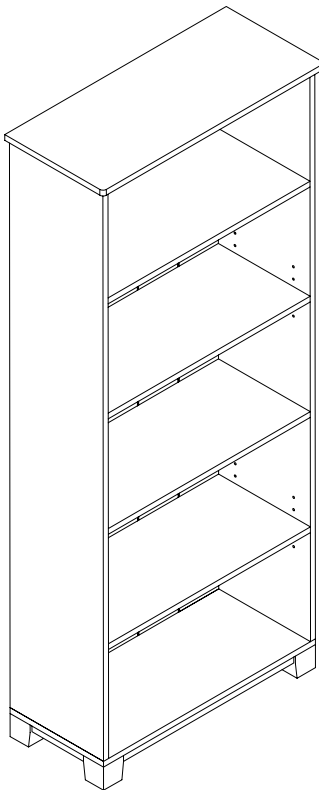




gltc.co.uk

## Crompton Tall Bookcase



Assembly Difficulty



easy - medium - hard



one-person job



11/05/2021

**Thank you for shopping with GLTC, we hope you enjoy having this product in your home.**

We know assembling furniture, toys or accessories is not everyone's favourite way to spend their time, so we've tried to make assembling this item as quick and painless as possible.

### **A few important pointers before you start:**

- Please read the instructions right through before you start, and check that all the components have been included in the pack; we find separating all the hardware into piles makes it easier to be sure that everything is present and correct.
- Make sure you have the right tools. Allen keys are provided if required, but screw drivers and other tools are not. You'll find details of the tools you need at the beginning of the instructions.
- It's a good idea to build the unit in the room where you are going to be using it, to avoid the need to move it after it's been assembled.
- Do not throw away any packing materials until assembly is complete, just in case you accidentally discard smaller parts or hardware.

### **Safety Warnings:**

- Adult assembly required.
- Unassembled product contains small parts which may present a choking hazard.
- Children should be kept away from the product during assembly to avoid any possible risk of injury.
- Assemble and use on a flat and level surface.
- DO NOT use power tools in the assembly of this product as there is a risk of over-tightening and consequently splitting of the wood.
- To avoid possible injury from tipping, DO NOT allow children to climb on the product.
- **WARNING! FURNITURE TIPPING RISK.** Serious or fatal crushing injuries can occur from furniture tipping over. Ensure you secure this furniture product to the wall before you use it, using the kit provided.
- If you have not received an anti-tip kit with your product please contact Customer services.
- Wall fixings not included. Please use appropriate fixings that are suitable for the wall type. If in doubt, please seek professional advice.
- Check all fixtures and fittings regularly and tighten as necessary.
- **PLEASE RETAIN THESE INSTRUCTIONS FOR FUTURE REFERENCE.**

### **Customer Service:**

- If you find that any components are missing or damaged, please do not begin assembly and do not use the item. Please contact GLTC Customer Services on **0344 848 6000** immediately.
- We do stock spare hardware packs at our warehouse, so we should be able to send you a replacement pack immediately if required.

### **Product Care:**

- Wipe clean using a soft damp cloth followed by a dry cloth.
- Do NOT use cleaning products which contain ammonia, solvents or abrasive material.
- Do NOT expose the item to extremes of heat and humidity.
- Regularly check all fastenings, fixtures and fittings to ensure that they are properly tightened.

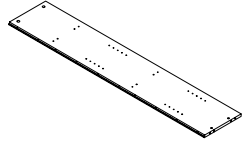
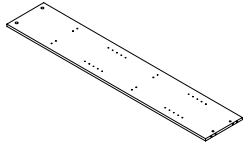
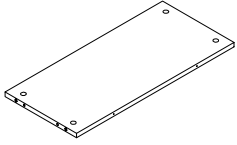
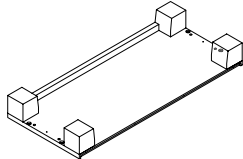
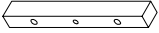
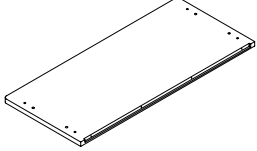
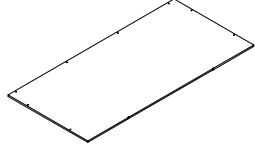
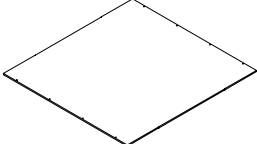
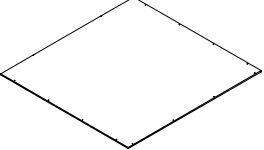
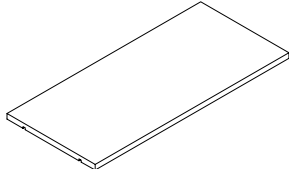
### **Could we do better?**

If there is anything you think could be improved in these instructions or in the assembly of this product we'd be grateful if you could let us know; we'll pass any helpful hints and tips on to other customers via our website and update the instructions.






