

# ARROW

## SEWING CABINETS

Where Creativity Meets Color!

# OLIVIA

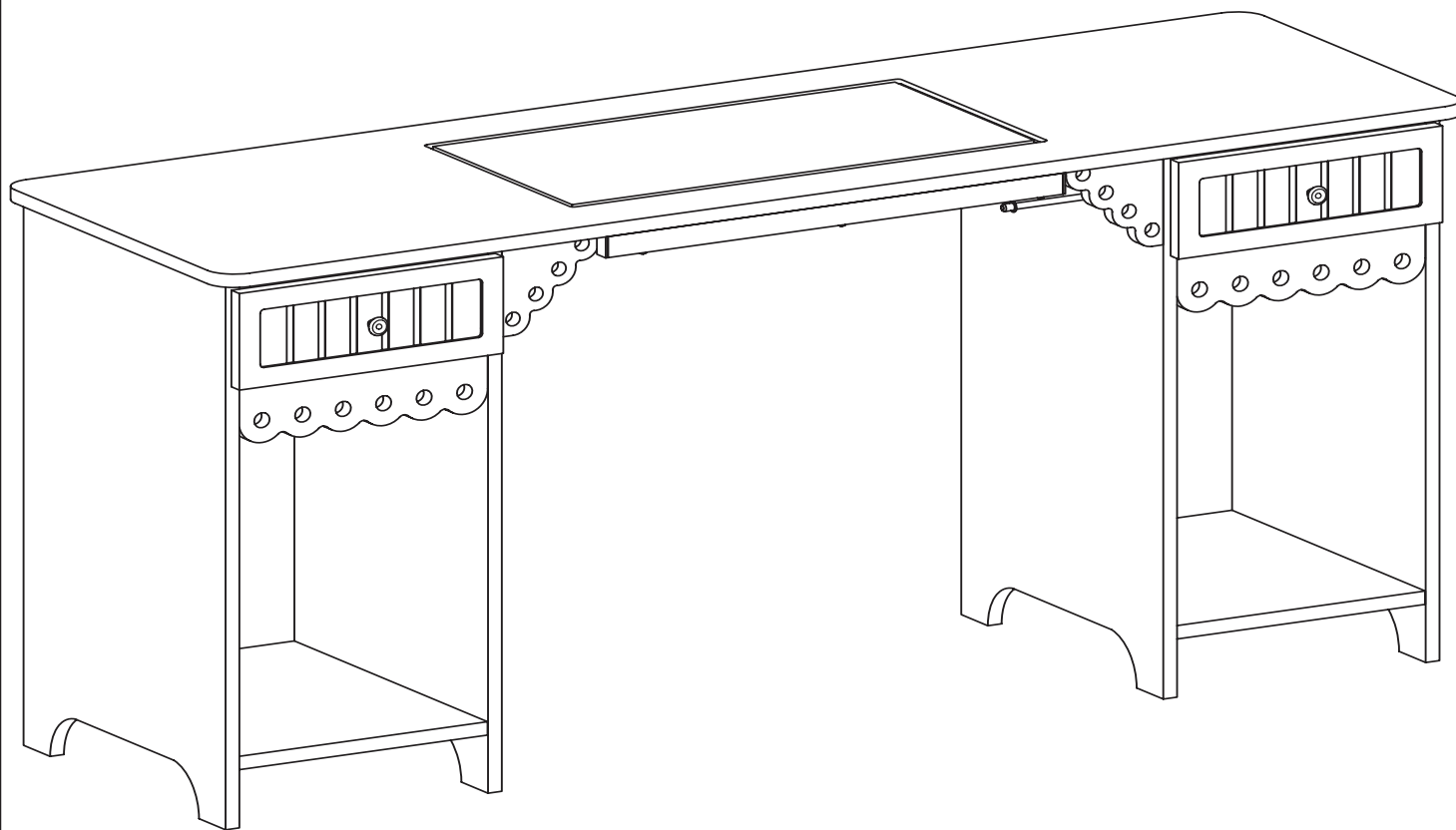
## SEWING CABINET

### OWNER'S MANUAL

## Assembly Instructions

### Model Numbers:

1001	White
1004	Pistachio Green
1009	Blue



**IMPORTANT:** Please read these instructions before assembling!

# READ THIS PAGE FIRST

## ARROW WARRANTY

Thank you for your purchase of an Arrow Sewing Cabinet!

Thank you for your purchase! Our products have a **three-year warranty from the date of shipment from our facility that covers manufacturer defects** plus a **15 day warranty for any shipping damages**.

Register online at [www.arrowcabinets.com/warranty](http://www.arrowcabinets.com/warranty)  
--get a bonus 1 year of warranty!

The warranty covers parts and freight for the first year and parts only for any claims after the first year. Freight after the first year of ownership will be the responsibility of the customer.

The warranty covers all manufacturer defects but does not cover damage caused by abuse, mis-use, alteration, poor assembly, accident or neglect of the product. The warranty does not cover damage as a result of moving the cabinet fully loaded or damage caused by moving the cabinet with locked casters.

Under the terms of this warranty the repair and replacement of any parts shall be at the discretion of the company or their designated representatives.

### **Replacement Part Shipping Policy:**

All replacement parts shipping prepaid freight must **ship out at the same time**. Please help us in this endeavor by reviewing ALL parts in ALL boxes for damage before calling or e-mailing us to report damage. Warranty covers shipping cost of replacement parts 1 time only within the first year of ownership. Additional warranty parts requests will be shipped at the customer's expense.

Register online at [www.arrowcabinets.com/warranty](http://www.arrowcabinets.com/warranty)

VISIT [WWW.ARROWCABINETS.COM](http://WWW.ARROWCABINETS.COM) FOR ASSEMBLY VIDEOS, PICTURES AND FREQUENTLY ASKED QUESTIONS.

FOLLOW US ON FACEBOOK AND CHECK OUT OUR COOL CONTESTS!

If you have any questions, please call or email us at:

**1-800-533-7347**

**[cs@arrowcabinets.com](mailto:cs@arrowcabinets.com)**

Check out our website for pictures and frequently asked questions at:

**[www.arrowcabinets.com](http://www.arrowcabinets.com)**

### Notice to Customer:

Before beginning assembly, remove all parts from the carton. Please review the illustrations below to determine that all parts are Included.

For assembly or operating assistance, or to report any missing or damaged parts, you may call or write to:

cs@arrowcabinets.com

1-800-533-7347

Arrow Cabinets

P.O. Box 307, Delavan, WI 53115

TO ORDER REPLACEMENT PARTS CALL

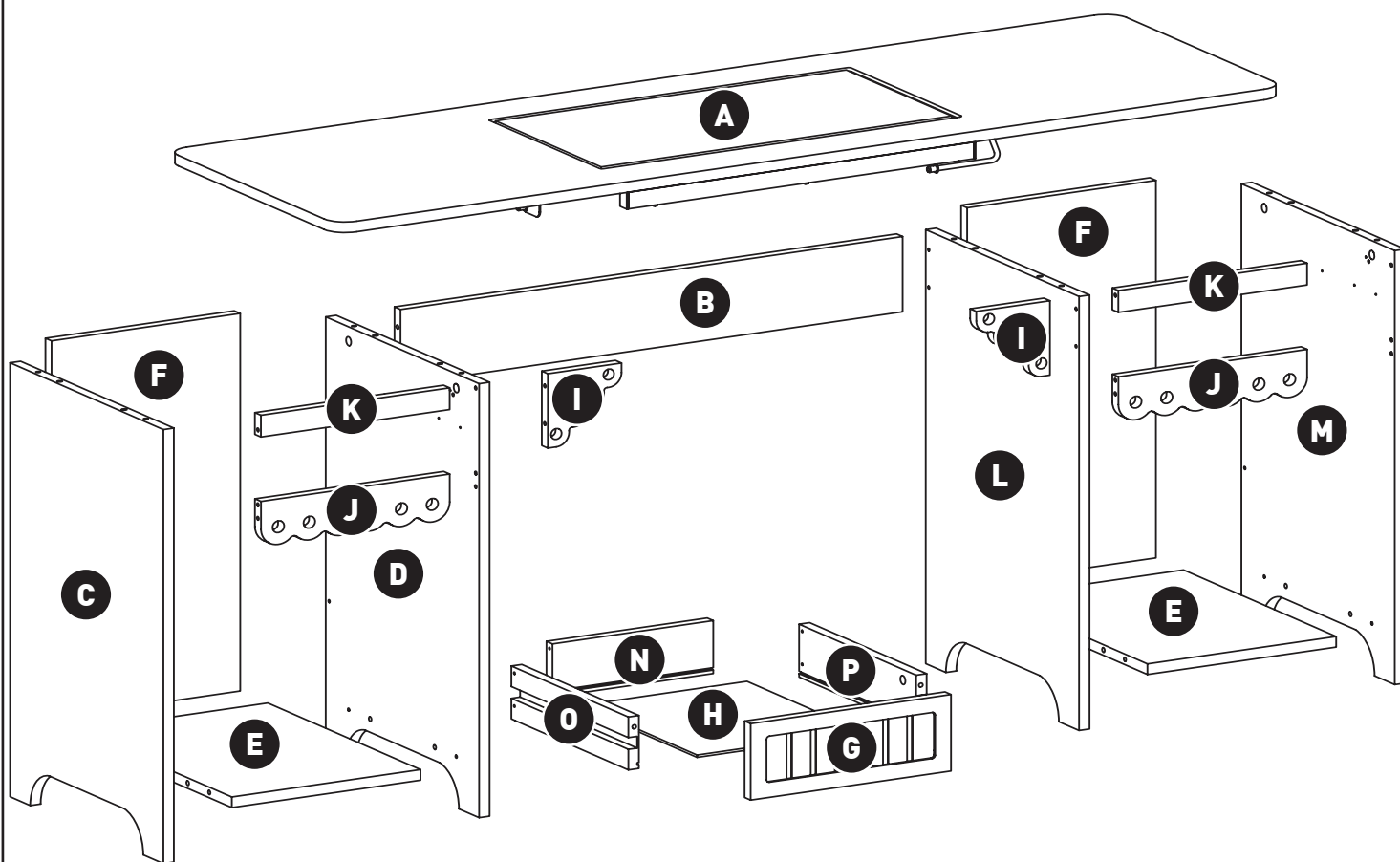
1-800-533-7347

**NOTE:** To assure proper handling of replacement parts please include the following information:

- **Model Number of Unit - 1001 (Crisp White)  
1004 (Pistachio)  
1009 (Blue)**
- **Production ID Number**
- **Number of Part Required**
- **Your Name, Address, and Phone Number**

## Wooden Materials

Parts are labeled with capital letters. To reference letters, turn to the Wood Parts List in the back of your manual.



- |   |                                  |   |                                      |
|---|----------------------------------|---|--------------------------------------|
| <b>A</b> Table Top with Sewing Machine Brace Assembly | <b>E</b> Cabinet Bottom Panel x2 | <b>I</b> Gingerbread Piece (right and left version) | <b>M</b> Cabinet Right Outside Panel |
| <b>B</b> Cabinet Connector Panel                      | <b>F</b> Cabinet Back Panel x2   | <b>J</b> Straight Gingerbread Piece x2              | <b>N</b> Drawer Back x2              |
| <b>C</b> Cabinet Left Outside Panel                   | <b>G</b> Drawer Front x2         | <b>K</b> Cabinet Side Connector x2                  | <b>O</b> Drawer Side Left x2         |
| <b>D</b> Cabinet Left Inside Panel                    | <b>H</b> Drawer Bottom x2        | <b>L</b> Cabinet Right Inside Panel                 | <b>P</b> Drawer Side Right x2        |

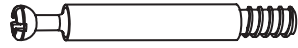
If any of these parts arrived damaged, please call us at **1-800-533-7347** and we will send a replacement part out.

