

## 1 DRAWER DESK – TAUPE

ASSEMBLY INSTRUCTIONS

ITEM# BG-102111

SKU# 810559118

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[www.biglots.com/help/contact-us](http://www.biglots.com/help/contact-us)

## **GENERAL BEST PRACTICES FOR ASSEMBLY:**

Read all instructions before starting  
Clear a flat covered space to assemble  
We recommend two people for assembly  
Note that hardware required is provided for every step  
Pay attention to orientation  
Letter of the part corresponds to a sticker on the product  
Number of the hardware corresponds to its number in the package  
Helpful hints provided along the way

## **MAINTENANCE:**

Regularly check hardware and tighten if necessary

## **CARE AND CLEANING:**

Clean periodically by wiping the product with a soft clean cloth

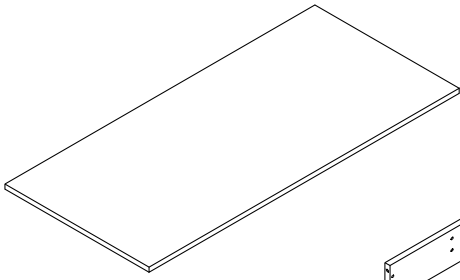
DO NOT use abrasive chemicals for cleaning

## **WARNINGS:**

Do not tighten the screws until all of them are in place

DO NOT use power tools

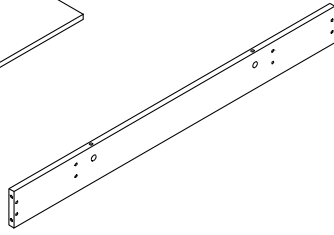
# PARTS LIST



**A**

x1

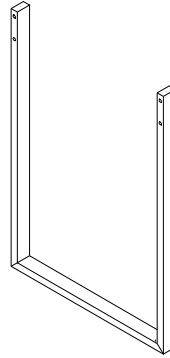
Top Panel



**B**

x1

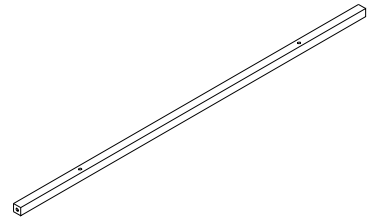
Back Panel



**C**

x2

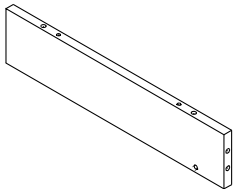
Side Frame



**D**

x1

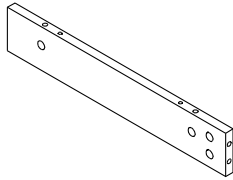
Support Tube



**E**

x1

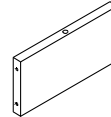
Left Panel



**F**

x1

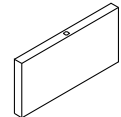
Left Middle Panel



**G**

x1

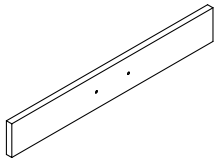
Left Front Panel



**H**

x1

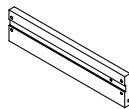
Right Front Panel



**I**

x1

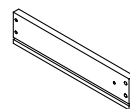
Drawer Front



**J**

x1

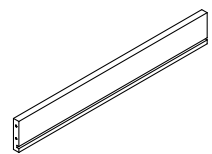
Drawer Left



**K**

x1

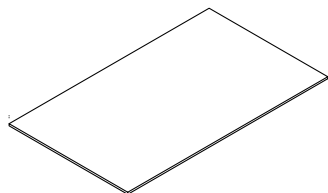
Drawer Right



**L**

x1

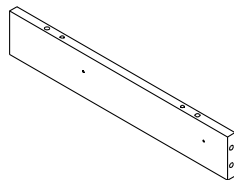
Drawer Back



**M**

x1

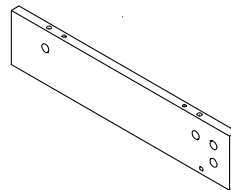
Drawer Bottom



**N**

x1

Right Middle Panel

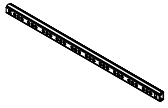


**O**

x1

Right Panel

# HARDWARE LIST



**1**  
x2  
Slider



**2**  
x20  
Cam Bolt



**3**  
x20  
Cam Lock



**4**  
x8  
Wood Dowel



**5**  
x2  
Allen Screw



**6**  
x2  
Allen Screw



**7**  
x8  
Phillips Screw



**8**  
x14  
Phillips Screw



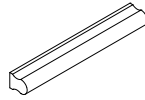
**9**  
x2  
Phillips Screw



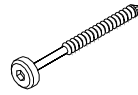
**10**  
x2  
Phillips Screw



**11**  
x2  
Drawer Connector



**12**  
x1  
Handle



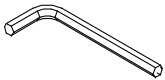
**13**  
x8  
Allen Screw



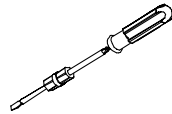
**14**  
x4  
Adjuster



**15**  
x8  
Screw Cap



**16**  
x1  
Allen Wrench

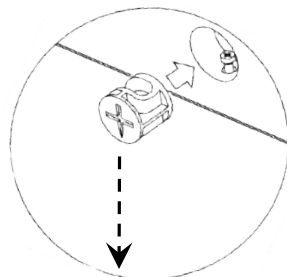
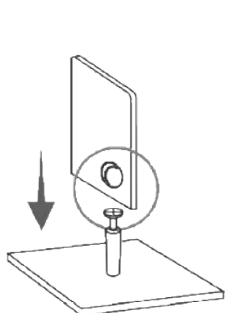


**17**  
x1  
Phillips head screw Driver

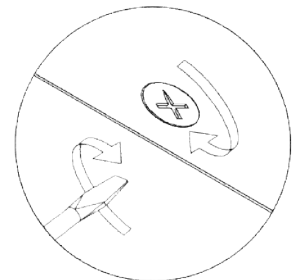
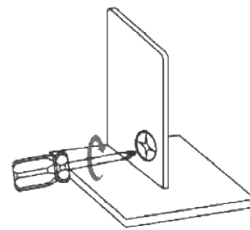
# HELPFUL HINTS

