

# Tote Box Carrier

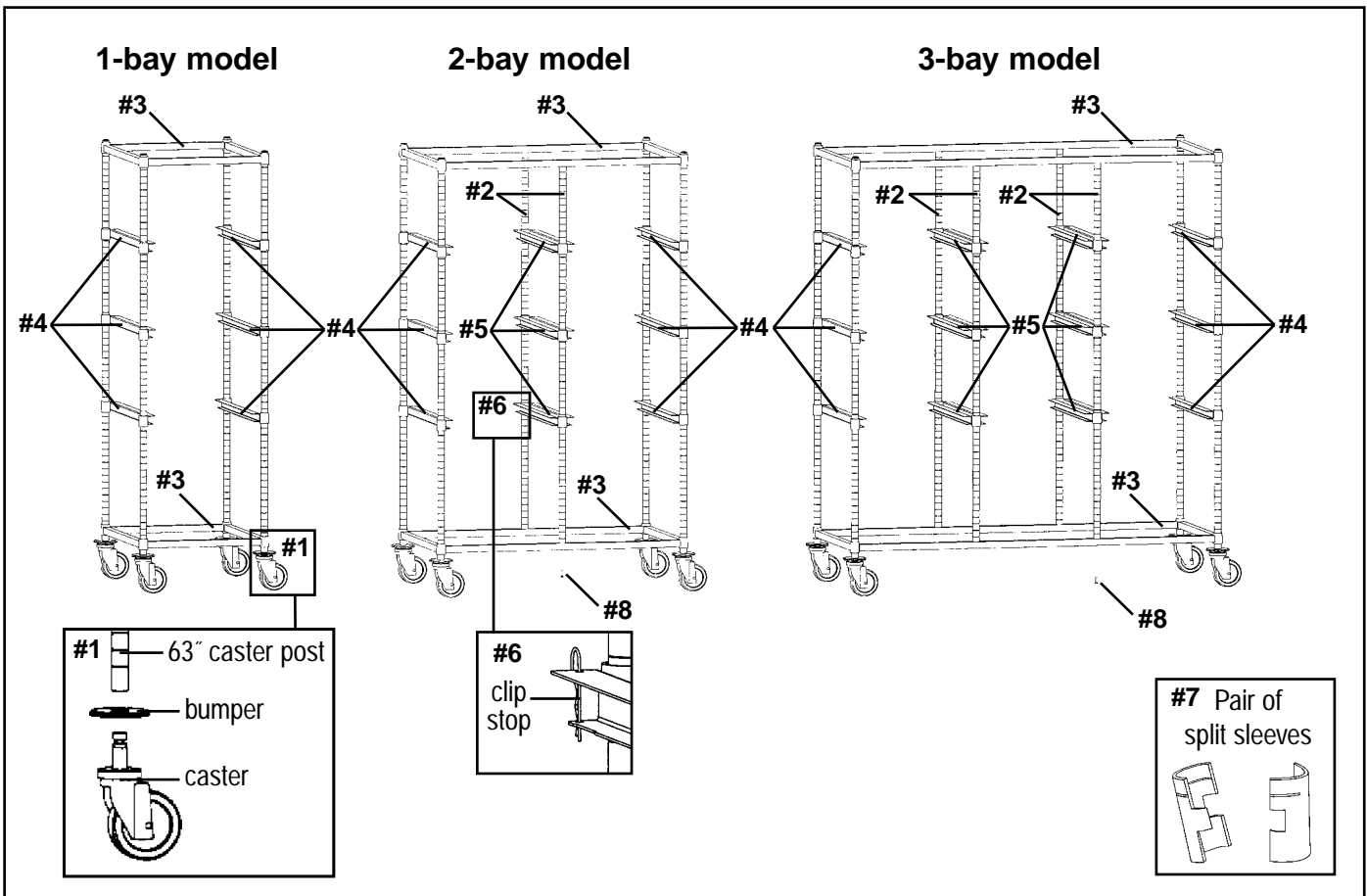
## ASSEMBLY INSTRUCTIONS



### PARTS LIST

#	PART DESCRIPTION	QUANTITIES		
		1-Bay* Models	2-Bay Models	3-Bay Models
1	63" Caster Posts, Casters & Bumpers	4	4	4
2	57 1/2" Middle Posts	-	2	4
3	Four-Sided Frames	2	2	2
4	Single Tote Slides	6	6	6
5	Double Tote Slides	-	3	6
6	Clip Stops	6	12	18
7	Bags of Four Pairs of Split Sleeves	5	7	8
8	Bolts (for Middle Posts)	-	4	8

\* 1-bay models are offered with either adjustable or non-adjustable frames.

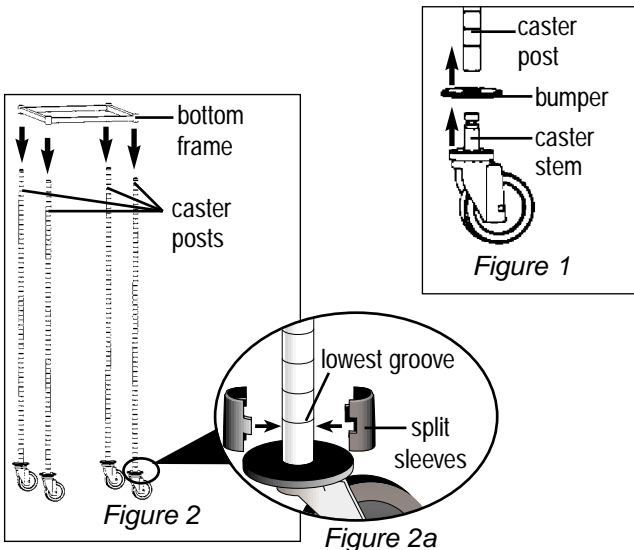


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# PLEASE READ BEFORE ASSEMBLING TOTE BOX CARRIER.

