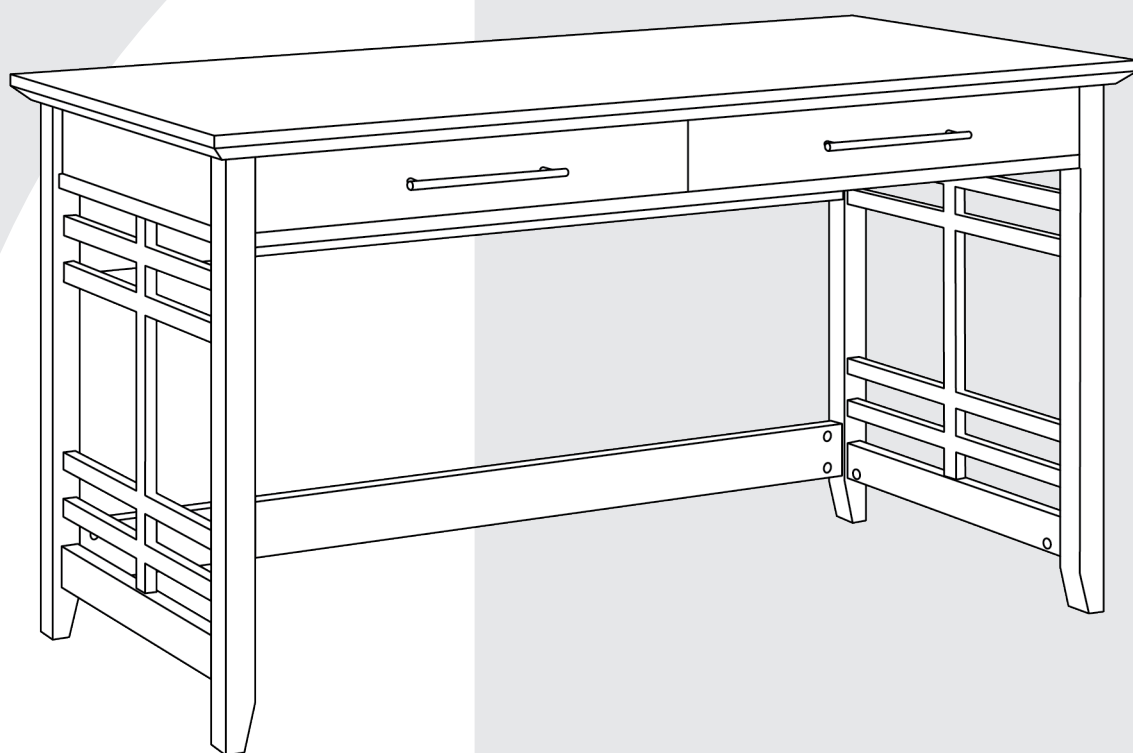


014-HG-41830-OD
Norrell Office Desk



Belleze®

Instruction
Manual



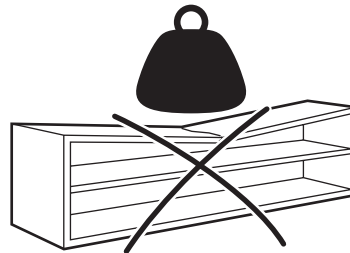
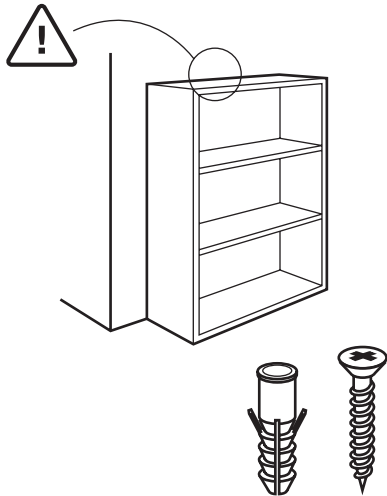
Scan to view
online tutorial
or visit
www.belleze.com

Read Before Assembly

The instruction booklet contains **IMPORTANT** safety information. Please read it in full and keep it for future reference.



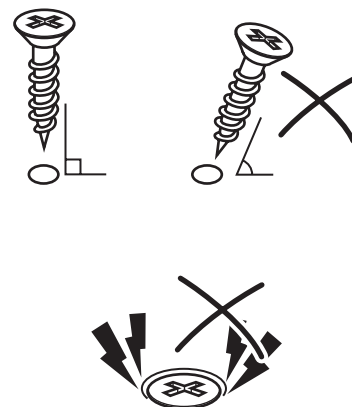
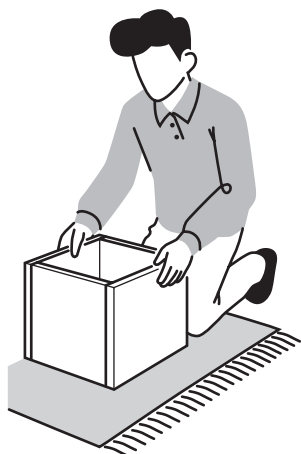
WARNING!



- Serious or fatal crushing injuries may occur if the furniture tip-over. Furniture must permanently affixed to the wall with anti-tipping device(s) in order to prevent the furniture from tipping over.
- Different wall materials requires different type of wall anchors or screws. Use a suitable wall anchors or screws for your specific wall in order to secure the stability and load bearing capacity of the furniture. If you are uncertain about which type of device to use, please contact us or local hardware store and seek professional advice.
- Only place items that is within the recommended size and weight limit of the furniture.
- Items placed onto the furniture must be resting on a support surface without hanging over the edges.
- Climbing on, stepping on, or placing overweighted objects on the product may cause property damage and / or injuries.



CAUTION!



- Assemble the furniture on an empty carton, carpet, or rug to prevent scratches or damage.
- When assembling the furniture, keep pets and children away from the assembly area.
- Ensure the product is fully assembled before use. If you are missing any hardware or parts, do not use it until you have restored the missing parts.
- This furniture requires 2 people for assembly.
- Lay out all components and hardware separately on a flat surface and make sure that no parts are missing or damaged before assembly. Do not destroy or discard any packaging until you are certain that you have all the necessary parts for assembly.
- There are small components used in the construction of the furnitures. Loose items, plastic bags, and packaging films should be kept away from pets or children to avoid choking hazard or suffocations.
- Read this instruction manual prior to assembly and familiarize yourself with the various steps.
- Install all hardware perpendicular to the opening unless otherwise specified.
- Hand tight all hardware and careful not to over-tighten to avoid damaging the product.

Assembly Symbols



- Follow sequential order.



- Build specified number of parts.



- Flip part as indicated.



- Rotate part as indicated.



- Choose your own assembly options.



- Pay attention to the part orientation.



- Leave bolts or screws partially tighten.



- Fully tighten bolts or screws.



- Level the furniture on the ground.

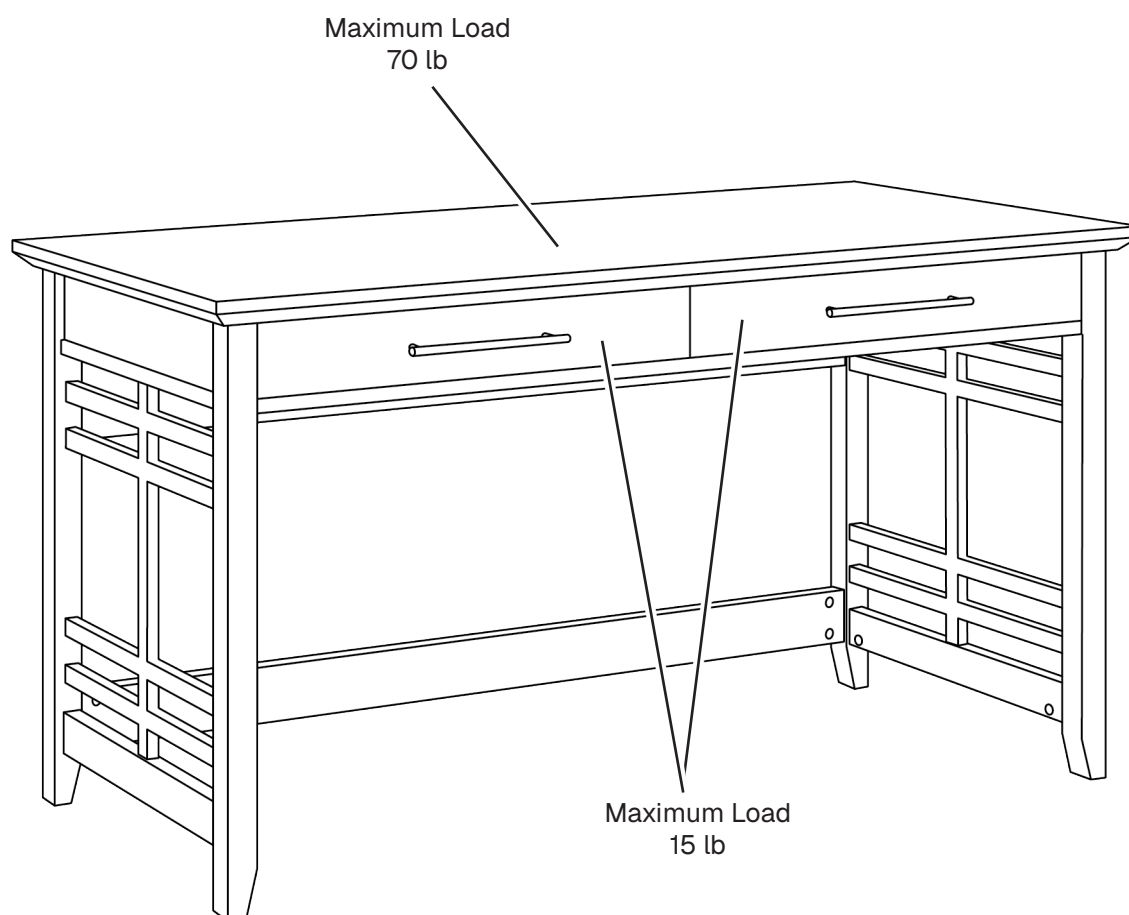


Estimated Time for Assembly

100 mins



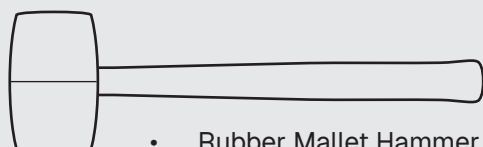
Weight Capacity Limitations are as Follows:



