

# HIGH CAPACITY H-POST SHELVING

BY



## ASSEMBLY INSTRUCTIONS

### *CAUTION*

**IT IS THE RESPONSIBILITY OF THE PERSON ASSEMBLING THE SHELVING TO PROPERLY INSTALL ALL COMPONENTS AND HARDWARE AS SPECIFIED IN THESE INSTRUCTIONS AND ANY ACCOMPANYING DRAWINGS FOR SPECIFIC INSTALLATION.**

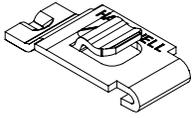
- **INSTALL ALL REQUIRED SIDE AND BACK PANELS/SWAY BRACES**
- **INSTALL ALL UNITS PLUMB**
- **TIGHTEN ALL HARDWARE SECURELY**

### *GENERAL INSTRUCTIONS*

1. These instructions are for the person who will actually supervise the assembly of the equipment covered by your order. -- Please see that they get them --
2. Check material received against the packing list. First check the number of packages received and then check the contents of each package.
3. Check material received for damage. If damaged, secure a "damage notation" from the carrier.
4. Identify each part as it is unpacked and pile like parts together and as close as possible to the working area in which they are to be assembled.
5. Lay out on the floor the space that each rack of shelving is to occupy and build each rack in its proper location.
6. Be careful to use the correct hardware as specified in the assembly instructions.
7. Make sure units are plumb before tightening side and end panel bolts.

2732 W Orange Blossom Trail, Plymouth, FL 32768  
Phone: (866) 566-0500 Fax: (407) 464-3610  
[www.Hallowell-List.com](http://www.Hallowell-List.com)

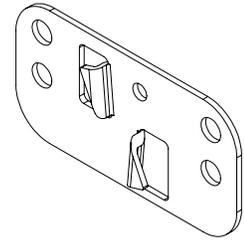
# H-POST SHELVING INSTRUCTIONS



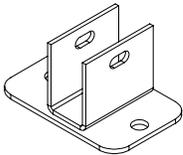
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SHELF CLIP



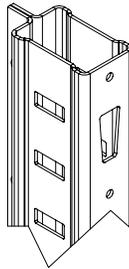
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BACK PANEL CLIP



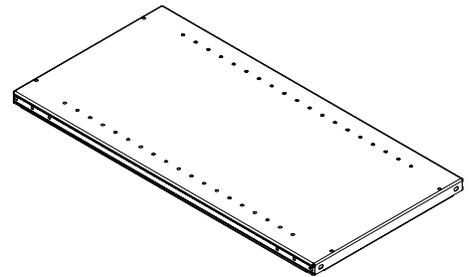
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COMBINATION CLIP



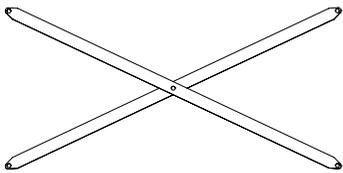
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FOOT PLATE



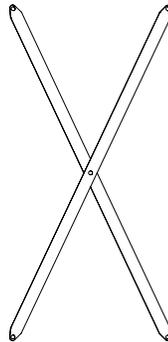
5003-hh  
H-POST



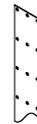
5138-wwdd  
SHELF



5342-xx  
BACK SWAY BRACE



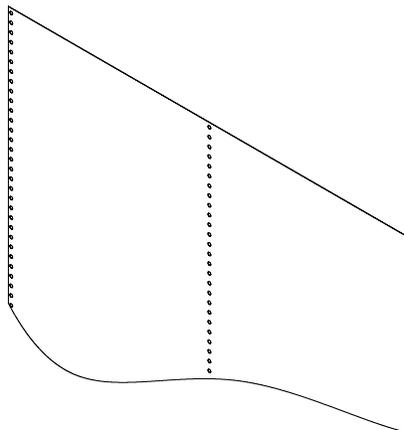
5344-dd  
SIDE SWAY BRACE



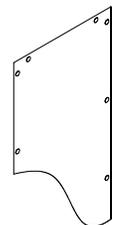
5115  
DOUBLE  
CONNECTOR STRIP



5114  
SINGLE  
CONNECTOR STRIP



5111-wwhh  
BACK PANEL



5096-ddhh  
SIDE PANEL

# INDIVIDUAL AND STARTING UNITS OPEN TYPE

## SIDE BRACES

1. Assemble (2) post sections by attaching side sway braces to posts at location shown in Fig. 1. Place sway braces regarding H-Post length and measurement "A".

