

RB-3001-C CLEAR TOP ROOMBOX / DISPLAY CASE KIT ASSEMBLY

Please read completely BEFORE starting assembly

Tools and supplies needed:

Clear drying craft glue such as SOBO (yellow wood glue can be used on wood that does not come into contact with any windows)

Sand paper (100 grit)

Masking tape

Damp cloth or sponge for wiping excess glue

A ruler to confirm parts sizes and ensure correct parts

Cotton swabs

Small economy artists brush

A table or bench out of the way with a flat surface to work on the kit undisturbed

Getting started

CAUTION:

Be very careful about splinters from the wood parts. You should wear gloves while handling the kit parts. We make every effort to pre-sand and deburr all the parts but it is a wood product so splinters are inherent in the material.

UN-PACKING:

Carefully unbox the kit and lay all the components out so they can be easily identified. Using a ruler, compare and check off all the parts against the parts lists and drawings provided. We do this before we ship your kit so shortages have been non-existent to this date.

ASSEMBLY STEPS

Notes:

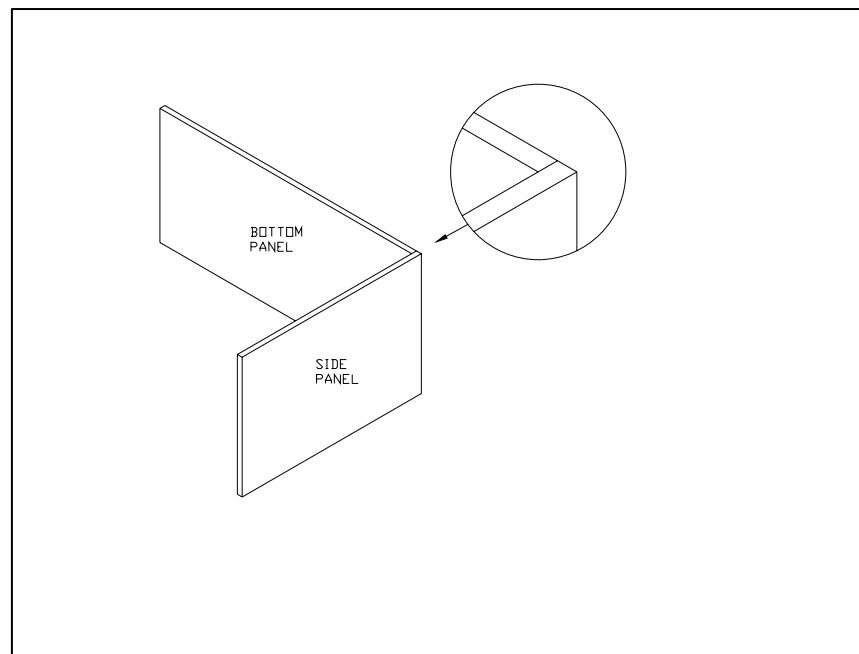
The back panel goes **INSIDE** the other parts. If you keep this in mind everything should fall into place. There is a very shallow slot at the **bottom** center of the back panel. Keep an eye out for proper orientation.

A worthwhile step would be to pre-assemble the entire box using just masking tape first (no glue). This "dry run" will make the final assembly and gluing go very quickly and easily. Use the better-looking side of the plywood panels where it will be visible. You may also want to tag the panels with masking tape labels to easily identify them during assembly to avoid confusion.

