

ASSEMBLY INSTRUCTIONS

DESK WITH HUTCH

ASSEMBLY

2 HOURS

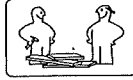
2 -Person Assembly

Tools Required (Not Provided):

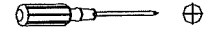
REQUIREMENTS

Assembly Time

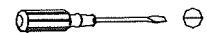
(Approximate)



Phillips Screwdriver



Flat Head Screwdriver



Thank you for purchasing our product!

Please refer and use this assembly instruction to assemble the product.
Contact our customer service department in case there are any missing or damage parts or hardware.

We appreciate your business!

ASSEMBLY PREPARATION

1. Remove all packaging materials, staples and packing straps from the carton.
2. Refer to Parts List and Hardware List and ensure they are complete before you start assembly.
Contact customer service for missing parts.
3. Place all wooden parts on a clean, flat and soft surface (e.g. carpet or rug) to prevent parts from getting scratched.

SAFETY PRECAUTION:

1. KEEP ALL HARDWARE PARTS OUT OF REACH OF CHILDREN.
2. DISPOSE PLASTIC PACKAGING MATERIAL IMMEDIATELY TO AVOID ANY RISK OF SUFFOCATION TO CHILDREN AND ANIMALS.

TIPS FOR ASSEMBLY:

1. Allow ample room for assembly and in close proximity to where product will be placed.
2. Assemble the product on a surface that does not scratch or damage the exterior gloss and finish of the furniture.
3. Check all of the parts and quantities are included before assembly.
4. Identify all of the parts, hardware and quantities required for each step.
5. During assembly, do not over-tighten any fittings as this may cause damage.
6. DO NOT USE POWER TOOLS TO ASSEMBLE THIS PRODUCT.
7. Always place the product on a flat, level surface.
8. Do not sit or stand on the partially assembled product; only use the product for which it is intended.

CARE AND MAINTENANCE

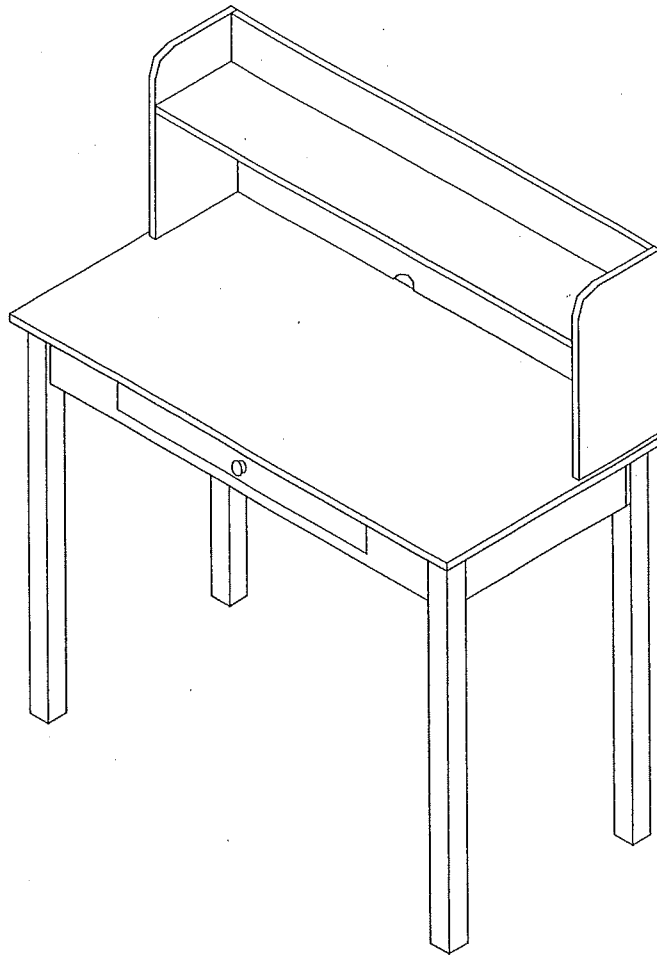
- Use a slightly damp cloth to clean the product. Do not use bleach or abrasive cleaning material.
- Check all the fittings periodically and re-tighten as necessary. Do not use the product if any of the parts is damaged or broken.
- Never allow any kind of liquid to remain on your furniture. Absorption can cause wood to warp or delaminate.
- Do not place hot items (e.g. hot drinks) directly onto the wood surface.
- Do not drag and/or pull the furniture.