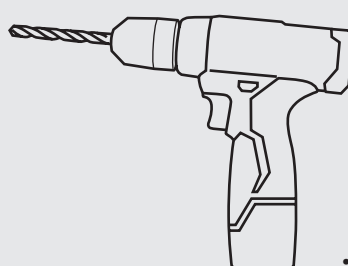
Tools Needed



• Philips Screwdriver

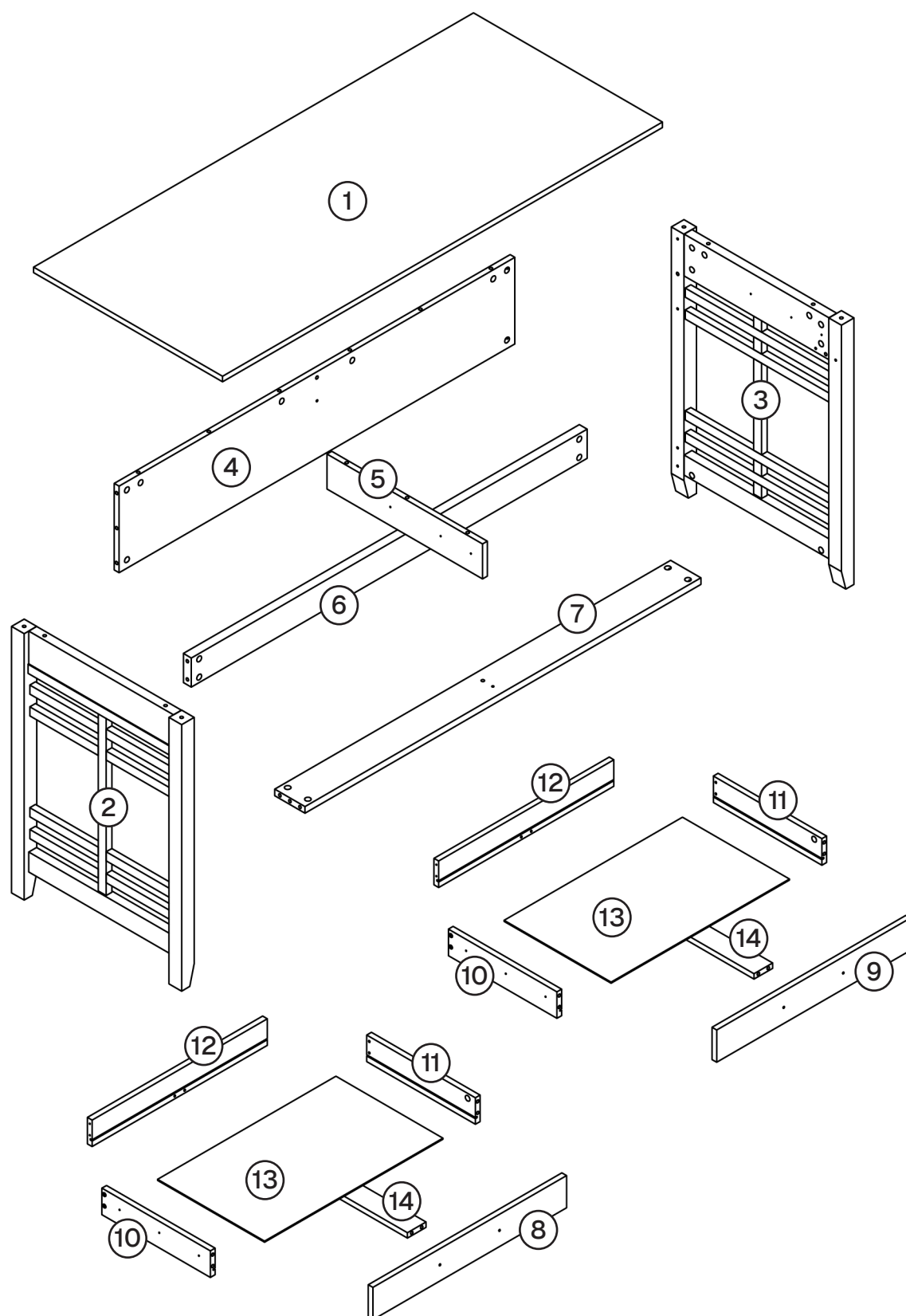


• Rubber Mallet Hammer



• Electric Drill

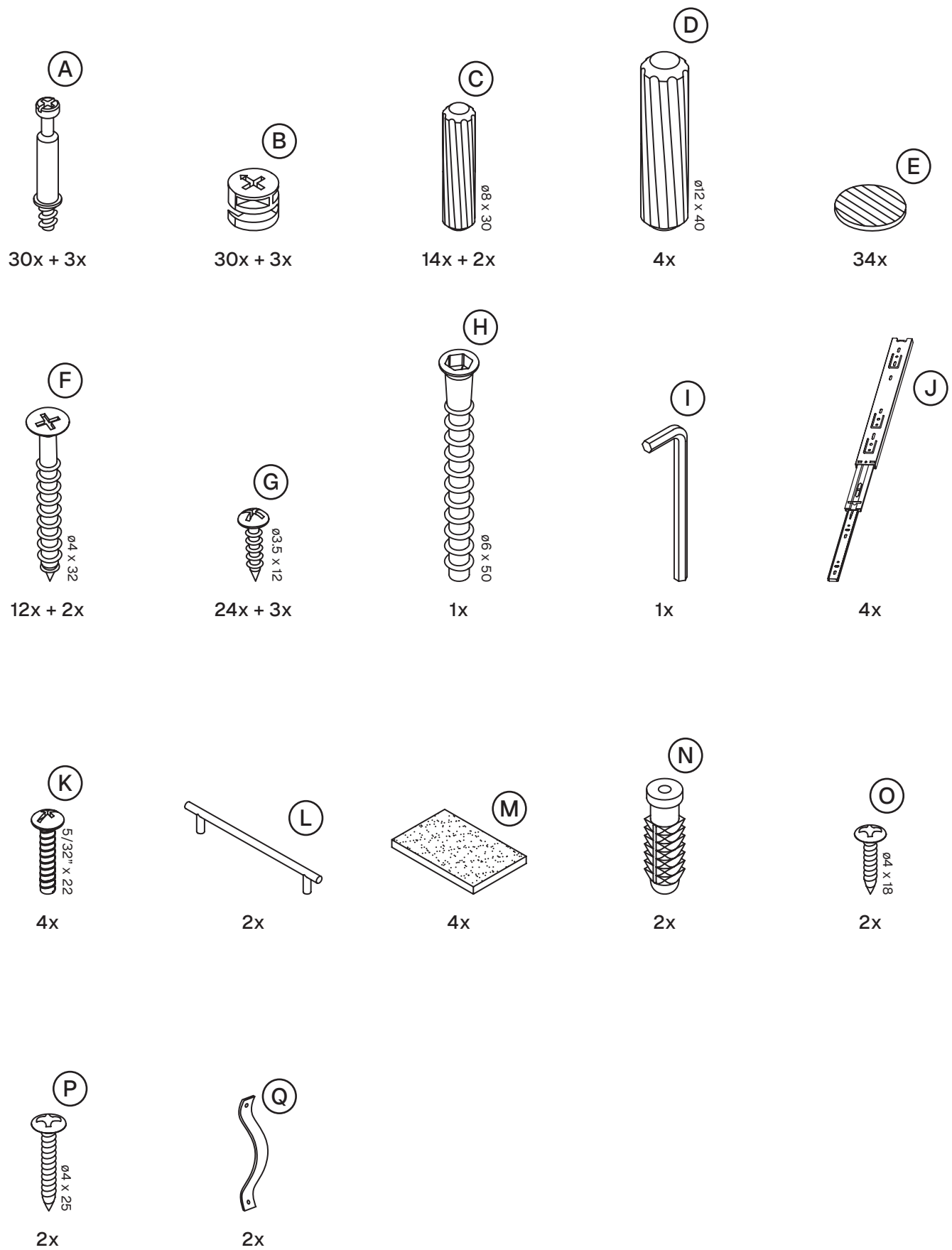
Package Contents



Package Contents

CODE	DESCRIPTION	QTY
1	Top Panel	1
2	Left Leg Frame	1
3	Right Leg Frame	1
4	Back Panel	1
5	Divider Panel	1
6	Back Stretcher	1
7	Front Stretcher	1
8	Left Drawer Front Panel	1
9	Right Drawer Front Panel	1
10	Drawer Left Panel	2
11	Drawer Right Panel	2
12	Drawer Back Panel	2
13	Drawer Bottom Panel	2
14	Drawer Support Panel	2