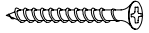

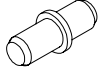

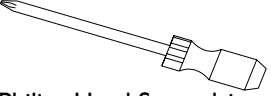
All you need to do is drop us a line at [\*\*instructions@gltc.co.uk\*\*](mailto:instructions@gltc.co.uk)

Thank you

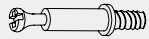
## Component Check List

<p><b>A</b></p>  <p>1x Side Panel</p>	<p><b>B</b></p>  <p>1x Side Panel</p>
<p><b>C</b></p>  <p>2x Fixed Shelf Panels</p>	<p><b>D</b></p>  <p>1x Base Panel</p>
<p><b>E</b></p>  <p>2x Batons</p>	<p><b>F</b></p>  <p>1x Top Panel</p>
<p><b>G</b></p>  <p>1x Top Back Panel</p>	<p><b>H</b></p>  <p>1x Mid Back Panel</p>
<p><b>I</b></p>  <p>1x Lower Back Panel</p>	<p><b>J</b></p>  <p>2x Adjustable Shelf Panels</p>

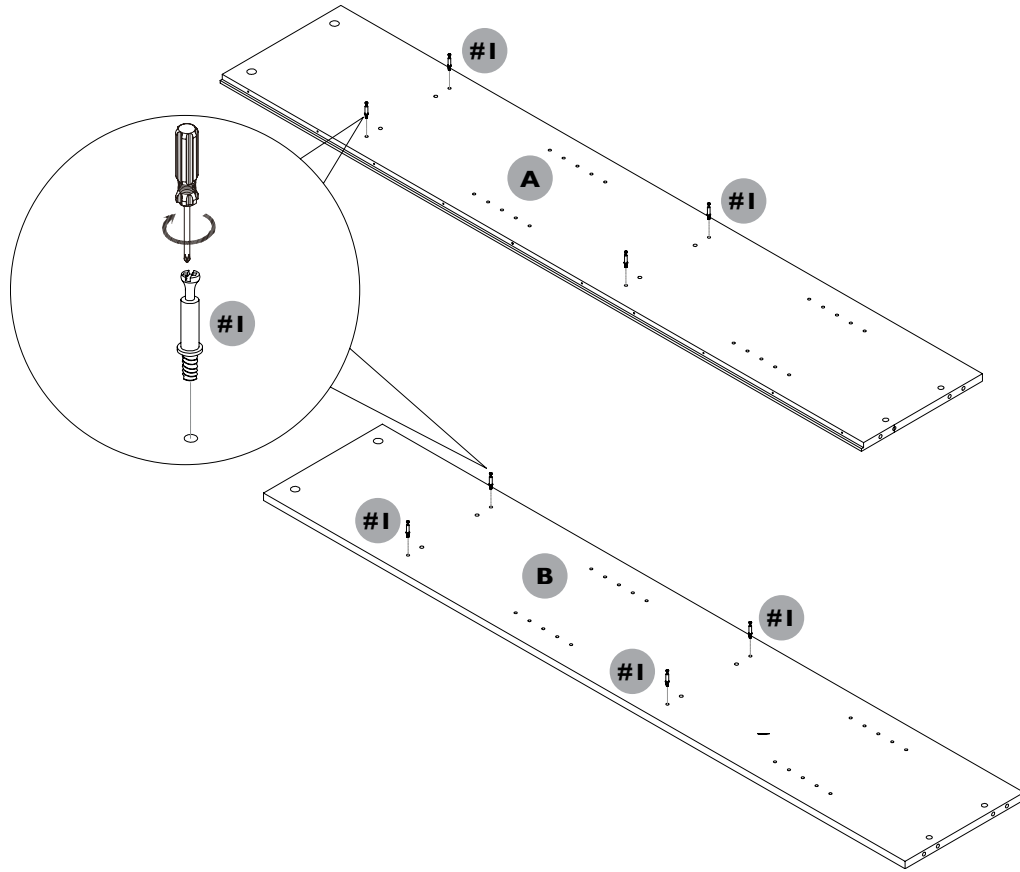
## Hardware Check List

<p><b>#1</b></p>  <p>12x Cam Dowels</p>	<p><b>#2</b></p>  <p>20x Wooden Dowels</p>
<p><b>#3</b></p>  <p>12x Cam Locks</p>	<p><b>#4</b></p>  <p>4x Cross-Head Bolts</p>
<p><b>#5</b></p>  <p>4x Barrel Nuts</p>	<p><b>#6</b></p>  <p>2x Screws (25mm)</p>
<p><b>#7</b></p>  <p>30x Screws (14mm)</p>	<p><b>#8</b></p>  <p>8x Shelf Pegs</p>
<p><b>#9</b></p>  <p>1x Anti-tip Kit</p>	<p>You will need (not supplied)</p>  <p>Philips Head Screwdriver</p>

### Hardware for Step 1:



8x #1 Cam Dowels



### STEP 1:

Working on a protective surface like a carpet or a rug, position both side panels A & B with drill holes facing up.

