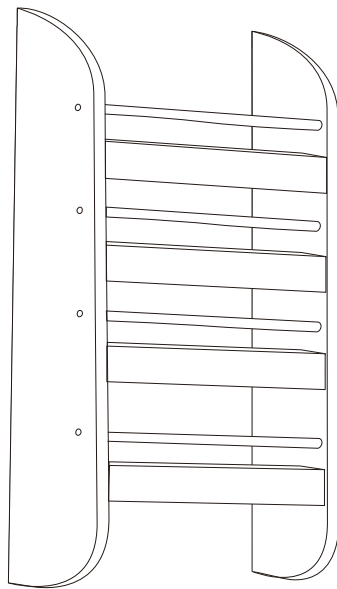




gltc.co.uk

Greenaway Gallery Bookcase - Skinny



Assembly Difficulty



easy - medium - hard



one-person job

V2

16/05/2016

Thank you for shopping with GLTC, we hope you enjoy having this product in your home.

We know assembling furniture, toys or accessories is not everyone's favourite way to spend their time, so we've tried to make assembling this item as quick and painless as possible.

Hopefully our efforts will have been worthwhile and you'll sail through the whole process. But if it all feels a bit too much like hard work, then we do have an assembly company we can recommend: the Flatpack Construction Company offers a nationwide service and can be contacted on **0843 289 4951** or **www.flatpackconstruction.co.uk**.

Good luck!

A few important pointers before you start:

- It might be worth checking on our website that there are no updates or revisions to these instructions (if we have had helpful feedback from other customers we pass it on via the product web page). Simply check the date and version number on the front of this leaflet against that of any site updates.
- Please read the instructions right through before you start, and check that all the components have been included in the pack; we find separating all the hardware into piles makes it easier to be sure that everything is present and correct.
- Make sure you have the right tools. Allen keys are provided if required, but screw drivers and other tools are not. You'll find details of the tools you need at the beginning of the instructions.
- It's a good idea to build the unit in the room where you are going to be using it, to avoid the need to move it after it's been assembled.
- Do not throw away any packing materials until assembly is complete, just in case you accidentally discard smaller parts or hardware.

Safety Warnings:

- Adult assembly required.
- Unassembled product contains small parts which may present a choking hazard.
- Children should be kept away from the product during assembly to avoid any possible risk of injury.
- DO NOT allow children to climb up the shelves, this is not a toy.
- DO NOT use power tools in the assembly of this product as there is a risk of over-tightening and consequently splitting of the wood.
- Check all fixtures and fittings regularly and tighten as necessary.
- Maximum weight load 5kg.
- Please retain these instructions for future reference.

Customer Service:

- If you find that any components are missing or damaged, please do not begin assembly and do not use the item. Please contact GLTC Customer Services on **0344 848 6000** immediately.
- We do stock spare hardware packs at our warehouse, so we should be able to send you a replacement pack immediately if required.

Product Care:

- Wipe clean using a soft damp cloth followed by a dry cloth.
- Do NOT use cleaning products which contain ammonia, solvents or abrasive material.
- Do NOT expose the item to extremes of heat and humidity.

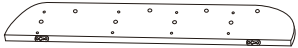
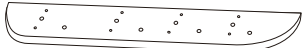


Could we do better?

If there is anything you think could be improved in these instructions or in the assembly of this product we'd be grateful if you could let us know; we'll pass any helpful hints and tips on to other customers via our website and update the instructions.

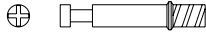
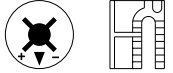
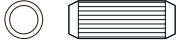
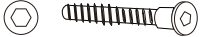


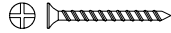
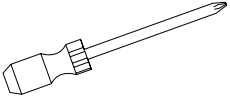
All you need to do is drop us a line at [**instructions@gltc.co.uk**](mailto:instructions@gltc.co.uk)

Thank you

Component Check List

<p>A</p>  <p>1x Left Side Panel</p>	<p>B</p>  <p>1x Right Side Panel</p>
<p>C</p>  <p>4x Shelves</p>	<p>D</p>  <p>4x Shelf Rods</p>

