



Maxwell Thomas®
**LAMINATE CASEGOOD
FURNITURE**

Owner's Manual

Please keep and refer to this Owner's Manual.

Thank you for purchasing Maxwell Thomas® Laminate Casegood Furniture. Please read this entire manual carefully and keep it for future reference. This manual will provide you with instructions, warnings, warranty information and other important information about your casegoods. Share this information with those individuals who will be assembling, using, servicing, and/or cleaning the Product to help ensure it is cared for properly.

Definitions & Symbols

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Definitions & Symbols

Product means the Maxwell Thomas Laminate Casegood

Maxwell Thomas Laminate Casegoods are distributed by Direct Supply Manufacturing, Inc. (“**We**,” “**Us**” or “**Our**”).

“**You**” means the User, Caregiver and any other individuals who will be using or servicing the Product.

“**Distributor**” means the reseller or other entity from whom you purchased this product.

⚠ WARNING means that this is calling your attention to a potential danger that requires correct procedures or practices in order to prevent personal injury or death.

⚠ CAUTION means that correct operating or maintenance procedures must be followed in order to prevent damage to or destruction of the product or other property.

Caregiver: The individual(s) responsible for the care and needs of the User, such as a spouse, adult family member or home health aide. The Caregiver must be available at all times to provide the User with physical and cognitive assistance and provide supervision as needed.

User: The individual who uses the device.

Product Description

Product Description

Benefits of Maxwell Thomas Casegood Furniture

Maxwell Thomas casegoods were designed specifically with the customer in mind. All bedside cabinets and dressers are covered in a moisture-protectant laminate to enhance durability. Back panels are vented so air can circulate through the cabinets, and all drawers are sealed to hold in liquids. Wardrobes provide ample storage space with height-adjustable hanging rods. All cabinets have large fixed pulls to enable better dexterity and easier operation with smooth $\frac{3}{4}$ -pull drawer slides. Headboards and footboards are designed to fit standard healthcare beds. Maxwell Thomas casegood furniture combines commercial-grade durability with traditional and transitional designs.

Warnings

Warnings

⚠ WARNING: Do not sit on this product.

⚠ WARNING: Failure to comply with all instructions, warnings and precautions, or using the product for a purpose other than its intended use, could result in bodily injury.

⚠ WARNING: Children have died from furniture tipover. To reduce the risk of furniture tipover: (indented below)

- **ALWAYS** install anti-tip device provided

- **NEVER** put a TV on this product

- **NEVER** allow children to stand, climb or hang on any drawers, doors or shelves.

- **NEVER** open more than one drawer at a time.

- Place heaviest items in the lowest drawers.

⚠ WARNING: Product may pose a tipping hazard if used for weight-bearing purposes. To reduce the risk of injury, Customer is required to anchor the Product to the wall prior to use.

⚠ WARNING: Do not stand on this product.

⚠ CAUTION: Do not move furniture on bare hardwood floors. At all times, place the furniture on a protective area rug or protective hardwood felt pads. This will help protect your hardwood floors from potential scratches.

⚠ CAUTION: A minimum of two people is required to place the mini-refrigerator inside the hospitality station. Do not attempt to install the mini-refrigerator by yourself, as it could result in personal injury.

⚠ CAUTION: Do not expose surfaces to prolonged moisture.

⚠ CAUTION: Always check with your local authorities to ensure this product meets all applicable regulations and fire standards.

⚠ CAUTION: Hospitality stations are designed to be positioned with unit backs against a wall. If the backs of the units are positioned away from the wall, the exposed cords will create tripping hazards.

⚠ CAUTION: Drawer boxes are designed to temporarily hold spills and prevent liquids from penetrating through to other parts of the cabinet. Prolonged exposure to moisture will damage the bottom drawer box panel.

NOTE: All Maxwell Thomas casegood furniture meets ANSI/BIFMA X5.5 – 2016 standards.

NOTE: All applicable Maxwell Thomas casegood furniture meets ASTM F2057-23 standards.

NOTE: All Maxwell Thomas casegood furniture is TSCA Title VI compliant.

NOTE: Hospitality stations have an opening of 32¾"H x 22"W for a mini-refrigerator and an opening of 16"H x 22"W for a microwave. Please be sure your refrigerator and microwave will fit inside these openings and function properly.

NOTE: The product complies with U.S. CPSC Safety Standard for Clothing Storage Units. Review product labeling for specific details.

Cleaning and Maintenance

Cleaning

We recommend the following cleaning practices to help maintain the appearance of the thermolaminate and laminate surfaces on your Maxwell Thomas casegood furniture.

