



## **Thank you for your Waddell Collection Display Case from Ghent!**

For over a century, Waddell has mastered and redefined free-standing, wall-mounted, and space division display cases. Each case is manufactured with unique craftsmanship meant to withstand a lifetime. This distinctive level of quality can be touched and seen in the solid, well-constructed fit and finish of every piece of Waddell display furniture.

### **Receiving Your Display Case:**

When your Waddell Display Collection display case arrives, you will notice it is almost fully assembled. Unwrap the protective plastic and remove the recyclable corrugated uprights. Shelves are wrapped in corrugate and placed behind the case.

Once inspected, if you have any questions, please contact Customer Experience at [cx@gmicompanies.com](mailto:cx@gmicompanies.com) or 800-543-0550 for assistance.

### **Leveling:**

Walls and floors are all different. To ensure the doors open properly and your case is securely in place, make sure to level the case. Levelers are on the bottom of all corners of the case.

1. Place a level on the top of the case.
2. Proceed with tightening or loosening the appropriate floor levelers.
3. Install anti-tipping device included with your case (floor cases only).
4. If your aluminum case does not line up with the base, please tap with a mallet. The frame has some float in the base so it can move slightly if you are not getting the correct fit.

### **Assembly:**

1. Install the shelves.
  - a. Locate the standards / brackets.
  - b. Align the bracket with the correct position in the slotted rail in the back of the case.
  - c. Use a rubber mallet to gently tap the top into the slots until you hear a click.
  - d. Repeat b-c above for remaining brackets, ensuring the brackets are at the desired height.
  - e. Apply the plastic shelf clips.
  - f. Place glass on brackets ensuring everything is secure.
  - g. Repeat for all shelves.
2. Install the glass doors.
  - a. Start by placing one glass door panel in the back track of the upper rail.
  - b. Rest the glass door panel into the back track of the lower rail.
  - c. Repeat for the second glass door in the front track.
3. Install the handle on the glass.
  - a. Lock the door to ensure the glass does not move.
  - b. Find desired height to place handle.
  - c. Remove protective layer and place handle at desired height. Once the handle is placed on the glass, it is permanent.
  - d. Apply pressure to make sure handle adheres in place.
4. Set up the light (lighted cases only).
  - a. During shipping, the light unit itself may move and come lose. Slide the light back into the plastic brackets if necessary.
  - b. Locate the cord and plugs. It is shipped in the cornice box on the top of the case.
  - c. Plug in the cord to the cable that sticks out of the top of the cornice and plug the jumper into the wall.