

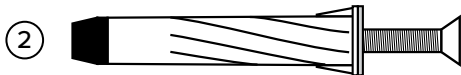
## Quick Reference Guide

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If at any time during installation you have questions, call the store listed on your receipt or 800-733-3532. You may also visit [containerstore.com/installation](http://containerstore.com/installation) to view video instructions.



Wood Screw



Drywall & Plaster Anchor



Sheet Metal Screw



Concrete Screw

**Tools needed:** pencil, level, power drill, drill bit set, #2 Phillips head bit for power drill, #2 Phillips head screwdriver, hammer, tape measure, ladder or step stool, Elfa 2' spacer, plastic mallet, scissors.

### TIP

- Remove all contents from your space and donate or sell all items no longer needed.
- For closets, hang clothes that you are keeping on a garment rack outside the closet during installation.
- Take out any old shelving and/or closet rods. Patch and repaint walls.
- Tape the page(s) of your custom Elfa design to the corresponding wall.
- Refer to your design for placement of your Elfa. Lay out all the products by type, size and wall.

## Hardware

Based on what you have told your designer, you have been provided with the correct hardware needed to complete the installation based on your wall construction. Below are instructions for installing each type of hardware:

### 1 Wood Screw

Used for mounting the Top Track into drywall over wood studs or directly into wood.

Drill a hole with a 1/8" drill bit the length of the drill bit.

### TIP

- Rub the wood screw over a bar of soap before inserting it into the wall. This will make tightening the screw easier.

### 2 Drywall & Plaster Anchor

Used for mounting the Top Track into 1/2" drywall (most common wall type) or 5/8" to 1" drywall/plaster.

Enlarge the hole with a 3/8" drill bit.

Remove the screw from the white anchor, ensuring the gray insert stays in place.

Tap the anchor into the hole with the plastic mallet.

Discard the grey spacers that are included in the packaging (not shown).

### 3 Sheet Metal Screw

Used for mounting the Top Track into drywall over sheet metal studs.

Drill a hole with an 1/8" drill bit the length of the sheet metal screw.

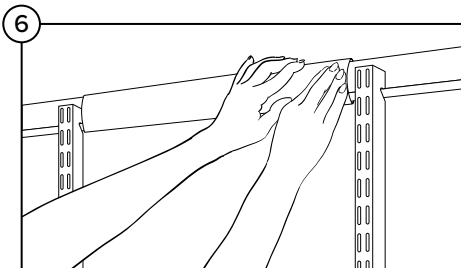
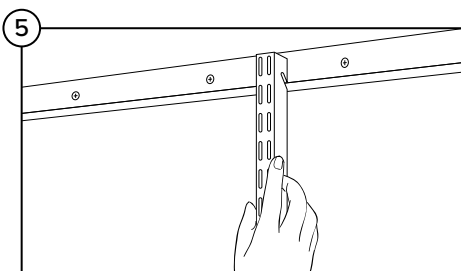
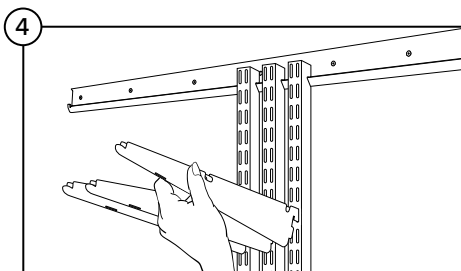
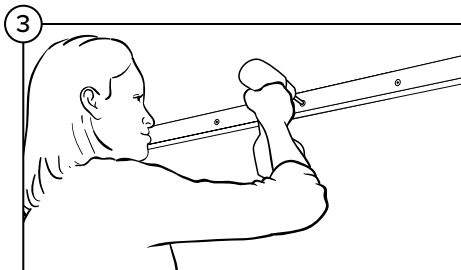
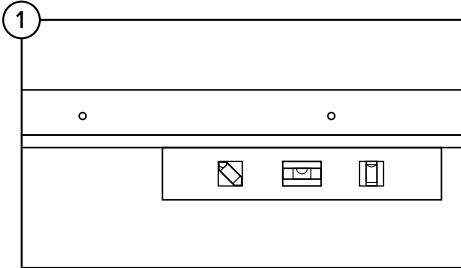
### 4 Concrete Screw

For concrete/masonry (cinder block or brick), drill a hole with a 5/32" masonry drill bit the length of the concrete screw.

For masonry with furring\*, drill a hole with a 5/32" masonry drill bit the length of the concrete screw.

\* Furring is a space usually 3/4" between the drywall and masonry surface. Furring strips are 1" x 2" pieces of wood attached to the masonry. The drywall is attached to the furring strips. When possible, the Top Track should be installed over the furring strip.

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## Top Track, Hanging Standards and Top Track Cover

Tools needed: drill, screwdriver, level and pencil

### Install Top Track

- 1 Position the Track where you want to mount it, use a level to ensure it is straight. Using a pencil, mark each hole location. Be sure to keep Track level.

#### TIP

For longer Tracks, drill the center hole and secure with one screw. Tighten the screw just enough to hold the Track against the wall. Level the Track and mark the rest of the holes.

- 2 Set Track aside and drill a 1/8" hole at each location. If you hit wood, continue drilling the entire length of the drill bit. In most applications, you will not hit wood for every hole. If you don't hit a stud, mark the location. At the marked locations, enlarge that hole with the appropriate drill bit size for the hardware needed for your wall construction.
- 3 Place the Track on the wall, insert and tighten all the screws using a power drill with a #2 Phillips head bit. To avoid stripping the screws, finish hand tightening with a #2 Phillips head screwdriver.

### Install Hanging Standards and Shelf Brackets

- 4 Hang Standard on Track. Group Hanging Standards together and insert Brackets at the appropriate height for desired shelf placement.
- 5 Slide the Hanging Standards to the approximate position on the Top Track. Hanging Standards should be a minimum of 1/2" from the ends of the Top Track.