This product is for indoor and household use only - not for commercial use.

Made In China

ASSEMBLY INSTRUCTIONS

DESK WITH HUTCH



Hardware List

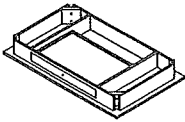
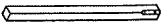
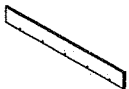
ITEM	DESCRIPTION	PART	QTY	ITEM	DESCRIPTION	PART	QTY
A	Allen Head Bolt	 6*60mm	8 pcs	G	Cam-bolt	 6*35mm	4 pcs
B	Spring Washer		8 pcs	H	Cam-lock	 15*12mm	4 pcs
C	Flat Washer		8 pcs	I	Wood Dowel	 8*30mm	14 pcs
D	Knob		1 pc	J	Screw	 4*35mm	5 pcs
E	Knob Bolt	 4*16mm	1 pc	K	Screw	 2.5*10mm	12 pcs
F	Allen Key		1 pc				

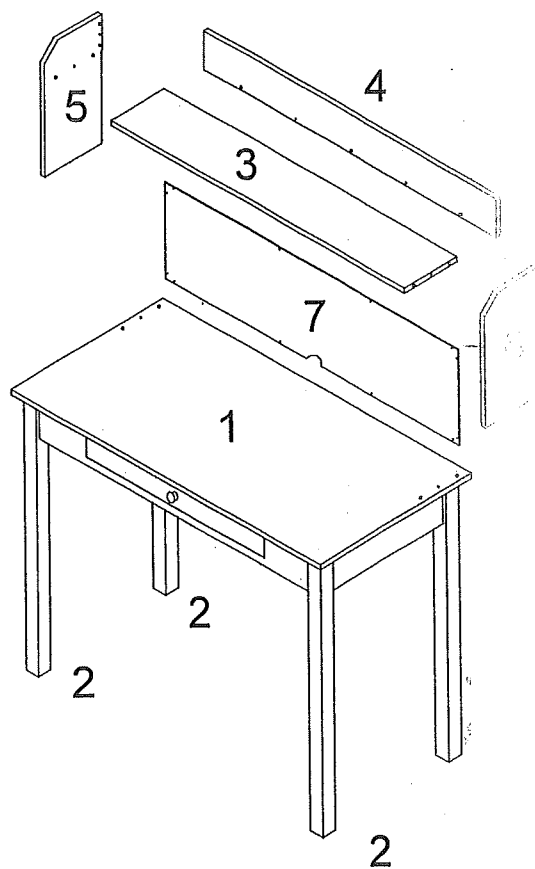
ASSEMBLY INSTRUCTIONS

DESK WITH HUTCH

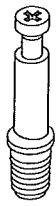
Parts List

Assembly Overview

ITEM	DESCRIPTION	PART	QTY
1	Desk Top		1 pc
2	Leg		4 pcs
3	Shelf		1 pc
4	Connect Panel		1 pc
5	Left Side Panel		1 pc
6	Right Side Panel		1 pc
7	Back Panel		1 pc



