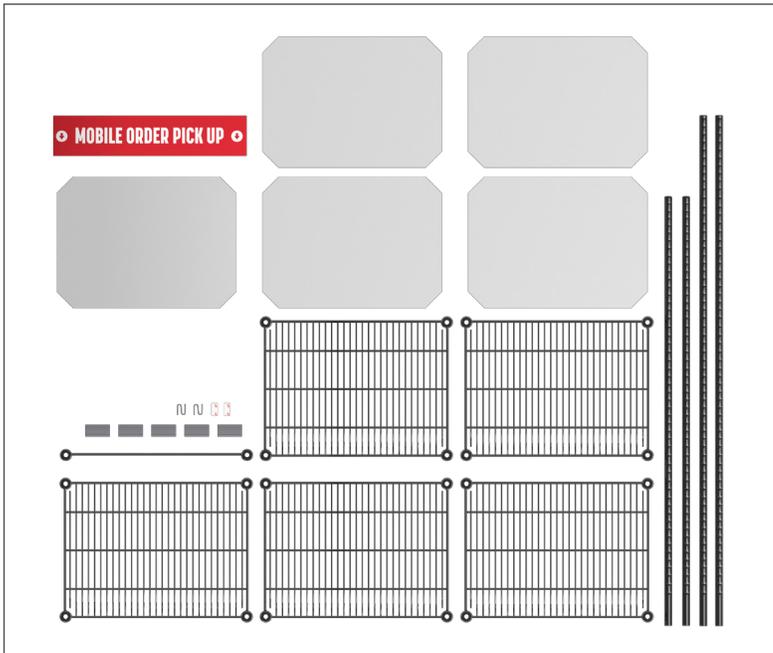


CONTACTLESS TAKE-OUT SHELVING BUILD INSTRUCTIONS

REGENCY™
Space Solutions



- 1** Lay out your 5 shelves and 4 posts. Then locate the shorter 2 posts and separate them from the taller posts. Additionally, if this is a slanted shelf combo kit, locate the flat shelf and put it to the side. This will be your top shelf.

If your shelving unit happens to be a mobile unit, find the 4 casters and slide them into the bottom of the posts before adding any shelves.



- 2** For setup of the shelving unit, first find your split sleeves and connect a pair of split sleeves around the posts where you would like your first shelf. First shelf for this type of shelving should typically be 8 inches off the ground.



- 3** Once the first 4 pairs of split sleeves are connected, you can slide the 2 taller posts in the back holes of the shelf and the 2 smaller posts in the front 2 holes. Slide down until the shelf slides over the split sleeves and holds in place. Then you can stand up your shelving unit. Make sure that all shelves are evenly aligned and adjust the shelves if needed.

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Repeat steps 2 and 3 for the remaining 3-4 shelves.

If this is a slanted shelving unit, make sure to put the flat shelf on top of the shelving unit.



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Now the shelving unit itself is built; you should see that the back two posts are about 10" higher than the shelf sitting below. Find the Hanger Rail, s clips, double sided tape, and contactless take-out sign.



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Now, you will want to take the tape and stick it to one side of the s clip, making sure the top of the s is curved down. Feel free to cut the tape in half and use one half per s clip. Put one piece of tape on the back of the contactless takeout sign in a position that it will connect to the s clips. Then connect the tape on the s clip and the sign together and push together until sturdy. You may have extra tape after completing this step.

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Now, take the hanger rail and put it on the back 2 posts with another pair of split sleeves to hold it in place. Once completed, take your sign with the s clips and hang the sign on the hanger rail. Then, add your shelf liners on each of the shelves. Make sure that everything is sturdy and in place. Congratulations, you have now built your Regency Mobile Contactless Take-Out Shelf.