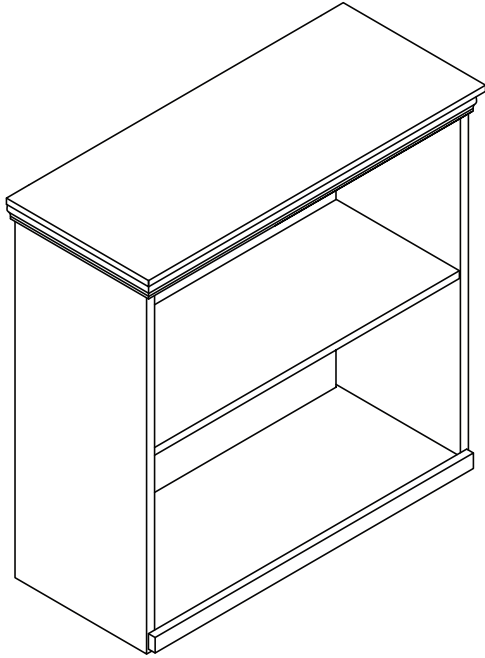


**JEF3030BC**  
**3-SHELF BOOKCASE**  
**ASSEMBLY INSTRUCTIONS**



SIMPLE ASSEMBLY WITH  
**LOCKDOWEL™**

**WARNING**

1. Do not use unless all bolts, screws and knobs are securely tightened.
2. Check that all bolts, screws and knobs are tight every three months or as needed.
3. Dispose of packing material properly. Do not use plastic cover as head covering. It may cause suffocation.
4. Do not use as a stepladder.
5. Use for its intended purpose only.
6. Use mild detergent only for cleaning.

**OSP® FURNITURE LIMITED PRODUCT WARRANTY**

**Design Lab Products**

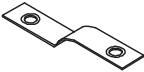
- 3 years

*\*All warranties are limited to the original purchaser for normal usage. This warranty will not cover labor, freight or damage from misuse, abuse, negligence, alteration, accident, vandalism, rusting, acts of nature or any other event beyond the control of Office Star Products. The warranty does not cover cosmetic damage that may result from normal use. Liability for incidental or consequential damages is excluded. The user assumes all risk of injury resulting from use of this product. This warranty gives you specific legal rights, and you may also have other rights which vary from state to state.*

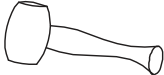
**It is the customer's responsibility to prepay freight on any components returned to the factory. Return freight on components covered by warranty will be paid by Office Star Products.**

Our quality standards are among the highest in the industry. Sometimes, no matter how hard we try, there are times when parts are damaged or missing. Our Parts Department will do everything possible to promptly remedy the problem. Contact us via e-mail [parts@officestar.net](mailto:parts@officestar.net), by Fax 1-909-930-5629, or toll free parts number 1-800-950-7262, Monday through Friday 8:00 a.m. - 3:30 p.m. Pacific Time.

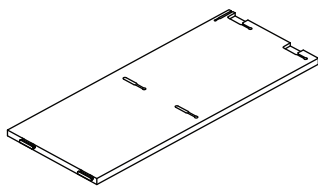
## HARDWARE LIST

| DRAWING                                                                           | DESCRIPTION    | SIZE        | QUANTITY |
|-----------------------------------------------------------------------------------|----------------|-------------|----------|
|  | Leg Stud       | N/A         | 4 PCS    |
|  | Screw Pan Head | 3.5 x 12    | 1 PC     |
|  | Screw          | #6 x 1-1/2" | 1 PC     |
|  | Wall Plug      | N/A         | 1 PC     |
|  | Safety Strap   | N/A         | 1 PC     |

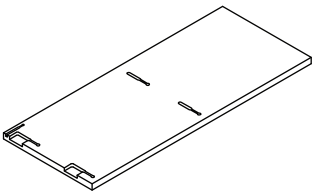
## TOOL REQUIRED

|                                                                                     |        |  |  |
|-------------------------------------------------------------------------------------|--------|--|--|
|  | Hammer |  |  |
|-------------------------------------------------------------------------------------|--------|--|--|

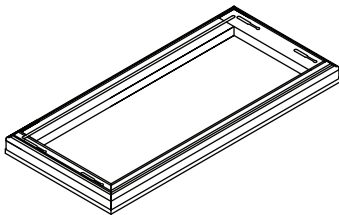
PARTS



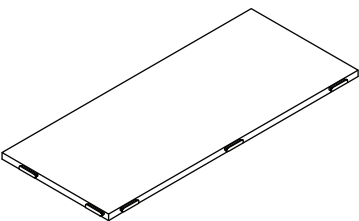
(1) Side Panel Left (1 PC)



