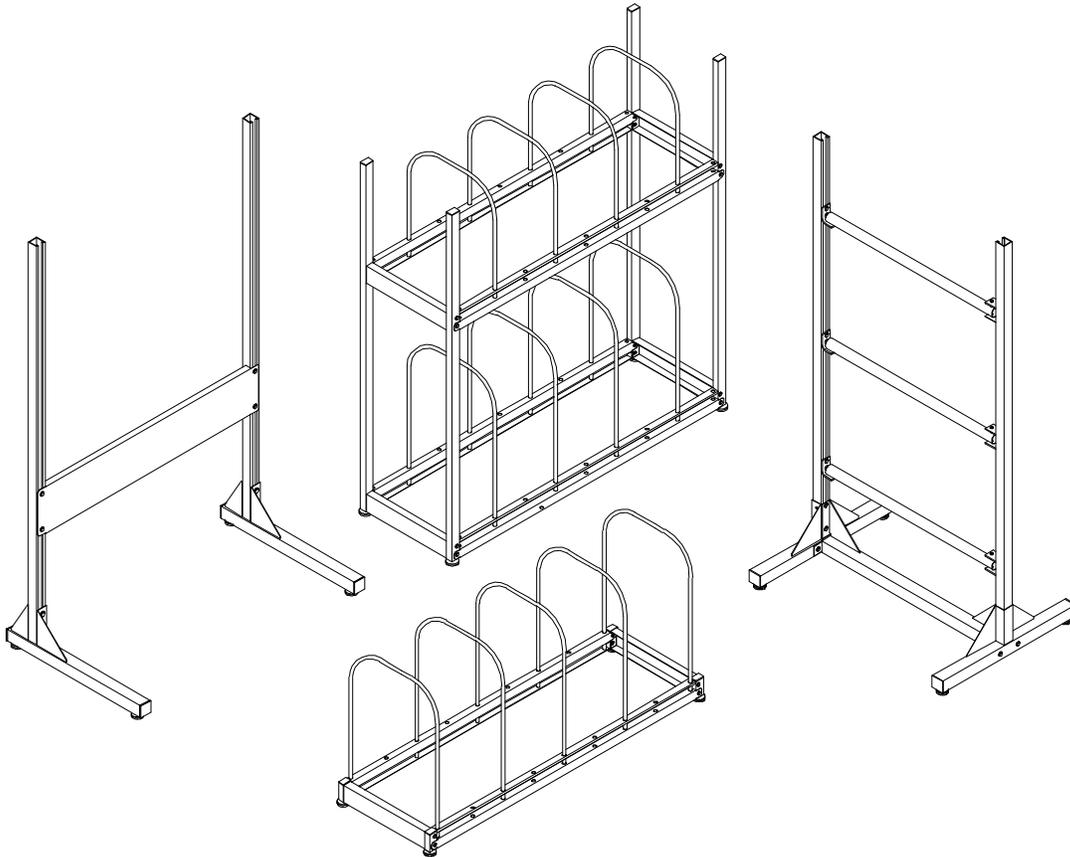


## Packing Accessory Station Roll Storage Stand & Carton Rack



REV. (042318P65)

### **IAC INDUSTRIES**

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### **PAS/Roll Storage/Carton Assembly Instructions**

# Table of Contents

Page #	
2	Pre-assembly Check List
3	Packaging Accessory Station
4	Packaging Accessory Station Plate Casters
5-6	Packaging Station Roll Storage Assembly 3 Roll
7-8	Packaging Station Roll Storage Assembly 1 Roll
9	Packaging Station Roll Storage Assembly Plate Caster
10	Packaging Station Tiered Carton Stand Assembly
11	Packaging Station Carton Stand Assembly
12	Packaging Station Carton Rack / Stand Shelf Assembly

## ATTENTION NOTES:

**IAC Industries takes great care in the packing of it's products, however damage can occur during shipment. Check all packages and parts for any signs of damage. If damage is evident STOP and contact the carrier that delivered your order. Request a freight claim inspector to document the damage and begin the freight claim process.**

**Tools required to assemble your products are:**

**7/16" and 1/2" wrench or socket with ratchet. Phillips screw driver 8" long. Utility knife. Safety glasses and light duty protective gloves.**

**Power tools are NOT recommended unless they are equipped with a torque limiting device which can limit the torque to 10 foot lbs maximum.**

**Unpack your order and separate like parts. Be careful not to damage parts as they are being moved into position. Also be sure all parts are removed from the packing materials before these materials are thrown away.**

**Locate the hardware kits and keep them in a central area. If the assembly is going to take more than one day, all individual hardware pieces should be returned to a central location.**

**Check all parts and hardware kits against the itemized packing list found with the assembly instructions. If you believe there are parts missing from your order please contact IAC Industries customer service at 800-989-1422.**



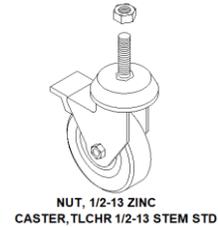
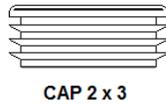
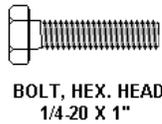
### **WARNING:**

