INSTALLATION

1. Position the File Guard on either side of the file cabinet.

2. Be sure the File Guard is parallel to the side of the file cabinet and that the top of the bar is flush or slightly lower than the top of the cabinet when marking the Notch Pin location at the base of the cabinet. Make sure that the Locking Bar will engage the Notch Pin sufficiently.

3. The bottom of the File Guard should extend enough to fully engage Notch Pin and clear the floor. It may be necessary to trim the bottom of the Locking Bar to provide clearance with the floor.

4. Drill a 1/8" pilot hole.

5. Drill a 13/32" hole in the base of the file cabinet and install the Notch Pin.

6. Mount File Guard on Notch Pin, mark the position for Clevis Pin in the upper frame of the file cabinet.

7. Drill a 1/8" pilot hole.

8. Drill a 13/32" hole in the upper frame and install the Clevis Pin.

9. OPTIONAL: Install the extra Clevis Pin on the side of the file cabinet to store the File Guard when not in use.

10. Your File Guard is now ready to use.

Machine Screw Nut

Lock Washer

Extra Clevis Pin for File Guard storage (optional)

Clevis Pin

$\frac{13}{32}$

Machine Screw Nut

Lock Washer

Notch Pin

$\frac{13}{32}$