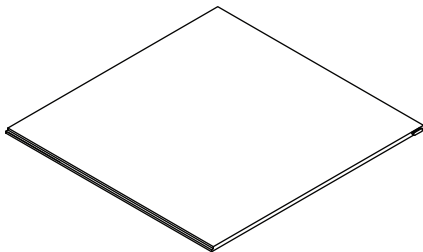
(2) Side Panel Right (1 PC)



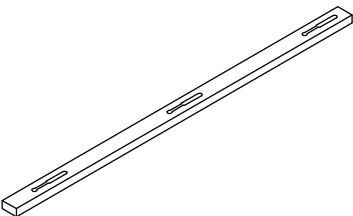
(3) Top Panel (1 PC)



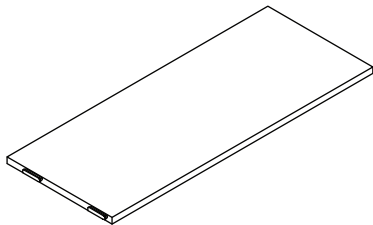
(4) Bottom Panel (1 PC)



(5) Back Panel (1 PC)



(6) Base Panel (1 PC)



(7) Shelf Panel (1 PC)

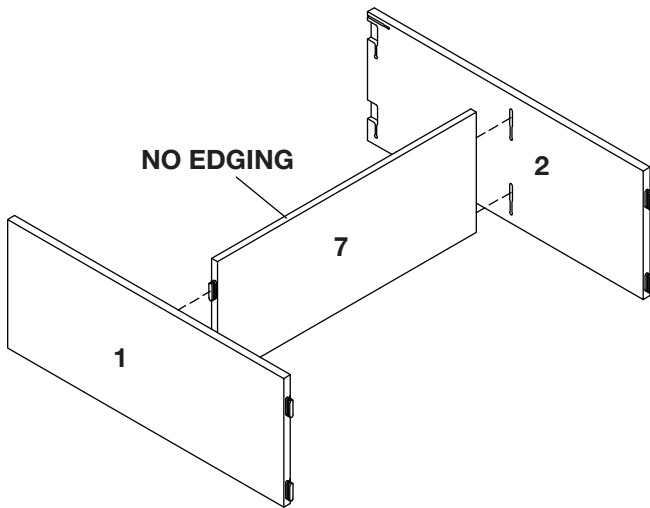
# JEF3030BC

## 3-SHELF BOOKCASE

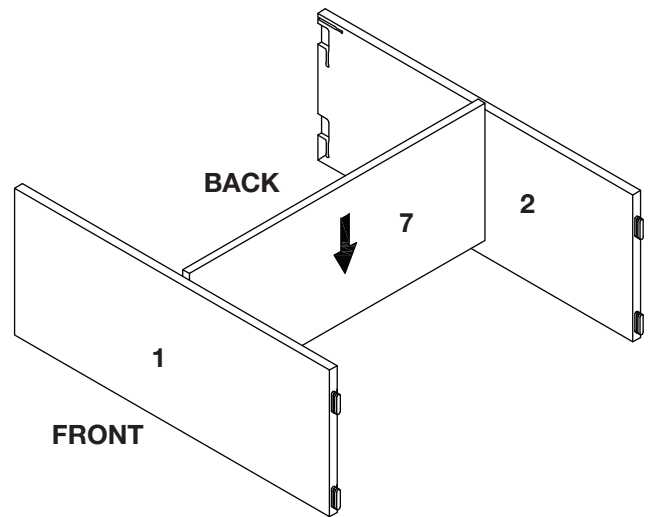
### ASSEMBLY INSTRUCTIONS

**CAUTION: THIS ITEM IS MADE OF LAMINATED PARTICLE BOARD AND MEDIUM DENSITY FIBRE BOARD TO BE ASSEMBLED ON A DRY, SOFT, SMOOTH AND CLEAN SURFACE. DO NOT USE DETERGENT OR CHEMICALS. AVOID DAMP AREAS AND DIRECT SUNLIGHT.**