- Separate parts before starting

## HOW TO INSTALL CAM LOCK



**Alignment:** The cross points towards the panel with the bolt.

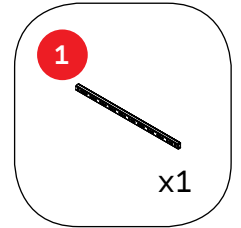
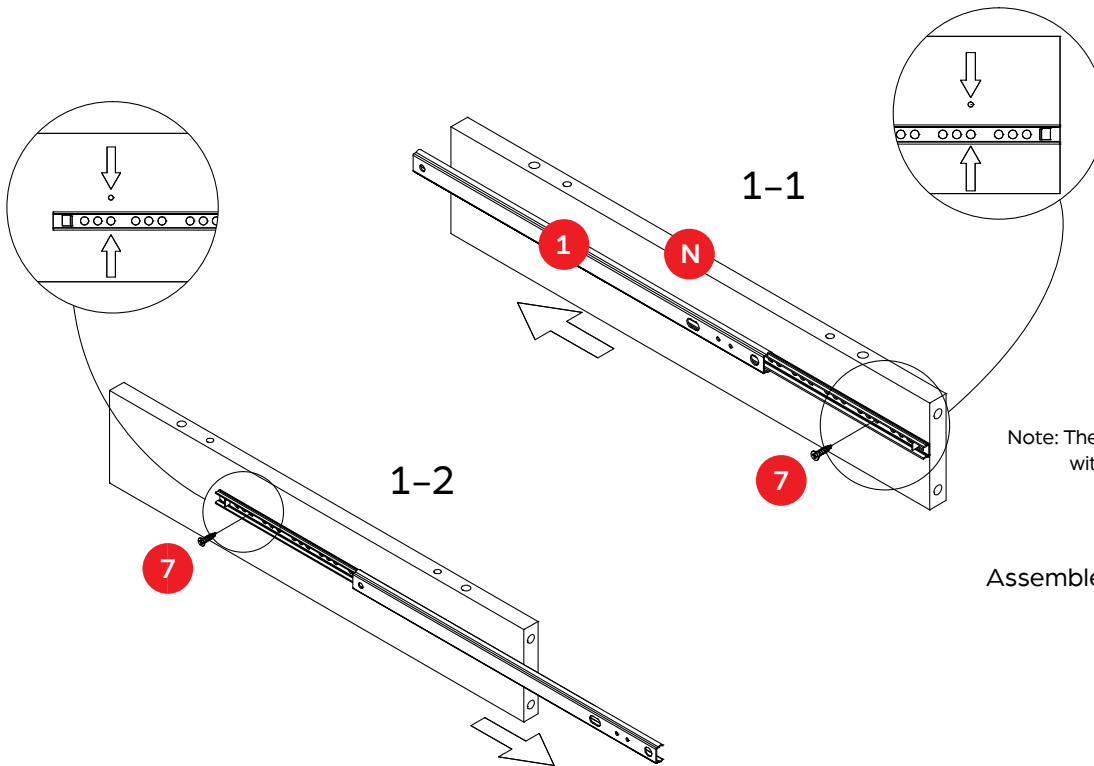


Place the other panel over the panel with the bolt, then insert the cam lock to join the bolt's head.

Turn the cam lock clockwise.

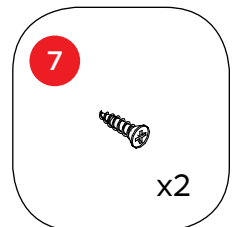
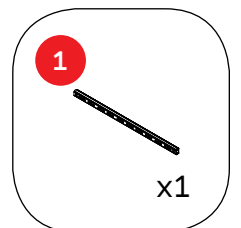
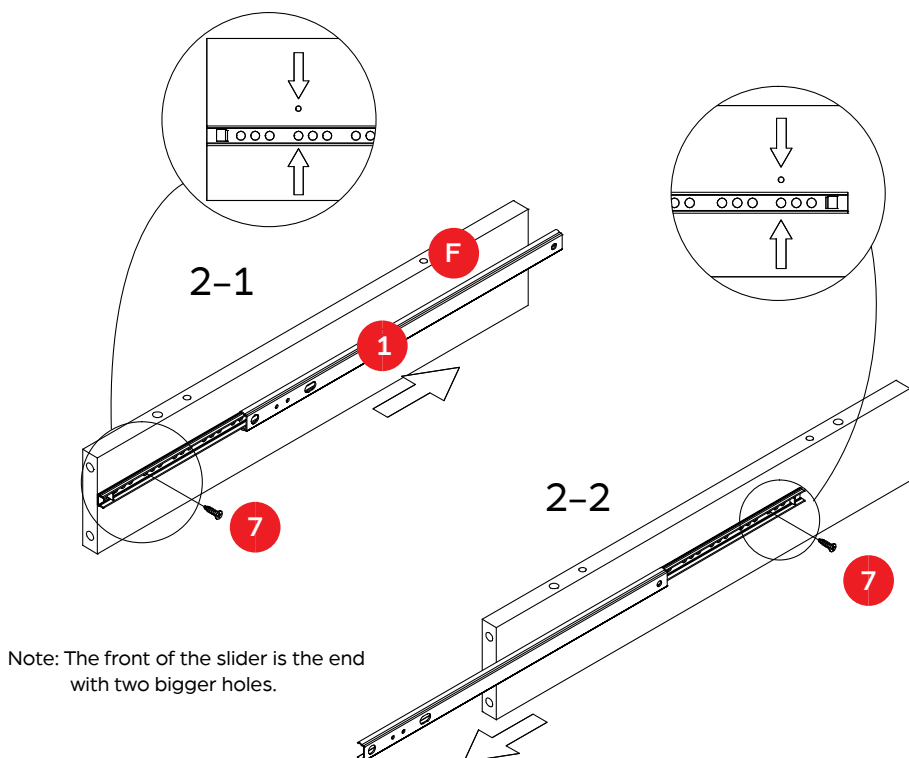
# STEP 1

Attach front of Slider (1) to Right Middle Panel (N) with Phillips Screw (7) and fully tighten.  
Attach back of Slider (1) to Right Middle Panel (N) with Phillips Screw (7) and fully tighten.



