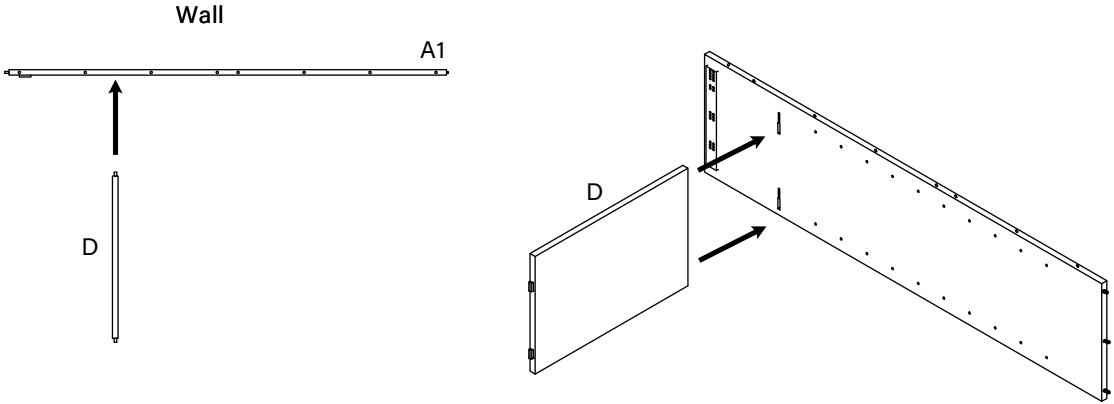
3b get the side panels (A1 and A2) and locate the top using the guide below. then line up the green dowel pins (M) with each of the holes 3 per panel. using your hammer with the hammer cap (K) hit to top of the dowel pin until it is fully secured in the hole. repeat with the remaining dowel pins until the dowel pins are secured to the top of both side panels.



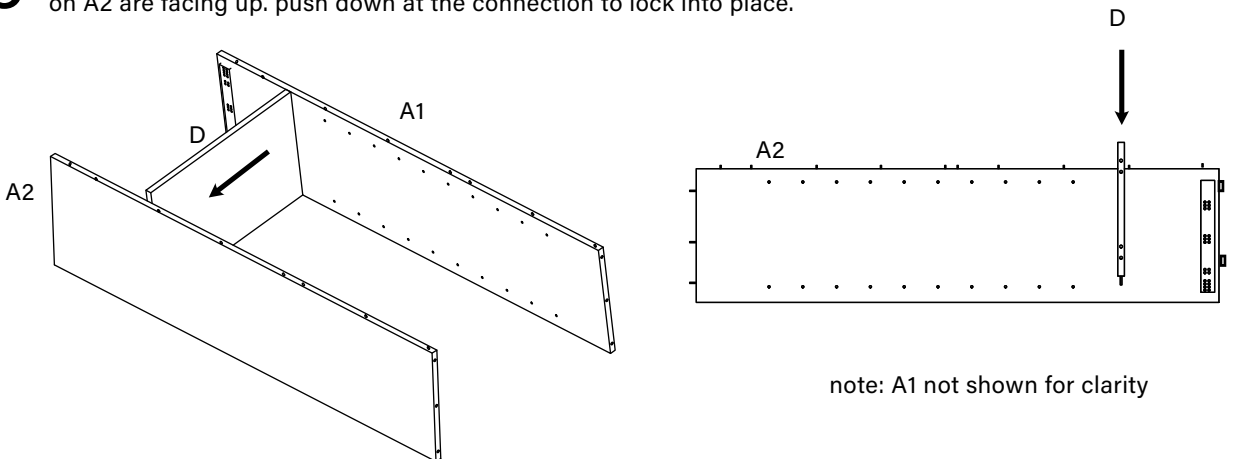
4 lean R side (A1) against a wall as shown. line up the end of the green cinch pins () with the holes located on the back edge of the side panels (A1 and A2). using the hammer with cap hit the top of the dowel until it is fully secure. repeat on thee back edge of both sides until all holes are filled.