**ALL PARTICLE BOARD USED IN IAC INDUSTRIES PRODUCTS ARE SOURCED ONLY FROM VENDORS THAT ARE CARB ATCM PHASE 2 AND TSCA TITLE VI COMPLIANT WITH VALID**

**CERTIFICATES.** Drilling, Sawing, Sanding or Machining Wood products can expose you to wood dust, a substance known to the state of California to cause cancer. Avoid inhaling dust generated from wood products or use a dust mask to other safeguards for personal protection. This product can expose you to chemicals, including formaldehyde, which is known to the state of California to cause cancer, and methanol, which is known to the state of California to cause birth defects or other reproductive harm. For more information please visit, [www.P65WARNINGS.CA.GOV/WOOD](http://www.P65WARNINGS.CA.GOV/WOOD). COPY OF VENDOR CERTIFICATE AVAILABLE UPON REQUEST.

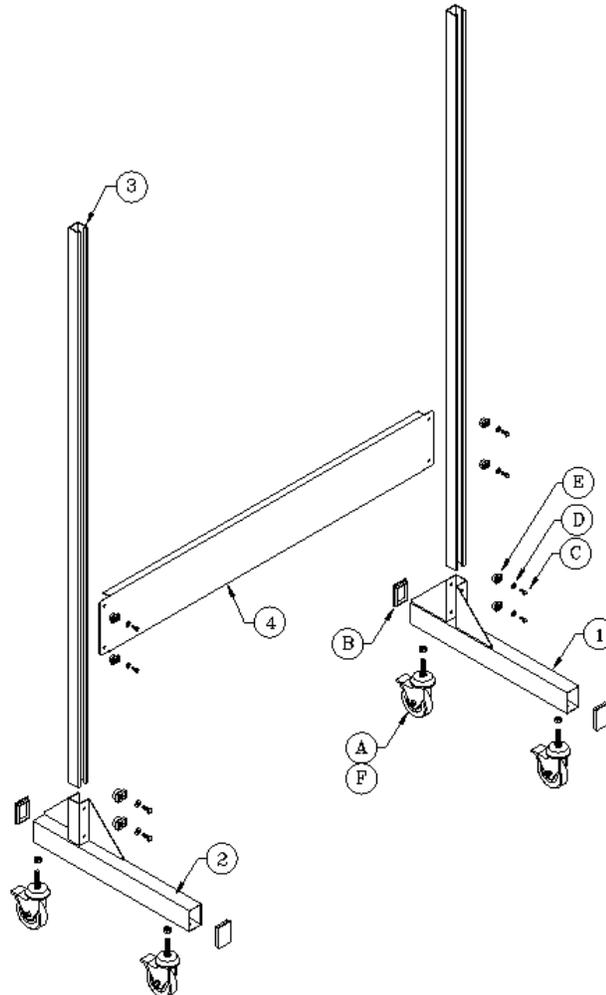
## Packaging Accessory Station:

HARDWARE KIT HWR009



### Step 1: Note: (If plate casters are being used please see next page.)

Install 2 x 3 plastic caps into PAS Base tubes using a soft head hammer such as a rubber mallet. Install Stem Casters and Nuts to Bases as shown. Install the Unistrut nuts into the PAS upright channels and align their location in the channel with the holes in the PAS Bases. Feed the 1/4 – 20 x 1.00 bolts with flat washers through the PAS Bases and thread into the unistrut nuts. Tighten enough to hold in place. Adjust the uprights so that the Base and Upright channel are straight and tighten in place. Do not over tighten to avoid damaging the PAS Bases.

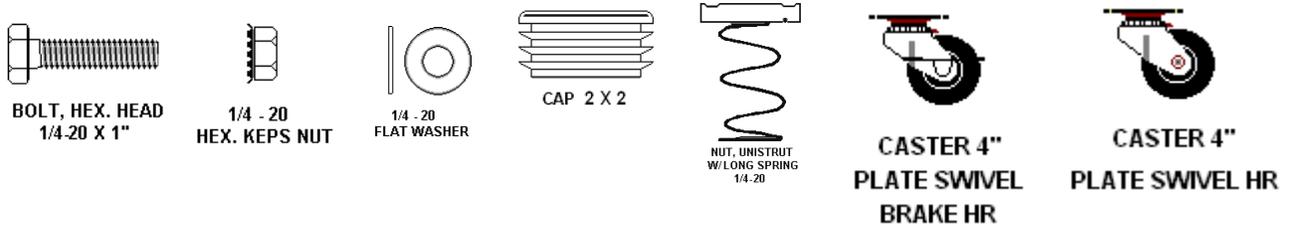


### Step 2:

Install another set of two unistrut nuts into each of the PAS upright channels and align them in the channel with the holes in the PAS Lower Panel. With the help of another person, install the lower panel to the PAS upright by feeding the 1/4 – 20 x 1.00 bolts with flat washers through the PAS lower panel and thread into the unistrut nuts. Adjust the lower panel to the to the desired height and tighten hardware. Do not over tighten to avoid damaging the PAS Lower Panel.