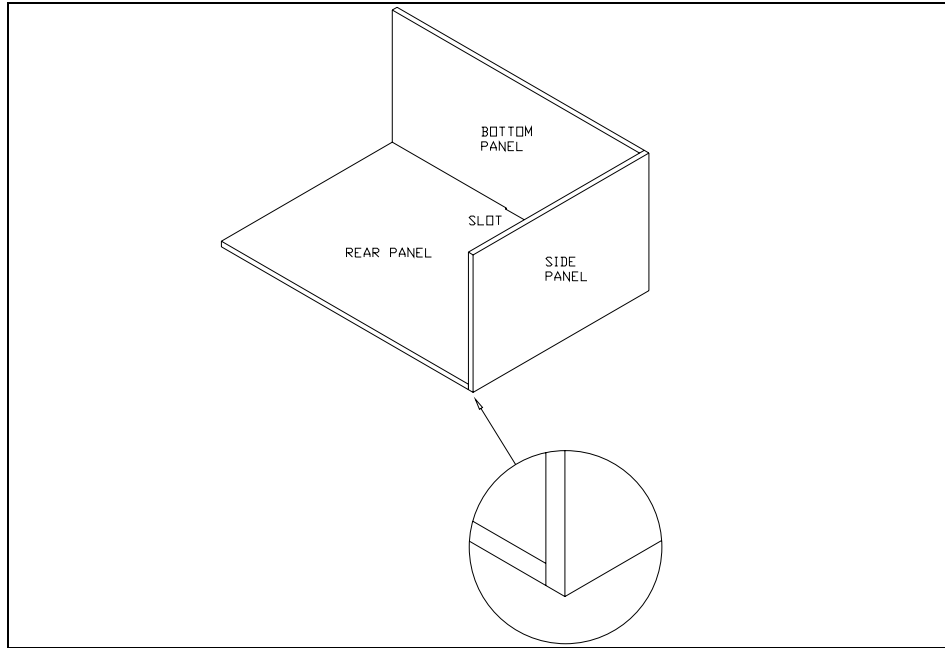
Depending on your individual design, you may wish to paint wallpaper or stain your roombox/ display case prior to assembly.

"Box" assembly:

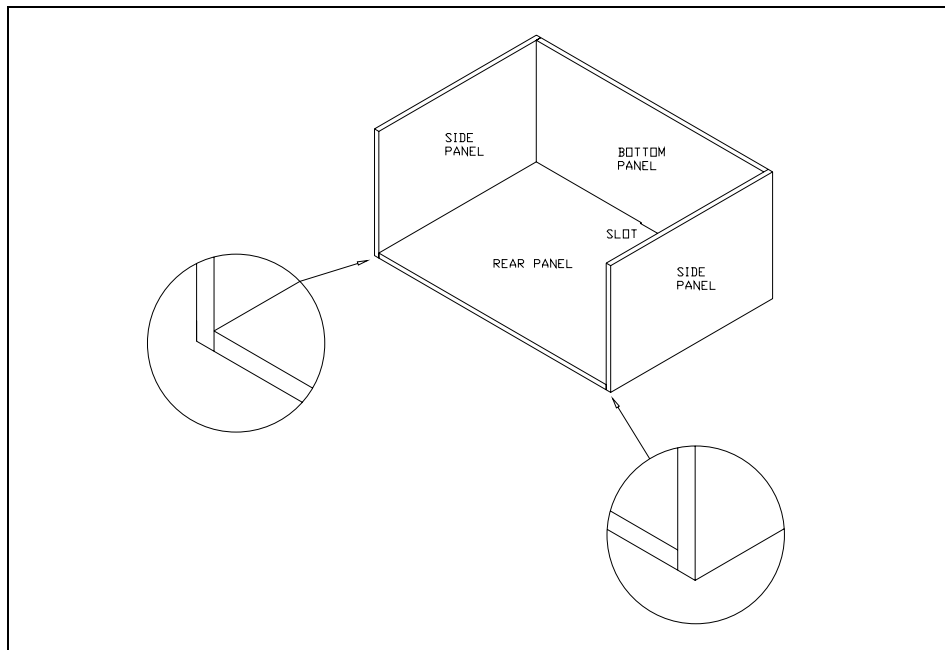
Locate a side panel and the bottom panel. Run a bead of glue along the edge of the bottom panel and join with the side panel. Secure with masking tape.



Locate the rear panel. Run a bead of glue along the slotted edge and short edge and join to the other two panels in step one. Do not get any glue in the slot if you intend to pass a “tape wire” through later. Let the glue get a bit tacky and secure with masking tape. Check that all parts are squared and aligned. Let this assembly dry for about 15 minutes or until stable.