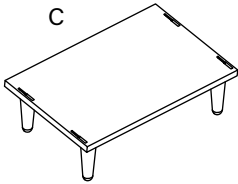
5 with connectors facing upward as shown, lean R side panel (A1) back against the wall and find fixed shelf (D). insert connectors from fixed shelf (D) into connectors on R side panel A1 as shown then push down at the connection to lock the panel into place.



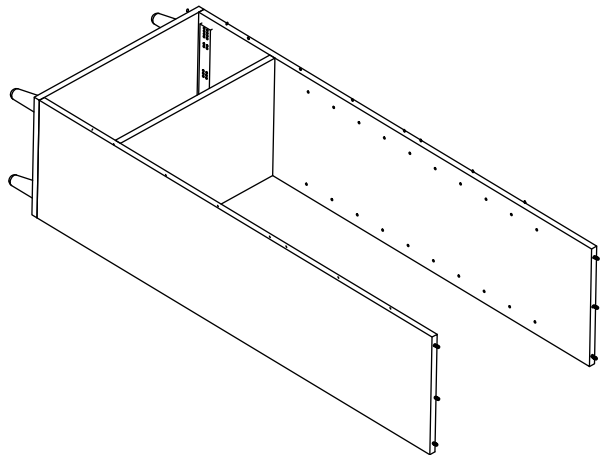
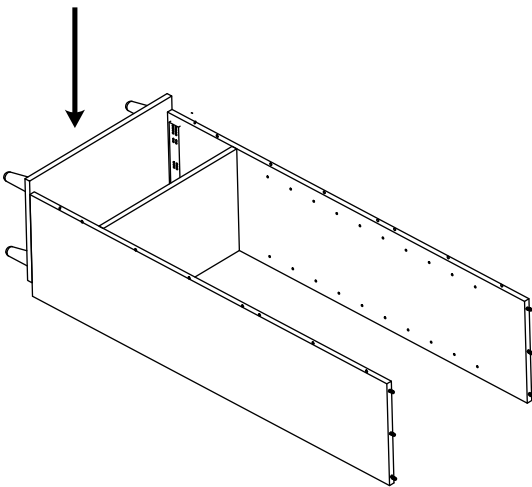
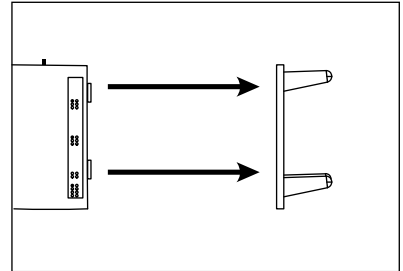
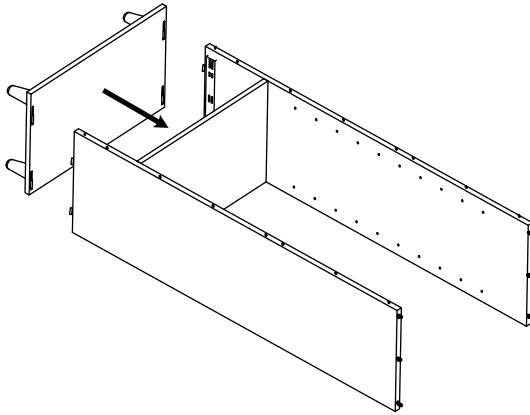
6 insert connectors on opposite side of fixed shelf (D) into the slots on L side panel (A2) ensuring that pins on A2 are facing up. push down at the connection to lock into place.