For additional strength dab wood glue on tip of screws before attaching.

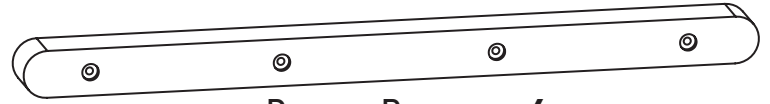
# Hardware Included



Cams **x32**



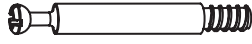
Connecting Bolts **x32**



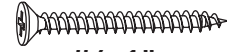
Drawer Runners **x4**



Drawer Cams **x4**



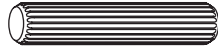
Drawer Connecting Bolts **x4**



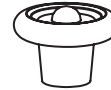
#6x1"  
Flathead Screw **x16**



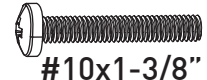
Wood dowel 8x30mm **x16**



Wood dowel 6x30mm **x16**



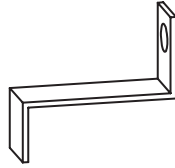
Door Knob **x2**



#10x1-3/8"  
Door Knob Bolt **x2**



#10x1-1/4"  
Flathead Screw **x8**



Drawer Stoppers **x2**



#7x5/8"  
Flathead Screws **x2**



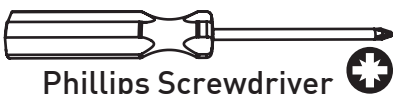
Metal Dowels **x2**

**Note:** Screws are included in the bag of parts they will be used with.

\*Items not drawn to scale.



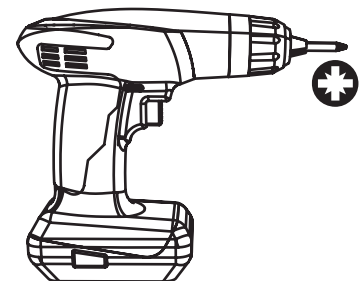
# Tools required



Phillips Screwdriver



Hammer



Electric screwdriver

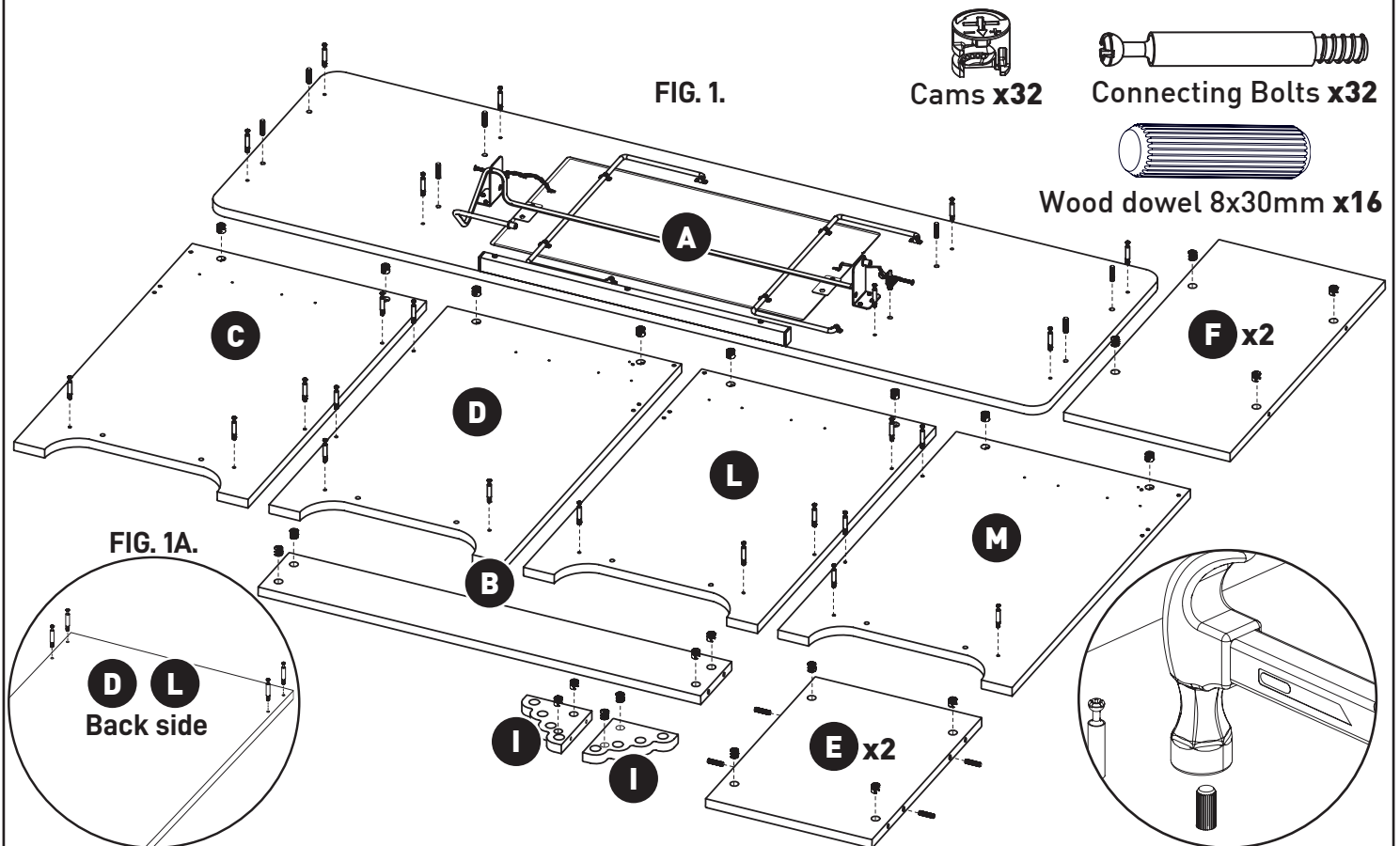
# Understanding How the "ARROW-LOC" Cam Fastener Works

	<p><b>ARROW TOWARDS HOLE IN EDGE!</b></p>		<p><b>180°</b></p>
<p>Position bolt in pre-drilled hole and turn until tight.</p>	<p>Press cam into pre-drilled hole until flush with surface.</p>	<p>Insert bolt through pre-drilled hole in edge of panel.</p>	<p>To lock, rotate cam until tight, using a screwdriver.</p>

## Cabinet Assembly

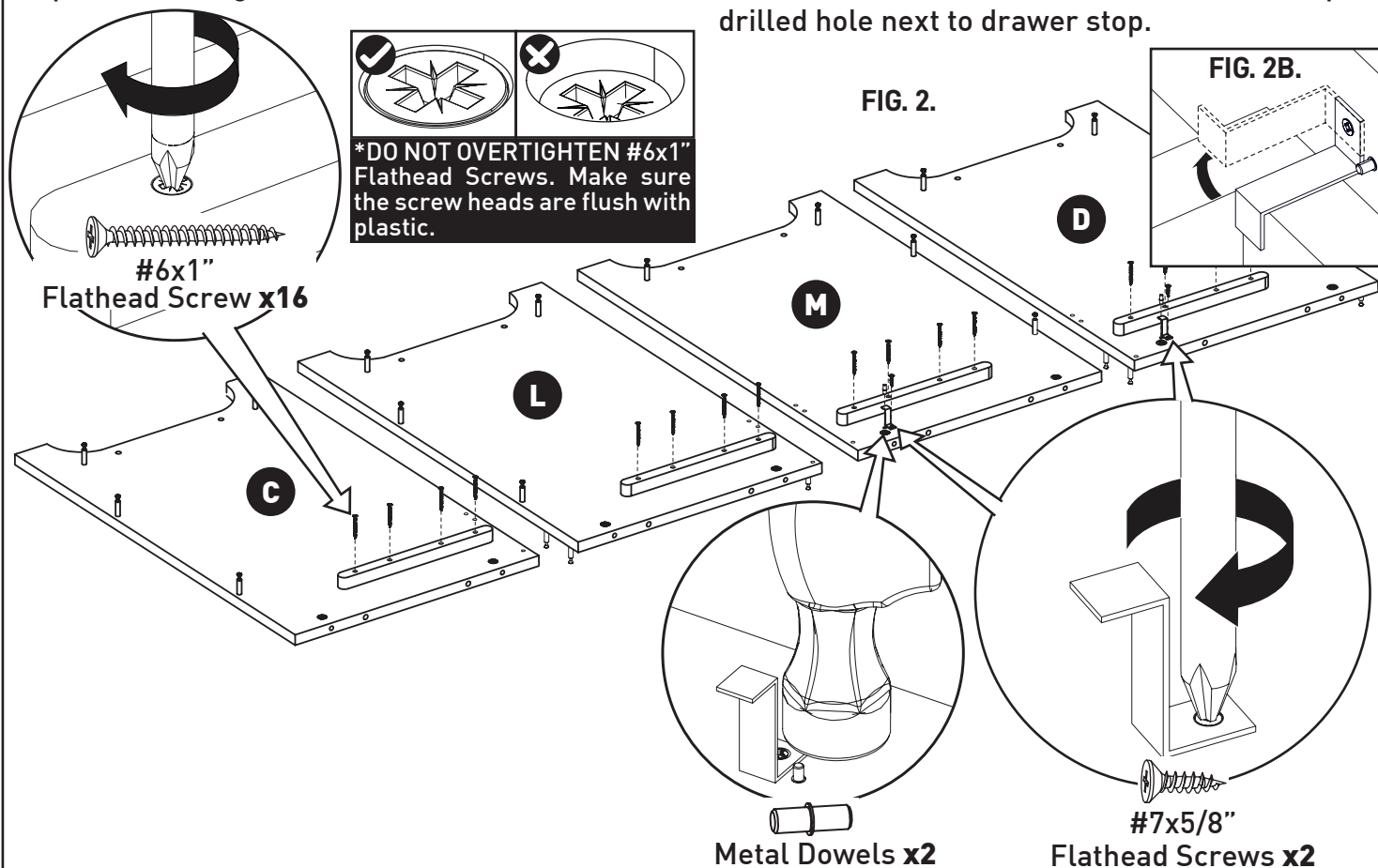
**Step 1.** Place all wood panels and pieces on a flat working area. Insert Cams (x32) and Connecting Bolts (x32) into the wood panels\* (As shown in FIG. 1). Insert 8x30mm Wood Dowels (x16) into Dowel holes on Panel (A) and on side edges of panels (E).

\*4 Connecting bolts on back of Left Inside Panel (D) and Right Inside Panel (L) (As shown in FIG. 1A). **Note:** For added support, drop 2 to 3 drop of wood glue in each dowel hole before inserting wood dowels. Allow several minutes to dry.