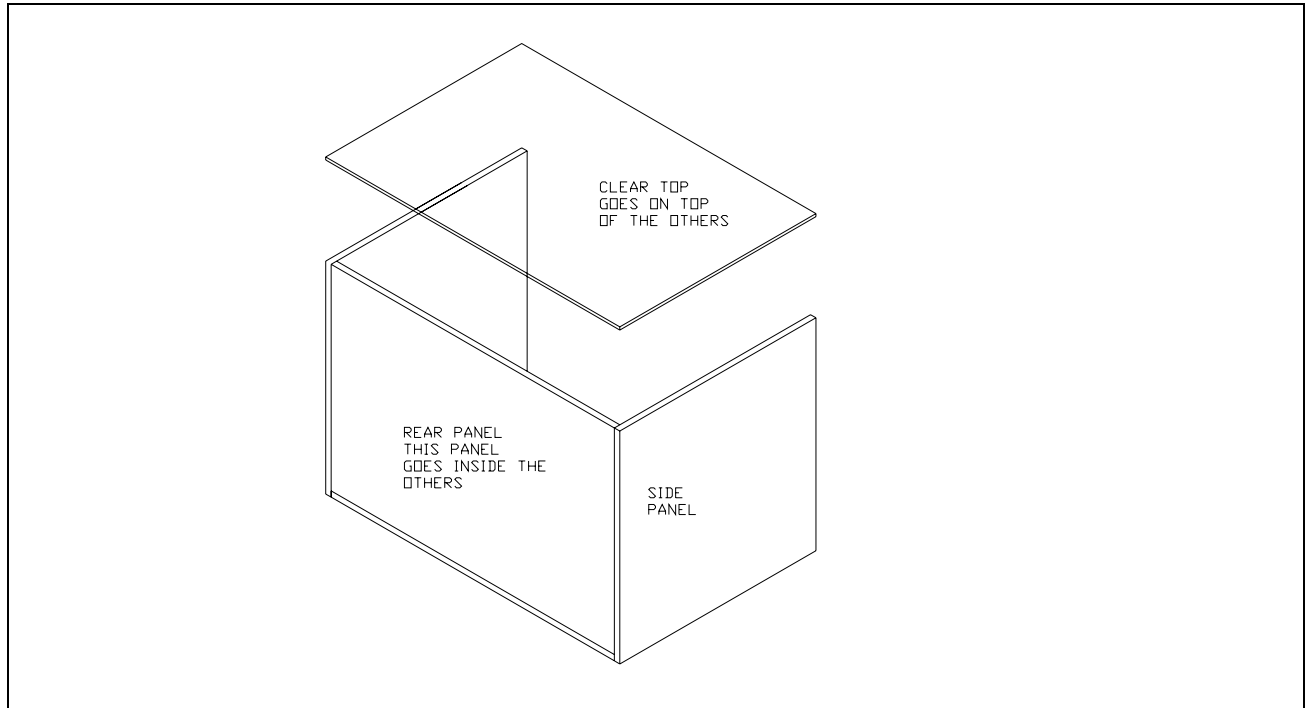


Locate the remaining side panel. Run a bead of glue along the edges of the back and bottom panel.



The next step is only for a permanent clear top. If you wish to have a removable clear top please skip this step and follow to the bottom step*.

Locate the clear top. Pull back the protective film about an inch from the clear top only where it interferes with the gluing. Run a bead of glue along the three panel edges and position the top panel along the top edges of the box. Secure with masking tape. Remove the tape as soon as the glue is set so the tape doesn't leave residue on the clear top. Wipe off any excess glue using cotton swabs or cloth. Let the assembly dry until the glue is clear.



This completes the box part of the assembly.