Laminate and thermolaminate surfaces should be cleaned using a damp cloth or sponge with a mild soap or detergent. Difficult stains, such as coffee or tea, can be removed using a mild household cleaner/detergent and a soft bristled brush, repeating as necessary. DO NOT use abrasive chemicals, as they can damage and discolor the surfaces. Use of bleach or other harsh chemicals can cause damage to the surfaces, so their use is strongly discouraged. Dry all surfaces immediately following cleaning and allow units to completely dry before placing items that could be damaged from moisture on the cleaned surfaces.

Maintenance

Exposure to ultraviolet (UV) light, whether from sunlight or artificial sources, may cause gradual color changes over time. This is a natural process and does not affect the product's functionality or structural integrity. To minimize discoloration, consider limiting prolonged UV exposure where possible. Examine the product at least every 60 days, or more often as needed, for loose screws, joints and other miscellaneous damage. Do not use the product if it has been damaged in any way. If there is damage, evaluate the extent and tighten, adjust or replace screws as needed. Use furniture touch-up markers and furniture polish for minor wood finish scratches and scuffs.

Caster Installation

Caster Installation

Castors are usually installed before delivery but they can be installed after purchase. Please contact your distributor for additional details, and allow some time for the casters to be delivered. Direct Supply will provide installation instructions based on the collection ordered. Installation will require someone who has experience in general product assembly and fabrication.

⚠ WARNING: Install casters ONLY on bedside cabinets. Do not install casters on any other furniture.

1. Remove everything from the bedside drawer(s) and/or lower compartment.
2. Remove all of the drawers from the bedside. Be sure to label them so they go back in the way they came out.
3. Carefully turn the bedside cabinet upside down. Make sure to place something on the floor to protect the top surface from being scratched.
4. Reference the drawing that was sent for installation reference.
5. Position the casters as the drawing states.
6. Using a pencil, mark the holes onto the bottom panel using the caster plate as a template for all four casters.
7. Remove the casters from the bottom panel.
8. Drill pilot holes into the bottom plate. Be sure the depth is set to 0.50".
9. Install casters with the provided screws.
10. Carefully place the bedside upright on its new casters and check for stability and proper functionality.

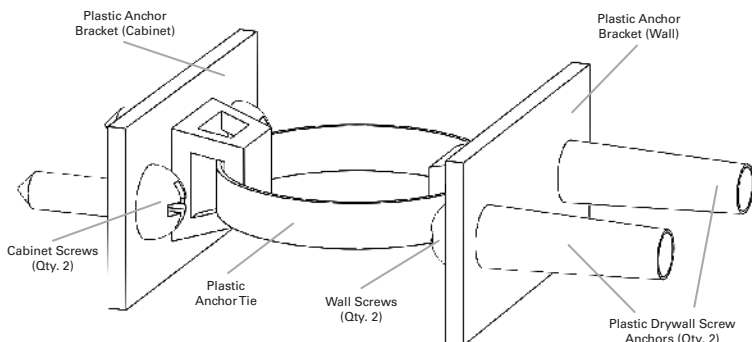
Anti-Tip Kit Installation

Furniture Wall Anchor Installation

Wall anchors must be installed onto all casegood furniture to reduce the tipping risk. Please follow the installation instructions carefully and contact your distributor if you experience difficulties during the process.

⚠ WARNING: Product may pose a tipping hazard if used for weight-bearing purposes. To reduce the risk of injury, Customer is required to anchor the Product to the wall prior to use.

1. Center the plastic anchor bracket on the back surface of the cabinet towards the top
2. Mark the center of the anchor bracket holes with a pencil onto the back surface of the cabinet
3. Drill 1/8" pilot hole through the back surface of the cabinet
4. Install screws/plastic anchor bracket into the back surface of the cabinet using a screwdriver - screws must be hand-tightened.
5. Place the cabinet back into position against the wall and mark the location on the wall where the cabinet anchor bracket touches.
6. Move the cabinet away from the wall and place the second plastic wall anchor bracket against the wall
7. Mark the hole locations from the plastic wall anchor onto the wall
8. Drill appropriately sized hole into wall for the plastic drywall anchors.
9. Install plastic drywall anchors.
10. Install screws/plastic anchor bracket into the wall using a screwdriver - screws must be hand-tightened.
11. Move the cabinet back into position against the wall.
12. Install plastic tie so it goes through the plastic cabinet anchor bracket and the plastic wall anchor bracket.
13. Check for stability and proper functionality