**Step 2.** Attach drawer runner (x1) each to Cabinet Side Panels (C), (D), (L) and (M) using #6x1" Flathead Screws\* (x16) (See FIG 2). Screw Drawer Stops (x2) into Right Side Panels (D) and (M) above

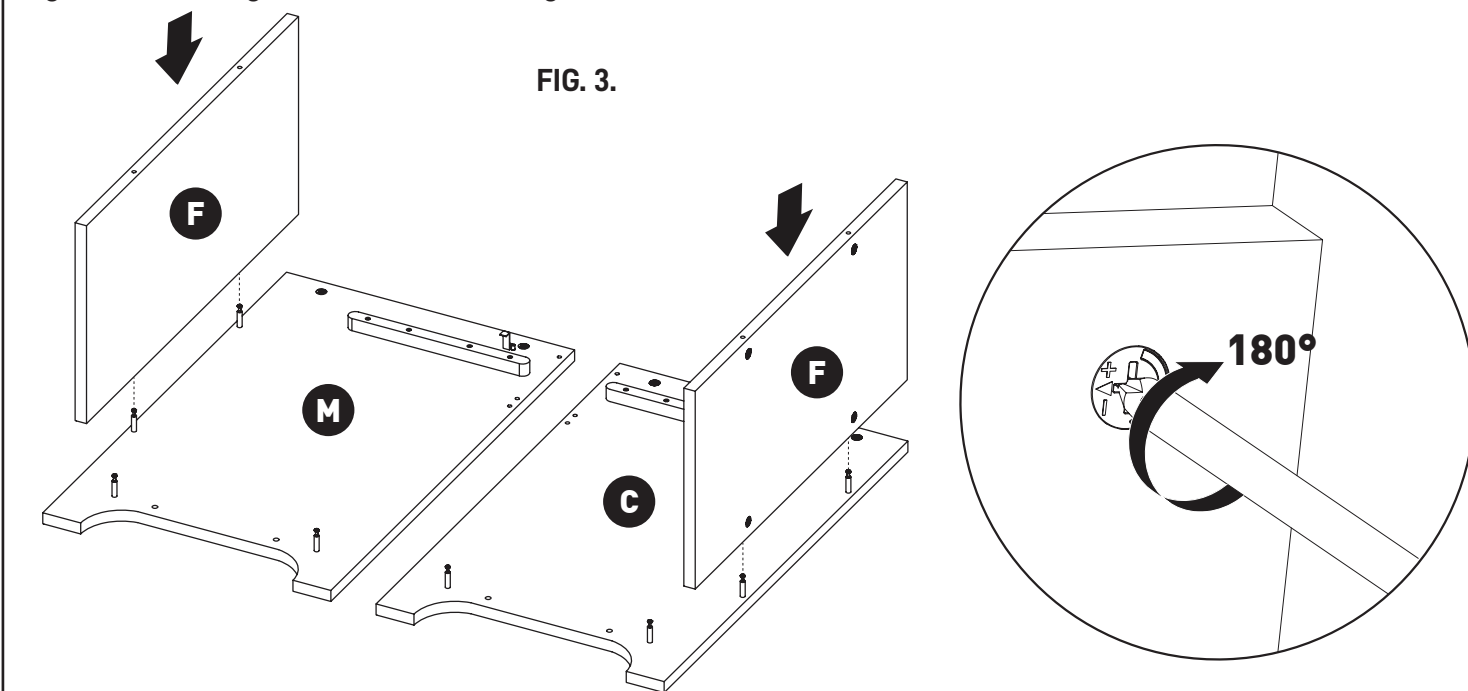
drawer runner using #7x5/8" Flathead screws (x2). DO NOT tighten the screws completely, leave 1/4" for up and down swivel of the drawer runner (See FIG. 2B). Insert Metal Dowels (x2) into pre-drilled hole next to drawer stop.



**Step 3.** Lay Outside Side Panels (C, M) on a flat surface with Cams facing up. Attach Back Panel (F) to Panels (C, M) with Cams facing toward the edge of (C, M), guide the Connecting Bolts into

holes on side edge of Panel (F) (As shown in FIG. 3). Tighten Cams (x4).

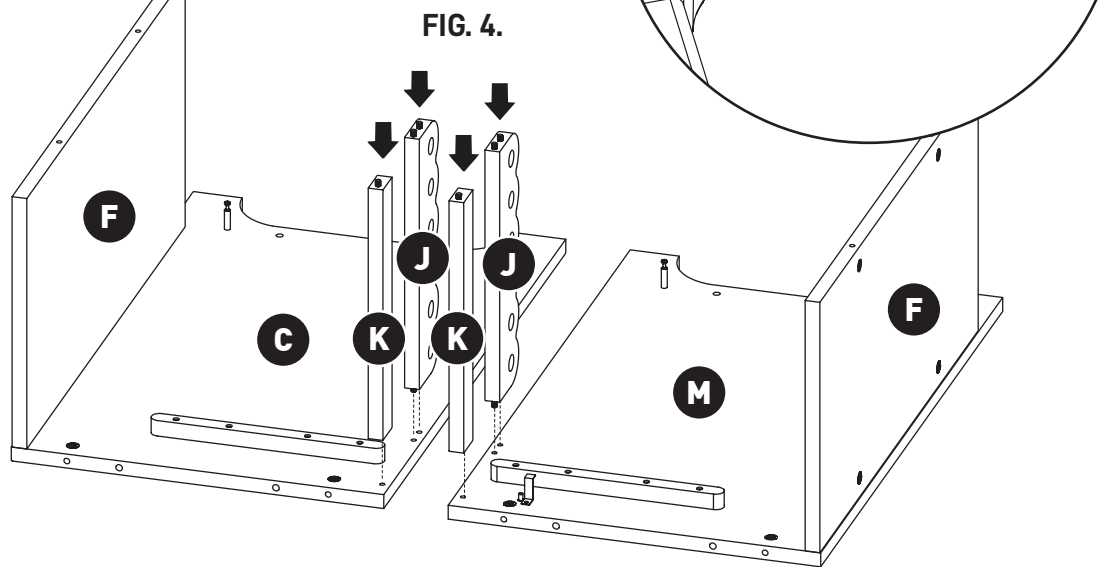
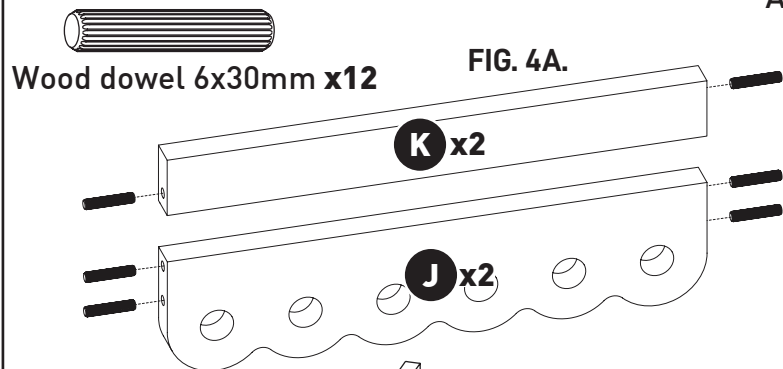
**Note:** Panels (C, M) has no Connecting Bolts on the reverse side.



**Step 4.** Insert 6x30mm Wood Dowels (x8) into each Straight Gingerbread Piece (J) and 6x30mm Wood Dowels (x4) into each Cabinet Side Connector (K) (See FIG 4A). With the smooth edge facing the legs on Panels (C, M), guide Connector Piece (K) into

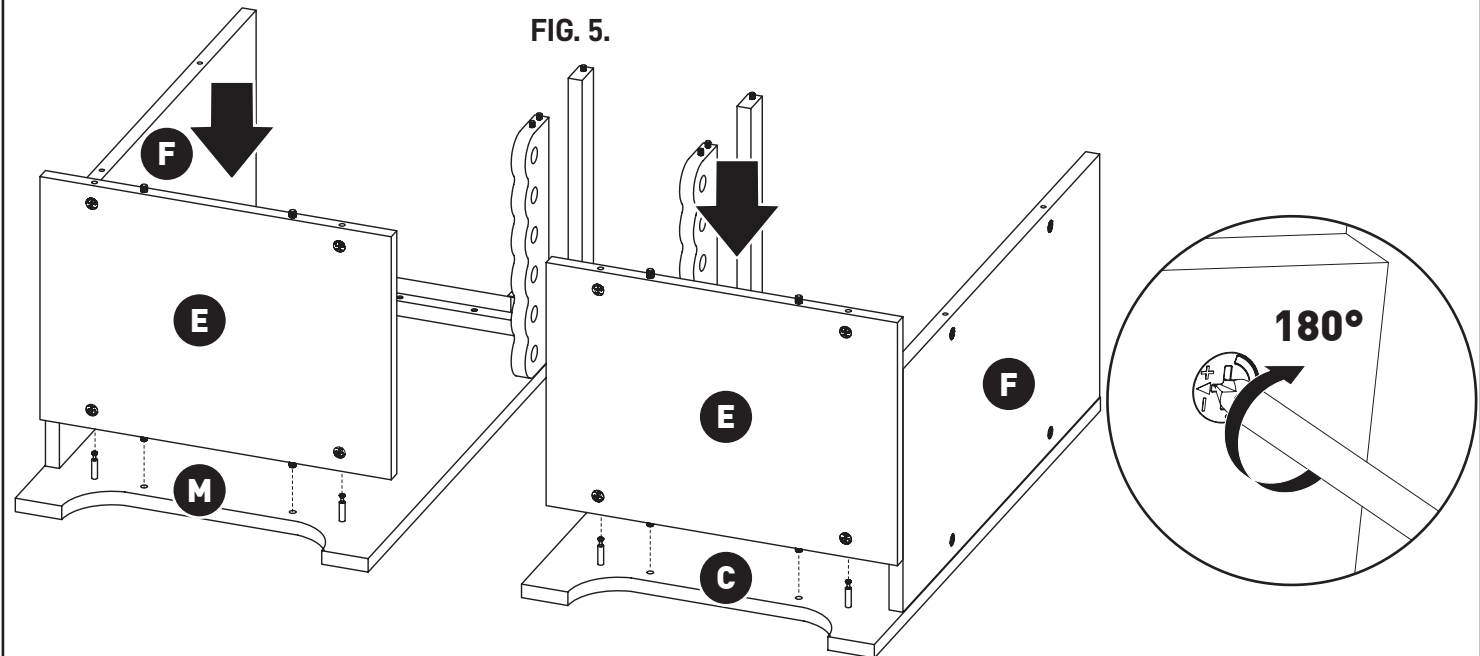
Panels (C, M). With the curved edge facing the legs on Panels (C, M), guide Straight Gingerbread Piece (J) into Panels (C, M) (As shown in FIG. 4).

**Note:** For added support, drop 2 to 3 drop of wood glue in each dowel hole before inserting wood dowels. Allow several minutes to dry.



