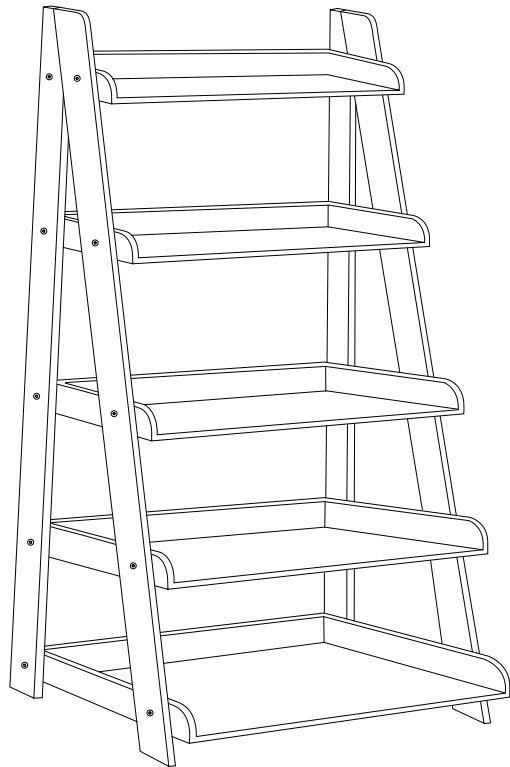




gltc.co.uk

Compass Bookcase



Assembly Difficulty



easy - medium - hard



one-person job



24/05/2018

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.
- In an unassembled state product contains small parts which may pose a choking hazard, not suitable for children under 3 years.
- Assembly to be carried out by a competent adult only. During assembly children should be kept away from the product due to possible risk of injury. Do not use this item if any components are missing or damaged.
- 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.
- Assemble and use on a flat and level surface
- **WARNING!** In order to prevent overturning, this product must be used with the wall attachment device provided. If you have not received an anti-tip kit with your product please contact customer services.
- Serious or fatal crushing injuries can occur from furniture tipping over. Ensure you secure this furniture product to the wall before you use it, using the anti tip kit provided. You will need to source suitable fixings for your wall type. If in doubt, please consult a qualified tradesperson.
- Always ensure the wall to be drilled is free from hidden electrical wires, water and gas pipes.
- Do not let children climb or hang on drawers, doors or shelves
- Place the heaviest items in the lower drawers or shelves
- DO NOT overload unit. Max weight 5kg for two upper shelves and 10kgs for two lower shelves
- DO NOT let your child put their head through the side apertures of the product in case of entrapment.

- Regularly check all fixtures and fittings to ensure that they properly tightened and tighten as necessary.
- Please retain these instructions for future reference.
- Made in China.

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.






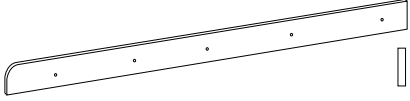
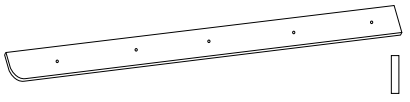
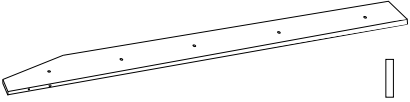
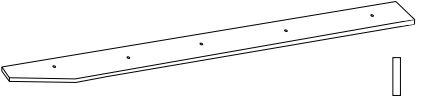
Could we do better?





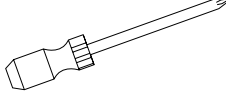
If there is anything you think could be improved in these instructions or in the assembly of this product we'd be grateful if you could let us know; we'll pass any helpful hints and tips on to other customers via our website and update the instructions.

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 Top Shelf</p>	<p>B</p>  <p>1x Second Shelf</p>
<p>C</p>  <p>1x Third Shelf</p>	<p>D</p>  <p>1x Fourth Shelf</p>
<p>E</p>  <p>1x Lower Shelf</p>	<p>F</p>  <p>1x Left Side Panel</p>
<p>G</p>  <p>1x Right Side Panel</p>	<p>H</p>  <p>1x Left Hand Back Panel</p>
<p>I</p>  <p>1x Right Back Panels</p>	