Package Contents

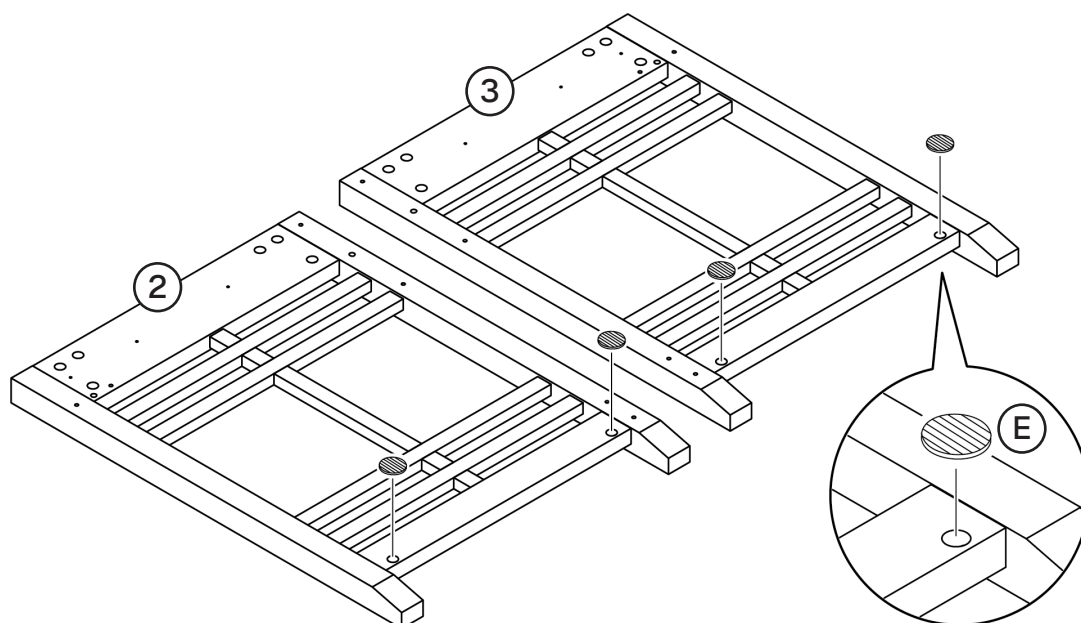


01

Leg frames



E 4x

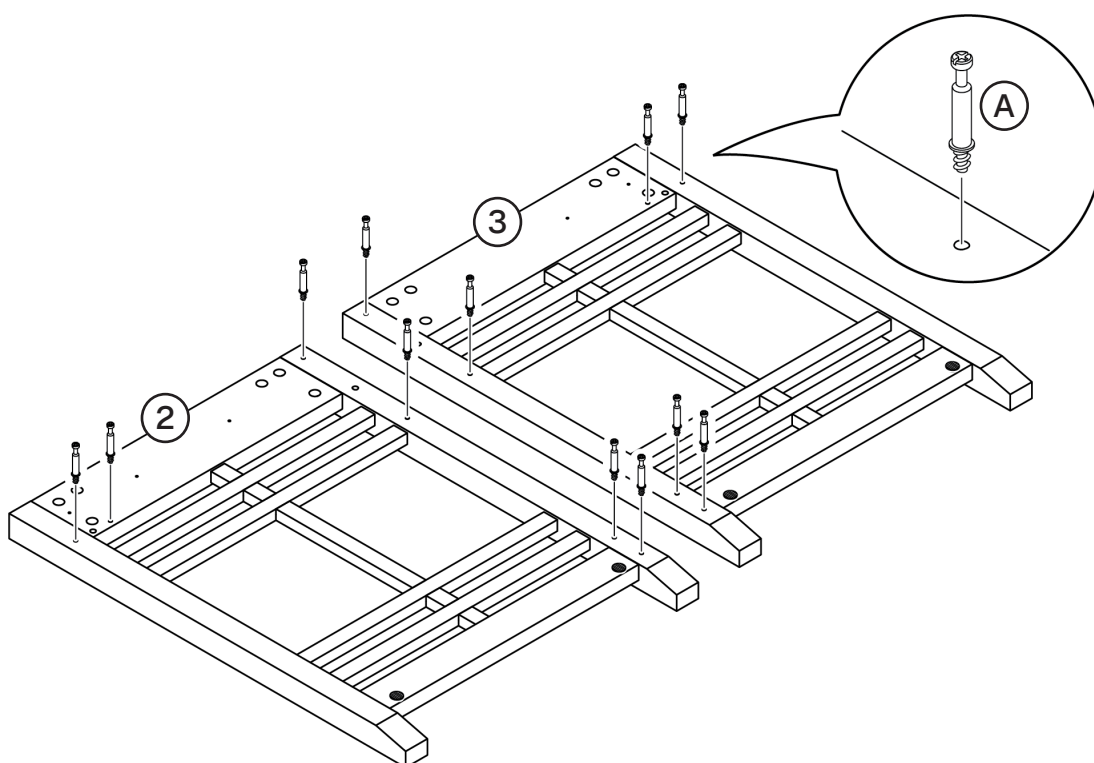


02

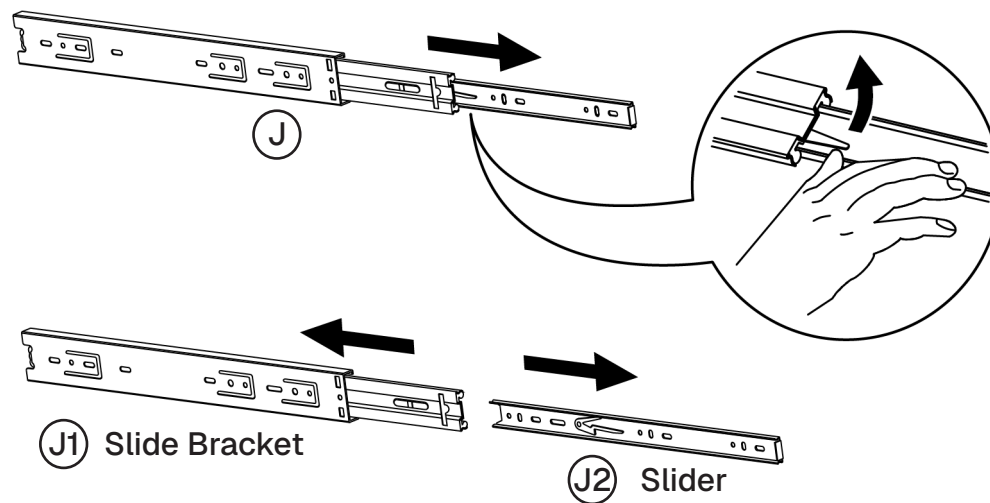
Leg frames



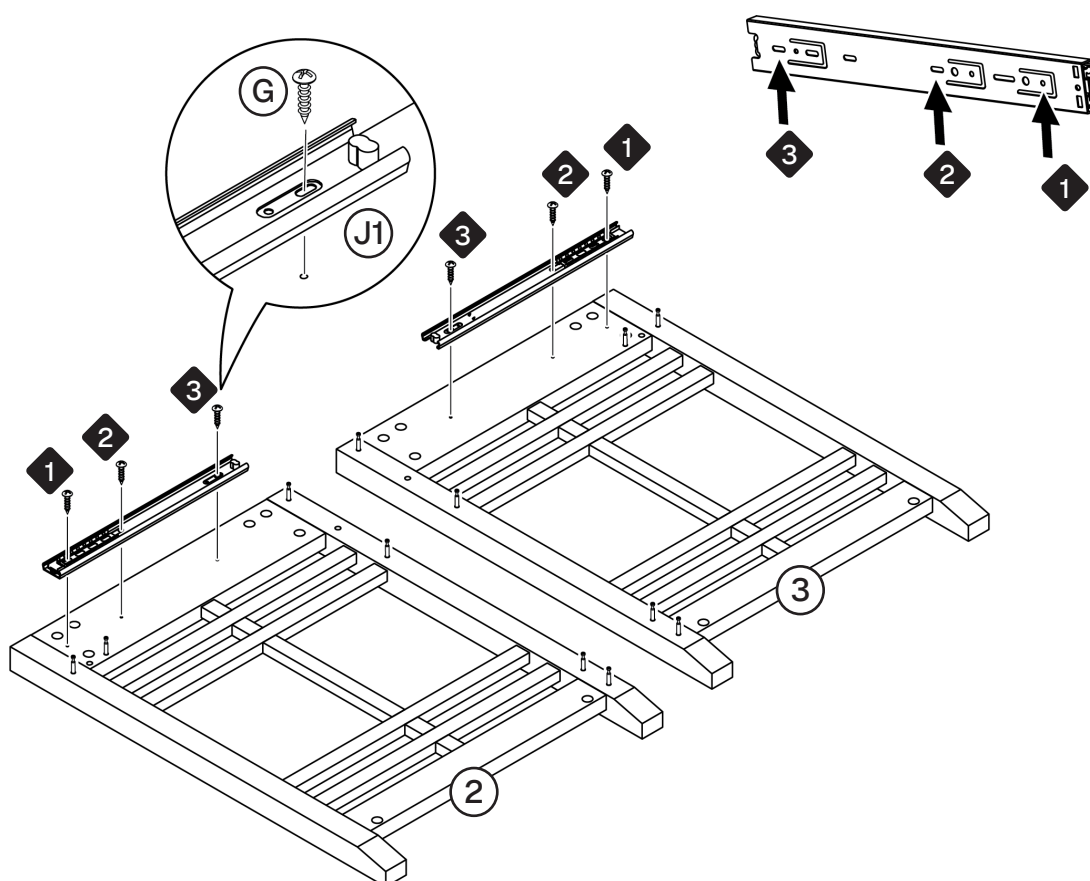
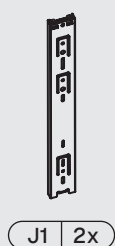
A 12x



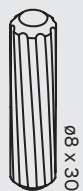
03 Detaching sliders from slide bracket



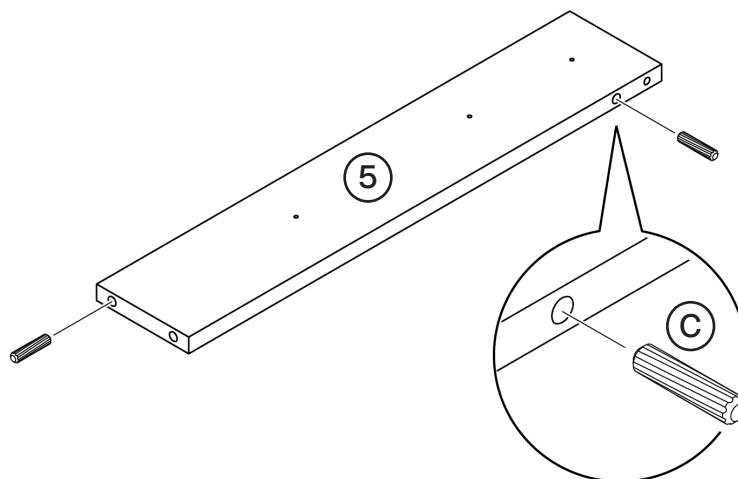
04 Attaching slide brackets on leg frames



05 Divider panel



C 2x



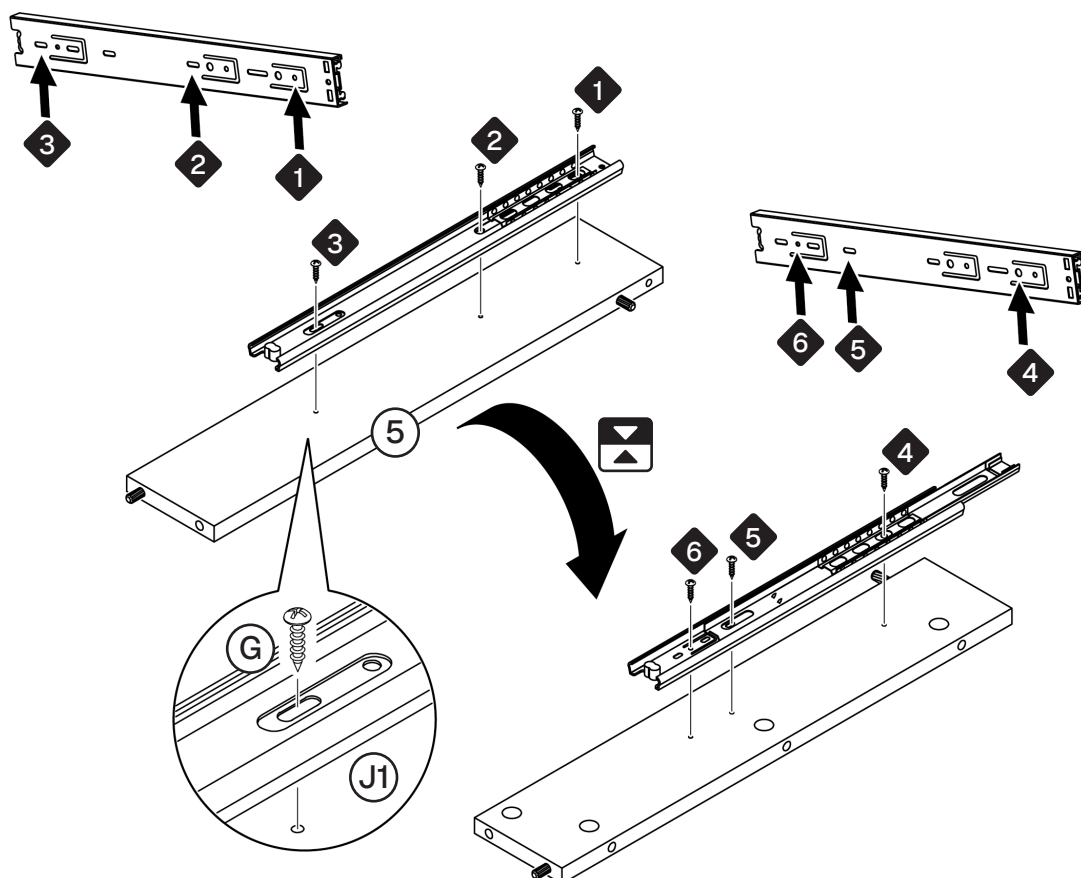
06 Attaching slide brackets on divider panel



G 6x



J1 2x



*Assembly symbols



Flip part as indicated.