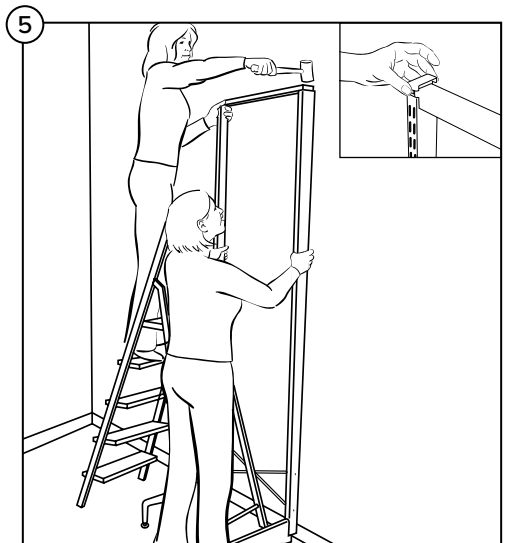
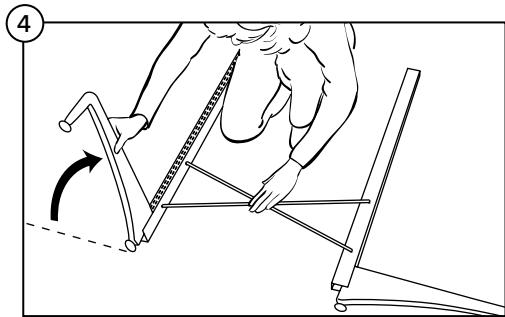
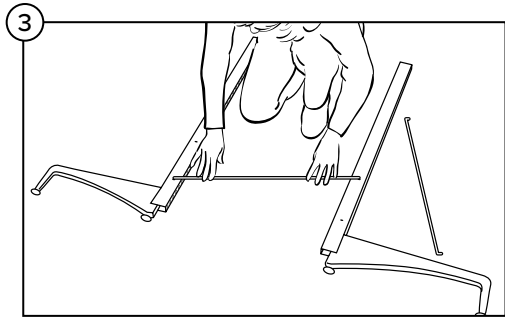
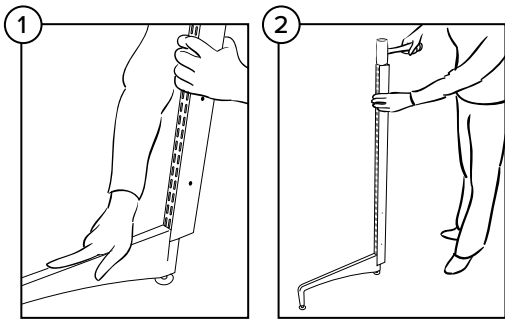
### Install Top Track Cover

#### TIP

Install your Top Track Cover ONLY after you have placed all of your components and are satisfied with positioning of your Elfa Shelving.

- 6 Start with the long pieces first. Cut Top Track Cover to size using scissors. Place top of Top Track Cover on top of the Top Track. Push the bottom part of the Top Track Cover over the bottom of the Top Track. You may need a bit of force to secure the Top Track Cover.

# elfa® Easy Installation & Assembly



**Tools needed:** plastic mallet, ladder or step stool for 62" and 83" tall solutions

## TIP

- It's best to have two people to assemble a 62" or 83" tall solution.
- Please note that any solution used away from the wall requires feet on both sides of the solution.
- If you have Foot Height Extenders, add them before proceeding. To install, unscrew both levelers from the Foot and screw the extenders directly into base of the Foot. The levelers can then be screwed into the Foot Height Extenders and adjusted as needed to accommodate baseboards between 2" to 4".
- If assembling on tile or wood, take care to protect the floor.

## Elfa Freestanding – Single-Sided Solution

### Insert Upright into Foot

- 1 The holes on the side of the Upright indicate the bottom of the Upright. There is no front or back to the Uprights. Line up the Upright with the slot in the Foot.
- 2 To secure, tap the Upright and Foot together on the ground or use the mallet. Make sure the Upright is all the way into the slot on the Foot. Repeat with a second Upright and Foot.

### Install Crossbraces

- 3 Place the assembled Uprights/Feet on the floor as shown. Insert Crossbraces diagonally into holes at bottom of the Uprights.
- 4 Gently hold the Crossbraces at the center with one hand. Using your other hand, lift one Foot so that it faces up, then lift the other Foot.

### Install Stabilization Bar

## TIP

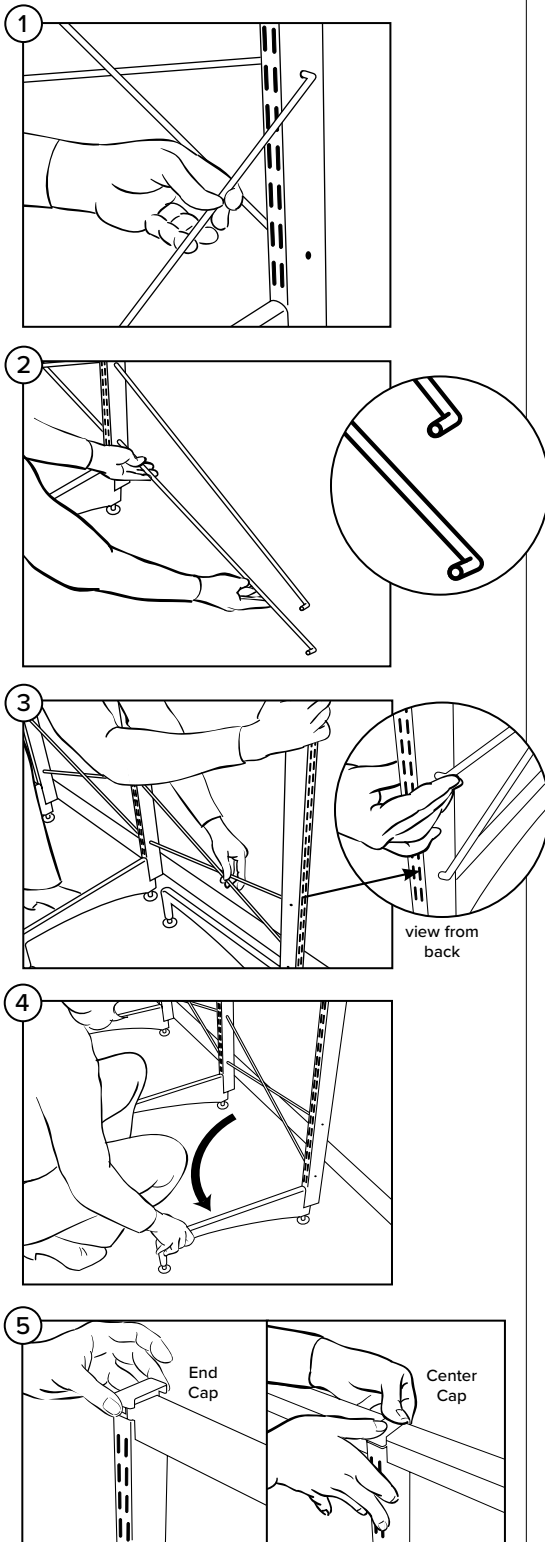
- When assembling a 62" or 83" unit, use a ladder or step stool to reach the top of the solution. Another person should hold the Uprights in place as you tap the Stabilization Bar into the top of the Uprights.

- 5 Stand the unit upright and position it at the desired location against the wall. Secure the Stabilization Bar by tapping both ends into the top of the two Uprights with the plastic mallet. Alternate tapping left and right ends until both are locked into place.

**If assembling a 4' or wider solution, proceed to the next section.**

**If assembling an 18", 2' or 3' wide solution,** you can now add End Caps (included) to the top of the Uprights for a finished appearance.