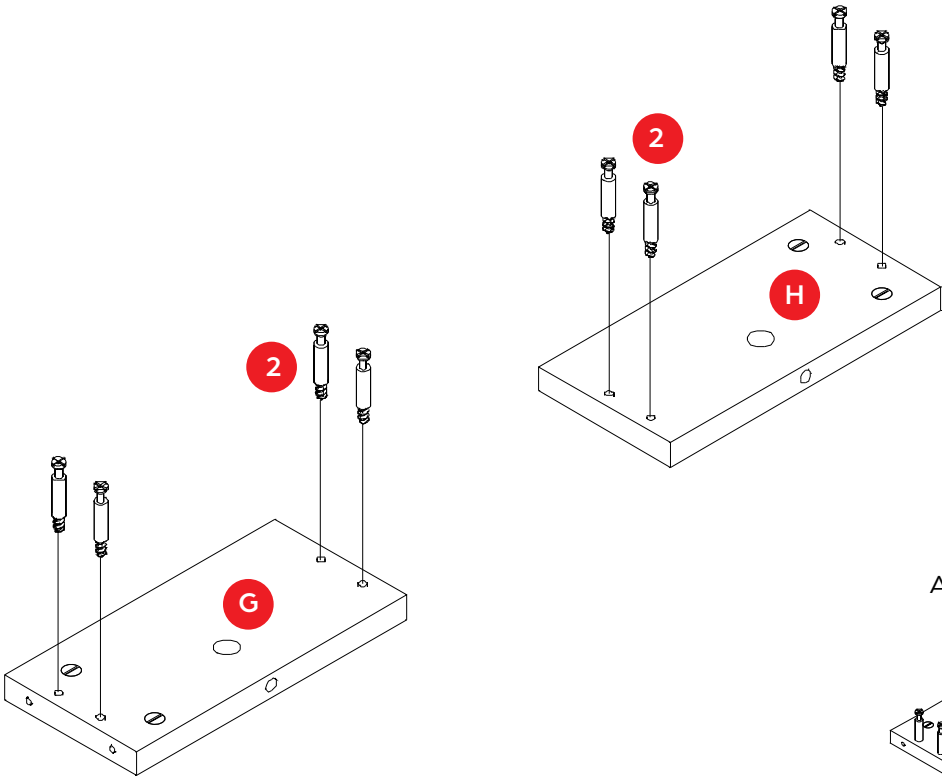
# STEP 2

Attach front of Slider (1) to Left Middle Panel (F) with Phillips Screw (7) and fully tighten.  
Attach back of Slider (1) to Left Middle Panel (F) with Phillips Screw (7) and fully tighten.

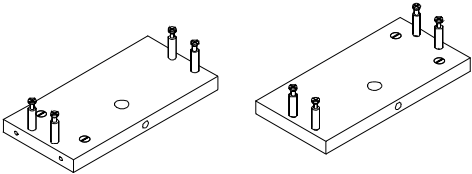


# STEP 3

Insert Cam Bolt (2) into Left Front Panel (G) and Right Front Panel (H) and fully tighten.

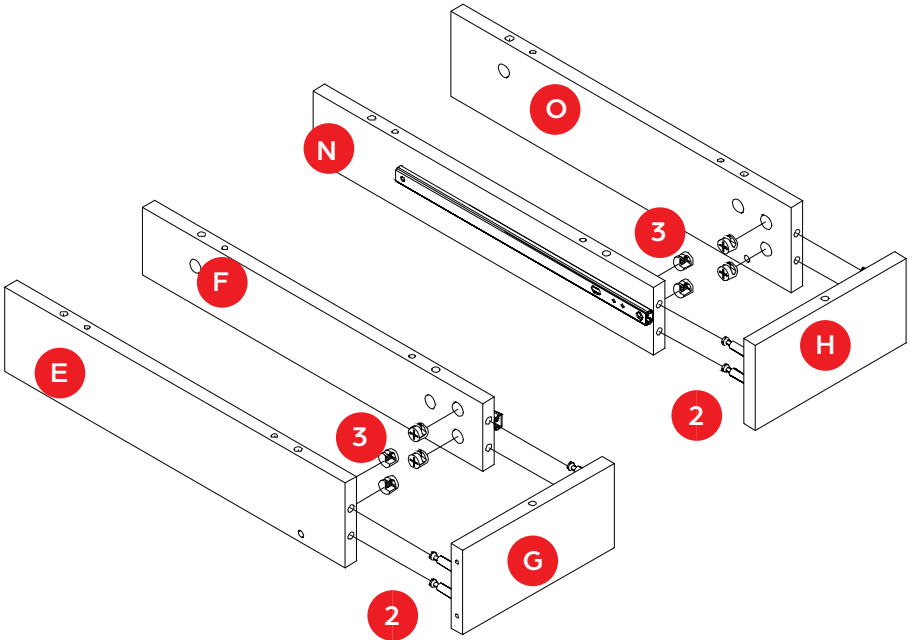


Assembled View:

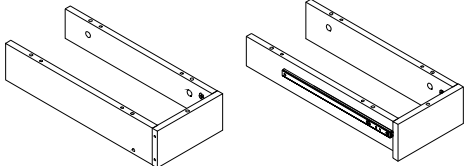


# STEP 4

Align Cam Bolt (2) in Left Front Panel (G) with the holes in Left Panel (E) and Left Middle Panel (F) as shown in the diagram and slide together. Secure Left Panel (E) and Left Middle Panel (F) to Left Front Panel (G) with Cam Lock (3) and fully tighten.  
Align Cam Bolt (2) in Right Front Panel (H) with holes in Right Middle Panel (N) and Right Panel (O) as shown in the diagram and slide together. Secure Right Middle Panel (N) and Right Panel (O) to Right Front Panel (H) with Cam Lock (3) and fully tighten.

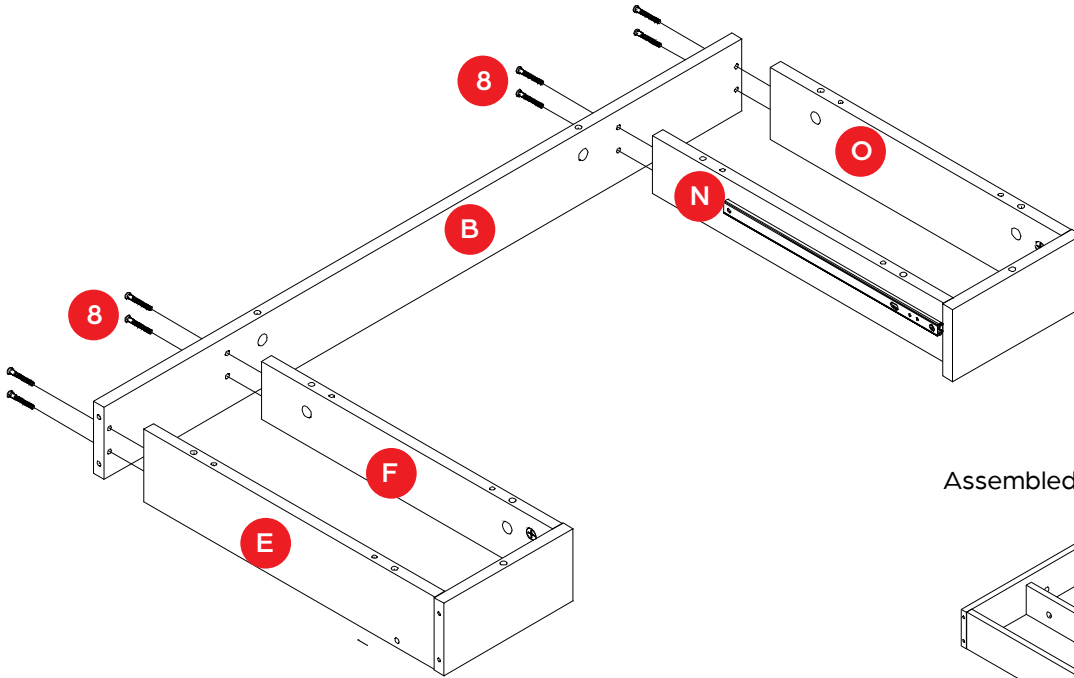
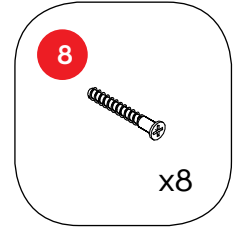


