

Flat Pack Assembly Planner Template

Plan your furniture project with estimated time, tools needed, safety checks and assembly stages.

1. PROJECT OVERVIEW

Furniture Item Name	
Brand / Model Number	

Estimated Time Needed (Hours)	Target Completion Date
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2. REQUIRED TOOLS INVENTORY

- | | |
|--|---|
| ☐ Spirit Level | ☐ Rubber Mallet / Hammer |
| ☐ Screwdriver Set (Pozi/Flathead) | ☐ Power Drill & Correct Bits |
| ☐ Tape Measure & Pencil | ☐ Other Custom Tool: |

3. ESSENTIAL SAFETY PRE-CHECKS

- | | |
|---|--|
| ☐ Floor workspace is cleared and protected with cardboard. | ☐ Helper secured for structural upright frame lifting steps. |
| ☐ Wall checked for hidden electrical cables and pipe networks. | ☐ Anti-tip wall brackets located and verified inside the packaging. |

4. STEP-BY-STEP ASSEMBLY STAGES

Stage 1 Unboxing, Inventory & Component Alignment

Sort and layout all panels, wooden dowels, cams, and screws into categorized groups before building.

Stage 2 Core Frame / Carcass Construction

Assemble the main outer structural skeleton face down on the floor or vertically as per space limitations.

Stage 3 Squaring, Leveling & Backboard Installation

Measure diagonals to ensure the frame is completely square before nailing or sliding in the stabilizing back sheet.

Stage 4 Upright Elevation & Wall Anchoring Securement

Carefully lift the frame into place, level the floor feet shims, and screw safety anchors firmly into structural wall studs.

Stage 5 Internal Fittings, Doors & Final Adjustment Alignment

Mount internal shelves, rails, and drawers. Hang outer doors and adjust structural hinges to correct gap layouts.

Provided by TheItalianTasker • London's Professional Flat Pack Fitting Specialists