Post Length	"A"	
7'3"	.....	28-3/8" (Uses only one set)
8'3"	.....	19-3/8"
10'3"	.....	28-3/8"
12'3"	.....	34-3/8"

USE 1/4" X 20 X 1/2"  
TRUSS HEAD BOLT &  
HEX NUT TO ASSEMBLE  
THE SWAY BRACES.

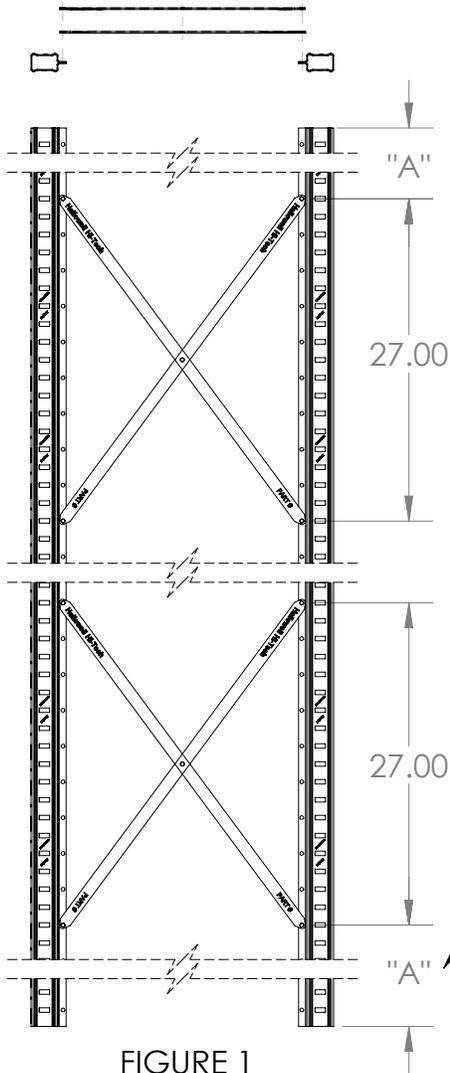
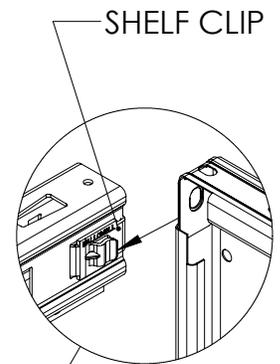


FIGURE 1

7'3" POST SWAY BRACE  
LOCATION



## TOP & BOTTOM SHELF

2. Hook shelf clips into indentation at top of posts and into first and second slots from bottom of post. Insert shelf into clip and repeat the same operation on the opposite side.

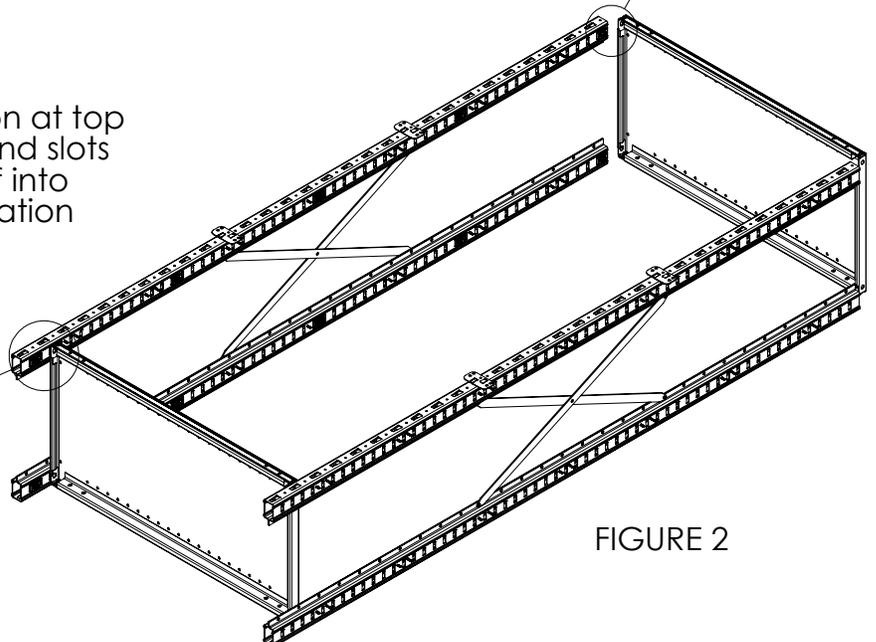
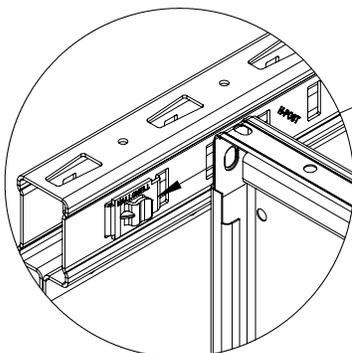


