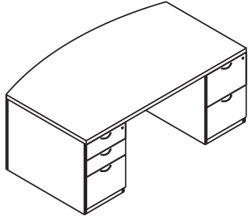


**Tools Required**

Safety Glasses  
 Utility Knife  
 Scissors  
 Mallet/Hammer  
 Phillips Screwdriver  
 Flathead Screwdriver  
 Torx Screwdriver  
 Metric Allen Wrenches  
 Pliers  
 Magnet  
 Gloves  
 Putty Knife

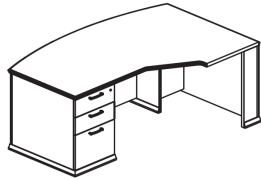
**Desks  
 Product Series**

Refer to Casegoods Price Lists for Series

**Disassembly Instructions**

Disassemble only to the point that materials have been separated for recycling or proper disposal. Refer to on line assembly instructions for detailed drawings showing fastening methods as a guide for disassembly. Available at:

<https://www.nationalofficefurniture.com/>



-Remove drawers and doors from cabinet.

-Remove pulls, slides and hinges.

-Worksurface can be removed by undoing all visible fasteners.

-Remove all visible fasteners connecting modesty panel to pedestals.

-Remove all visible fasteners inside of pedestal, including slides, mounting plates and brackets.

**Materials**

Steel - Slides, Hinges, Brackets, File Hangers, Door Frames, Modesty Panels

Zinc - Hardware

Aluminum - Pedestal Spacer, Hardware, Extrusions for Door Frames, Screens and Modesty Panels

Wood – Surface, Ends, Modesty, Back, Door and Drawer Fronts, Drawer Assemblies

PVC/Vinyl – Rim Treatment, File Hanger Molding

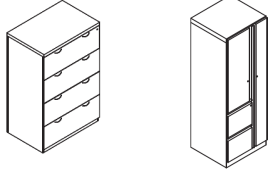
Glass – Door inserts, shelves

Other – Acrylic Door Insert, Screens & Modesty Panels

### Storage & Filing Product Series

Refer to Casegoods Price Lists for Series

#### Disassembly Instructions



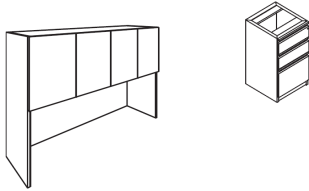
Disassemble only to the point that materials have been separated for recycling or proper disposal. Refer to on line assembly instructions for detailed drawings showing fastening methods as a guide for disassembly. Available at: <https://www.nationalofficefurniture.com/>

-Remove drawers and doors from cabinet.

-Remove pulls, slides and hinges.

-Remove all visible fasteners inside cabinet including slides and brackets.

-Remove all visible fasteners connecting back, top, bottom, end panels and shelves.



#### Materials

Steel - Slides, Hinges, Brackets, File Hangers, Pulls, Locks and Glides

Zinc - Hardware

Aluminum - Extrusions for Door Frames

Wood - Surface, Ends, Modesty, Back, Tops, Bottoms, Door and Drawer Fronts, Drawer Assemblies

Laminate - Surface, Ends, Modesty, Back, Tops, Bottoms, Door and Drawer Fronts

PVC/Vinyl - Rim Treatment, File Hanger Molding

Glass - Door Inserts

Other - Acrylic Door Inserts and Screens

## Material identification

Material	Identification	Recyclable	Biodegradable	Where Used
Aluminum	A silvery white metal, sometime painted or coated, non-magnetic.	Yes	No	Pedestal Spacer, Hardware, Bases, Legs, Grommets/Data Manager, Decorative Hardware, Extrusions for Door Frames, Screens and Modesty Panels
Steel	A magnetic metal that may be coated or painted.	Yes	No	Slides, Hinges, Brackets, File Hangers, Pulls, Locks, Door Frames, Modesty Panels, Bases, Legs, Glides, Undersurface Support, Brackets, Fasteners/Screws, Casters
Zinc	A bluish-white non-magnetic metal; much heavier for its size than aluminum generally not painted.	Yes	No	Hardware
Glass	A hard usually transparent material that can be clear, frosted or pattern etched.	Yes	No	Door inserts, shelves, worksurfaces
Laminate	A thin top sheet of treated paper heavily saturated with melamine resins having a dark colored edge regardless of face color and usually adhered to a wood core.	No	No	Worksurfaces, End Panels, Modesty Panels, Door Fronts, Drawer Fronts, Drawer Assemblies, Modesty, Back, Tops, Bottoms, Door and Drawer Fronts, Bases
Wood	Solid wood, plywood, medium density flake board or particle board.	Yes	Yes	Worksurfaces, Ends, Modesty, Back, Tops, Bottoms, Door and Drawer Fronts, Drawer Assemblies, Bases, Legs, Cleats
Plastic 3: Vinyl (Polyvinyl Chloride or PVC)	Vinyl (Polyvinyl Chloride or PVC). In addition to its stable physical properties, PVC has excellent chemical resistance, good weather-ability, flow characteristics and stable electrical properties. The diverse slate of vinyl products can be broadly divided into rigid and flexible materials. Bottles and packaging sheet are major rigid markets, but it is also widely used in the construction market for such applications as pipes and fittings, siding, carpet backing and windows. Flexible vinyl is used in wire and cable insulation, film and sheet, floor coverings synthetic leather products, coatings, blood bags, medical tubing and many other applications.	Yes	No	Rim treatment, File Hanger Molding, Wire Manager, Grommets, Tubing, End Caps
Plastic 5: Polypropylene	Polypropylene (PP). Polypropylene has good chemical resistance, is strong, and has a high melting point making it good for hot-fill liquids. PP is found in flexible and rigid packaging to fibers and large molded parts for automotive and consumer products.	Yes	No	Casters
Plastic 7: Other	Other. Use of this code indicates that the plastic in question is made with a resin other than the six other plastics within the " <a href="#">Resin Identification Code</a> " categories, or is made of more than one resin listed within the list, and used in a multi-layer combination. Includes Nylon.	Yes	No	Acrylic Door Insert, Screens, Modesty Panels, Weighted Bag Lining, Casters, Glides
Fiberglass	Molded into sheets with a polymer coating on one or both faces. Usually pale yellow in color	No	No	As a substrate for fabric covered tiles.