

# Tote Box Carrier

## ASSEMBLY INSTRUCTIONS



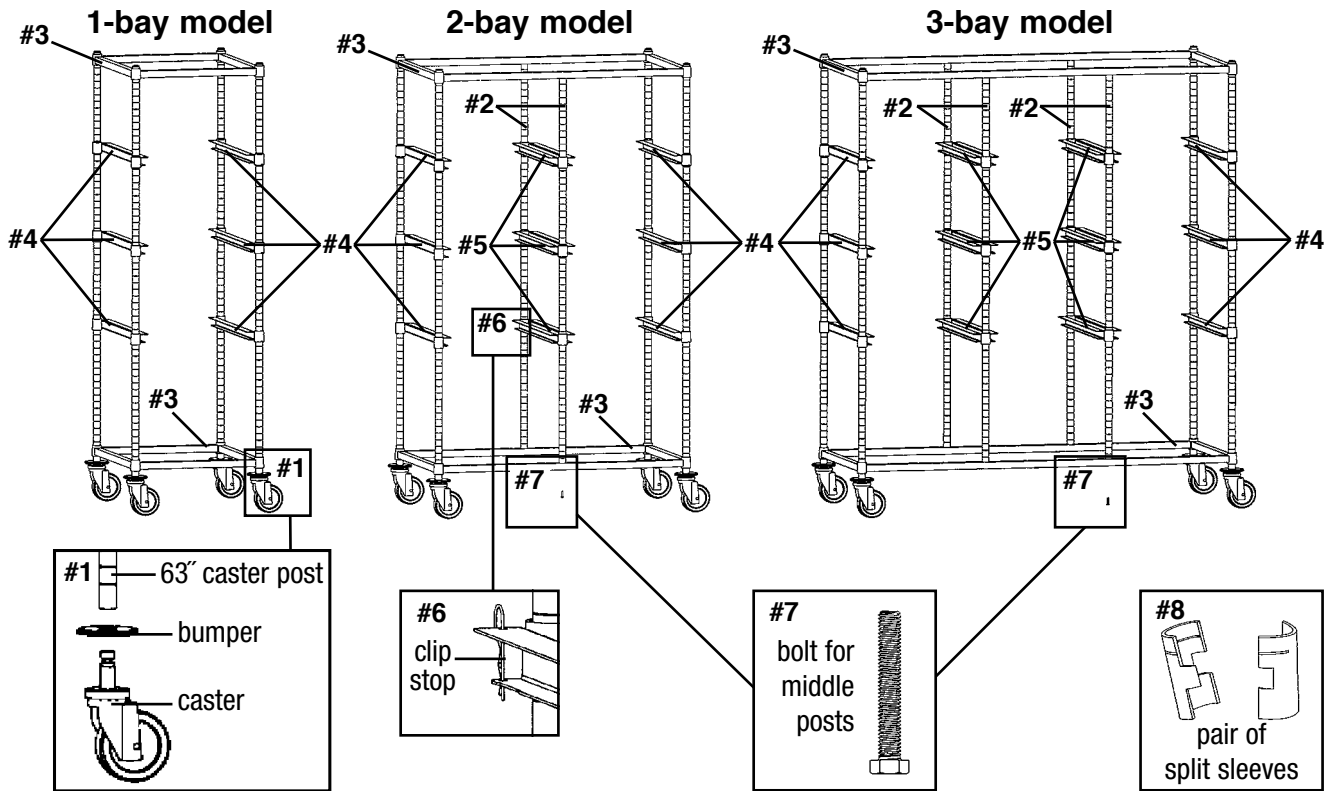
1-bay model shown

### 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 $\frac{7}{8}$ " 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	Bolts (for Middle Posts)**	-	4	8
8	Bags of Four Pairs of Split Sleeves	5	7	8

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

\*\* For 2-bay and 3-bay models only.



### PLEASE READ BEFORE ASSEMBLING TOTE BOX CARRIER...

- Remove all components from cartons. Using the Parts List (above), 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. Also make sure the rib inside the split sleeve is seated into the groove on the post. Posts are grooved in 1" increments.
- When installing frames and slides, make sure the thicker part of the collars goes toward the bottom.

