

**RETAIN INSTRUCTIONS FOR FUTURE REFERENCE!**

Congratulations on your purchase of Regal Shelving from **Tennsco**! Regal shelving is an attractive and versatile shelving unit designed for strength - yet attractive enough for the front office. Featuring particleboard shelves with a light-oak laminate finish, Regal's shelves are adjustable in 1½" increments...allowing you to customize for your specific storage needs.

Unlike lesser-made shelving that uses tab connectors, Regal Shelving components snap together with steel shoulder rivets. This allows for easy assembly without bolts or nuts, while providing increased strength - each shelf will hold up to 600 lbs. Regal's heavy gauge steel construction with baked on enamel finish assures years of trouble free service, even under the most demanding situations.

An optional sliding divider kit is also available to help hold materials in place.

**GENERAL SAFETY INFORMATION**

Some parts may have sharp edges. CARE must be taken when handling various pieces to avoid injury. For safety, wear a pair of work gloves when assembling or performing any maintenance on shelving.



**LIMITED WARRANTY**

Tennsco warrants goods purchased hereunder to be free of defects in materials and workmanship for a period of one (1) year from the date of shipment, hereunder. This warranty shall not apply in the event goods are damaged as a result of misuse, abuse, neglect, accident, improper application, modification or repair by persons not authorized by Seller, where goods are damaged during shipment, or where the date stamps on the goods have been defaced, modified or removed. UNLESS CONSIDERED UNENFORCEABLE OR UNLAWFUL UNDER APPLICABLE LAW:

- a. ALL IMPLIED WARRANTIES, INCLUDING BUT NOT LIMITED TO WARRANTIES OR MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE ARE HEREBY EXCLUDED:
- b. BUYERS REMEDY, IF ANY, FOR ANY DEFECTIVE GOODS SHALL BE LIMITED TO A REFUND BY SELLER OR REPLACEMENT OF THE GOODS AT SELLER'S OPTION, AND SHALL IN NO EVENT INCLUDE DAMAGES OF ANY KIND, WHETHER INCIDENTAL, CONSEQUENTIAL OR OTHERWISE.

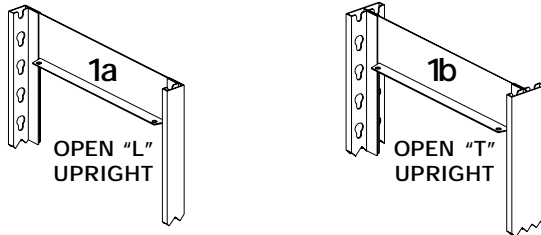
NO GOODS ACCEPTED FOR RETURN WITHOUT PRIOR APPROVAL. Seller shall have the right to inspect any goods claimed to be defective at Buyers place of business or require Buyer to return the goods to Seller for inspection on Seller's premises. Transportation charges covering returned goods will be borne by Seller only if such goods are proven to be defective, are covered by this warranty and are returned within the warranty period stated above.

TENNSCO CORP., P.O. BOX 1888, DICKSON, TN 37056-1888  
(615) 446-8000 (800) 251-8184

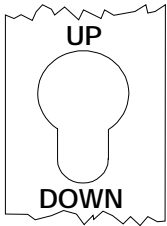
# ASSEMBLY OF REGAL SHELVING

Tools Needed: A rubber mallet is helpful for seating shelf supports. Requires one or two people for assembly. The first seven steps are easier with two people assembling. Approximate assembly time: 20 to 40 minutes.

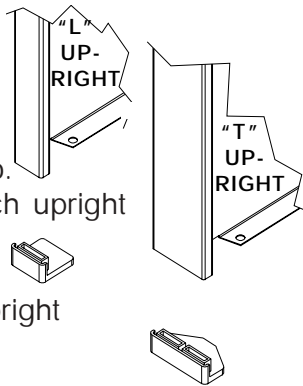
1. Unpack all items and carefully compare the items you received with the packing list on the back page.
2. Determine whether you will be assembling a single unit, or multiple units joined together. For a single unit, use two "L" uprights (Ref. No. 1a). For multiple units, use one "L" upright and one "T" upright (Ref. No. 1b).