Assembled View:

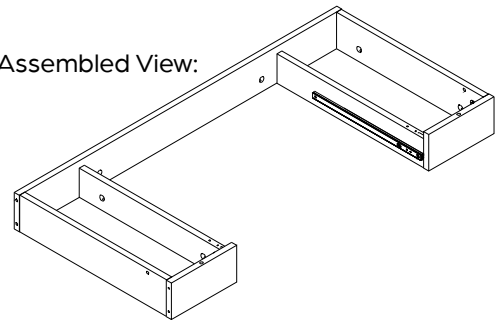


# STEP 5

Align the holes of Back Panel (B) with the holes of Left Panel (E), Left Middle Panel (F), Right Middle Panel (N) and Right Panel (O), secure the panels together with Phillips Screw (8). Fully tighten Phillips Screw (8).

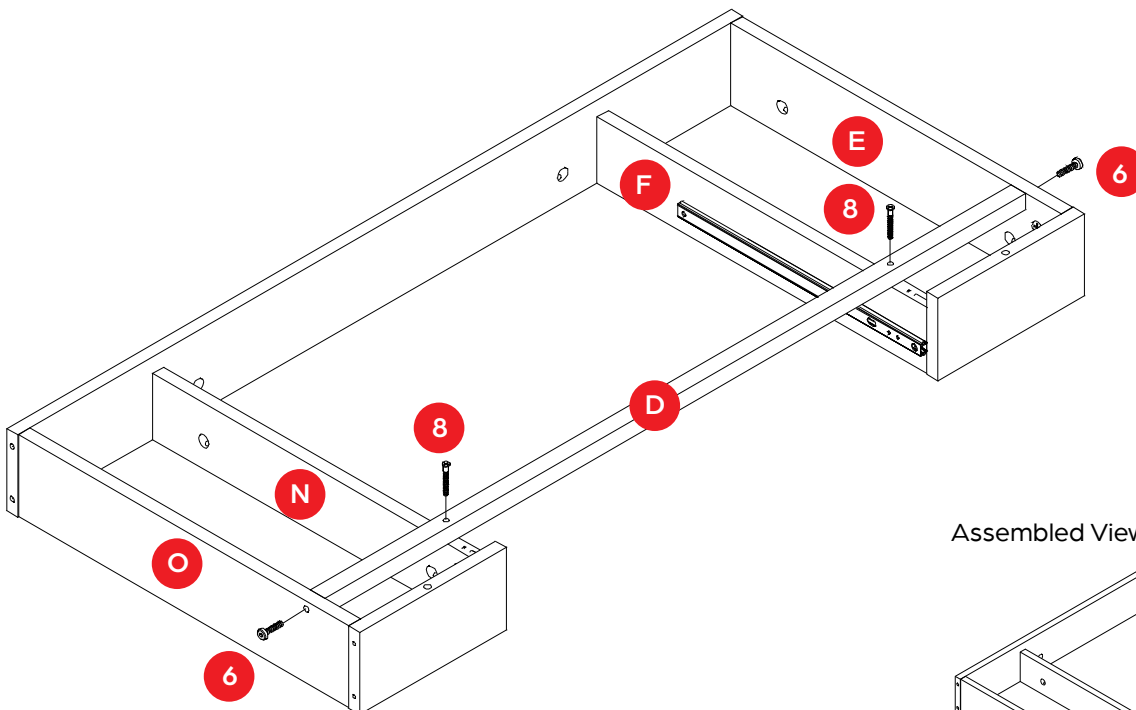
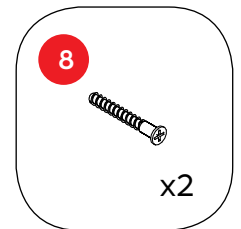
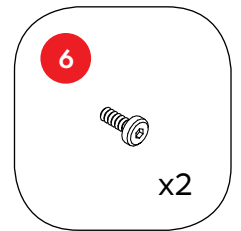


Assembled View:

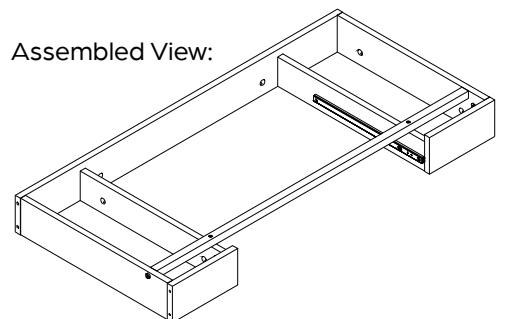


# STEP 6

Attach Support Tube (D) to Left Middle Panel (F) and Right Middle Panel (N) with Phillips Screw (8). Attach Support Tube (D) to Left Panel (E) and Right Panel (O) with Allen Screw (6). Fully tighten.



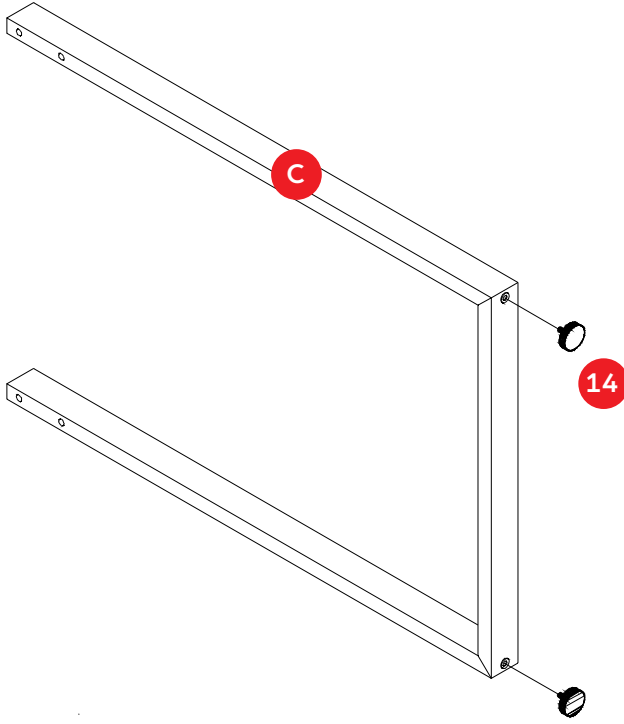
Assembled View:



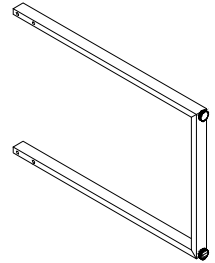
# STEP 7

Insert Adjuster (14) into Side Frame (C).

