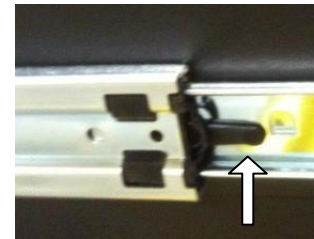


Drawer Removal and Re-Installation Instructions (Pedestals)

In order to properly attach your pedestal to the underside of a work surface, it will be necessary to remove the drawers. To accomplish this quickly and easily, your pedestal is equipped with a “quick disconnect” lever that allows the drawers to be removed from the cabinet body. This lever works by separating the inner slide rail, which is attached to the drawer, from the main body of the slide, which remains mounted in the cabinet.

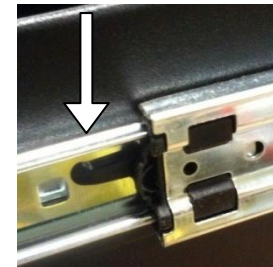
Drawer Removal -- Full-Extension Slides (standard on 12” file drawers; optional on 6” box drawers):

1. Open the drawer fully.
2. Locate the quick disconnect levers on the right and left-hand slides.
3. Simultaneously press the quick disconnect levers (as shown) while pulling out the drawer.



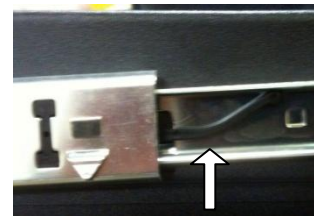
Left-Hand Slide
(press lever up)

Right-Hand Slide
(press lever down)



Drawer Removal -- 3/4-Extension Slides (standard on 6” box drawers):

1. Open the drawer fully.
2. Locate the quick disconnect levers on the right and left-hand slides.
3. Simultaneously flatten the quick disconnect levers while pulling out the drawer. As shown, the right-hand lever is flattened by pressing down on the hump, while the left-hand lever is flattened by pressing up on the hump.



Left-Hand Slide
(press hump up to flatten)

Right-Hand Slide
(press hump down to flatten)



Drawer Re-Installation (both rail types):

- Note: Damage may occur to the slides, particularly the ball bearings, if these steps are not followed!
1. Locate the ball bearing cartridge on the right and left-hand slides. Slide the cartridges to the front of the respective slides.
 2. On both sides, align the ears on the back end of the inner slide rails (attached to the drawer) with the grooves in the main body of the slides.
 3. Once aligned on both sides, push in the drawer until fully closed. There will be resistance in initially re-installing and closing the drawer – this is normal.
 4. Re-open and re-close the drawer a few times. If the drawer still does not open and close smoothly, the inner rail may not have been fully lined up with the grooves (and the inner rail is therefore not seated into the slide). If this is the case, remove the drawer using the quick disconnect lever and repeat these steps. [Note: If repeating these steps, make sure that the ball bearing cartridge is moved to the front of the slides. The cartridges will tend to move towards the back of the slides.]

Inside View of Right-Hand Slide (re-installation)



Ball bearing cartridge
(moved to front of slide)

Grooves in the main
body of the slide

Ears on the back of
the inner slide rail