Door Adjustments

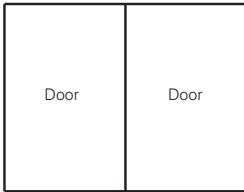


Figure A

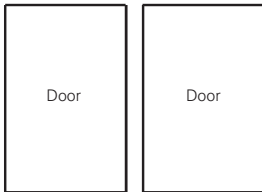


Figure B

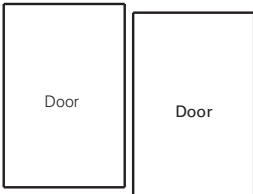


Figure C

Door Adjustments

1. Level the unit. See "Leveling Casegoods" for more information.

NOTE: Certain collections do not have leveling feet.

2. If, after leveling, the unit's doors are not positioned properly, follow adjustment procedures below:

No gap between doors (Figure A)

- Turn screw "A" (See Figure E) counterclockwise to increase spacing between doors.

Gap is too large between doors (Figure B)

- Turn screw "A" (See Hinge Detail) clockwise to decrease spacing between doors.

Doors out of alignment vertically (Figure C)

- Slightly loosen screw "B" (See Hinge Detail).
Reposition door up or down. Retighten screw "B".

Doors out of alignment with side of unit (Figure D)

- Slightly loosen screw "C" (See Hinge Detail).
Reposition door. Retighten screw "C".

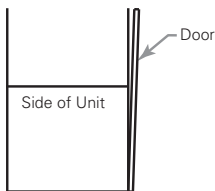


Figure D

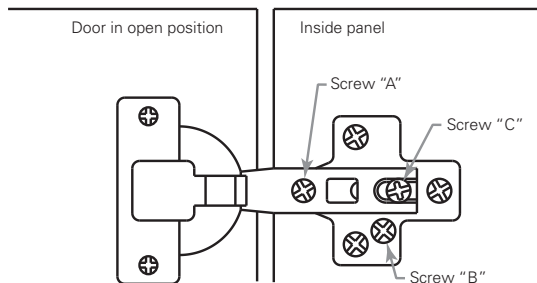


Figure E

Headboard/Footboard Drilling Instructions

Headboard/Footboard Drilling Instructions

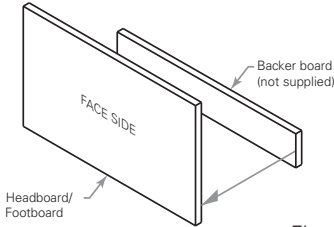


Figure A

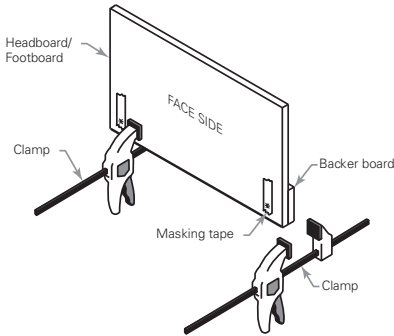


Figure B

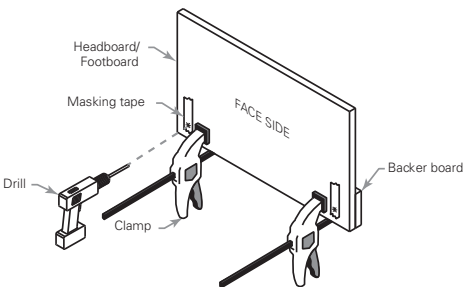


Figure C

NOTE: Important! Use scrap wood as a backer board when drilling to prevent splintering and damage.

This procedure will help ensure the finish on the back side of the headboard or footboard does not splinter or become blemished. The backer board should be large enough and positioned properly, so when the drill bit exits, it will hit the backer board.

1. Position backer board (not supplied) on back side of headboard or footboard to be drilled (See Figure A).
2. Clamp backer board to headboard or footboard (See Figure B).
3. Place masking tape over area of hole to be drilled. Mark hole location (See Figure B).
4. Drill holes through from the face side using a wood Forstner bit according to bed frame's drill pattern (See Figure C).
5. Discard backer board before affixing headboard or footboard to bed frame (Bed frame hardware not included).

Mirror Installation

NOTE: Important! To properly support the weight of the mirror, be sure to secure the wall cleat to the studs with the supplied screws, or use appropriate wall anchors and hardware (not supplied).

1. Measure distance between top of mirror and mirror cleat to determine mounting height of wall cleat (See Figure B).
2. Position wall cleat on wall at appropriate height (See Figure C). Also be sure to position cleat so mirror is centered in the location you desire.

