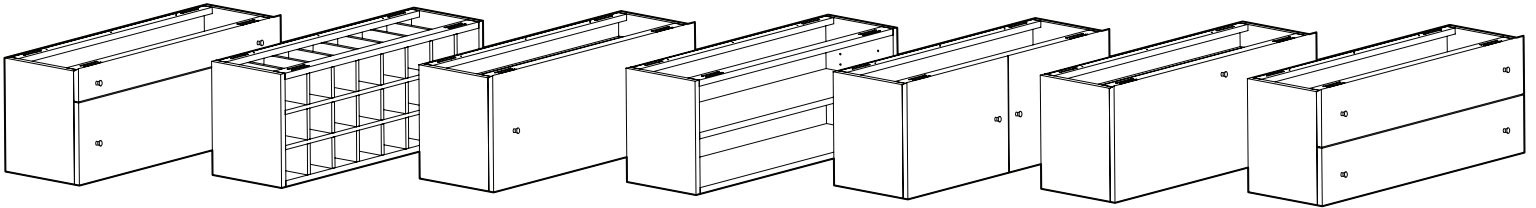


BEAM BOOKCASE INSERTS

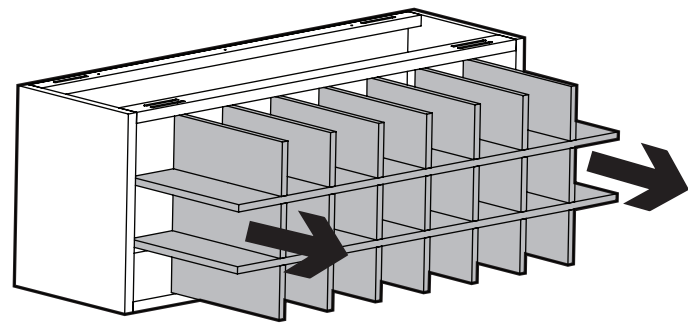
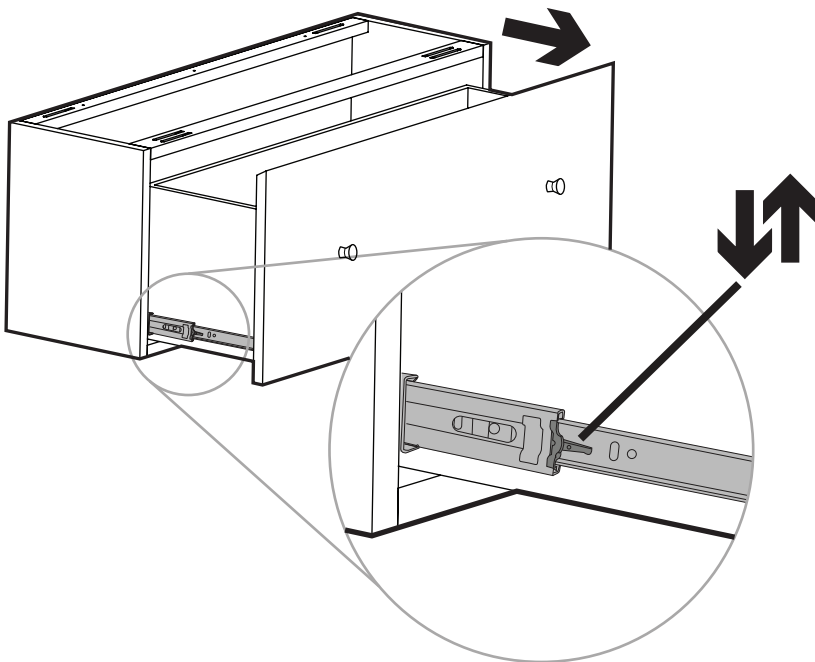


CAUTION:

- Read all instructions prior to beginning installation.
- Professional installation is strongly recommended.
- The drop down surface insert or any insert with drawers should not be installed on the top three shelves.
- Beam bookcase units **MUST** be attached to wall prior to installing inserts.

1

Prepare each insert for installation by removing any drawers, adjustable shelves or partitions so that you can easily access the interior of the insert box.