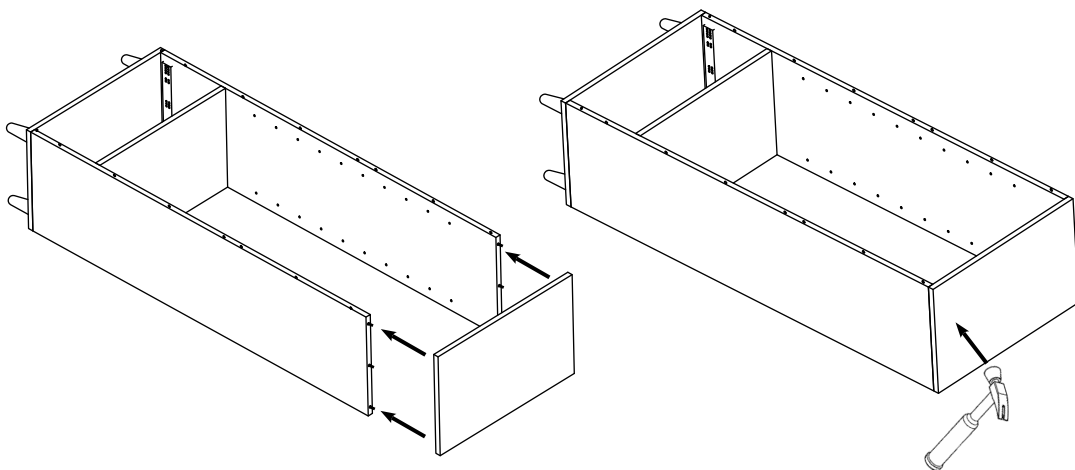
7 using the same method find bottom shelf (C) and align the connectors at the bottom of panels A1 and A2. insert the connectors into the bottom shelf (C) and push down to lock the bottom into place.



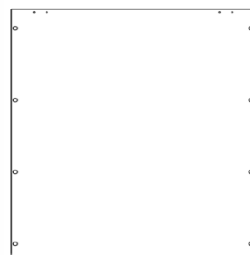
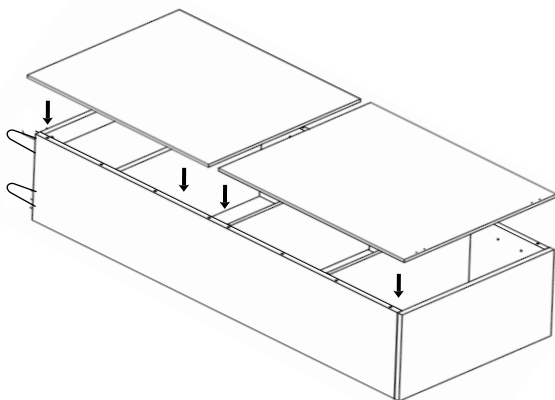
note: if feet have not been installed go back to step 1 and do that now.



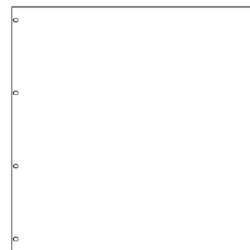
8 line up the pins on both side panels (A1 and A2) with the holes on the underside of top (E). use your hammer with hammer cap (K) and tap the top (E) until you can no longer see the pins and the top panel is flush with sides (A1 and A2)



9 attach the back panels (B1 and B2) to the upward facing pins on the side panels (A1 and A2) ensure they are flush with the sides.