- Remove all components from cartons. Using the Parts List (other side), check and identify all components.
- Split sleeves must be used in conjunction with the four-sided frames and slides. When installing split sleeves, make sure the thicker part of the taper goes toward the bottom.
- When installing frames and slides, make sure the thicker part of the collars goes toward the bottom.



## Assemble casters to post.

See *Figure 1* for reference.

- 1 Place donut bumpers on bottom of each post. Bottom of post is the end with  $1\frac{1}{8}$ " ungrooved.
- 2 Insert caster stem into bottom of each post. Drive in caster using a hammer or mallet. Several solid hits are usually required.

## Attach bottom frame to posts.

See *Figure 2* for reference.

- 1 Snap the plastic tapered split sleeves onto the lowest groove on each post (see *Figure 2a*). Remember, the thicker part of the taper goes toward the bottom.
- 2 Holding the frame on its side, insert the posts through the frame's corner collars until the split sleeves are secured snugly within the collars.

For 2- and 3-bay models, bolt middle posts to bottom frame now.

## Attach tote slides to assembly.

Stand unit upright. Install bottommost slides first, one slide at a time. When installing single slides, make sure channels face inward. For 2- and 3-bay models, install double slides to the middle posts and single slides to the outer posts. Each slide (single and double) uses two pairs of split sleeves.

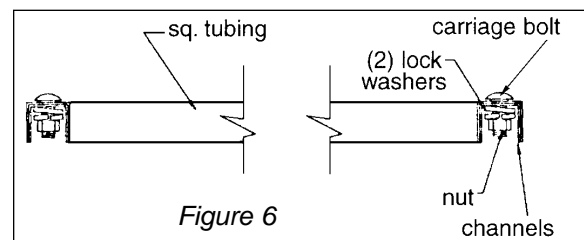
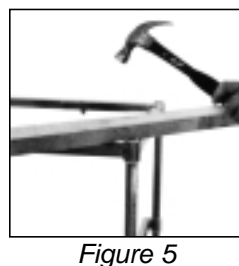
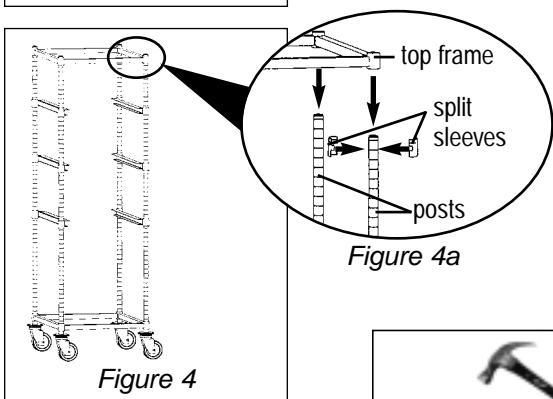
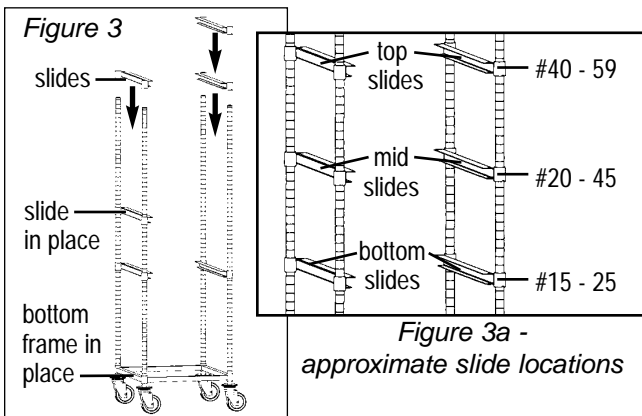
- 1 Snap split sleeves onto both the front and rear posts at the same numbered groove, depending on preference and/or tote box depth.
- 2 After split sleeves are attached to both posts, slide the tote slide down over posts (see *Figure 3*) and secure snugly onto split sleeves.
- 3 Repeat Steps 1 and 2 on the remaining front and rear posts, attaching split sleeves and slides on the same numbered groove as first post.

Repeat Steps 1 through 3 to install the remaining mid and top rows of slides, referring to *Figure 3a* for approximate slide location.

## Attach top frame to assembly.

- 1 Snap split sleeves onto the 2nd groove from the top of each post (see *Figure 4a*).
- 2 Slide the top frame down over the posts (see *Figure 4a*) and secure snugly onto split sleeves. Assembly is completed (see *Figure 4*).

For 2- and 3-bay models, bolt middle posts to top frame to complete assembly.



## After assembly...

### On all units:

- If needed, adjust tote slides to desired height, using numbers on post to align split sleeves and slides.
- Secure frames and slides using a board and a hammer (see *Figure 5*).

### On 1-bay units with adjustable frames only – to adjust frame:

- Loosen hex nuts on adjustable sides of frame (see *Figure 6*), using  $\frac{3}{8}$ " wrench. Adjust frame to desired size and tighten hex nuts.  
Hint: Using the selected tote box as a gauge makes adjustment easier.