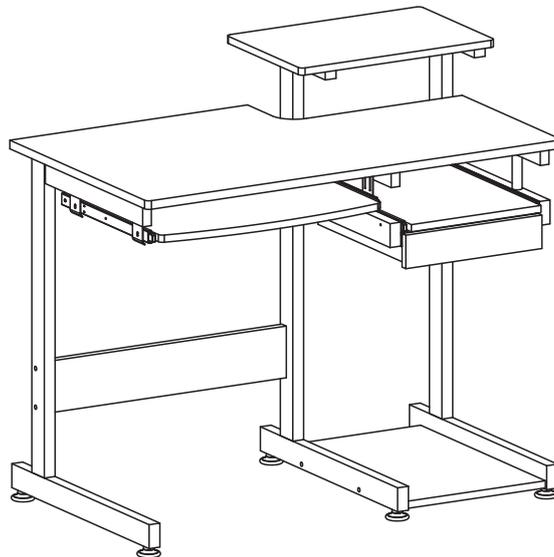


**COMPLETE COMPUTER WORKSTATION DESK**

# **MODEL RTA-2706A**

## **ASSEMBLY INSTRUCTIONS**

REV-7-OL-7868-0224

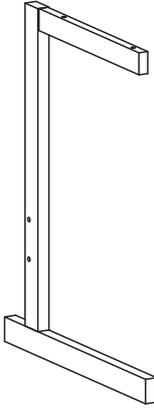
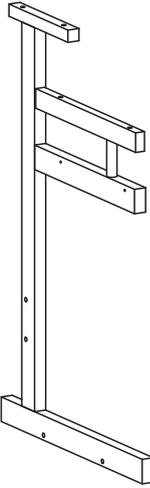
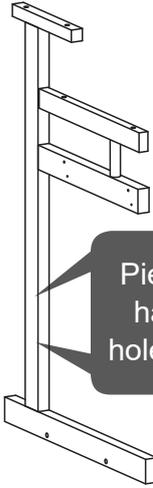
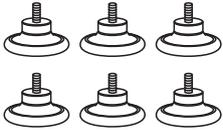
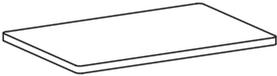
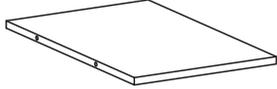
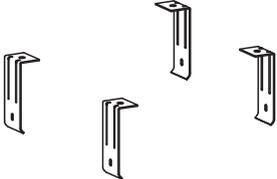
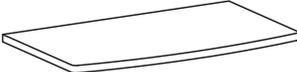
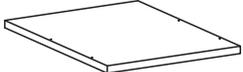
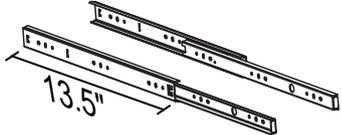
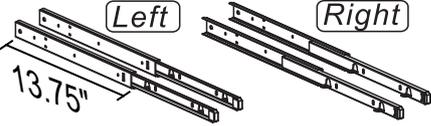


**Thank you for purchasing our product**



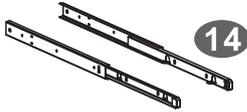
|   |   |   |
|---|---|---|
| <p>Do a quick inventory of all the parts and hardware listed below.</p>  | <p><b>For Support, assembly questions &amp; Replacement Parts within the 48 Contiguous United States:</b></p> <p>Please email us at: <a href="mailto:support@rtaproducts.com">support@rtaproducts.com</a></p>  | <p>Replacement Parts for International Customers &amp; <b>AK-HI-PR</b> orders: RTA Products will replace the part free of charge, while <b>the customer is responsible for shipping costs plus any International local taxes or duties.</b></p> |
|---|---|---|