FIGURE 2

## REAR BRACES

**3.** Attach combination clips to H-Post face at location shown in Fig. 3. Twist clip into slots.

For 7ft. & 8ft. posts, locate post connectors close to the bottom of the unit. For 10ft. & 12ft. posts use to set of braces, one near the bottom of the unit, the other 30" above. Be sure to put clips in same locations on all posts to insure proper alignment for attaching sway braces. For single faced or individual units a #14 x 5/8 type "B" hex head thread cutting screw must be screwed in the center hole to prevent rotation of connector. Fig. 3.

NOTE: Tap connectors with hammer to square the clip with the post.

SHELF WIDTH	"A"
36"	27"
42"	36"
48"	27"

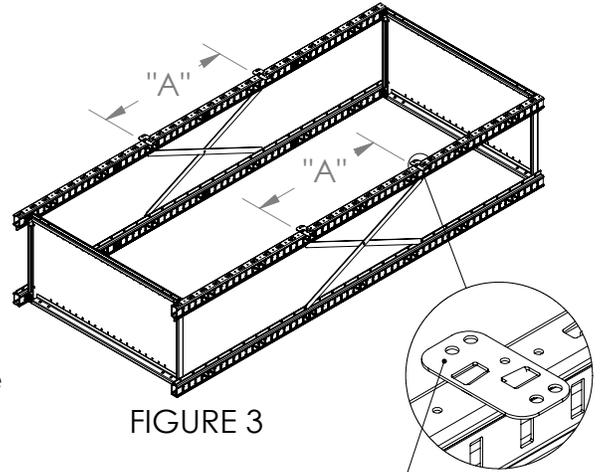


FIGURE 3

COMBINATION CLIP

USE #14 x 5/8 type "B"  
SELF TAPPING SCREW  
5/8" LONG HEX HEAD

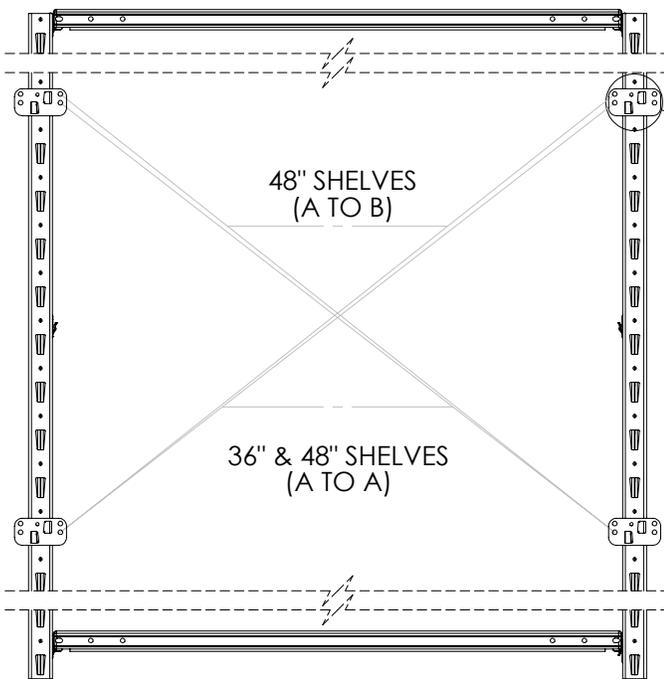
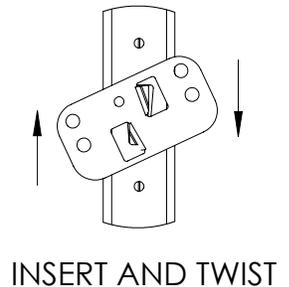
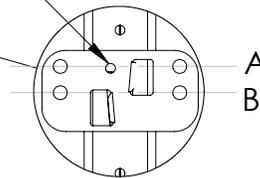