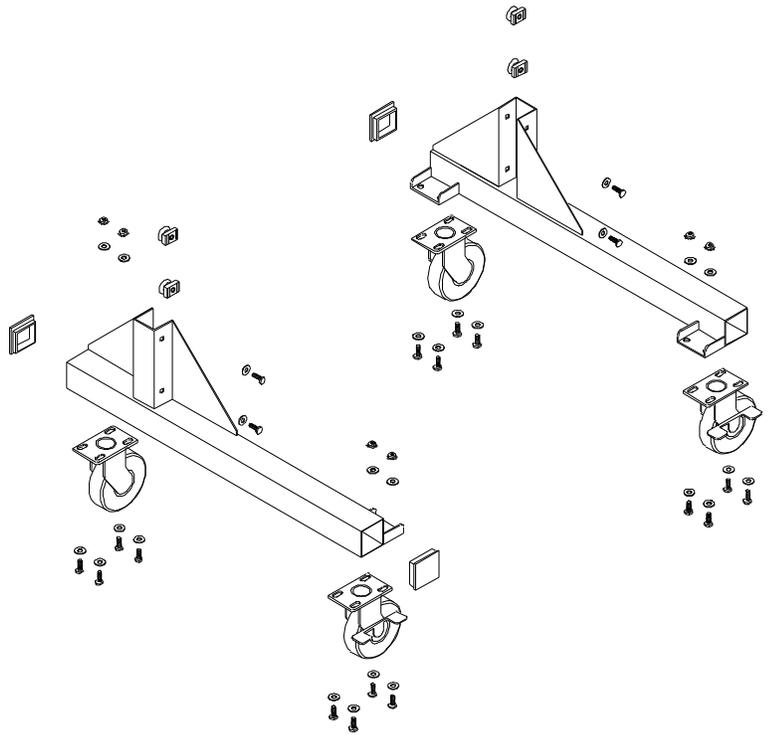
## Packaging Accessory Station Plate Casters:

### HARDWARE KIT HWR051



### Step 1: For New Stations being made for the first time

Follow instructions on previous page substituting the standard PAS Bases with the PAS Caster Bases. Using the 1/4 – 20 x 1.00 hex head bolts, 1/4 washers and 1/4 – 20 hex nuts attach the casters to the bottom of the bases. The locking casters normally are placed at the front of the bases however they can be placed at the rear as well.

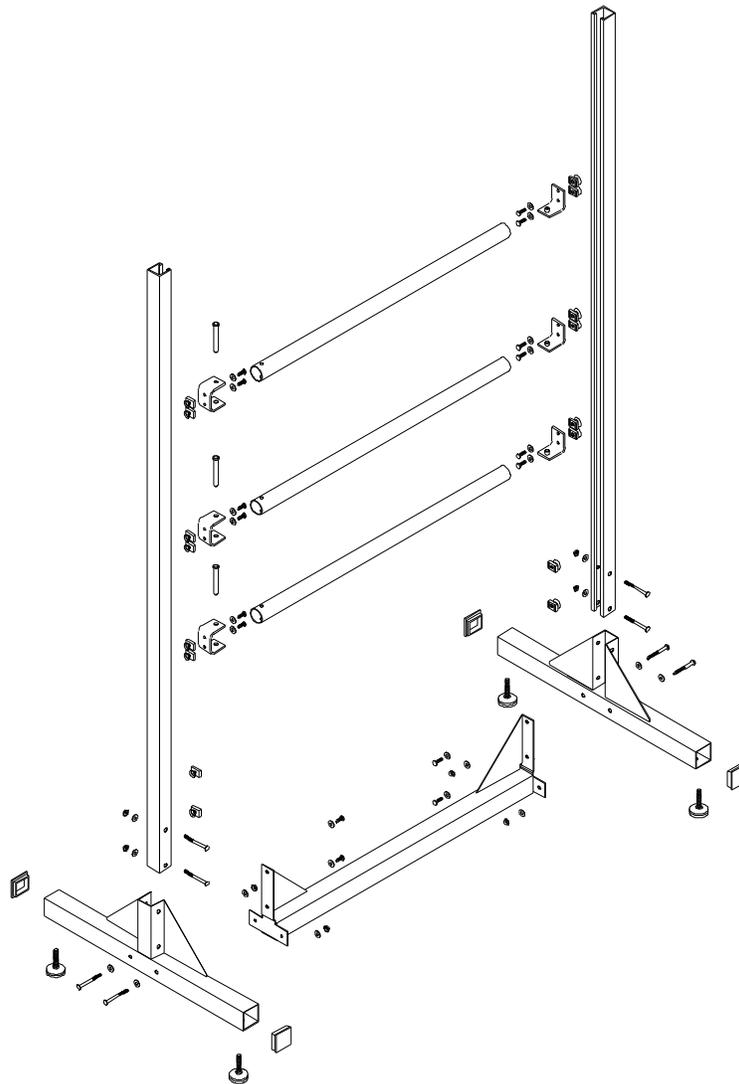
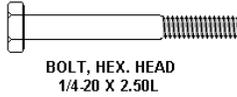
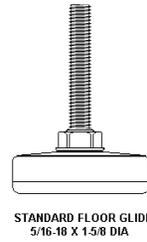
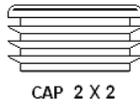
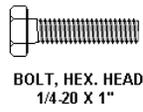


### Step 1: For retro fitting caster to existing PAS Frames:

Remove all accessories from PAS Bench and place PAS on it's back with some form of protection so not to damage it well removing old bases. Remove the excising PAS Bases by removing only the 1/4 – 20 x 1.00 bolts with flat washers from each of the upright channels. If the existing unistrut nuts are damaged replace them with the new ones included with your caster kit. Assembly the caster bases to the upright channels and tighten as needed. Do not over tighten. Attach casters as described in Step 1.

