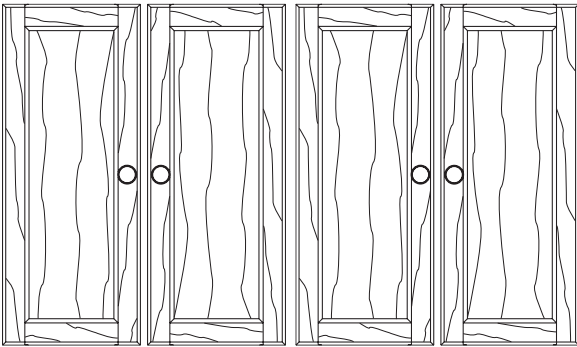


Model #

2002W 48" Alder Bookcase 4-door Kit

Assembly Instructions



IMPORTANT NOTES:

- For normal household use only. **Not** recommended for commercial use.
- Do not climb, sit or stand on this piece of furniture.
- Before you begin your project, completely read the Assembly Instructions and Finishing Hints.
- Store this item: 1- in its box; 2- in a dry place; 3- in temperatures that range from 40° F to 90° F (not on a cold and possibly damp cement floor).
- Periodically inspect your furniture for any loose glue joints, screws or any other problem that might affect the stability of your furniture. Tighten or repair as needed.

DESIGN SUBJECT TO CHANGE WITHOUT NOTICE.

Congratulations!

This fine piece of furniture will make a gorgeous addition to your home. For the best results, read the Assembly Instructions and Finishing Hints before you begin your project.



CALL US FIRST! *Do not return this item to the store.*

Service Policy: We will replace any part that is defective, missing or damaged during assembly. Please contact Whittier Wood Products customer service department directly by phone, fax, mail or email for a replacement part.

Hours: Our friendly customer service staff can be reached Monday-Friday 7:00 a.m. to 5:00 p.m. (Pacific Time). You may leave a message 24 hours a day, seven days a week.

To Order: Provide the furniture model number (upper left corner of this page), the part letter, production code, quantity needed, reason for replacement, your full name, address and telephone number.

Parts ship from our Eugene, Oregon factory within one or two business days from the time we receive your request. Please allow five to ten business days for delivery.

800-653-3336 • Outside the U.S. or Canada: 541-687-0213 • Fax: 541-687-2060
www.whittierwood.com • P.O. Box 2827 • Eugene, Oregon 97402, U.S.A.

**Whittier
Wood**
FURNITURE

P.O. Box 2827
Eugene, OR 97402 USA

Production Code:

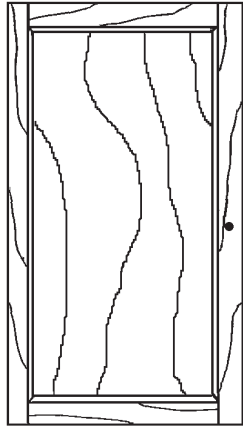
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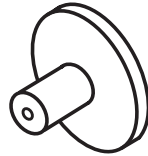
2002W Alder Bookcase Door Kit — Parts List

Before you begin to assemble this unit, identify each part and make sure the quantities received match what is on this list.

If you need to replace a part, please refer to the following list for the part name and letter code.



A — Door — Qty. 4

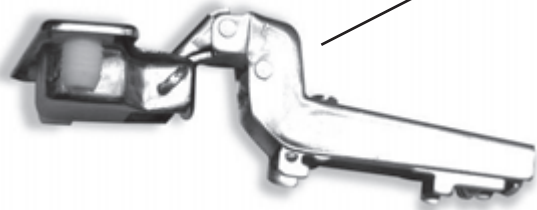


B — Door Knob — Qty. 4



C — #8x1½" Machine Screw — Qty. 4

NOTE: The curve is taller on this piece than the Vertical Panel Hinge.



D — Side Panel Hinge — Qty. 4



E — Hinge Plate — Qty. 8



F — Pad — Qty. 4



G — Vertical Panel Hinge — Qty. 4



H — Washer — Qty. 8



Top view of Side Panel Hinge (D) & Vertical Panel Hinge (G)

2002W 48" Alder Bookcase Door Kit ASSEMBLY INSTRUCTIONS

TOOL REQUIRED: Phillips Screwdriver

1. Add washers to four of the eight Hinge Plates (E). You will attach the Vertical Panel Hinges (G) to these Hinge Plate (E) and Washer (H) assemblies. See Figures 1a, 1b and 1c.