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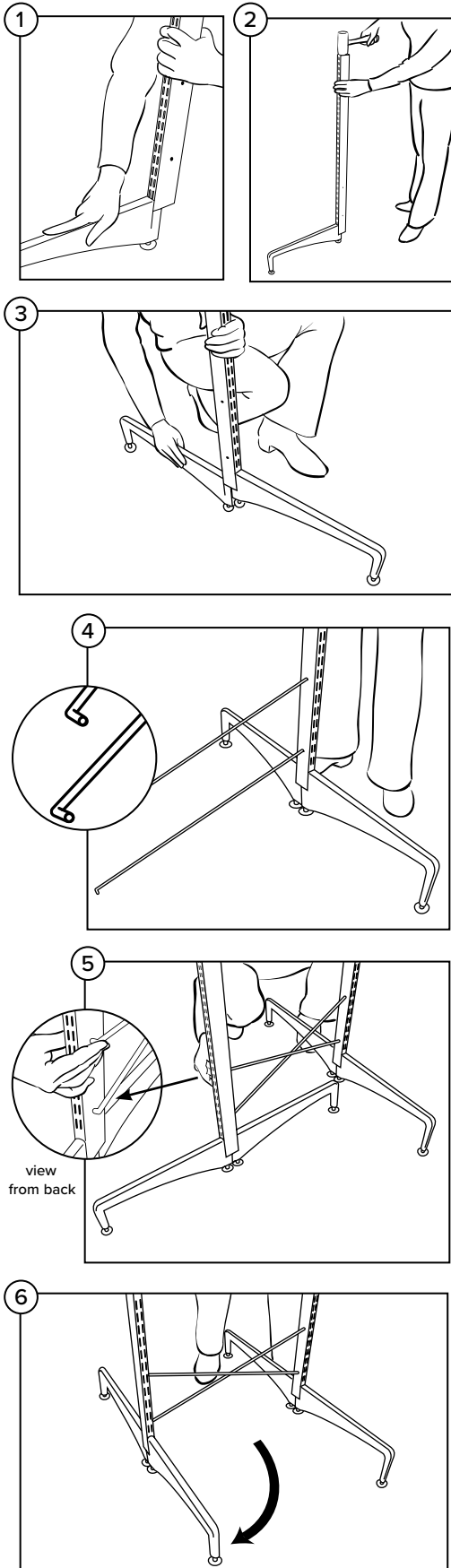


## Add a Section

- 1 Insert Upright into Foot as directed on the previous page. Insert one Crossbrace into the top hole on the side of the Upright to the completed section.
  - 2 Insert the other Crossbrace into the bottom hole. The bent tips on the unattached end of each Crossbrace should point forward.  
**For an 18" section, the bent tips on the unattached end of each crossbrace should point backward.**
  - 3 Position the third Upright so that the Foot points toward the already completed section.  
**For an 18" section, position the third Upright so the Foot points away from the completed section.**
  - 4 Insert the unattached ends of the Crossbraces diagonally into the third Upright. (See Step 2) Pull the third Upright back to the forward position (so that the Foot is facing forward.) This locks the Crossbraces into place.
- Install the Stabilization Bar** as shown on the previous page. Tap the Stabilization Bar into the shared Upright first, then the third Upright. Alternate tapping the left and right ends of the Stabilization Bar until both are locked into place. Repeat this process for additional sections.
- 5 Add End Caps and Center Cap(s) (included) at the top of the Upright for a finished appearance.

**Refer to your design for placement of the Elfa Brackets on the Freestanding Uprights.**

**Once you've added all Elfa components, adjust levelers as needed with the wrench included with the Feet.**



## TIP

- It's best to have two people to assemble a 62" or 83" tall solution.
- Before you begin, make sure the levelers on each Foot are screwed all the way into the Foot.
- Please note that all double-sided solutions require Feet on both sides of the solution.
- If assembling on tile or wood, take care to protect the floor.

## Elfa Freestanding – 2' or 3' Double-Sided Solution

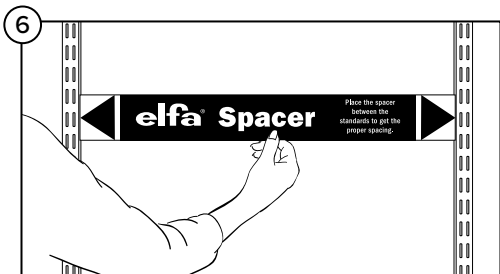
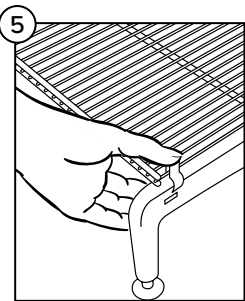
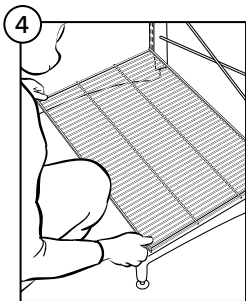
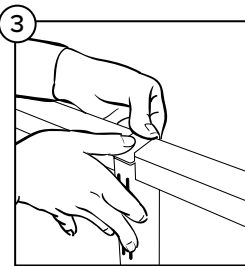
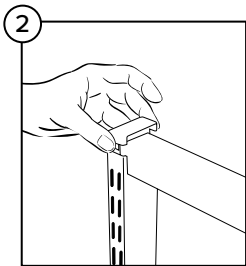
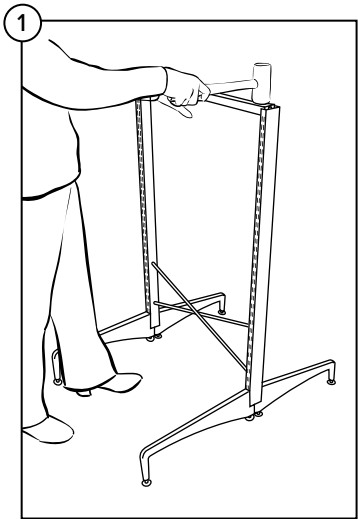
### Insert Upright into Feet

- 1 The two holes on the side of the Upright should be at the bottom of your finished solution. Line up the Upright with the slot in the Foot.
- 2 To secure, you can tap the Upright and Foot together on the ground or use the mallet. Make sure the Upright is all the way into the slot on the Foot.
- 3 Repeat this process with another Foot on the opposite side of the Upright. Set aside. Repeat the above steps with another Upright and two Feet.

### Install Crossbraces

- 4 Insert one Crossbrace into the top hole on the side of the Upright; insert the other Crossbrace into the bottom hole. The bent tips on the unattached end of each Crossbrace should face the same direction.
- 5 Position the second assembled Upright/Feet set so that it is perpendicular to the first set. Attach the opposite ends of Crossbraces diagonally into the holes of the second Upright.
- 6 Pull the second Upright/Feet set back to the forward position (so that the Feet on both sides of the solution are parallel). This will lock the Crossbraces into place.