<p>#1</p>  <p>20x Bolts 53mmL</p>	<p>#2</p>  <p>22x Barrel Nuts</p>
<p>#3</p>  <p>2x Bolts 85mmL</p>	<p>#4</p>  <p>1x Allen Key</p>
<p>#5 You will need (not supplied)</p>  <p>Phillips Head Screwdriver</p>	

Hardware for Step 1:



5x #1 Bolts 53mmL

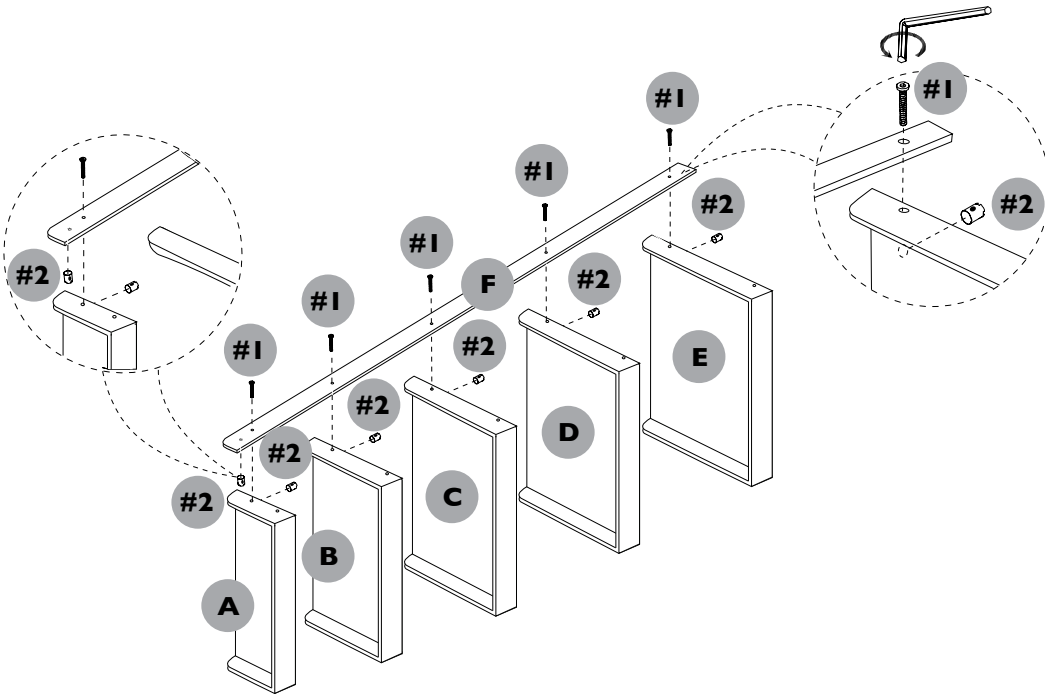


6x #2 Barrel Nuts

STEP 1:

Arrange the shelf panels A-E as shown and insert x5 barrel nuts (#2) to the shelf panels. Next add x1 barrel nut (#2) to side panel F where shown. This will be secured in a later step.

Align left side panel (F) to the shelf panels and affix with x5 bolts (#1) with the allen key provided.



Hardware for Step 2:



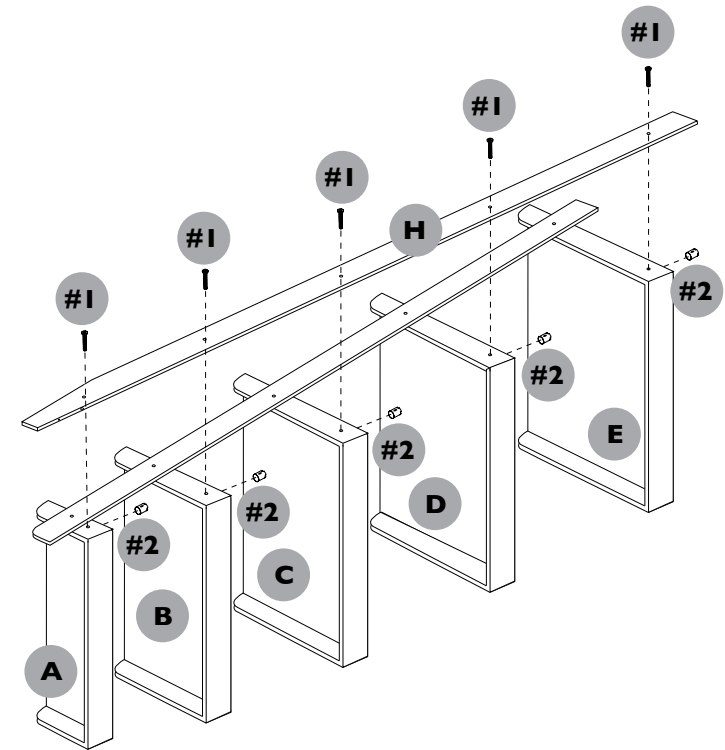
5x #1 Bolts 53mmL



5x #2 Barrel Nuts

STEP 2:

Insert x5 barrel nuts (#2) to the other side of the shelf panels as shown. Align the LH back panel (H) to the panels and affix with x5 bolts (#1) using the allen key provided.



Hardware for Step 3:



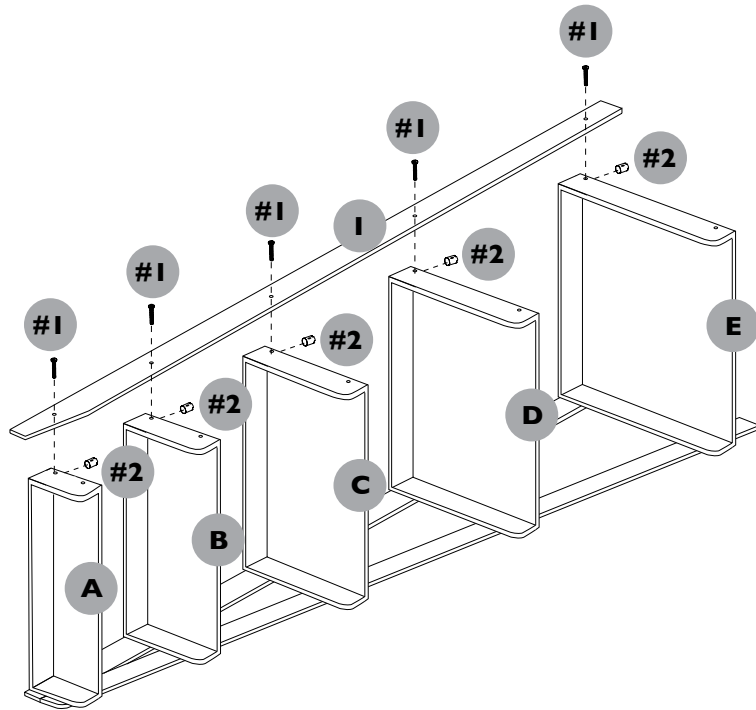
5x #1 Bolts 53mmL



5x #2 Barrel Nuts

STEP 3:

Carefully turning the unit to the other side, insert x5 barrel nuts (#2) to the shelf panels as shown. Align RH back panel I and secure using x5 bolts (#1).



Hardware for Step 4:



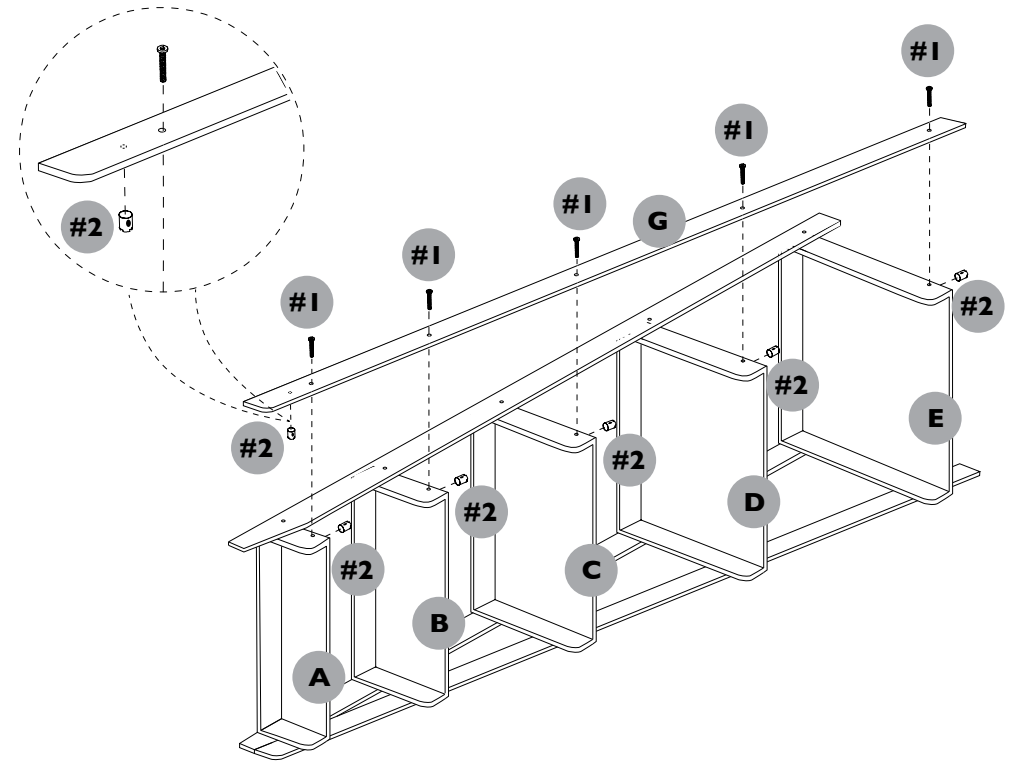
5x #1 Bolts 53mmL



6x #2 Barrel Nuts

STEP 4:

Insert x5 barrel nuts (#2) to the other side of the shelf panels as shown, and x1 barrel nut (#2) to the top of side panel G where shown. This will be secured in the next step. Align the right side panel (G) to the panels and affix with x5 bolts (#1) using the allen key provided.



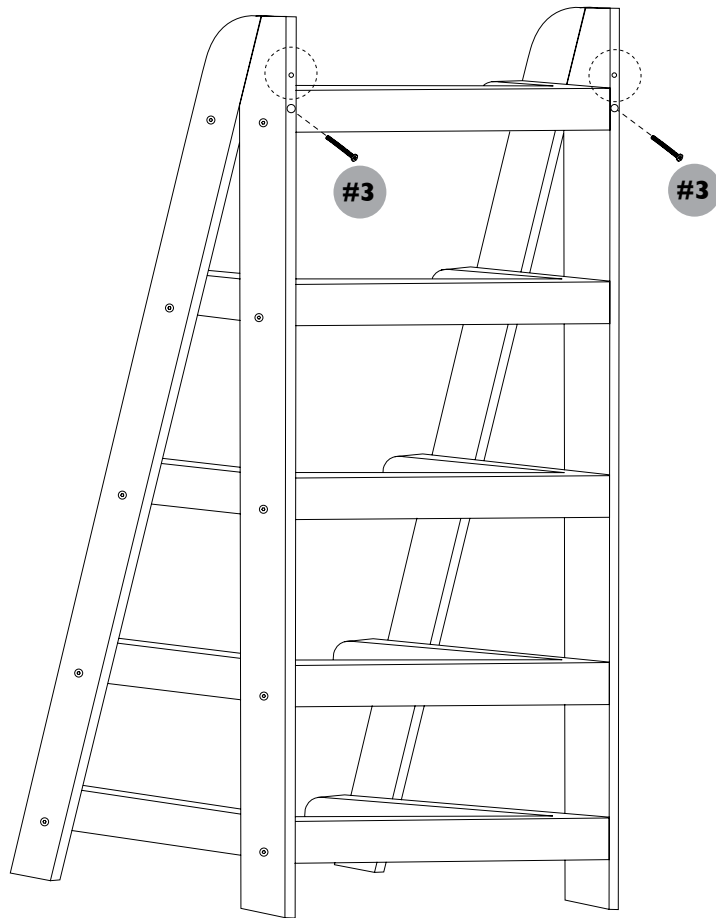
Hardware for Step 5:



2x #3 Bolts 85mmL

STEP 5:

Stand up the unit and secure the sides panels together on both sides with x2 longer bolts (#3). Please note that the 2x pilot holes indicated at the top of the unit are to attach anti-tip straps included separately with this item.



Your item is ready to use.

Please be aware that we advise that safety straps are used to secure this to the wall, for details on securing the unit to the wall see the anti-tip guidance included. Alternative furniture safety straps are available at www.gltc.co.uk