To remove the wine storage partition, simply pull from the front. The partitions are comprised of multiple individual parts, but must be pulled out as a complete assembly.

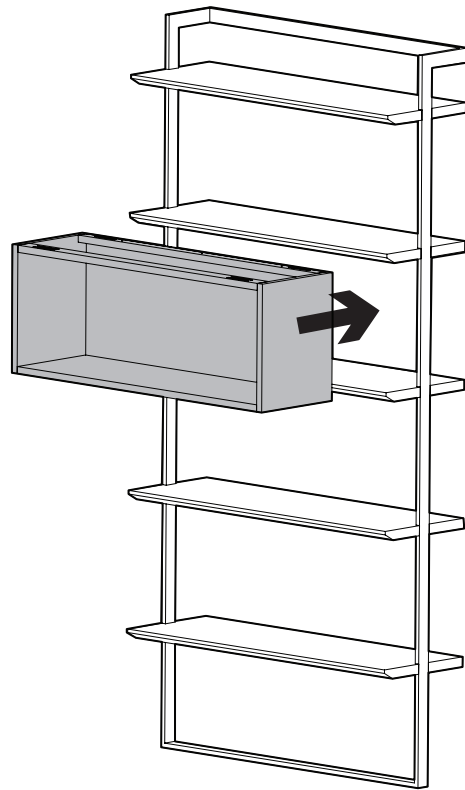
To remove drawers, fully extend the drawer and locate the black plastic locking tabs on the side of each drawer glide. Push the tabs up or down in opposing directions to unlock the drawer from the glide. Pull outward as you do so to remove the drawer entirely. To reinstall the drawer, simply push the drawer back onto the glide tracks completely.

2

Slide the prepared inserts into their intended location between any two shelves of your previously assembled/installed Beam bookcase. To avoid damage, slide the inserts straight into the opening with equal force applied to both sides. The back of the inserts should be flush with the back surface of the Beam shelves.

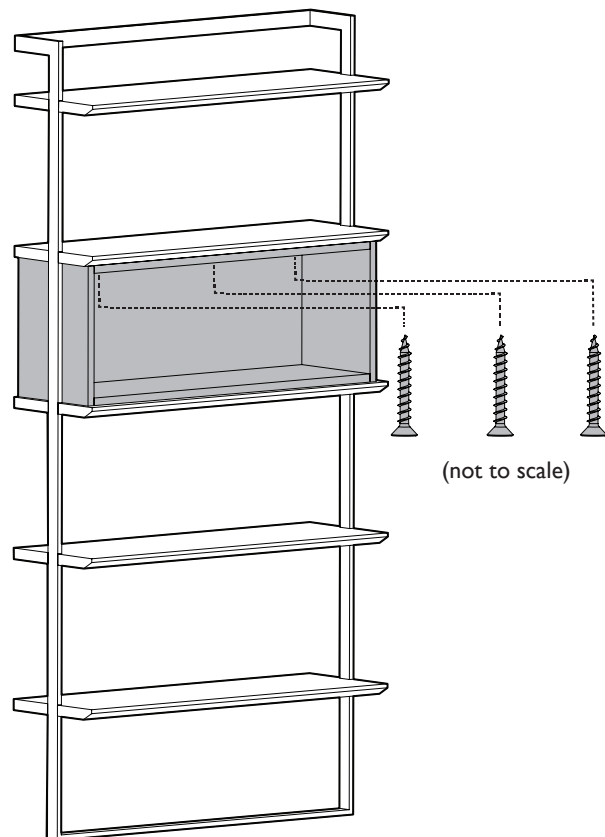
ATTENTION:

Inserts with adjustable shelves ship with plastic support brackets to hold the shelves in place. The plastic inserts can be removed and discarded.



3

Locate the pre-drilled pilot holes on the top rear crossbar of the insert. Using the pilot holes as a guide, fasten the insert to the shelf above it using a power drill and the provided wood screws.



4

Reinstall any drawers, partitions or shelves that were previously removed from the inserts. Inserts can be repositioned, removed, or replaced as desired.