Using a Philips screwdriver, insert 4x cam dowels (#1) into the holes as shown in BOTH panels.

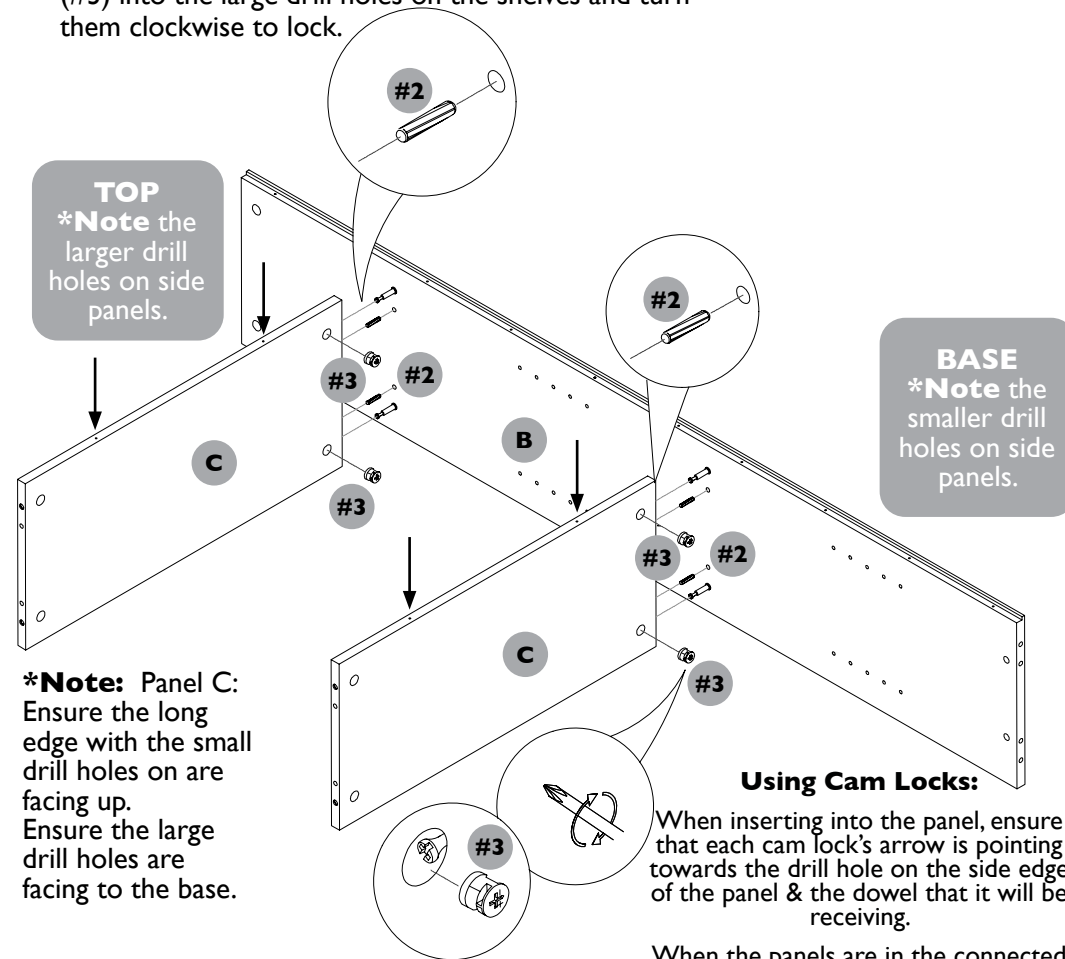
### STEP 2:

**Note:** You will be building this unit with the back facing up.

Position side panel B as shown with the recessed long edge with drill holes facing up.

Insert 4x wooden dowels (#2) into the holes next to the cam dowels of panel B and position the 2x shelves (C) to the side panel as shown. Please note the holes on the underside of the shelves should be facing down as shown, towards the smaller drill holes on the side panel.

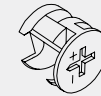
To secure the shelves in position, insert 4x cam locks (#3) into the large drill holes on the shelves and turn them clockwise to lock.



### Hardware for Step 2:



4x #2 Wooden Dowels



4x #3 Cam Locks

### STEP 3:

Position the remaining side panel A with the recessed long edge with drill holes facing up and attach to the 2x shelves (C) as in step 2, using 4x wooden dowels (#2) and 4x cam locks (#3). Ensure the cam locks are tightened securely by turning clockwise.