For an 18" Double-Sided Solution, follow the instructions for a **Single-Sided Solution**, on page 3. When the Solution is assembled, tilt the unit until you can line up the Uprights with the slots in the Feet. Tap into place.



## Install Stabilization Bar

- 1 Secure the Stabilization Bar by tapping both ends into the top of the two Uprights with a plastic mallet. Alternate tapping left and right ends until both are locked into place.
- 2 Add End Caps (included) at the top of the Uprights for a finished appearance.
- 3 If assembling 4' or wider solution, repeat above Steps 1 and 2 as necessary. After all of the sections are added, place End Caps and Center Caps (included) at the top of the Uprights for a finished appearance. (Figures 2 and 3)

## Attach a Ventilated Shelf to the Feet

- 4 Lay the Ventilated Shelf across the span between the Feet. The support wires should run along the bottom of the Shelf. Place the last Shelf wire over the middle of each Foot.
- 5 Start at the back of the Shelf. Slip the Shelf Clip over the last Shelf wire; it will snap into the notches on both sides of the Foot. Repeat for all four corners of the Shelf. If your design calls for two Shelves to share one Foot, begin by attaching the clips at the joined shelves.

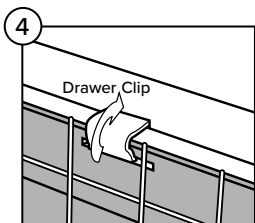
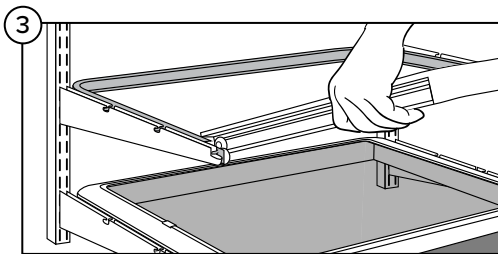
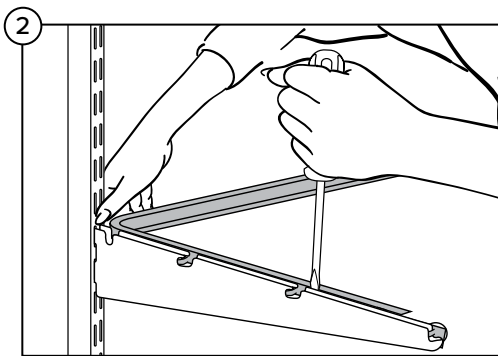
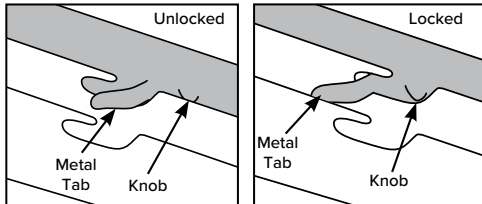
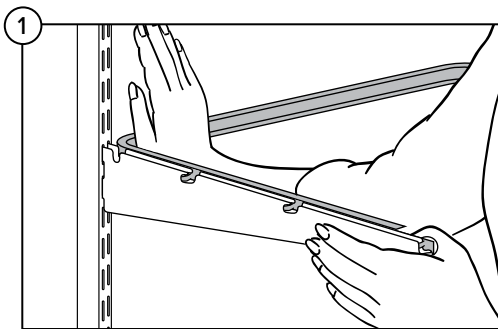
Refer to your design for placement of the Elfa Brackets on the Freestanding Uprights. Once you've added all Elfa components, adjust levelers as needed with the wrench included with the Feet.

## Classic Hanging Drawers, Décor Drawers and Gliding Accessory Racks

*These components must be installed before installing Ventilated Shelves.*

## Place Hanging Standards

- 6 Hanging Standards should be positioned using the Elfa Spacer provided in the package according to your design.



## Install U-Shaped Metal Glides

### TIP

- Gliding Accessory Racks, Elfa Classic Hanging Drawers and Décor Drawers are all installed with the same U-Shaped Metal Glide.
- If you would like more space between the gliding components, simply move them to the desired position.

- 1 The U-Shaped Metal Glide has three metal tabs and a metal knob on each side (located at the top of the glide) that locks the glide into the Bracket. Begin with the left Bracket. Align the metal tabs on the U-Shaped Metal Glide with the cutout notches of the Bracket. Once aligned, hold the front of the Bracket and press on the U-Shaped Metal Glide at the back rounded corner until you hear it lock into place. Repeat on the right side.

### TIP

- To REPOSITION the U-Shaped Metal Glide: It is not necessary to remove the glide from the Brackets. Simply tilt up the front of both Brackets and remove them from the Hanging Standards. Place in the desired location.

- 2 To REMOVE the U-Shaped Metal Glide from the Brackets: Place one hand at the back of the glide. With your thumb on the Hanging Standard, gently push the glide forward with your fingers. At the same time, insert and twist a small flat head screwdriver between the Bracket and U-Shaped Metal Glide in front of the knob holding the glide in place. The U-Shaped Metal Glide should pop out of the Bracket. Repeat on the other side.

### TIP

- Gliding accessories that are side-by-side will share a Bracket at the center.

## Install Gliding Accessories

- 3 Align the rollers on each side of the frame with the openings in the U-Shaped Metal Glide. Slide the frame into the glide.

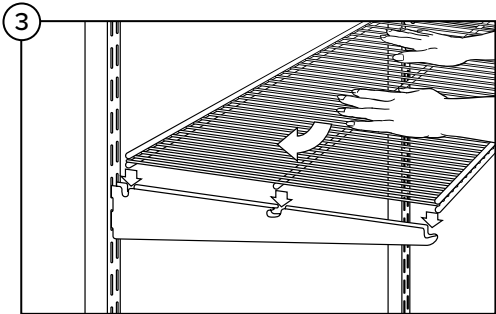
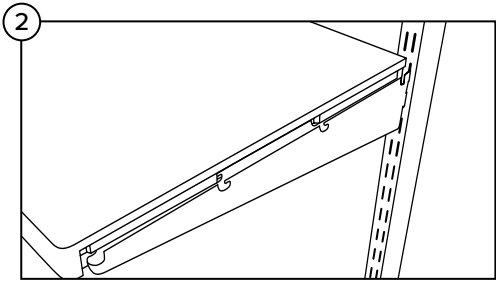
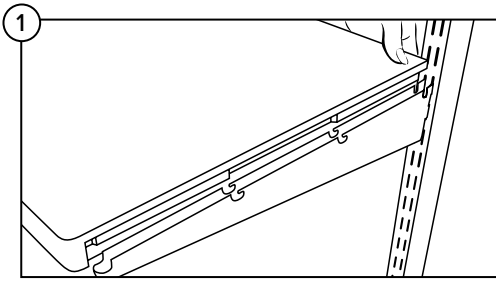
## Add Drawers

- 4 Always start with the bottom Drawer and work up.