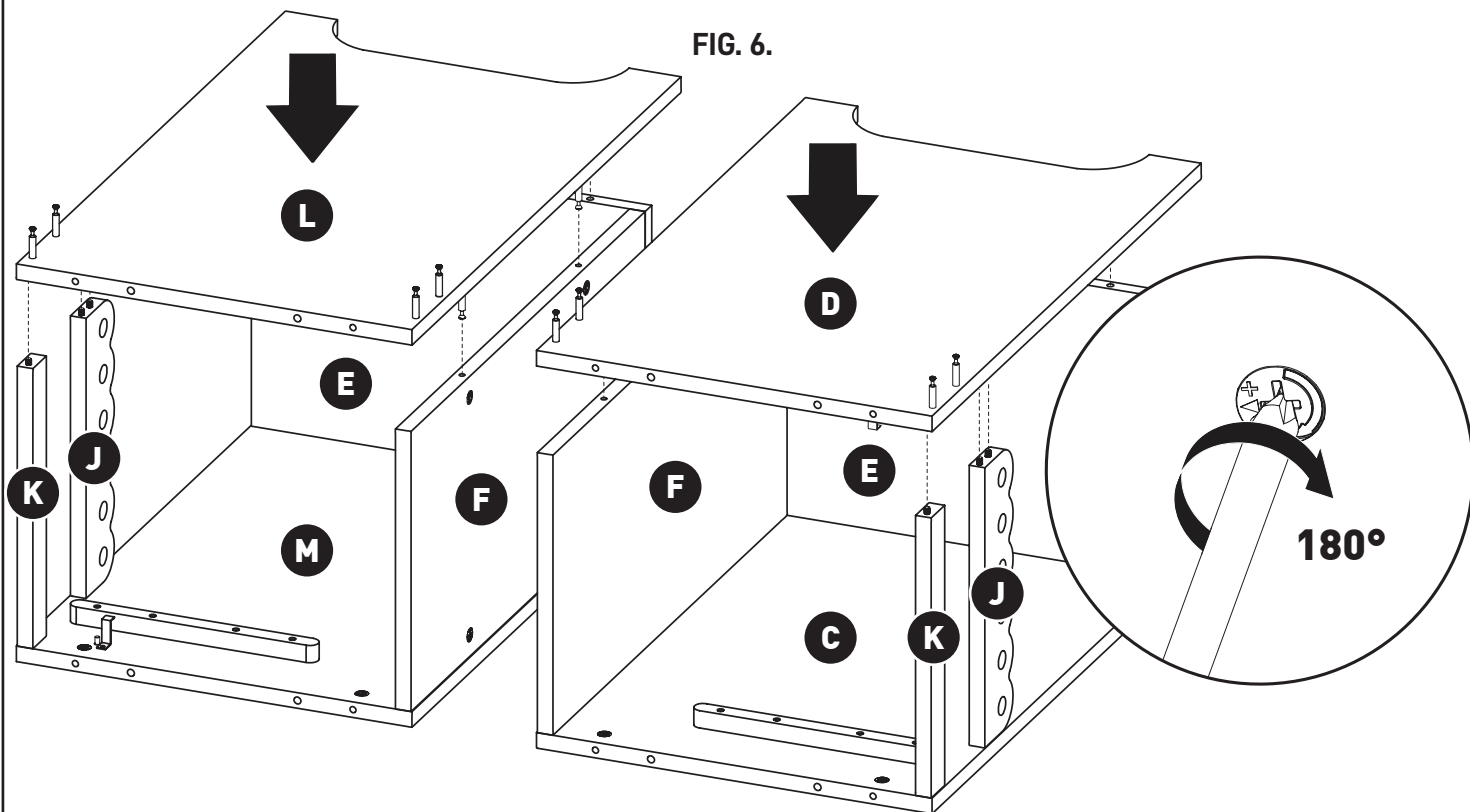
**Step 5.** With Cams facing the legs of Panels (C, M), attach Bottom Panel (E) to Panels (C, M), guide

the Connecting Bolts Into the holes on the edge of Panel (E) (As shown in FIG. 5). Tighten Cams (x4).



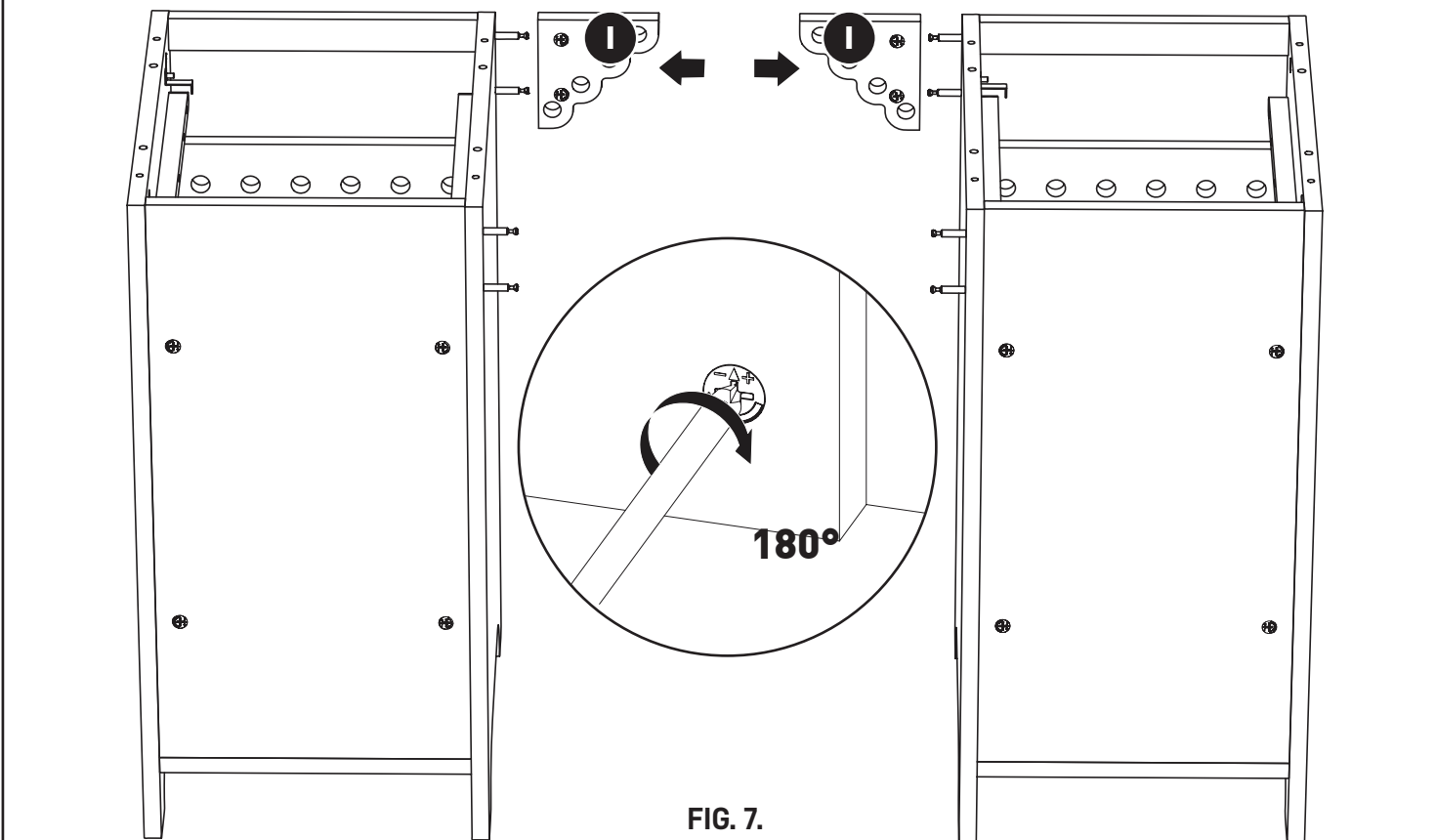
**Step 6.** Using two people attach Inside Side Panels (D, L), with Cams facing down, guiding the connecting bolts into the holes on the edges of

Panel (E) and (F). Also guide the dowels of (K) and (J) into the dowel holes on Panels (D, L) (As shown in FIG. 6). Tighten the Cams (x8).



**Step 7.** Attach Gingerbread piece (right and left version) (I) to Left and Right Inside Panels (D, L) with

Cams facing backward and rounded edges facing down (As shown in FIG. 7). Tighten the Cams (x4).

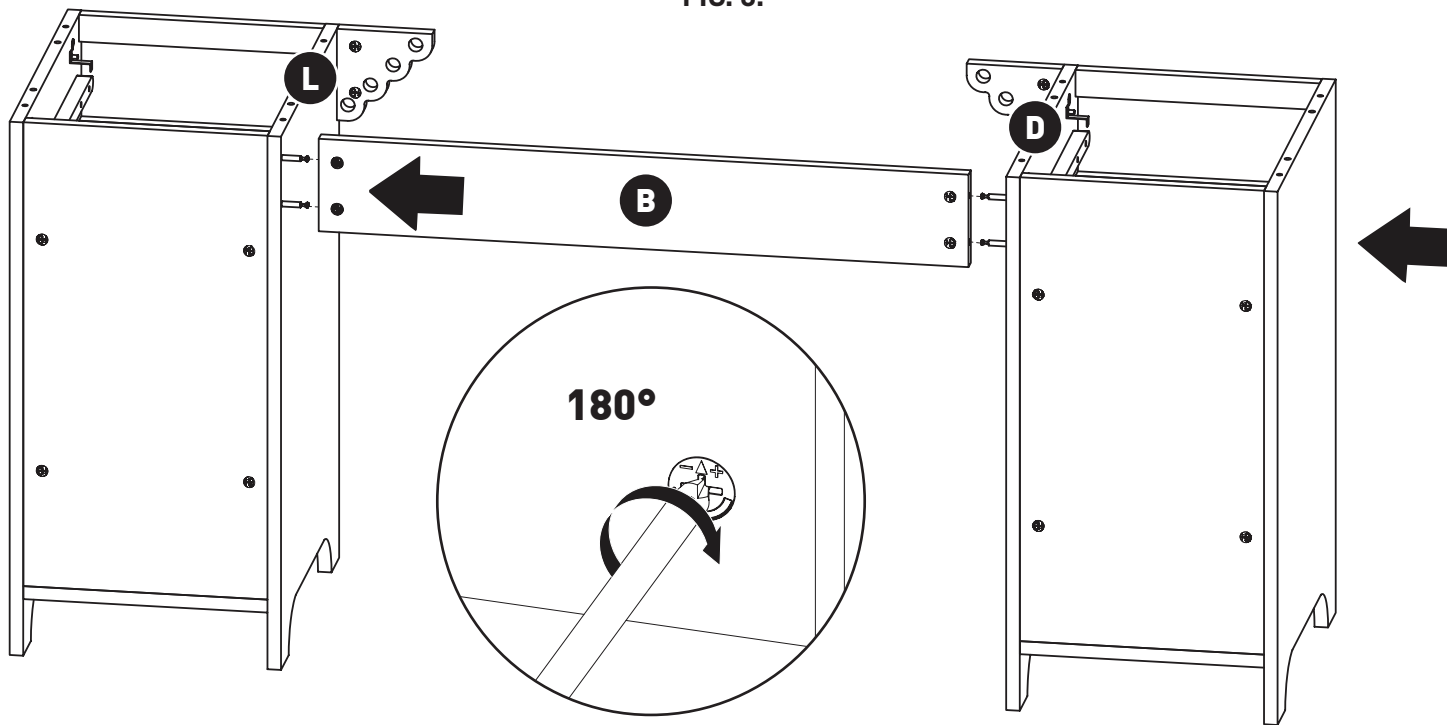




**Step 8.** With the Cams facing back attach Cabinet Connector Panel (B) to Side Panels (D) and (L), guiding the connecting bolts into the holes on the

edge of (B) (As shown in FIG. 8) and tightening the Cams (x4).

