

# Casegoods & Storage

## Disassembly Instructions

### GENERAL NOTES

- Disassembly time: 20 - 30 minutes
- This procedure assumes basic familiarity with hand tools and furniture terminology; no specialized training is required
- All materials removed and disassembled shall be sorted and segregated with like materials and disposed of or recycled according to recycling availability or waste

### TOOLS REQUIRED

Before beginning the disassembly process, ensure you have the appropriate tools on hand. The tools listed below are commonly required; however, the exact tools needed may vary depending on the specific model.

- |                        |                                |
|------------------------|--------------------------------|
| • Safety Glasses       | • Metric Allen Wrenches        |
| • Utility Knife        | • Pliers                       |
| • Scissors             | • Magnet                       |
| • Mallet/Hammer        | • Gloves                       |
| • Phillips Screwdriver | • Cordless Drill and Drill Bit |
| • Flathead Screwdriver |                                |
| • Torx Screwdriver     |                                |

### DISASSEMBLY INSTRUCTIONS

Follow the steps below to disassemble the unit. Steps may vary depending on the specific model.

- 1 Remove all drawers and doors from the cabinet or pedestals
- 2 Remove all hardware components including pulls, slides, and hinges from the drawers, doors, and cabinet
- 3 Remove the worksurface from casegoods by unscrewing all visible fasteners securing it in place
- 4 Remove all visible fasteners connecting the modesty panel, back, top, bottom, end panels, and shelves
- 5 Remove all visible fasteners inside each pedestal, including those securing slides, mounting plates, and brackets
- 6 Separate the panels to access any hidden fasteners and remove them
- 7 Remove any plastic links or connectors after the hidden fasteners have been detached
- 8 Organize all disassembled parts for reuse or disposal

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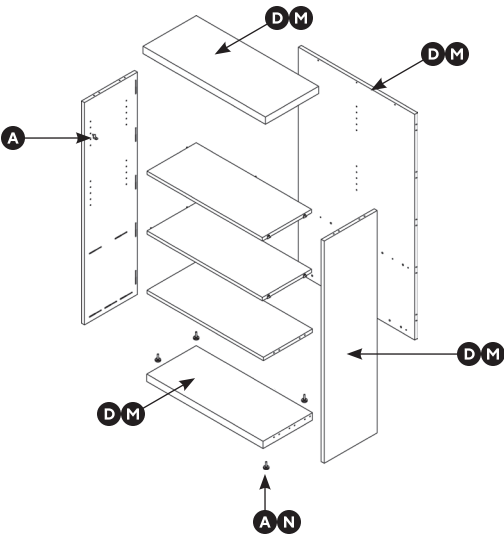
## Material Identification

The following codes identify the materials commonly used in product construction and labeling:

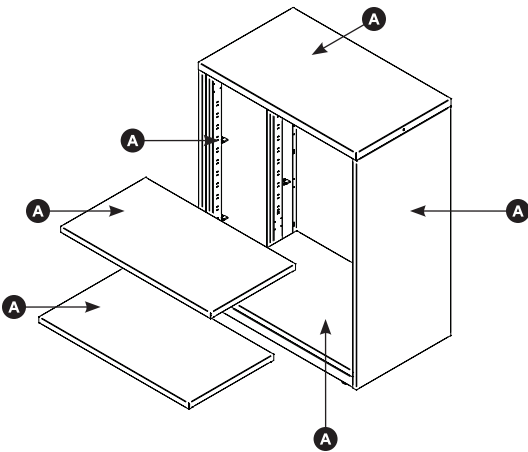
Material	Label
Steel	A
Aluminum	B
Glass	C
Wood	D
Fabric	E
Foam	F

Material	Label
Plastic Type 1 (PET or PETE Polyethylene Terephthalate)	G
Plastic Type 2 (HDPE High-Density Polyethylene)	H
Plastic Type 3 (PVC Polyvinyl Chloride, 3D Laminate)	I
Plastic Type 4 (LDPE Low-Density Polyethylene)	J
Plastic Type 5 (PP Polypropylene)	K
Plastic Type 6 (PS Polystyrene)	L
Plastic Type 7 (Other Plastics (PC, PLA, HPL, LPL, Solid Surface)	M
Plastic: Nylon	N
Cardboard	O