Front window and frame assembly:

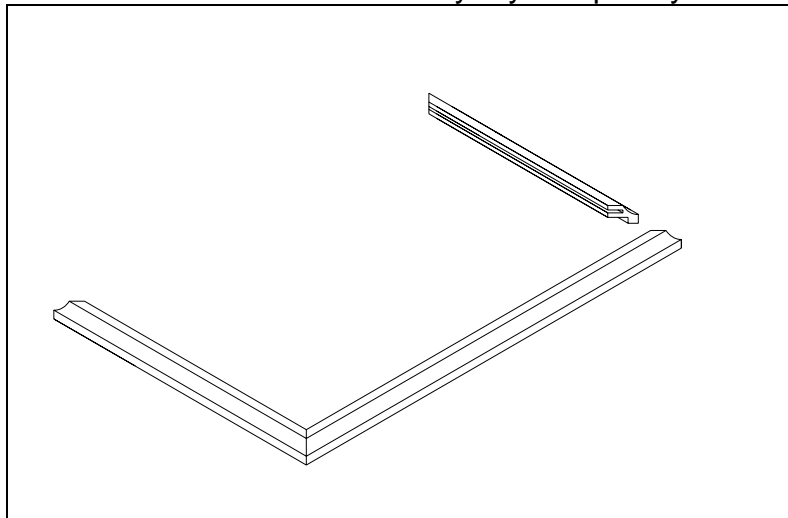
This assembly procedure leaves the front window and top frame part free to slide up and out.

Locate the front window and four window frame parts.

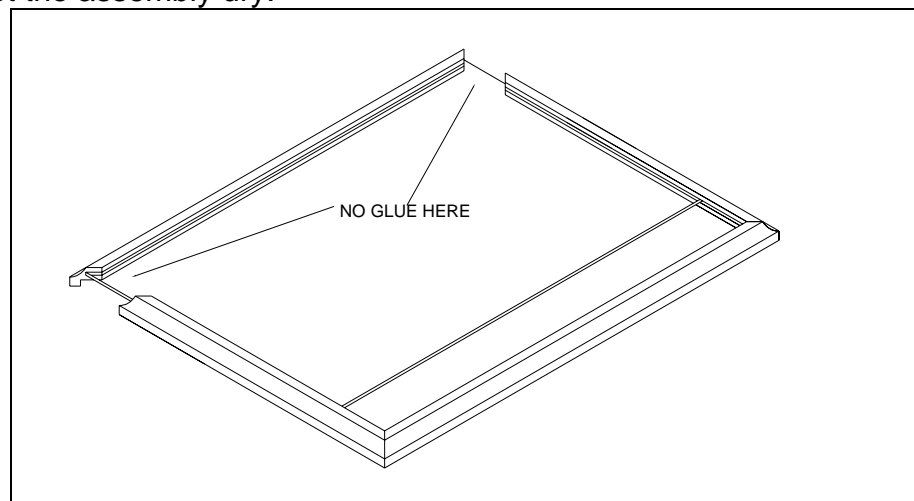
Be careful not to get any glue in the channel where the window will slide in any of the steps below.

Apply a very light coat of glue to the eight mitered ends of the front frame parts and let dry. Do not glue them together at this time. This is simply a sealing coat to better the actual glue process.

For nice tight miters, brush a coat of glue on one side and one top / bottom frame part. On a flat surface join the two parts together then rock them into alignment. Pull them apart and let the glue get tacky (usually about 5 minutes). Rejoin and check for perfect union of the miters. Let this assembly dry completely.



Now insert the front window into the partially built frame. Use the same gluing technique as above. Brush glue onto the remaining side frame part and slide into place while positioning the miter. Let the assembly dry.