For Décor Drawers, insert the Drawer into the frame opening and attach it to the left and right side of the wood frame with the provided Drawer Clips.

For Classic Hanging Drawers, simply insert the Drawer into the frame opening.





## Décor Shelves

### Install a Décor Shelf

- 1 Insert Ventilated Shelf Brackets into the Hanging Standards at the desired height. Place the Décor Shelf over the Brackets.
- 2 Press down to snap into place.

## Ventilated Shelves

### Install a Ventilated Shelf

#### TIP

- Install the Ventilated Shelves from shortest to longest, regardless of their location in the space.
- Ventilated Shelves have a top and a bottom. The middle support wire(s) is connected to the bottom of the Shelf.

- 3 Place the Shelf wires over Shelf Bracket notches. Install the Shelf with end wires inside the Brackets.  
Lock the Shelf into place by pressing down on the middle of the Shelf and pushing toward the wall.

#### TIP

- To REPOSITION a Ventilated Shelf after it's been attached to the Brackets: Hold by the Brackets, and lift the front of the shelf toward the ceiling and outward to release the entire unit from the Hanging Standards. (Works on all Shelves except 20" depth.)
- To REMOVE a Ventilated Shelf from a Bracket while on the Hanging Standards: Hold the Hanging Standard steady with one hand. Place the other hand at the back of the Shelf. Pull up and forward to release.

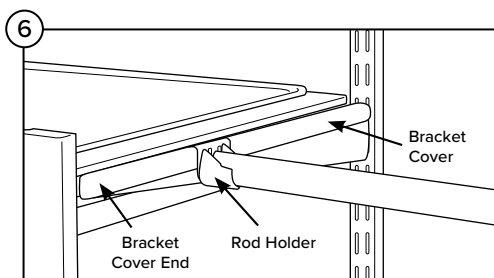
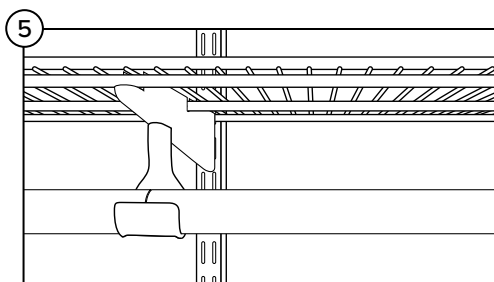
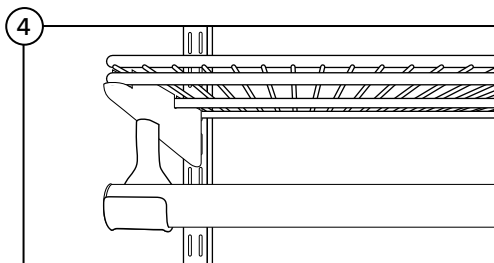
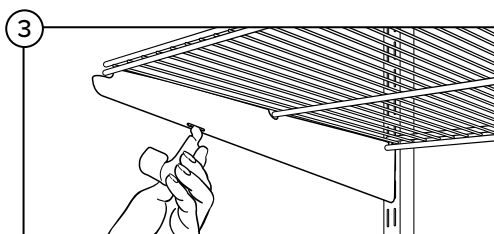
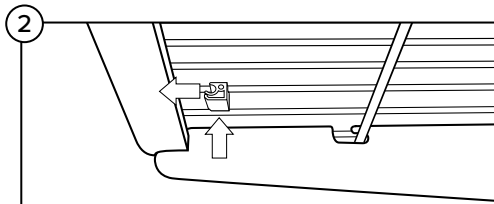
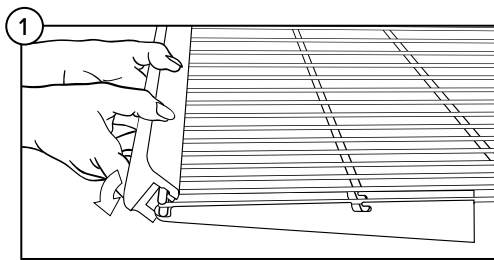
### Install Shelf Basket (not shown)

- With the double wire front lip of the Shelf Basket facing forward, place the Shelf Basket wires over the Shelf Bracket notches.
- Install the Shelf Basket with the end wires inside the Bracket.
- Lock the Shelf Basket into place by pressing down on the middle of the Shelf Basket and pushing toward the wall.
- Insert Shelf Basket Dividers where desired, if applicable.

### Install Shelf Basket Fascia (not shown)

- Position the Shelf Basket fascia underneath your Shelf Baskets with the curved edges of the Shelf Basket fascia face down and parallel to the floor.
- Lift the Shelf Basket fascia up to the underside of the front edge of the installed Shelf Baskets and push back towards the wall until it clips into place.





## Décor Fascia

### Install Décor Fascia

- 1 Position the Fascia with the opening facing the Ventilated Shelf. The notch in the Fascia that hooks onto the front support wires of the Ventilated Shelf should be at the top. Hook over the top wire with a downward motion, and secure it to the front of the Shelf.
- 2 Use the included clips to secure the Fascia to the Ventilated Shelf. The top of the clip features a groove that accommodates one shelf wire. Once it's attached to the underside of a shelf wire, slide it all the way to the front of the Shelf and into the opening of the Fascia for a secure hold. Repeat with another clip at the opposite end of the Fascia. If you are installing a 1-1/2' or 2' Fascia, add the third clip at the center of the Fascia.

## Closet Rods

### Install Closet Rod Holders and Closet Rods

- 3 Insert the Closet Rod Holder into the slot in the bottom of the Ventilated Shelf Bracket.
- 4 Tap the End Caps into both ends of the Closet Rod. Snap the Closet Rod into the Closet Rod Holder.

### Install Closet Rods that Share a Rod Holder

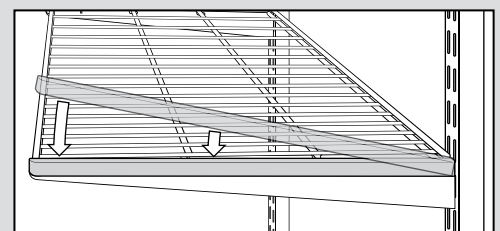
- 5 First, install joined rods in the center of the Closet Rod Holder, then place the outer ends in the Closet Rod Holder. Tap the End Caps only into the non-joined ends of each Closet Rod. Adding End Caps to the joined ends creates a gap.

