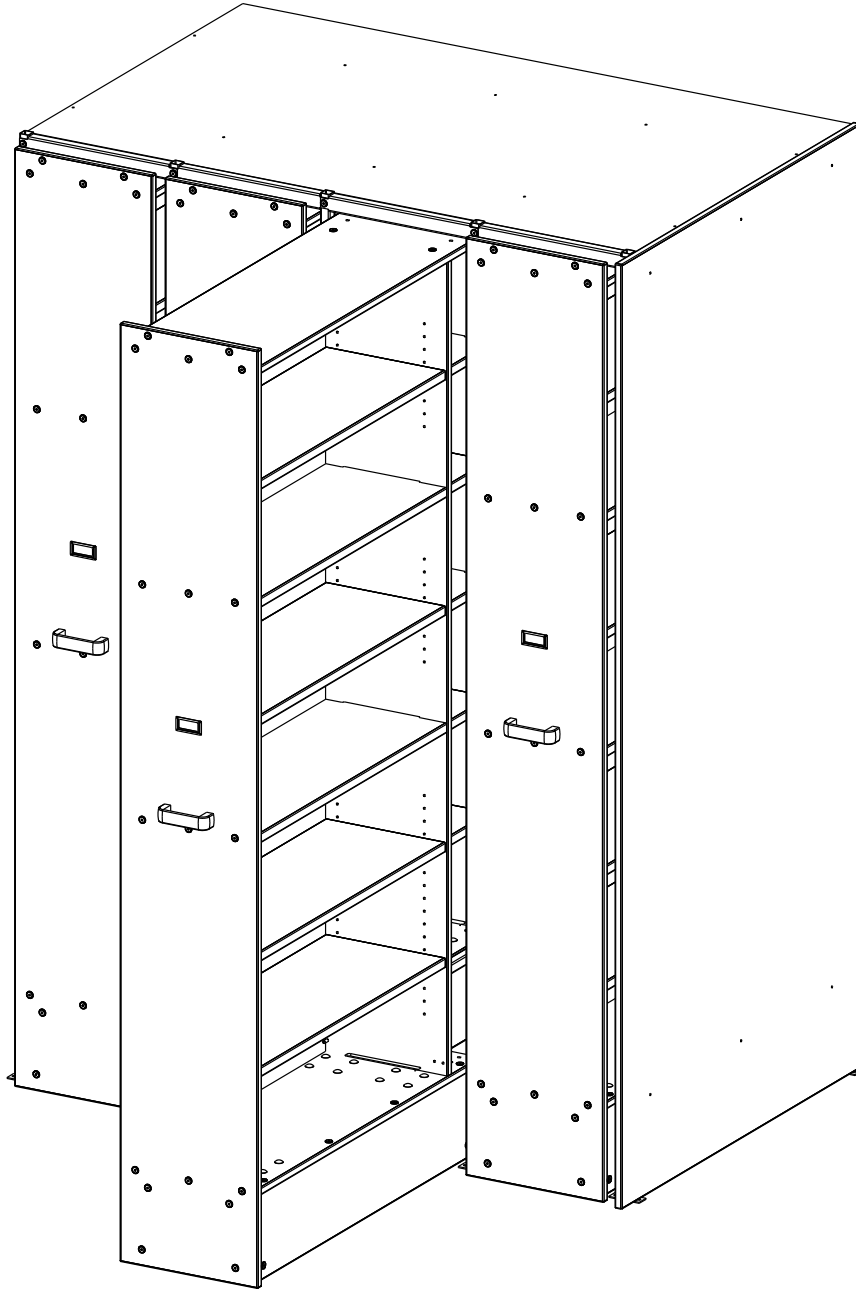




Assembly Instructions

BS420 / BS421 Music Library



Tools needed for assembly:

- #2 Phillips Screwdriver
- 4mm Hex Key (Included)
- 3/16" Hex Key (Included)
- 3/8" & 7/16" Open End Wrench
- Power Drill & 1/8" Drill bits
- Square
- Tape Measure
- Level

General Installation Instructions

PLEASE READ AND UNDERSTAND THE ASSEMBLY INSTRUCTIONS BEFORE STARTING ASSEMBLY

- This instruction manual shows a typical 4-unit installation. Actual unit count may vary.
- The Music Library units are available in either left hand or right hand shelf access. This instruction manual is shown with right hand access shelving units and with an End Cover Panel attached to the right side. Each installation / configuration may vary from what is shown in this manual.
- The preferred installation location is in the corner of the room with a side wall to attach the library unit for stability.
- If the installation location is not in a corner and a side wall is not present then a minimum of 4 shelving units must be installed side by side.
- Library unit should be installed on concrete, smooth tile, or commercial grade unpadded carpet for smooth operation and ease of rolling.
- Do not install on carpet with padding underneath.
- The installation location floor must be level with no more than 1/4" variation over a 6' distance in all directions and wall must be plumb and free of obstructions.
- All framework must be securely fastened to both the floor and wall.
- All framework must be square and plumb after securing to ensure proper operation.

Fastener Information

- Fasteners for attaching the Music Library units to the floor and walls are not provided. Installer should select the appropriate fasteners based on floor and wall substrate type.

Walls:

- Gypsum board over wood or metal studs should use a minimum #10 screw with a least 2" of penetration. Two screws per stud and no greater than 24" stud spacing.
- Masonry or block walls should use minimum 1/4" diameter and 2" long concrete screws or expanding drive-nail fasteners every 16" on center. Toggle bolts should be used on hollow core block.

Floors:

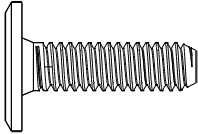
- Wood framed floors should use a minimum #10 screw with a least 2" of penetration. Four fasteners per frame.
- Concrete floors should use minimum 1/4" diameter and 2" long concrete screws, expanding drive-nail fasteners, or wedge anchors. Four fasteners per frame.