2PCS

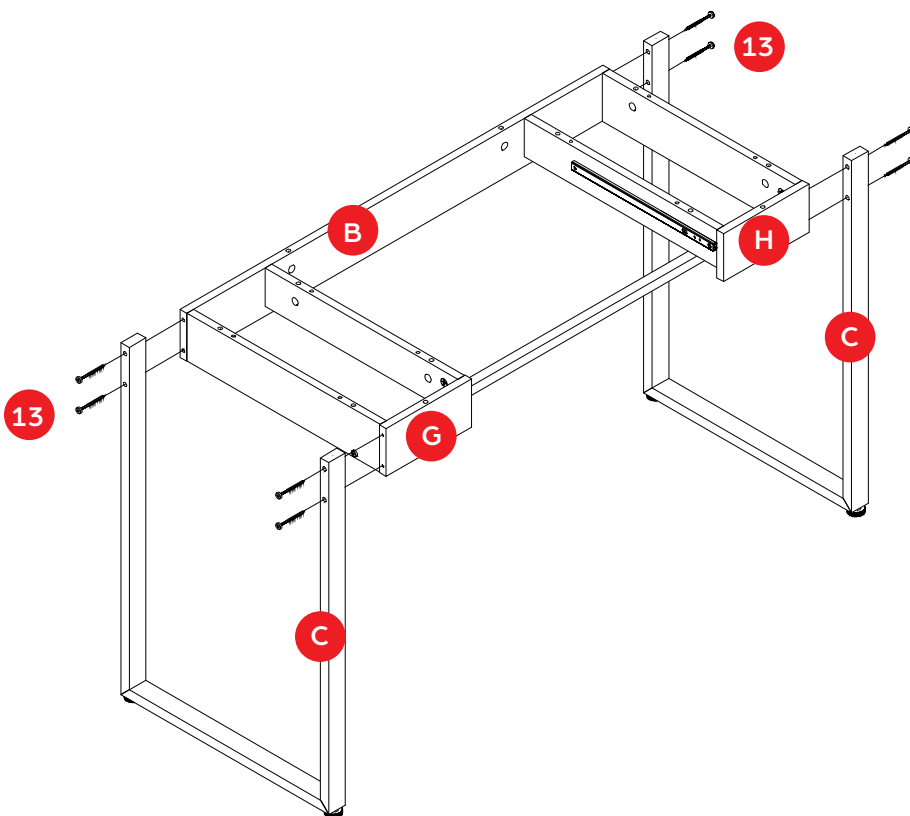


Assembled View:

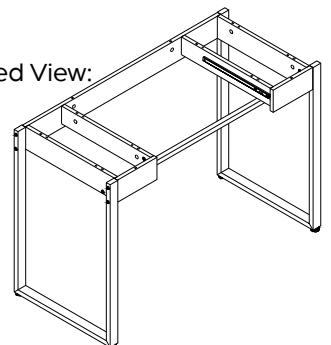


# STEP 8

Attach Side Frame (C) to Back Panel (B), Left Front Panel (G) and Right Front Panel (H) with Allen Screw (13).



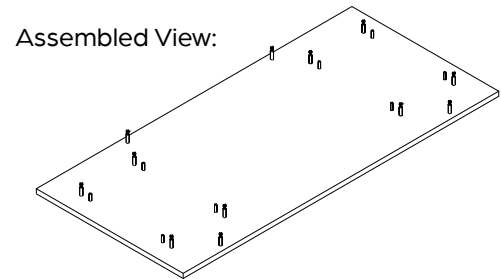
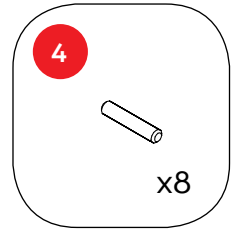
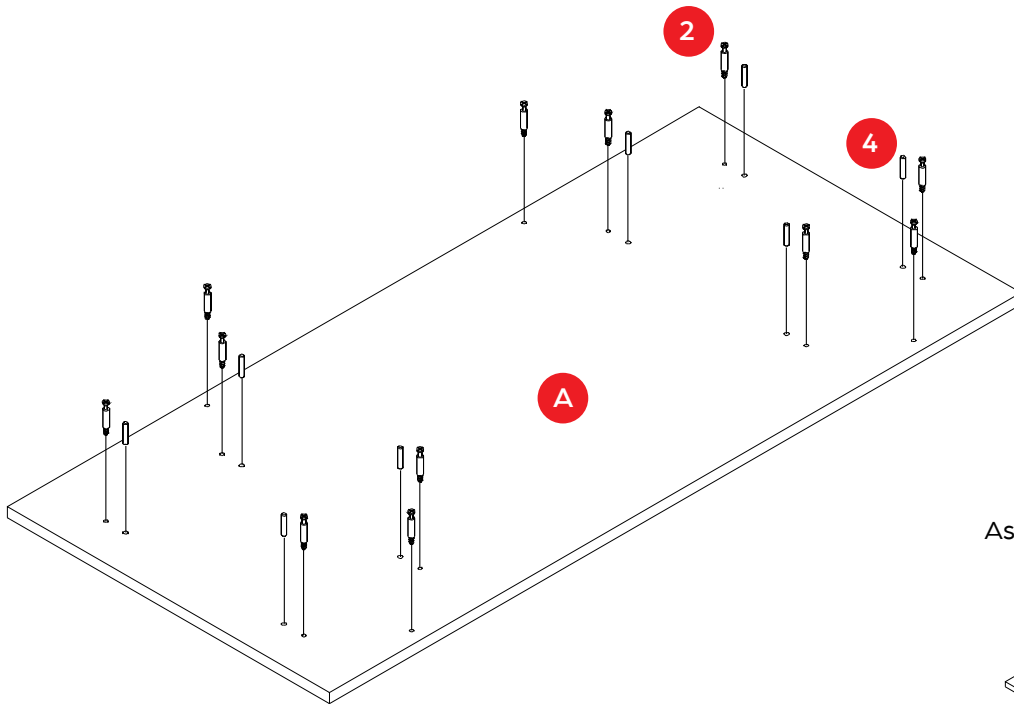
Assembled View:





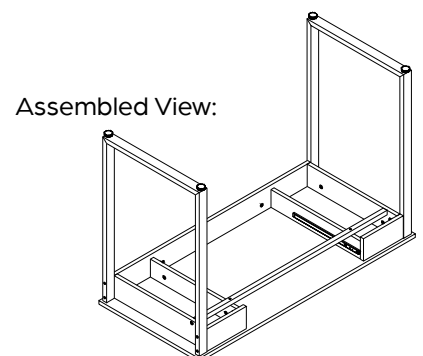
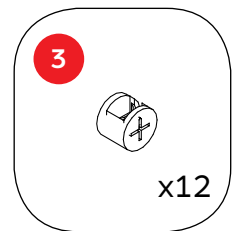
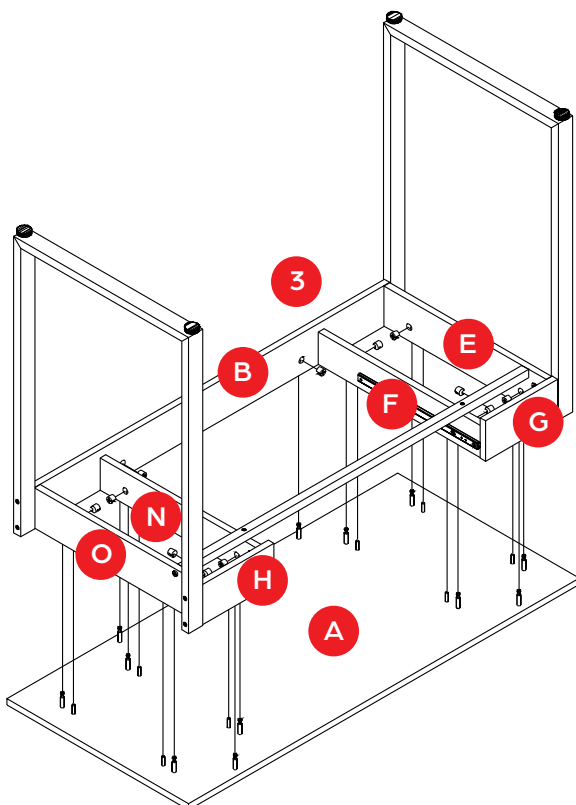
## STEP 9

Insert Cam Bolt (2) into Top Panel (A) and fully tighten.  
Insert Wood Dowel (4) into Top Panel (A) as shown in the diagram.



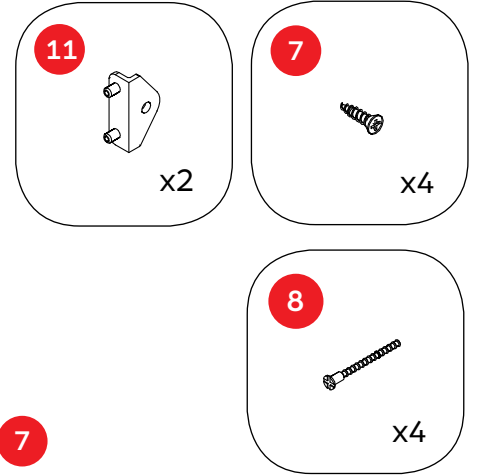
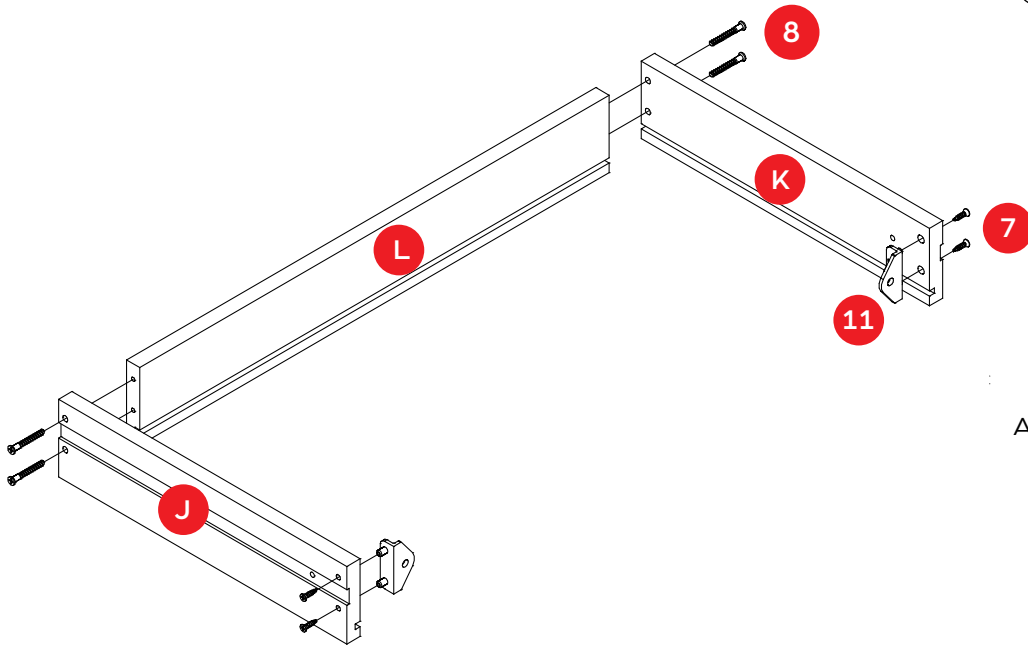
## STEP 10

With assistance, carefully align the holes in the assembled base with Cam Bolt (2) in Top Panel (A) and lower into place.  
Secure Top Panel (A) to Left Panel (E), Left Middle Panel (F), Right Middle Panel (N), Right Panel (O), Back Panel (B), Left Front Panel (G) and Right Front Panel (H) with Cam Lock (3). Fully tighten Cam Lock (3).

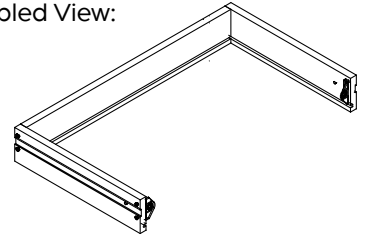


# STEP 11

Attach Drawer Connector (11) to Drawer Left (J) and Drawer Right (K) with Phillips Screw (7) and fully tighten. Attach Drawer Left (J) and Drawer Right (K) to Drawer Back (L) with Phillips Screw (8) and fully tighten as shown in the diagram.