Component Check List

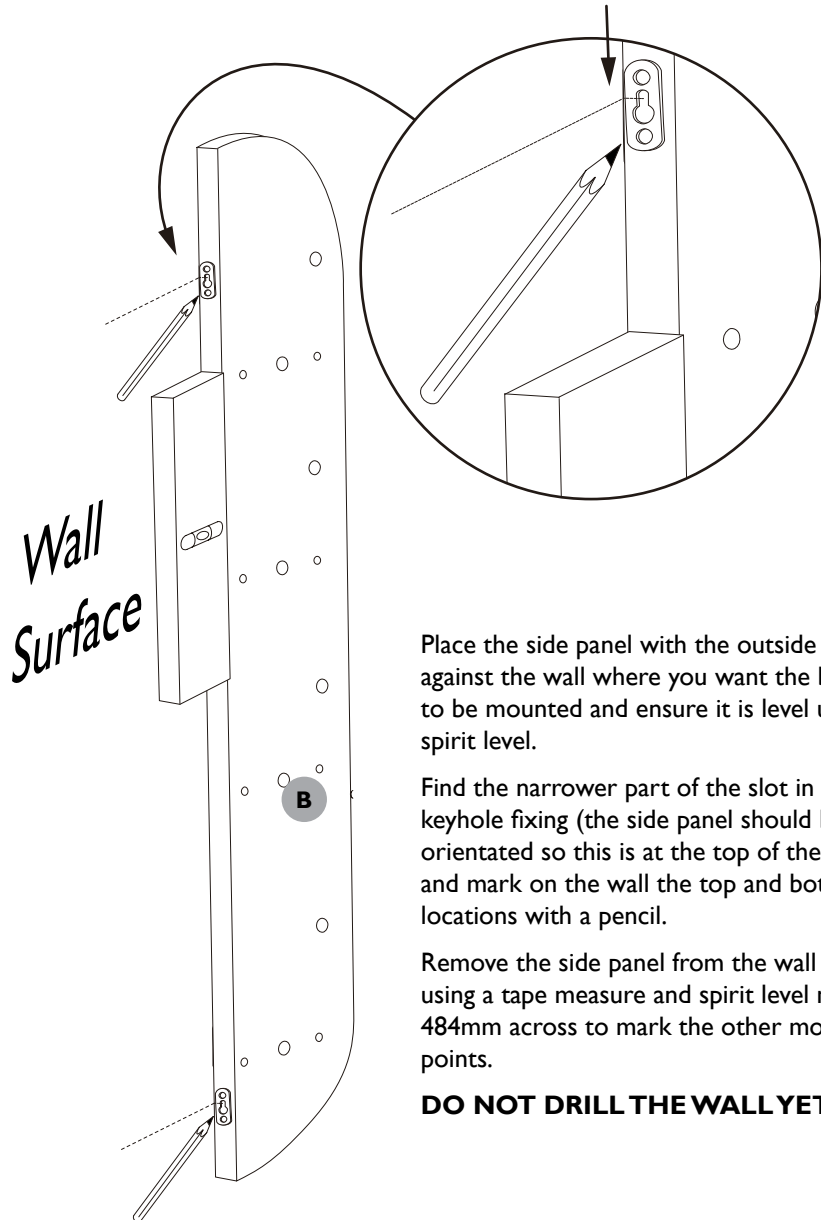
<p>#1</p>  <p>8x Cam Dowels 35mmL</p>	<p>#2</p>  <p>8x Cam Locks 14mm Diameter</p>
<p>#3</p>  <p>16x Wooden Dowels 20mmL</p>	<p>#4</p>  <p>8x Bolts</p>
<p>#5</p>  <p>1x Allen Key</p>	<p>#6</p>  <p>4x Wall Plugs 30mmL x 7mm Diameter <small>(Only to be used if they are suitable for the wall you are using)</small></p>
<p>#7</p>  <p>4x Screws</p>	<p>You will need (not supplied)</p>  <p>Philips Head Screwdriver</p>

Installation Guide

BEFORE ASSEMBLING THE BOOKCASE:

Decide where you intend to fit the bookcase.

Take one of the side panels (either A or B), a spirit level, pencil and tape measure.



Place the side panel with the outside face flat against the wall where you want the bookcase to be mounted and ensure it is level using a spirit level.

Find the narrower part of the slot in the keyhole fixing (the side panel should be orientated so this is at the top of the plate) and mark on the wall the top and bottom locations with a pencil.

Remove the side panel from the wall and using a tape measure and spirit level measure 484mm across to mark the other mounting points.

