

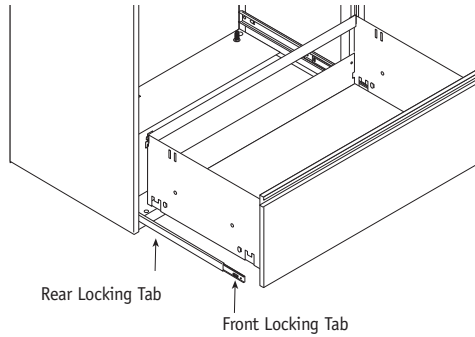
These instructions provide the basic information to install a counterweight into WaveWorks metal freestanding files.

1

Removing Lateral File Drawers:

Fully extend file drawer. While gripping and lifting near the top edge of the drawer side, hand strike the drawer side just above the extended slide to release the front locking tab (Figure A). Repeat this procedure at the rear of the drawer side.

Figure A



2

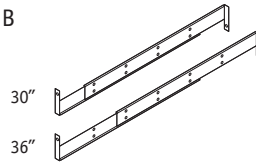
Support the released end of the drawer with one hand placed beneath the drawer center. Strike the opposite drawer side to release each of the locking tabs. Lift drawer from slides.

3

Assembling Bracket:

Bracket is two-part and is designed to extend to fit width of file. Align appropriate holes so that bracket assembly is proper width for case (Figure B).

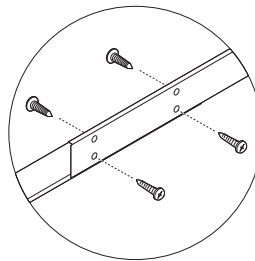
Figure B



4

Install four (4) #8 x 3/8" Phillips head sheet metal screws to secure assembly (Figure C). Hardware not included.

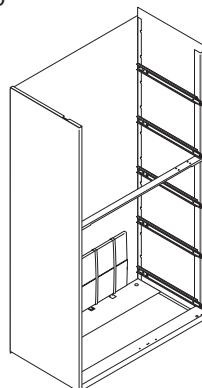
Figure C



5

Place counterweight horizontal against back of lateral file case (Figure D).

Figure D



Assembly Instructions

WaveWorks®
Metal Freestanding
Lateral File
Counterweight

Recommended Tools

- 5/16" Hex socket nut driver
- Phillips head screwdriver
- Flat head screwdriver

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Part # 2010776
Rev,A

Printed in U.S.A
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Proper product installation, in accordance with these instructions, is the responsibility of the installing agent. If you have any questions concerning these instructions, please call National Customer Service.

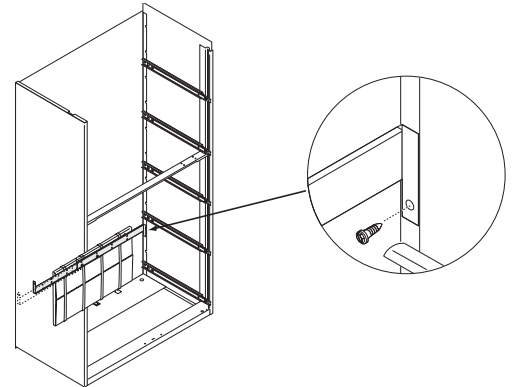
CASEGOODS

Assembly Instructions

WaveWorks® Metal Freestanding Lateral File Counterweight

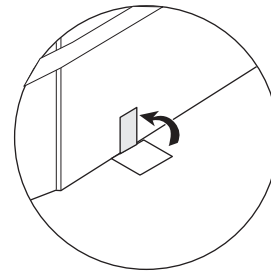
- 6** To secure top portion of counterweight, place bracket assembly against counterweight. Align holes in end of brackets to holes in rear corners of case and secure with one (1) #10 x 1/2" self drilling hex head sheet metal screw per side (Figure E).

Figure E



- 7** To secure bottom of counterweight, locate tabs long bottom of case and bend them up (Figure F).

Figure F



- 8** **Reinstalling Lateral File Drawers:** Replace drawer by reversing the "Removing Drawers" procedure. Fully extend slide from cabinet. Align vertical tabs at front and rear with horizontal slot in slide and move front & rear of drawer down until both locking tabs snap in place (Figure G).

Figure G

