

Installation instructions Locking mechanism

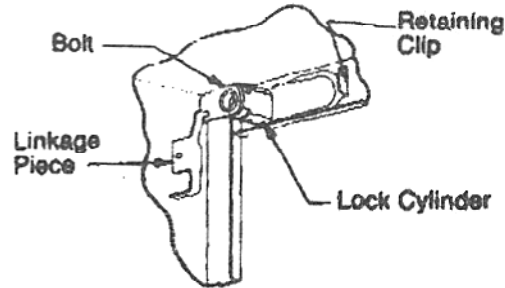
Tools Needed For Assembly:

- Hammer
- Flat Blade Screwdriver
- Flashlight

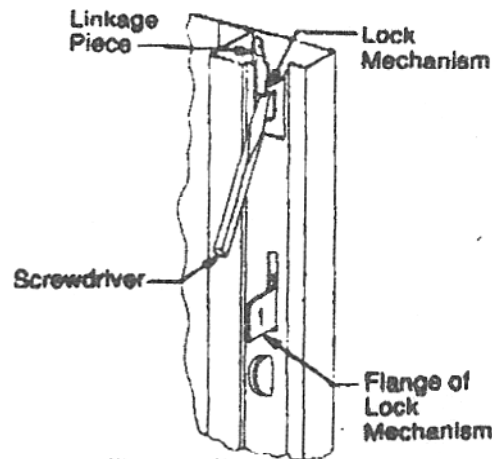
1. Empty contents of top drawer. Remove drawer from cabinet by opening completely, lifting front up approximately $2\frac{1}{2}$ " and sliding out until free of sliding mechanism. Put drawer aside.
2. Locate knockout at top right of cabinet. Place screwdriver at center of knockout panel and tap with hammer. *Illust. "1"*.
3. Rotate key in lock cylinder so bolt is positioned upward.
Insert lock cylinder (with key in it) into hole in cabinet. Key should be straight up and down. Rotate key clockwise $\frac{1}{4}$ turn.
4. Hold lock cylinder snugly in place with one hand and secure by slipping retaining clip over cylinder inside cabinet. Retaining clip prongs should fit into grooves on top and bottom of cylinder. Assembly should look like *Illust. "2"*.
5. Connect lock cylinder to locking mechanism with linkage piece by inserting pointed end into lock bolt's predrilled hole. A flashlight may be needed.
Connect square end of linkage piece to locking mechanism as shown in *Illust. "3"* by lifting flange of lock mechanism with finger.
6. Using the screwdriver, bend square end of linkage piece over to secure locking mechanism. Turn key a few times to check operation.
7. Replace drawer by lowering into cradle, rear first. File is ready for use.



Illust. "1"



Illust. "2"



Illust. "3"