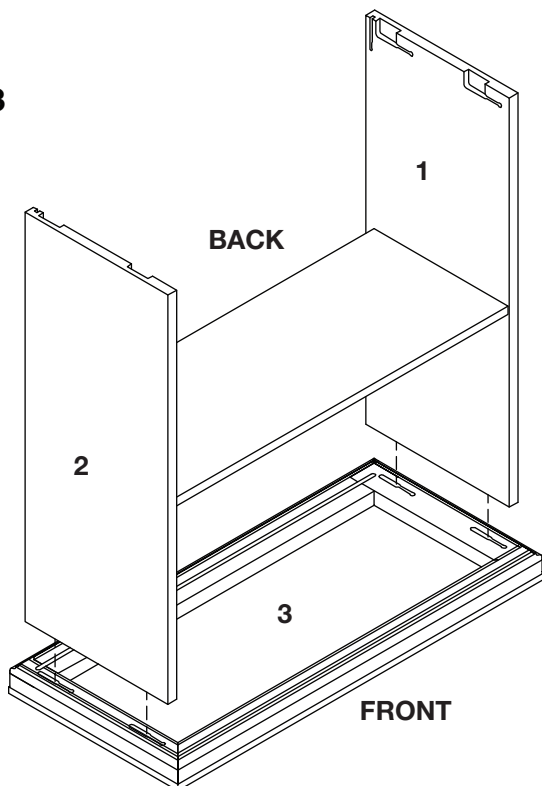
#### STEP 1



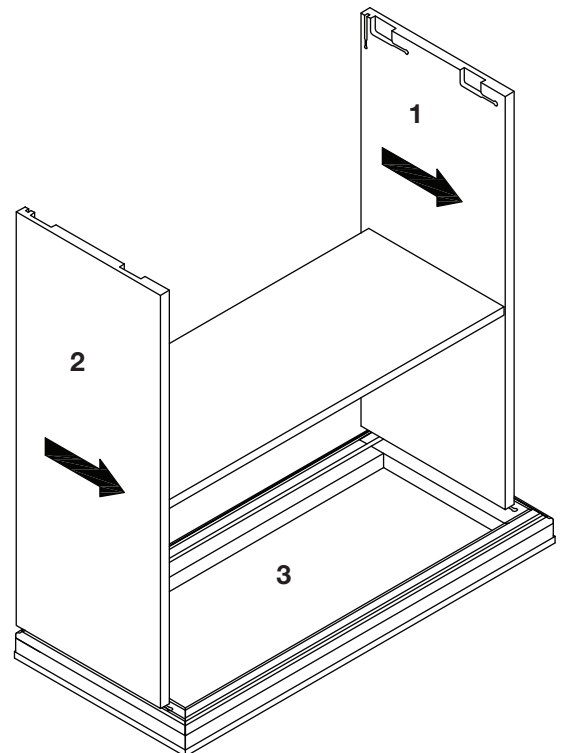
#### STEP 2



#### STEP 3

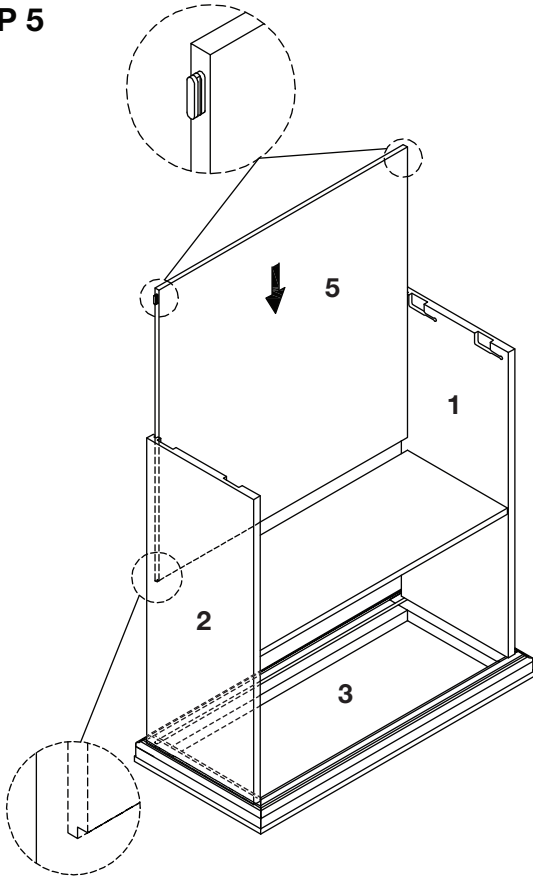


#### STEP 4

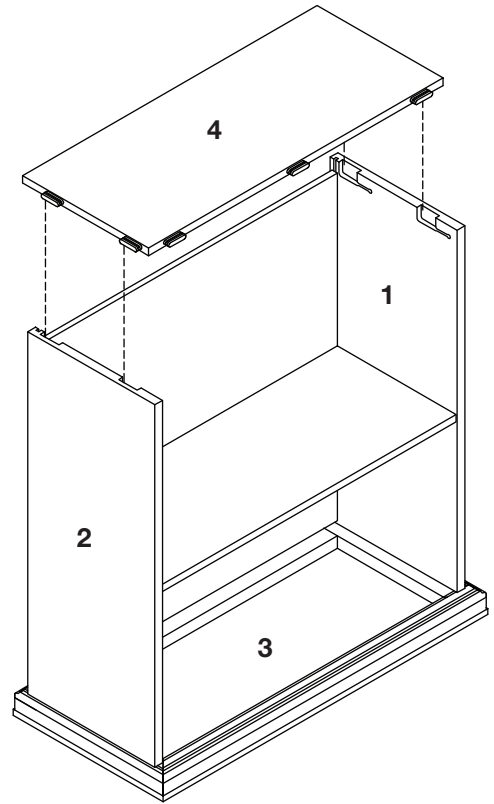


**JEF3030BC**  
**3-SHELF BOOKCASE**  
ASSEMBLY INSTRUCTIONS