# Packaging Station Roll Storage Assembly 3 Roll:

## HARDWARE KIT HWR022



**Step 1: Note:** (If plate casters have been ordered see page 9 before proceeding)  
Install 2 x 2 plastic caps into RS Base tubes using a soft head hammer. Slide the PS uprights into the PS Base brackets as shown and attach using the 1/4–20 x 2.50 carriage bolts, 1/4 flat washers and 1/4 -20 nuts. Tighten enough to hold in place.

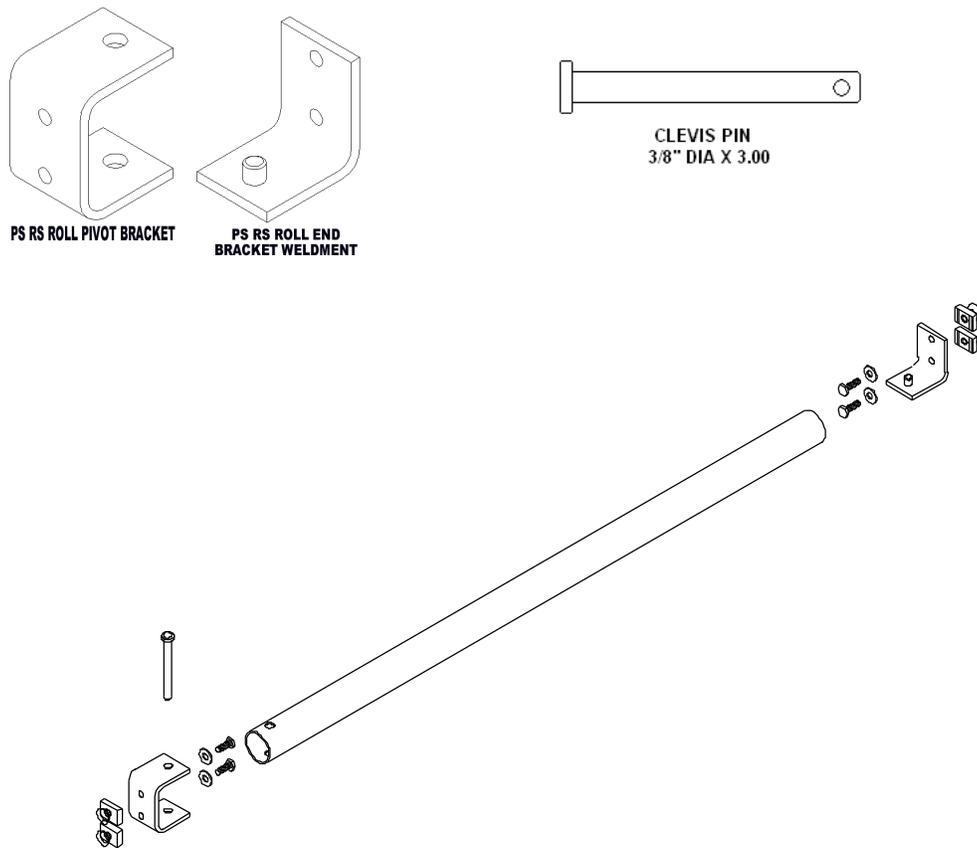
## Packaging Station Roll Storage Assembly 3 Roll: (cont)

### Step 2:

Install two unistrut nuts into each of the RS upright channels and align them with the holes in the RS bottom beam. Attach the bottom beam to the RC upright base tube using 1/4-20 x 2.50 bolts, 1/4 flat washer and 1/4 -20 hex nuts. Using 1/4-20 x 1.00 bolts and flat washers attach the RS bottom beam to the unistrut nuts in the upright channel. Align the RS upright channels so they are perpendicular with the base and tighten all hardware. **DO NOT OVER TIGHTEN** the bolts attaching the bottom beam to the base tubes.

### Step 3:

Install remaining unistrut nuts into upright channels at the heights you would like the roll storage poles at and align them with the holes in the paper roll mounting brackets. Attach brackets using the 1/4-20 x 1.00 bolts and 1/4 flat washers. **NOTE:** The brackets for each roll storage pole must be installed to channels at the same height for the poles to be installed properly. Tighten hardware to hold brackets in place.