FIGURE 4



**4.** Attach sway braces to post connectors. Be sure to attach brace as per Fig. 5. Use 1/4-20x1/2 truss head bolts and keps nuts.

**5.** Stand unit upright and add additional shelves at desired locations.

## ADJOINING UNITS

**1A.** Assemble (1) post section as per Step 1. Add post connectors as per Step 3. Place shelf clips in starting unit post and adjoining post assembly as per Step 2 and insert top and bottom shelves. Attach sway braces to post connectors as per Step 4.

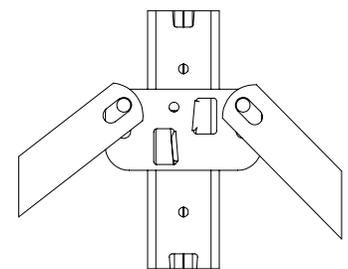


FIGURE 5

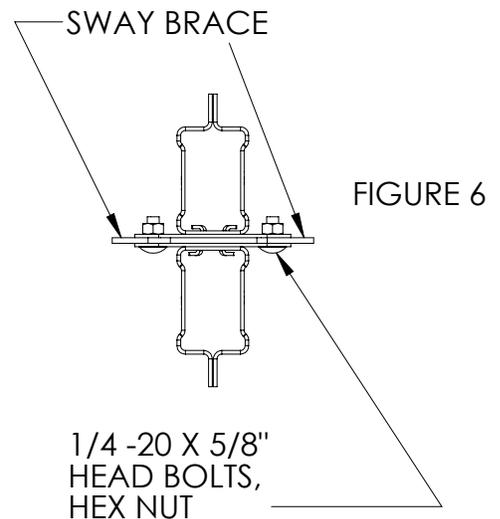
NOTE: Hollowell H-Post Shelving construction in seismic areas may require different brace placement, please contact the factory for details.

## Back-to-Back Units

**1B.** Assemble post and side sway braces for (2) units as per step 1. Add post combination clips as per step 3. Add shelves as per step 2. Stand units and push together so that post connectors are in alignment. Bolt back sway braces to post connector making sure the sway brace is between post connectors. Figure 6.

**2B.** Add additional shelves.

**3B.** Add adjoining units as per step 1A & 1B.



## Individual & Starting Units Closed Type

**1C.** Assemble (2) post sections by attaching side panels to post with hex head S.M.S. on 12" centers. Keep panel 1/8" from end of post at the bottom, Figure 7.

**NOTE:** For units over 3'3", multiple side panels are required. For appearance sake, place the smallest panel at top. Place the larger side panel over upper panel.

USE #14 X 5/8  
HEX HEAD S.M.S.

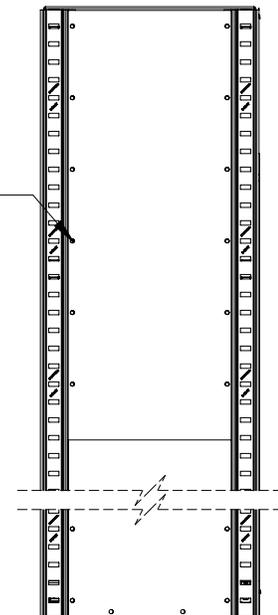
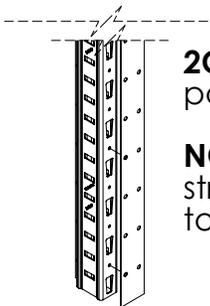


FIGURE 7



**2C.** Attach back panel connecting strips to post with #14 x 5/8 hex head S.M.S. Figure 8.

**NOTE:** For 8'3" use (1) and (1) 3' connecting strips and overlap so that bottom strip is on top of upper strip.

FIGURE 8

**3C.** Bolt base strip to bottom shelf, Figure 9. Use (2) 1/4-20 x 1-1/4 truss head bolts and nuts.

**NOTE:** Base strips may not be included in every application.

**4C.** Place back panels inside connecting strips and bolt back panel to connecting strips. Use 1/4-20 x 1/2 truss head bolts and nuts.