### Install Closet Rod Adjacent to Décor Drawers

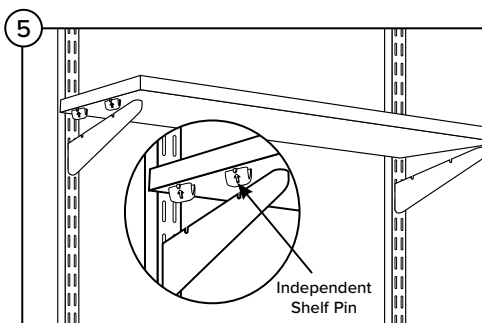
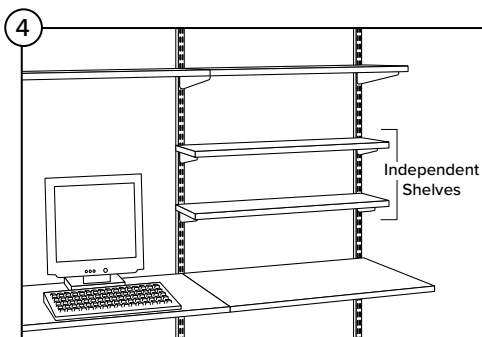
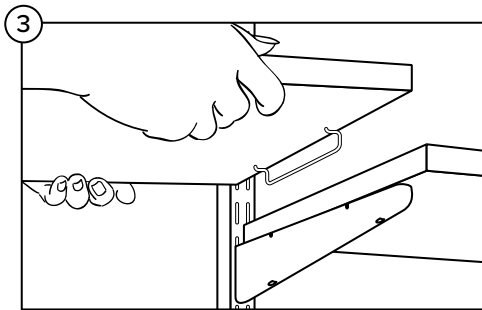
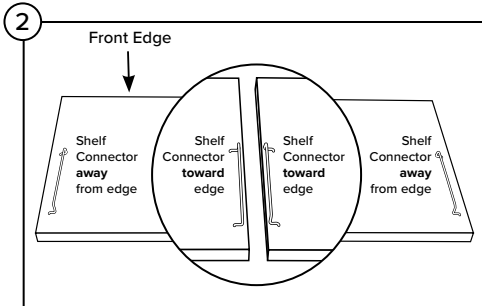
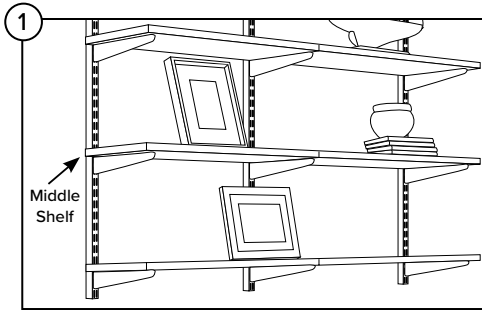
- 6 First, insert the longer part of the Bracket Cover closest to the Standard – see instructions below. Next, add the Rod Holder, then the Bracket Cover end last.

### Install Bracket Covers

- Left and Right Bracket Covers are not interchangeable.
- Place the outer edge of the Bracket Cover over the outer edge of the Ventilated Shelf Bracket.
- Push down from the back to the front to snap the Bracket Cover in place.



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## Solid Shelving

### TIP

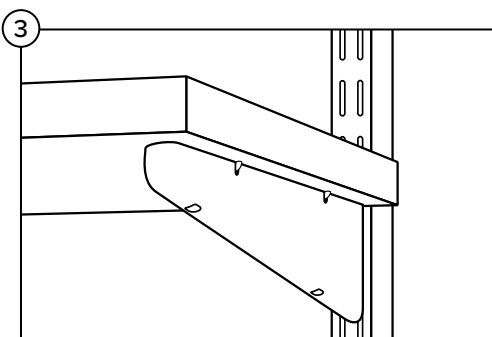
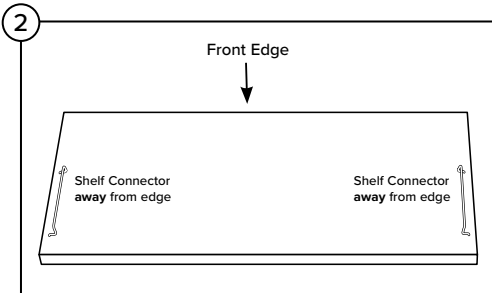
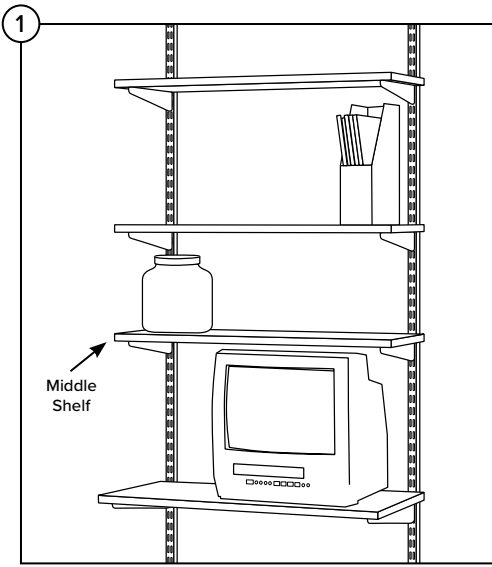
- There are pre-drilled holes on the bottom of the Shelf for ease of installation.
- Group Shelves by color: 30" Shelves have a blue sticker; 25" End Shelves have a green sticker; 24" Center Shelves have a red sticker. The sticker also indicates the front of the Shelf.

## Install Connected Shelves

- 1 The row of Shelving closest to the middle should be installed first.
- 2 Flip the Shelf upside down to expose the holes with the back of the Shelf toward you. Insert the Shelf Connectors as shown.
- 3 Flip the Shelf right side up and place the Shelf Connectors into the Bracket notches. Connected Shelves share a Bracket. After installing the middle row of shelving, repeat for each row of Shelves.

## Install Independent Shelves

- 4 Flip the Shelf upside down to expose the holes, with the back of the Shelf toward you.
- 5 Insert Independent Shelf Pins with the arrow to the outside edge of the Shelf. Flip the Shelf right side up and place the Independent Shelf Pins into the Bracket notches.



## Install Single Section of Shelving

### TIP

- There are pre-drilled holes on the bottom of the Shelf for ease of installation.

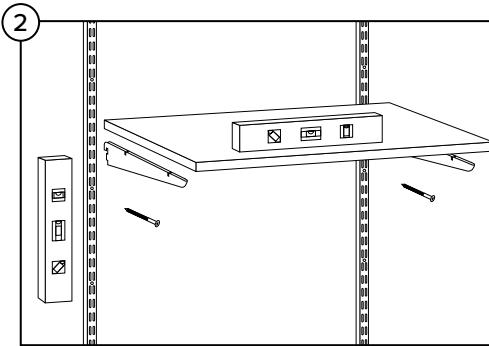
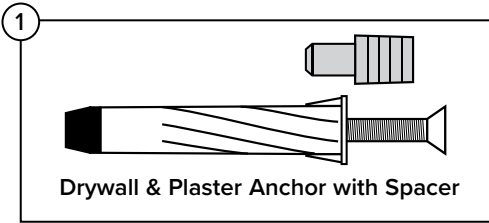
- 1 The Shelf closest to the middle should be installed first.
- 2 Flip the Shelf upside down to expose the holes with the back of the Shelf toward you. Insert the Shelf Connectors as shown.
- 3 Flip the Shelf right side up and place the Shelf Connectors into the Bracket notches. After installing the middle shelf, repeat for the other Shelves.