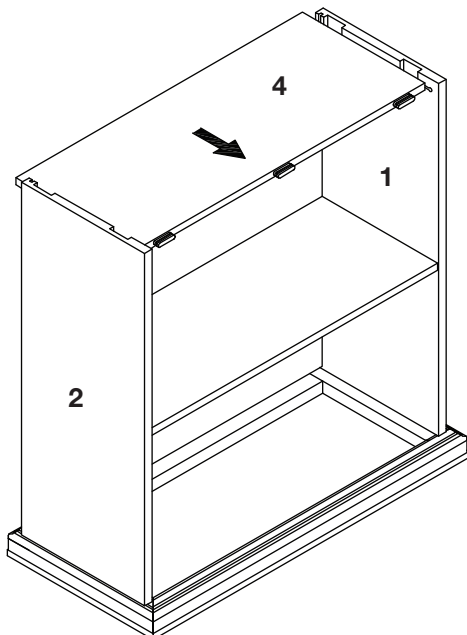
**STEP 5**



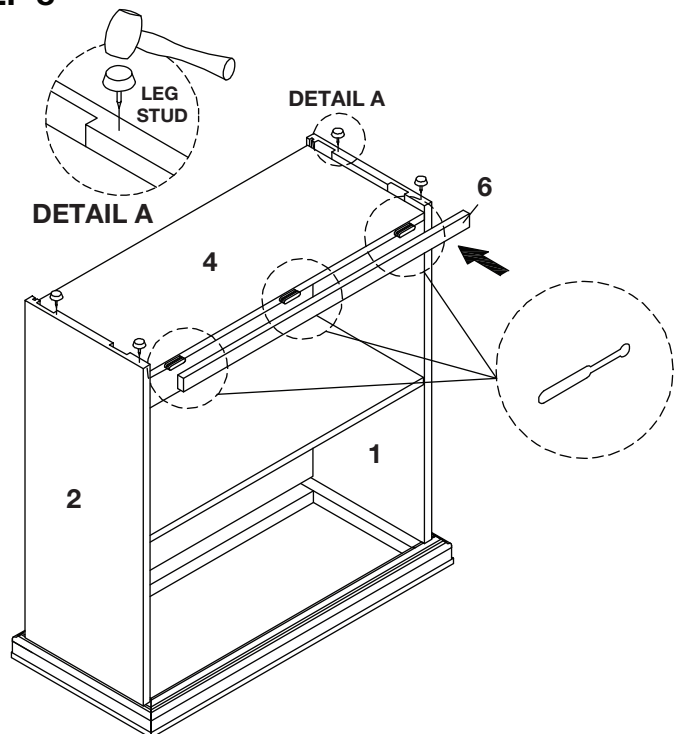
**STEP 6**



**STEP 7**



**STEP 8**

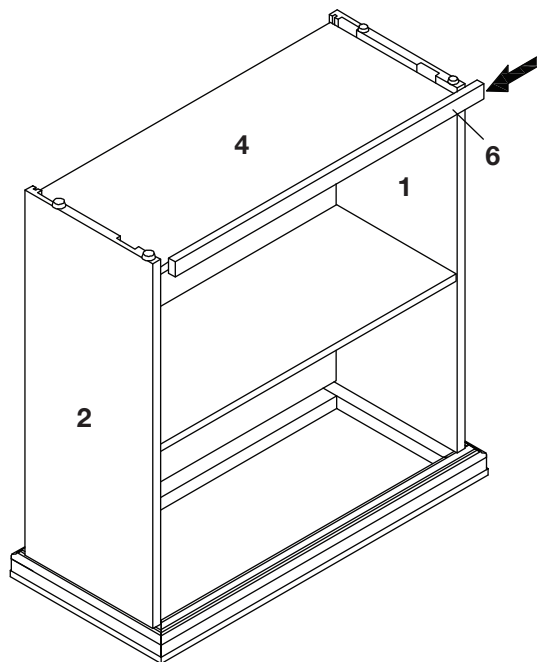


# JEF3030BC

## 3-SHELF BOOKCASE

### ASSEMBLY INSTRUCTIONS

#### STEP 9



#### STEP 10

