

Assembly Instructions ■

Tattoo™ Low Cupboard

June 2023

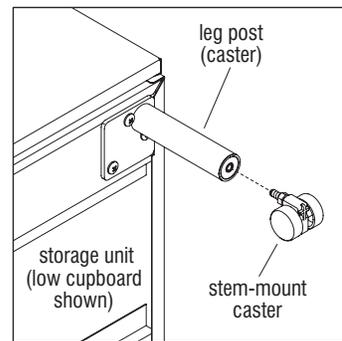
Required Tools

- 12 mm Hex Wrench
- #2 Phillips Screwdriver
- Power Drill Driver
- #3 Phillips Tip
- 8" Drill Extension
- 7/16" Hex Wrench (raised worktop only)

Note: Leg posts are designed to receive either casters or glides, based on their overall length. Leg posts at 57/16" long are designed for casters, while 63/4" long leg posts are for glides. If your installation contains a mix of units with casters and units with glides, take care to not mix up the leg components, or disassembly and re-assembly will be required to correct the unit heights.

Leg Installation

1. Carefully lay the low cupboard onto a soft, protective surface on its back-side. **Caution:** The assistance of a second person may be required to turn the unit onto its back (Figure 1).
2. Align the mounting holes of each leg post with the mounting holes on the underside of the low cupboard. Using a power drill driver with 8" drill extension and #3 Phillips bit, secure each leg post to the low cupboard using three 1/4-20 x 5/8" machine screws. Take care to not scratch the legs with the drill when assembling the legs (Figure 1).
3. If the low cupboard being assembled is a caster leg unit, go to "Caster Installation" instructions on this page. If low cupboard has adjustable glide legs, go to "Glide Installation" instructions on the next page.



Detail A

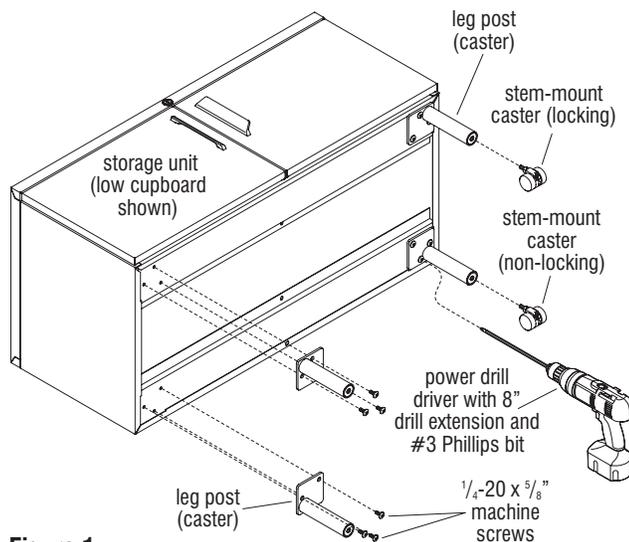
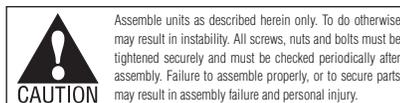


Figure 1

Caster Installation

1. Thread the stem of each stem-mount caster into the threaded insert at the underside of each leg post, making sure to position the two locking casters toward the front, user side of the low cupboard and the non-locking casters at the back. Tighten the casters to the underside of the low cupboard using a 12 mm hex wrench (Figure 1 & Detail A).
2. Once all casters have been installed to the caster leg posts, carefully turn the unit to the upright position. **Caution:** The assistance of a second person may be required to turn the unit upright.



Assemble units as described herein only. To do otherwise may result in instability. All screws, nuts and bolts must be tightened securely and must be checked periodically after assembly. Failure to assemble properly, or to secure parts may result in assembly failure and personal injury.

