Hardware

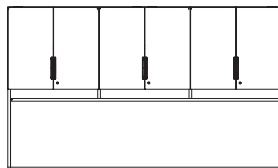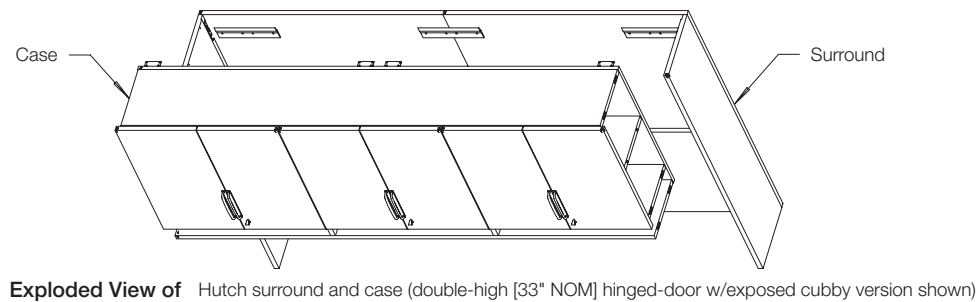**Before you begin**

To build a complete hutch, the case and surround portions (see Fig. 1) must be ordered separately. The decision of which case and surround to order is determined by the user's need based on the factors of overall height, case configuration and worksurface thickness. As a result, the table labelled "Hardware List" is an accumulative list of what is included from both the case and surround combined. For a detailed listing by product code, see the table labelled "Hardware List by Product Code" proceeding the aforementioned table. For more details on what is available, see the price list.

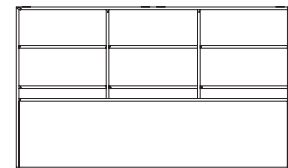**Fig. 1**   Component and Configuration Details

Case — Surround

Exploded View of Hutch surround and case (double-high [33" NOM] hinged-door w/exposed cubby version shown)

Configuration of
Double-high [33" NOM] hinged-door option
(exposed cubby version shown)
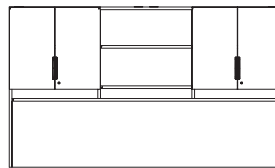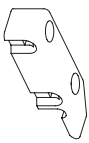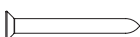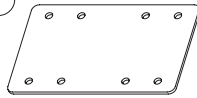
Configuration of
Double-high [33" NOM] hinged-door/open option
(exposed cubby version shown)

Configuration of
Double-high [33" NOM] open option

HARDWARE LIST   (ACCUMULATIVE LIST FROM BOTH THE SURROUND AND CASE PORTIONS)

A	B	C	D	E
6TR41189 MULTI-CLIP	5110440 SCR, SM FLP 8x1-1/4 ZN	6TP40983 WALL RAIL	5126220 SCR, MACH PNP 1/4-20x5/8 ZN	5122213 SCR, SHLDR 10-9x11/16 ZN
F	G	H	J	K
5122210 SCR, SHLDR 10-24x3/8 ZN	5340110 L-BRACKET	5110100 SCR, SM PNP 6x1/2 BL	2TP40054 MENDING PLATE	5122218 SCR,TRP 14x7/8 T-AB BL

HARDWARE LIST BY PRODUCT

| DESCRIPTION	PRODUCT CODE	HARDWARE INCLUDED
SURROUND	ROH(H\O)(DH\SH)S...	MULTI-CLIP <A>, WALL RAIL <C>, L-BRACKET <G>, MENDING PLATE <J> & FASTENERS <B><D><E><H><K>
CASE TYPE :		
DOUBLE-HIGH (33" NOM) UNITS	ROH(H\HO\O)DHC... ROH(H\HO)CDHC...	FASTENER <F>
SINGLE-HIGH (20" NOM) UNITS	ROH(H\HO\O)SHC... ROH(H\HO)CSHC...	NONE

1. Preparation of Components for Assembly

See Figures 2-5

1.1. On the inside edge of the right-hand surround back (using the pilot holes provided), assemble multi-clip (A) 3 places using fastener (B) 2 places per multi-clip with the engagement feature facing up.