Instructions For Fastening CAM-BOLT AND CAM-LOCK

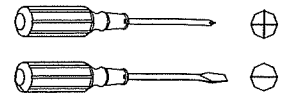


CAM-BOLT

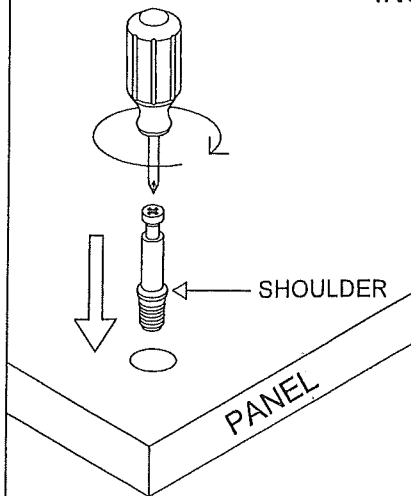


CAM-LOCK

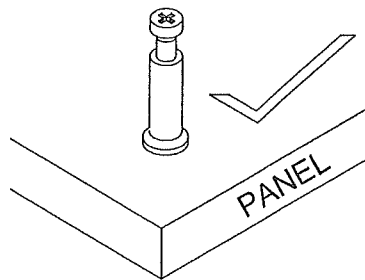
Tools Required



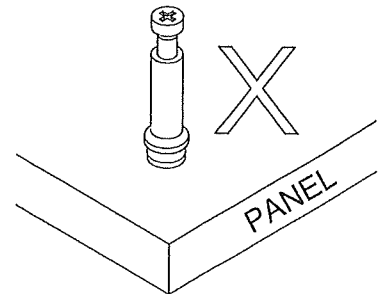
INSERTING AND TIGHTENING CAM-BOLT



Place Cam-bolt on pre-drilled hole and screw in vertically.



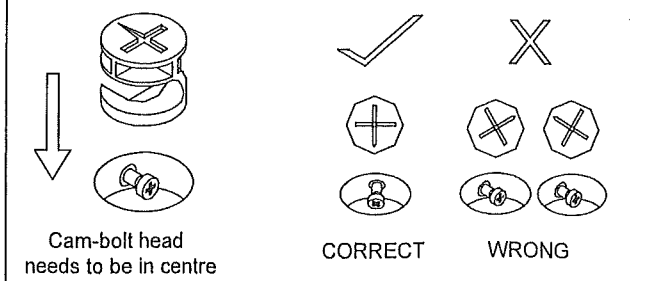
Shoulder is flushed (on the same level) with the panel.



Shoulder is above the panel.

Place Cam-bolt to the designated pre-drilled holes on the panel. Use a Phillips Screwdriver to tighten Cam-bolt vertically until shoulder is flushed (on the same level) with panel. Do not over-tighten or under-tighten.

INSERTING CAM-LOCK



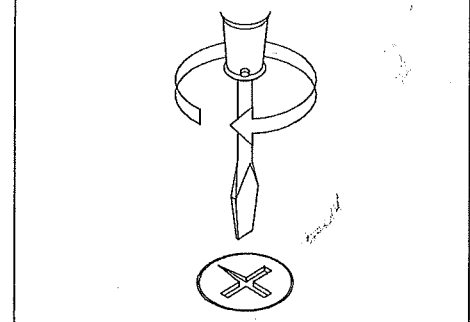
Cam-bolt head needs to be in centre

CORRECT

WRONG

Align the arrow on the Cam-lock to the Cam-bolt head and insert the Cam-lock. Ensure Cam-lock is fully inserted.

