

Missing Parts? Assembly Questions?

Call us at 1-866-816-3822 or email help@regencyof.com for immediate assistance.

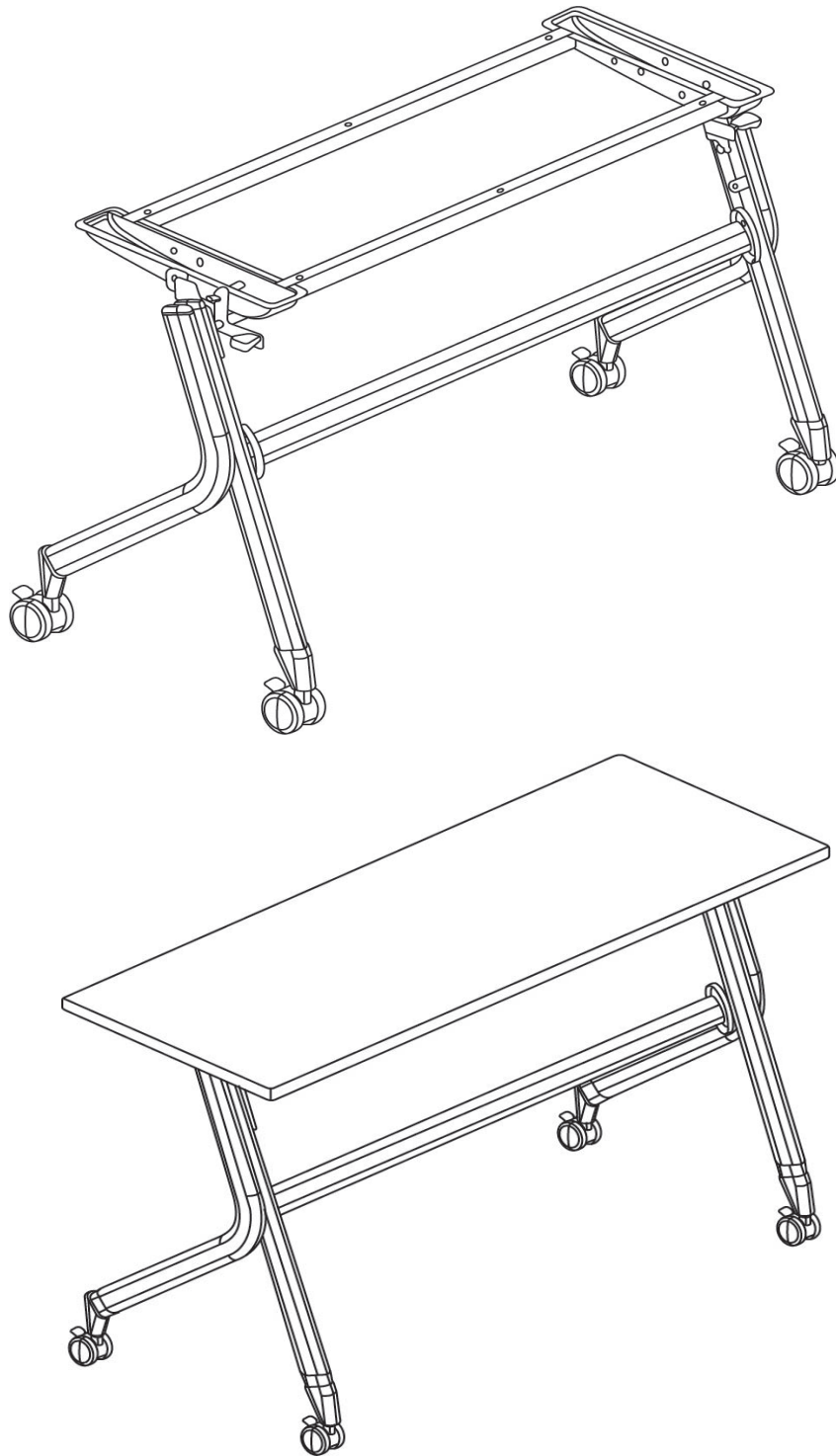
ReGENCY

MMFB4415

Regency In Motion 44in. x 15in.
Flip Top Table Base

MMFB5215

Regency In Motion 52in. x 15in.
Flip Top Table Base



IMPORTANT NOTICE:

Place all wooden parts on a clean and smooth surface such as a rug or carpet to avoid scratching the parts.
Check to be sure that you have all parts and hardware.
Remove all wrapping materials, including staples & packing straps before you start to assemble.
Keep all hardware parts and packaging out of reach of children.
Two person assembly recommended.