1.2. On the inside surface and near the outside edge of both the left-hand and right-hand surround backs (using the pilot holes provided), assemble multi-clip (A) 3 places per back using fastener (B) 2 places per multi-clip with the engagement feature facing up.

1.3. Again, on the inside surface and near the outside edge of both the left-hand and right-hand surround backs (using the metal inserts provided), assemble wall rail (C) 1 place per back using fastener (D) 3 places per rail with the engagement feature facing up.

1.4. On the inside surface of both the left-hand and right-hand surround ends (using the pilot holes provided), install fastener (E) 6 places per end.

1.5. On the outside back of the case and near the top edge (using the pilot holes provided), install L-bracket (G) 4 places using fastener (H) 2 places per L-bracket.
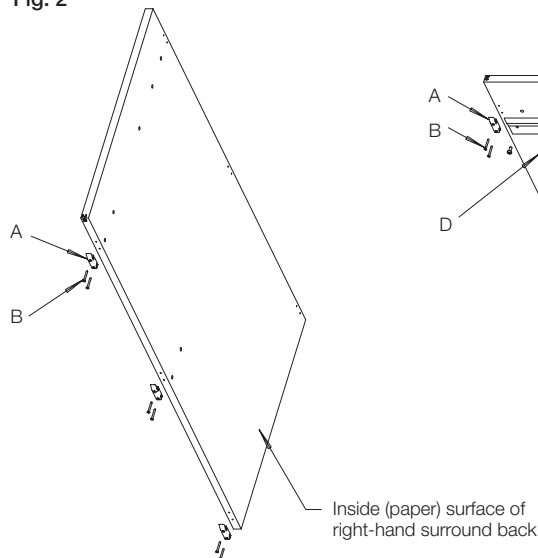
Fig. 2

A
B

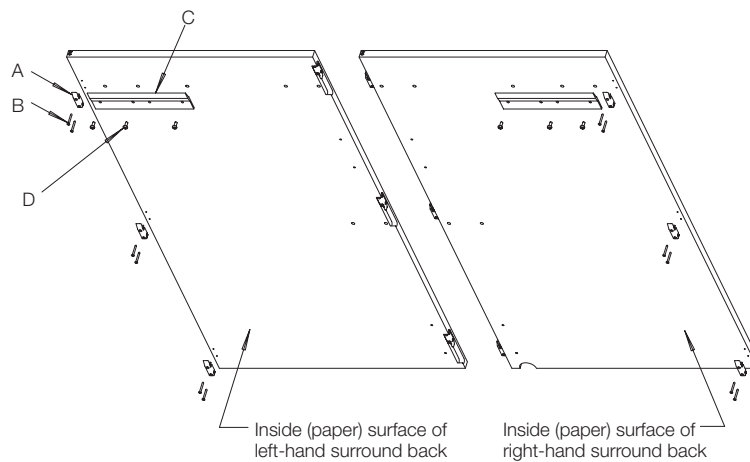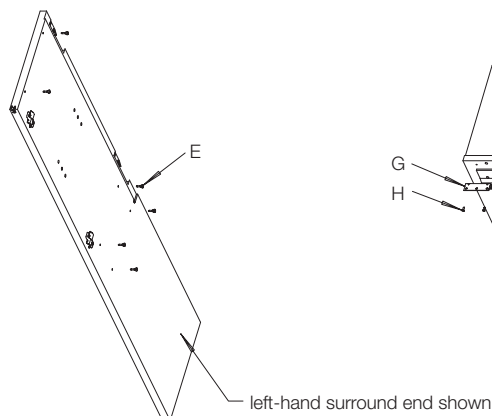Inside (paper) surface of right-hand surround back

Fig. 3

C
A
B
D

Inside (paper) surface of left-hand surround back

Inside (paper) surface of right-hand surround back

Fig. 4

E

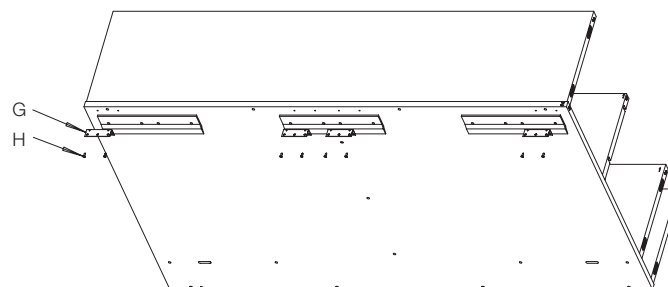left-hand surround end shown

Fig. 5

G
H

2. Assembly of Case and Surround Components

See Figures 6-10

2.1. Place the case front-side-down on the floor (and if necessary) use a blanket, cardboard or something similar to protect the case from damage. Then, using wooden blocks or something similar, prop the case up approximately 2 inches off the floor in preparation to install the surround ends in the next step.