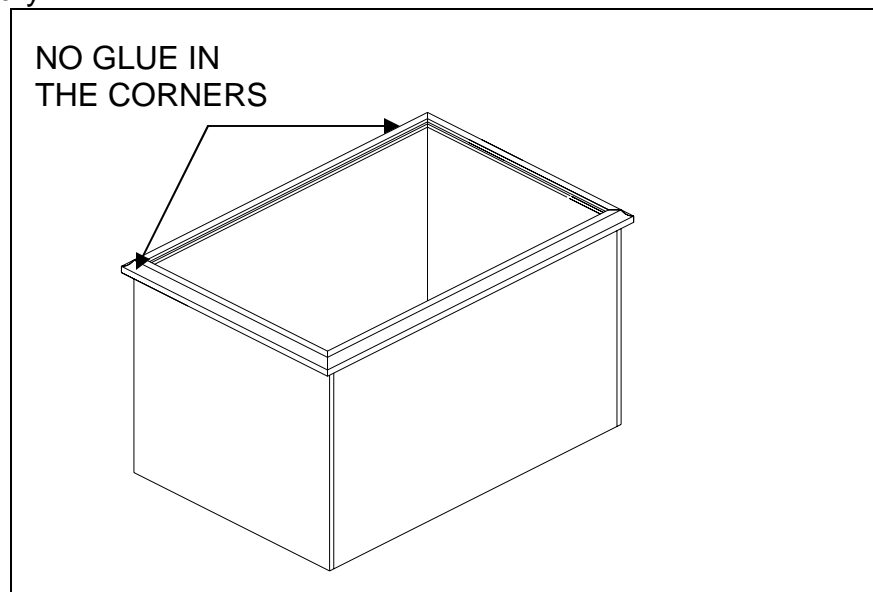


(For a vertical box simply leave a side frame piece instead of a top frame piece unglued)

At this point you can glue the frame assembly onto the box front:

To align the frame up prior to gluing, tape the remaining top miter part in place on the front window assembly. Turn the box on its back and run a bead of glue along the bottom and side edges of the box assembly stopping an inch from the top edge. **DO NOT APPLY GLUE TO THE TOP EDGE OF THE BOX- IT NEEDS TO BE FREE TO ALLOW FOR THE TOP WINDOW FRAME PART AND FRONT WINDOW TO SLIDE UP AND OUT.**

Place the frame and window onto the box front. There is clearance between the sides of the box and the rear of the frame. Slide the frame assembly around a bit while looking behind the frame at the gaps to square and even everything up with respect to the box. Let the assembly dry



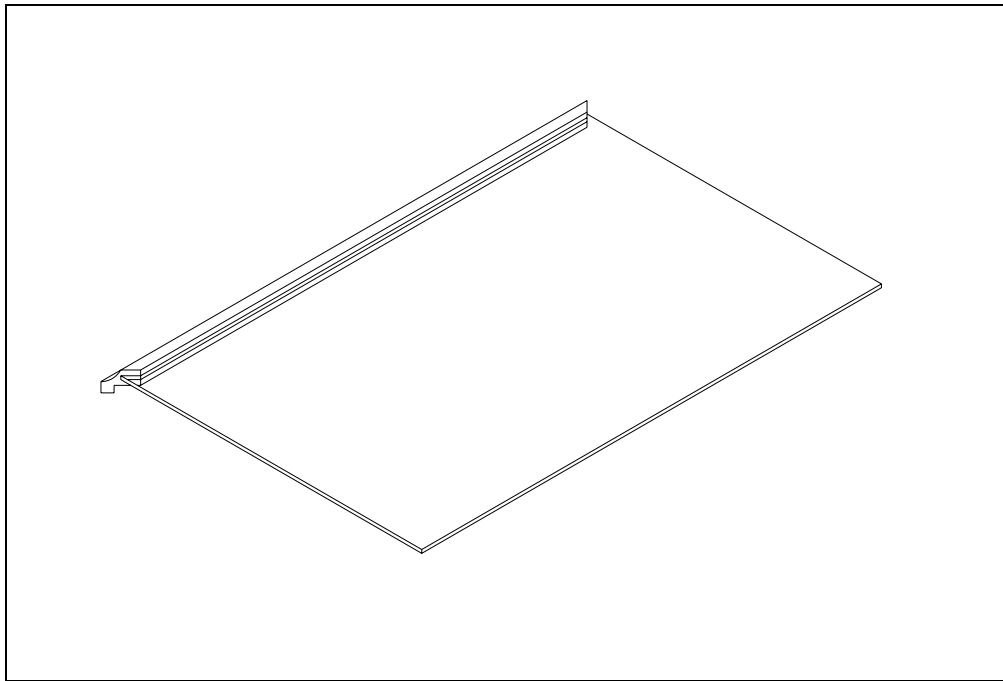
The last part of the frame assembly is to glue top window frame to the window:

Remove the tape and top window frame. Make sure you can slide the window out at this point and that is not stuck from excess glue from previous steps. Remove any dried excess glue that may be causing clearance problems before proceeding.