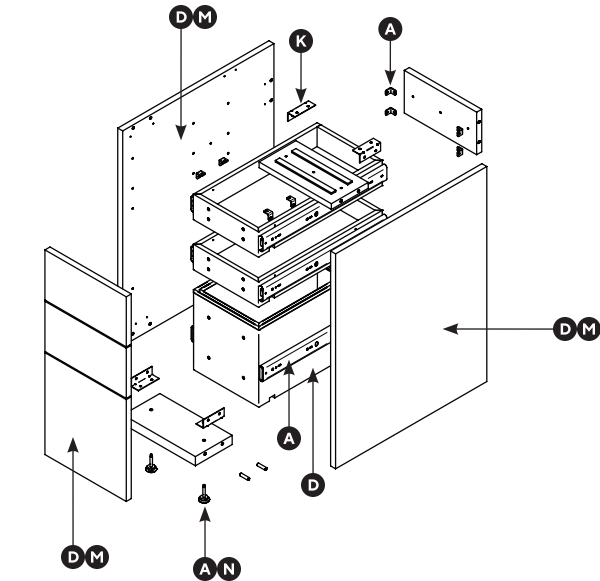
Vertical Storage  
Wood Bookcase



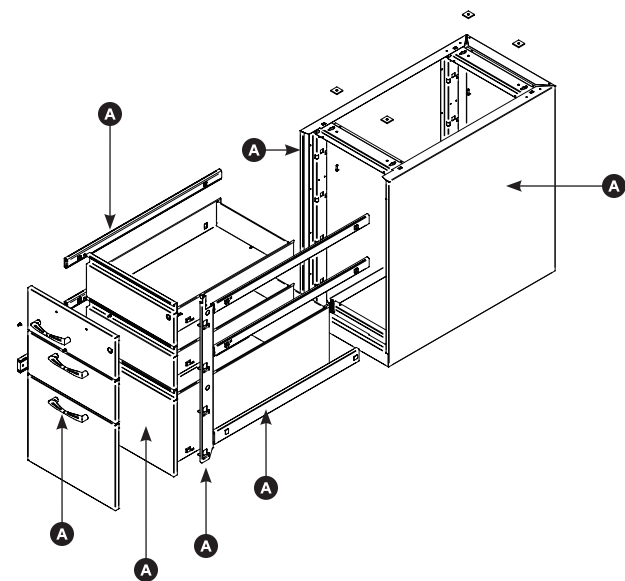
Vertical Storage  
Metal Bookcase



Undersurface Storage  
Wood Pedestal



Undersurface Storage  
Metal Pedestal



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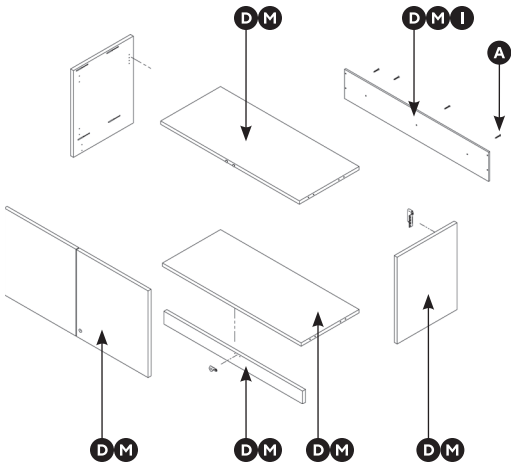
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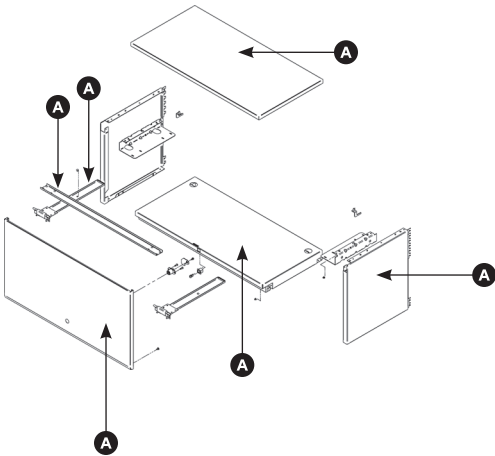
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### Above Surface Storage Wood Overhead



### Above Surface Storage Metal Overhead



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## Material Identification Table

Material	Where Used	Recycling / Disposal Instructions
ABS	Hidden Panel Fastener	Generally not recyclable curbside; dispose via regular waste.
Aluminum	Extrusions for Door Frames, Bases, Legs, Grommets/Data Manager, Decorative Hardware	Recyclable via aluminum-specific or general metal recycling programs.
Fiberglass	Fabric Covered Panels	Handle with care; disposal often requires special waste handling per local regulations.
Glass	Door Inserts, Shelves, Worksurfaces	Recycle where accepted by local glass recycling facilities.
Laminate	Surface, Ends, Modesty, Back, Tops, Bottoms, Door and Drawer Fronts, Worksurfaces, Bases	Not recyclable curbside; consider reuse or donation; disposal as solid waste typically required.
Other (Acrylic, etc.)	Acrylic Door Inserts and Screens, Weighted Bag Lining, Casters, Glides	Reuse recommended; if disposal needed, usually non-recyclable; follow local disposal guidelines.
Polypropylene	Casters	Generally not recyclable curbside; dispose in regular waste unless local program accepts.
PVC/Vinyl	Rim Treatment, File Hanger Molding, Wire Manager, Grommets, Tubing End Caps	Generally not accepted curbside; dispose as municipal solid waste.
Steel	Slides, Hinges, Brackets, File Hangers, Pulls, Locks, Glides, Bases, Legs, Undersurface Support, Brackets, Fasteners/Screws, Casters	Recyclable via most municipal metal recycling programs.
Wood	Surface, Ends, Modesty, Back, Tops, Bottoms, Door and Drawer Fronts, Drawer Assemblies, Worksurfaces, Bases, Legs, Cleats	Generally not recyclable curbside; consider reuse or donation. Dispose as solid waste if necessary.
Zinc	Hardware	Recycle as metal scrap where accepted; otherwise dispose responsibly.