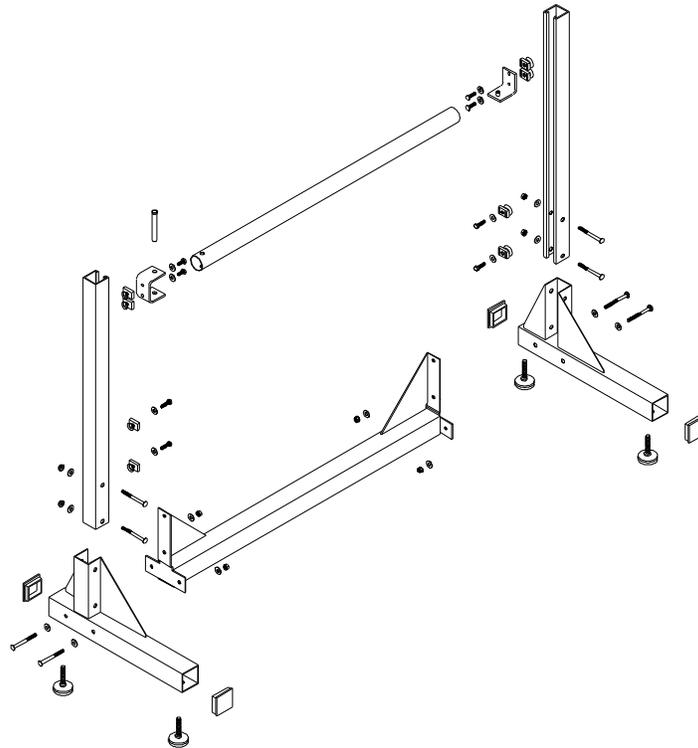
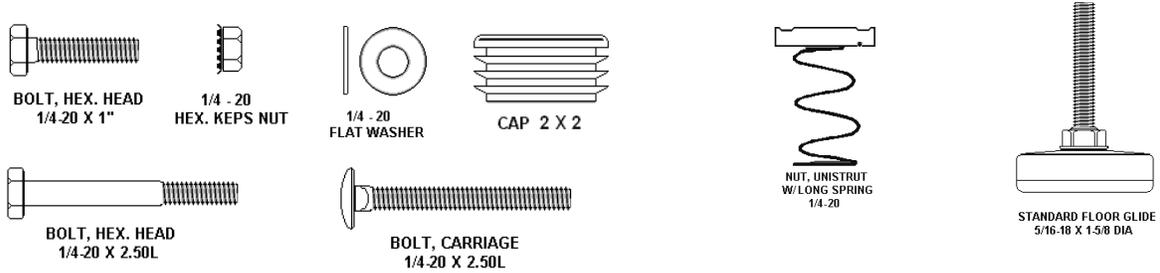


### Step 4:

Install the roll storage poles by first fitting the single hole in one end of the pole over the pin in the mounting bracket. Align the other end of the pole into the mounting bracket and attach it using the 3/8 clevis pins through the holes in the mounting brackets and the roll storage pole. Be sure the pin is pushed through the top and bottom holes in the mounting bracket.

# Packaging Station Roll Storage Assembly 1 Roll:

## HARDWARE KIT HWR024



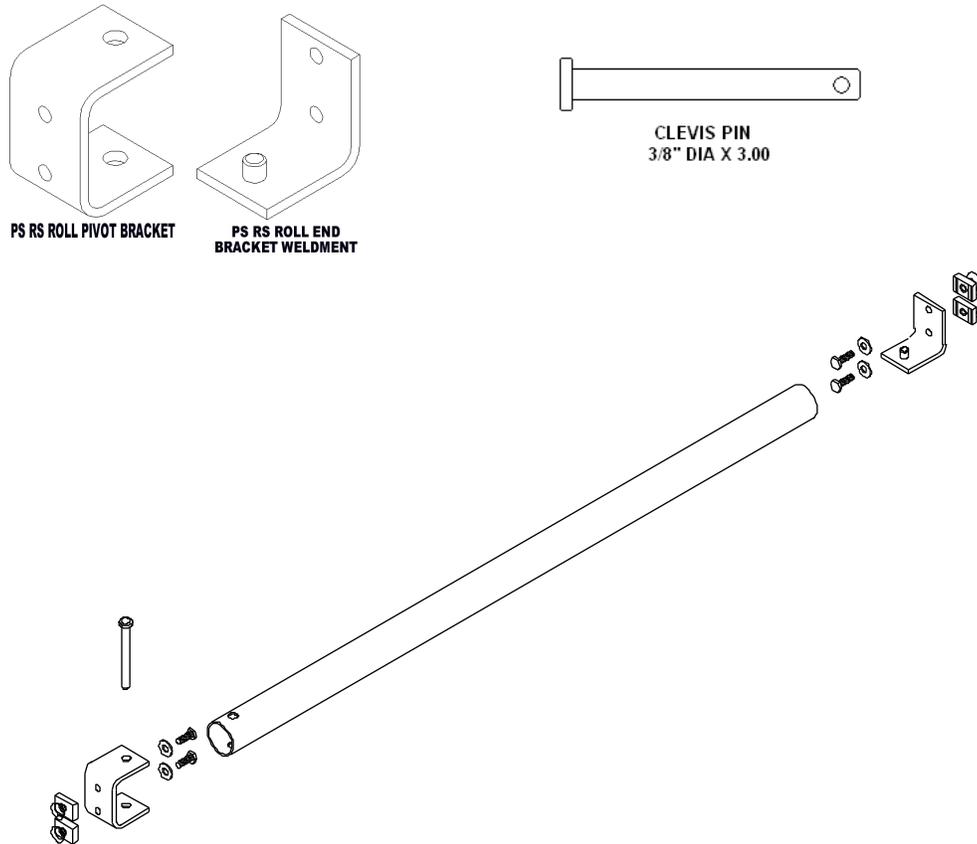
**Step 1: Note:** (If plate casters have been ordered see page 9 before proceeding)  
Install 2 x 2 plastic caps into RS Base tubes using a soft head hammer. Slide the PS uprights into the PS Base brackets as shown and attach using the 1/4-20 x 2.50 carriage bolts, 1/4 flat washers and 1/4 -20 nuts. Tighten enough to hold in place.