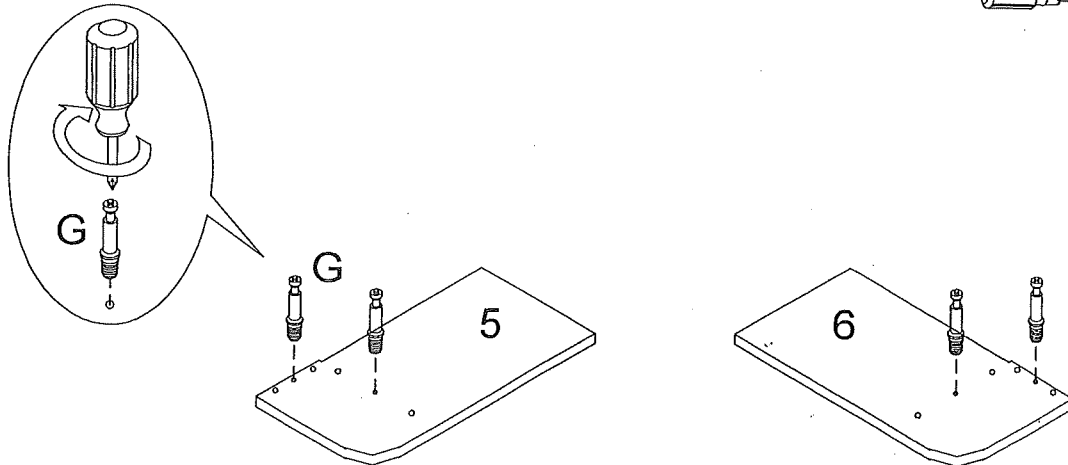
TIGHTENING CAM-LOCK



Use a Flat-head Screwdriver to turn Cam-lock clockwise so it locks onto the head of the Cam-bolt. Turn until it is snug (about one half of a turn) -- over-tightening could damage Cam-lock or/and Cam-bolt.

STEP 1

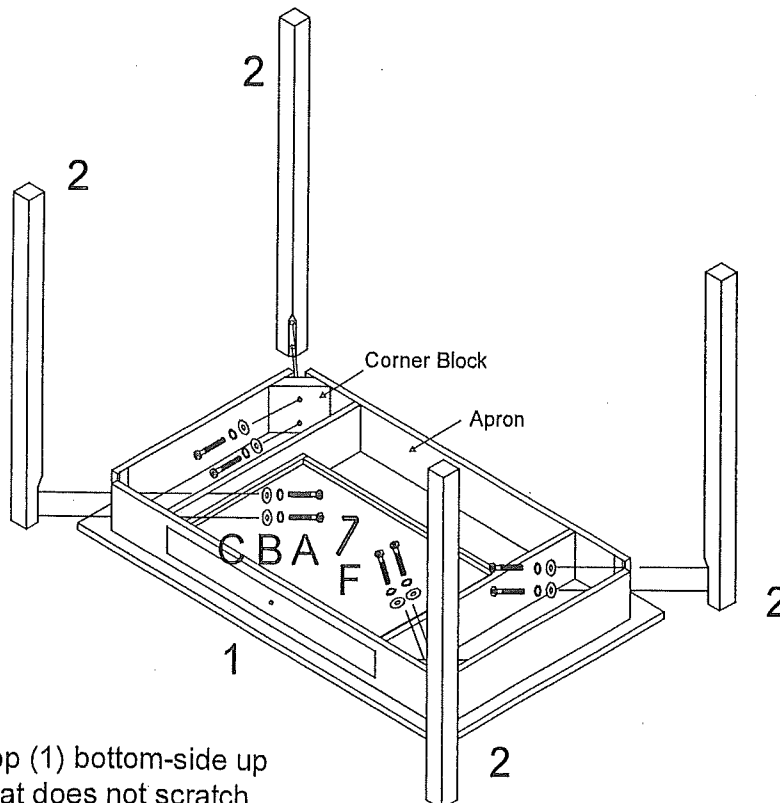
G		4 pcs
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- a) Place Side Panels (5 & 6) with interior side facing up, as shown, on a material that does not sccratch its exterior surface.
- b) Screw in Cam-bolt (A) into designated holes on (5 & 6). Refer to Page 4 for instructions on fastening Cam-bolt.