Follow sequential order

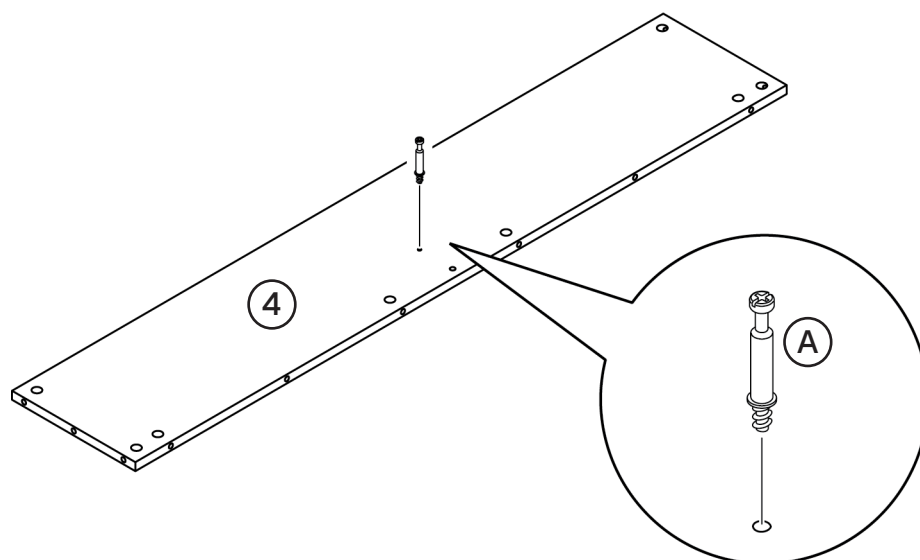
014-HG-41830-OD

11

07 Back panel



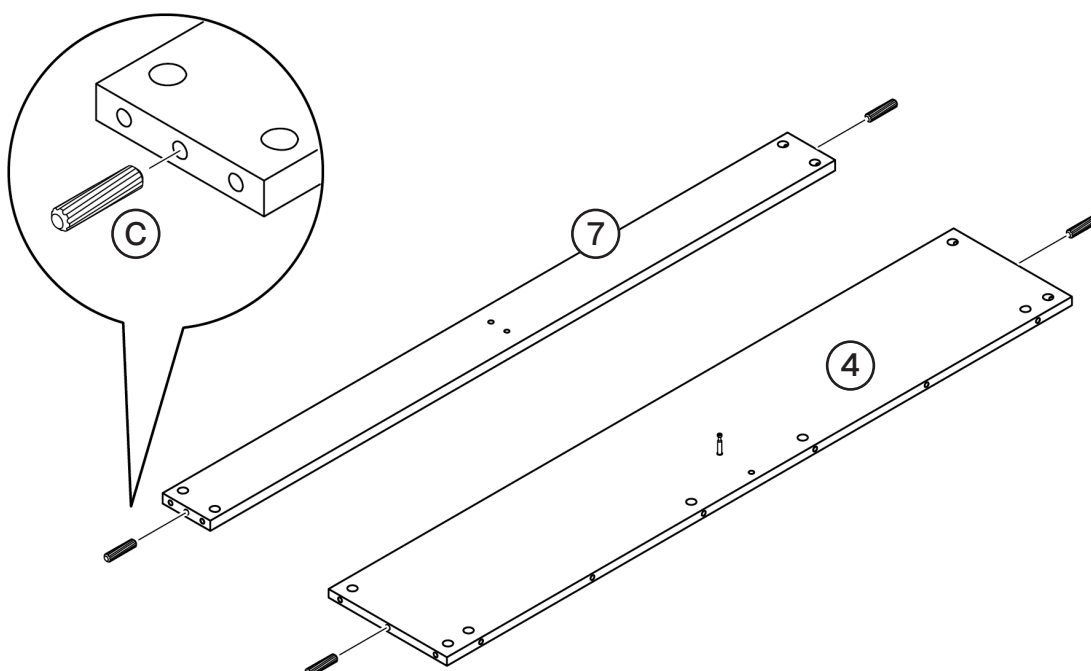
A 1x



08 Back panel and Front stretcher



C 4x



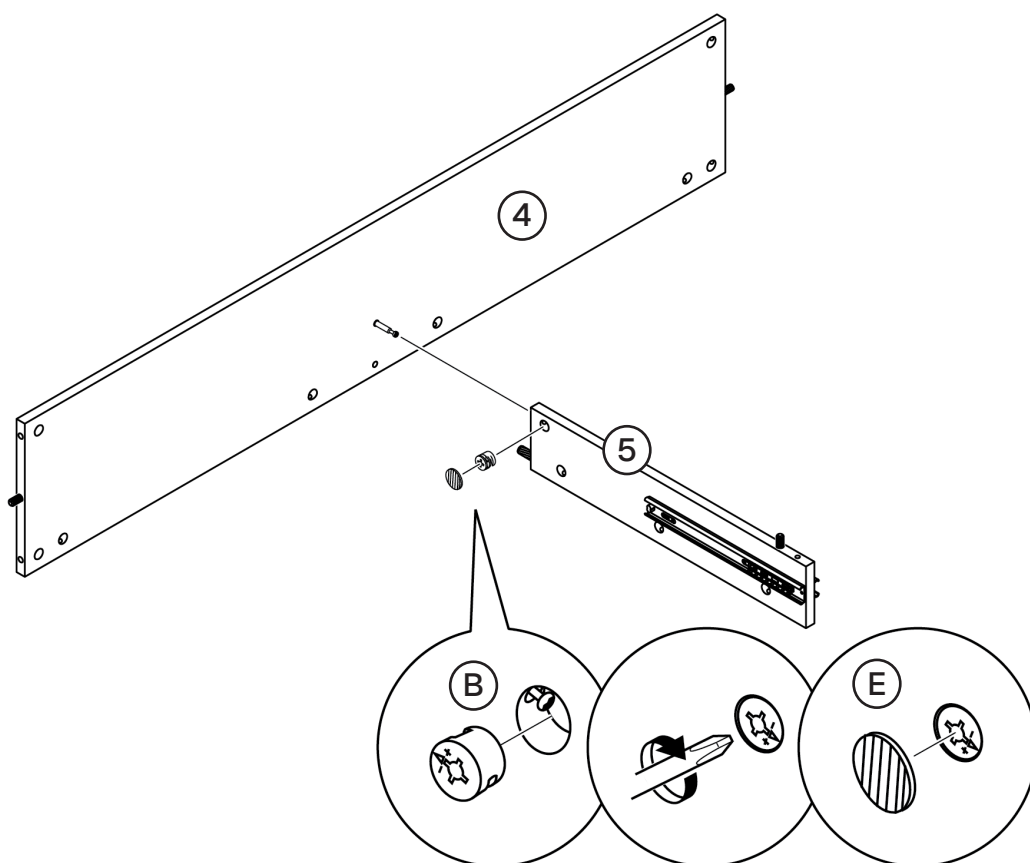
09 Attaching divider panel



B 1x



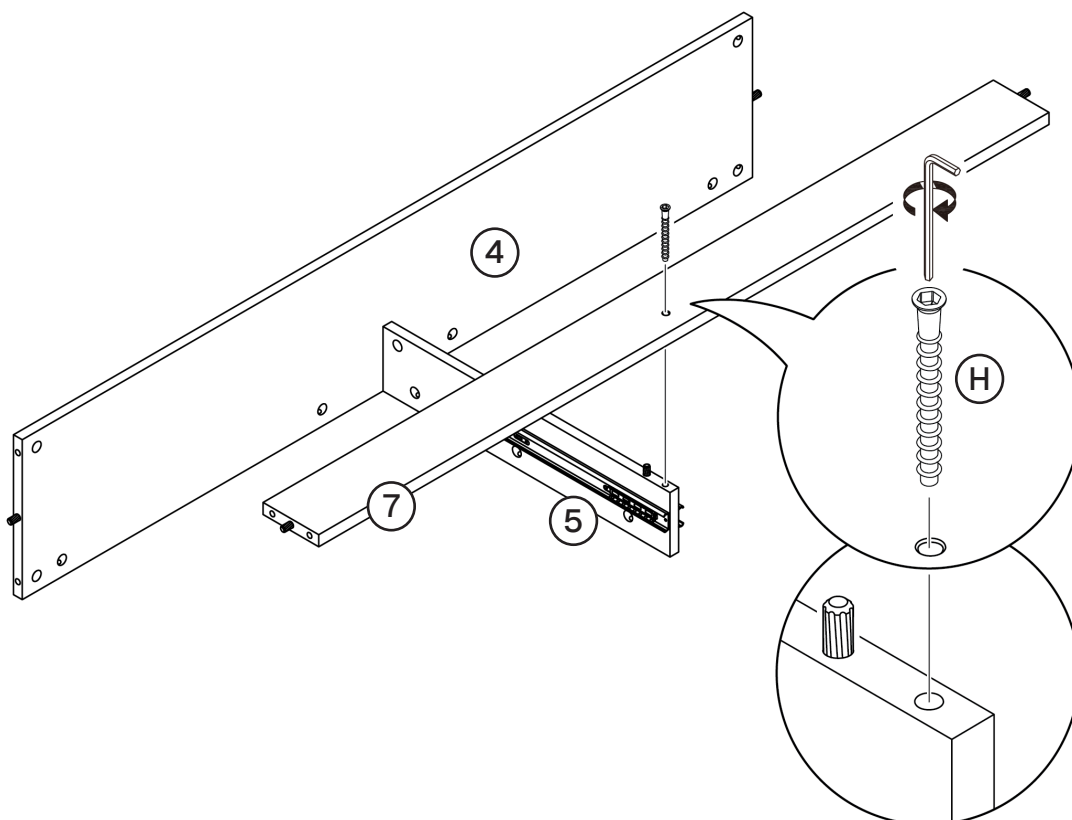
E 1x



10 Attaching front stretcher



H 1x



11

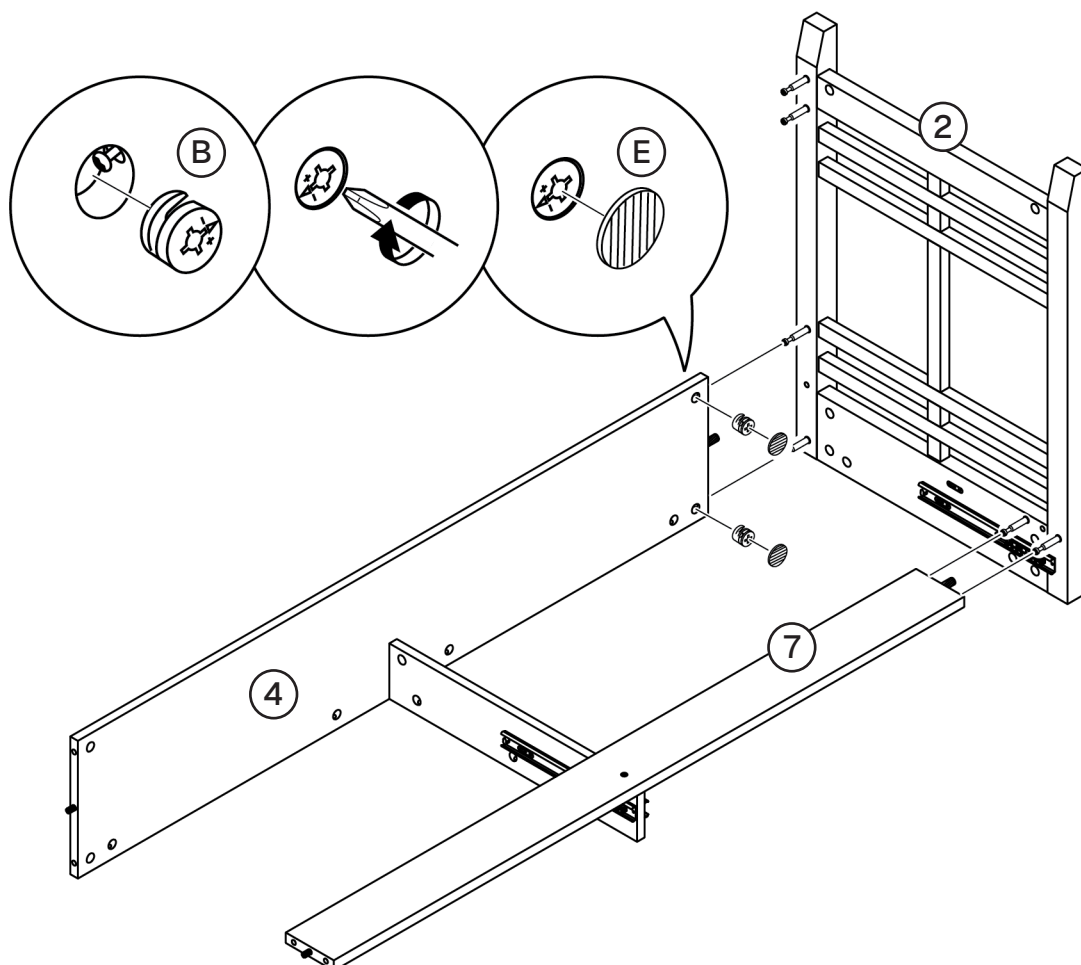
Attaching left leg frame



B 2x



E 2x



12

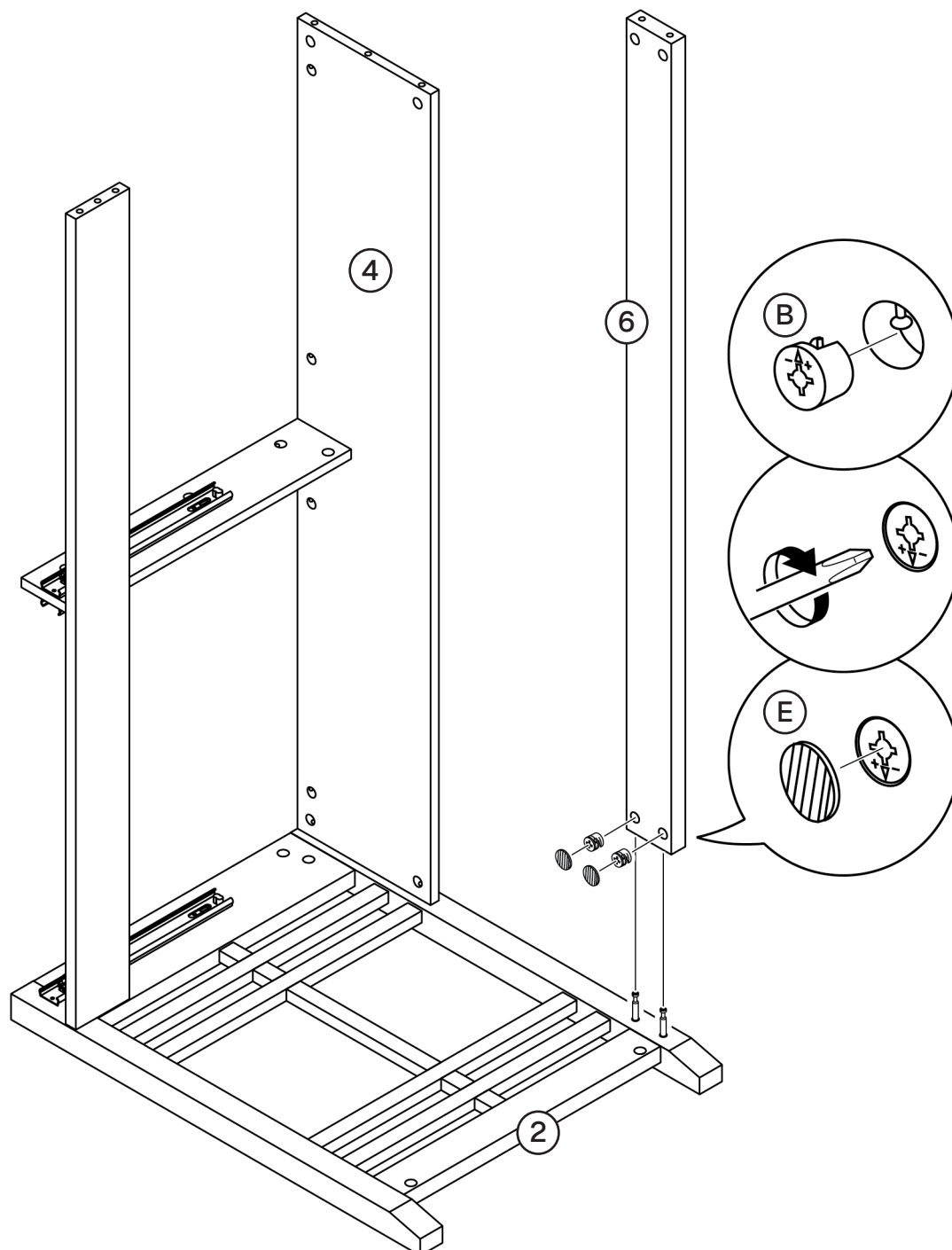
Attaching back stretcher