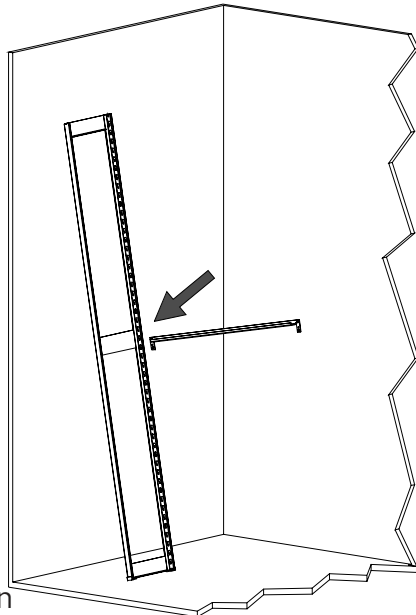
3. Examine the slots on the two uprights which you have selected. When an upright is standing up on end, the narrow part of the keyhole slots should be toward the floor, while the wide part should be toward the top (see illustration at left).



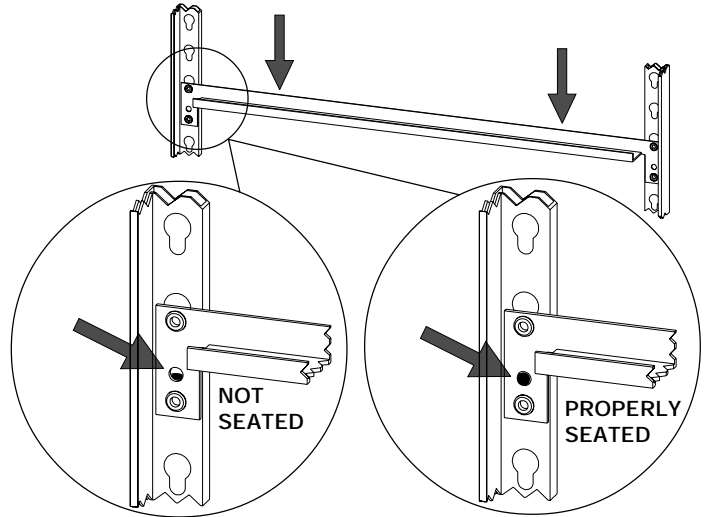
4. After determining which end of the upright is the bottom, attach a plastic foot (Ref. No. 4 or 5) to the bottom of each upright by pressing it into place. Note, at right, the difference between a foot for an "L" upright and a foot for a "T" upright.



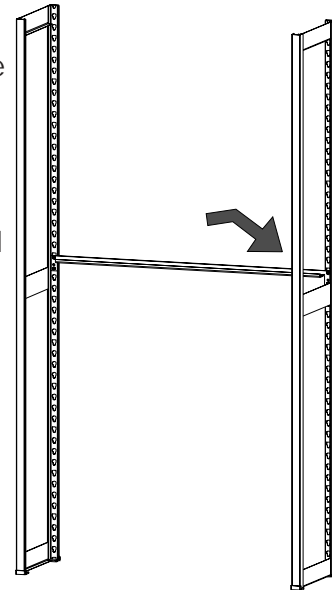
5. Lean one "L" upright against a wall, and temporarily place one shelf support (Ref. No. 2) at approximately eye level to properly space the uprights. Make sure both rivets on the shelf support are fully inserted into the keyhole slots, and are firmly seated at the bottom of the keyhole as shown in step 6.



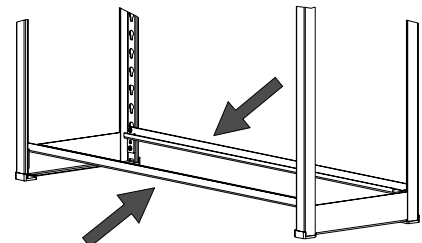
6. **PLEASE NOTE:** To firmly seat shelf supports and backstops, make sure both rivets are fully inserted in the keyhole slots, and firmly seated in the bottom of the slot. A rubber mallet can be helpful in accomplishing this. **Supports are not fully seated unless you can see an open space through the hole in the shelf support as shown below.**