Fasteners and Hardware

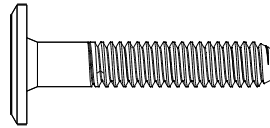
1

1/4"-20 x 23mm
Socket Head Bolt



2

1/4"-20 x 35mm
Socket Head Bolt



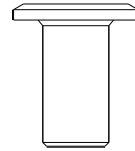
3

#8 x 5/8" Screw



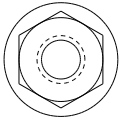
4

1/4"-20 Cap Nut



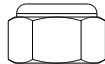
5

1/4"-20 Flange Nut



6

1/4"-20 Lock Nut



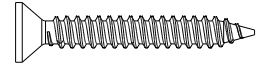
7

5mm Step Pin



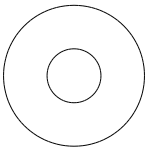
8

#8 x 1-1/4" Screw



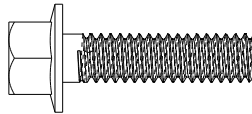
9

1/4" Flat Washer



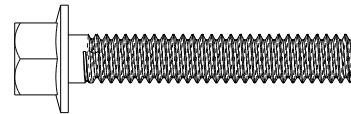
10

1/4"-20 x 1" Flange Head Bolt



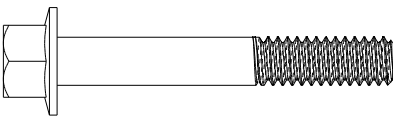
11

1/4"-20 x 1-1/2" Flange Head Bolt



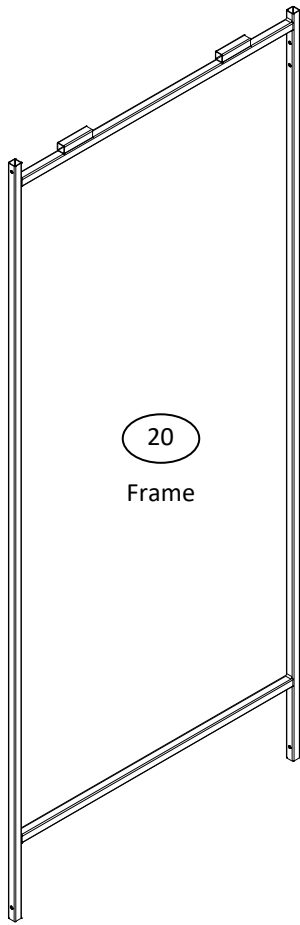
12

1/4"-20 x 1-3/4" Flange Head Bolt





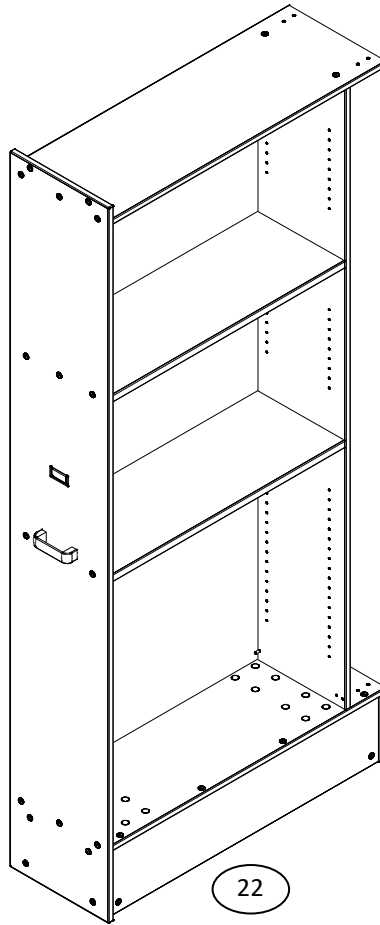
Components



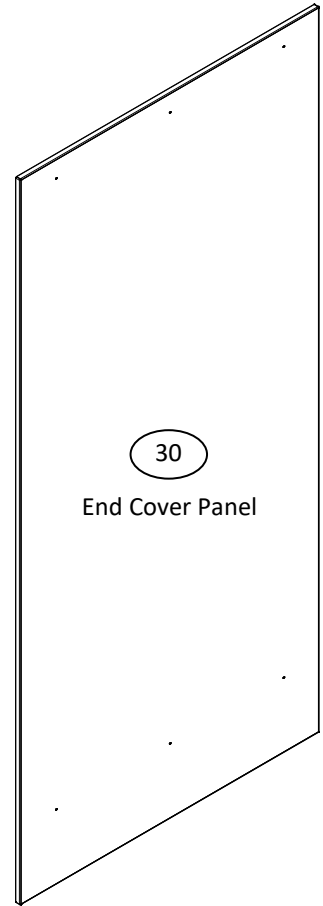
20
Frame



21
Wall Channel



22
Shelving Unit



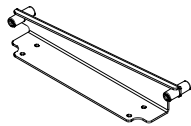
30
End Cover Panel



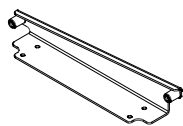
23
Floor Bracket



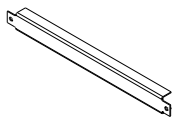
24
Wall Bracket



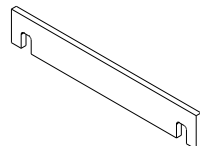
25
Bottom Stop Bracket



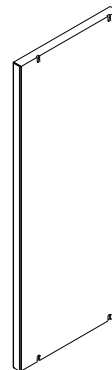
26
Top Stop Bracket



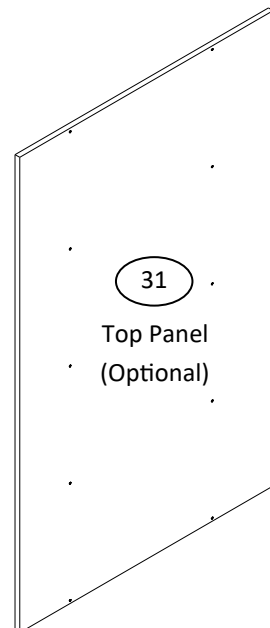
27
Top Frame Bracket



28
Frame Spacing Guide



29
Adjustable Shelf



31
Top Panel
(Optional)

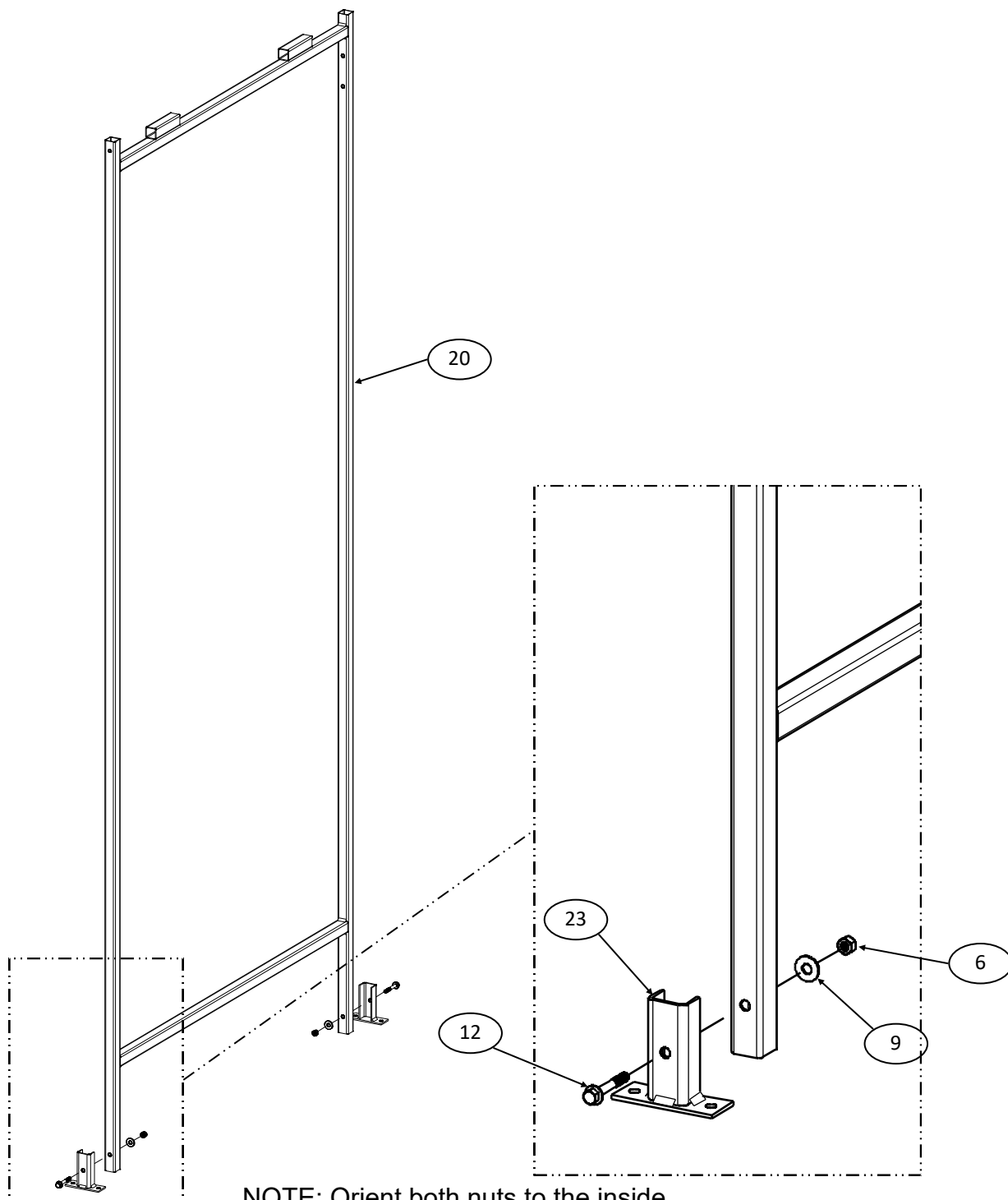


Assembly Instructions

BS420 / BS421 Music Library

1

- Attach Floor Bracket (23) to Frame (20) using 1/4-20 x 1-3/4" Flange Head Bolt (12), 1/4" Flat Washer (9), and 1/4-20 Lock Nut (6).
- Repeat for all frames.



NOTE: Orient both nuts to the inside of the frame as shown.