## Install Using Shelf Screws (not shown)

**Additional tool needed:** awl (or similar pointed tool)

### TIP

- Shelf Screws are an alternative to using Shelf Connectors. They are used with Desk Tops and on rare occasions with Solid Shelves when it is necessary for the Shelves to remain fixed.
- Place the Desk Top on the Brackets and use a pencil to trace an outline of the Brackets.
- Take the Desk Top off the Brackets and flip it upside down on a solid surface with the pencil marks visible.
- Take a Bracket out of a Hanging Standard to use as a guide. Place the Bracket over each Bracket outline on the Desk Top and use an awl to punch a mark for the screws through each hole in the Bracket. Be sure to keep the awl straight.
- Remove the Bracket and use a 1/8" drill bit to drill a hole at each punch mark.
- Place the Desk Top on the Brackets and align the holes in the Shelf with the corresponding Shelf Bracket holes.
- Insert the shorter screw in the front hole and the longer screw in the back hole of each Bracket.
- Tighten each screw with a #2 Phillips head screwdriver.



## Wall-Mounted Standards

**Tools needed:** level, power drill, drill bits, #2 Phillips head bit for a power drill, hammer, plastic mallet, ladder or step stool

### TIP

- **Mounting Standards in a Corner:** Install the Standard approximately 2" from the corner to allow enough room for the drill or screwdriver.

## Mount in a Wall

- 1 Position one Standard where you want it on the wall. Mark the position of the second screw hole from the top of the Standard.

Use Drywall & Plaster Anchor with Spacer for mounting the Standards into 1/2" drywall (most common wall type) or 5/8" to 1" drywall/plaster.

Enlarge the hole with a 3/8" drill bit. Remove the screw from the white anchor; remove and discard the grey insert. Add the grey spacers included in the packaging to the white anchors.

Use a plastic mallet to gently tap the anchor (with spacer) so the top of the anchor is flush with the wall.

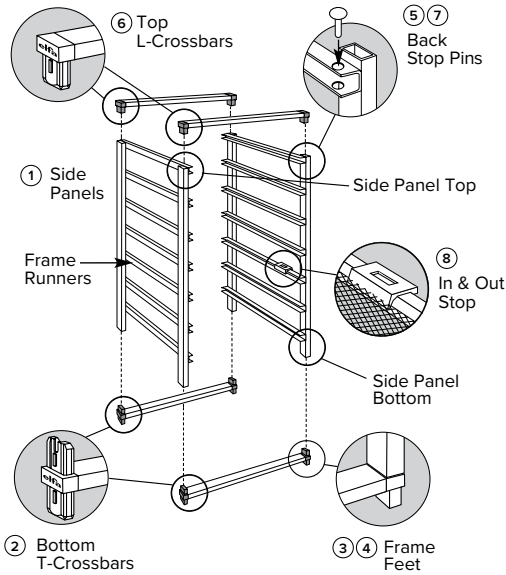
- 2 Using a level, check that the Standard is straight. Mark and drill the remaining holes and install all of the screws and necessary anchors.

To install the next Standard, measure and mark out a suitable distance between the two Standards, based on your custom design.

While holding the unattached Standard to the wall, place a Shelf on the Brackets. Adjust the spacing as needed and check that the Shelf is level.

Mark, then drill, the remaining holes and screw the second Standard into place as in Step 2. Repeat for each Standard.

## DIAGRAM 1



## Drawer Units

**Tools needed:** plastic mallet, 2 pieces of tape

### TIPS FOR GETTING STARTED

- If you don't have a plastic mallet, you can use a hammer with a wood block or towel to protect the frame. Take care to protect the floor.

**⚠ Make sure you start with the T-Crossbar. Elfa Logo will read upside down in this position.**

**⚠ To keep Pins from "jumping" out of the holes while tapping the Top L-Crossbars in place, cover with a piece of tape.**

## Assemble the Frame

- Position the Side Panels with the runners facing inward.
- Using a plastic mallet, tap the bottom T-Crossbar into the bottom of each Side Panel. **Make sure you start with the T-Crossbar. Elfa Logo will read upside down in this position.** See diagram 1. Alternate tapping each side to ensure T-Crossbar inserts smoothly.
- Tap the four Frame Feet into place.
- Flip Frame over so Feet are resting on the ground.
- Put 2 Back Stop Pins in the back holes of the top runners. **To keep Pins from "jumping" out of the holes while tapping the Top L-Crossbars in place, cover with a piece of tape. The remaining Back Stop Pins should be put in place just prior to sliding in the Drawers.**

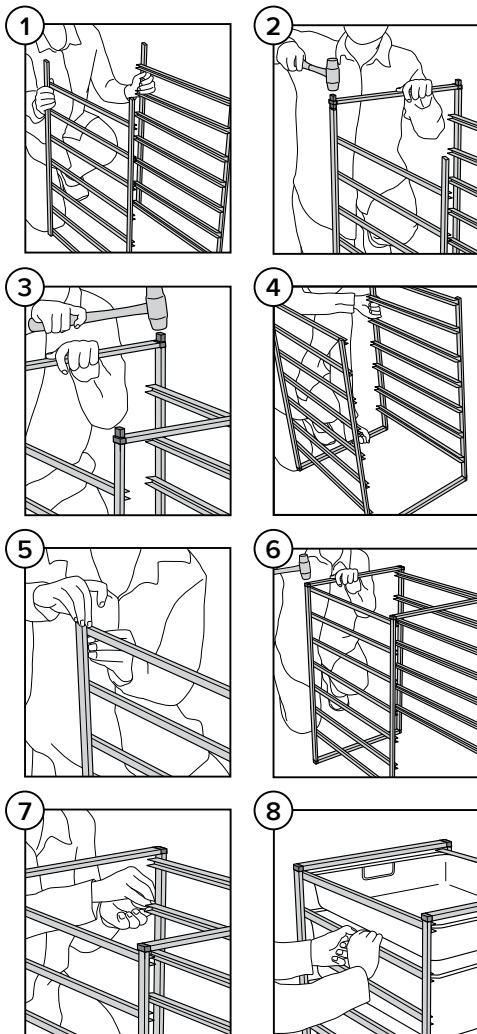
NOTE: IF COMBINING FRAMES, SKIP TO NEXT PAGE NOW.

- Tap the Top L-Crossbars down part way, alternating sides, then remove the tape and tap completely into each Side Panel. If using a Melamine Top, place adhesive strips included in the packaging on the top of the Frame on all four corners. Remove paper backing. Position Top and press firmly to secure.