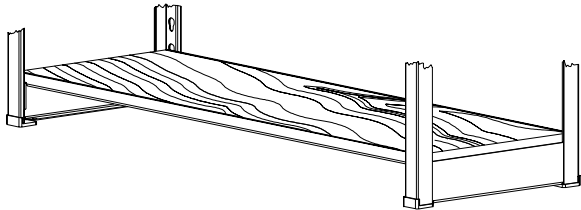
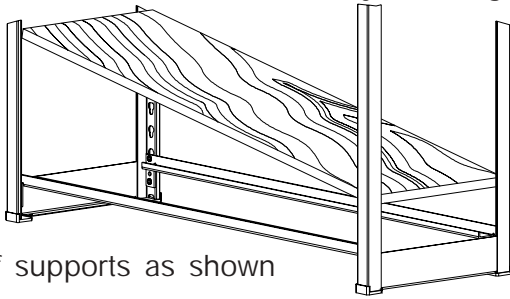
7. Hold a second "L" upright (or a "T" upright if you are assembling multiple units) approximately 36" away. Pull the first upright away from the wall using the shelf support you attached in step 3, and insert the other end of the shelf support into the second upright. **NOTE: Take care not to let the uprights fall, as they are not stable until step 8 is completed.**



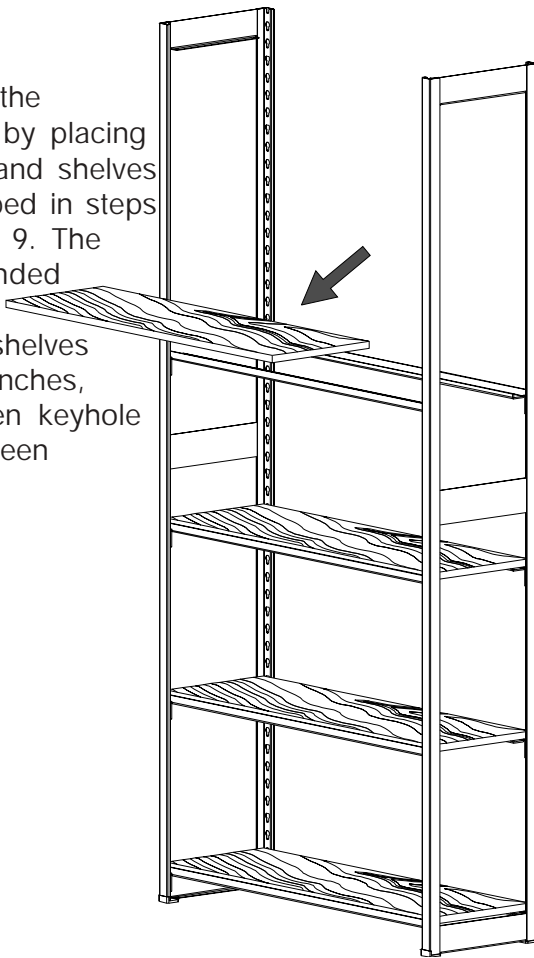
8. Place a shelf support at the rear of the unit in the bottom keyhole slots, in the same way you placed the shelf support in steps 5 through 7. Then, place a second shelf support at bottom front of unit.



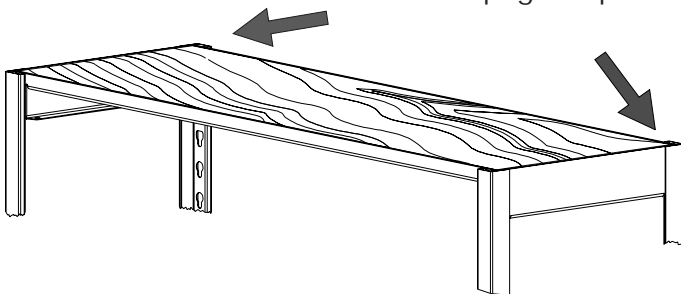
9. Place a shelf (Ref. No. 3) on the unit by inserting it so that it nests into the shelf supports. A properly placed shelf will fit flush with the shelf supports as shown below:



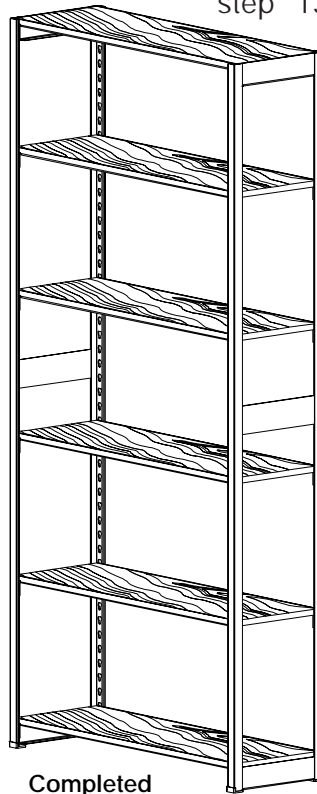
10. Continue the assembly by placing supports and shelves as described in steps 8 through 9. The recommended spacing between shelves is fifteen inches, (eight open keyhole slots between supports).