DO NOT DRILL THE WALL YET

Installation Guide

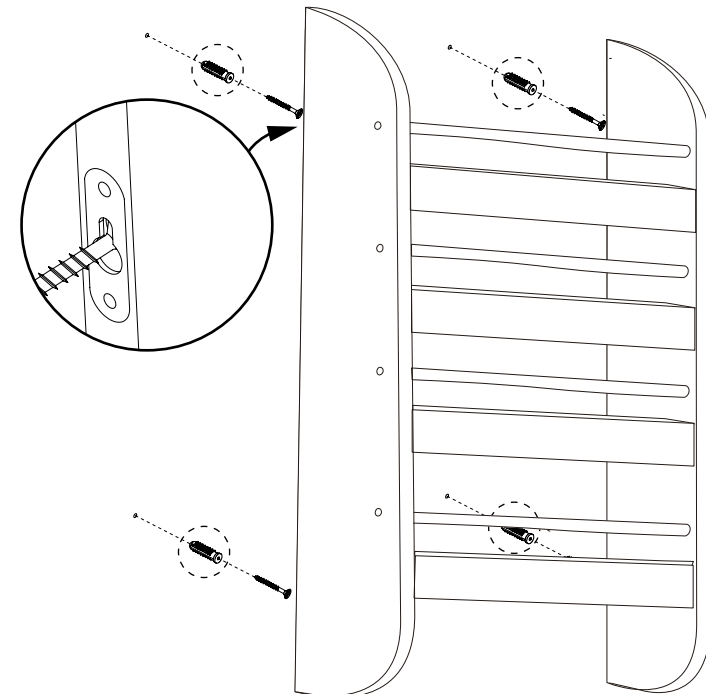
AFTER ASSEMBLING THE BOOKCASE:

Move the bookcase to the location where you intend to mount it to the wall.

Start by checking the measurements between all the keyhole plates on the built bookcase are the same as the marking on the wall. If there is a difference re-measure and adjust the marking. Repeat this step until satisfied these align (measure twice, drill once!) and then drill the wall.

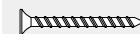
The bookcase is supplied with 4x wall plugs (#6) which you have the option of using if they are suitable for the wall you are mounting the bookcase to. You may need to use an alternative wall plug depending upon the type of wall.

If you are unsure we recommend seeking professional advice.



After the wall has been drilled and fitted with the appropriate wall plug, screw in the 4x screws (#7) ensuring that enough of the screw is left proud of the wall for the keyhole plate to locate onto.

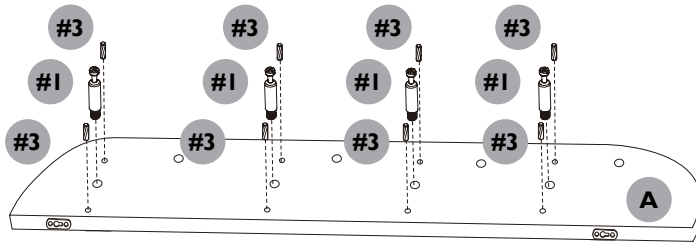
Hardware for Installation:



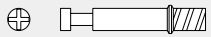
4x #7 Screws

**ALL 4 SCREWS MUST BE USED
WHEN MOUNTING THE BOOKCASE**

STEP 1:



Hardware for Step 1:



4x #1 Cam Dowels



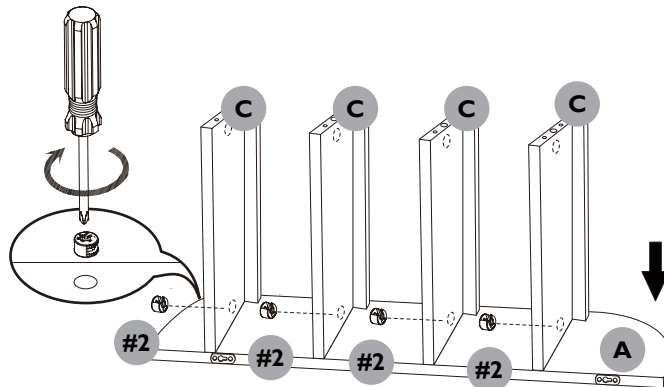
8x #3 Wooden Dowels

STEP 2:

Attach the shelves C to the left side panel A.

NOTE: The lip of the shelf should be at the front of panel A and facing upwards.