(continued on back page)

EG9823 Revised 09/23

# Tote Box Carrier

## ASSEMBLY INSTRUCTIONS

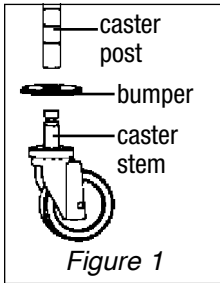


Figure 1

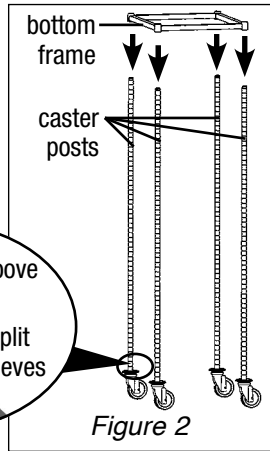


Figure 2

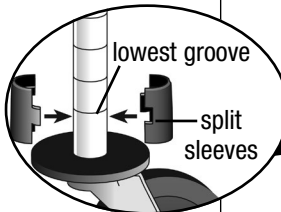


Figure 2a

### 1) Assemble casters to post.

See *Figure 1* for reference.

- A. Place donut bumpers on bottom of each post. Bottom of post is the end with  $1\frac{7}{16}$ " ungrooved.
- B. Insert caster stem into bottom of each post. Drive in caster using a hammer or mallet. Several solid hits are usually required.

### 2) Attach bottom frame to posts.

See *Figure 2* for reference.

- A. 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.
- B. 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.**

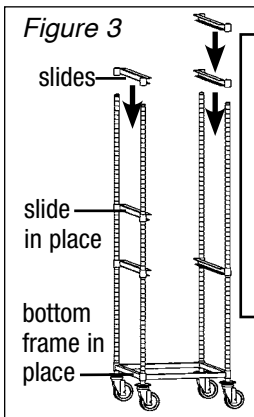


Figure 3

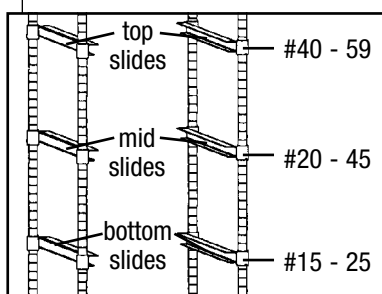


Figure 3a - approximate slide locations

### 3) 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.**

- A. Snap split sleeves onto both the front and rear posts at the same numbered groove, depending on preference and/or tote box depth.
- B. After split sleeves are attached to both posts, slide the tote slide down over posts (see *Figure 3*) and secure snugly onto split sleeves.
- C. 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.**

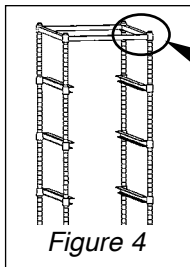


Figure 4

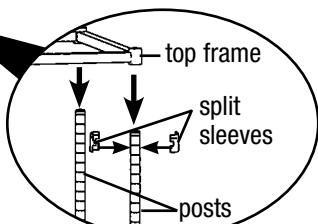


Figure 4a

### 4) Attach top frame to assembly.

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

**(End) 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 9/16" wrench. Adjust frame to desired size and tighten hex nuts. Hint: Using the selected tote box as a gauge makes adjustment easier.

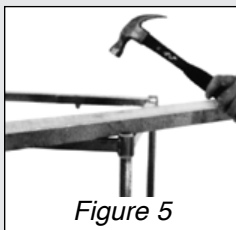


Figure 5

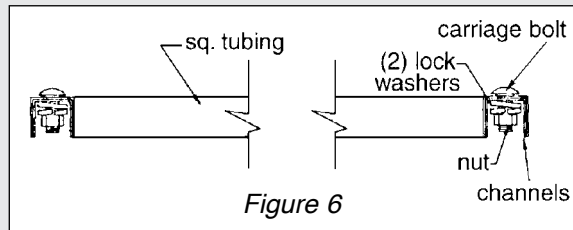


Figure 6