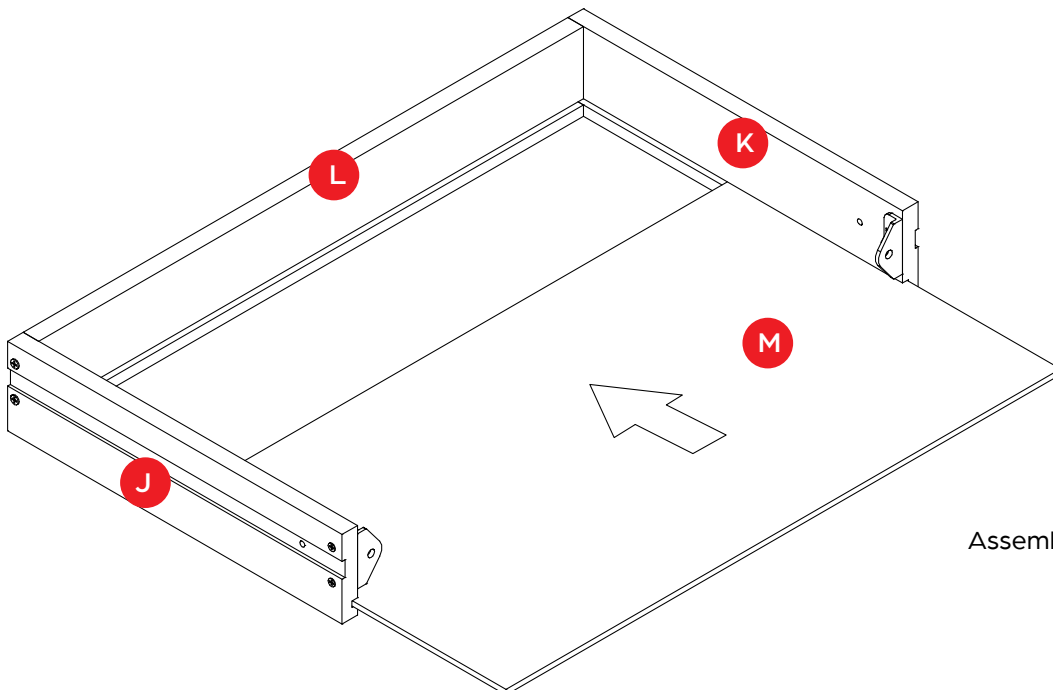


Assembled View:

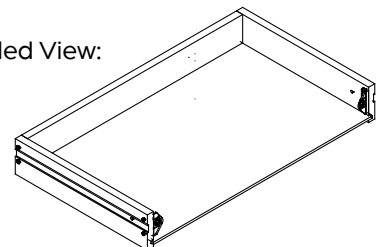


# STEP 12

Slide Drawer Bottom (M) into Drawer Left (J), Drawer Right (K) and Drawer Back (L).

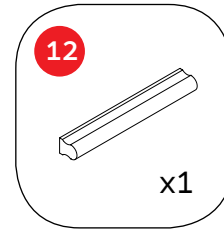
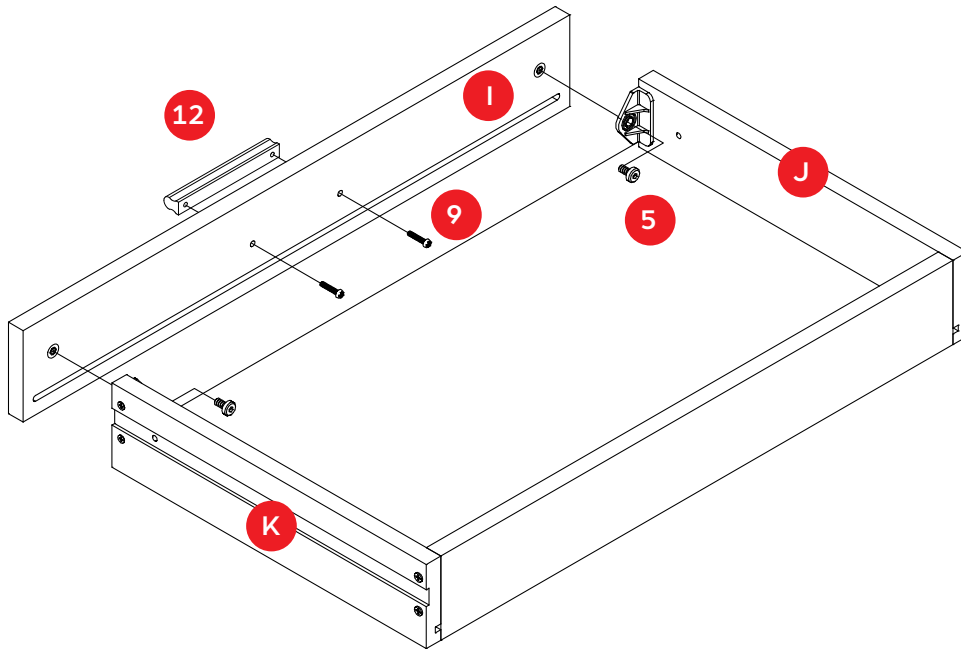


Assembled View:

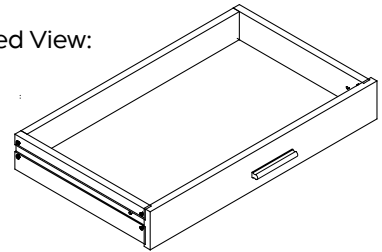


## STEP 13

Attach Handle (12) to Drawer Front (I) with Phillips Screw (9) and fully tighten.  
Attach Drawer Front (I) to Drawer Left (J) and Drawer Right (K) with Allen Screw (5) and fully tighten.



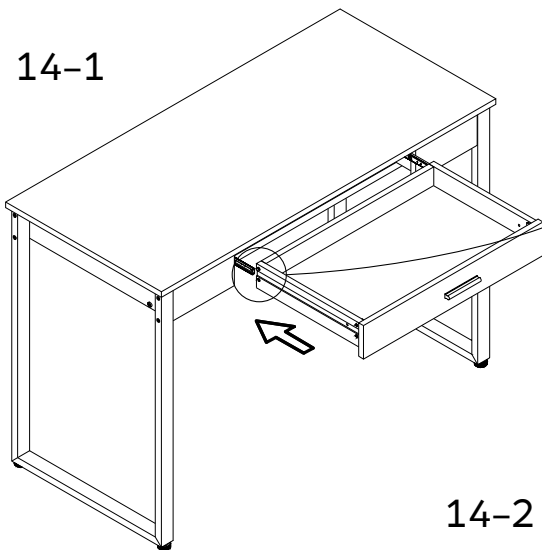
Assembled View:



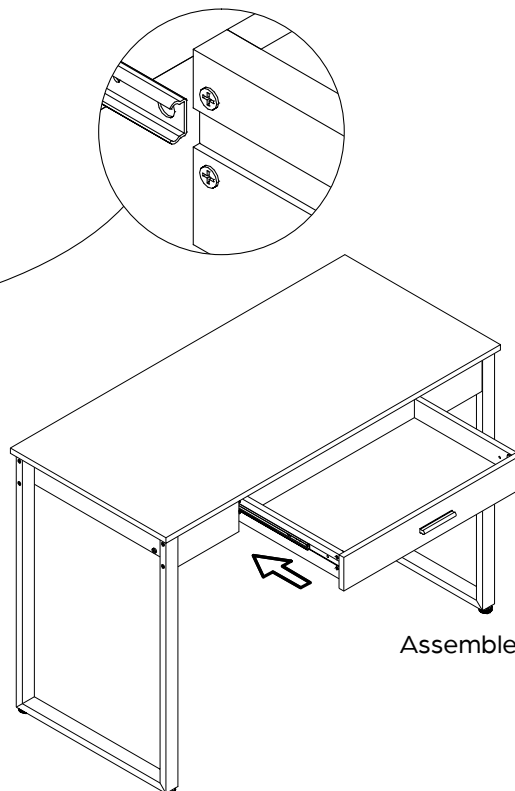
## STEP 14

Slide assembled drawer into sliders.