Run a thin bead of CLEAR glue into the window track stopping one inch from the ends of the frame. Insert the window frame onto the window assembly.

Push the window fully into the window frame track until it is seated. Check for excess glue oozing out of the track and wipe with a cotton swab or towel.

Line up and tape the two top frame mitered corners in place so the miters are perfect. This will insure good-looking corners when the window is opened and closed. Let the assembly dry until the glue is clear.

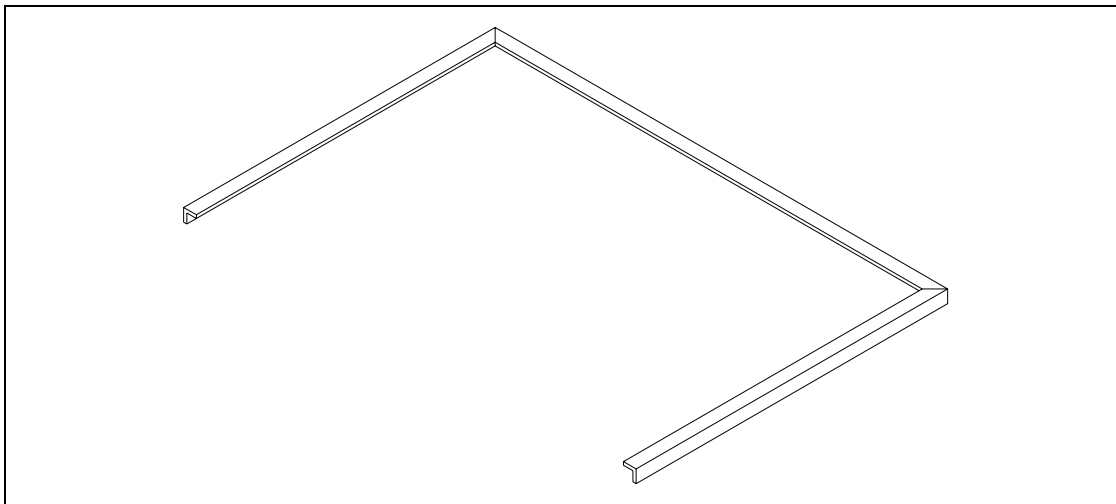


One more step-Assemble the top / bottom moldings:

There are two molding frames that add a decorative finished look.

Locate the two molding sets. They are usually taped together for your convenience. Brush on a pre-glue coat as you did above with the front window frame. Let dry.

On a flat surface stage the two molding frames and apply glue to the mitered corners. Separate and let the glue get tacky then rejoin while rocking into alignment as you did in previous steps with the window frame. Check for perfect miters. Let dry.



For a permanent clear top:

Run a bead of glue into the inside channels of the two assembled molding frames and glue onto the top and bottom of the box.

