

THE
EASY
ACCESS
STORAGE
SOLUTION™

Assembly Instructions

Congratulations, you have purchased the most practical storage container designed for comic books. Like most products today, some assembly is required. First let's check to make sure you have all the components to complete your DrawerBox. The "Comic Book DrawerBox" has three parts: A **Shell**, a **Drawer** (it's the odd shaped piece) and a **Sleeve** (the smaller of the three pieces). They are all there? Good. Let's get started.

Step 1: Locate the **Shell** piece and shape it into a square. Notice that the handle slot is closer to one side. That will be the top of the unit and the seam will be on the bottom. On the end with the wider flaps, fold the top and bottom flaps in first, then the side flap without the tab. Finally, fold the tab into a 90° bend at the base of the tab. Insert the tab straight down into the long slot, inserting the small locking flap as you slide it into place.

Step 2: Installing **Boxlox BOXANCHORS™** (Skip to Step 3 if you are not using **Anchors**.) We think you will find Boxlox Box Anchors a significant addition to your DrawerBox storage system. The anchors will ensure that your top row of DrawerBoxes will not tip forward when you extend the drawer to its full length. And they will also provide more stability and support when used on the lower units in the stack by ensuring the units cannot shift when drawers are opened and closed. Keep in mind that part of the design of the DrawerBoxes relies on the **Sleeves** inside each **Shell** forming a column when stacked on the unit below it. This column transfers the weight to the floor. So it is important that the **Shells** remain lined up above one another. Additionally, because they tie the **Shells** together, Boxlox will provide a more rigid column which improves stacking strength and lengthens the life of the **Shells**.

To install the Boxlox Anchors, follow these steps BEFORE inserting the support **Sleeve**:

A. One hole at a time, insert the anchors into the holes in the **Shell** from the inside, with one anchor in one of the **Shells** you wish to attach and other in the matching hole on the second **Shell**. If you are connecting two long DrawerBoxes together, use the two holes closest to the front of the **Shell** and the two holes closest to the rear of the **Shell**. If you are attaching a short DrawerBox to the side of a long DrawerBox, the holes on the short **Shell** will line up with the middle set of holes and either the rear holes or the front holes on the long DrawerBox. This will enable you to place the short DrawerBox either in line with the back or front of the long DrawerBox, depending on your preference.

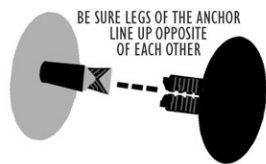
B. Line up the legs on each anchor so they fit between the legs of the opposing anchor.

C. Press firmly until you hear at least four clicks.

D. Repeat the process for the remaining three holes.

Do not use less than four anchors to attach the sides of two Shells together. All four anchors are needed to provide enough strength.

Note that it is easiest to attach the **Shells** in one complete row at a time, and then place the entire row on the stack. Then start on the next row. Always make sure the sides of the **Shells** are lined up over the sides of the shell below it, so all of the inner support **Sleeves** form a column.

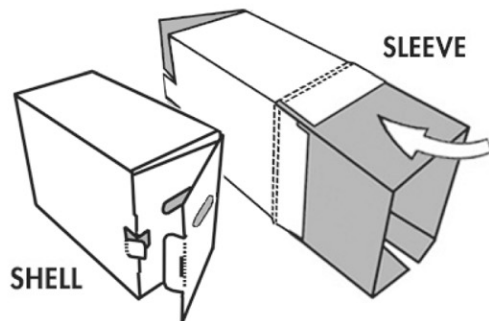


Step 3: Locate the **Sleeve** and fold it inward along the four creases so it forms a trapezoid. Insert the **Sleeve** into the **Shell** with the ends along the bottom of the box. Overlap the ends as you insert the **Sleeve**, so the **Sleeve** clears the tabs. Then spread the **Sleeve** once it is inside so it is flush against the **Shell**.

Step 4: Turn to the end of the **Shell** with the shorter flaps. One of the flaps will be labeled **Shell**. First fold the longer side flaps in along both perforations. Then fold the top and bottom flaps in. Note that there is a tab on the side of the top and bottom flaps that will insert into the narrow portion of the side flaps. These flaps will fold over the **Sleeve**.

