1. To keep each shelf level, mark the desired height on 4 steel posts where shelves will be located.

2. Attach snap sleeves firmly to the lowest marked circular groove on each post.

   NOTE: The smaller end on the snap sleeve is the top. Be sure the smaller end on the sleeve facing up.

3. Assemble the bottom shelf. Slide the tapered opening in the shelf corners over the assembled snap sleeves on the posts.

   NOTE: The shelf should lock with posts without extra tools. If it’s difficult to assemble, check openings and make sure they have locked properly.

4. Securely attach the rest snap sleeves and assemble the remaining shelves the same way as in STEPS 2&3.

5. After all the shelves are firmly assembled, check the stability of the shelving unit to make sure it’s safe to use.

6. (Optional) Screw 4 casters (sold separately) onto 4 feet at bottom of the assembled shelving unit. The assembly is finished.

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