■ Tattoo™ Storage - Low Cupboard

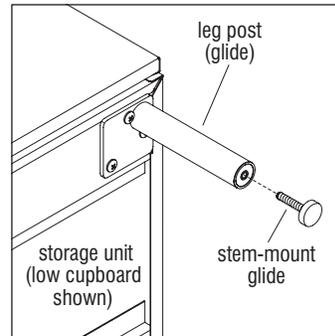
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Glide Installation

1. Thread the stem of each glide into the threaded insert at the underside of each leg post. Twist the glides in clock-wise, fully to the bottom of the leg post. This will allow level adjustment of the low cupboard if required when placed in its final location (Figure 2 & Detail B).
2. Once all glides have been installed to the underside of the low cupboard leg posts, carefully turn the cupboard to the upright position. **Caution:** The assistance of a second person is required to turn low cupboard units to the upright position.
3. Place the low cupboard in its final location. To raise a leg of the unit for leveling, rotate a glide out as needed. To lower a low cupboard leg after it has been raised, turn the glide back into the leg as needed. Only adjust the glides as needed to make the low cupboard level.
4. If a padded topper is to be installed on the low cupboard, go now to "Padded Topper Installation" instructions on page 6. If a raised-worktop is to be installed on the low cupboard, go now to "Low Cupboard, Raised-Worktop Installation" instructions on the next page.



Detail B

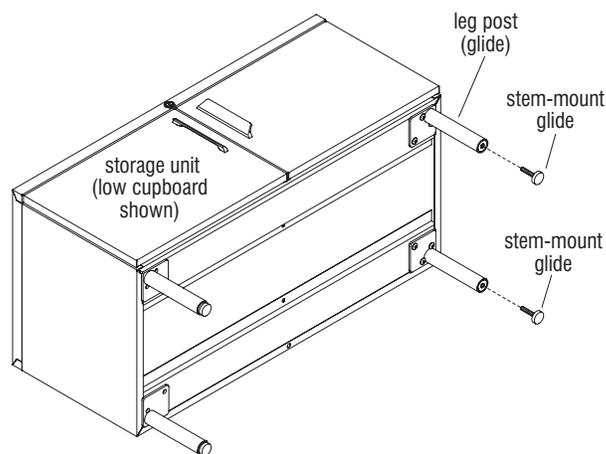


Figure 2



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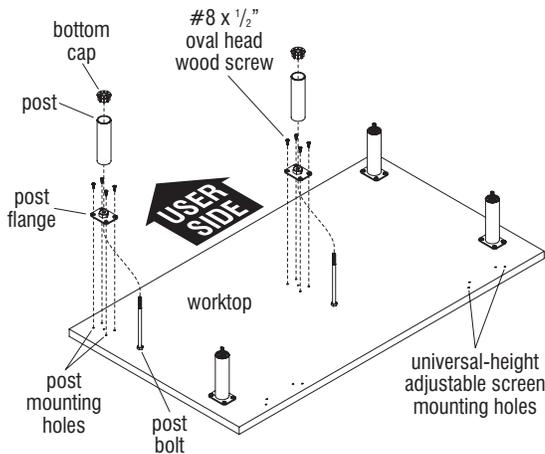


Figure 3

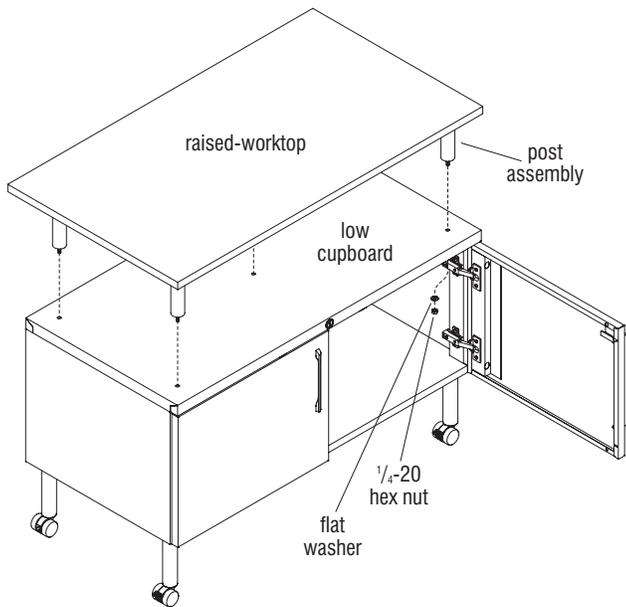
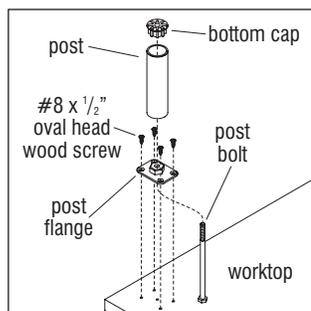
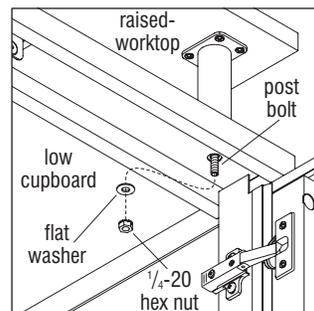