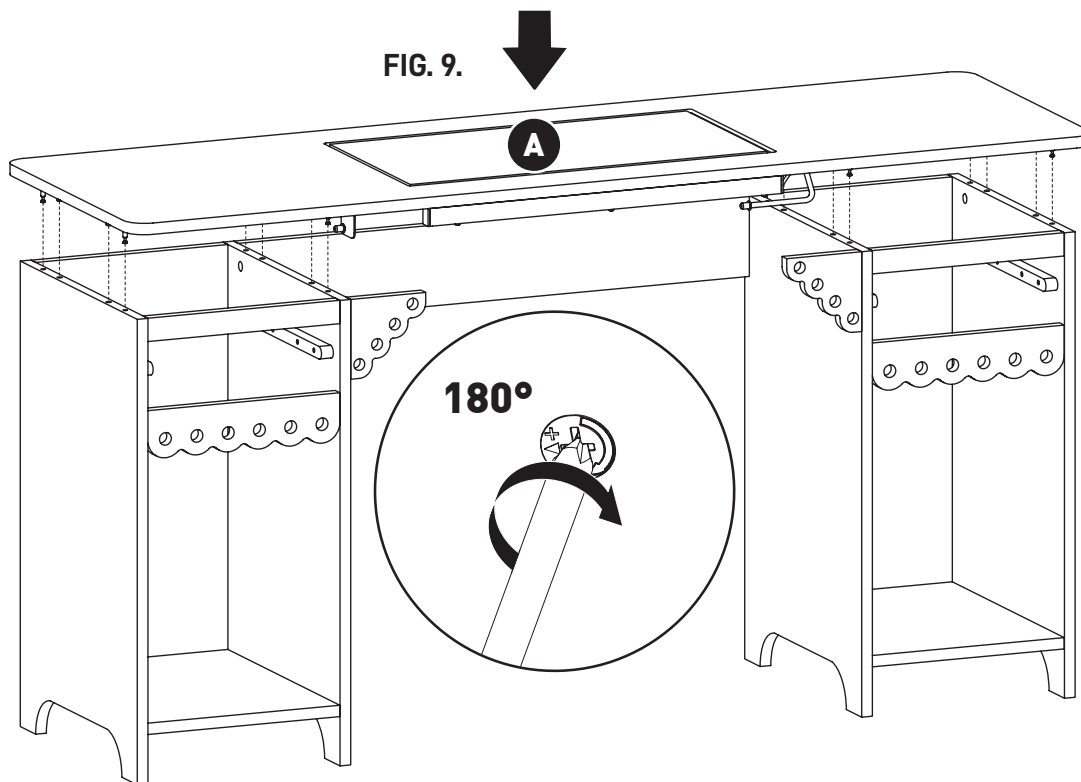
FIG. 8.



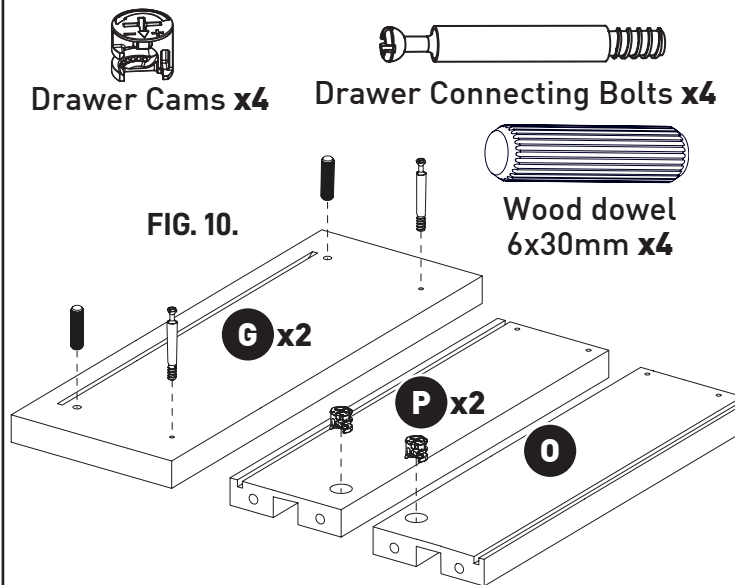
**Step 9.** With two people attach Table Top (A) to the top of the Cabinets. The handle lever should be on the right side and facing down when attaching.

Guide Connecting bolts and Wood Dowels into holes on top edge of cabinets (As shown in FIG. 9). Tighten all 8 Cams.

FIG. 9.

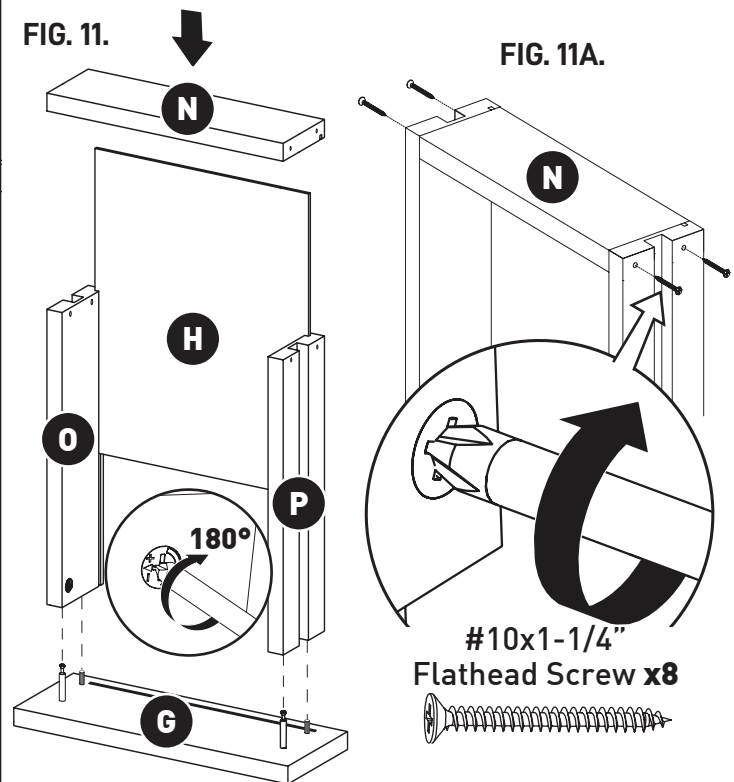


**Step 10.** Thread Drawer Connecting Bolts (4 total) into pre-drilled holes and in Drawer Front (G). Insert 6x30mm Wood Dowels (x4) into each Drawer Front (G). Install Drawer Cams (4 total) in Drawer side (Ox1, Px1) by pushing a Cam into each hole flush with surface (as shown in FIG. 10).

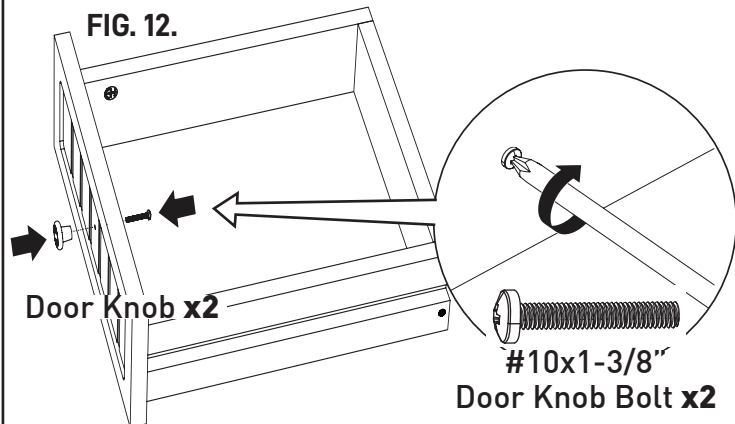


**Step 11.** Attach Drawer Sides (O,Px2) to Drawer Front (Gx2), guide Connecting Bolts into holes in Drawer Sides (O, P), turn Cams to locked position. Align Drawer Bottom (Hx2) grooves in Sides with Drawer Bottom groove in Drawer Front (as shown in FIG. 11).

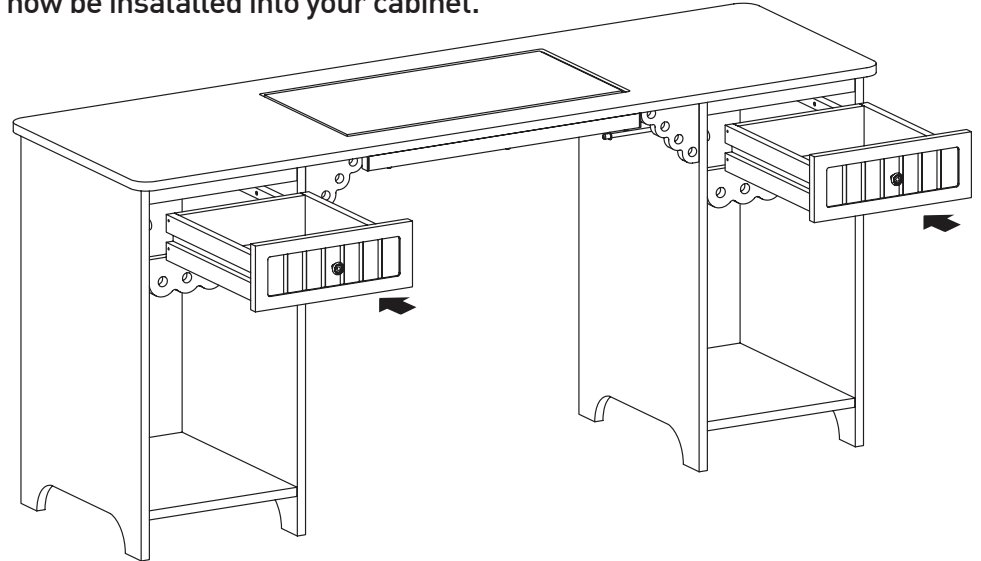
Slide Drawer Bottom (Hx2) along grooves on the Sides into the Groove in Drawer Front (Gx2). Attach Drawer Back (Nx2) to Drawer Sides (O,Px2) with the #10x1-1/2" Flathead Screw (x8) (as shown in FIG. 11A).



**Step 12.** Attach the Knob to the Drawer Front (Gx2) using 8/32x1" Bolt (x2) for Knob (as shown in FIG. 12).



The Drawers may now be insatalled into your cabinet.



# Wood Parts and Part Numbers



Cabinet Connector Panel

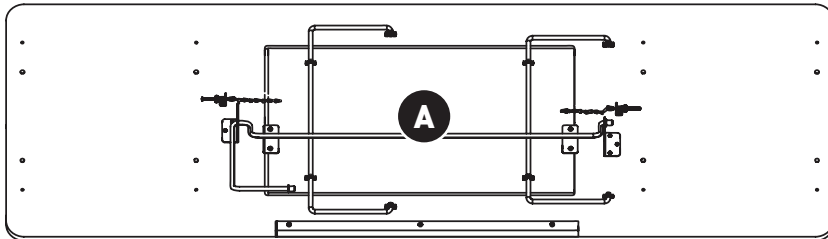
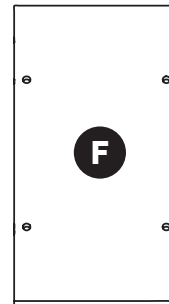
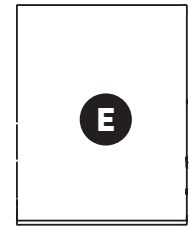


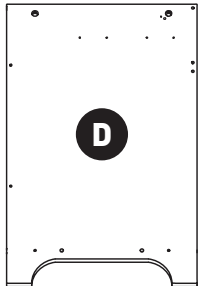
Table Top with Sewing Machine Lift Assembly