Step 5: Now we will assemble the **Drawer** piece. First swing the four corners of the **Drawer** piece along the perforations until they come loose. These will become **Dividers**.

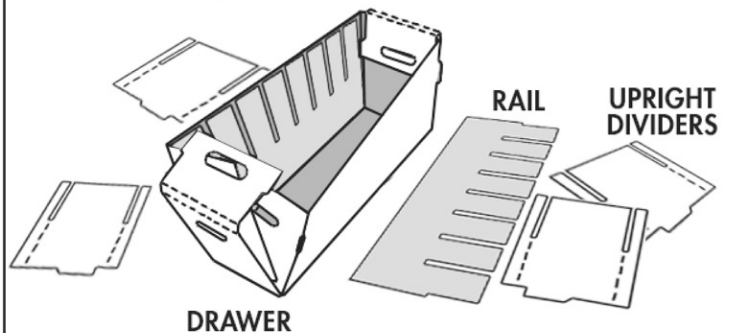
Step 6: Fold the **Drawer** piece along the two creases so that the sides of the box are formed. The four flaps on either end of the sides should then be folded in. Note that the flaps marked "1" are folded in first, then the flaps marked "2".



Step 7: Fold the flaps marked "3" up on both ends, then over the side flaps. Tuck the tabs into the slots on the sides of the **Drawer** piece.

Step 8: Installing **BoxSort™ Upright Dividers** (Skip to Step 9 if you are not using the **Upright Dividers** system.)

You will find that the **BoxSort Upright Dividers** create a unique tool to assist you in managing and organizing your collection. Not only will you be able to keep your comics upright in the drawer even if it is only partially filled, you will be able to create separate sections for each title or even create spaces for new issues as your collection grows. Some people have indicated a desire to keep their comics out of the back of the drawer, where they are a little harder to reach. The **BoxSort Upright Dividers** will even solve this for you.



We have included enough **Upright Dividers** to use 4 per drawer, although they can be used in any of the drawers. The **Rails** required to make the system work can be ordered separately. Note that if you wish to use the **Upright Dividers** as regular dividers the legs may be cut off along the perforation. This will, of course, negate their usefulness in the future to hold comics upright. **To install the Rail system:**

A. Bend the pair of side **Rails** back and forth several times and then pull them apart. Insert each side **Rail**, with the slotted end up, into the drawer diagonally. One end should fit in one corner of the drawer with the tab fitting under the handle. Then swing the other end into the other corner so the tab on the end fits under the opposite handle. The tabs will hold the side rail in position.

B. Fold both sides of the **Upright Divider** back along the perforation, so the white side is on the outside of the fold.

C. Insert the **Upright Divider** into the desired slot with the leg of the divider between the side **Rail** and the side of the drawer. Note that the last slot is positioned to keep comics out of the back of the drawer if you desire. The **Upright Divider** can be moved as the drawer fills and several can be used in the same drawer to create sections for various titles.

Step 9: Insert the **Drawer** piece into the **Shell** assembly.

The DrawerBox is ready to be filled with comics. Remember, they can be stacked up to 6' (six boxes) high. **However, as you stack your DrawerBoxes, we recommend stacking one less box high than the number of columns wide. It is important that each unit is stacked directly over the unit below, and each unit is flush against the unit beside it.** We also suggest locating at least one side of the stack against a wall. This will improve stability. A weight on top makes pulling out the top drawer easier, if you are not using Boxlox. If you have any problems with this product, or have comments or suggestions, we would love to hear them. Please don't hesitate to call us at 303.368.7873.

We are confident that you will find the Comic Book DrawerBoxes indispensable and will want more as your collection grows. If not available at your local retailer, please visit our website www.CollectionDrawer.com.

DrawerBoxes, Boxlox Box Anchors, BoxSort Upright Dividers, the DrawerBox Logo & Easy Access Logo are trademarks of The Collection Drawer Co., a T.M.A., Inc. company. All rights reserved. © 2008.