Figure 4



Detail C



Detail D

Low Cupboard, Raised-Worktop Installation

1. Carefully turn the worktop upside down onto a soft, protective surface (Figure 3).
2. Take a post bolt and post flange in hand, then press the threaded end of the post bolt through the recessed hex of the flange. Repeat this process for the remaining four bolts to four flanges (Figure 3 & Detail C).

3. At the underside of the worktop, locate the five sets of five pre-drilled holes, one set near each corner and one set in the center of the worktop. Position a post flange with post bolt aligned over one set of pre-drilled holes as illustrated. Using a hand screwdriver with #2 Phillips tip, secure the post flange to the worktop using four #8 x 1/2" wood screws. Take care to not secure too tight. Repeat this step to install the remaining flanges with bolts to the worktop (Figure 3 & Detail C).

4. Locate five posts and five bottom caps. Press a bottom cap onto one end of each post, then press a post with cap onto each of the five installed post flanges, so the threaded end of the bolts protrude through the bottom caps (Figure 3 & Detail C).

Note: Low cupboard cabinets with raised-worktop which are to receive a universal-height adjustable screen, use a specific back-overhanging worktop which must be oriented with the overhang to the rear, non-user side of the cabinet.

Caution: Take extra care when turning the worktop with post assemblies right-side up onto the cabinet. Scraping or sliding the post assembly bolts will scratch the painted top of the cupboard. Two people may be required to turn the worktop over and align bolts of post assemblies carefully through the mounting holes in the low cupboard top.

5. Assure that all bottom caps to posts, and posts to post flanges are press-fit together. If the parts do not stay pressed together, five hands or more may be required to flip the raised-worktop with post assemblies over safely. If worktop is to have a universal-height adjustable screen installed, assure that the over-hang back-side of the raised worktop is oriented to the back of the low cupboard. Carefully turn the raised worktop with post assemblies over, aligning and inserting all five post bolts carefully through the five mounting holes in the low cupboard top without scratching it (Figure 4).

6. Open the cupboard doors to gain access to the post assembly bolts at the underside of the top. Using a flat washer and 1/4-20 hex nut as illustrated at each of the five post bolts, twist on then tighten all five nuts with a 7/16" hex wrench (Figure 4 & Detail D).

Tattoo™ Storage - Low Cupboard with Raised Worktop - Universal-Height Adjustable Screen

Assembly Instructions



Assemble units as described herein only. To do otherwise may result in instability. All screws, nuts and bolts must be tightened securely and must be checked periodically after assembly. Failure to assemble properly, or to secure parts may result in assembly failure and personal injury.

Universal Height-Adjustable Screen Installation

1. Locate an adjustable mechanism and position the mounting bracket to align with the pre-drilled holes on the underside of the worktop. Secure mechanism to the underside of the worktop using four #12 x 3/4" Phillips truss head screws (Figure 5 & Detail E).
2. Insert a square holed sleeve onto the adjustable mechanism rod, then place the longer connecting rod onto the square holed sleeve just installed (Detail F). Finally, insert a second square holed sleeve onto the opposite end of the connecting rod and hold rod up, in position for step 3 on the next page (Figure 6).