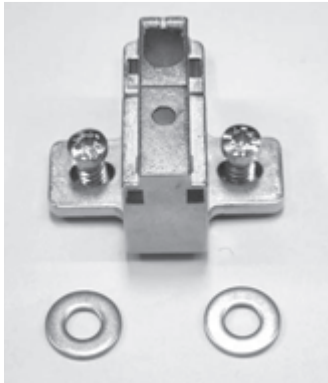


Fig. 1a

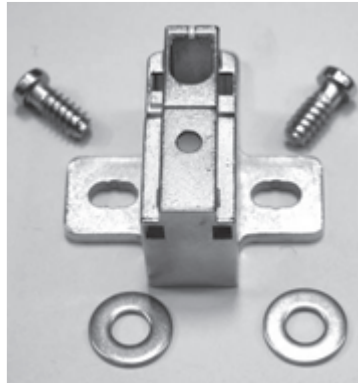


Fig. 1b



Fig. 1c

2. Snap the handle of the Hinges (D or G) down on to each of the Hinge Plates (E or E/H) as seen in Figures 2 and 2a.

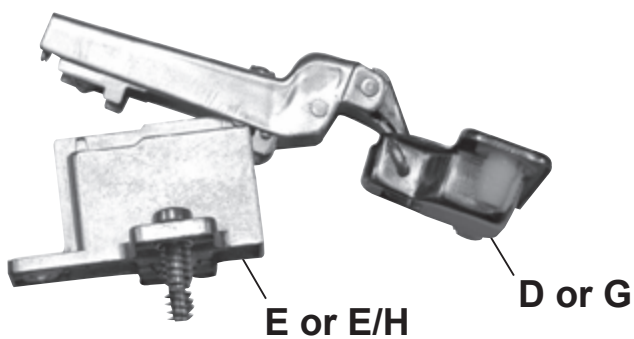


Fig. 2

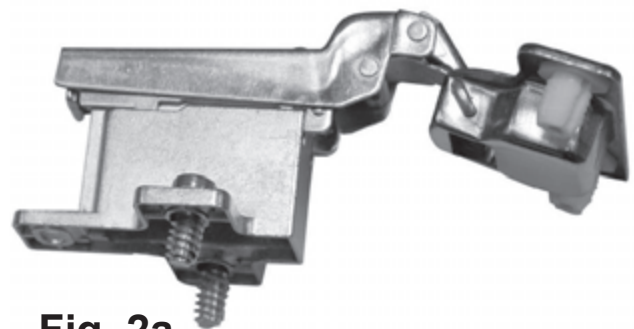


Fig. 2a

3. Place two Doors (A) face down on a clean, protected surface. There are predrilled holes in the doors as shown in Figure 3. This is where you will be inserting the hinge part of the assembly. Insert the Side Panel Hinge (D) assembly that has the plastic knobs into the predrilled holes in the bottoms and tops of the Doors (A). See Figures 3 and 3a. **You must place both Side Panel Hinges (D) into the Doors before you attach the doors to the bookcase.**

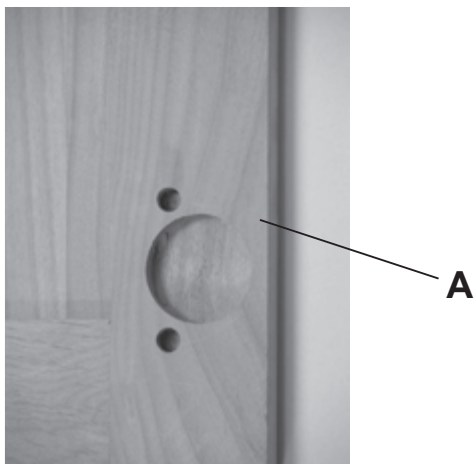


Fig. 3

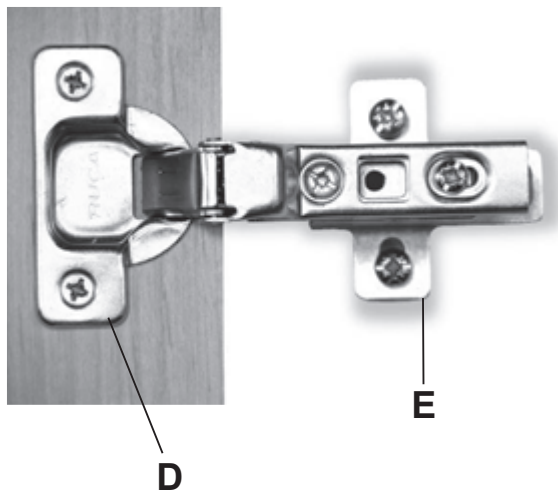


Fig. 3a

-
4. Place the other two Doors (A) face down on a clean, protected surface. There are predrilled holes in the doors as shown in Figure 4. This is where you will be inserting the hinge portion of the assembly. Insert the Vertical Divider Hinge (G) assembly that has the plastic knobs into the predrilled holes in the bottoms and the tops of the Doors (A). See Figures 4 and 4a. **You must place both Vertical Divider Hinges (G) into the Doors before attaching the doors to the bookcase.**