B 2x



E 2x



13

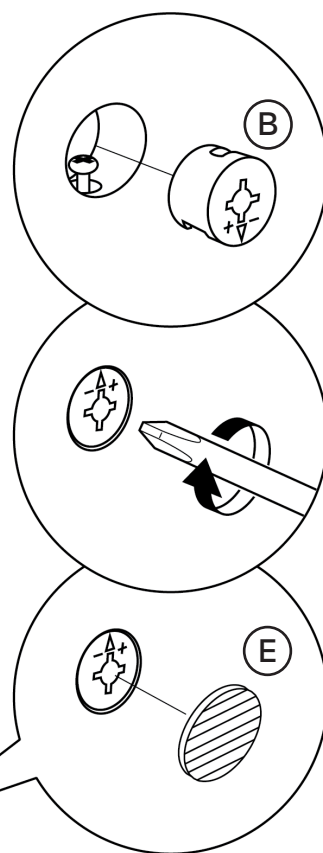
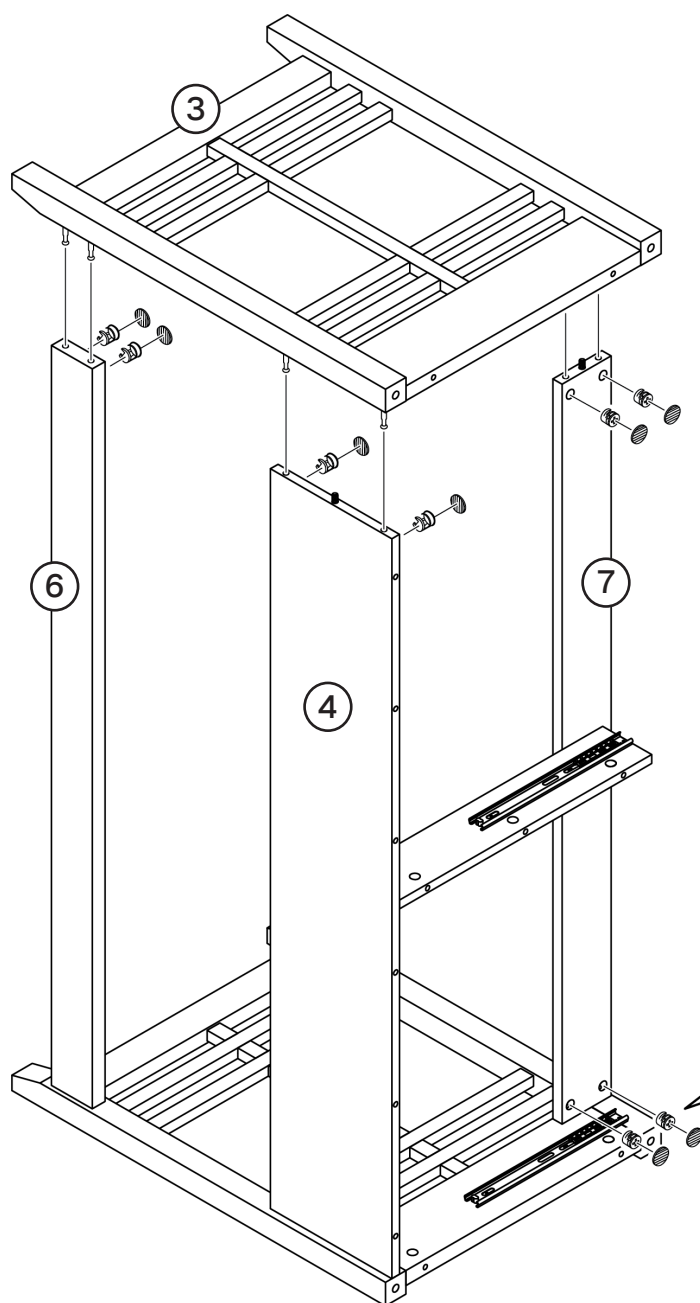
Attaching right leg frame



B 8x

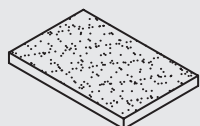


E 8x

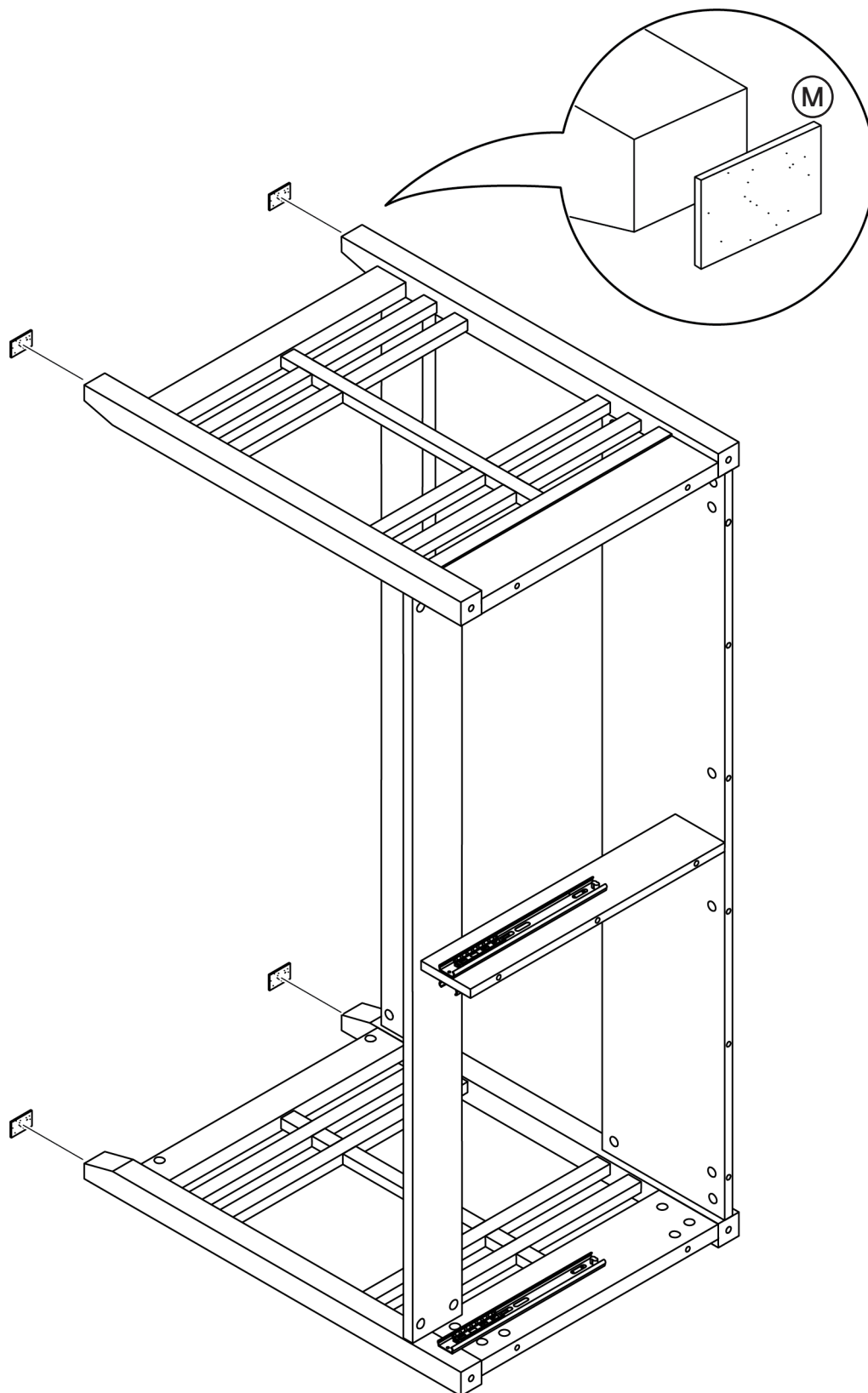


14

Attaching leg pads

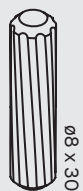


M 4x

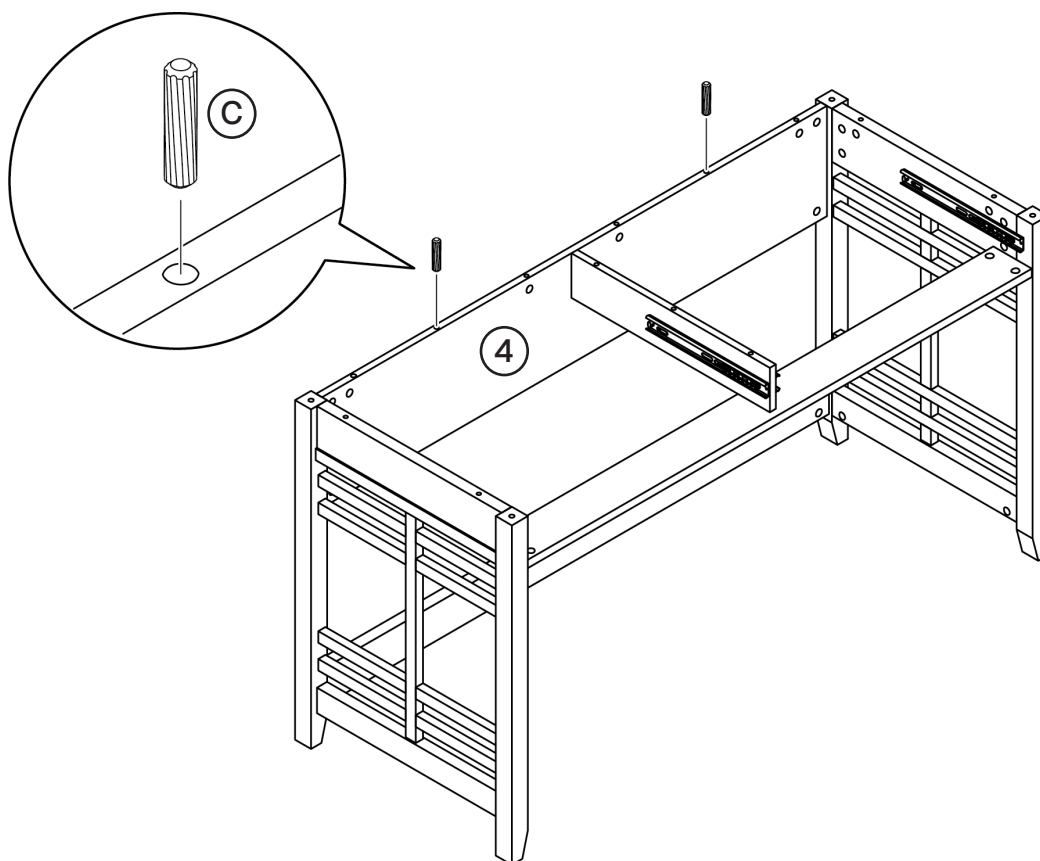


15

Attaching wood dowels on back panel



C 2x

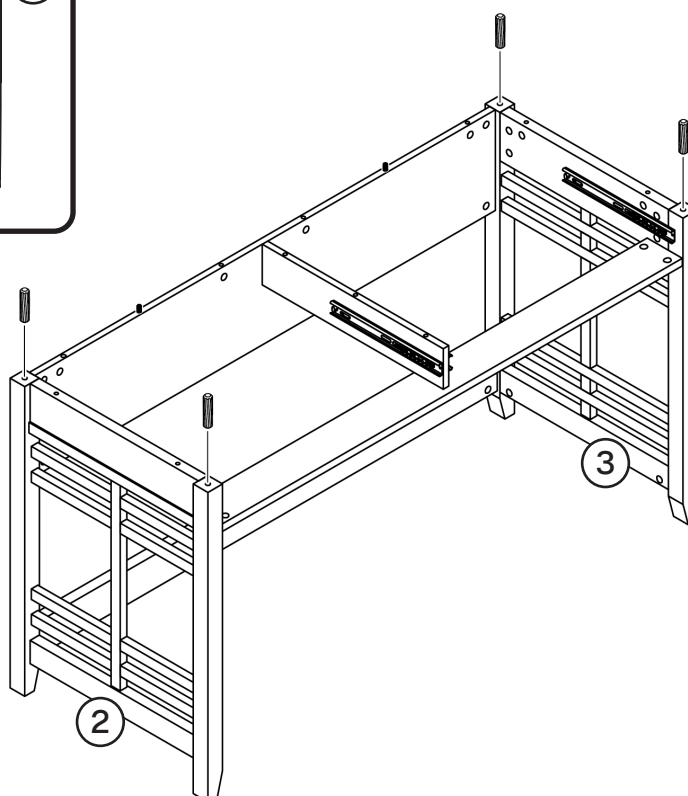
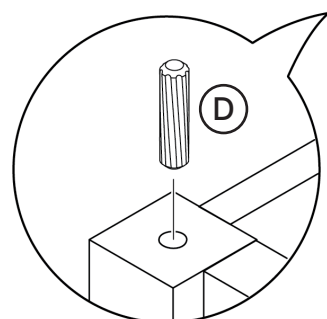
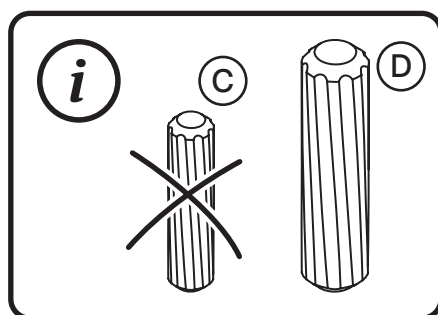