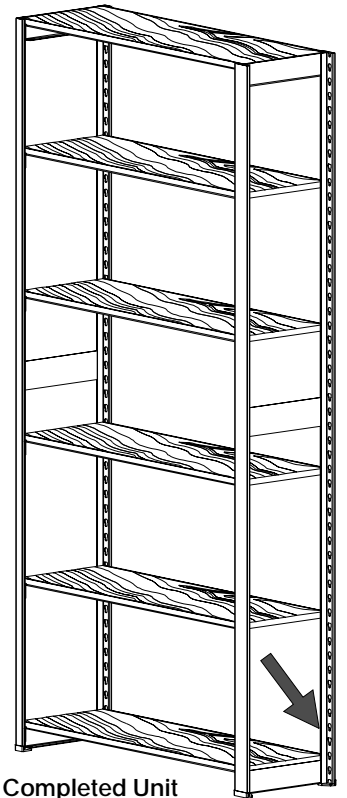
11. The top shelf supports and top shelf (Ref. No. 2) should be installed flush with the upright top.



12. If you are assembling only a single unit, assembly is now complete (shown below left). If you are assembling multiple units joined together, your starter unit should have been assembled with a "T" upright (shown below right), as described in step two. Continue with step 13.

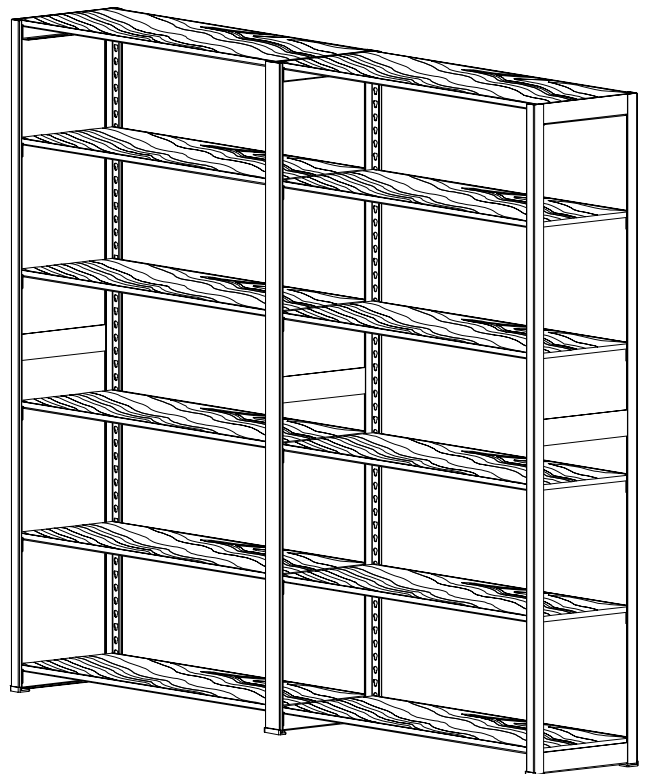


Completed Single Unit



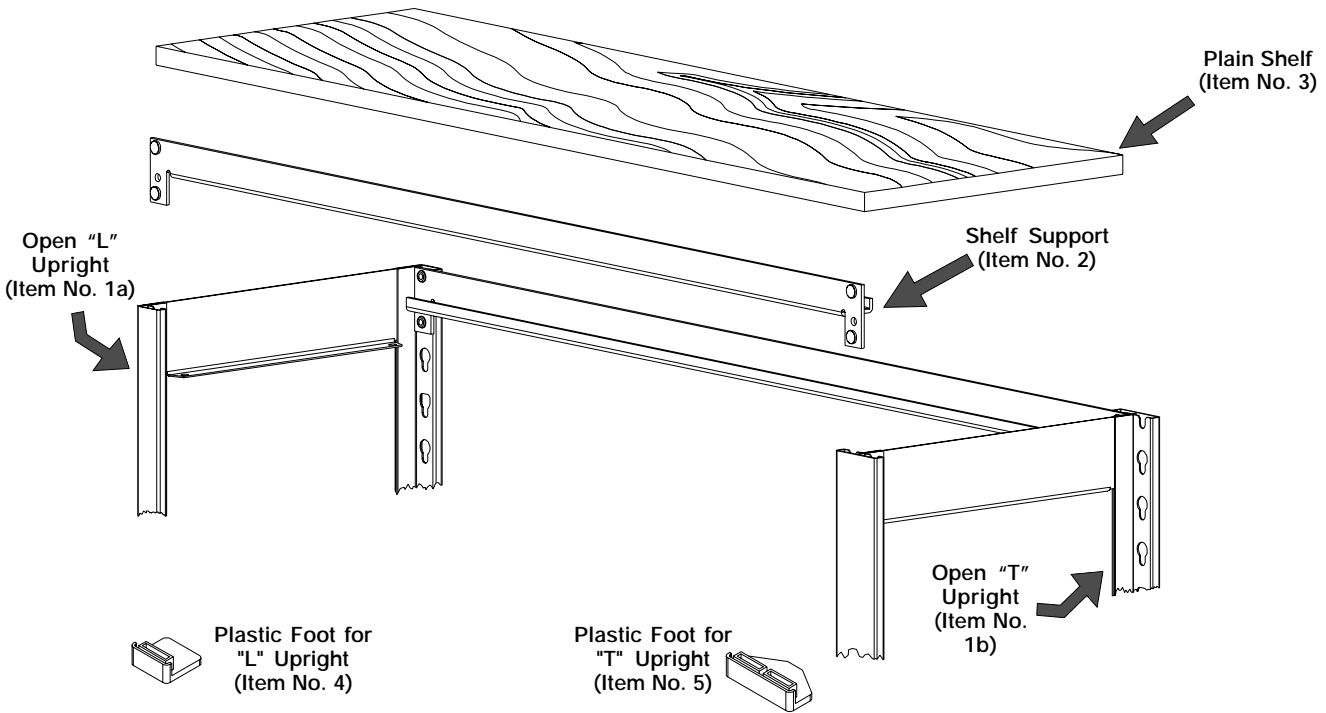
Completed Unit Ready for Add-On

13. Repeat steps 7 through 11, adding a new "L" or "T" upright and connecting with shelf supports to complete the add-on unit.



# PACKING LIST

ITEM NO.	DESCRIPTION	PART NO.	36W x 12D x 76H 5 openings		36W x 15D x 76H 5 openings		36W x 18D x 76H 5 openings	
			QUANTITY		QUANTITY		QUANTITY	
			STARTER RGL-1236S	ADD-ON RGL-1236A	STARTER RGL-1536S	ADD-ON RGL-1536A	STARTER RGL-1836S	ADD-ON RGL-1836A
1a	Open "L" Upright	1276LO	2	-	-	-	-	-
1a	Open "L" Upright	1576LO	-	-	2	-	-	-
1a	Open "L" Upright	1876LO	-	-	-	-	2	-
1b	Closed "T" Upright	1276TO	-	1	-	-	-	-
1b	Closed "T" Upright	1576TO	-	-	-	1	-	-
1b	Closed "T" Upright	1876TO	-	-	-	-	-	1