## Add Drawers

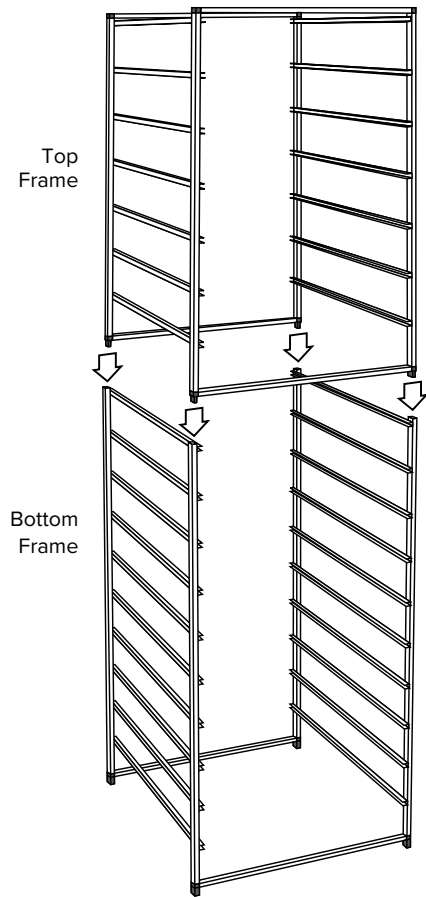
- Insert 2 Back Stop Pins for each Drawer and slide in Drawers.
- In/Out Stops keep your drawer from pulling completely out. Position the In/Out Stop so that the long side is inside the Drawer. Clip the short side of the In/Out Stop over the Frame Runner. Repeat on other side.

If you have other accessories, add them now.



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**DIAGRAM 2**



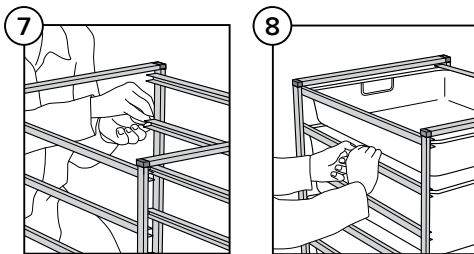
## Combining Frames

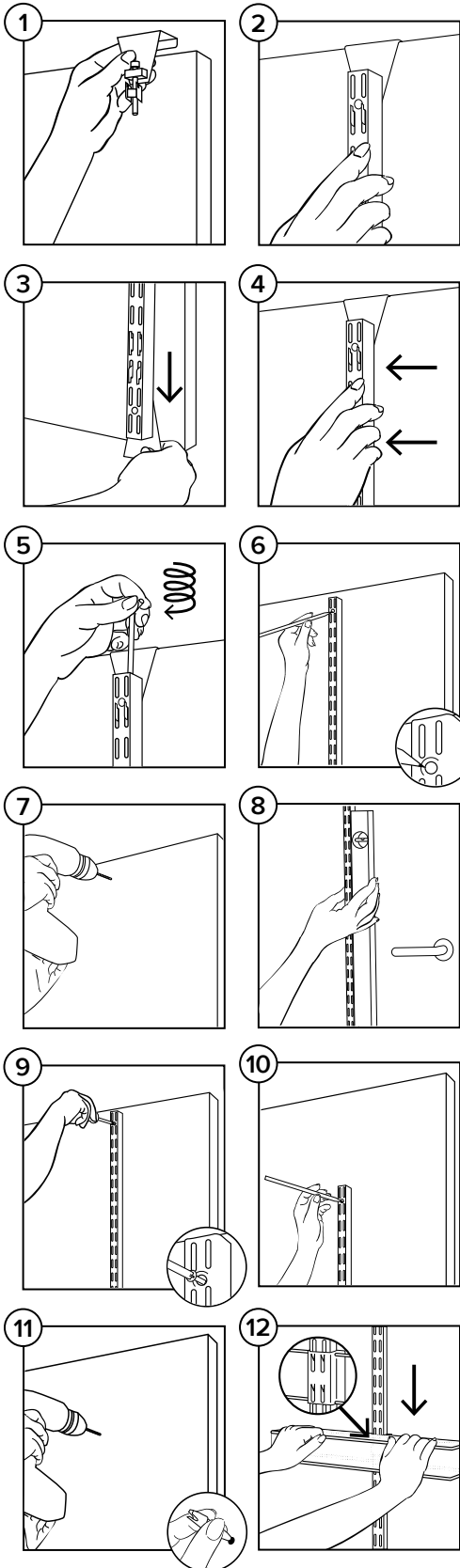
- Assemble the top frame completely omitting the Frame Feet. (See instructions on previous page.)
- Assemble the bottom frame, omitting the Top L-Crossbars.
- Put 2 Back Stop Pins in the back holes of the top runners of the bottom frame. **To keep Pins from “jumping” out of the holes while tapping the Top L-Crossbars in place, cover with a piece of tape. The remaining Back Stop Pins should be put in place just prior to sliding in the Drawers.**
- Lower the top frame onto the bottom frame, making sure the top Back Stop Pins for both frames are all on the back side. Secure by firmly tapping each corner of the top frame until Bottom T-Crossbars are completely inserted into the bottom frame. (See diagram 2)

## Add Drawers

- 7 Insert 2 Back Stop Pins for each Drawer and slide in Drawers.
- 8 In/Out Stops keep your drawer from pulling completely out. Position the In/Out Stop so that the long side is inside the Drawer. Clip the short side of the In/Out Stop over the Frame Runner. Repeat on other side.

If you have other accessories, add them now.





## Door & Wall Rack Solution

**Tools needed:** For Door-Mount – Allen wrench (included) and level.  
For Wall-Mount – pencil, drill or screwdriver, and hardware.

### CHOOSING HARDWARE

- If not using the overdoor hooks, please ask for the best installation hardware for your specific needs.

## Attach Standard to the Door

- 1 Place the shorter hook (that features the screw) over the top of the door.
- 2 Fit the second set of slots on the Standard over the hook.
- 3 Attach the longer hook to the Standard under the bottom of the door. Pull down to lock it in position. The bottom hook should not be tight against the door.
- 4 Adjust the Standard until it is square to the floor.
- 5 Use the included Allen wrench to tighten the top screw.

## Install in a Solid Door

- 6 Position Standard on door and mark screw placement.
- 7 Drill a pilot hole with a 1/10"/2.5mm drill bit.
- 8 Make sure Standard is square to the floor.
- 9 Screw Standard to the door.

## Install in a Hollow Door

- 10 Position Standard on door and mark screw placement.
- 11 Drill hole using a 1/4"/7mm drill bit and insert Anchor. Position Standard square to the floor. Insert screw into Anchor and tighten.

## Add Baskets

- 12 Align the tabs on the back of Basket or Utility Board with the slots on the Standard; pull down to lock in place.