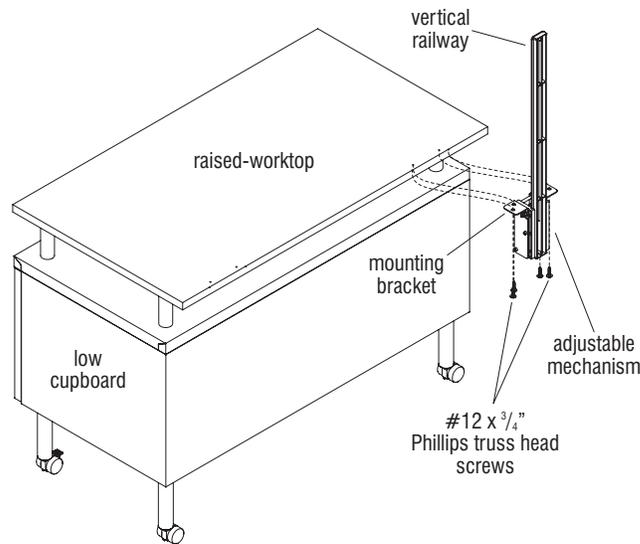
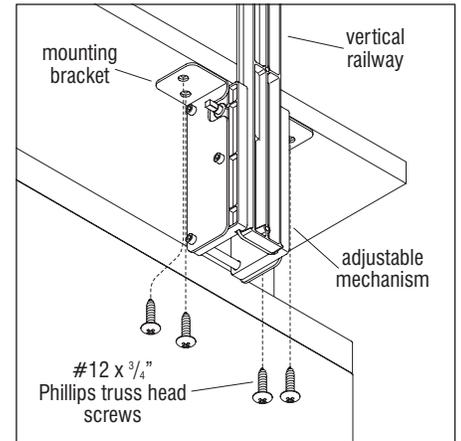


Figure 5



Detail E

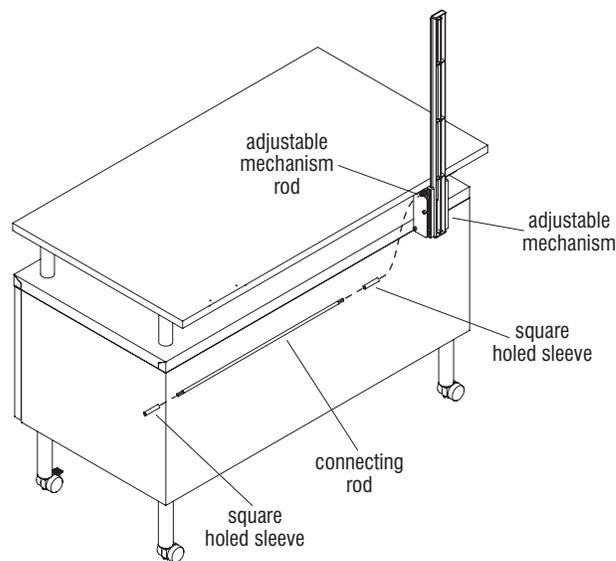
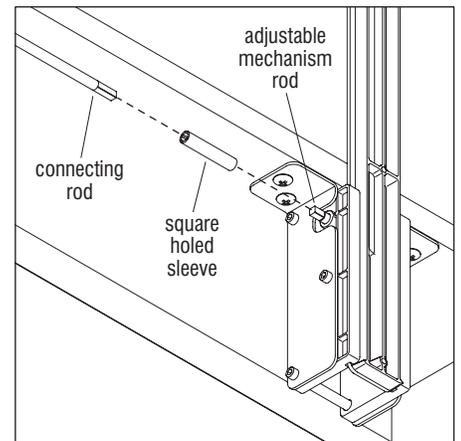