STEP 2

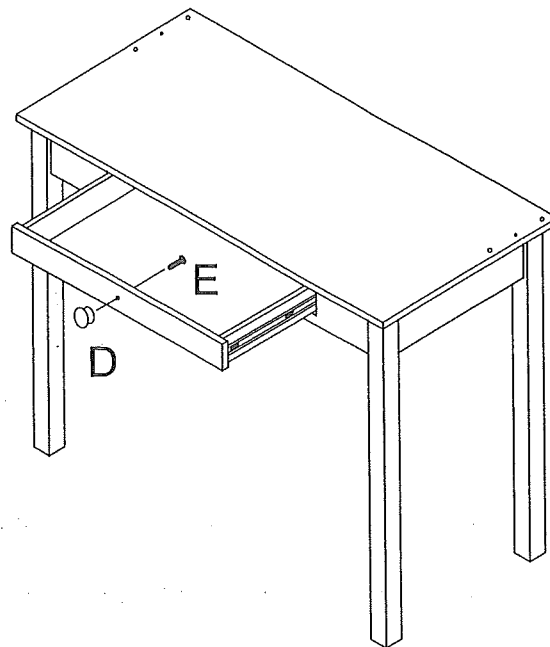
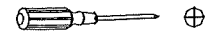
A		8 pcs
B		8 pcs
C		8 pcs
F		1 pc



- a) Place Table Top (1) bottom-side up on a surface that does not scratch or damage the top surface.
- b) Position each Table Leg (2) Attach Leg (2) against each corner of the table aprons and align the screw holes on (2) to the screw holes on each corner block.
- c) Insert Bolt (A) fitted with Spring Washer (B) and Flat Washer (C) into each hole. Use Allen Key (F) to drive (A) to fasten (B) to corner block. Do not tighten (A) completely until both screws are in place on each leg. Do not over-tighten (A).

STEP 3

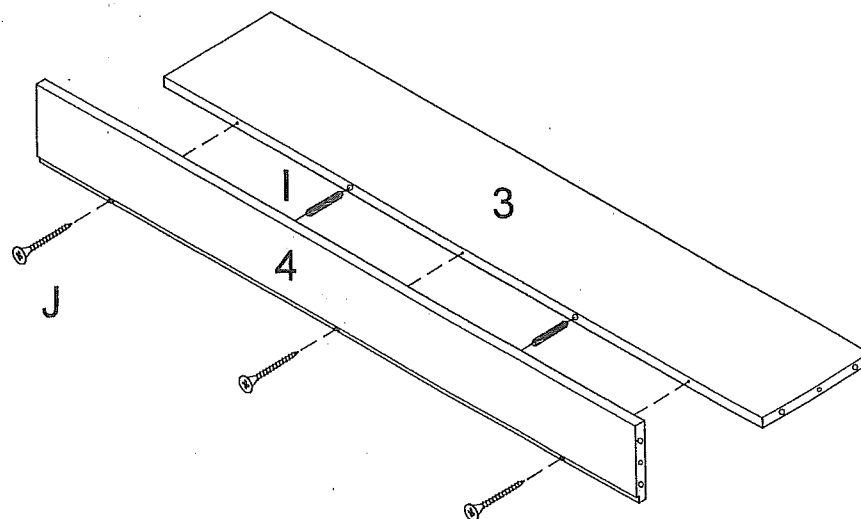
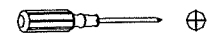
D		1 pc
E		1 pc



- Slide out drawer from bottom-side of drawer.
- Use a Phillips Screwdriver to drive Knob Bolt (E) to fasten Knob (D) to drawer front panel as shown.