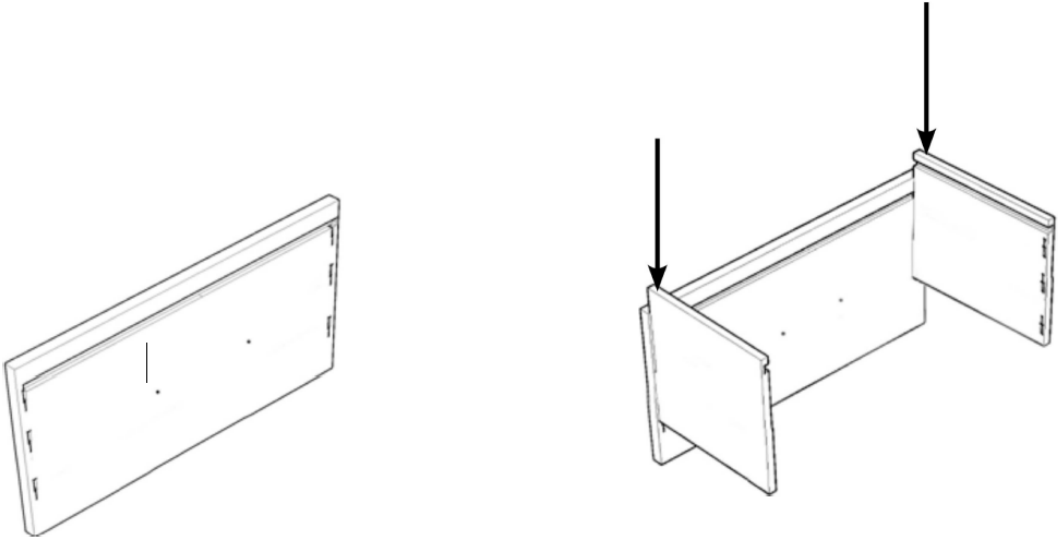
B1
upper back



B2
lower back

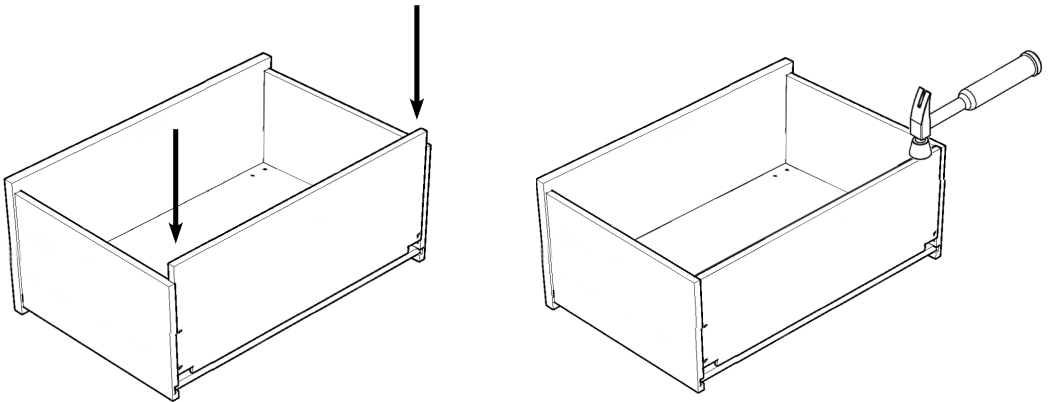
10a

now we will build the drawer! starting with drawer face (DB1) facing down, insert connectors of both drawer box side panels (DB3 and DB4) into slots on drawer face (DB1). push down at the connectors to lock into place.

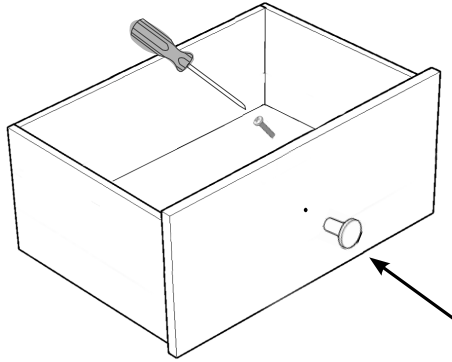


10b

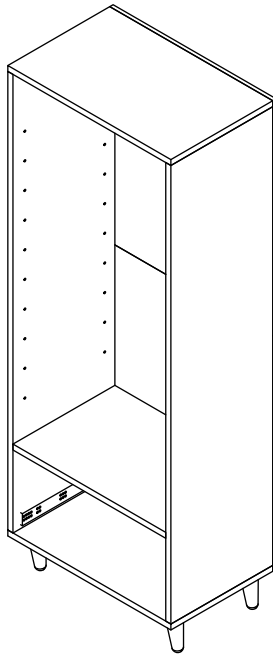
again, rotate partially assembled drawer box as shown. insert connectors of drawer box back (DB2) into slots on drawer box sides (DB3 + DB4). push down at the connections to lock into place. use hammer and hammer cap (K) if needed.