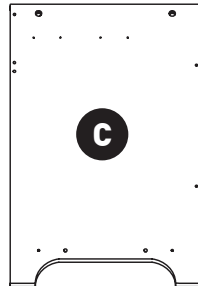
Cabinet Back Panel



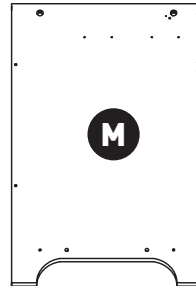
Cabinet Bottom Panel



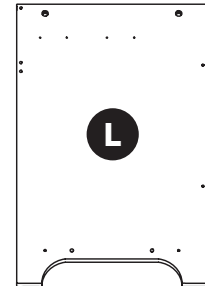
Cabinet Left Inside Panel



Cabinet Left Outside Panel



Cabinet Right Outside Panel



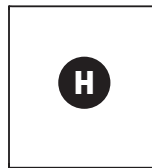
Cabinet Right Inside Panel



Side Connector



Straight Gingerbread Piece



Drawer Bottom



Drawer Front



Drawer Side Right



Gingerbread Piece Left



Gingerbread Piece Right



Drawer Back



Drawer Side Left

Ref.	Description	Part#	Part#	Part#
	Cabinet Model#	1001 (Crisp White)	1004 (Pistachio)	1009(Blue)
A	Table Top w/ Assembly	002003W	002003P	002003TB
B	Cabinet Connector Panel	002003P	002004P	002004TB
C	Cabinet Left Inside Panel	002005W	002005P	002005TB
D	Cabinet Left Outside Panel	002006W	002006P	002006TB
E	Cabinet Bottom Panel	002007W	002007P	002007TB
F	Cabinet Back Panel	002008W	002008P	002008TB
I	Gingerbread Piece (right and left version)	002009W	002009P	002009TB
J	Straight Gingerbread Piece	002010W	002010P	002010TB
K	Cabinet Side Connector	002011W	002011P	002011TB
L	Cabinet Right Inside Panel	002012W	002012P	002012TB
M	Cabinet Right Outside Panel	002013W	002013P	002013TB
G	Drawer Front	003320W	003320P	003320TB
H	Drawer Bottom	003162	003162	003162
N	Drawer Back	003163	003163	003163
O	Drawer Side Left	003164	003164	003164
P	Drawer Side Right	003166	003166	003166

# Hardware Included with Part Numbers

**A** Cams



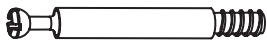
**B** Connecting Bolts



**C** Drawer Cams



**D** Drawer Connecting Bolts



**E** Wood dowel 8x30mm



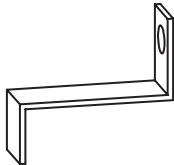
**F** Wood dowel 6x30mm



**K** #7x5/8" Flathead Screws



**L** Drawer Stoppers



**M** Metal Dowels



**Z** #10x1-1/4" Flathead Screw



**G** Drawer Runners



**H** #10x1-3/8" Door Knob Bolt



**I** Door Knob



**J** #6x1" Flathead Screw

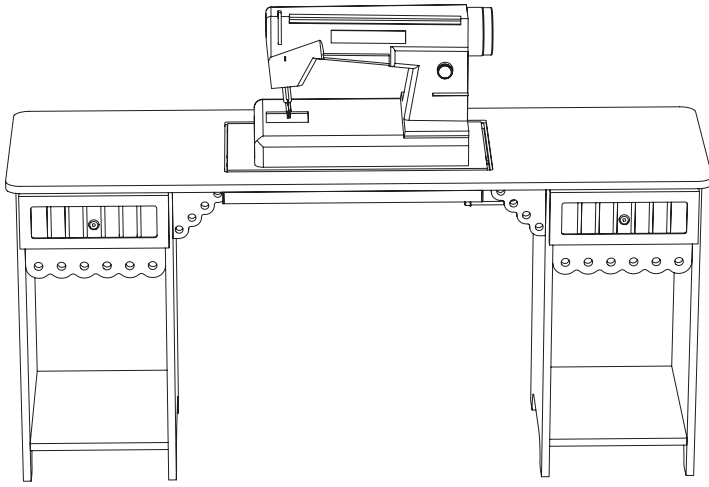


Item	Description	Part No.
A	Cams	000709
B	Connecting Bolts	000709
C	Drawer Cams	000709
D	Drawer Connecting Bolts	000709
E	8x30mm Wood Dowels	002649
F	6x30 mm Wood Dowels	002012
G	Drawer Runner	002397
H	#10x1 3/8" Door Knob Bolt	003192
I	Wood Door Knob	003180W
J	#6x1" Flathead Screw	001325
K	#7x5/8" Flathead Screw	002000
L	Drawer Stops	002001
M	Metal Dowels	002002
Z	#10x1-1/2" Flathead Screw	800Z

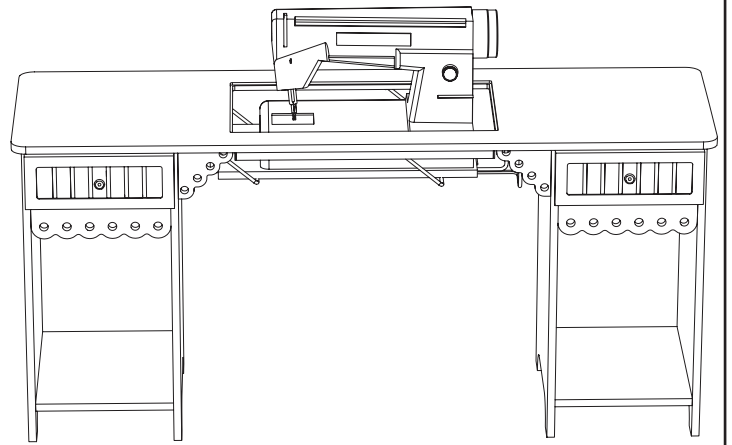
# How to Use the Mechanism in your new Olivia Sewing Cabinet

Olivia offers two positions on her sewing surface, the freearm or up position and the flatbed or down position.

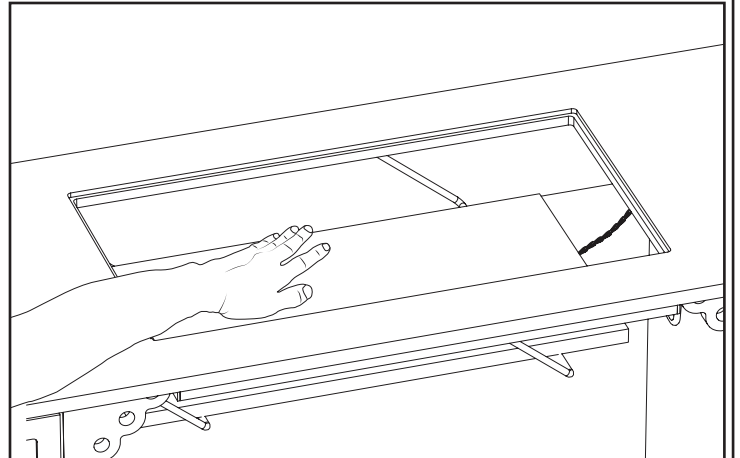
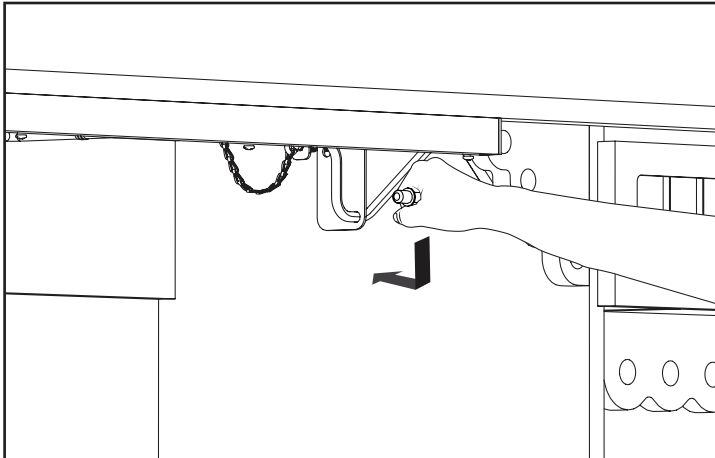
Freearm/Up



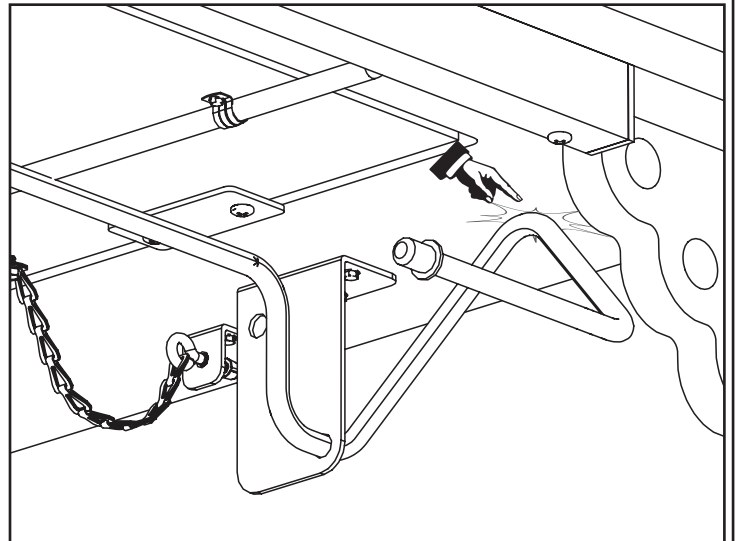
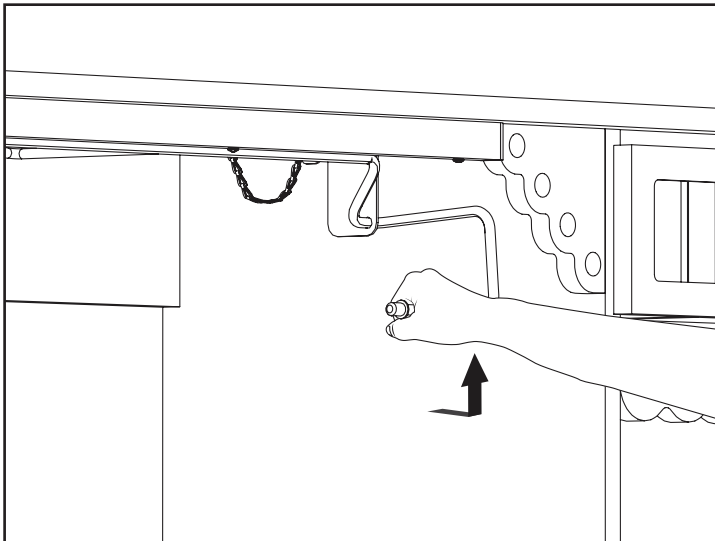
Flatbed/Down



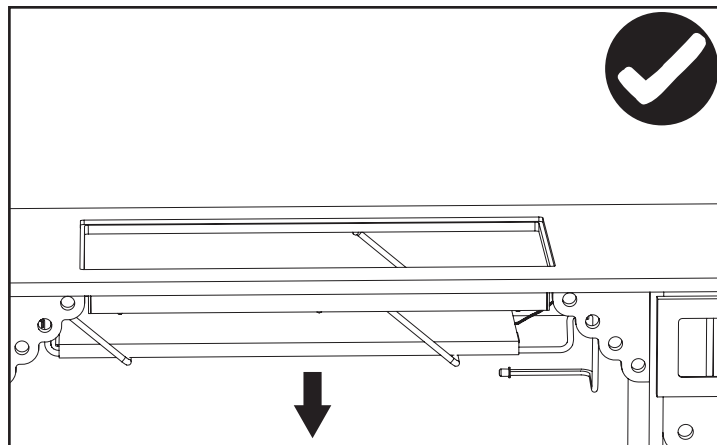
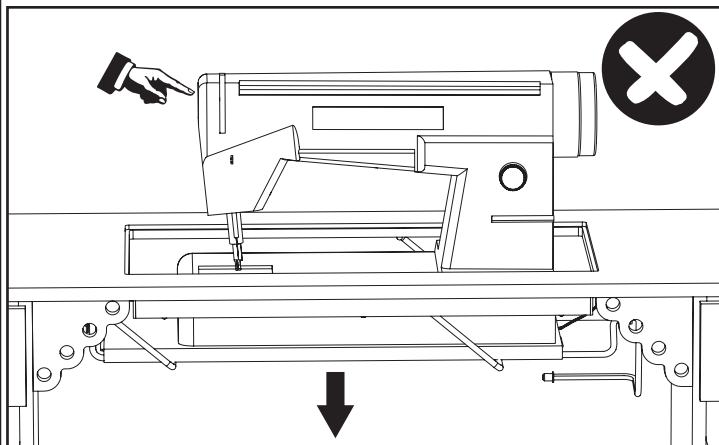
1. To lower the platform down into the sewing well, press firmly down on the handle release and all the way back. Press gently down on the wood platform as it sinks into place.



