

# Auspost Queue Magazine unit installation instructions

**It is important that you read and understand the instructions before assembly.**

**Failure to follow the steps provided below may result in either damaged equipment or unsafe installation.**

The Kit of parts provided for this unit are as per the picture.

To assemble this item, you will need a flat ended screwdriver (not included)

When unwrapping this product from the packaging, ensure all parts are located, if you are missing components

Please contact the supplier:

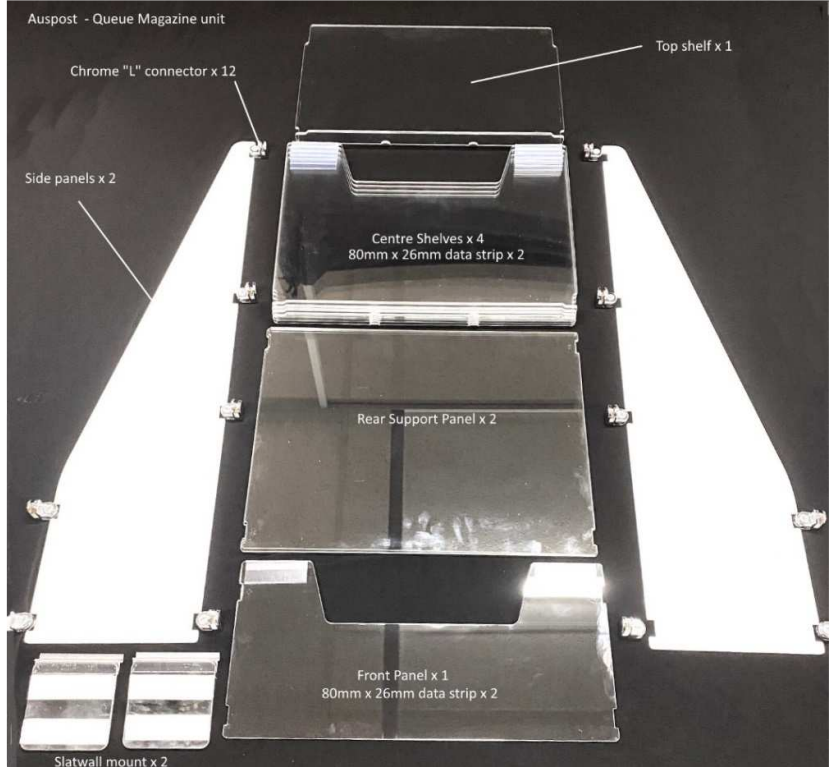
Ausfab Plastics Australia 03 9466 4422

Find a flat work surface and follow the step by step instructions carefully.

We suggest that you clean any fingerprints or smudges on the unit with Methylated Spirits on a soft cloth.

Do not use spray detergents and this leaves smears on the product.

To avoid smudges and smears, it may be helpful to wear soft gloves during the installation process.



## Step 1.

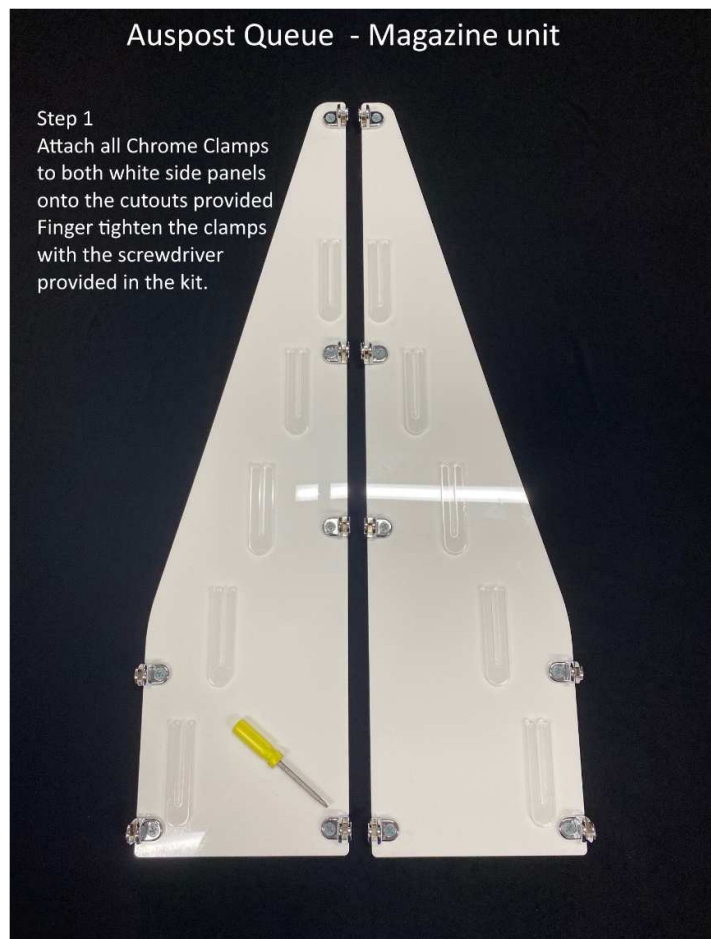
Lay the white side panels on a flat surface with the "U" shape shelf blocks facing upwards- as shown.