**NOTE:** Units over 3'3", multiple back panels may be required. Always place shortest back panel at top and inside lower back panel.

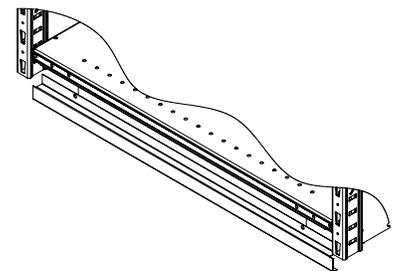


FIGURE 9

**5C.** Hook shelf clips as per step 1 in order to insert the top and bottom shelves. Hook back panel clips through top center hole and third bottom hole on the back panel. Position shelf with rear flange on back panel clip and hook end flanges of shelf on shelf clips, then wedge in lock position.

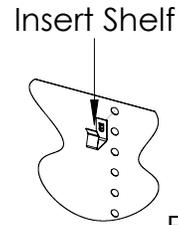


FIGURE 10

### Single Faced Starting Unit Closed Type

#14 5/8" HEX HEAD  
SHEET METAL SCEW  
OR  
POP RIVET

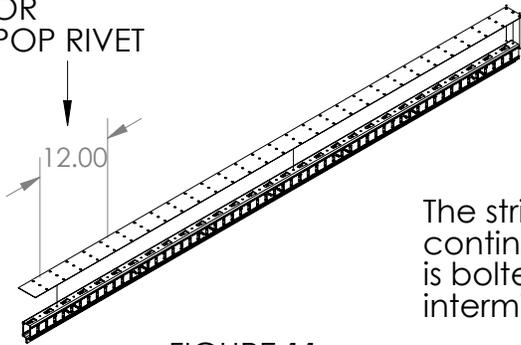


FIGURE 11

**1D.** Use same procedure as individual units above except in step 2C, use (1) connecting strip and (1)

The strip is for continuous units and is bolted to all intermediate posts.

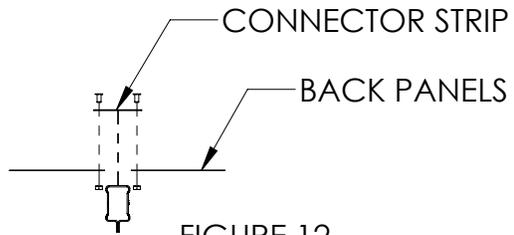


FIGURE 12

### Back-to-Back Units

**1E.** Assemble post sections as per step 1C

**2E.** Put combination clips on post on 12" centers as per step 3 (if supplied), otherwise attach back panel connector strips as shown in Figure 11.

**3E.** Stand units up and place post sections on either side of back panel so that combination clips (or connector strips) align with each other and bolt together using 1/4-20 x 1/2 truss head bolts and nuts through top hole in clip. Figure 13

**NOTE:** For units 7'3" high install back panels as per step 4C.

**4E.** Add post section to other side as per step 3E.

**5E.** Install shelves as per step 5C. Make sure bottom shelf has Base Strip assembled. See step 3C. Add additional shelves at desired locations.

**NOTE:** In some requirements, Back Panel Connector Strip may be used rather than Combination Clip in back-to-back units. In those cases, see Figure 12 for attachment details. Consult with Hollowell to determine the components supplied.