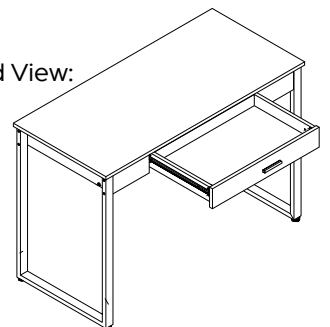
14-1



14-2

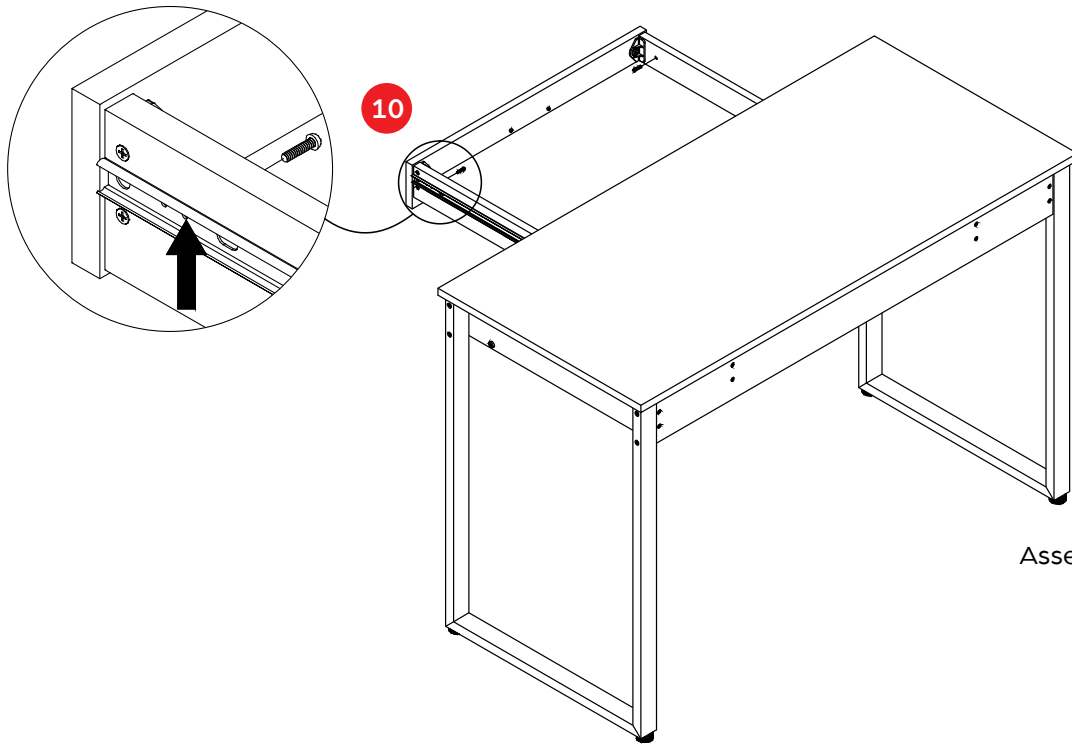


Assembled View:

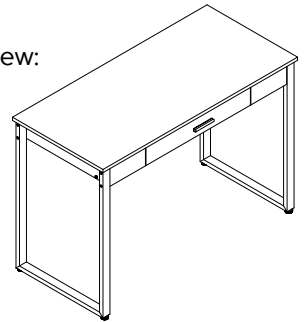


# STEP 15

Pull sliders out to front of drawer and secure in place with Phillips Screw (10) and fully tighten.

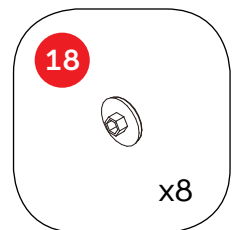
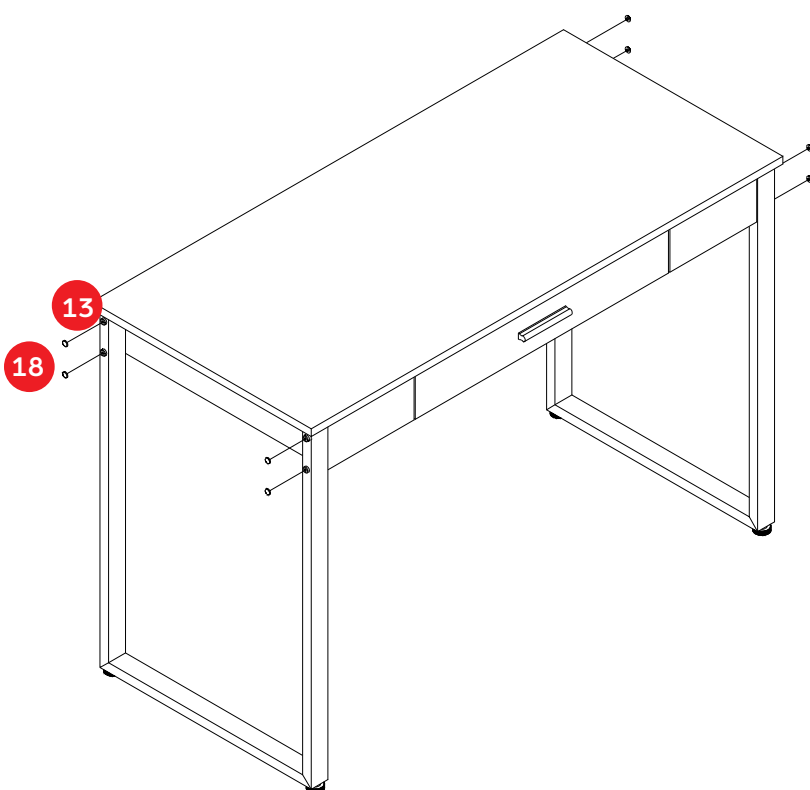


Assembled View:



# STEP 16

Place Screw Cap (18) onto Allen Bolt (13) and firmly press into place. Assembly is now complete.



Assembled View:

