V. SET-UP INSTRUCTIONS

OPENING THE DOORS

When cabinets are shipped in hot or cold weather, the rubber gaskets can become tacky and stick to the cabinet. **NEVER USE FORCE TO OPEN THE DOORS**, because it will rip the gaskets off the doors. Instead, starting at one corner, use your fingers or a ruler to ply away the gasket from the cabinet.

MOVING THE CABINET

It is OK to tip the wine cabinet forward, backwards or on its side in order to get it through a doorway. However, you should <u>NEVER PUSH</u>, <u>PULL OR LIFT</u> the cabinet by its doors.

If you need to remove the door(s) to get the cabinet through a doorway, simply remove the top hinge at the top corner(s) of the cabinet (three screws) and lift the door straight up until it slides out of the bottom hinge. When setting the door down on the floor, be careful to avoid damaging the hinge pin on the bottom of the door. **IMPORTANT NOTE**: Look for and save any shim washers on the lower hinge brass bushing (used to equalize door heights). To reinstall the doors, follow these instructions in reverse.

LEVELING INSTRUCTIONS

The first step in setting up your wine cabinet is to make sure that it is level, with all the leveling feet squarely on the floor and with the doors properly sealed against the cabinet. The wine cabinet can be leveled by turning the leveling feet underneath the cabinet. You can extend the feet of the cabinet by turning the feet CLOCKWISE (assuming you are looking down from the top of the cabinet.)

- Begin with corner feet touching the floor and center feet (if any) raised.
- If the cabinet is resting on plush carpet, place a carpet board under the cabinet so that all the leveling feet will remain on the same plane over time.
- Side to Side Place a level on the top of the **cabinet** (not the door) parallel to the door. Raise or lower either side of the cabinet by rotating the feet by hand. On larger cabinets with six leveling feet, use the four corner feet only for leveling purposes. After leveling, lower the center leveling feet to the floor.
- Front to Back place a level on top of the cabinet (not the door) perpendicular to the door, and follow the same procedure.

• If cabinet is level, the lock should work freely without force. Also, the door(s) should be even (within 1/4 inch) with the top edge of the cabinet. Additionally, there should be no gaps between the rubber gasket on the door, and the face of the cabinet.

DOOR ALIGNMENT INSTRUCTIONS

After leveling the cabinet, the doors must be aligned so that they are even with each other, square with the cabinet and create an airtight seal inside the cabinet. Air leaks caused by improper door alignment will compromise the environment inside the cabinet, and may create condensation which, left untreated, will cause warping of the door. Follow the instructions below to properly align your door(s).

- If your cabinet has only one door, the plane of the top of the door should be parallel to the plane of the cabinet. If the non-hinge (i.e. left) corner of the door is higher than the cabinet, go to the BACK RIGHT CORNER of the cabinet and turn the leveling foot once CLOCKWISE, which will raise the right/back of the cabinet and lower corner of the front door. If the non-hinge corner is lower than the cabinet, go to the BACK LEFT CORNER of the cabinet and turn the leveling foot once CLOCKWISE, which will raise the left/back of the cabinet so that it is even with the corner of the front door. After adjusting the feet, open and shut the door, and check again to see if the door is aligned.
- If both doors are not on the same plane (i.e. one door is higher than the other), use the leveling feet to adjust the doors. Start with the door that is too high (in the illustration at right, the left door is too high), and go to the BACK CORNER LEVELING FOOT on the SAME SIDE as the door that's too high (in the illustration at right, go to the back foot on the left side of the cabinet.) Turn the leveling foot once CLOCKWISE, which will raise the left/back of the cabinet and lower the front left door. After adjusting the feet, open and shut the doors. Repeat the process until the left door is level with the right door. It shouldn't take more than one or two clockwise turns to get both doors aligned.