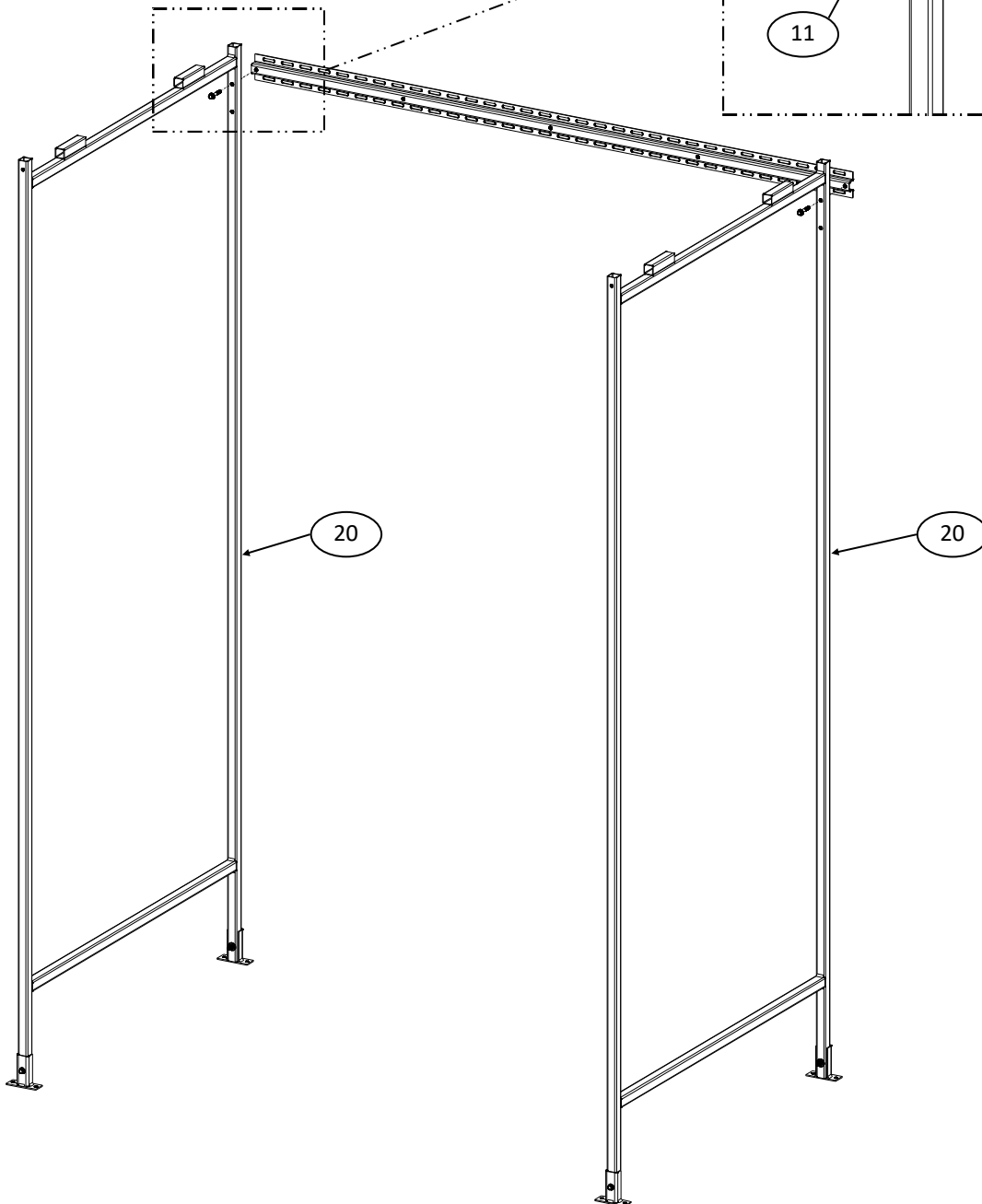
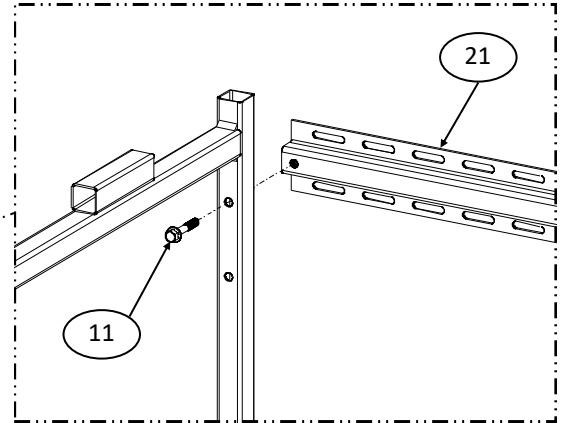


Assembly Instructions

BS420 / BS421 Music Library

2

- Identify the Frame back by locating the two holes near the top as shown. Attach Wall Channel (21) to Frame (20) with 1/4-20 x 1-1/2" Flange Head Bolt (11) through the top frame hole as shown.
- Attach second Frame (20) to the other end of the Wall Channel (21). If less than four units are being installed, attach the second Frame using the appropriate hole and cut off excess Wall Channel even with outside of Frame.



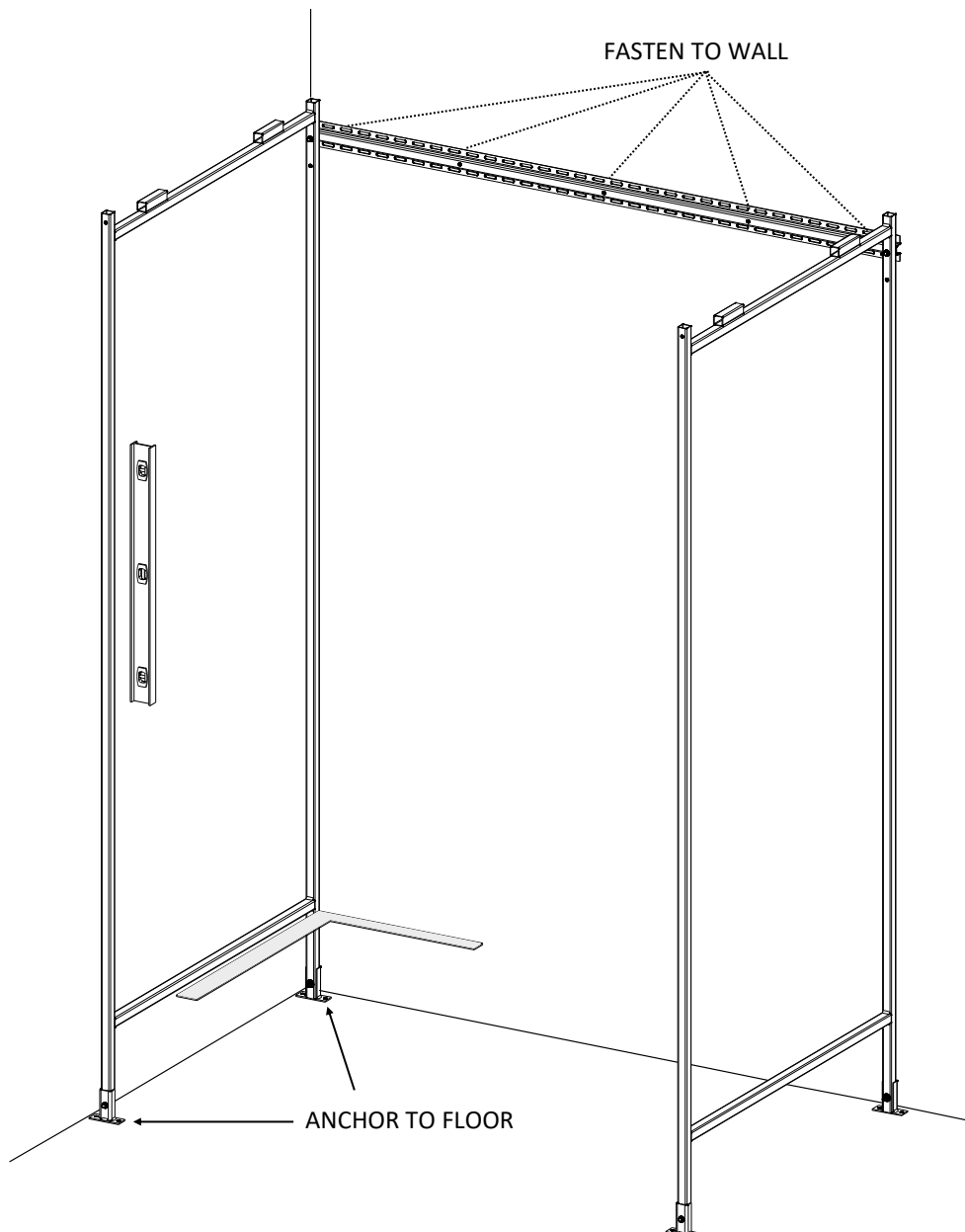


Assembly Instructions

BS420 / BS421 Music Library

3

- Determine installation location (See General Installation Notes) and move unit into position with Wall Channel flat against the wall.
- If installing in a corner, position Frame no farther than 1-1/4" from the side wall. If necessary the Floor Bracket (23) may be cut to move closer to the side wall.
- Square and plumb frame unit while keeping the Wall Channel flush with the back wall.
- Attach Wall Channel to wall with suitable fasteners for the wall type at 16" intervals though both top and bottom holes in channel.
- Verify Frame is plumb, level, and square to wall, then anchor first frame to floor through both front and back Floor Brackets.



