

Oxford Hutch Assembly Instruction

Pre-Assembly:

• Please read all instructions before beginning assembly.

For your safety and convenience, assembly by two adult is recommended.

• Carefully set out and identify all part hardware prior to assembly.

 Save all packing materials until assembly is complete to avoid accidentally discarding small part or hardware.

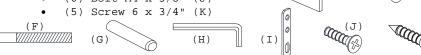
The Oxford Hutch is designed for use with the Oxford Desk.

Parts Enclosed:

- (1) Top Panel(A)
- (2) Side Panels (B)
- (1) Fixed Shelf (C)
- (2) Partition Panels (D)
- (1) Back Panel (E)

Hardware Enclosed:

- (16)Allen Bolts M6 x 30mm (F)
- (16)Wooden Dowels M8 x 25mm (G)
 - (1) Allen Key M4 (H)
- (2) Mending Plates (I)
- (6) Bolt M4 x 5/8" (J)

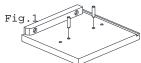


 (\mathbf{D})

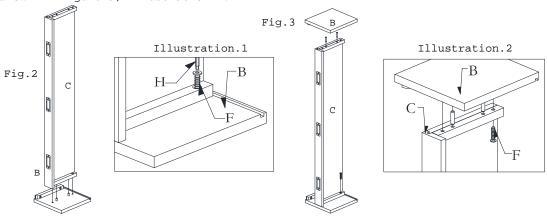
(K)

To Assemble:

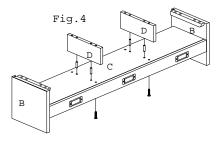
1. Carefully lay the side panel (B) on a flat scratch-free or carpeted surface. Insert the wooden dowels (G) into the holes on the side panel (B), as shown in figure 1.

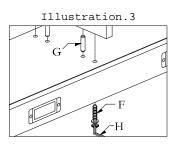


- 2. Attach the fixed shelf (C) to the side panel (B) by inserting the wooden dowels (G) into the holes on the fixed shelf (C). Insert the Allen Bolts (F) through the holes on the cleat of the fixed shelf (C) to the side panel (B). Tighten with the Allen Key (H) (Do not over tighten), as shown in figure 2, illustration 1.
- 3. Insert the wooden dowels (G) into the holes on the other cleat of the fixed shelf (C). Attach the other side panel by inserting the wooden dowels (G) on the fixed shelf (C) into the holes on the side panel (B), and inserts the Allen bolts (F). Tighten with the Allen key (H), as shown in figure 3, illustration 2.

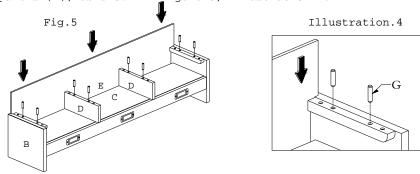


4. Grip the cabinet firmly and turn upright. Insert the wooden dowels (G) into the holes on the fixed shelf (C). Attach the partition panels (D) to the fixed shelf (C) by inserting the wooden dowels (G) into the holes on the partition panels (D). Insert the Allen Bolts (F) through the holes on the bottom of the fixed shelf (C) to the partition panels (D) and tighten with the Allen Key (H) (Do not over tighten), as shown in figure 4, illustration 3.

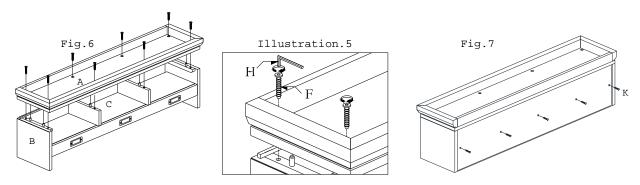




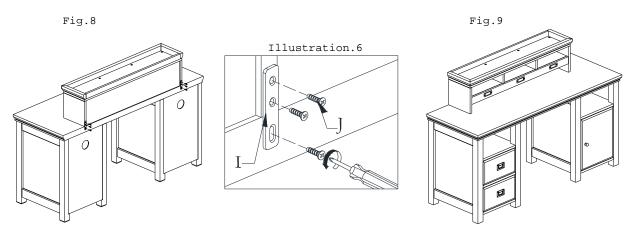
- 5. Attach the back panel (E) by sliding the back panel (E) to the cutout of the side panels (B).
- 6. Insert the wooden dowels (G) into the holes on the cleat of the side panels (B) and partition panels (D), as shown in figure 5, illustration 4.



- 7. Attach the top panel (A) by inserting wooden dowels (G) into the holes on the bottom of the top Panel (A). Insert the Allen Bolts (F) through the holes on the top panel (A) to the side panel (B) and the partition panels (D). Tighten with the Allen Key (H) (tighten all connections), as shown in figure 6, illustration 5.
- 8. Insert screws (K) into the holes on the back panel (E), tighten with a screwdriver (not included).



9. Lay the hutch on the desk. Align the holes at the back of the oxford desk and the holes at the back of the hutch. Attach the unit by lining up the mending plates (I) with the predrilled holes and insert screws (J) though the holes on the mending plates (I). Tighten with a screwdriver (not included) as shown in figure 8, illustration 7.



Care Instructions:

- When needed, wipe using a clean, soft, dry cloth.
- To protect the finish, avoid the use of all chemicals and harsh abrasives.
- $\bullet\,$ A light application of furniture polish or wax may be used to restore the wood's finish.