Product Care and Usage

Thank you for choosing Regency.

This piece of furniture was manufactured by Regency Seating Inc. With minimal care, your furniture will provide you years of quality service. Your satisfaction is important to us. If you need assistance with any of the below instructions, please contact our customer service department at 866-816-9822 or email us at customerservice@regencyof.com.

General

Your furniture should be dusted frequently using a soft, dry, lint-free cloth, dusting with the direction of the wood grain. Do not use chemicals or abrasive materials to clean surfaces. Regency also recommends the use of desk pads/ mouse pads for high use areas to protect finishes.

Care of Laminate/ Wood/ Veneer Surfaces

Gently wipe the surface to remove any surface dust. Clean with a damp cloth and dry with a lint-free cloth. Do not use furniture polish that contains waxes and oils. Do not use bleach-based cleaners on laminate as it may cause discoloration. While laminate is durable and easily cleaned, avoid using hard bristle brushes which may scratch the laminate surface. Avoid sliding objects over the surface to prevent scratching. The use of coasters is recommended to prevent stains from liquids.

Care of Metal Surfaces

Wipe smooth powder coat finishes and textured metals with a damp cloth. For stubborn stains and grease marks, use soap and water.

Care of Leather/ Vinyl Surfaces

Dust only with a clean, dry, lint-free cloth. Do not use polish, wax, or liquid cleaner.

Care of Fabric Surfaces

Regularly clean your fabric with a vacuum or light brush. For spills, use a damp sponge to blot area. Follow up by blotting with a dry, clean towel. Let air dry. Do not rub or scrub. Heat should never be used when cleaning spills or stains. It can cause stains to set and become permanent.

Care of Plastic/ Polypropylene Surfaces

Clean with a mild soap-and-water solution applied to a clean, lint-free cloth. Gently wipe the surface to remove any surface dust. Wipe dry with a new, clean, lint-free microfiber cloth

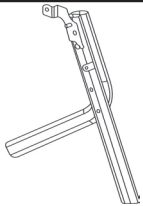
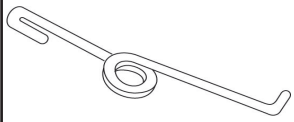
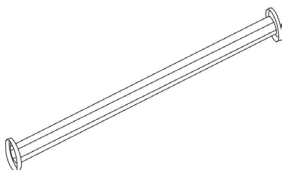
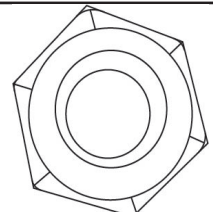
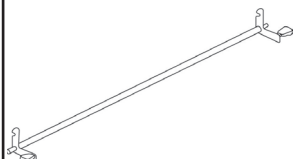

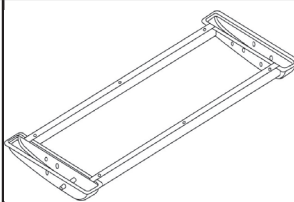

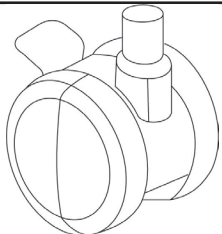
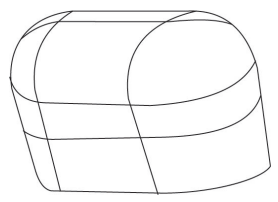
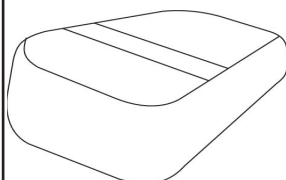
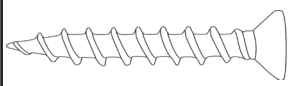
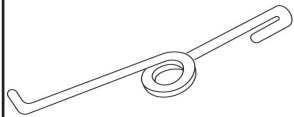

Care of Hardware

Regularly tighten all nuts, bolts and fasteners. Inspect all joints and fittings to be sure that all are secure. Check and report missing hardware or loose joints.