11 using a phillips screwdriver and screw (DB7), attach the pull hardware (DB6) to the front of the drawer face.

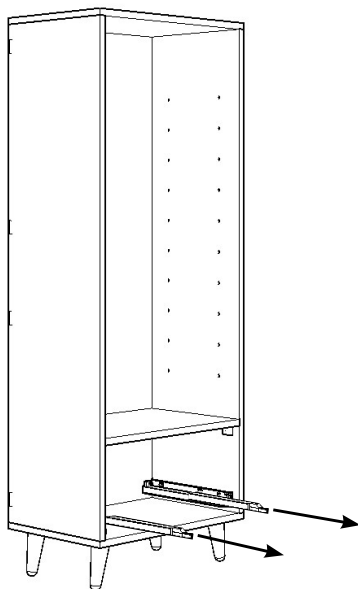


12 stand the bookcase upright with the help of a buddy.



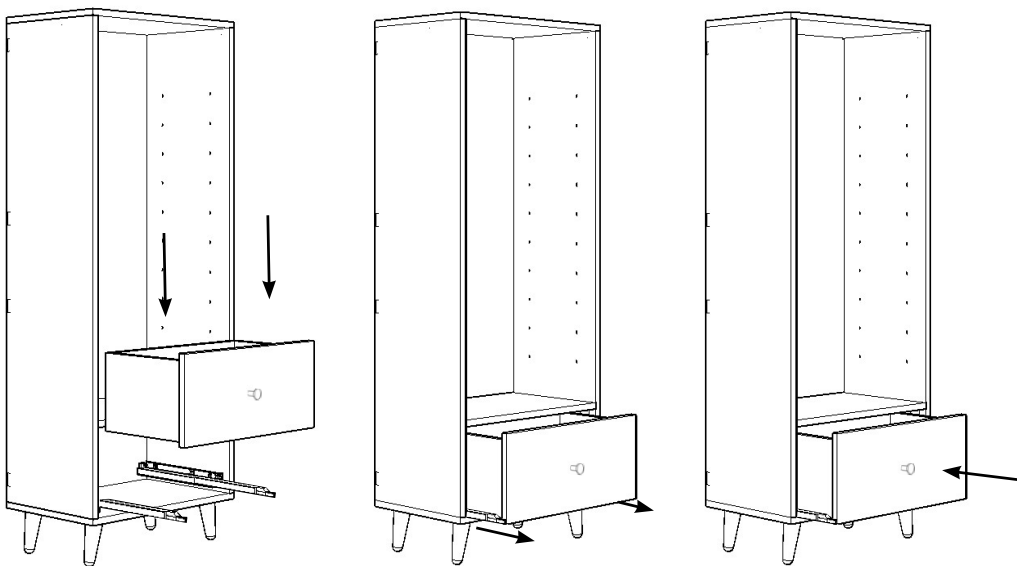
13a

pull drawer glides out to extended position as shown.



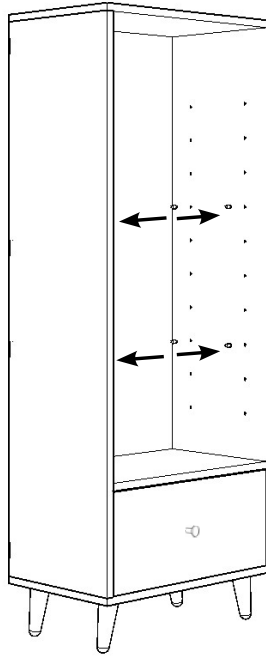
13b

place the assembled drawer box onto extended glides as shown. from underside of drawer, use hands to pull each glide forward until it locks into connection with glide hardware attached to drawer box bottom (DB5). the drawer will be secure when you hear a click on each connection. once secured, push drawer box in to close.