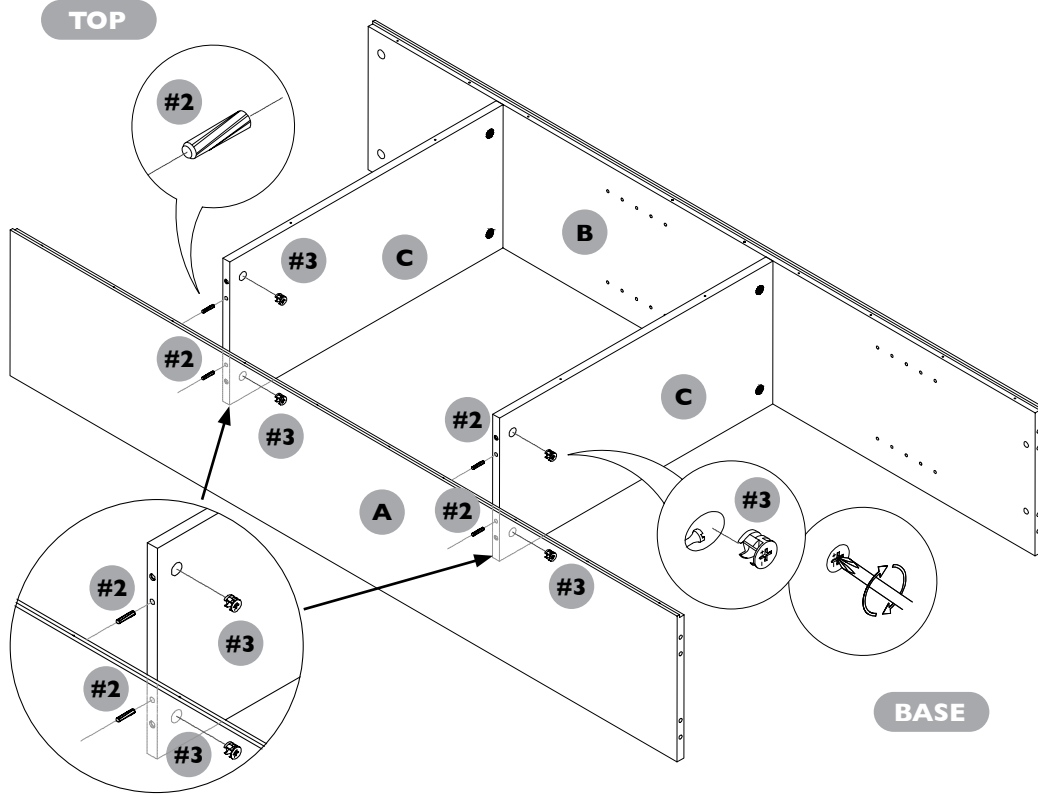
#### Hardware for Step 3:



4x #2 Wooden Dowels



4x #3 Cam Locks



### STEP 4:

Attach the base panel to the unit.

Insert 4x wooden dowels (#2) to the outer holes in the ends of the side panels as shown. Insert 4x barrel nuts (#5) to the holes on the inside of the side panels, ensuring the hole in the nut is facing towards the base.

Position the base panel with the recessed edge facing up and push into position. Fix in place using 4x crosshead bolts (#4) through the base into the side panels. Fully tighten using a Philips screwdriver.