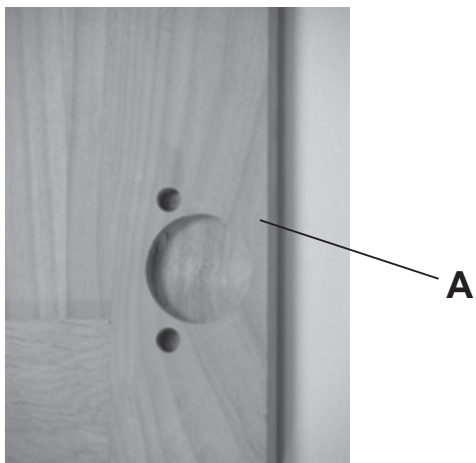


Fig. 4

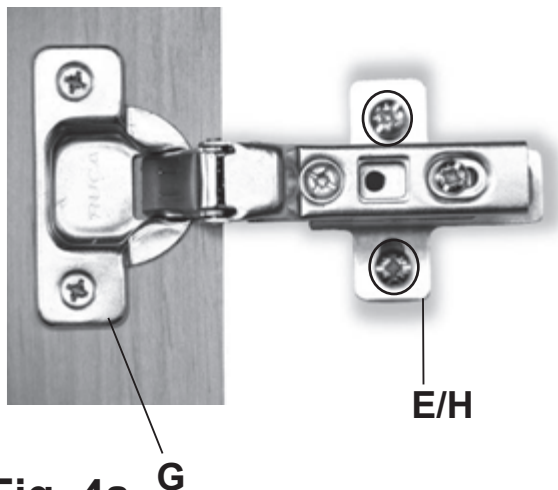


Fig. 4a

Fig. 5



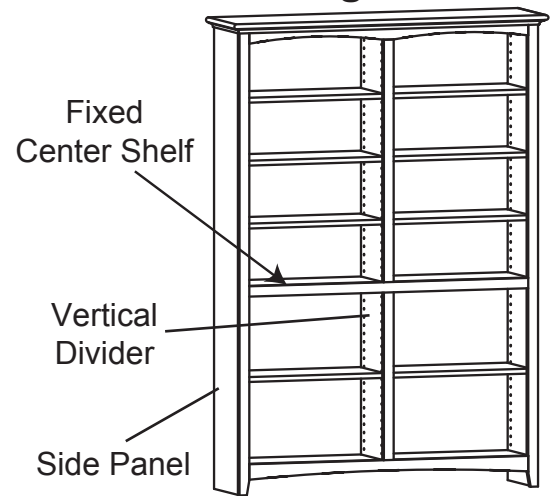
Side Panel

Fig. 5a



Fixed Center Shelf
Vertical Divider

Fig. 5b



5. Attach the door with the Side Panel Hinges (D) to the side panels of the bookcase (see Fig. 5b) by inserting the screws in the Hinge Plate (E) into the second and third holes up from the bottom of the bookcase unit. See Figure 5. Attach the second Side Panel Hinge assembly to the same door/bookcase by inserting screws into the third and fourth holes down from the top of the fixed center shelf. See Figure 5a. Repeat for other side.

Attach doors with Vertical Divider Hinges (G) and Washers (H) to each side of the vertical divider of the bookcase in the same manner.

6. The door may need to be adjusted so that all the spaces between the doors and unit sides are equal. To make those adjustments, follow the instructions below.

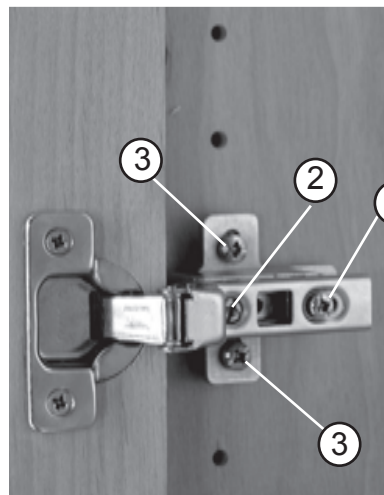


Fig. 6

- Side adjustment** To move the door towards the side panel/vertical divider, rotate screw '2' counter-clockwise. To move it away, rotate screw '2' clockwise.
- Depth adjustment** Loosen screw '1' and adjust door. Re-tighten screw.
- Height adjustment** Loosen screws '3' and adjust door. Re-tighten screw.