**Step 2:**  
Install two unistrut nuts into each of the RS upright channels and align them with the holes in the RS bottom beam. Attach the bottom beam to the RC upright base tube using 1/4-20 x 2.50 bolts, 1/4 flat washer and 1/4 -20 hex nuts. Using 1/4-20 x 1.00 bolts and flat washers attach the RS bottom beam to the unistrut nuts in the upright channel. Align the RS upright channels so they are perpendicular with the base and tighten all hardware. **DO NOT OVER TIGHTEN** the bolts attaching the bottom beam to the base tubes.

## Packaging Station Roll Storage Assembly 1 Roll: (cont)

### Step 3:

Install remaining unistrut nuts into upright channels at the heights you would like the roll storage poles at and align them with the holes in the paper roll mounting brackets. Attach brackets using the 1/4-20 x 1.00 bolts and 1/4 flat washers. NOTE: The brackets for each roll storage pole must be installed to channels at the same height for the poles to be installed properly. Tighten hardware to hold brackets in place.

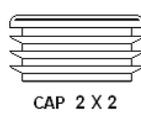
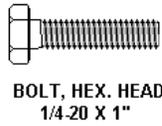


### Step 4:

Install the roll storage poles by first fitting the single hole in one end of the pole over the pin in the mounting bracket. Align the other end of the pole into the mounting bracket and attach it using the 3/8 clevis pins through the holes in the mounting brackets and the roll storage pole. Be sure the pin is pushed through the top and bottom holes in the mounting bracket.

## Packaging Station Roll Storage Assembly Plate Caster Kit:

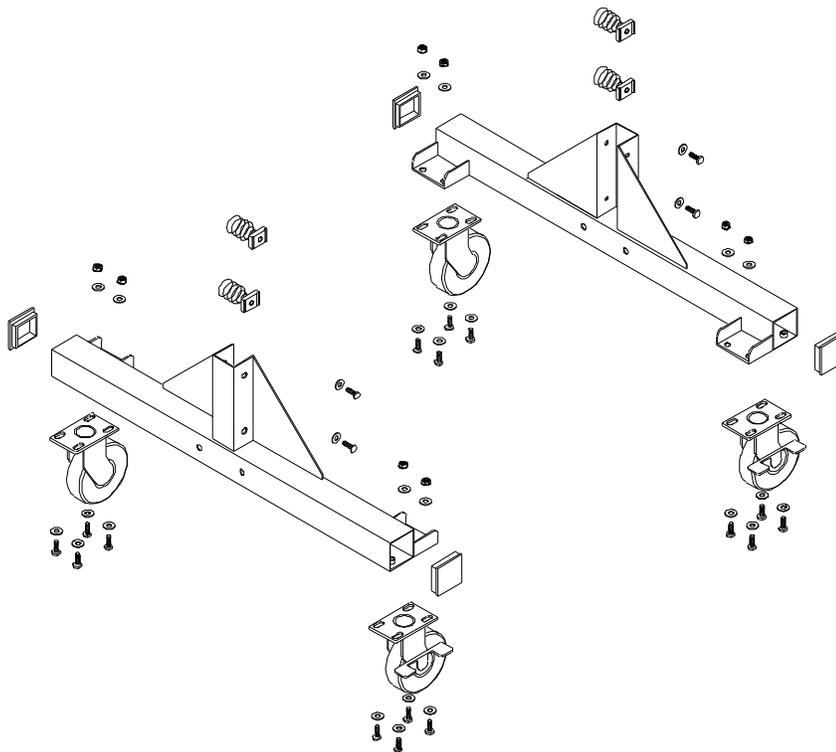
### HARDWARE KIT HWR051



CASTER 4"  
PLATE SWIVEL  
BRAKE HR



CASTER 4"  
PLATE SWIVEL HR



### (for original assemblies)

**Step 1:** Install 2 x 2 plastic caps into RS base tubes using a soft head hammer. Using the 1/4 – 20 x 1.00 hex head bolts, 1/4 washers and 1/4 – 20 hex nuts attach the casters to the bottom of the bases. The locking caster normally are placed at the front of the bases however they can be placed at the rear. Return to page 5 to complete the Roll Storage assembly.

