

Instructions for Four Door Storage Consoles



Hardware included:

- Shelf Pins (8)

Components included:

- Shelves (2)
- Back Panels (2)

Tools required

Philips Head Screwdriver

Initial setup

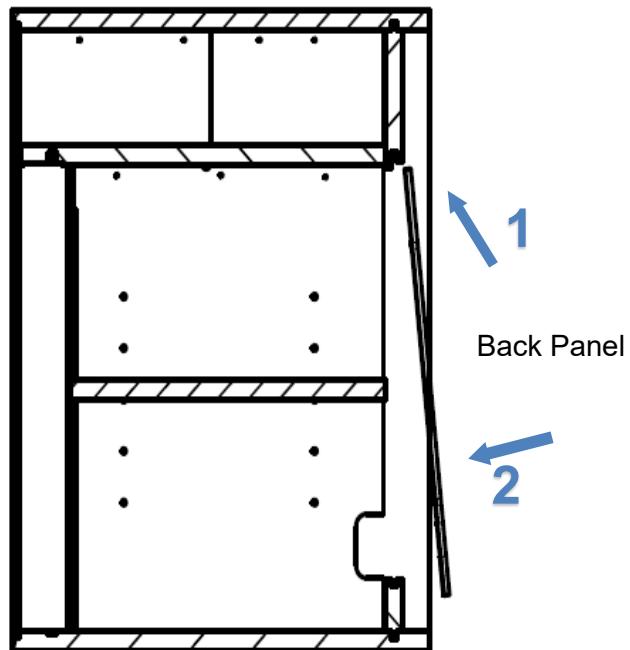
Insert Back Panels

Cases feature removable back panels that provide better access to media components during normal use. Back panels must be inserted during initial setup

To insert the back panels:
1) slide top edge of panel all the way into in upper groove of rear case apron.
2) Swing lower half of panel inward and 3) insert bottom edge of panel into lower groove. (**Figure 1**).

To remove the panels, reverse the steps as described above.

Case Side View



▷ **Figure 1**
Inserting the back panels

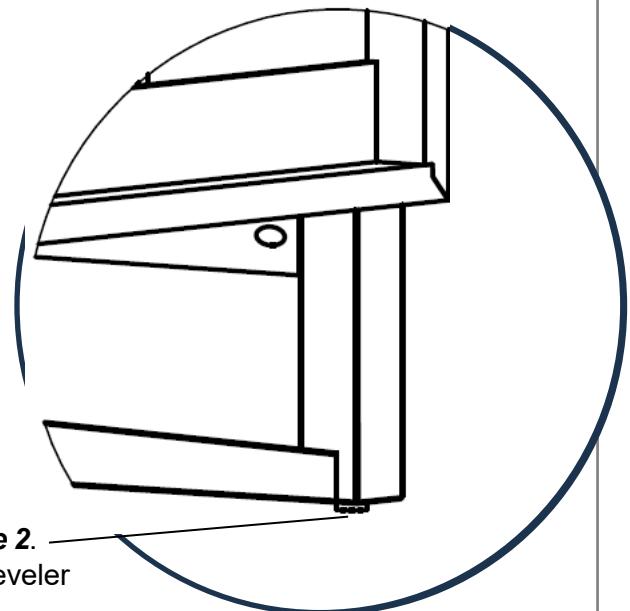
Insert Shelves



▷ **Figure 1.**
Inserting Shelves

Open doors, insert Shelf Pins in the desired height. Shelves are notched on the underside. Slide shelves into cabinet until notches lock in place with the pins. (**Figure 1**). Repeat process on opposite side.

Adjustable Shelf



▷ **Figure 2.**
Leg Leveler

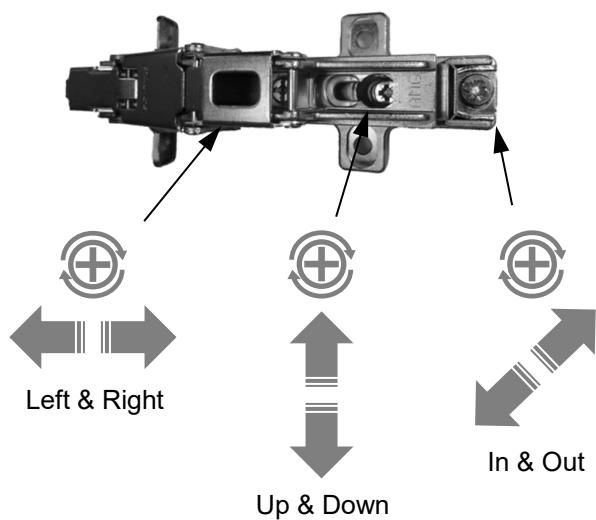


79" wide cabinets include a center support leg. If the center gap is uneven, raise or lower the center leg leveler.

Tools required | Philips head screwdriver

How to level doors

If the steps above fail to correct misalignment, there are three screws on each hinge assembly and each can be adjusted independently (**Figure 3**). The first screw can adjust the door in the left and right direction. The second screw can adjust the door up and down. The third screw can move the door in and out. Please adjust your door accordingly.



▷ **Figure 3.** Adjust the door(s) by turning the screws on the hinge.

Care Instructions

To care for and preserve the finish on your new Copeland Furniture piece, please keep the following recommendations in mind.

- While our furniture has been finished with a durable top coat, the surface may be sensitive to dents and abrasions during the first 30 days in your home.
- Treat the surface finish gently so it does not dent or chip. Tape or stickers should not be put on the finish.
- For general care use a soft cloth to dust the furniture.
- Use damp cloth with a mild soap to clean-up spills or dirt. Dry the surface thoroughly.
- Please do not use any polishes, waxes or solvents to clean the surface of the furniture. This holds true for new Copeland Furniture pieces as well as items you may already have in your home.
- Please do not place any candles directly on the surface of your furniture. The perfumes and dyes in the candles may penetrate the finish.
- Beds must be disassembled before moving to avoid damage. Never attempt to move the bed while it is assembled.

Special Care Instructions for Cherry Furniture

Please read the following if you have purchased a Copeland product in cherry. Furniture that has been crafted from cherry wood becomes darker with age. The change in color, from a reddish tan to a reddish brown, is most noticeable during the first six months of ownership. It is important to understand that exposure to light accelerates the natural oxidization process. An object left on a cherry wood surface for an extended period of time may retard the aging process in a limited area. Simply remove the object and, over time, the surface will attain a uniform reddish brown color.

Figure 4. Adjust the door(s) by turning the screws on the hinge.



If you have any questions or difficulties, please call us at the number below between the hours of 8:00 am and 4:30 pm eastern time.
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