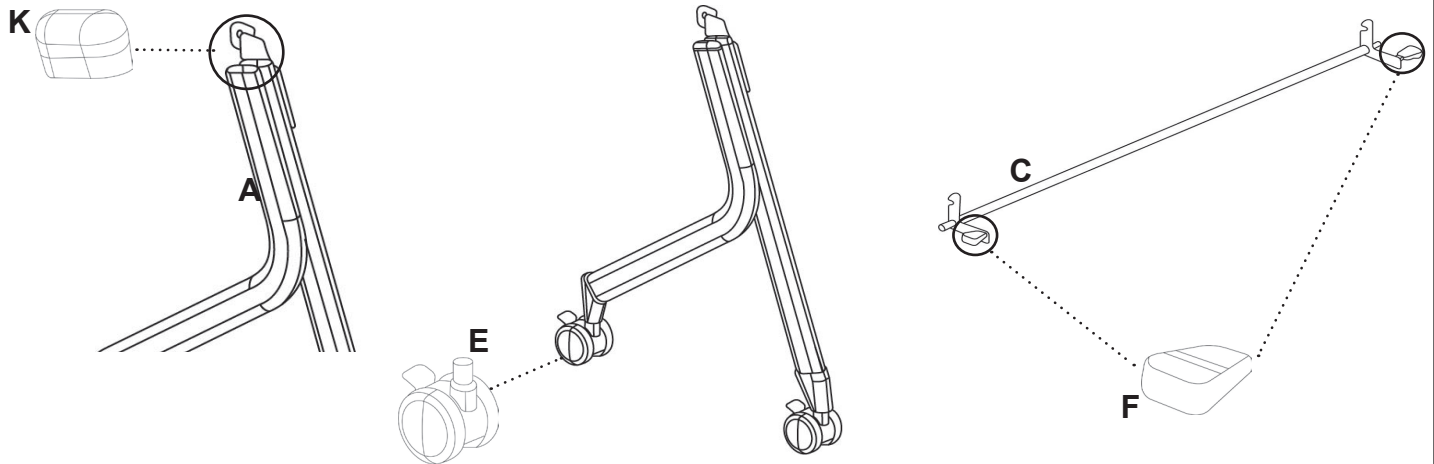
MMFB4415

ASSEMBLY INSTRUCTIONS:

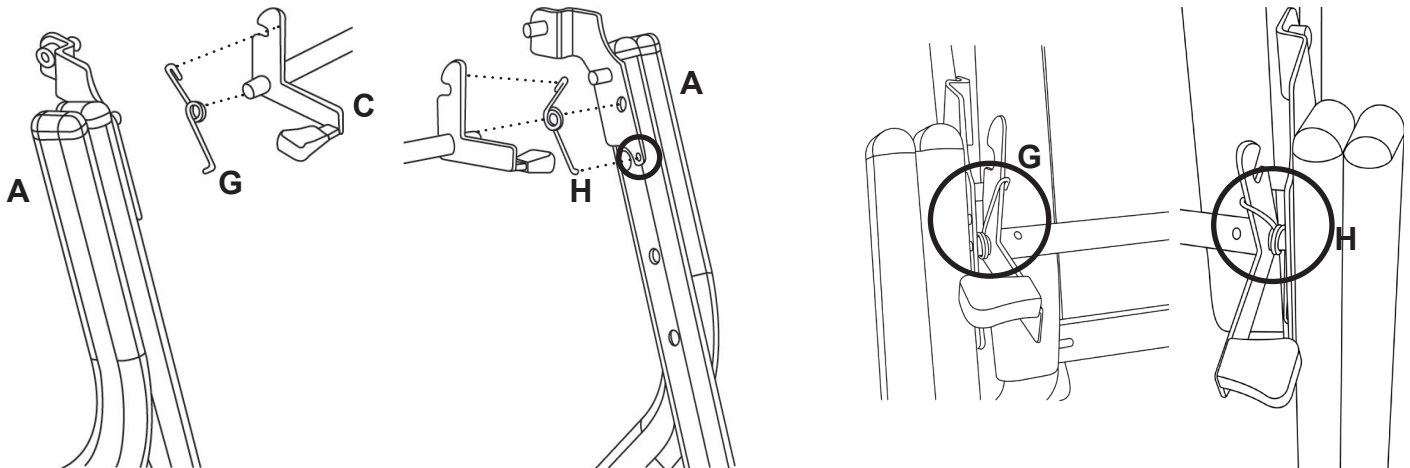
Regency In Motion 44in. x 15in.
Flip Top Table Base**MMFB5215**Regency In Motion 52in. x 15in.
Flip Top Table Base