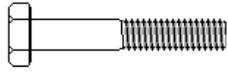
### (for retro fit assembly)

**Step 2:** Remove existing PS bases and install base with casters by sliding the PS uprights into the RS base brackets and attach using the 1/4–20 x 2.50 carriage bolts, 1/4 flat washers and 1/4 - 20 nuts. Using 1/4–20 x 1.00 bolts and flat washers to reattach the RS bottom beam to the unistrut nuts in the upright channel. Tighten enough to hold in place.

**Step 3:** Align the PS upright channels so they are perpendicular with the base and tighten all hardware. DO NOT OVER TIGHTEN the bolts attaching the bottom beam to the base tubes.

## Packaging Station Tiered Carton Stand Assembly:

HARDWARE KIT HWR011



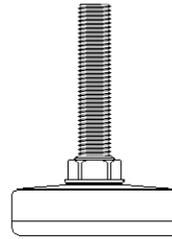
BOLT, HEX. HEAD  
1/4-20 X 1.50L



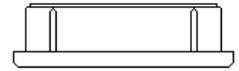
1/4 - 20  
FLAT WASHER



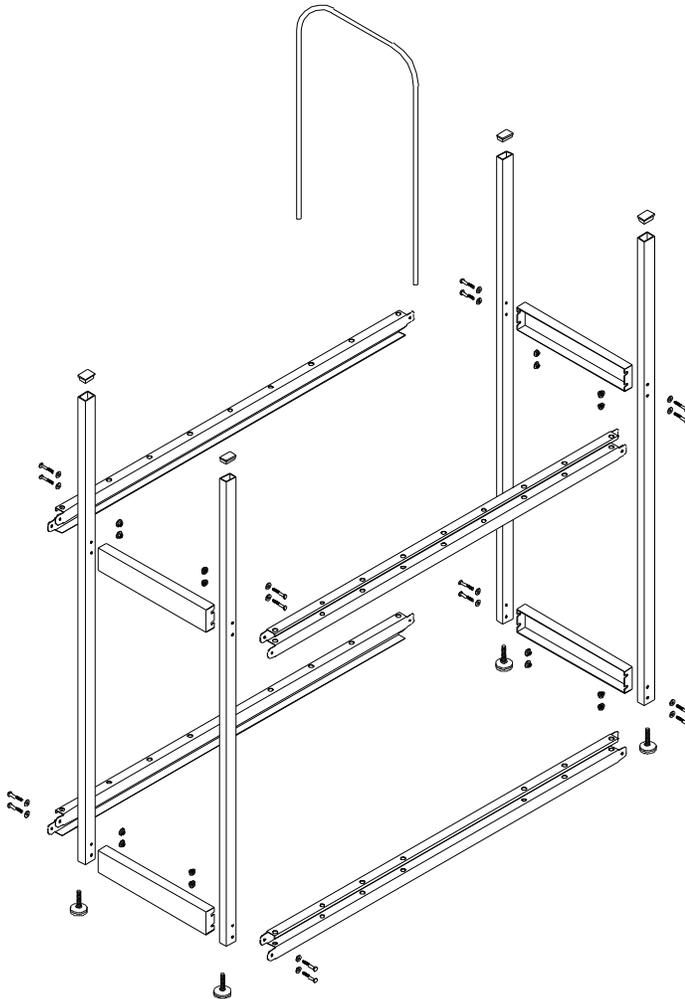
1/4-20 SERRATED NUT



FLOOR GLIDE  
1.75 X3/8-16 X 2



CAP 1X1.5 BLACK



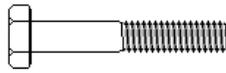
**Step 1:** Install 1 x 1.5 plastic caps into carton stand Vertical Weldments using a soft head hammer.

**Step 2:** Attach the vertical tubes to carton stand support beams and end beams using 1/4-20 x 1.50 bolts, 1/4 flat washers, and 1/4-20 serrated nuts. Install bottom part first making sure not to tighten yet, but just to hold in place until upper portion is installed. When both bottom and upper parts are installed, align the carton stand vertical tubes so they are perpendicular with the support beams and tighten all hardware. **DO NOT OVER TIGHTEN** to avoid damaging vertical tubes.