Attach all the chrome clamps to the cutouts provided and shown in the image.

Note: you may need to loosen the screw in the chrome clamp slightly before attaching the clamps.

*Do not overtighten the clamps as you will damage the plastic screw, just tighten the firmly with the screw driver provided*

*Do not use a powered screwdriver or Drill for this process.*

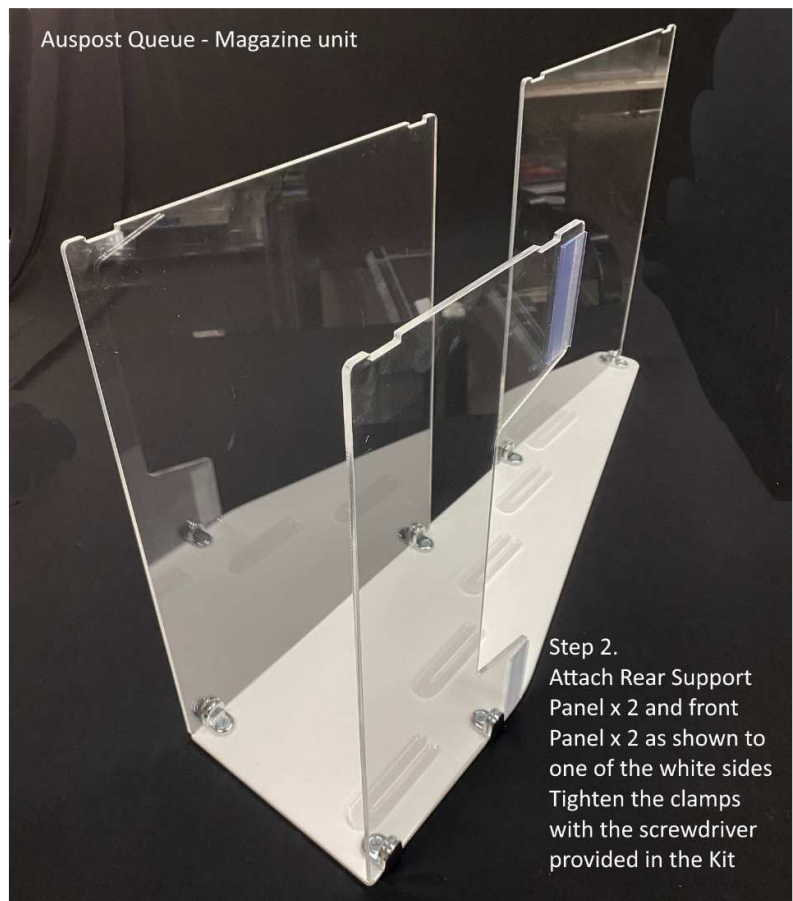


## Step 2.

Locate the Rear support panels and the front panel

Attach these panels as shown using the Chrome clamps on the white panel.

Tighten all the screws.



## Step 3.

Attach the opposite White side panel as shown

Tighten all the screws.