#### Hardware for Step 4:



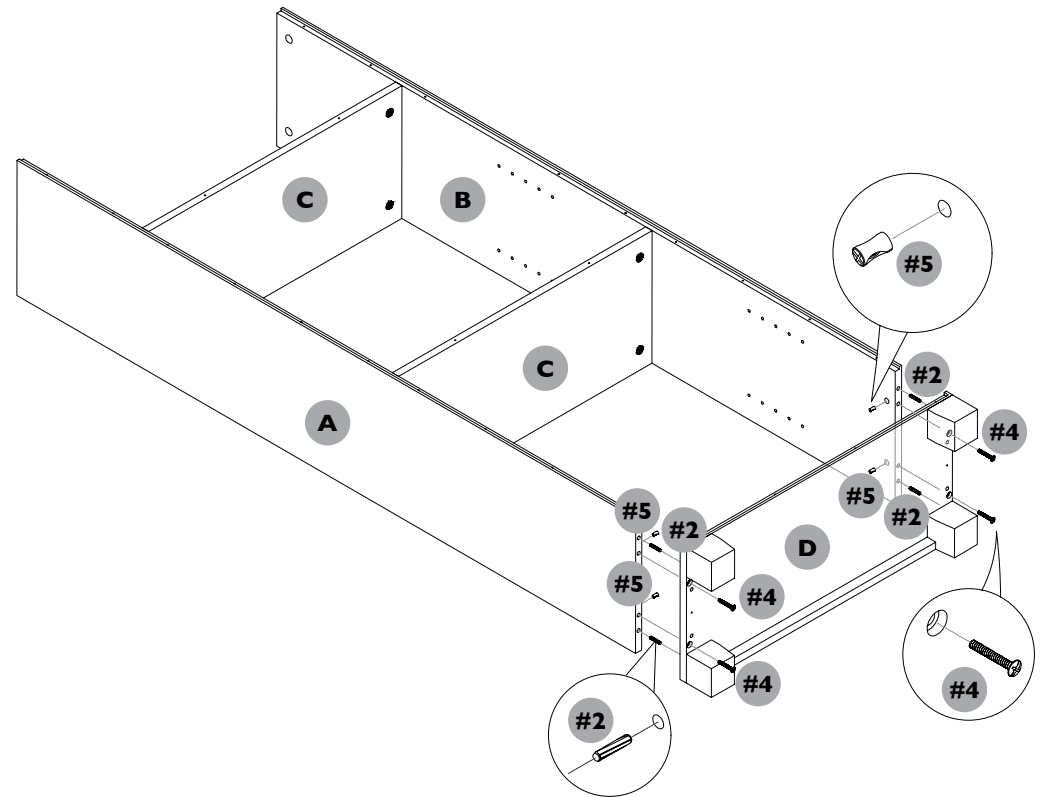
4x #2 Wooden Dowels



4x #4 Cross-head Bolts



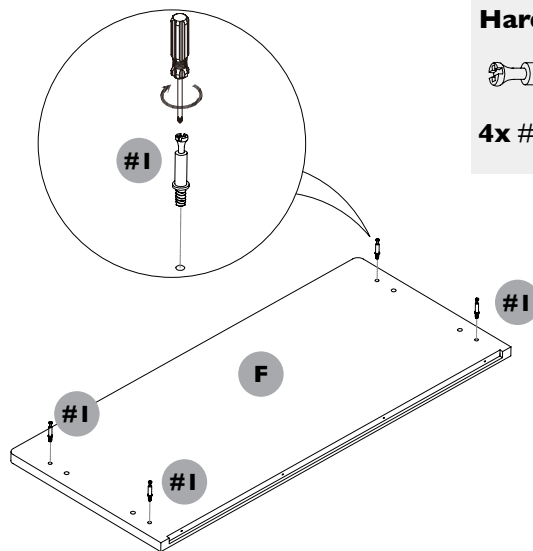
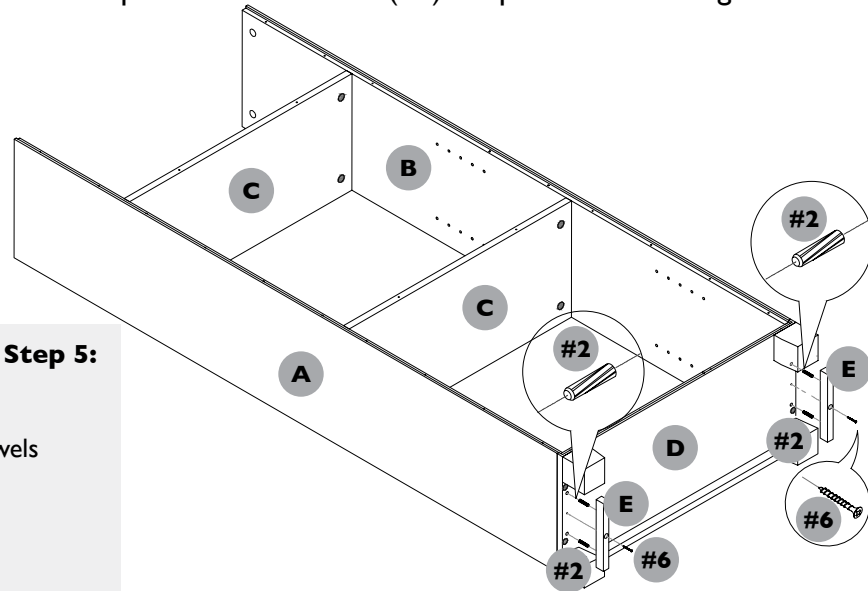
4x #5 Barrel Nuts



## STEP 5:

Attach the 2x batons (E) on each side of the base panel.

Insert 2x wooden dowels (#2) into the holes next to the feet. Push the baton into position and fix in place with 1x screw (#6). Repeat on remaining side.



## STEP 6:

Prepare the top panel (F) inserting 4x cam dowels (#1) as shown.