Note: If positioned correctly, the paper side with the pre-assembled wall rails (C) should be visible and facing up.

2.2. Beginning at either end, assemble the appropriate surround end using the keyhole fasteners and remove the blocks propping it up while gently lowering the unit allowing the end to rest on the floor. Repeat this step at the opposite end.

2.3. Assemble the left-and right-hand surround backs to each other using the multi-clips on the inside edges in an over-and-down motion. Using a rubber mallet, gently complete the engagement of the multi-clips. You will know the connection is complete when the 2 halves are flush to each other. Then (using the metal inserts provided), complete the connection with wall rail (C) 2 places using fastener (D) 4 places per rail.

Note: At this point, the connection between the left-and right-hand surround backs is fragile. Take care when handling and support the connection point to avoid damage.

2.4. Position the surround back (with the wall rails facing down) onto the back side of the case engaging the wall rails and multi-clips with each other. Again using a rubber

mallet, gently complete the engagement You will know that the connection is complete when the top edge of the surround back contacts the L-brackets installed earlier in step 1.5.

Note: For best results, alternate at each end with the rubber mallet to evenly install the surround back.

2.5. On the bottom edges of the surround back and ends, you should find a factory applied double-sided tape. Remove the backer and position the surround where required.

Note: The double-sided tape will create an incredibly strong bond to whatever it comes in contact with. Take care in handling the unit at this point. You may want to position the unit first without removing the adhesive backer to verify and/or mark the final position required.
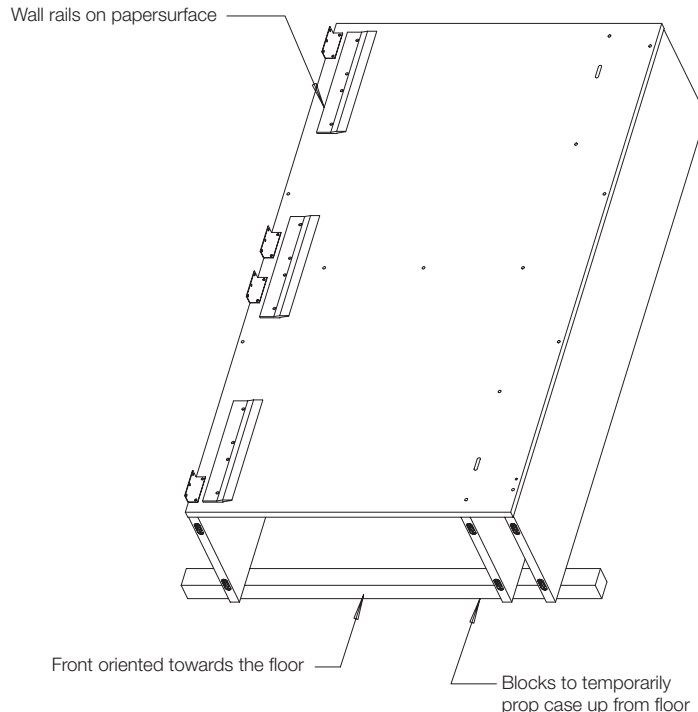
Fig. 6