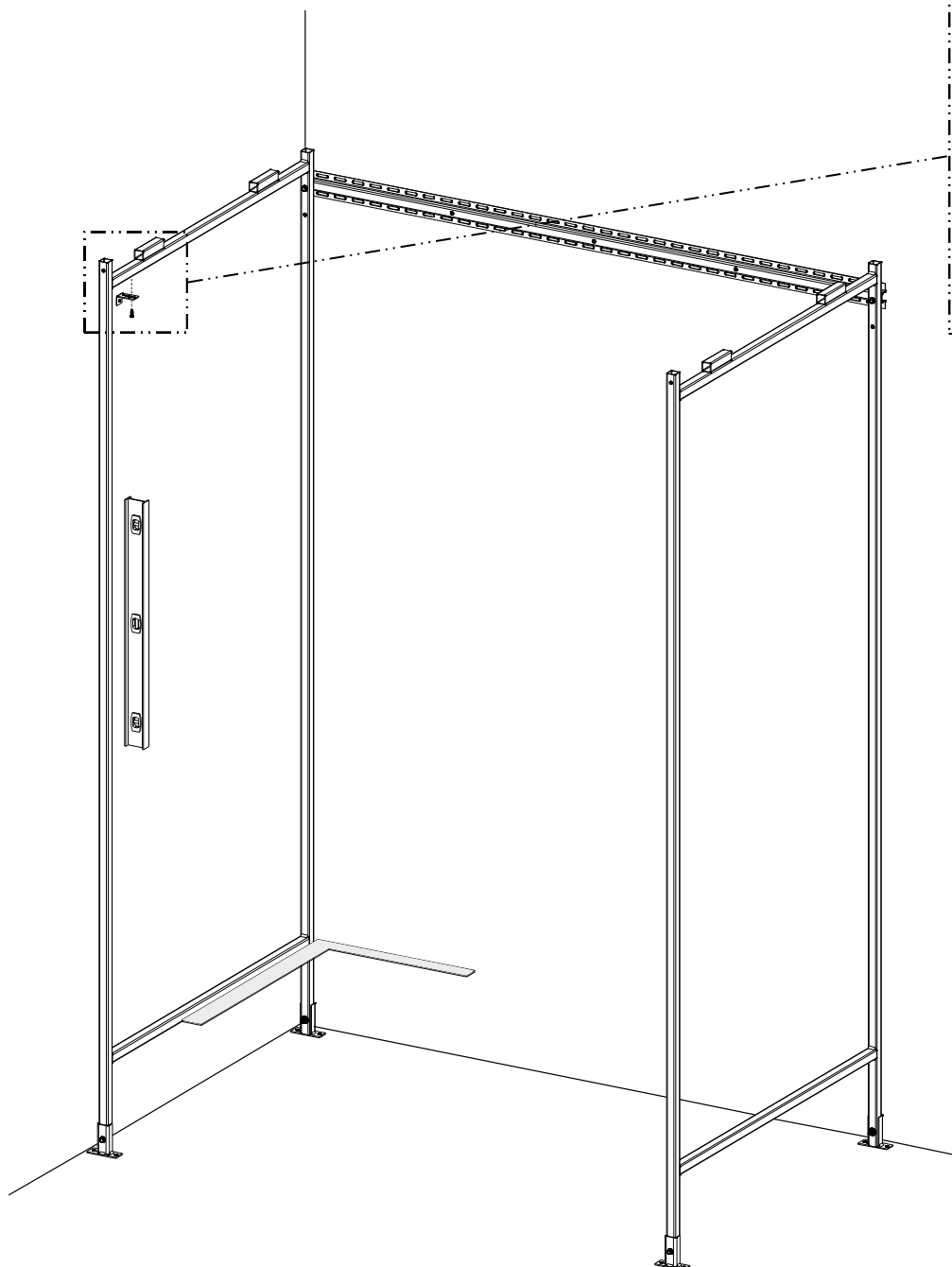
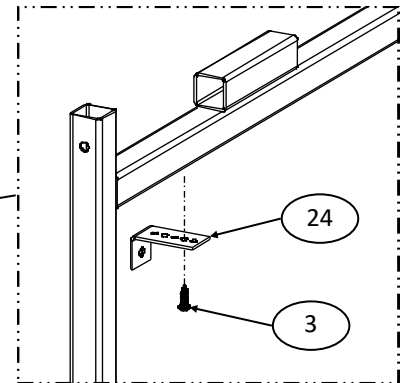


Assembly Instructions

BS420 / BS421 Music Library

4

- Position Wall Bracket (24) under top crossbar of Frame (20).
- Attach Wall Bracket (24) to side wall with suitable fastener for the wall substrate.
- Pre-drill 1/8" diameter hole in Frame crossbar and attach Wall Bracket (24) to Frame with #8 x 5/8" Screw (3).
- Wall Bracket (24) **MUST NOT** extend beyond inside surface of the frame. Cut off any excess material that will interfere with operation of the Shelving Unit.



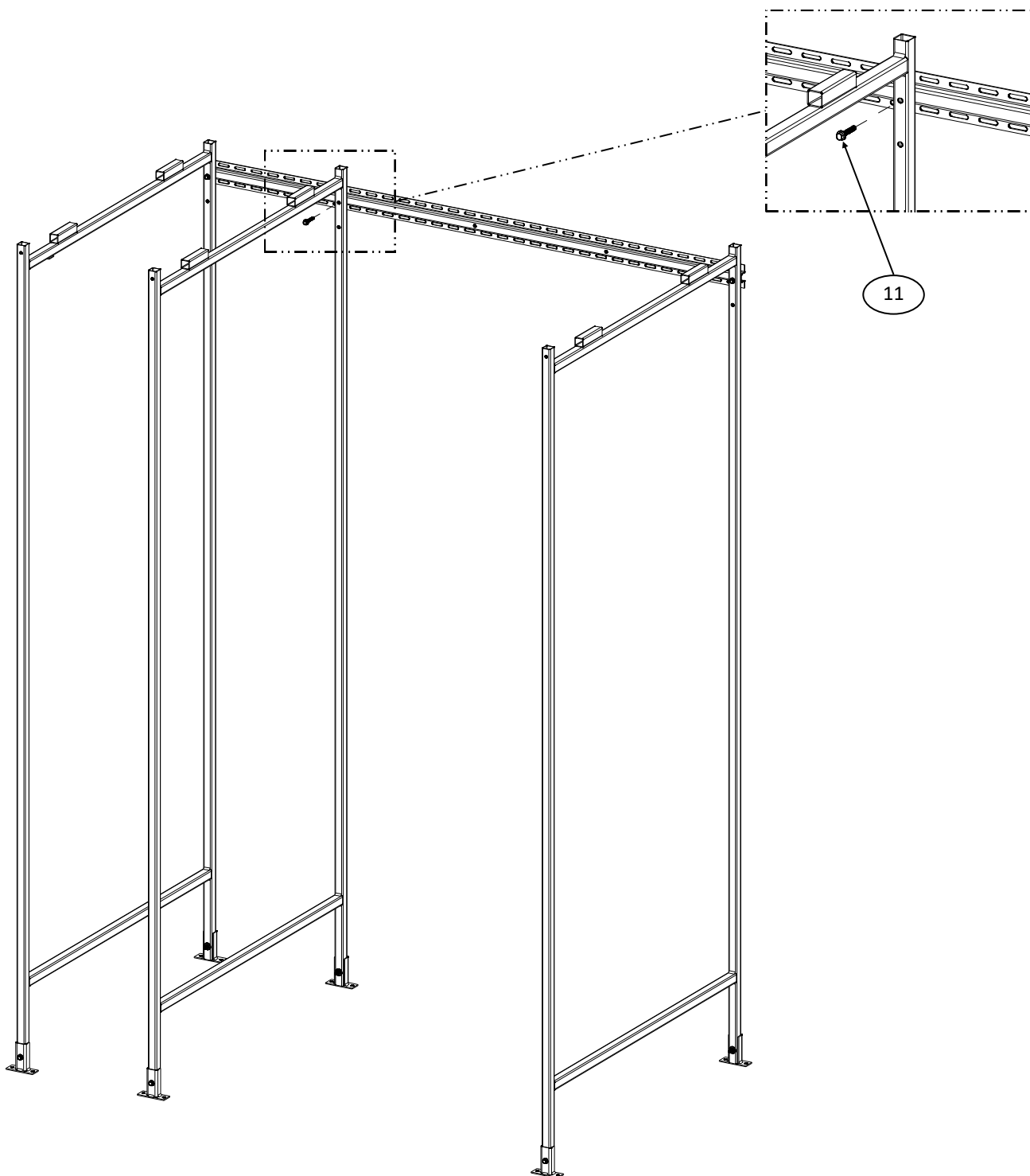


Assembly Instructions

BS420 / BS421 Music Library

5

- Attach additional Frame (20) with 1/4"-20 x 1-1/2" Flange Head Bolt (11).