2. To raise the platform up to the freearm position pull the handle all the way forward then up, listening for the handle to hit the wood top surface.

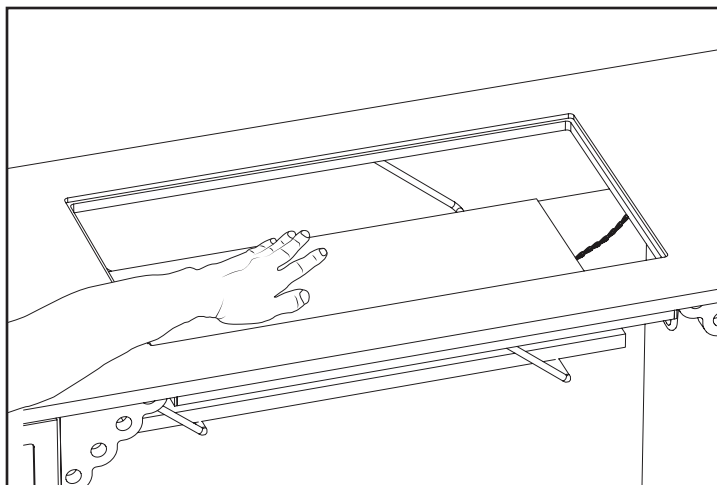
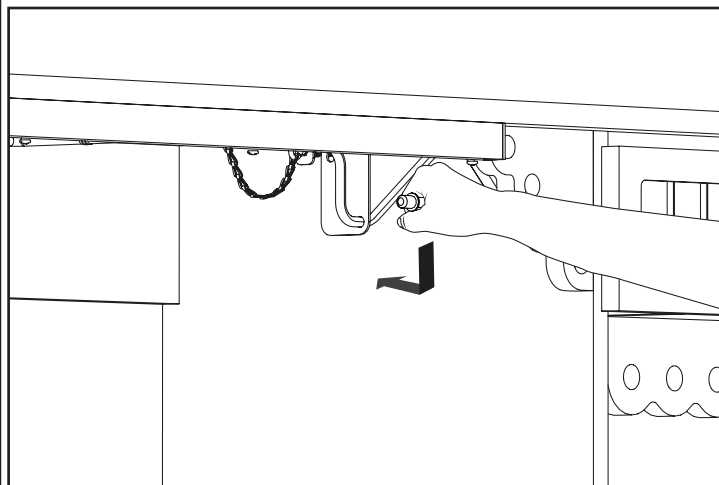


3. Never move the platform with your sewing machine on the platform. Always remove the machine as you move the platform up or down.



To adjust the height of the platform in the second position creating a flush surface:

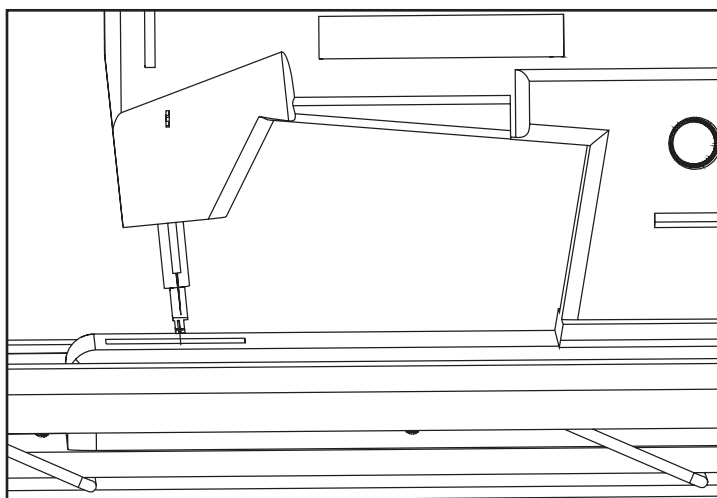
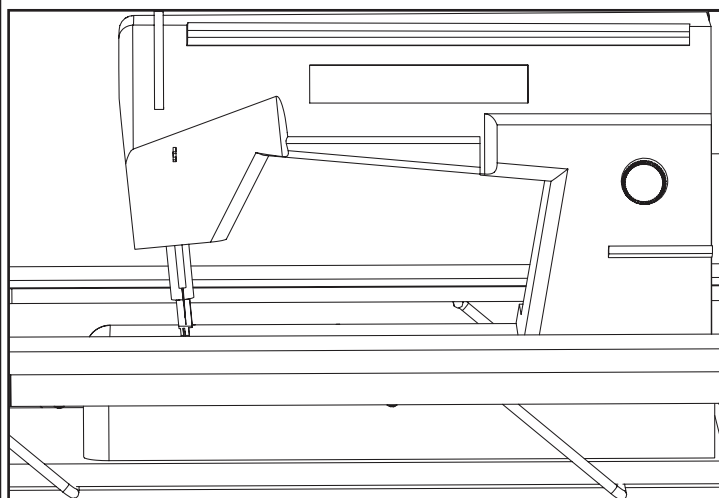
1. Move the platform down into the sewing well as demonstrated in step 1 above.



2. Place your machine in the well. If your machine's sewing surface (the area on your machine where your machine's footrests) is sitting below the edge of the table you will need to raise the platform. If your sewing surface is sitting above the edge of the table you will need to lower the platform.

**Raise Platform**

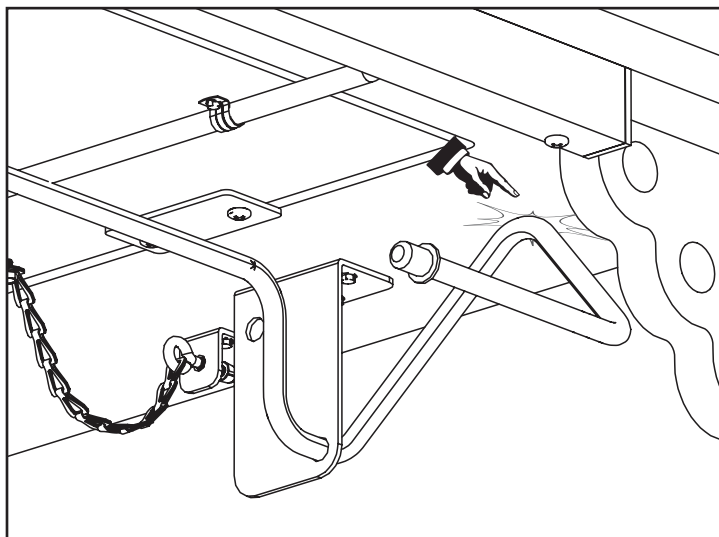
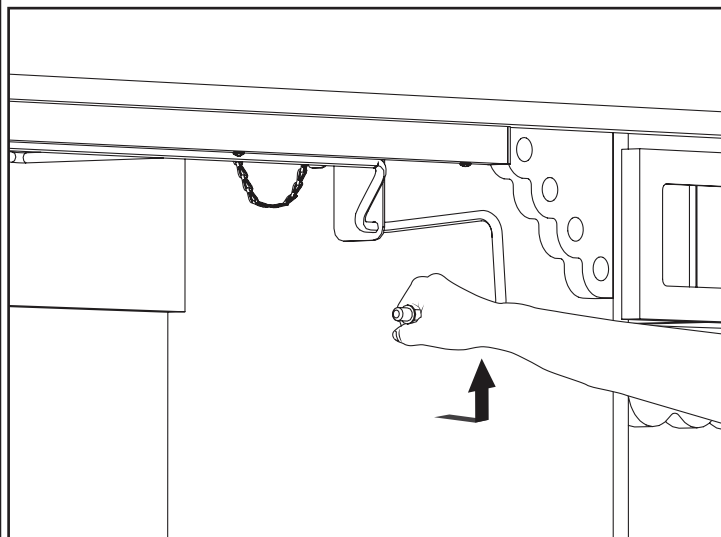
**Lower Platform**



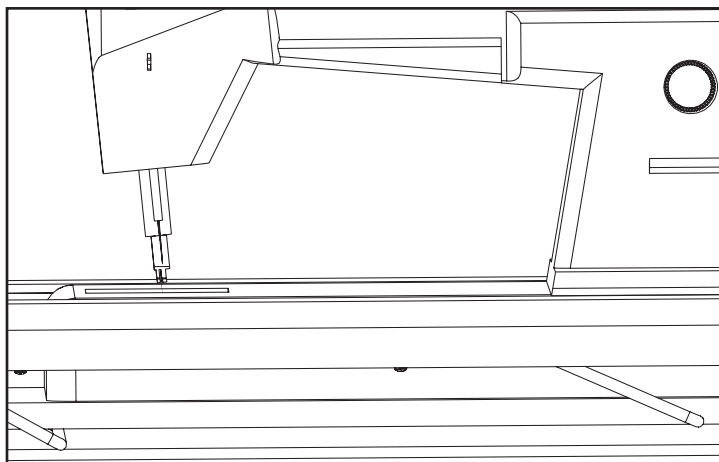
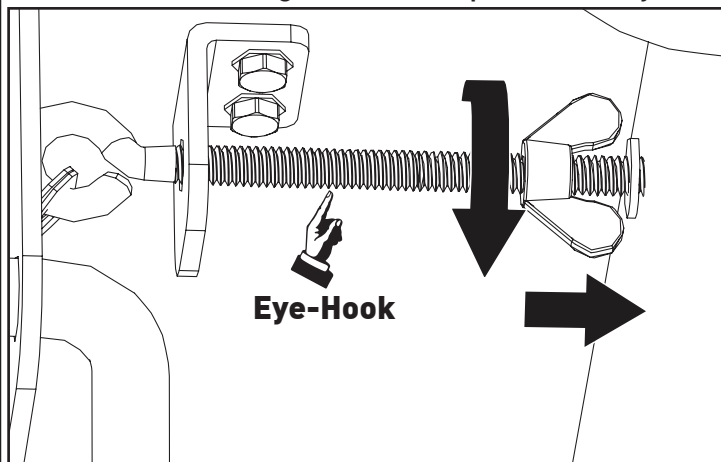
**Below Table Edge**

**Above Table Edge**

**A. TO LOWER PLATFORM:** Remove your machine from the platform and pull the handle forward to lock the platform in the up position.

