

Product Guide

User and Maintenance Information

IMPORTANT INFORMATION:
Please save this product guide.

CUSTOMER SERVICE:

United States

PO Box 2
Ulster Park, NY 12487
Office hours: 9-5 EST
Phone (800) 777-4244
Fax (800) 336-5948
(845) 572-3468

www.CommunityPlaythings.com
Sales@CommunityPlaythings.com



H870 MyPlace, H871 MyPlace File

Recommended Use

MyPlace and MyPlace File provide safe, locking storage of files and personal items, such as handbags, in an organized and compact unit. MyPlace has a stand-up writing surface and locking office-supply drawer to facilitate charting, note taking and other tasks that a teacher must do in the classroom.

⚠ WARNING

- ▲ This product is intended for use around children of immature judgment, therefore supervision is required at all times.
- ▲ Serious or fatal crushing injuries can occur from furniture tip-over. To help prevent tip-over:
 - Always secure product to a solid wall, using the provided restraint strap.
 - Place heaviest items in the lowest drawers.
 - Do not set the TV or other heavy objects on top of this product.
 - Never allow children to climb or hang on drawers.
 - Never open more than one drawer at a time.
- ▲ Installation requires a competent carpenter or maintenance person to secure product to wall with restraint strap provided.

⚠ CAUTION

- ▲ Use caution when opening and shutting drawers with small children near by.

Assembly

Your product comes to you completely assembled in one carton containing:

1. MyPlace or MyPlace File
2. One restraint strap kit
3. Two magnetic keys
4. This product guide

If your shipment is incomplete, please call Customer Service.

Operation

Large drawers have a soft-closing feature that prevents slamming. Push the drawer shut until the soft-close engages.

Drawers automatically lock, when closed, for safety and security. To unlock, hold the magnetic key to the indent in the drawer above the handle. Pull the drawer when you hear the lock click open.

Two cord holes are provided under the shelf for running cords in the most direct route to the nearest point of connection.

Maintenance

Periodically inspect for secure connections, cracks, breaks, loose parts, missing parts, and/or malfunctions. Remove the product from service when any condition develops that might make operation unsafe.

Cleaning

Wipe with damp cloth and a mild detergent. Do not use excessive water.

Construction

Wooden components are made from solid maple and durable plywood with a clear, nontoxic finish. The writing surface on MyPlace is made from hardwood plywood covered with top grade laminate on both sides for structural stability. All edges and corners are rounded for safety and ease of cleaning. Joints are mortise and tenon, fastened with yellow zinc plated screws. Handles and latches are made of engineered plastic.

Packaging Recycling

All our packaging is recyclable in two simple categories:

Packaging Materials	Recycling Category
Cardboard boxes and pads, newsprint	corrugated cardboard
Plastic wrap, sheet foam, foam pads	Plastic #4 LDPE

Please help us preserve the earth for the children and recycle at an appropriate facility.



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User Modifications

We are not responsible for modifications made by customers to our products in the field without our supervision, testing, or evaluation.

Ordering Parts

To order replacement parts, contact Customer Service with a description of the part(s) needed and the ID Code from the product.

Use only replacement parts supplied by Community Playthings.

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