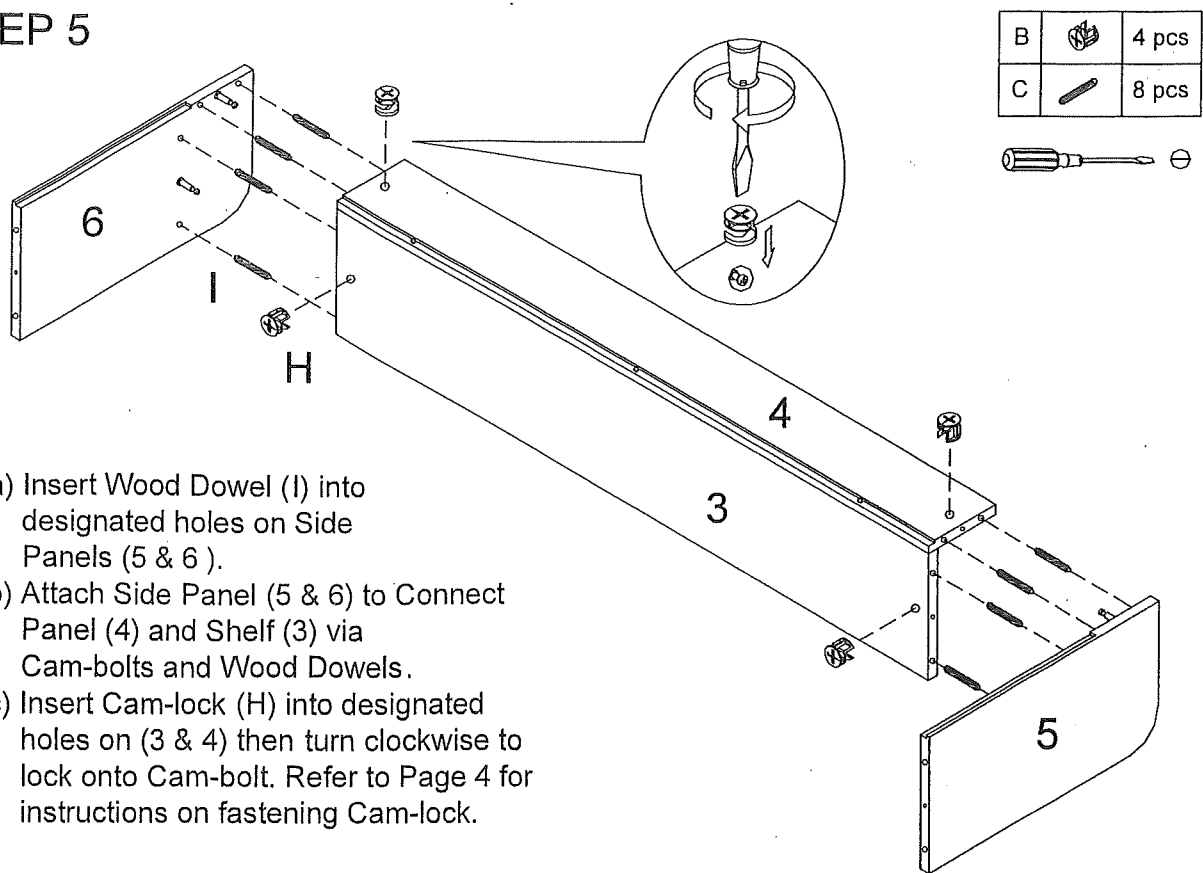
STEP 4

I		2 pcs
J		3 pcs

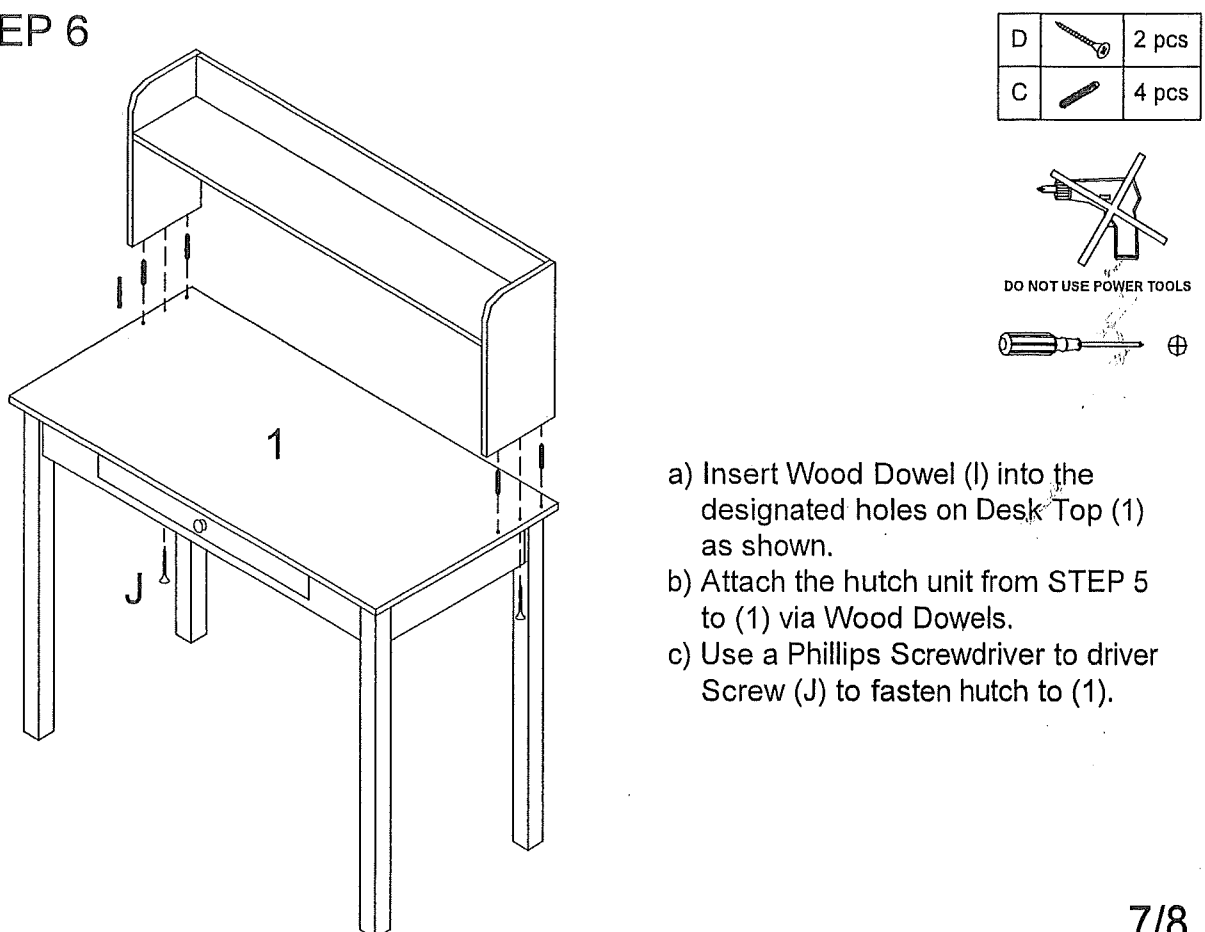


- Place Shelf (3) as shown on a material that does not scratch its exterior surface.
- Insert Wood Dowel (I) into the 2nd and 4th drilled hole on the long edge of (3).
- Attach Connect Panel (4) to (3) via Wood Dowels, and use Screw (J) to fasten (4) to (3).
Use a Phillips Screwdriver to driver the screws. Do not tighten the screws completely until three screws are in place.