16

Attaching wood dowels on leg frames



D 4x

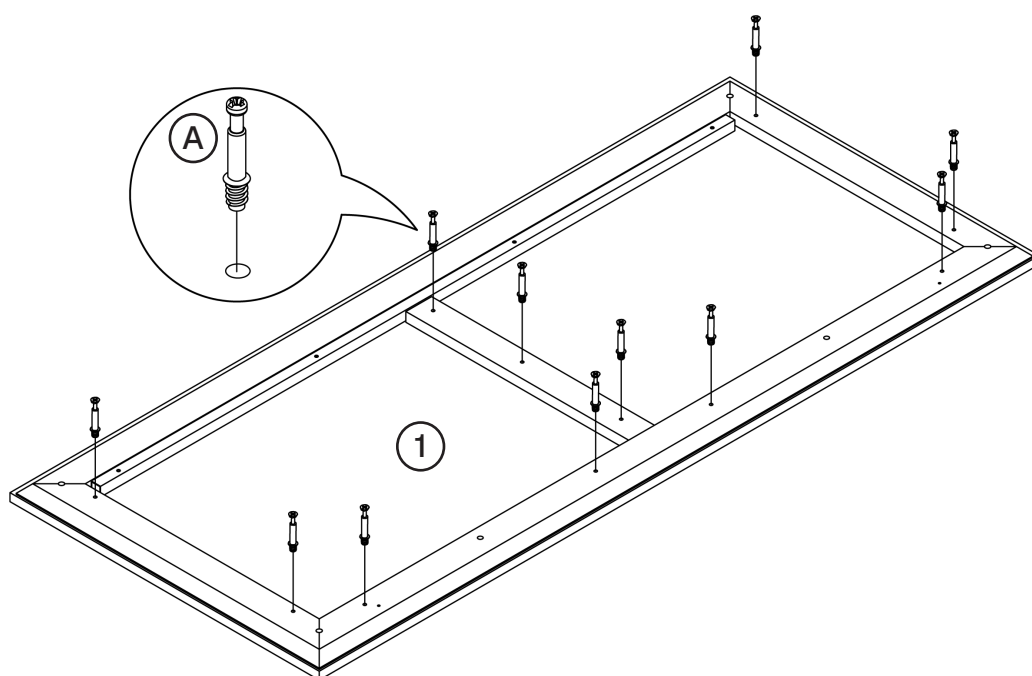


17

Top panel



A 11x



18

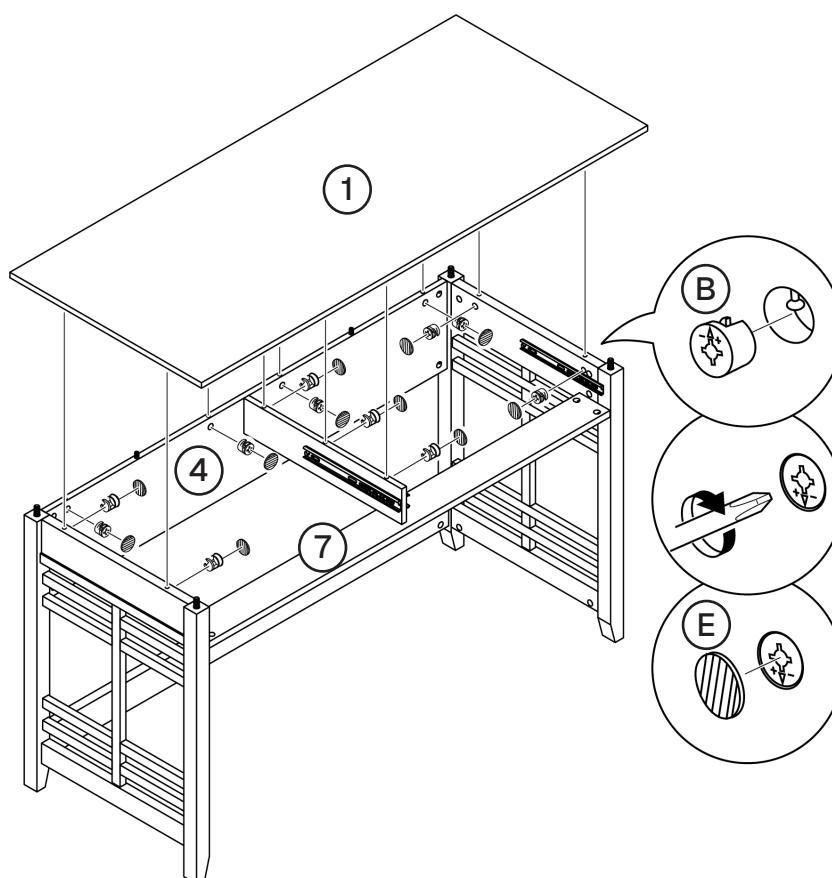
Attaching top panel



B 11x



E 11x



19

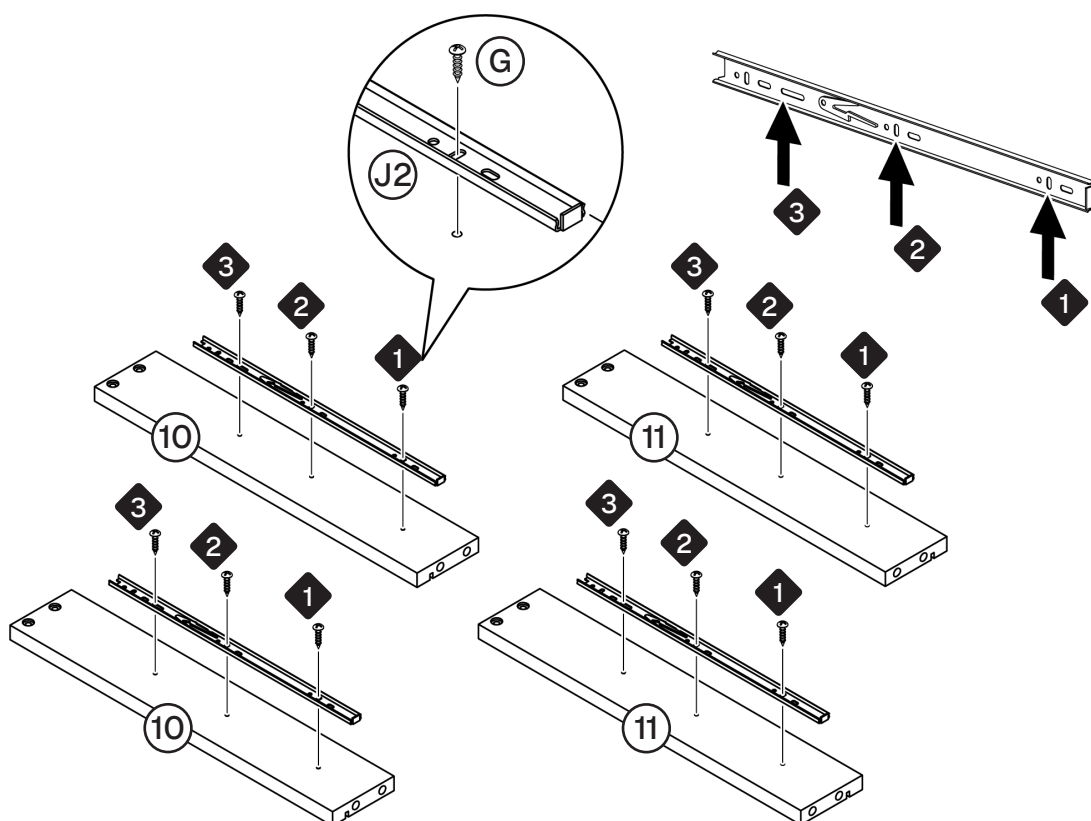
Attaching sliders



G 12x



J2 4x

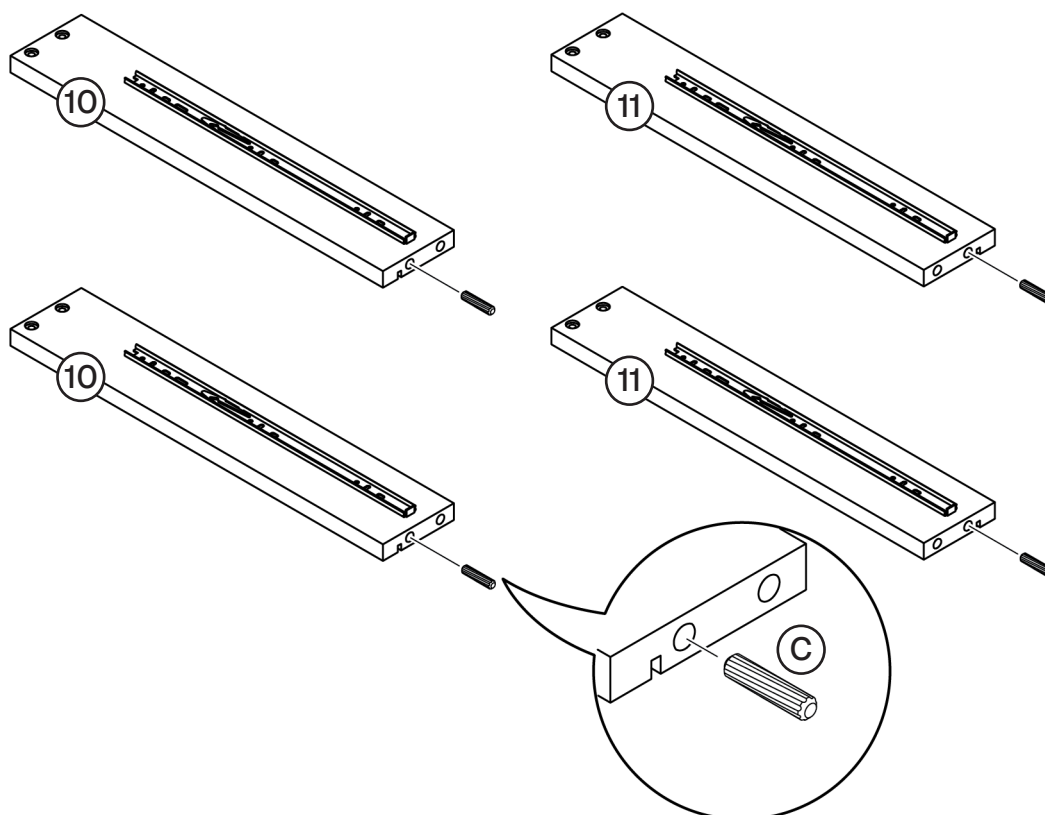


20

Drawers left and right panels



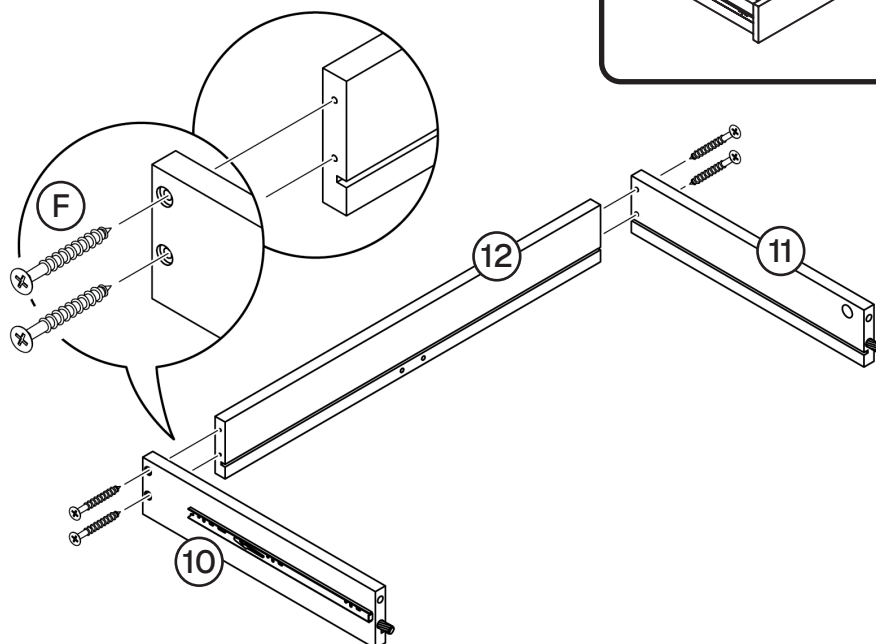
C 4x



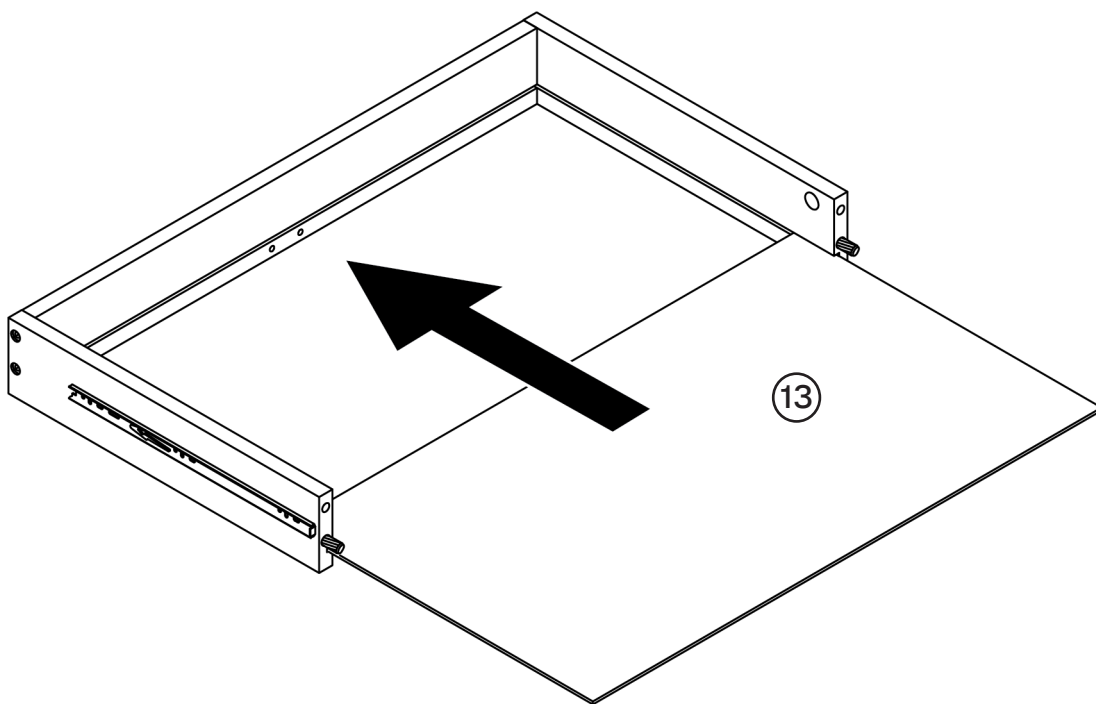
21 Assembling the drawers



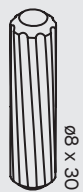