Figure 6



Detail F



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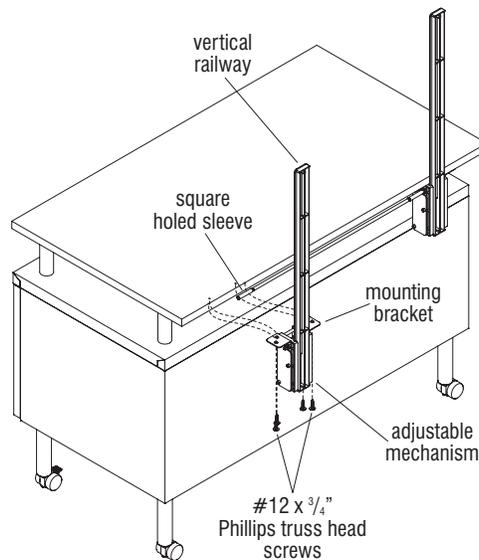


Figure 7

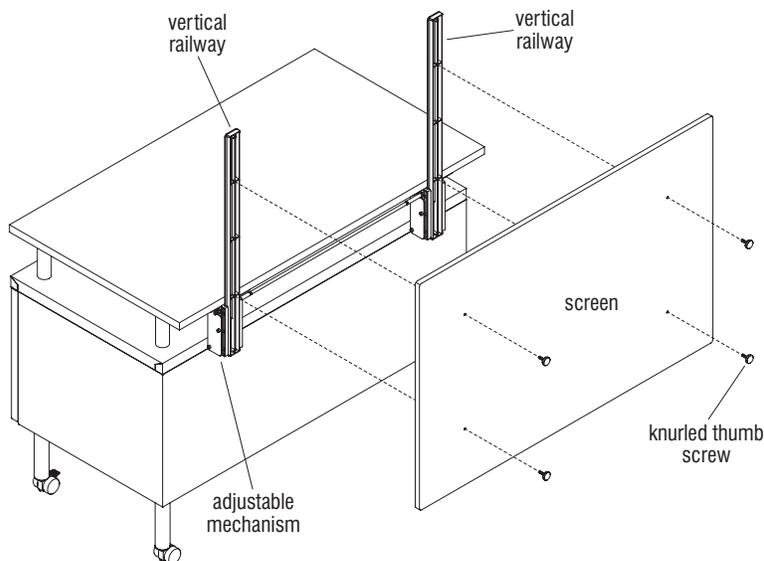


Figure 8

Universal Height-Adjustable Screen Installation (cont.)

3. Locate the opposite-side adjustable mechanism and orient the mounting bracket up to the underside of the worksurface, then slide it over, inserting the adjustable mechanism rod into the square holed sleeve/ long connecting rod (installed in step 2, page 5), synchronizing the two mechanisms together. Secure the mounting bracket of the second mechanism to the underside of the worktop using four #12 x $\frac{3}{4}$ " Phillips truss head screws (Figure 7).
4. Once both adjustable mechanisms are installed, position the screen onto the backs of the vertical railways and align mounting holes. Secure screen to the rails using two knurled thumb screws per mechanism from the back, as illustrated (Figure 8).

■ Tattoo™ Storage - Low Cupboard

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Padded Topper Installation (optional)

Note: The low cupboard padded topper is an optional accessory that must be ordered separately.

1. Place the padded topper on top of the corresponding unit. The anti-skid rubber strips located on the bottom of the topper pad keeps sliding of the topper to a minimum (Figure 9).