*Hint.*

*It may be easier to turn the whole assembly over to do this.*



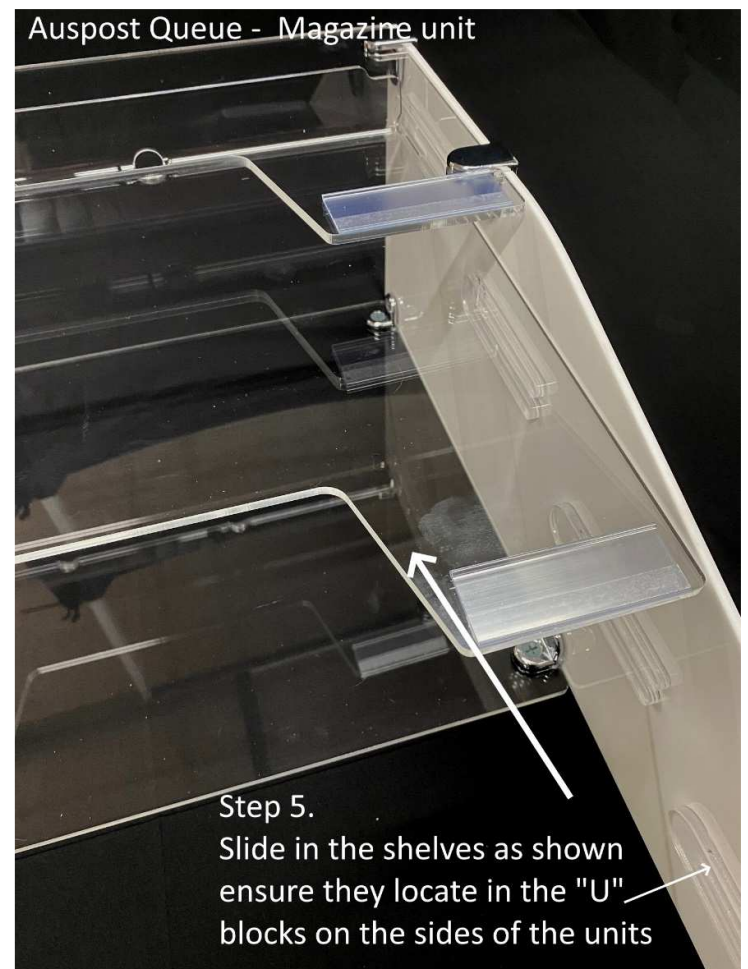
#### Step 4.

The unit should now look like the picture.  
Use this opportunity to check the tightness of all the chrome clamps.  
You are now ready to insert the shelves



#### Step 5.

Starting at the front of the unit, gently slide in the first shelf using the "U" shaped guides on the inside of the white panels to locate and hold the shelves in place.  
Repeat this procedure for all the remaining centre shelves (4 in total)





## Step 6.

Slide in the top shelf as shown in the picture.

This shelf needs to clear the top chrome clamp and can be difficult to slide over the clamp.

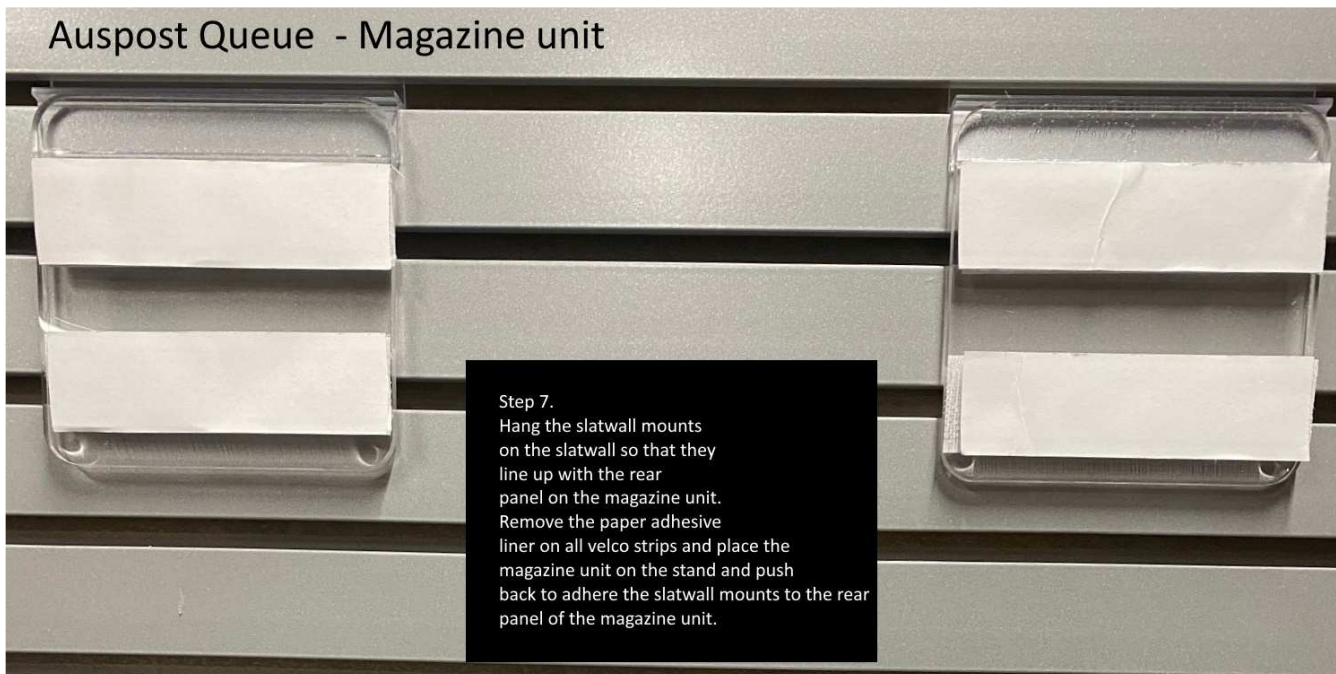
You need to pull upwards slightly as you slide it inwards to flex the shelf so that it rides over the clamp and then locks into position.