7. Attach the Knobs (B) to the Doors (A) with #8x1½" Machine Screws (C). See Figure 7.

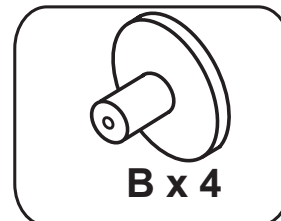
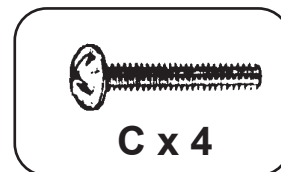
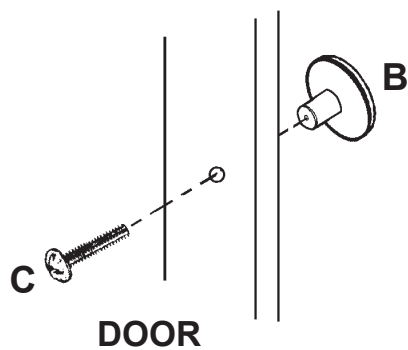
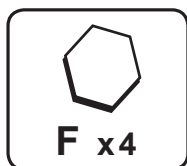


Fig. 7

8. Attach a Pad (F) to the back of each door where it comes in contact with the adjustable shelf.



Finishing Hints

Choosing the Finish:

1. Choose a finish that will meet your expectations for the product you are finishing. Are you matching existing furniture or do you want a "natural" finish? Is the piece to be functional, decorative or both? The answers to these questions may affect the type of finish you choose.
2. Use products of the same brand to ensure compatibility of products.
3. **ALWAYS** follow the stain manufacturer's instructions. Alder is a porous hardwood and often looks best when following the finishing directions for softwoods
4. We recommend using a wood conditioner under oil base stains.
5. Work in a well ventilated and well lit area.

Getting Started

1. **Assembly Instructions may contain special finishing information for that item.** Read both the Assembly Instructions and these Finishing Hints completely before beginning.
2. Sand the entire piece, using #220 grit sandpaper. Sand with the grain of the wood on flat surfaces and opposite the grain on turnings. Some parts are plywood. Be careful not to sand through the veneer. End grain (table top ends, seat edges, grooves on turnings, etc.) accepts more stain. Extra sanding in these areas with a #320 grit sandpaper will reduce stain absorption, creating a more evenly stained piece.
3. When sanding is completed, wipe the surface of your furniture with a cloth or tack rag. Make sure the item is free of dust before proceeding.

Staining

1. Read and follow label directions. Stir stain well before starting.
2. Test stain on an inconspicuous spot on your project, or use the sample chip if one is provided. The sample chip must be sanded in the same way as your furniture kit to ensure the piece will accept the stain similarly. Put at least one coat of your top coat over the stain sample, as it also affects the look of the stain. **Test every type of wood that is in your kit.** Some of our products include more than one type of wood, which may react differently to the stain color. Sample chips for the different woods may be included. It may be necessary to add a second coat of stain to lighter woods to match the darker woods in your kit.

Basic Equipment:

- | | | |
|--|---|--|
| <input type="checkbox"/> Rubber gloves | <input type="checkbox"/> Tack cloth | <input type="checkbox"/> #220 & #320 sandpaper |
| <input type="checkbox"/> Rags | <input type="checkbox"/> Drop cloth | <input type="checkbox"/> Mineral spirits |
| <input type="checkbox"/> Paper towels | <input type="checkbox"/> Paint brushes (bristle and foam) | <input type="checkbox"/> Masking Tape |
| <input type="checkbox"/> Q-tips | | |

3. Apply stain with a poly brush or lint-free cloth. Apply stain over a small area and wipe off excess. Working in small areas will make the color easier to control.
4. Q-tips are ideal for hard to reach areas.
5. Allow to dry thoroughly before proceeding.

Applying the Top Coat:

No top coat is required if using paint.

1. **Always read and follow all label directions.** Stir your finish coat gently, **do not shake.** It will create bubbles that are hard to remove.
2. **All surfaces** (including the underside of table tops and inside drawers) **must be sealed with at least one layer of a top coat.** This will help minimize wood swelling, shrinkage, warping and cupping due to changes in moisture content or temperature.
3. We recommend that you **apply a minimum of two coats when using polyurethane or varnish (especially on all table top and work surfaces).** Sand lightly between coats using a #320 grit sandpaper or 00 steel wool for the smoothest possible finish.
4. Some water-based finishes tend to raise the grain slightly. This can be easily controlled with this sanding step. However, do not use steel wool when using water-based finishes. Strands of steel fiber caught in the wood can cause rust spots when coated with any water-based product.

Painting:

1. For best results when painting, first coat the wood with a primer. An oil based primer would be best for a smooth finish. If you do not wish to use a solvent based primer, a water based primer would work almost as well.
2. Buy a quality brand paint. You may use a satin, semi-gloss, or gloss sheen. Apply a second coat for a smooth finish. Lightly sand between coats using a #320 grit sandpaper, so that the second coat will bond well. Repeat as desired.
3. Since there is such a variation between paint manufacturers, refer to your paint supplier for specific advice on using the paint that you purchase.