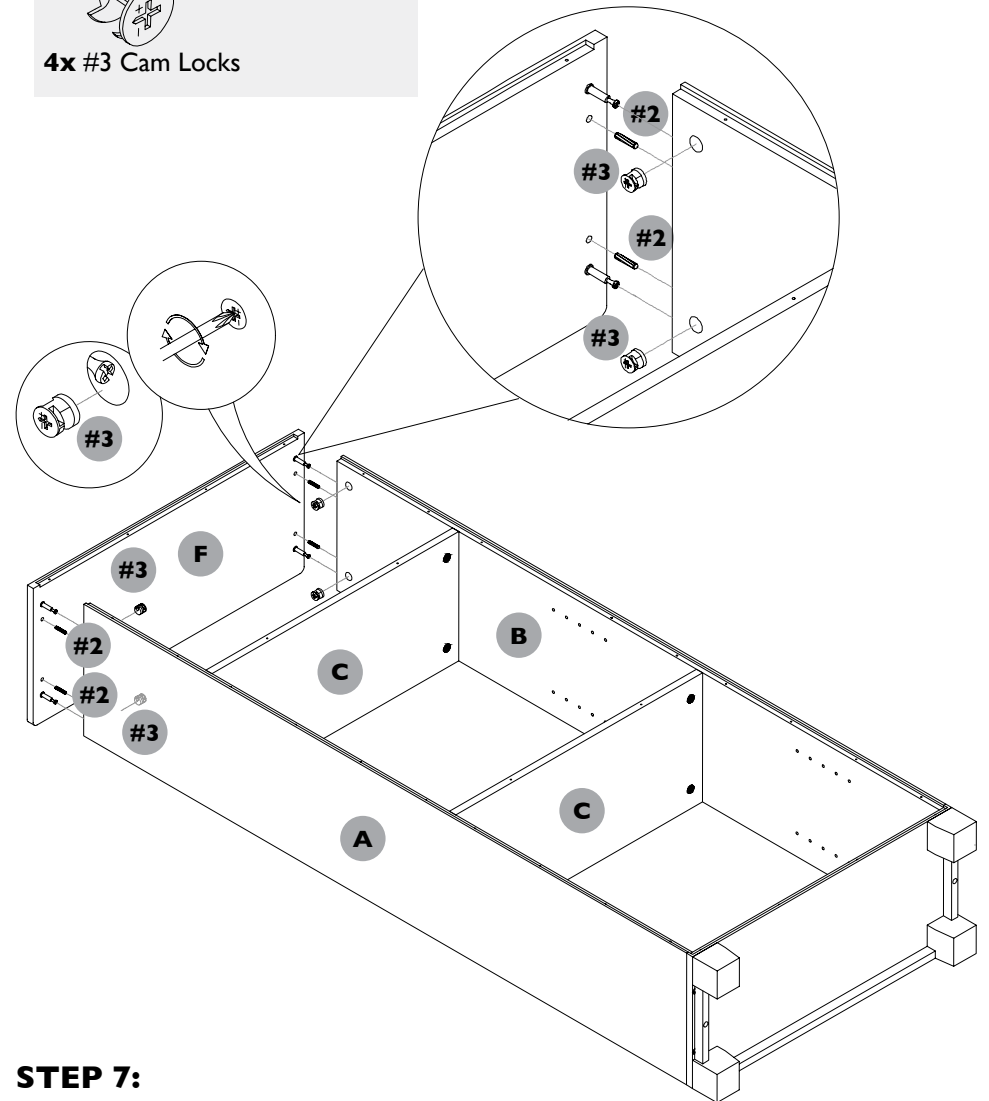
## Hardware for Step 7:



4x #2 Wooden Dowels



4x #3 Cam Locks



Insert 4x wooden dowels (#2) into the inner holes on the top panel (F) then position onto the unit with the recessed edge facing up. Once in place, insert 4x cam locks (#3) into the larger holes on the side panels and turn clockwise to secure the top panel in place.

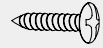
## STEP 8:

Attach the back panels.

Position the lower, mid and back panels I, H and G with the tongue and groove facing the inside of the unit. Check the alignment of the holes with the panels and the unit and using your Philips screwdriver, fix the panels in place with x30 screws (#7).

Please note that the 2x pilot holes indicated at the top of the unit are to attach anti-tip straps included separately with this item.

### Hardware for Step 8:



30x #7 Screws (14mm)

## STEP 9:

Stand the unit up on its base and prepare to insert the 2x adjustable shelves (J).