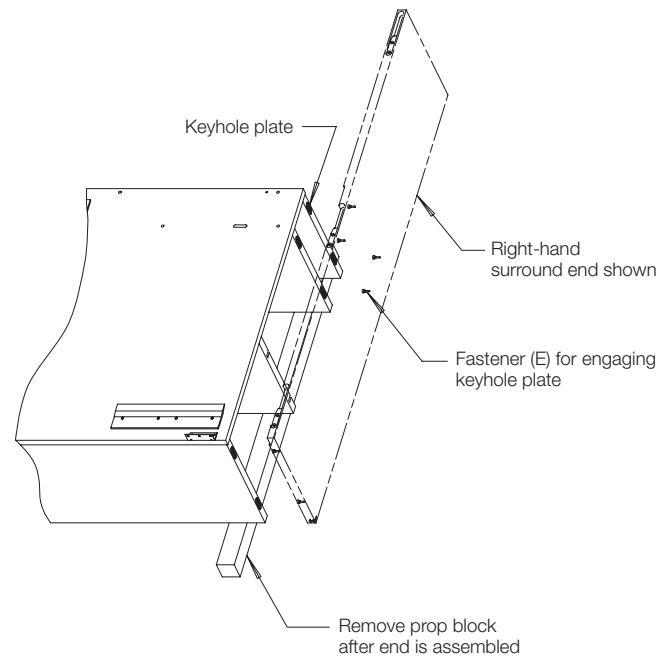Wall rails on papersurface

Front oriented towards the floor

Blocks to temporarily prop case up from floor

Fig. 7

Keyhole plate

Right-hand surround end shown

Fastener (E) for engaging keyhole plate

Remove prop block after end is assembled

2. Assembly of Case and Surround Components

Fig. 8

Over and down

Inside (paper) surface of
left-hand surround back

Inside (paper) surface of
right-hand surround back

Fig. 9

D   C

Inside (paper) surface of
left-hand surround back

Inside (paper) surface of
right-hand surround back

Fig. 10

Drop multi-clips (A) into
pockets and slide up to engage
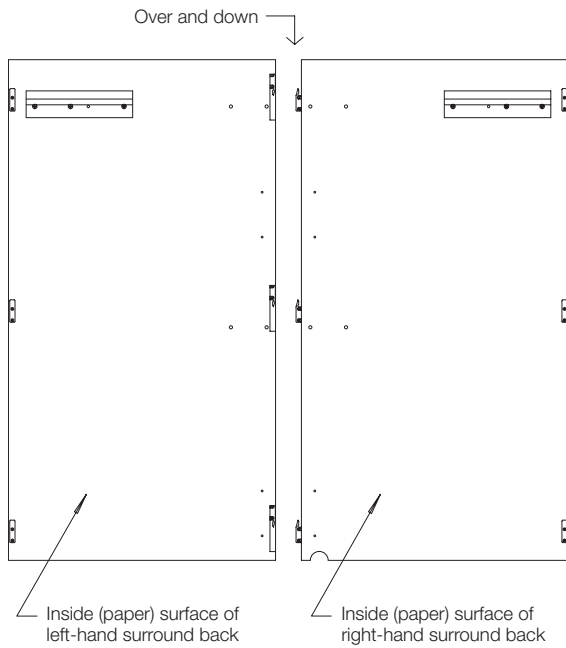multi-clips (A) and wall rail (C)
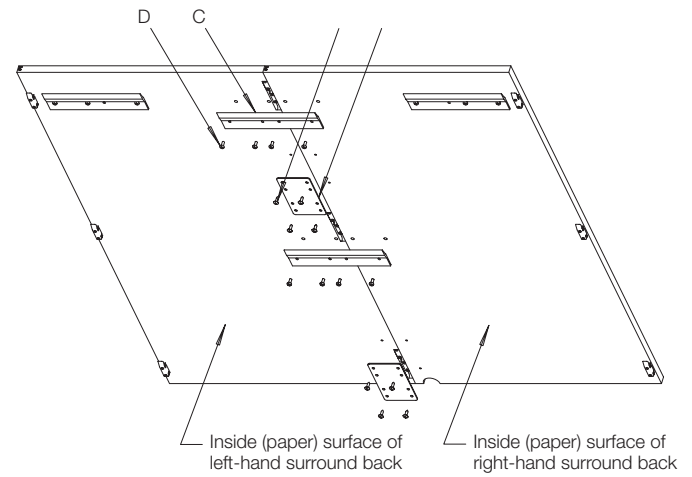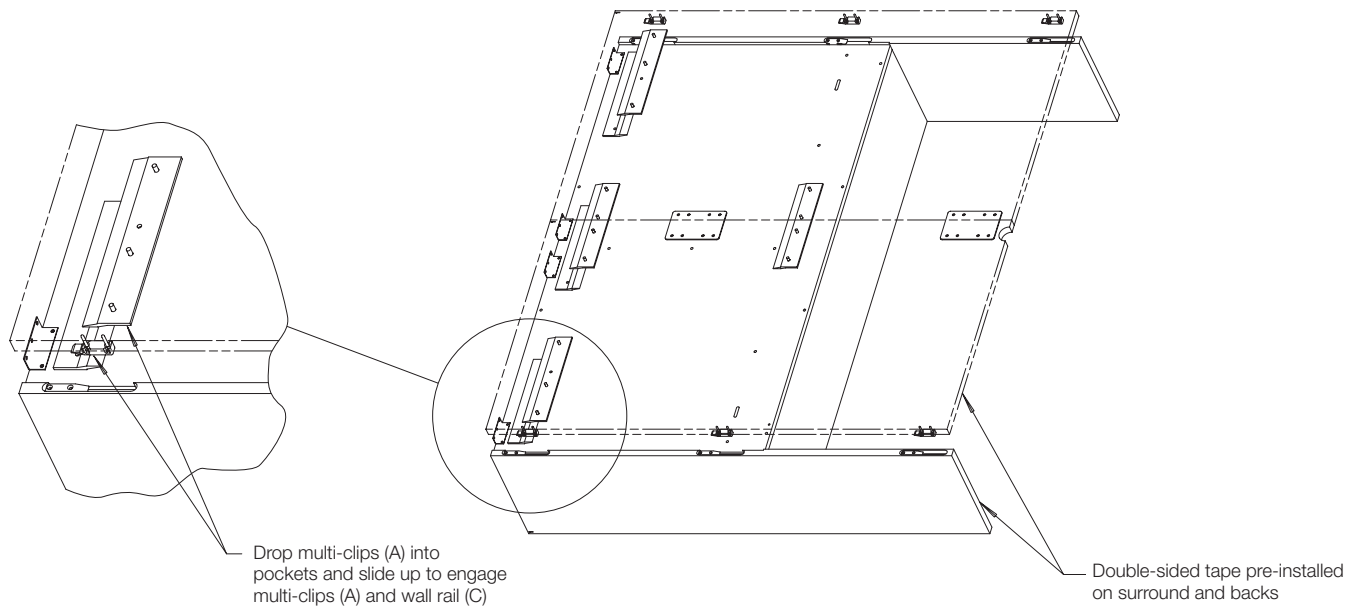
Double-sided tape pre-installed
on surround and backs