F 4x



22 Sliding in drawer bottom panel



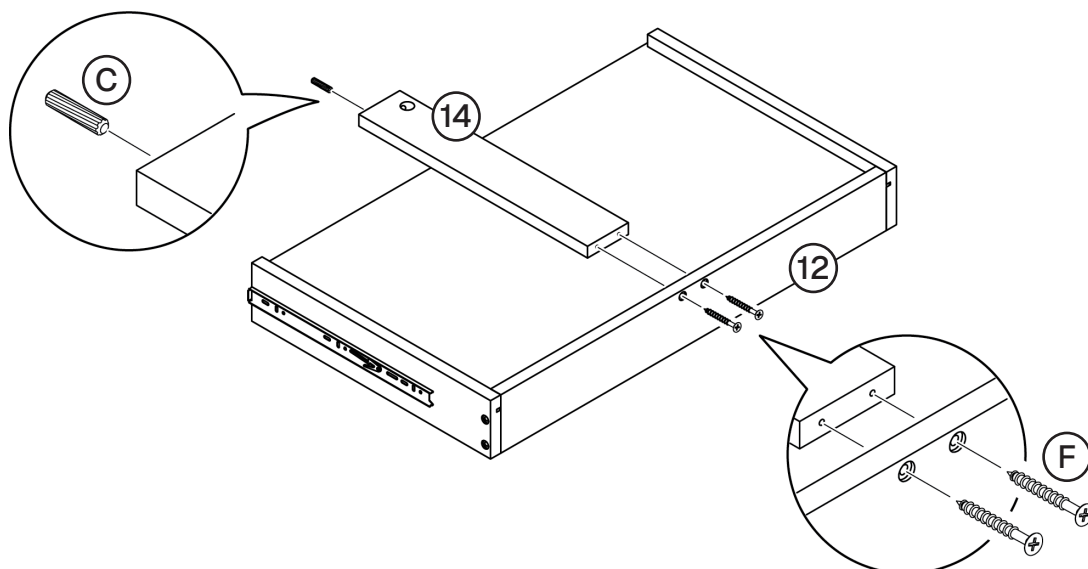
23 Attaching drawer support panel



C 1x



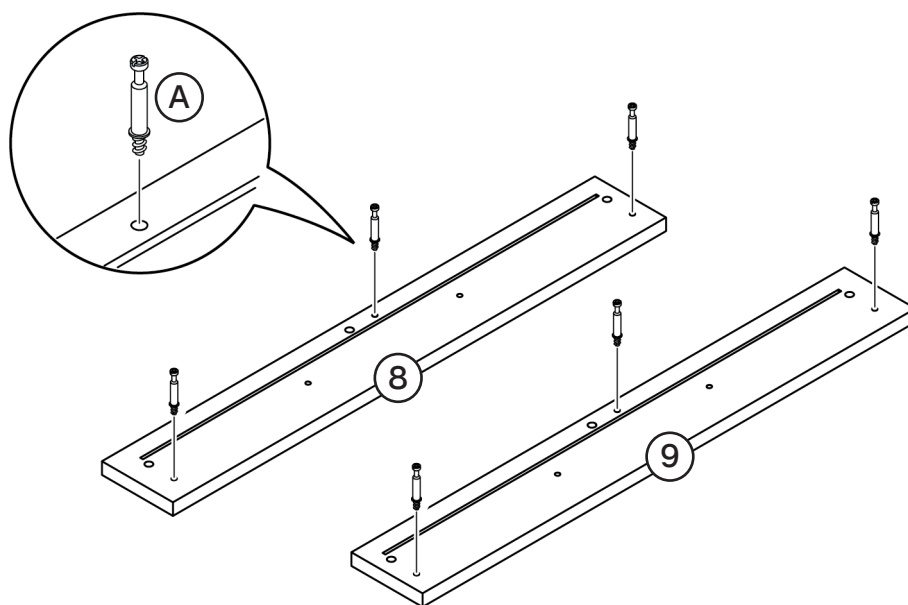
F 2x



24 Drawer front panel



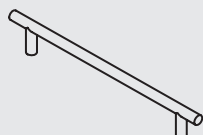
A 6x



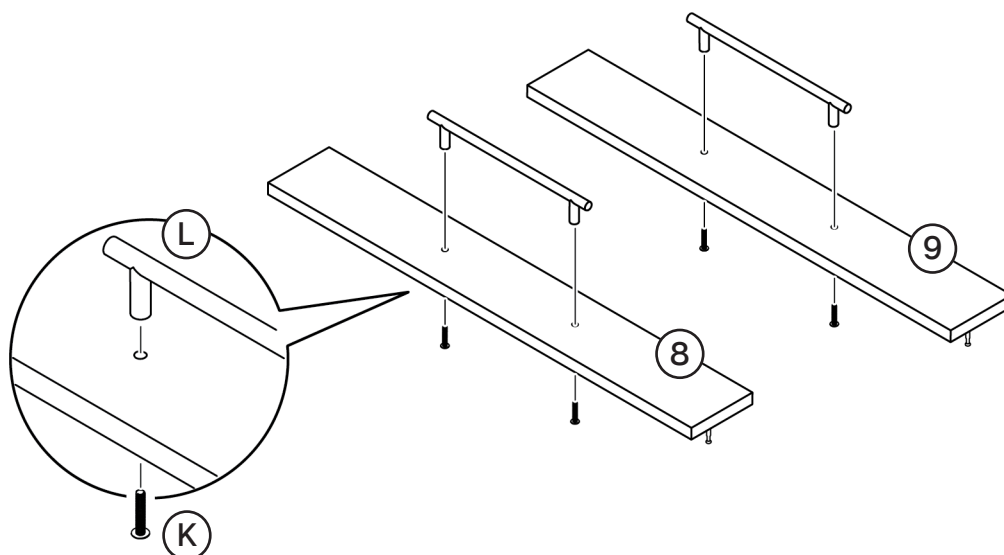
25 Attaching drawer handles



K 4x



L 2x



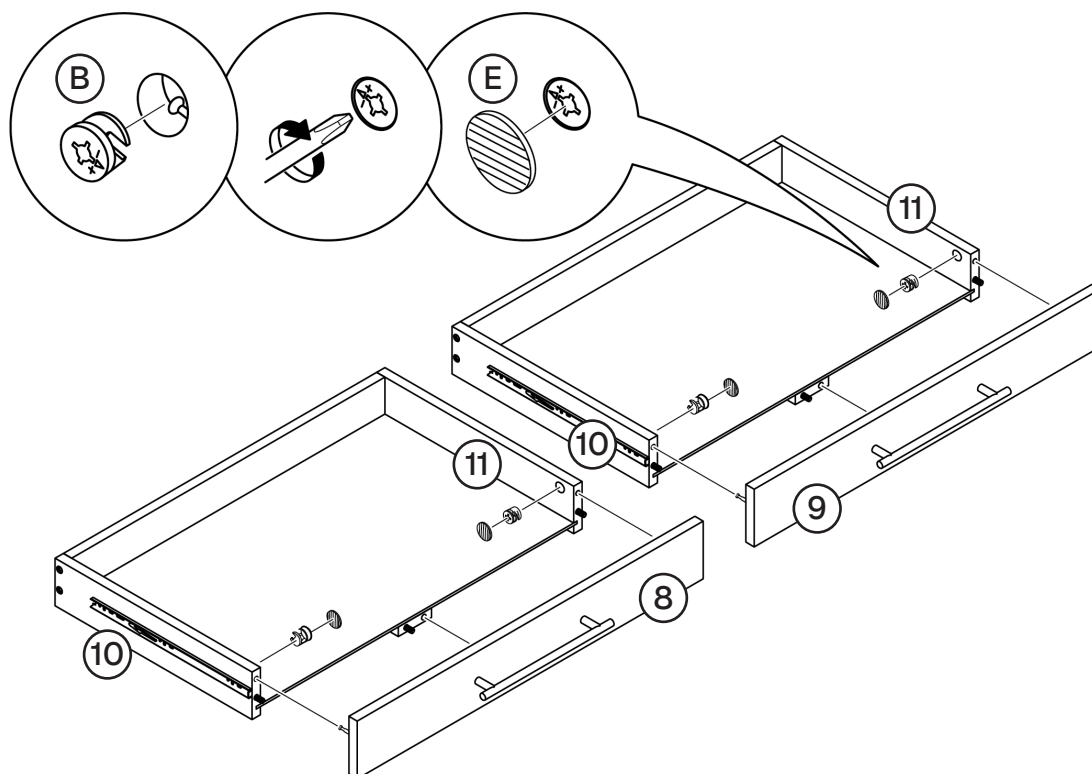
26 Attaching drawer front panels



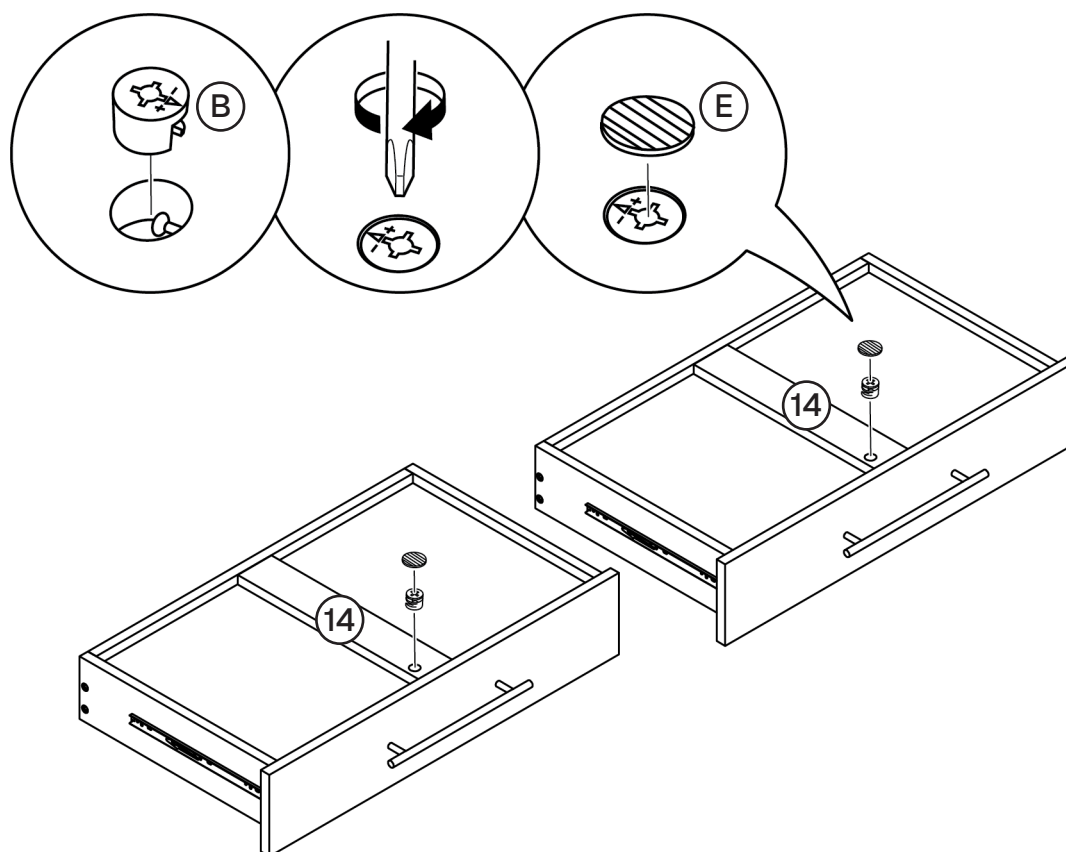
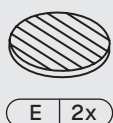
B 4x