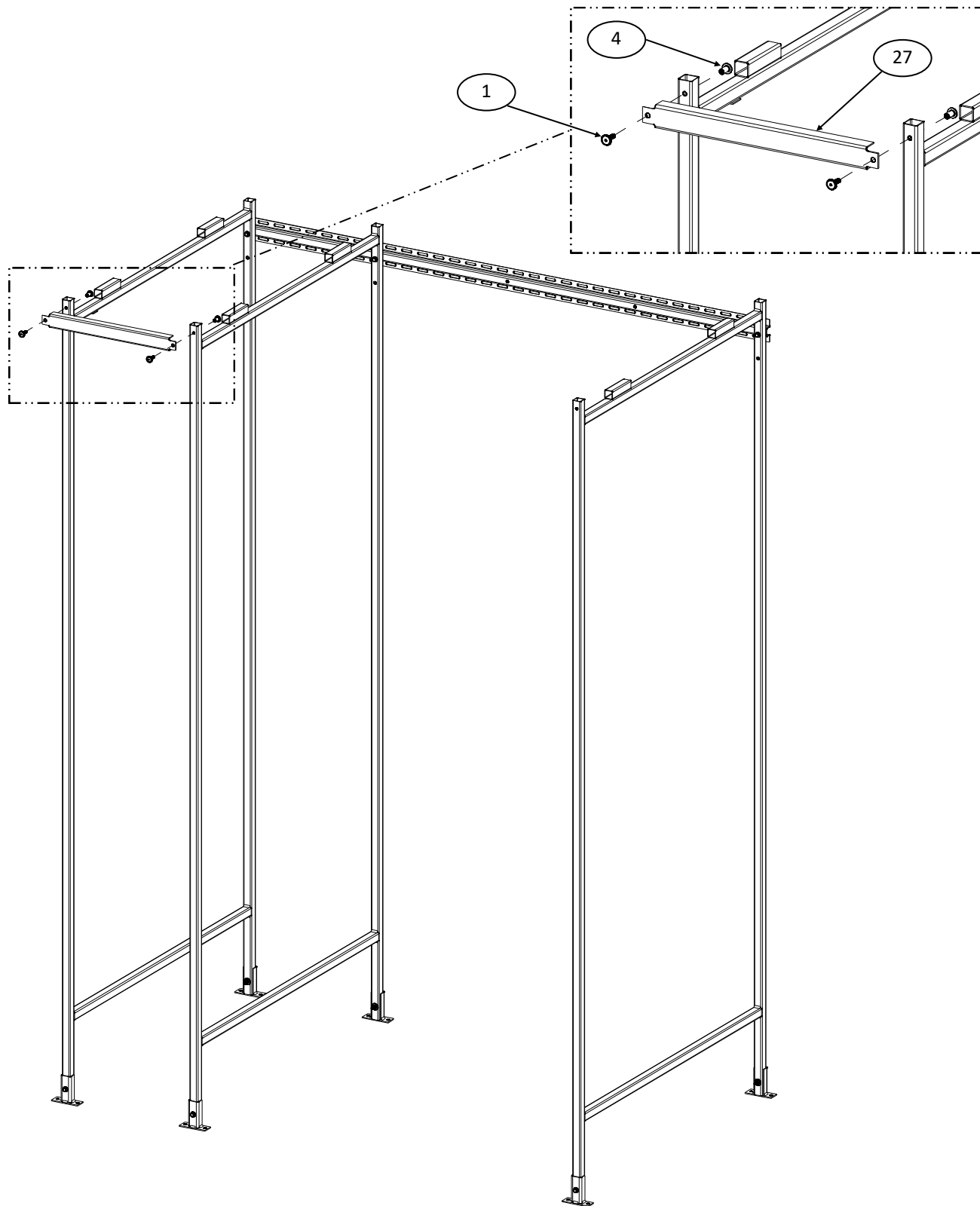


Assembly Instructions

BS420 / BS421 Music Library

6

- Attach Top Frame Bracket (27) with 1/4"-20 x 23mm Socket Head Bolt (1) and 1/4"-20 Cap Nut (4).



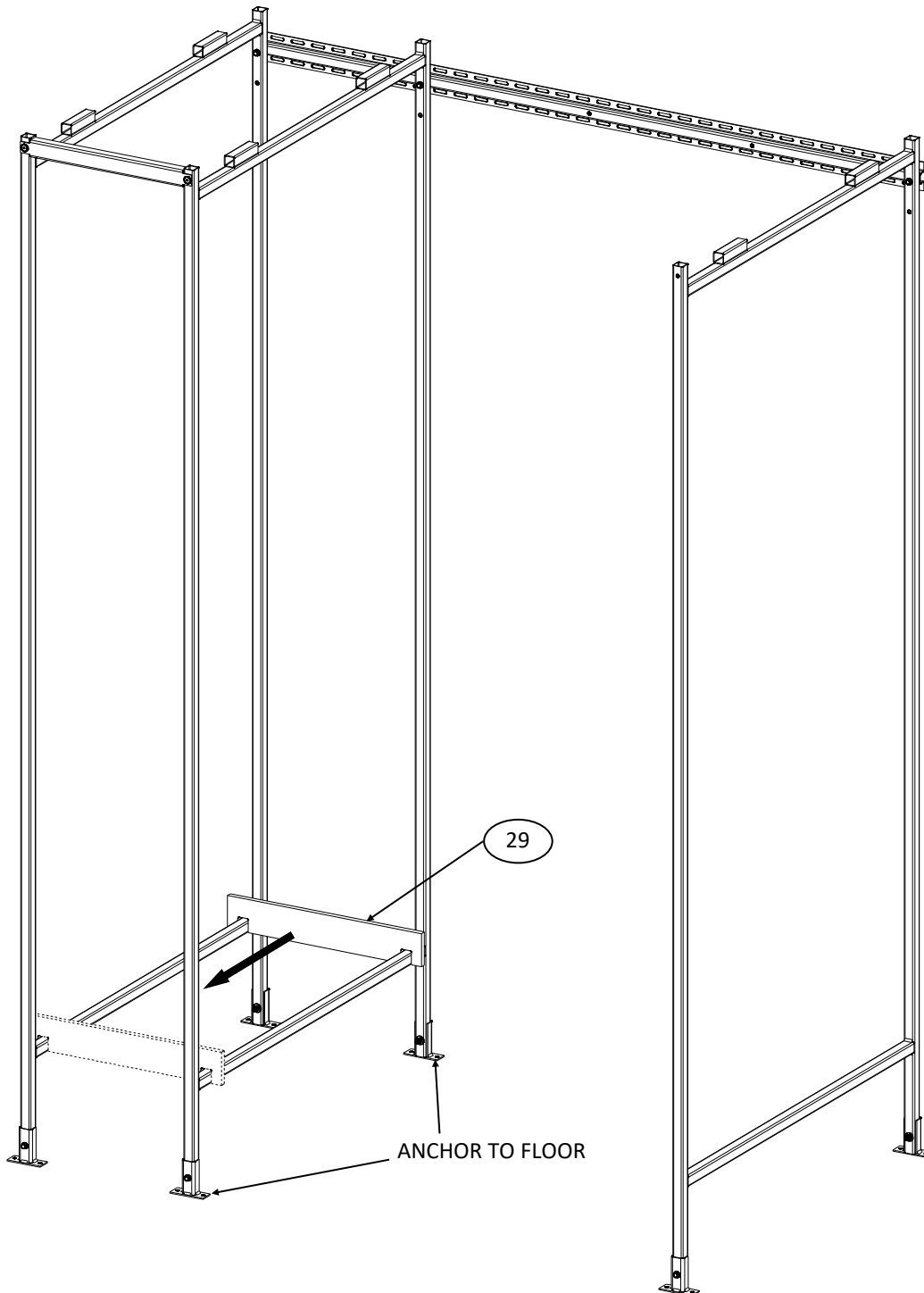


Assembly Instructions

BS420 / BS421 Music Library

7

- Use Frame Spacing Guide (29) at front and back of Frame (20) lower cross bar to set the Frame offset distance.
- Anchor Frame to floor with suitable fasteners.
- REPEAT Steps 5, 6, & 7 for remaining frame members.



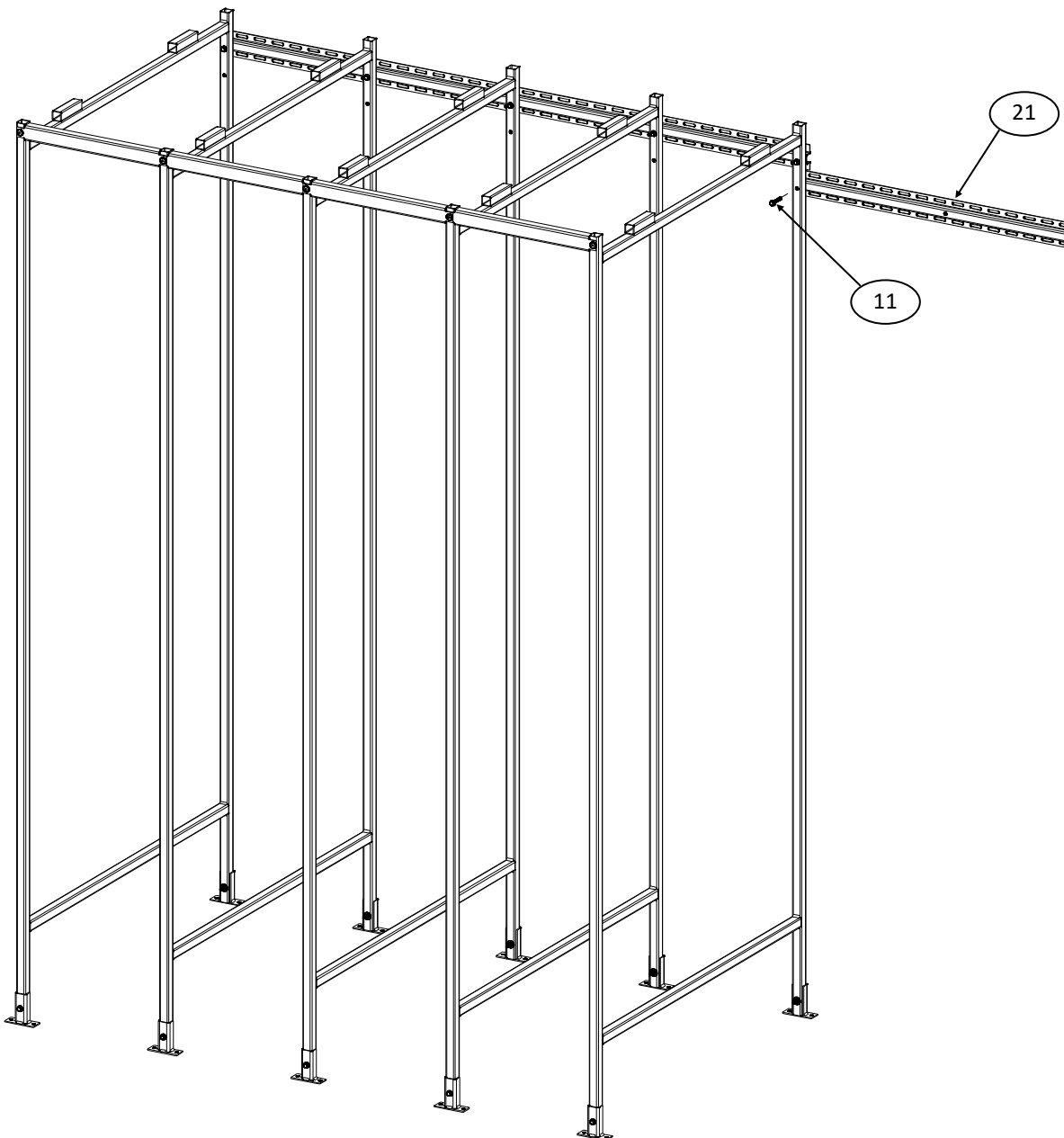


Assembly Instructions

BS420 / BS421 Music Library

8

- If additional units are to be installed then continue the frame assembly by attaching additional Wall Mount Channels (21) through lower holes on Frame (20) with 1/4"-20 x 1-1/2" Flange Head Bolt (11) as shown.
- Repeat steps 5, 6, & 7 for additional frames.



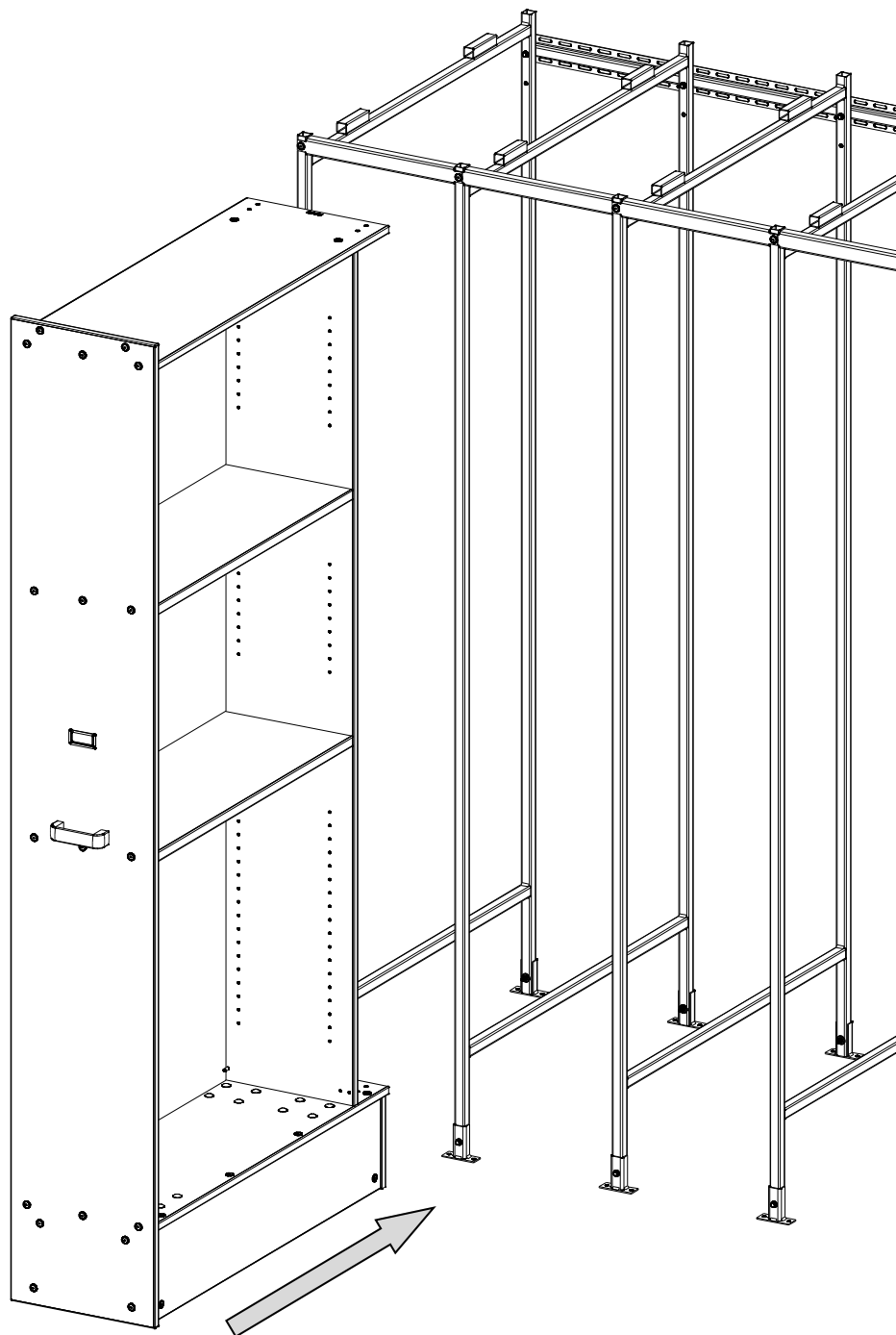


Assembly Instructions

BS420 / BS421 Music Library

9

- Roll Shelving Unit (22) between the first two guide frames.
- Ensure there is free movement in and out of the frame structure.