Unaligned Doors:
Inside corner of Left Door is Too High



Aligned Doors:

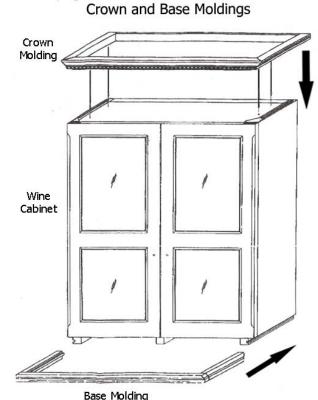
- If the top corner of a door is sticking out more than 1/8 inch, you have "top torque". If the bottom corner of a door is sticking out more than 1/8 inch, you have "bottom torque". To fix torque, if your cabinet has six leveling feet, start by raising the two center leveling feet so that those feet aren't touching the floor. For top torque, go to the BACK CORNER LEVELING FOOT on the OPPOSITE SIDE of the torqued door and turn CLOCKWISE. For bottom torque, go to the BACK CORNER LEVELING FOOT on the SAME SIDE as the torqued door and turn CLOCKWISE. When the torque has been fixed (tolerances up to 1/8 inch are acceptable), lower the center leveling feet until they touch the floor.
- **IMPORTANT NOTE:** If your wine cabinet has six leveling feet, make sure that all six leveling feet are firmly touching the floor before loading wine into the cabinet. The center leveling foot in the rear can be hard to reach, so make sure that the delivery team doesn't forget to adjust all six feet.
- IF YOU ARE PLACING YOUR WINE CABINET ON CARPET: Much of the weight of an EMPTY wine cabinet resides in the doors. If your wine cabinet is tilting forward when first placed on the carpet or a carpet board, DO NOT over-compensate by extending the front leveling feet. Instead, load some bottles into the back of the wine cabinet until the weight is more evenly distributed, and adjust the leveling feet so that the wine cabinet is level front-to-back. The cabinet no longer should be leaning forward at this point. Over time, additional adjustments may be required to align the doors as the increasing weight of the wine cabinet causes the carpet and pad to compress.

UPRIGHT WINE CABINETS – CROWN AND BASE MOLDINGS

For European Country wine cabinets, the crown and base moldings are shipped in a separate box. For Mission wine cabinets, the crown molding is shipped in a separate box.

To assemble the moldings, do the following:

- Adjust the leveling feet below the cabinet until the doors are aligned
- Place the base molding (3-sided) on the floor in front of the cabinet
- Align the sides of the base molding with the tracks on the bottom of the wine cabinet, and gently slide the molding back until it comes to a stop.
 - o It may be necessary to tilt up the front of the wine cabinet in order to install the base molding..
 - o If the base molding won't slide into place, you may need to extend all the leveling feet an equal amount to raise the wine cabinet while maintaining the alignment of the doors.
- Place the crown molding on top of the wine cabinet. The hinges should seat in the slots underneath the molding.



Upright Cabinet Assembly Instructions

 Some wine cabinets come with screws (included in the envelope hanging inside the wine cabinet) that can be used to attach the brackets on the crown molding to the top of the cabinet.

CREDENZA WINE CABINETS – CREDENZA TOP AND BASE MOLDINGS

For European Country and Mission credenzas, the moldings are shipped in a separate box.

To attach the moldings, do the following:

- Adjust the leveling feet below the credenza until the doors are aligned
- Align the sides of the base molding with the tracks on the bottom of the wine cabinet, and gently slide the molding back until it comes to a stop.
 - o It may be necessary to tilt up the front of the wine cabinet in order to install the base molding.
 - o If the base molding won't slide into place, you may need to extend all the leveling feet an equal amount to raise the wine cabinet while maintaining the alignment of the doors.
- Remove the credenza top and place it on the top of the credenza. The holes in the top should be aligned with the holes in the credenza
- Place a washer on each bolt, and from inside the credenza, insert the bolts through the holes in the ceiling of the credenza, and fasten the bolts to the credenza top. <u>DO NOT OVERTIGHTEN.</u>