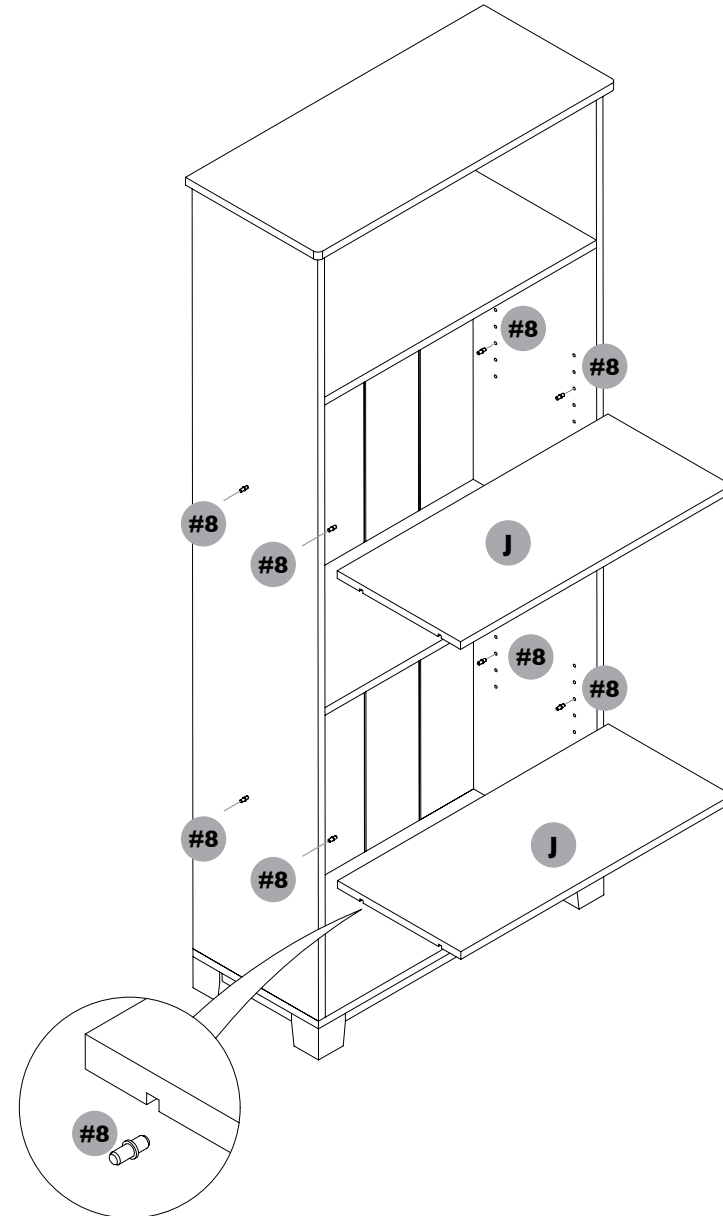
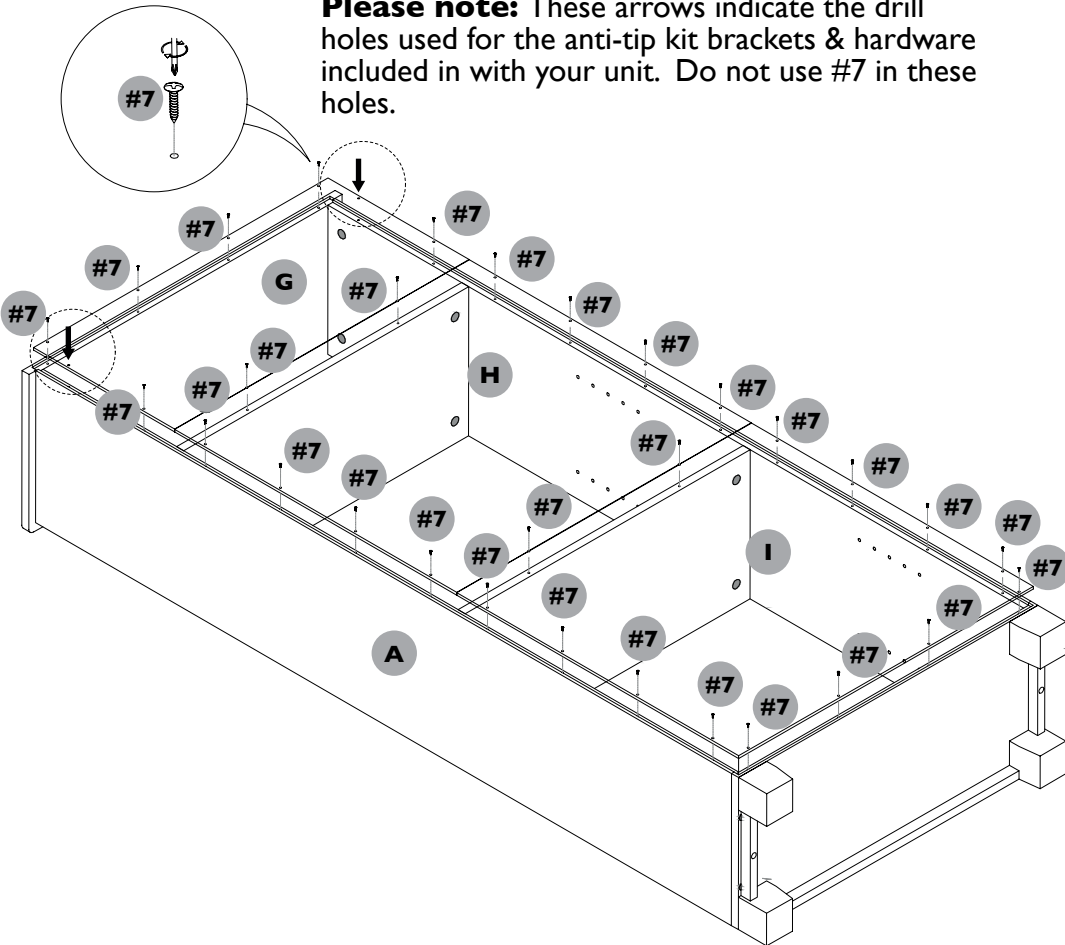
Insert 4x shelf pegs (#8) into the holes on the inside of the spaces you wish to shelve. Then place the shelf on top of the pegs. Repeat for the second shelf.