3. Installation of Adjustable Shelves and Doors (if applicable)

See Figures 11-12

3.1. On double-high (33 inch nominal) units determine the height at which you would like to locate the adjustable shelves and insert fastener (F) 4 places per shelf, then install the shelves.

Note: On units with 3 shelves (typically units 84 inches wide and up) all shelves are not the same. The center shelf is wider than those on the end.

3.2. If applicable, assembly all doors clipping the hinge on the door to the mounting plate on the gables of the case, then adjust the doors as required for spacing and alignment.
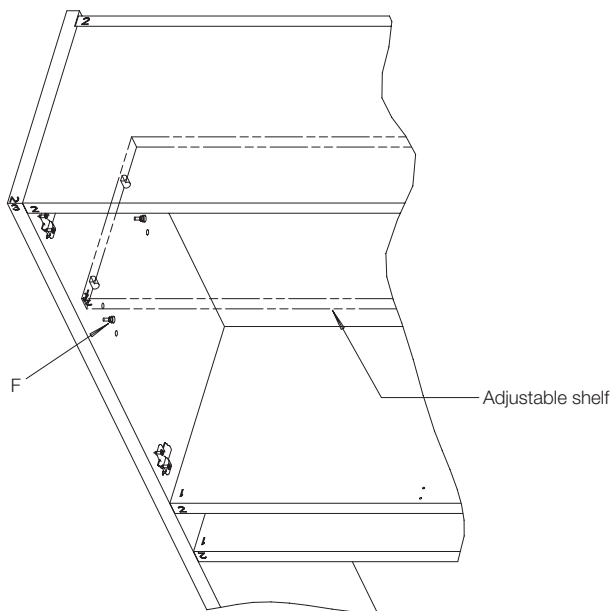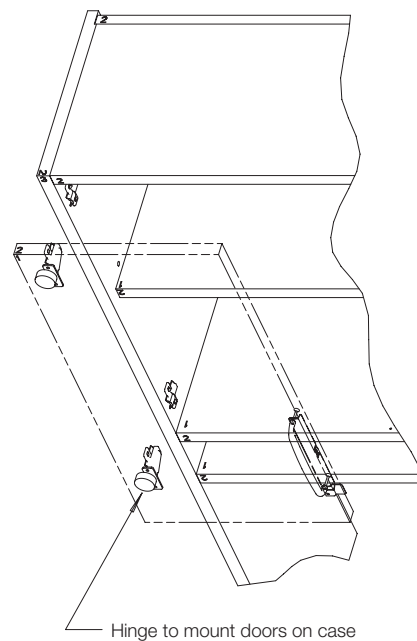
Fig. 11