**Step 3:** Install floor glides and adjust them so carton stand is level.

## Packaging Station Carton Stand Assembly:

### HARDWARE KIT HWR023



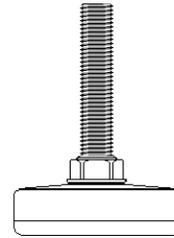
BOLT, HEX. HEAD  
1/4-20 X 1.50L



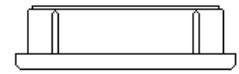
1/4 - 20  
FLAT WASHER



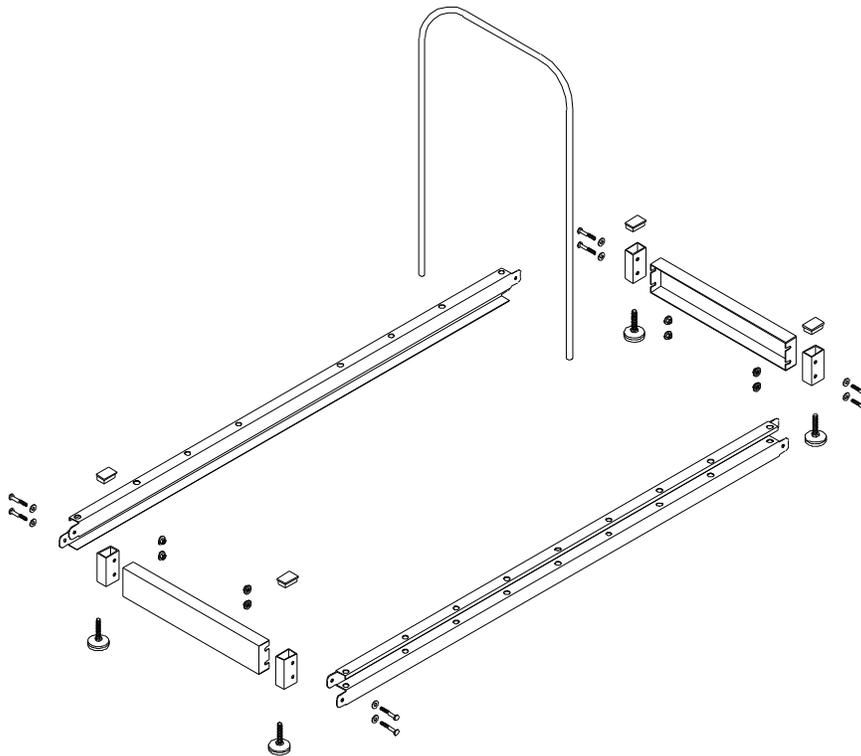
1/4-20 SERRATED NUT



FLOOR GLIDE  
1.75 X3/8-16 X 2



CAP 1X1.5 BLACK



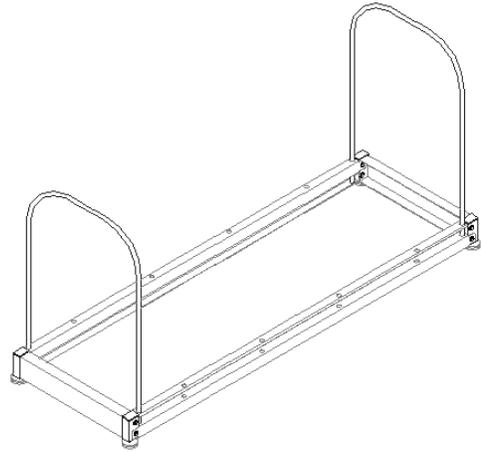
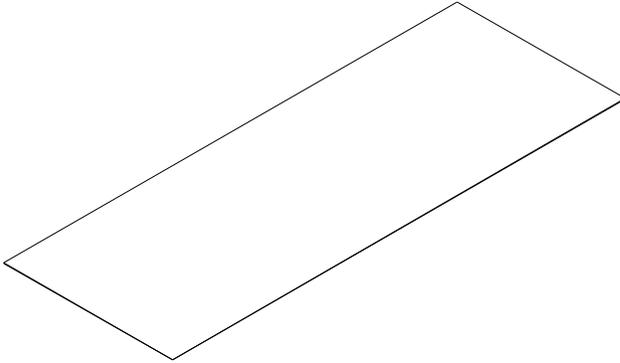
**Step 1:** Install 1 x 1.5 plastic caps into carton stand Vertical Weldments using a soft head hammer.

**Step 2:** Attaching vertical tubes to carton stand support beams and end beams using 1/4-20 x 1.50 bolts, 1/4 flat washers, and 1/4-20 serrated nuts. Align the carton stand vertical tubes so they are perpendicular with the support beams and tighten all hardware. **DO NOT OVER TIGHTEN** to avoid damaging tubes.

**Step 3:** Install floor glides and adjust them so carton stand is level.

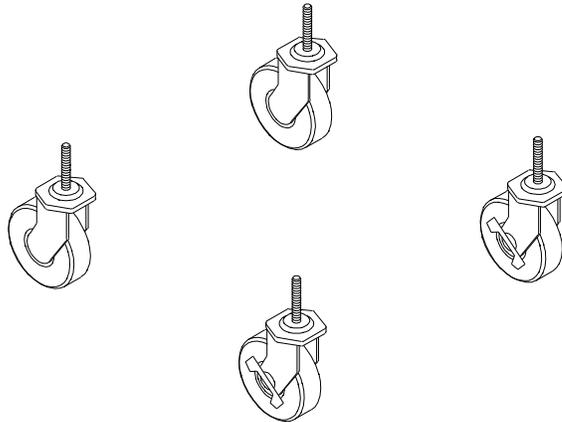
## Packaging Station Carton Rack / Stand Shelf Assembly:

HARDWARE KIT (None Req'd)



Shelf goes between the two support beams, held in place by the hat section underneath.

## Packaging Station Carton Rack / Stand Casters Assembly:



**Step 1:** Remove floor glides and install casters in their place.