### Hardware for Step 9:



8x #8 Shelf Pegs

**Please note:** These arrows indicate the drill holes used for the anti-tip kit brackets & hardware included in with your unit. Do not use #7 in these holes.



## STEP 10:

We strongly recommend that you attach this unit to the wall to prevent injury from the unit tipping over.

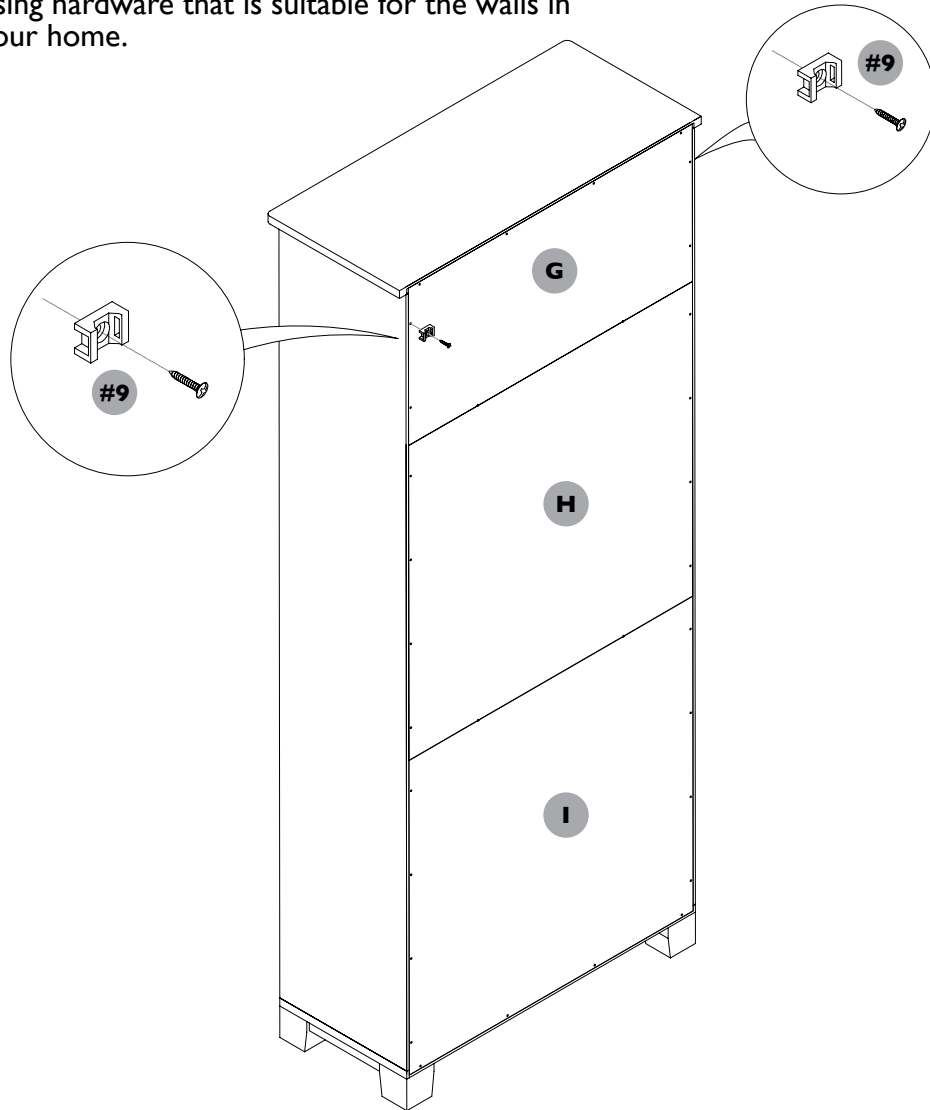
Attach the 2x anti-tip brackets to your unit using the hardware and instructions included in kit provided with your unit. Please use the screw holes shown.

Your unit is now ready to be attached to the wall using hardware that is suitable for the walls in your home.

### Hardware for Step 10:



1x #9 Anti-tip Kit



Your product is now ready to use