F

Adjustable shelf

Fig. 12

Hinge to mount doors on case

4. Installation of Tackboard

See Figures 13-15

4.1. Peel the adhesive backer off the factory installed Velcro strips and place the tackboard in the opening between the case and the worksurface. Press firmly at the Velcro locations to insure a secure bond.

4.2. If a tasklight is to be installed, the tackboard can be removed to run the wire. Use the metal channel on the back side of the tackboard to hide the wire behind the tackboard.

Note: To channel the wire through the worksurface....

- For units with unfinished backs, it is recommended to use a worksurface with an edge grommet.

- For units with finished backs, it is recommended to use a worksurface with a desktop grommet.

Fig. 13

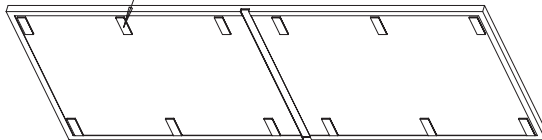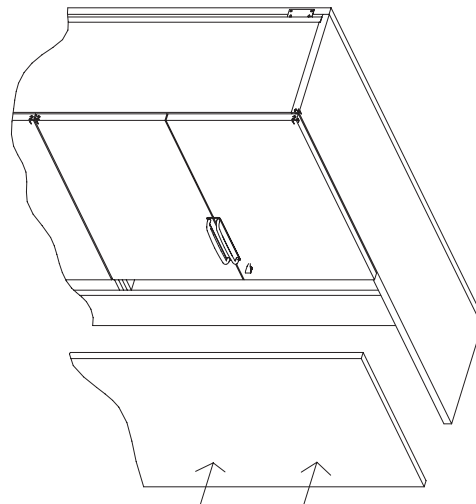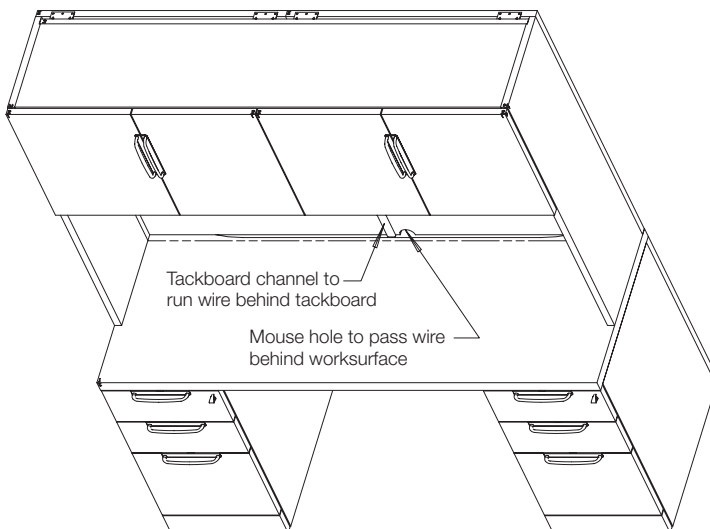Peel adhesive backer from Velcro strip

Fig. 14

Insert tackboard into opening and press firmly in all Velcro locations to secure

Fig. 15   Wire management for tasklight

For hutch with unfinished back

Tackboard channel to run wire behind tackboard

Mouse hole to pass wire behind worksurface

For hutch with finished back

Tackboard channel to run wire behind tackboard

Desktop grommet to pass wire through worksurface