



Unloading Recommendations Cabinet Storage Products

Thank you for your purchase of Wenger Storage Products!
Please follow these steps to help ensure a safe and successful delivery.

⚠ CAUTION

Make sure anyone assisting with unloading the cabinet components has read and understands these instructions. Failure to comply with these instructions in this document can result in damage to the shipment or injury.

⚠ CAUTION

Individual cabinets may weigh several hundred pounds (kg).

NOTICE

Each shipment will be banded and secured on pallets for safe transporting.

Upon receipt, the customer is responsible for:

- *Inspecting the package for damage. If concealed damage is identified, it must be reported within five-days of receipt.*
- *Providing adequate safeguard and proper equipment to protect the entire shipment from damage during unloading.*
- *The safety of the crew and to protect the shipment from damage during unloading.*
- *Collecting and storing all loose parts; the shipment may have loose parts between the cartons.*

Before Unloading

Confirm the delivery location.

1. Make sure that your facility can receive this shipment. .

Inspect the load for freight damage before accepting the product.

Lift Gate Delivery (see page 2)

(delivery driver will lower the shipment to the curb via a truck with a lift gate)

Line up your crew (minimum of four people are required) and equipment

(four wheel carts rated at 500 lb (227 kg) are recommended for moving offloaded cabinets).

1. The delivery will require assistance from at least four people at your facility.
2. Safely offload the products from the lift gate at curbside height outside your facility.
3. Your crew is responsible for transporting the products into the building and for completing the final assembly. Do not plan on the delivery driver assisting with unloading. Your crew is also responsible for disposing of all packaging materials.

Box Truck Delivery (see page 3)

(delivery truck will have no lift gate; use of a loading dock, fork truck or pallet jack are recommended)

Line up your crew (minimum of four people are required) and equipment

(four wheel carts rated at 500 lb (227 kg) are recommended for moving offloaded cabinets).

1. The delivery will require assistance from at least four people at your facility.
2. Safely offload the products from the truck at your facility.
3. Your crew is responsible for transporting the products into the building and for completing the final assembly. Do not plan on the delivery driver assisting with unloading. Your crew is also responsible for disposing of all packaging materials.



Visit the Instrument Storage web page at wengercorp.com for more information.

Note: Please read and understand these instructions before unloading.

Note: If you need additional information, contact Wenger Corporation using the information below.



This procedure is for lift gate delivery of the shipment.
For box truck delivery, refer to the following page.

Lift Gate Delivery

Inspect the load for freight damage.

Four people are required to receive and unload the items from the truck.

Unloading Pre-Assembled Cabinets

1. Do not remove packaging until in the music space.
2. Slide the cabinet onto the lift gate and lower it to the ground.
3. Tip the back of the cabinet onto a cart. **Do not tip the cabinet onto the front or side, damage could occur.** Four wheel carts rated at 500 lb (227 kg) are recommended for moving offloaded cabinets into and within the facility.
4. Inspect again for freight damage before accepting the product.
5. Move the cabinet into the facility.



Unloading Ready-To-Assemble Cabinets

1. Do not remove packaging until in the music space.
2. Cartons will arrive individually banded and stacked on pallets.
Loose parts may be packed in between the cartons. Be careful not to snag, cut or tear the bands as the cartons could open and spill the contents.
3. Unload the cartons
 - a. Slide individual cartons onto the lift gate and lower it.
 - b. Transfer the cartons onto a cart.
Four wheel carts rated at 500 lb (227 kg) are recommended for moving offloaded cabinets into and within the facility. Do not exceed cart capacity.
 - c. Inspect again for freight damage before accepting the product.
 - d. Move the cartons into the facility.





**This procedure is for box truck delivery of the shipment.
For lift gate delivery, refer to the previous page.**

Box Truck Delivery

Inspect the load for freight damage.

Four people are required to receive and unload the items from the truck.

Unloading Pre-Assembled Cabinets

1. Do not remove packaging until in the music space.
2. Slide the cabinet to the edge of the truck and lower it to the ground. **Do not drop the cabinet to the ground, damage could occur.**
Four wheel carts rated at 500 lb (227 kg) are recommended for moving offloaded cabinets into and within the facility.
3. Tip the back of the cabinet onto a cart. **Do not tip the cabinet onto the front or sides, damage could occur.**
4. Inspect again for freight damage again before accepting the product.
5. Move the cabinet into the facility.



Unloading Ready-To-Assemble Cabinets

1. Do not remove packaging until in the music space.
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Loose parts may be packed in between the cartons. Be careful not to snag, cut or tear the bands as the cartons could open and spill the contents.
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