***If you opted for the removable clear top:**

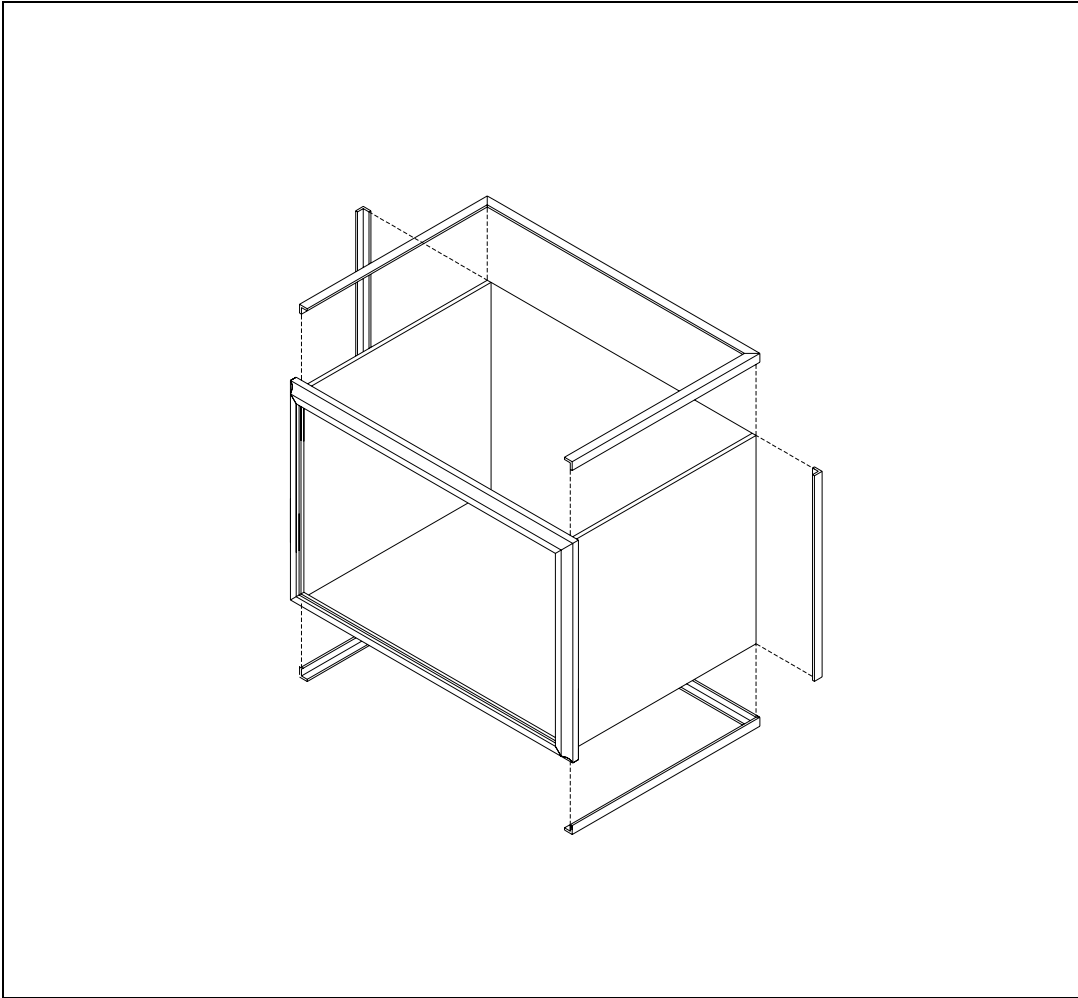
Place the clear top squarely on the box assembly and glue the molding frame to the clear top **ONLY**, not the box assembly. Remove the top after about 10 minutes just to verify that excess glue is not causing it to stick. Replace it and let it dry.

Glue the bottom frame into place. If you plan on electrifying using electrical tape through the bottom slot, you will need to install a short entry piece through the bottom slot before gluing the bottom molding frame in place.

Check the clear top for excess glue and clean as in previous steps. Let dry until the glue is clear. You should be able to lift the top window up by the frame once the glue is dry.

Install the last two vertical corner molding pieces as shown in the exploded view.

Exploded view



PART #	DESCRIPTION	DIMENSIONS	COMMENTS	QTY
3002	BOTTOM PANEL	13W X 9 D	1/4 PLYWOOD	1
3002C	CLEAR TOP	13 5/16W X 9D	1/8" ACRYLIC	1
3003	BACK PANEL	13W X 9H	1/4 PLY (W/SLOT)	1
3004	SIDES PANELS	9 7/32 X 9D	1/4 PLYWOOD	2
3005C	SIDE MITER MOLD	9 7/8L X 1/2 SQ.	2RIGHT 2LEFT	4
3005D	BACK MITER MOLD	13 7/8 L X 1/2SQ	WOOD	2
3005E	VERT CORNER MOLD	8 21/32L X 1/2SQ		2
3006	TOP/BOT FRAME	14 X 3/4SQ	WOOD	2
3007	SIDES FRAME	10 X 3/4SQ	WOOD	2
3008	FRONT WINDOW	12 15/16 X 8 15/16	1/8" ACRYLIC	1
3009	THIS INSTRUCTION AND PARTS LIST			1
3010	SHIPPING CARTON AND PACKING			1