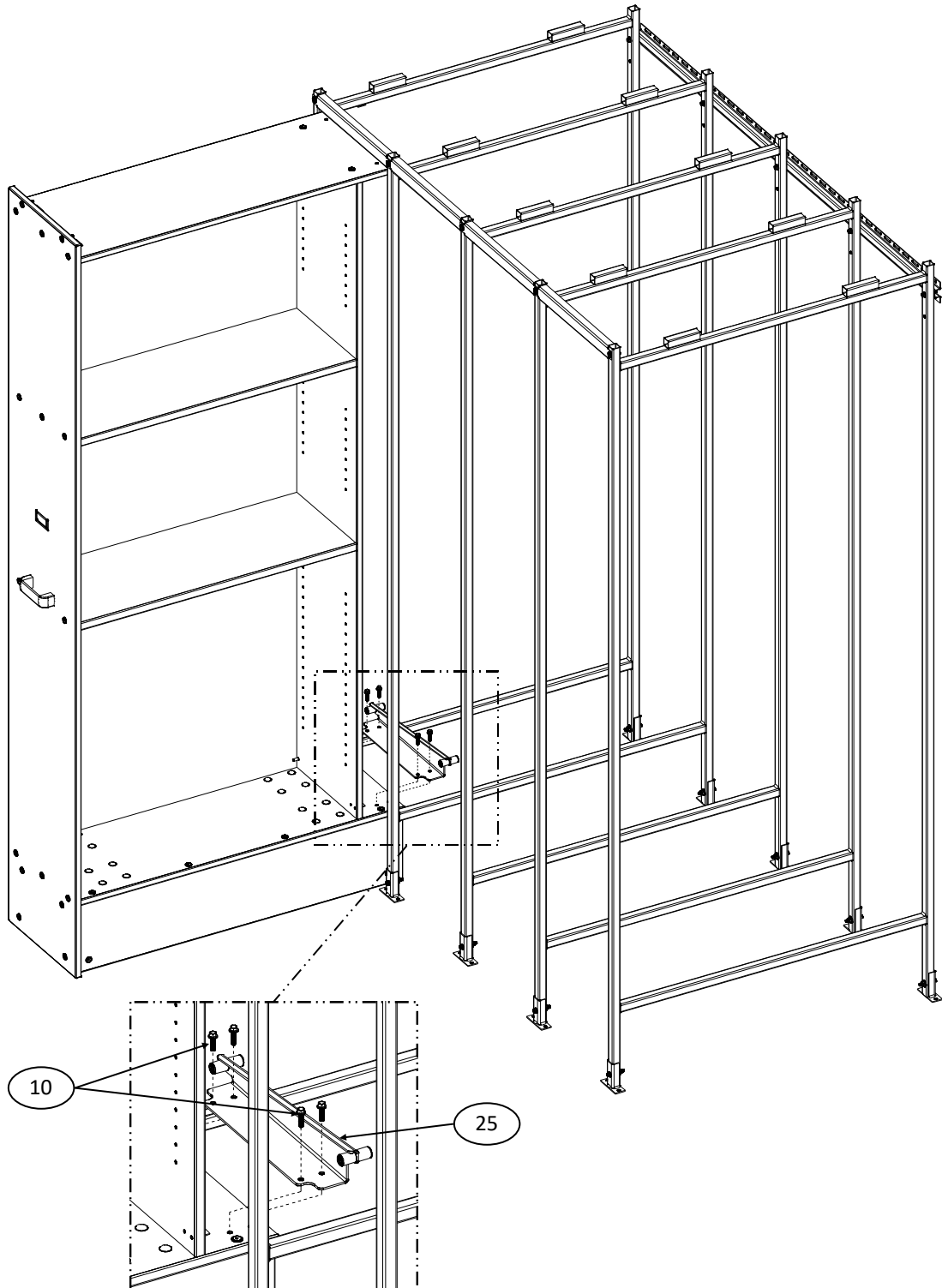


Assembly Instructions

BS420 / BS421 Music Library

10

- Partially roll out Shelving Unit (22) from the frame assembly and attach Bottom Stop Bracket (25) with four 1/4"-20 x 1" Flange Head Bolts (10).



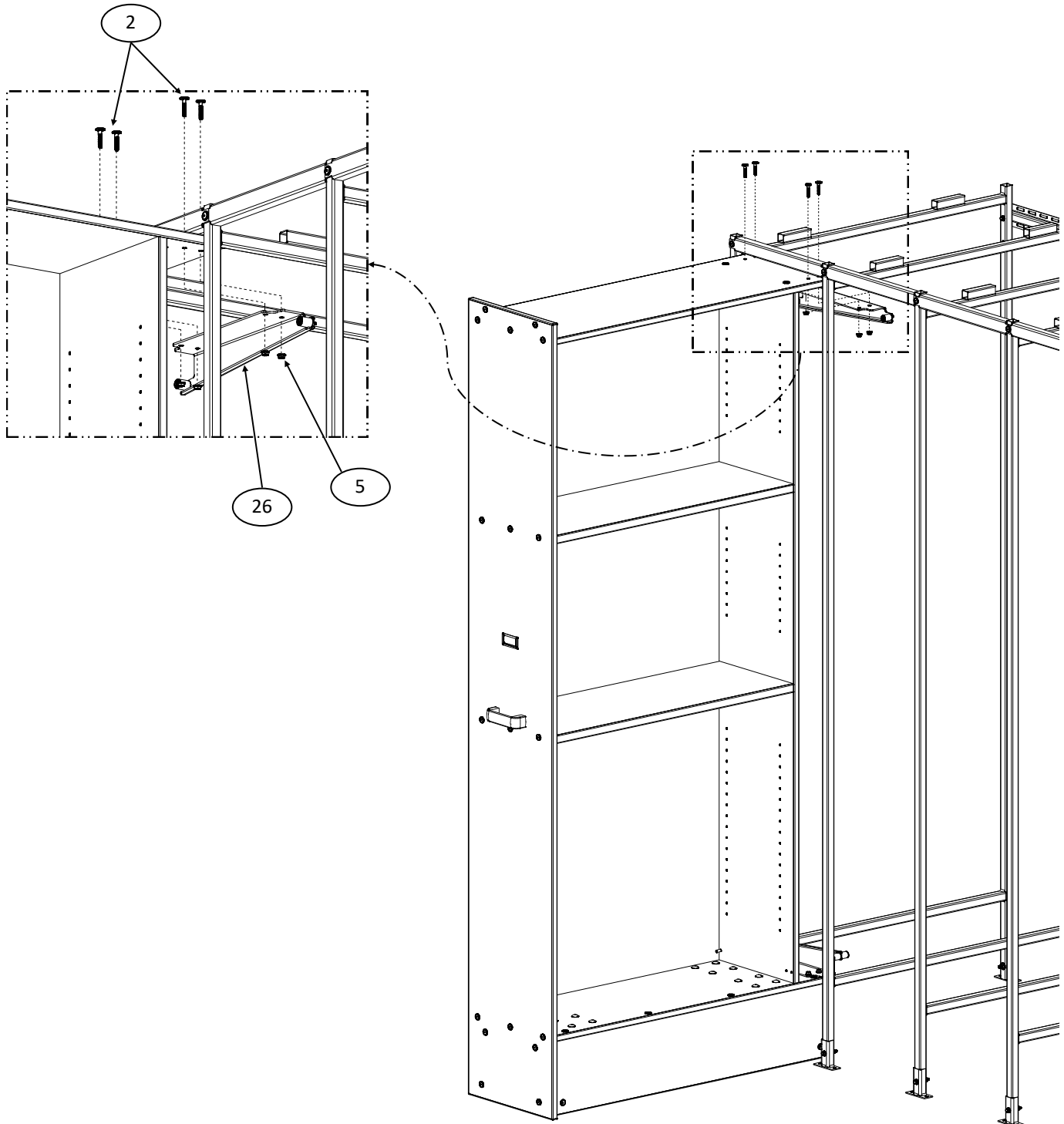


Assembly Instructions

BS420 / BS421 Music Library

11

- Attach Top Stop Bracket (26) to Shelving Unit with four 1/4"-20 x 35mm Socket Head Bolts (2) and four 1/4"-20 Flange Nuts (5).