Do not force this shelf, it will go in if you are firm but gentle.



## Step 7.

*This step is important, as this is all that holds the unit in place and prevents staff or customers from knocking or removing the unit from the floor fixture.*

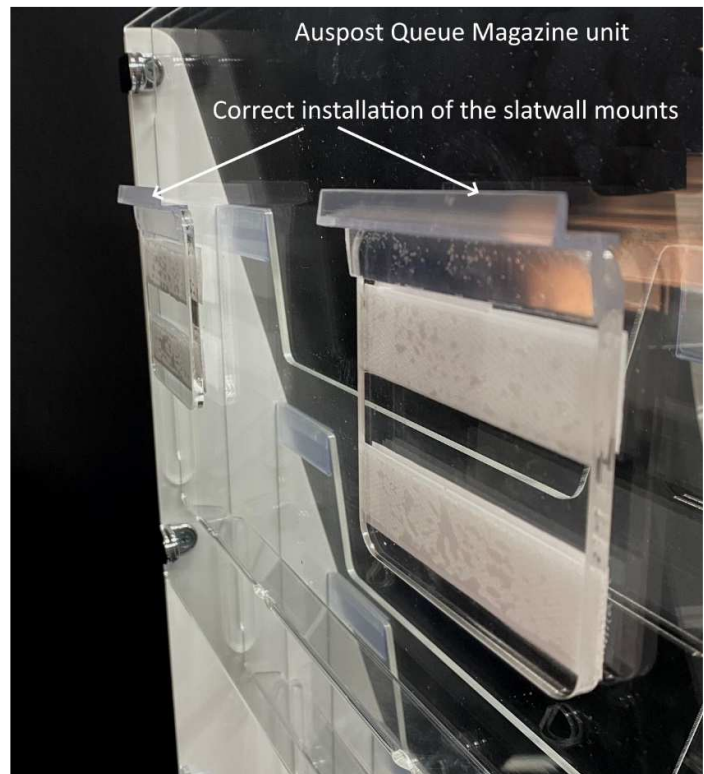


Hang the slatwall mounts onto the slatwall as shown on the Queue Floor unit to the extreme left and the extreme right. Position these at a height where the adhesive on the back of the Velco pad will line up with the rear acrylic panels on the back of the magazine unit.

The height position is not critical, it just needs to be able to stick to the magazine unit.

Once in these slatwall brackets are in place, simply lift the magazine unit into position on the floor unit and slide back to the slatwall clamps – gently press on the rear support panel to ensure that the adhesive on the Velcro sticks to the rear of the magazine unit and locks the unit to the floor fixture.

**Correct installation of these slatwall mounts is as per the picture -**



## **Step 8.**

You have now assembled and installed the magazine unit.

You can now merchandise the unit and insert the price ticketing into the data strips accordingly.  
See image for completed unit.

## **Unit Care instore.**

Always clean acrylic with a soft cloth.  
Always use an alcohol based cleaner  
Never use cream cleaners or abrasive cleaners  
Avoid cleaners with detergents in them

We recommend using a spray bottle with either Methylated spirits or Isopropyl Alcohol with a soft T shirt type cloth rag.

**Unit supplied by:**

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