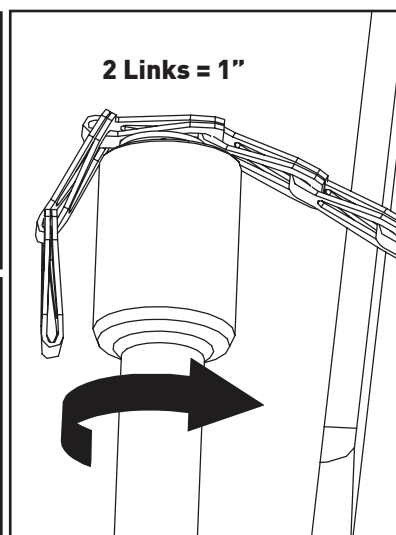
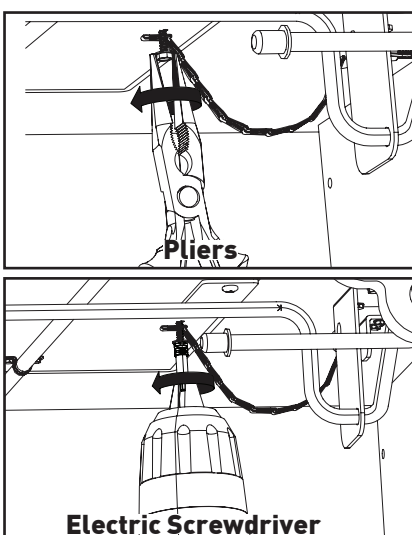
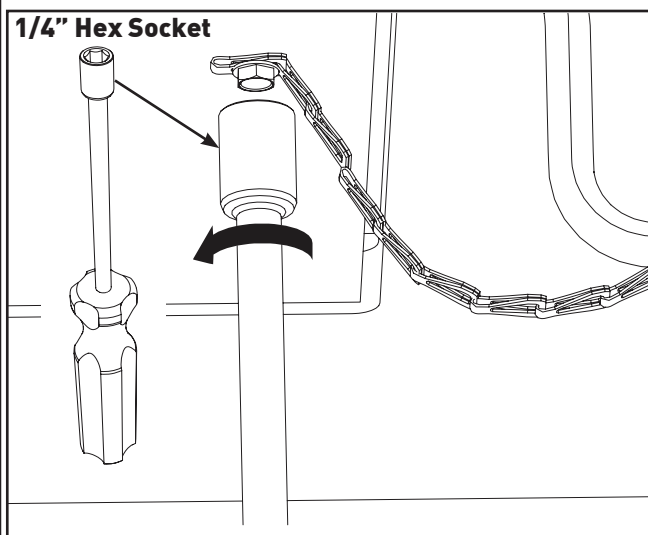


**B. Begin to loosen the bolt on the Eye-Hook located at the end of the chain under the top surface, until you achieve the proper height for your sewing machine. You may need to adjust this position several times before finding the correct position for your bolt.**



**C. TO RAISE PLATFORM:** Perform the same steps as above in A and B, but instead of loosening the bolt tighten the bolt.

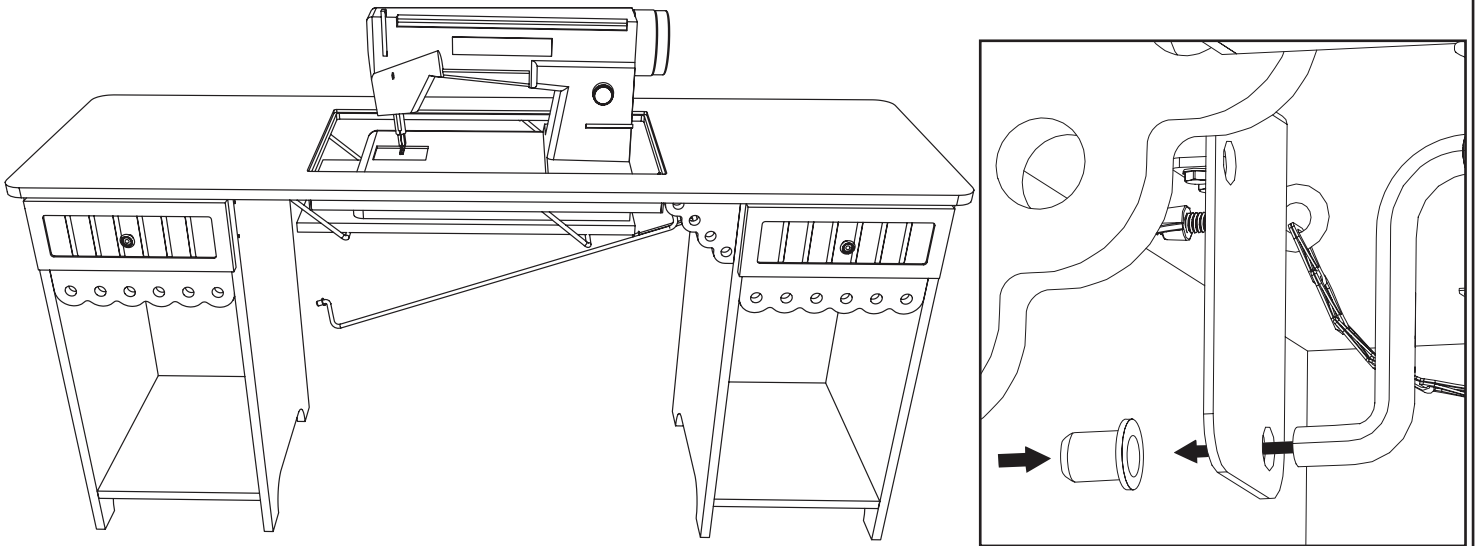
If after completing the above steps your sewing machine's sewing surface is still not flush you may need to shorten the chain by moving the screw or call us for additional length of chain for taller machines.



# TROUBLESHOOTING

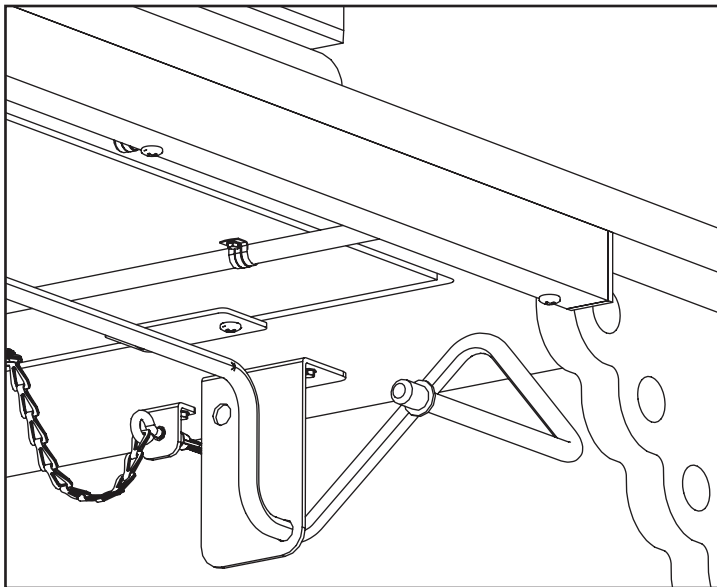
## 1. What should I do if my handle release falls off?

If your handle release comes loose, reattach it by clipping it back into place.

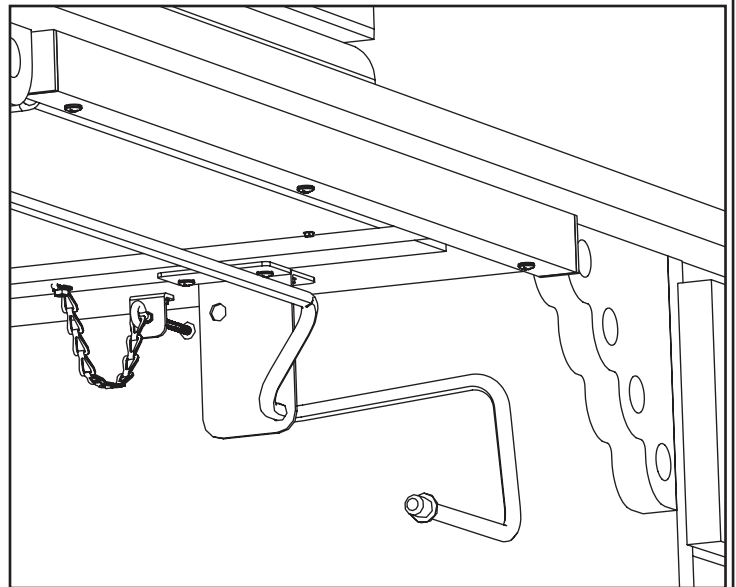


## 2. Why does my sewing machine slam into the down position whenever I place it on the wood platform?

The handle release was not locked into position when it was moved from the down to up position. The handle must hit the wood when adjusting.



**Locked in Place**



**Not Locked in Place**

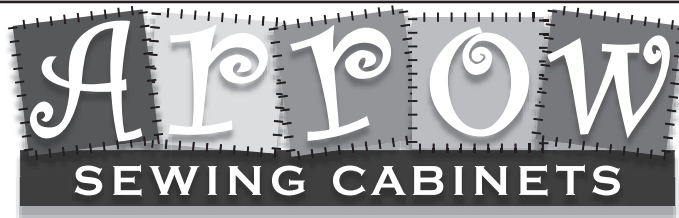
## 3. How come my drawers are so hard to slide open and shut?

The screws holding the drawer runners in place are screwed in too tight. Loosen the screws so the heads of the screws are flush with the runners.

## 4. My release handle is on the left side and hard to reach, why?

The table top section was assembled the wrong direction. Loosen the (8) Cams and remove the top and adjust it to the right side.

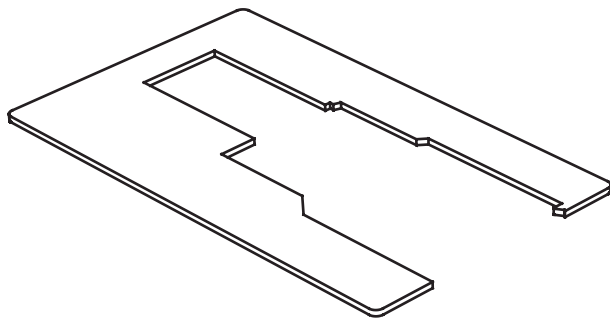




## Accessories to Complete Your Sewing Experience

### Custom Insert

Enhance your sewing experience with a custom-made insert for your Arrow or Kangaroo cabinet. Inserts are designed to reduce the gap between the machine and cabinet opening. This provides an ergonomic work surface for the free arm of the sewing machine, allowing for straighter stitches, less fatigue and an overall better experience using your machine and cabinet.

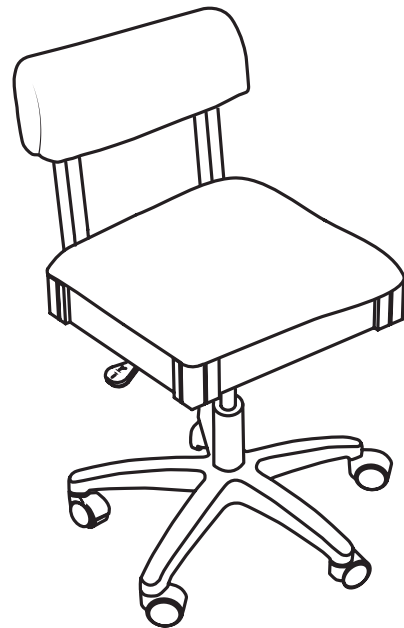


Insert

### Arrow Sewing Chairs

Our sewing chairs are designed to provide comfort, support, and the fashionable look you want for your space. Our chairs are the perfect accessory for any craft and sewing room and are offered in several fabric and color options. "They provide necessary lumbar support and comfort for long term sewing. Arrow chairs also have a hidden storage compartment under the seat, perfect for hiding small notions, patterns, and anything else you need.

Visit your local Arrow dealer or [arrowcabinets.com](http://arrowcabinets.com) for ordering information.



Hydraulic Sewing Chair

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