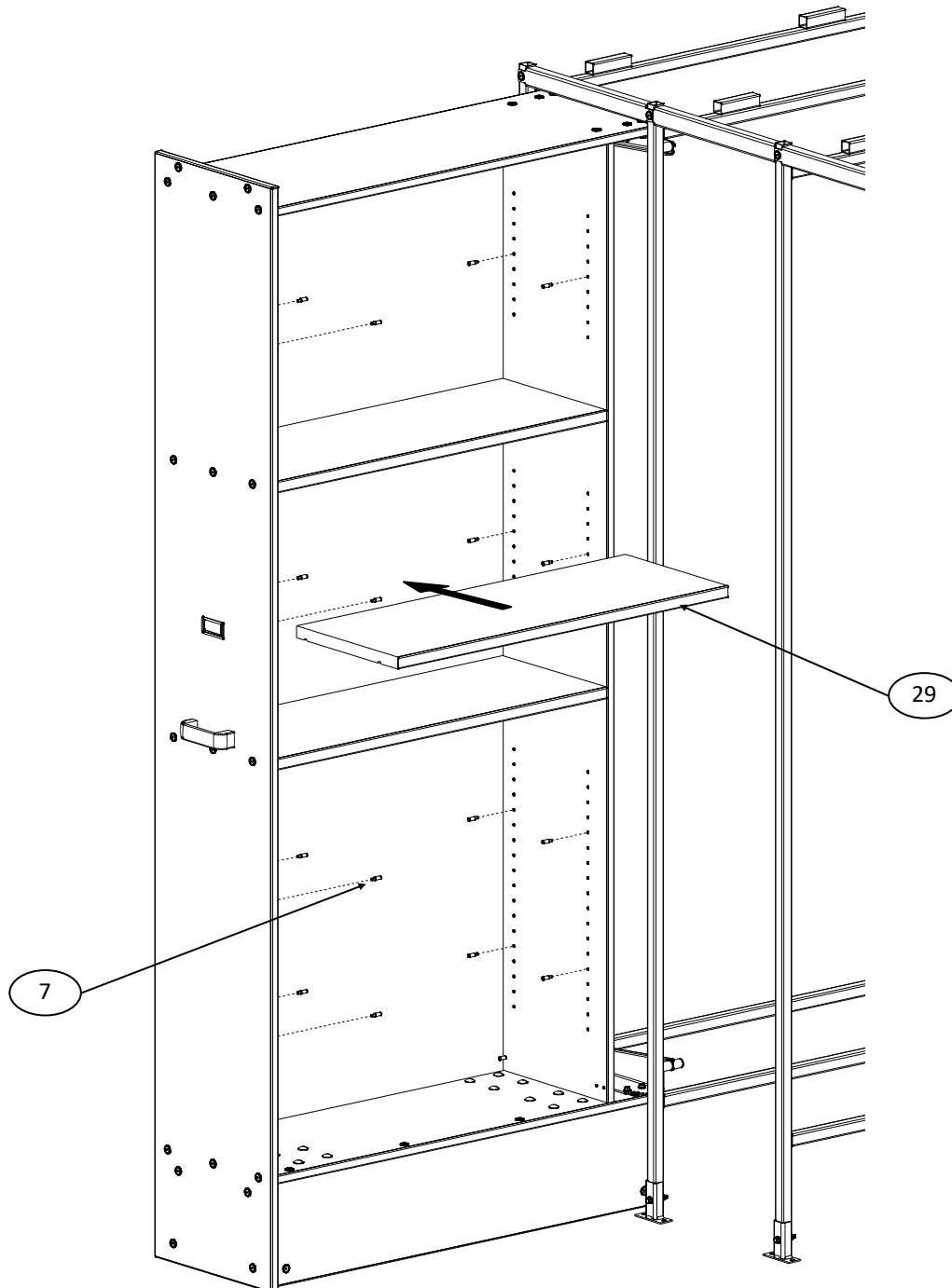


Assembly Instructions

BS420 / BS421 Music Library

12

- Insert 5mm Step Pins (7) into desired adjustable shelf holes.
- Set Adjustable Shelves (29) onto Shelf Pins.
- Repeat steps 9, 10, 11, & 12 for additional shelving units.



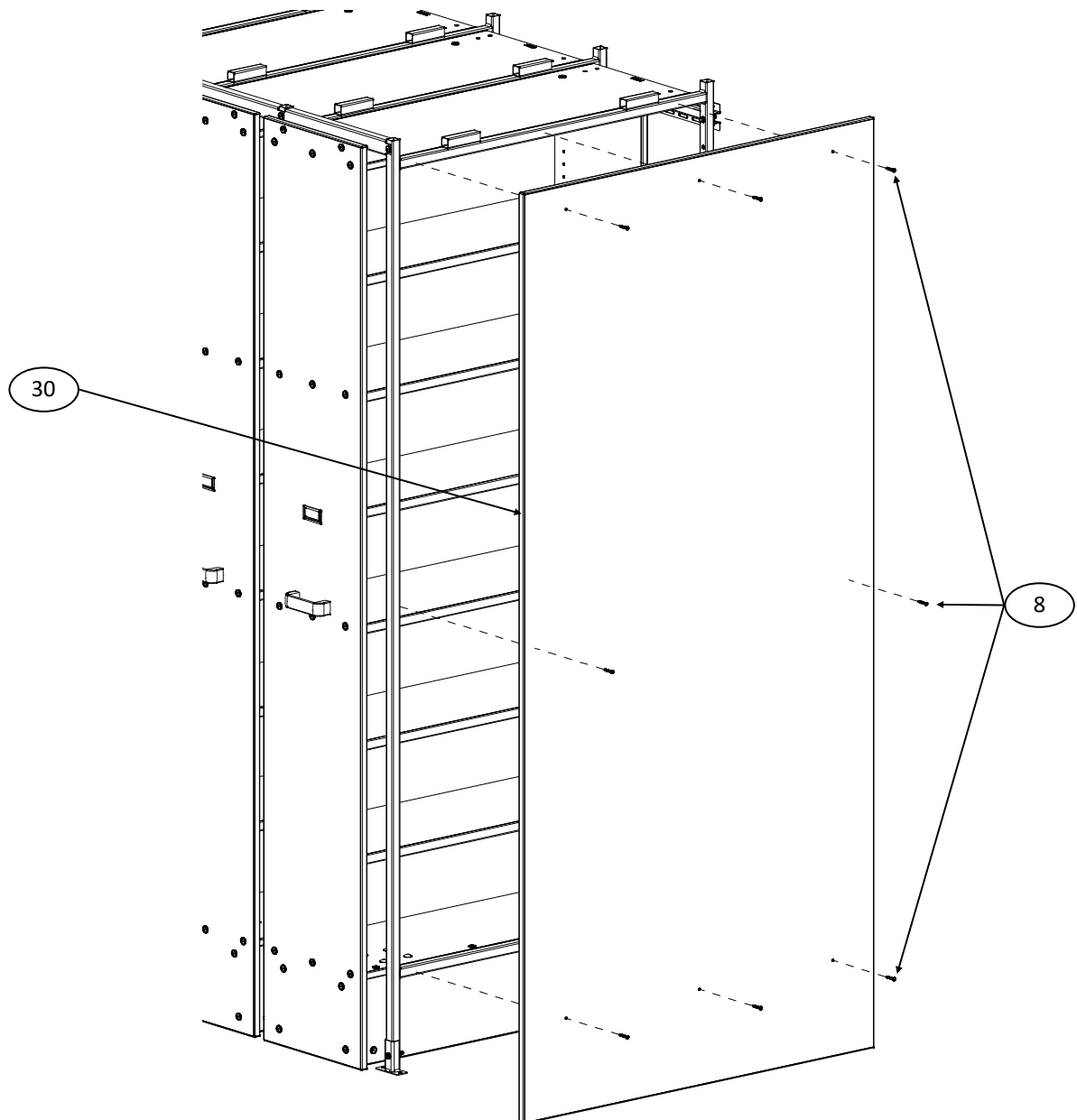


Assembly Instructions

BS420 / BS421 Music Library

13

- Position End Cover Panel (30) on end Frame and tight against back wall.
- Pilot drill 1/8" holes into Frame cross bars through predrilled holes in the End Cover Panel (30).
- Attach End Cover Panel (30) to end Frame with six #8 x 1-1/4" Screws (8).
- Mark additional screw holes centered on the vertical Frame tubes mid way up the Cover Panel - one on the front tube and one on the back tube.
- Pilot drill a 1/8" hole at each location and fasten with a #8 x 1-1/4" Screw (8).





Assembly Instructions

BS420 / BS421 Music Library

14

- Verify the Library unit is square.
- Position Top Panel (31) on top of unit and tight against back wall.
- Pilot drill 1/8" holes into frame through predrilled holes.
- Attach Top Panel (31) with #8 x 1-1/4" Screws (8).