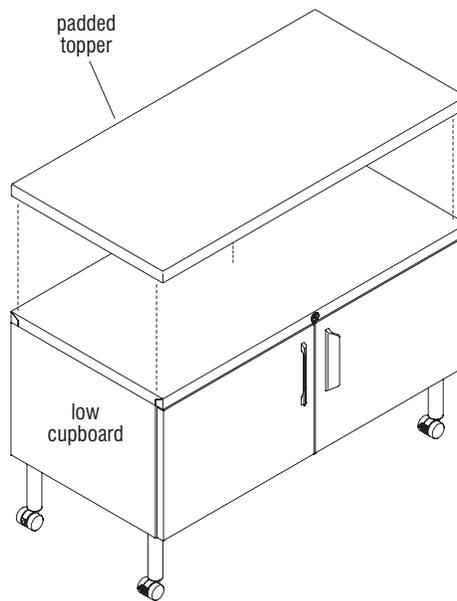


Figure 9



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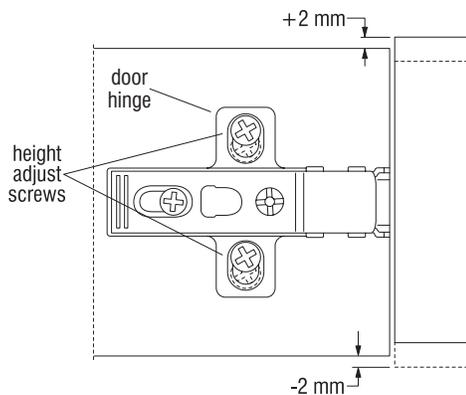


Figure 10 - Door Height Adjustment

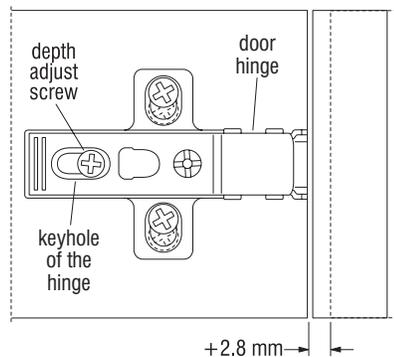


Figure 11 - Door Depth Adjustment

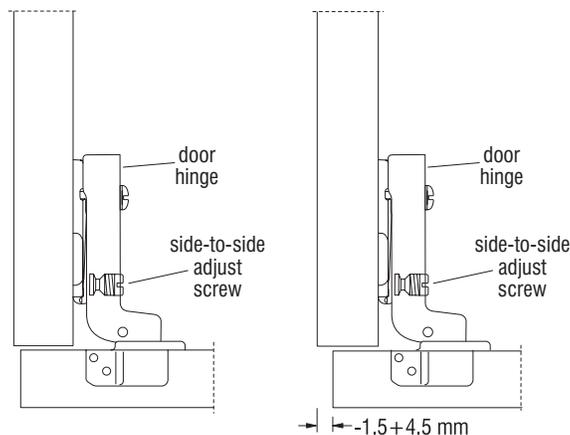


Figure 12 - Side-to-Side Adjustment

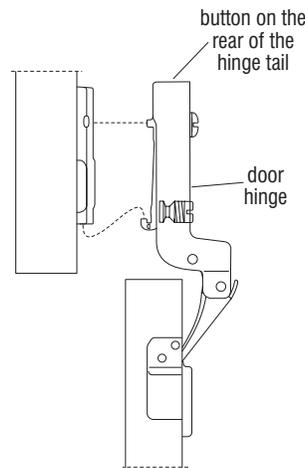


Figure 13 - Door Removal

Door Hinge Adjustment

Note: If doors on the low cupboard are not aligned, follow instructions below to adjust doors until square on the unit.

1. For **door height adjustment** of +/-2 mm, loosen the two height adjust screws on each hinge and move door up or down. Re-tighten screws (Figure 10).
2. For **door depth adjustment**, first loosen the depth adjust screw, then slide the key hole of the hinge to the desired location. Re-tighten the screw (Figure 11).
3. For **side-to-side adjustment**, turn the side-to-side adjust screw in or out. The screw works in conjunction with the inner leaf of the hinge arm to move the door back or forth without a change in gap between the door and the cabinet (Figure 12).
4. To **disassemble door** from cabinet, press the button on the rear of the hinge tail inside the unit. Pull the door slightly forward to disengage the hinge connection. Repeat for the other door hinge to remove the door from the unit (Figure 13).

■ **Tattoo™ Storage - Low Cupboard**
Assembly Instructions

1330 Bellevue Street • P.O. Box 8100 • Green Bay, WI 54308-8100 • Tel 1-800-424-2432 • www.ki.com

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