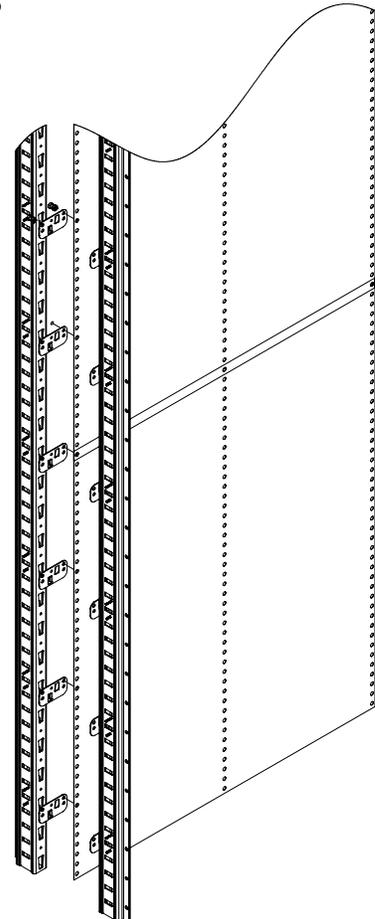


FIGURE 13

**4E.** Add post sections to other side of back panel as per above.

**5E.** Install shelves as per step 5C. Be sure bottom shelf has base strim assembled. See step 3C.

**6E.** Add additional shelves at desired locations.

**NOTE:** In some requirements, back panel connector strips may be used rather than combination clips in back-to-back units. In these cases, see Figure 14 for attachment details. Consult with Hollowell to determine components supplied.

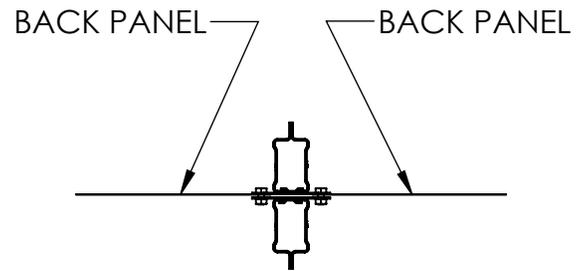


FIGURE 14

### Post Splice

**1Q.** Insert post splice into top of lower post so that the "Y" shaped part is facing the front of the post. Figure 15

**2Q.** Align hole in post with the hole in the post splice piece so that the splice is exposed, Figure 15. Attach with 1/4-20 x 2" hex head bolt, sq. flat washer and nut. Four bolts, four nuts, and 4 flat washers are provided with each splice.

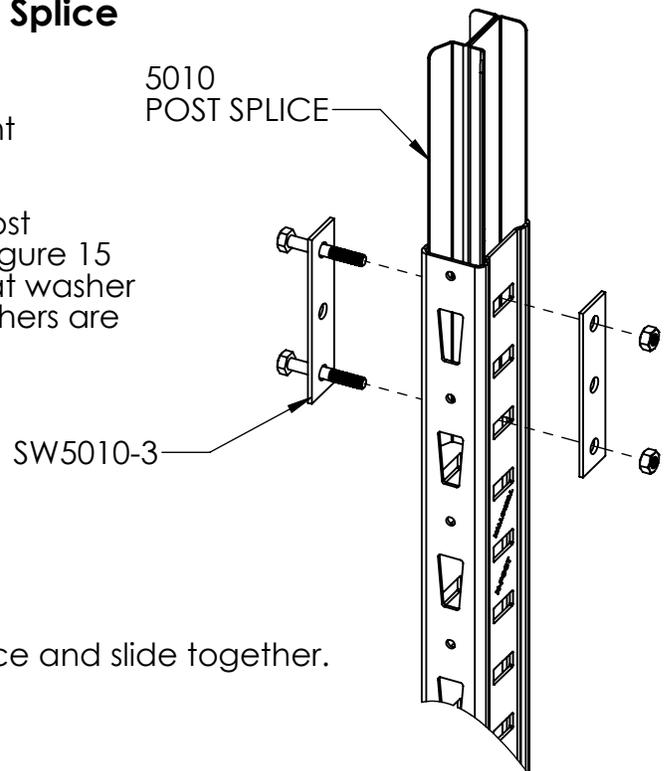


FIGURE 15

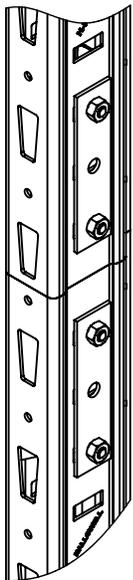


FIGURE 16

**3Q.** Place upper post over splice and slide together.