#	Part	Qty	Image	#	Part	Qty	Image
A	Legs	2		H	Left Attachment Spring	2	
B	Support Bar	1		I	Nut (For Long Screws)	2	
C	Flip Bar	1		J	Small Bolts 1 1/2"	4	
D	Top Mount	1		K	Long Bolts 3"	2	
E	Caster	4		L	Leg Hole Cover	4	
F	Flip Handle	2		M	Short Screws 5/8"	16	
G	Right Attachment Spring	2		N	Long Screws 1 1/2"	4	

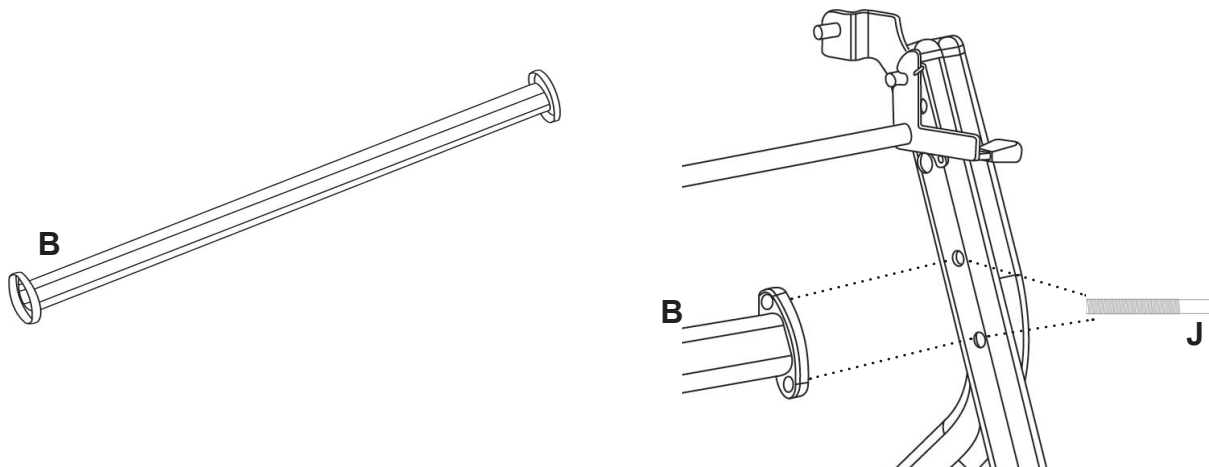
Step 1: Insert Casters (E), Flip Handle (F), and Leg Hole Cover (K) in corresponding spots on Legs (A) and Flip Bar (C).