NOTE: Pointed edge of wall cleat should point upward, with short side of cleat against wall.

3. Level wall cleat (See Figure C).
4. Attach wall cleat to studs with supplied screws, or use appropriate wall anchors and hardware (not supplied).
5. Hang mirror on mounting cleat. Make sure mirror cleat and mounting cleat are fully engaged (See Figure A).

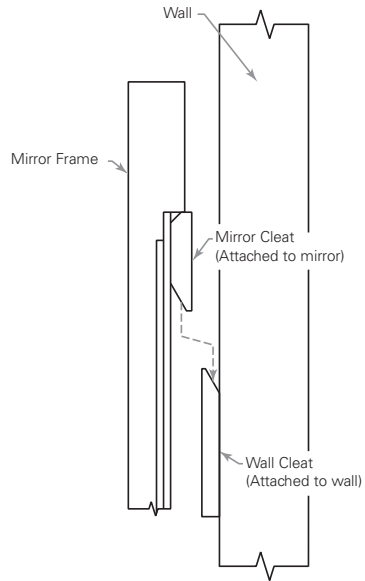


Figure A

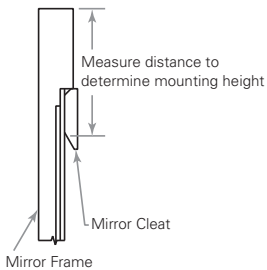


Figure B

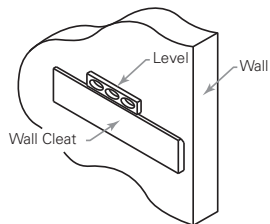


Figure C

Limited Warranty

We offer to you, as the original purchaser, a warranty for the Maxwell Thomas product you have purchased. Our warranty applies for the limited warranty period stated below. If any product or product part listed below is defective in material or workmanship during the applicable limited warranty period, we will repair or replace it at our cost. Please note that the decision to repair or replace a product or product part will be at our discretion. Our warranty applies only if the product is properly maintained by the original purchaser for normal, indoor use and does not cover normal wear and tear, modification of the product, or damage caused by abuse, improper use, failure to maintain, use which exceeds the published product limitations, or the combination of any product with another product. In addition, our warranty does not cover fading, characteristics or natural variations in texture, colorfastness, stains, spills or exposure to chemicals, odors, heat or light. In certain cases, we may provide you repair or adjustment instructions and/or replacement parts, and ask you to perform a repair or adjustment, or replace a defective part.

Our warranty gives you specific legal rights, and you may also have other rights, which vary from state to state. Please note that our limited warranty period begins when we ship the product to you. The limited warranty period and our obligations under the warranty period and our obligations under the warranty end once you transfer the product to someone else or at the end of the applicable limited warranty period identified below, whichever is earlier.

Description:	Warranty Period (Parts)	Anticipated Usable Product Life
Maxwell Thomas® Laminate Casegood Furniture	7 Years	7 Years

Anticipated Usable Product Life is based on normal use with proper maintenance, cleaning and storage. You should still inspect, monitor and care for the product, as the product may need to be replaced sooner than anticipated in particular situations.

DIRECT SUPPLY MANUFACTURING, INC. MAKES NO IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE; THESE AND ALL OTHER IMPLIED WARRANTIES ARE SPECIFICALLY DISCLAIMED. TO THE FULLEST EXTENT ALLOWED BY LAW, DIRECT SUPPLY MANUFACTURING, INC. WILL NOT BE LIABLE FOR ANY INCIDENTAL, SPECIAL, CONSEQUENTIAL OR PUNITIVE DAMAGES, OR LOST PROFITS THAT MAY RESULT FROM THE PRODUCT OR YOUR USE OF OR INABILITY TO USE THE PRODUCT EVEN IF ADVISED OF THE POSSIBILITY OF SUCH DAMAGES. OUR TOTAL LIABILITY TO YOU, IF ANY, IS LIMITED TO THE PRICE OF THE PRODUCT GIVING RISE TO YOUR CLAIM. Some states do not allow an exclusion or limitation of incidental or consequential damages, or how long an implied warranty lasts, so the above limitations or exclusions may not apply to you. If implied warranties are not excluded, and to the extent allowed by law, we limit any and all implied warranties to the applicable warranty period identified above. Except for rights under any applicable state law, the remedies provided under this warranty are your sole and exclusive remedy for any breach of our warranty and state the entire limit of our responsibilities.

Customer Service

If you have any questions about the Maxwell Thomas laminate casegoods you have purchased or would like to request warranty service, please contact your distributor.



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