2	Shelf Support	HS-3614	12	12	12	12	12	12
3	Shelf	PBLS-3612	6	6	-	-	-	-
3	Shelf	PBLS-3615	-	-	6	6	-	-
3	Shelf	PBLS-3618	-	-	-	-	6	6
4	Plastic "L" Foot	LTNF-L	4	-	4	-	4	-
5	Plastic "T" Foot	LTNF-T	-	2	-	2	-	2
6	Sliding Divider Kit	RSDK-12	-	-	-	-	-	-



Tennsco makes every effort to ensure that all units ship complete and arrive undamaged. However, should your unit contain missing or damaged parts, replacements may be obtained directly from Tennsco. To obtain replacement parts, follow the instructions below or complete the form at [www.tennsco.com/replacement.cfm](http://www.tennsco.com/replacement.cfm)

**TO OBTAIN PROPER REPLACEMENT PARTS, PLEASE PROVIDE THE FOLLOWING INFORMATION:**

- Model Number
- Description of part(s) needed and part number(s) as shown in Parts List (above)
- Color (Sand)
- Was item missing, or was it damaged?
- Purchase Date
- Your company name
- Contact person's name
- Who the product was purchased from

Tennsco Corp., P.O. Box 1888, Dickson, TN 37056-1888      Voice: (866) 446-8686      Fax: (866) 864-4796  
 If requesting parts by telephone, ask for customer service and have as much of the above information ready as possible.