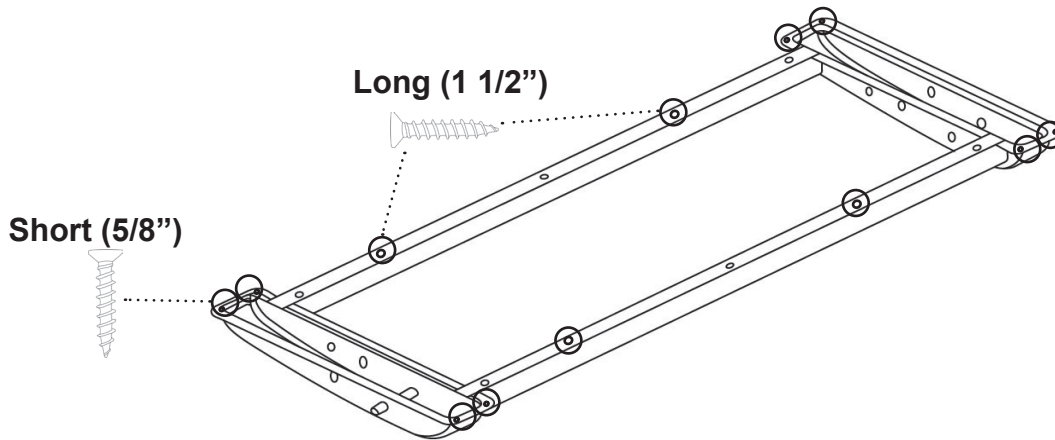
Step 2: Connect Legs (A) and Flip Bar (C) using Attachment Springs (G & H) to hold together. The top part of the Attachment Springs hooks onto the Flip Bar, bottom part inserts into small hole on Legs.



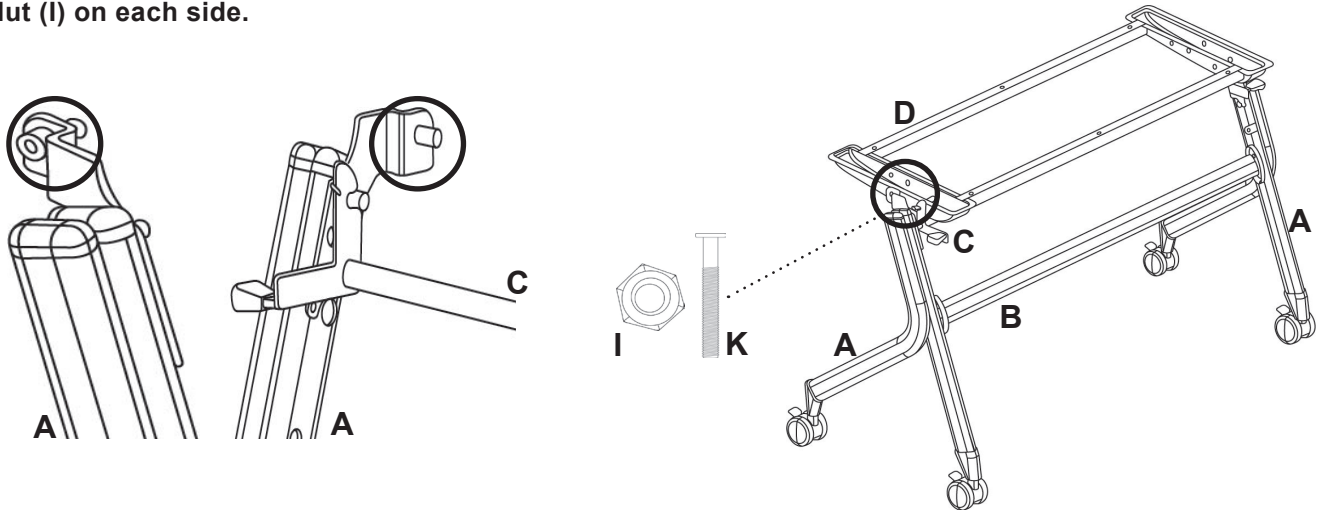
Step 3: Screw Support Bar (B) into Legs (A) with 2 Small Bolts (J) for each Leg.



Optional Step 4a: Attach Table Top to Top Mount (D) using 8 Short Screws (M) and 4 Long Screws (N)



Step 4b: Attach Legs (A), Support Bar (B), and Flip Bar (C) to Top Mount (D) with one Long Bolt (K) and Nut (I) on each side.





**Thank you for your purchase...
Please be sure to leave a review with your retailer!
We appreciate your feedback!**



Regency Facebook: @RegencyOffice
RGS Facebook: @RGSFurniture



Regency Instagram: regencyof
RGS Instagram: @rgs_furniture



Regency Twitter: @RegencyOFA
RGS Twitter: @RGSFurniture