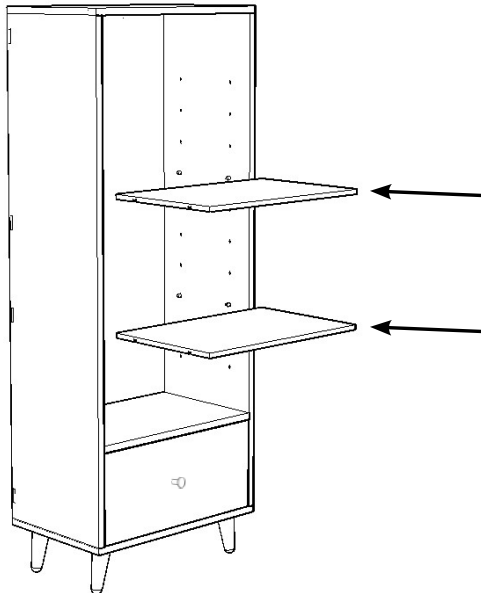
14a

insert 8 shelf pins (H) into holes on both sides (A1 + A2) at desired heights.



14b

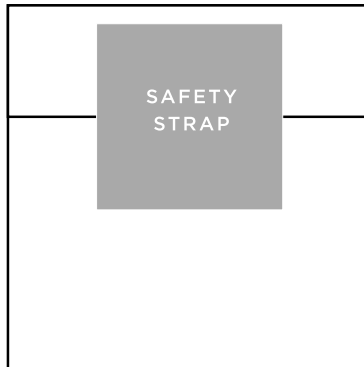
one at a time, place adjustable shelf (F) on top of 4 shelf pins (H) so it sits secure and level.



15

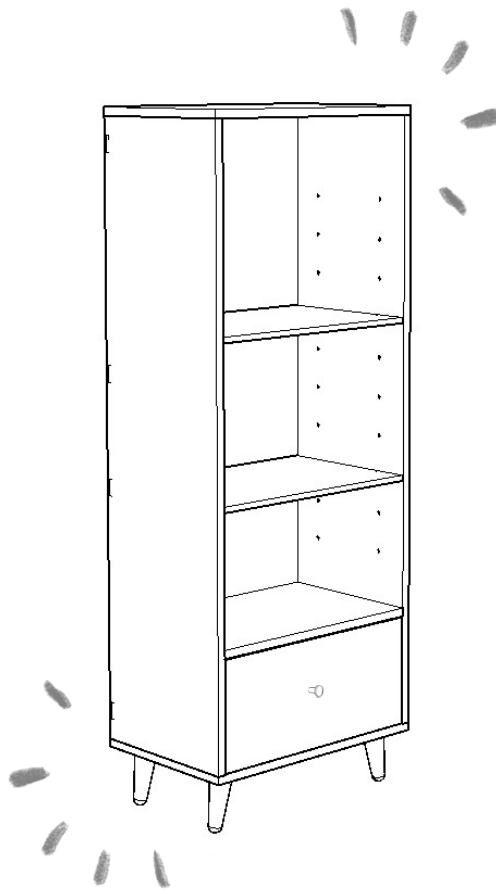
safety strap installation

the last step for your tall bookcase is to install the safety strap included in the box. reference the separate instructions enclosed in the envelope.



woohoo! you did it!

give yourself a pat on the back, take a bow,
or go home for a pint of ice cream...we don't judge.



prefer to talk to a human instead?
we're here for you!

contact our customer advocate team below:



212.226.1868



quack@ducducnyc.com



live chat at
ducducnyc.com



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