STEP 5

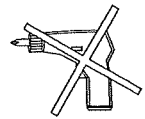


STEP 6

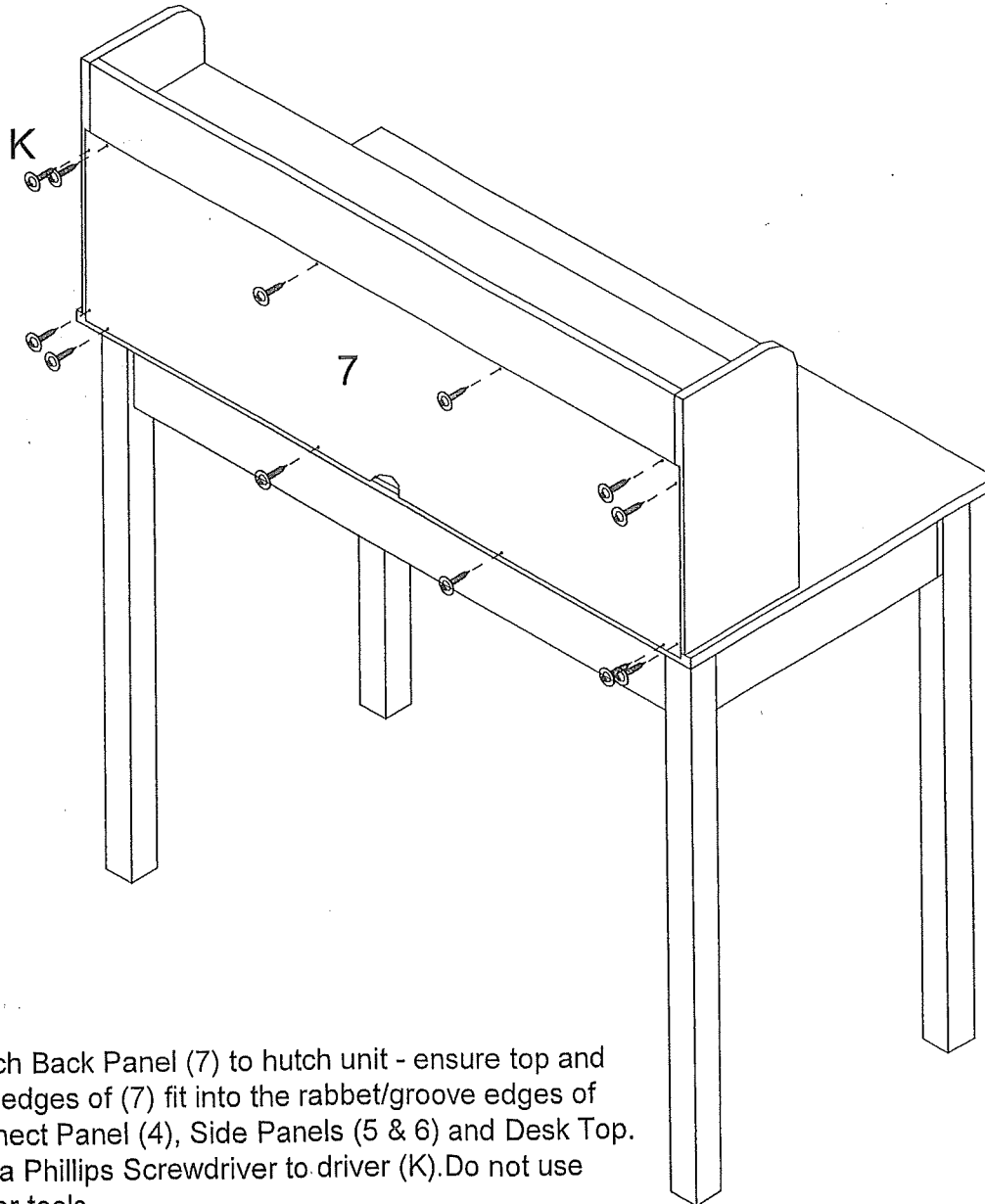


STEP 7

K		12 pcs
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DO NOT USE POWER TOOLS



Attach Back Panel (7) to hutch unit - ensure top and side edges of (7) fit into the rabbet/groove edges of Connect Panel (4), Side Panels (5 & 6) and Desk Top. Use a Phillips Screwdriver to driver (K). Do not use power tools.

The assembly of the desk with hutch is complete.