E 4x

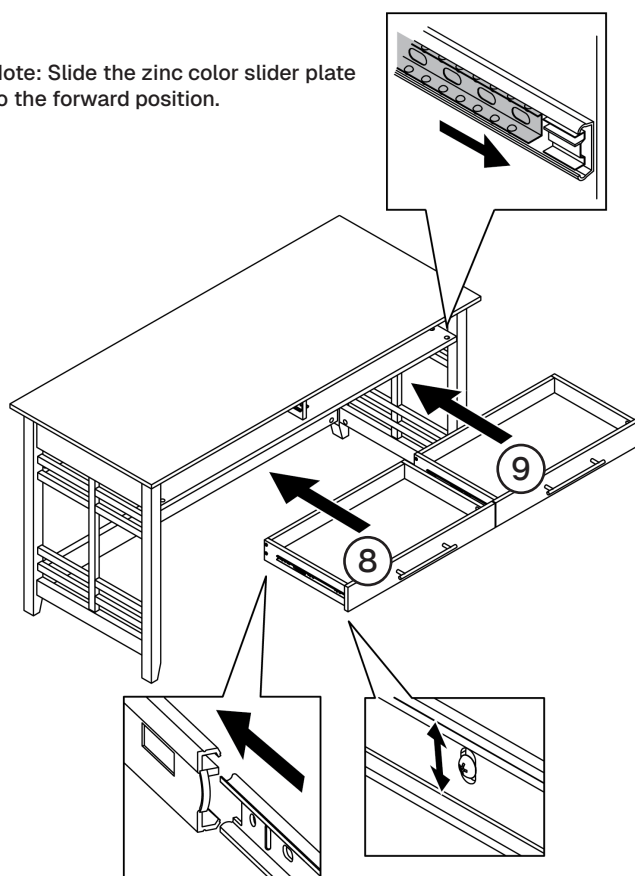


27 Securing drawer support panel in place



28 Sliding drawers into the desk

Note: Slide the zinc color slider plate to the forward position.



29

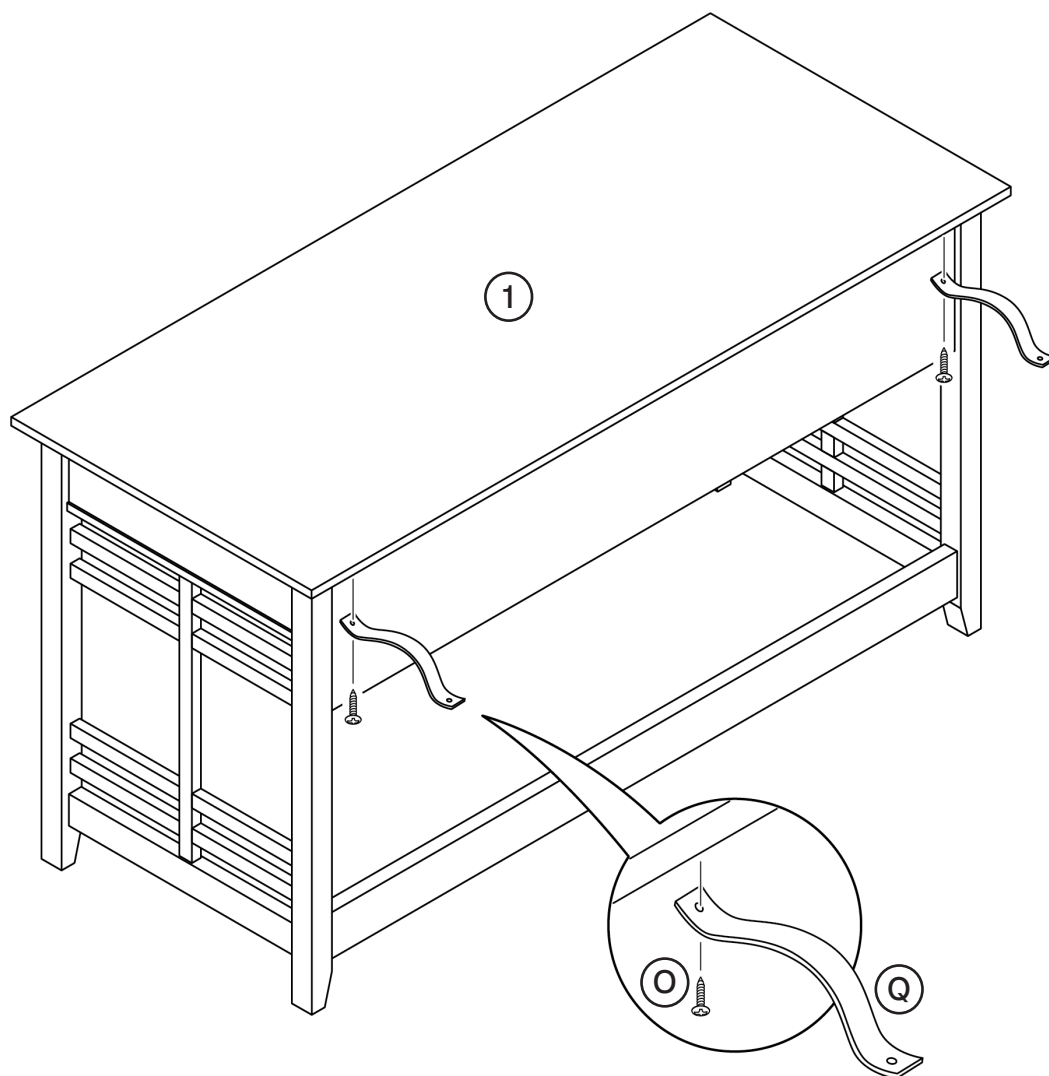
Attaching anti-tipping straps



O 2x



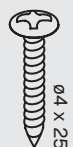
Q 2x



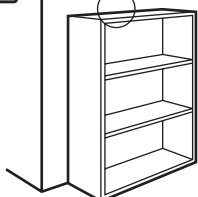
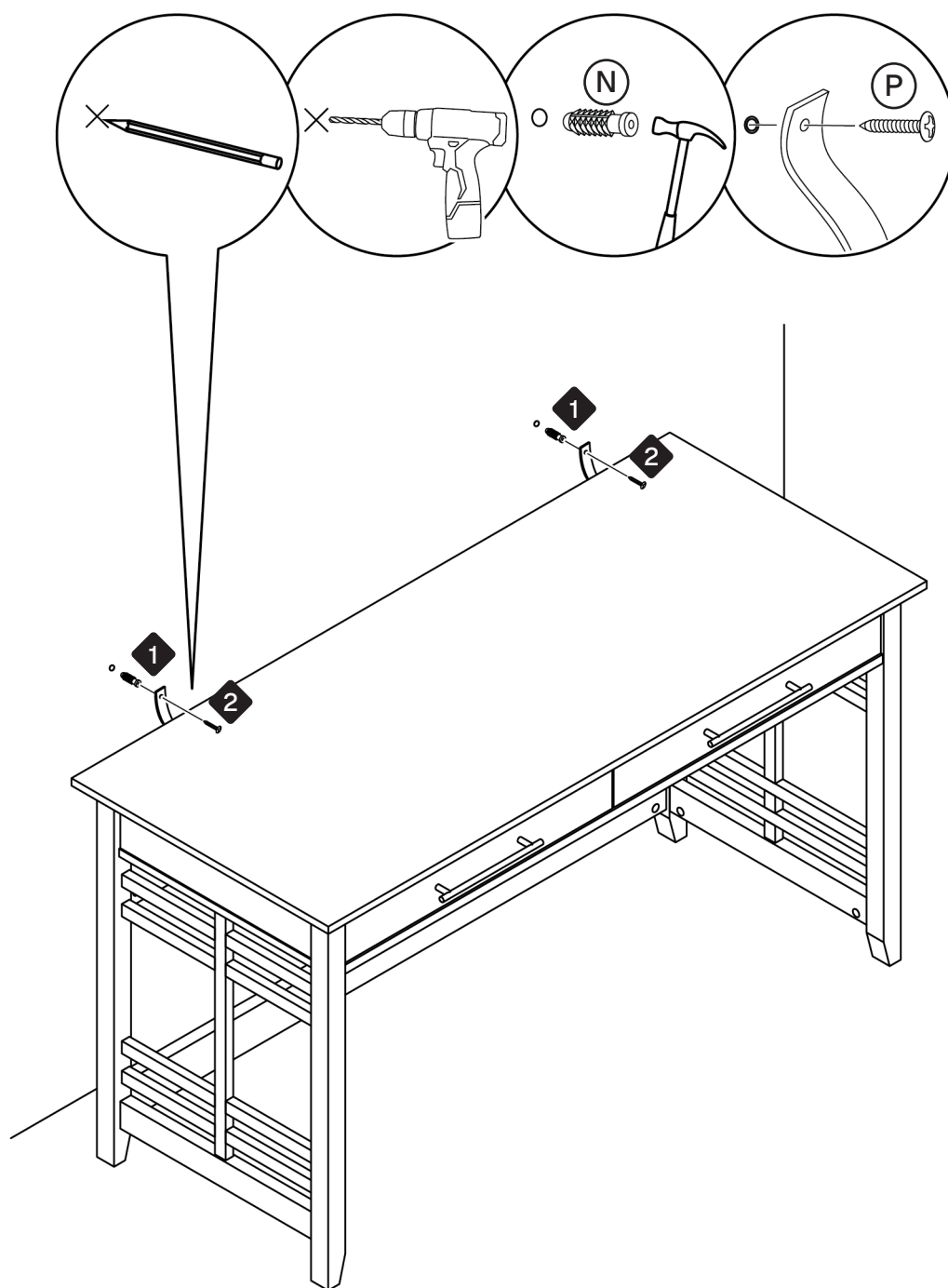
30 Affixing the desk stand to a wall



N 2x



P 2x



Furniture must permanently fixed to the wall stud with included anti-tipping device to prevent the furniture from tipping over.

- Mark the drill position on the wall with a pencil.
- Drill a small hole on the marked position.
- Insert a wall anchor into the drilled hole.
- Fixed the anti-tipping strap to the wall with provided screws.

Care and Maintenance

Thank you for your purchase. We want your item to last as long as possible.

To ensure the product gives you years of longevity, please follow the recommendations in this care and maintenance guide.



Maintenance

- Tighten all bolts and crews again within the first 2 weeks of assembly.
- Check the tightness of all bolts every 2 months and re-tighten them if they come loose.



Cleaning

- Clean the surface of the MDF (medium density fiberboard) with a lightly dampened cloth.
- A small amount of mild soap can be used if necessary.
- Dry the surface immediately after cleaning.



Attention

DO NOT use bleach or alcohol based cleaner to clean the surface.

DO NOT apply wood treatment on parts made with MDF.

MDF will swell and distort when exposed to water damage.

Make sure to dry the furniture immediately after cleaning.



Attention

The manufacturer and seller are not responsible for any and all liability relating to personal injury, property damage or losses, whether direct, indirect, or incidental, resulting from the incorrect attachment, improper use, inadequate maintenance, unapproved modification or neglect of the product.

Warranty

BELLEZE products comes with a 1-year warranty from the date of delivery.
Register your product on our website to enjoy out limited lifetime warranty!

After-Sale Service



Encounter any difficulties or missing parts?



Contact us at **1-800-682-6376** or email us at **support@belleze.com**



We will send you replacement.



Hassle free!
No need to worry about repackaging and sending your item back.

Contact Us



support@belleze.com



1-800-682-6376