The back of panel A is highlighted by the keyhole hooks



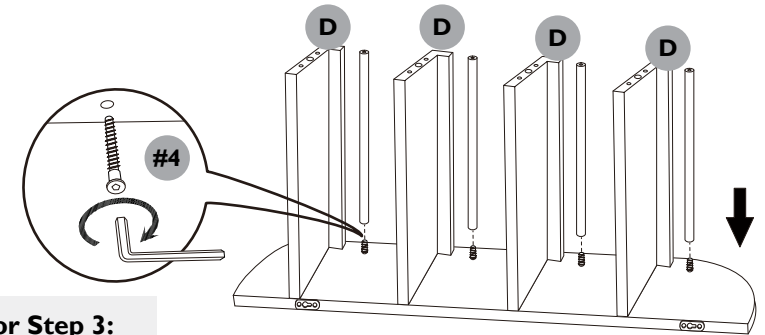
Hardware for Step 2:



4x #2 Cam Locks

STEP 3:

Attach the rods using bolt #4. This step is easier if the bookcase is laid down on its back.

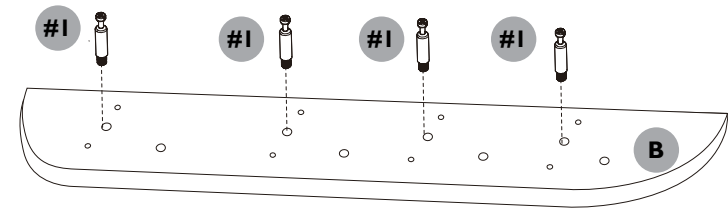


Hardware for Step 3:



4x #4 Bolts

STEP 4:



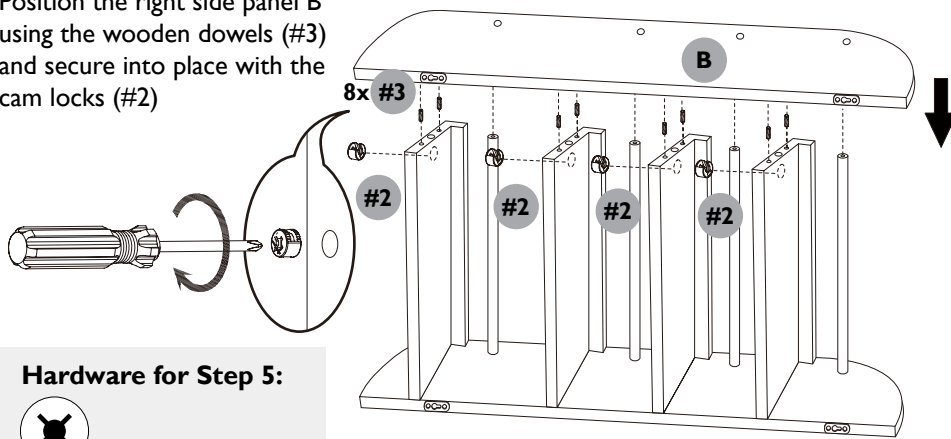
Hardware for Step 4:



4x #1 Cam Dowels

STEP 5:

Position the right side panel B using the wooden dowels (#3) and secure into place with the cam locks (#2)



Hardware for Step 5:



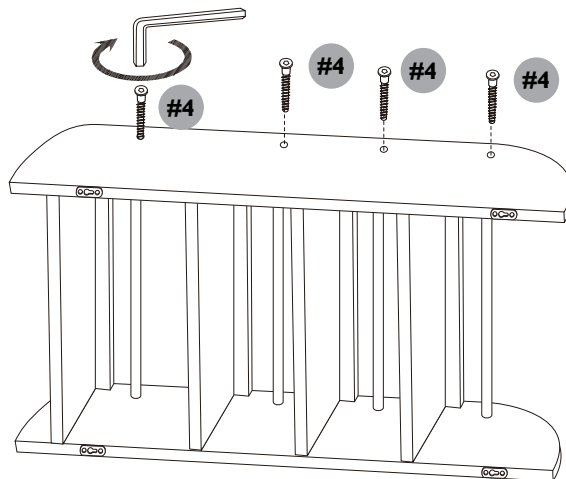
4x #2 Cam Locks



8x #3 Wooden Dowels

STEP 6:

Secure the right side panel B using the remaining bolts (#4)



Hardware for Step 6:



4x #4 Bolts

STEP 7:

The bookcase is now ready to be mounted to the wall.

