Use this guide when you need to make simple adjustments to your storage system. If you have questions or need assistance, please contact your local California Closets franchise.

anatomy of a California Closets system

**single dowels**
Used to attach a locking shelf to only one side of a partition.

**double dowels**
Used to attach two locking shelves on each side of a partition, through a common system hole.

**euro screws**
Used to attach tie, belt and scarf racks to system holes.

**pin for adjustable shelf**
Used in system holes to support shelves.

**pole cup**
Inserted into system holes to support poles.

**screwdrivers**
You'll need both Phillips and Standard slotted screwdrivers.

**New California Closets exclusive pole**

- **exclusive pole**
  Plastic insert prevents scratches and helps to hold hangers in place.

- **pole cup**
  "A" shaped slot on back; attaches to the bracket and supports pole.

- **5mm bracket**
  "A" shaped; attaches to the partition in the system holes.
**locking shelves**

**to remove**
You will need a Phillips head screwdriver.

1. Give each of the four connector fittings a 3/4 turn counter clockwise to open the connector fitting.
2. Lift the locking shelf off the dowels.
3. Remove the dowels from the system holes.

**to replace**
You will need a Phillips head screwdriver.

1. Place the dowels at the new height. Insert or screw single dowels (depending on which is used in your new closet) into the system holes where there will be a locking shelf on only one side of the partition. Or, insert double locking dowels into system holes where there will be a locking shelf on each side of the partition.
2. Place the locking shelf on all four dowels. Be sure the connector fittings are open.
3. Give each connector fitting screw a 3/4 turn clockwise to tighten.

**tips**
When installing locking shelves on double dowels, it’s best to push the double dowels in from right to left, and place the shelves from left to right. That way when you put one locking shelf on the left side of the partition, the flange of the double dowel will be anchored against the right side of the partition. It will then be easy to put the second locking shelf on the dowel.

If you want to move a locking shelf which sits on a double dowel, move the other locking shelf that shares the double dowel along with it, or obtain extra single dowels from your local California Closets franchise to support each locking shelf independently.

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**belt, tie, and scarf rack**

**to remove**
You will need a Phillips head screwdriver.

1. Depending upon the type of unit, either unscrew and remove the end cap, or slide out the small stop piece on the front end of the unit, which exposes the attachment slide.
2. Slide the rack out to its extended position.
3. Remove the screw at the rear of the attachment slide.
4. Tilt the back end of the rack downwards, thus allowing it to move backwards and expose the front attachment screw.
5. Remove the screw.

**to replace**

1. Determine the new height for the rack.
2. With the rack in the same configuration as step 4 above, reattach the slide to the front system hole by driving a screw through the slide hole and into the system hole.
3. Tilt the back end of the rack to expose the slide rail hole, then align the partition hole and replace the screw.
4. Depending upon the type of unit, either re-attach the end cap that you removed earlier, or slide the stop piece back into position at the base of the front end cap.

**adjustable shelves**

**to remove**

1. Lift the adjustable shelf up and pull out.
2. Pull out the four adjustable shelf pins.

**to replace**

1. Insert the adjustable shelf pins at new height.
2. Place shelf on pins and tap down lightly to ensure the shelf is level.

**poles**

**to remove**

1. Lift the pole up from the open pole cup, then out of the closed pole cup.
2. Pull the hole cups straight out of the system holes.

**to replace**

1. Push the pole cups into the system holes at the desired height. Put a closed pole cup on one side and an open cup facing it.
2. Place the pole in the closed pole cup first, then slide it down into the open pole cup.

*Note: It’s critical to have a locking shelf above a pole for stability.*

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**New California Closets exclusive pole**

The top of the pole has a plastic insert which prevents scratching from metallic hangers and also helps hold the hangers in place. The pole should be installed with the plastic side facing up.

The mounting bracket is also “A” shaped and attaches to the partition in the system holes, with the narrow end of the “A” facing up. The Slot on the back of the pole cup slides onto the mounting bracket.

The pole cup fits over the end of the pole, and has an “A” shaped slot on the back side of it, which allows the pole and cup to attach to the mounting bracket.

It is best to install both mounting brackets in the selected partition holes first. Next, slide both pole cups over the ends of the pole. Take the pole/pole cups and slide both pole cups on to the brackets simultaneously. Make sure that each pole cup is seated completely on the mounting bracket.