## MAIN PARTS LIST

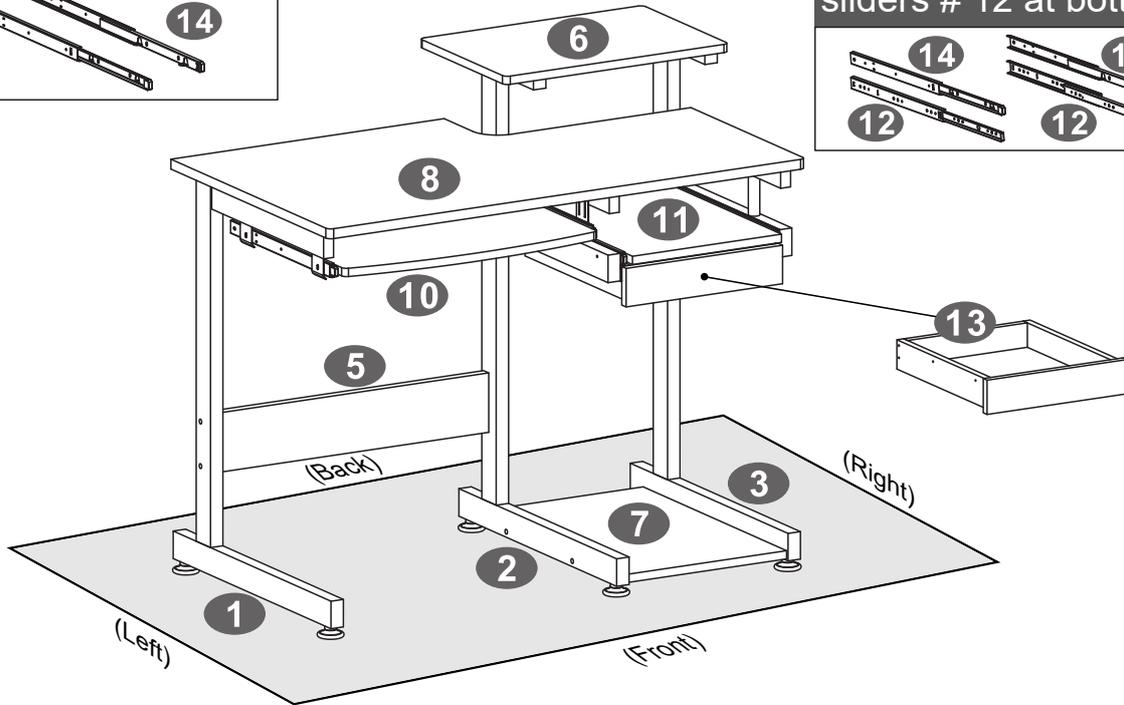
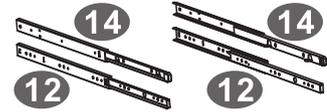
|   |   |   |  |
|---|---|---|--|
| <p><b>1</b> Left metal leg<br/>x1</p>   | <p><b>2</b> Central metal leg<br/>x1</p>  | <p><b>3</b> Right metal leg<br/>x1</p>  <p style="text-align: center; background-color: #333; color: white; padding: 2px; border-radius: 5px; width: fit-content; margin: 5px auto;">Piece #3 has no holes here</p> | <p><b>4</b> Glide studs<br/>x6</p>  |
| <p><b>6</b> Top shelf<br/>x1</p>   | <p><b>7</b> Lower panel<br/>x1</p>       | <p><b>8</b> Tabletop<br/>x1</p>   |  |
| <p><b>9</b> Slider bracket<br/>x4</p>    | <p><b>10</b> Keyboard panel<br/>x1</p>   | <p><b>11</b> Slide-out panel<br/>x1</p>    |  |
| <p><b>12</b> Sliders for drawer, set of 2 same pcs<br/>x1 Set<br/>13.5" closed, no tabs</p>  | <p><b>13</b> Drawer<br/>x1</p>           | <p><b>14</b> Sliders for panels 10 &amp; 11, set of 1 left and 1 right<br/>x2 Set<br/>13.75" closed, with tabs</p>   |  |

**MAIN PARTS LAYOUT (For reference)**

On the left side only  
1 set of sliders #14.



On the right side:  
sliders #14 at top,  
sliders # 12 at bottom.

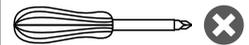


**HARDWARE LIST**

| PART | QTY | SIZE / DESCRIPTION | ITEM |
|------|-----|--------------------|------|
| A    | 4   | M6x35              |      |
| B    | 14  | M6x50              |      |
| C    | 8   | M4x14              |      |
| D    | 4   | M4x4               |      |
| E    | 4   | M4x28              |      |
| F    | 4   | M3x15              |      |
| G    | 4   | M6x12              |      |
| H    | 4   | M4x8               |      |

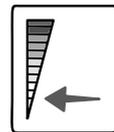
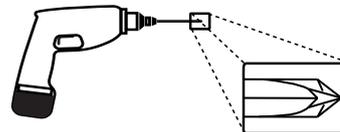
**INCLUDED TOOLS**

Phillips Screwdriver



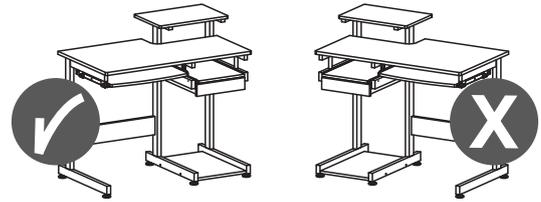
If you decide to use your own power driver:

- Make sure to have the appropriate hex or Phillips bits.
- Start using at a low torque or speed to avoid stripping the screws.



**BEFORE YOU START THE ASSEMBLY, PLEASE READ THE FOLLOWING TIPS AND WARNINGS.**

- The product is not reversible, it assembles **ONLY** as shown in the front page, with the drawer on the **RIGHT** side. The drawer cannot install on the **LEFT** side.



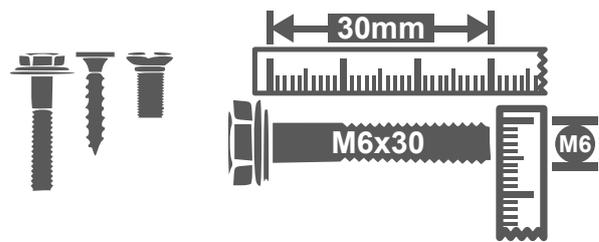
- Do not discard this manual or any of the packaging material until the unit is completely assembled.
- Please read the assembly instructions thoroughly and follow step by step.



- The assembly might require of 2 persons for certain steps. Before you start the installation, make sure there is someone else nearby to help you.



- Make sure you understand which hardware will be used on each step. Using the wrong size of screw, bolt or pin might strip the threads or cause damage to the part in which it is being used.



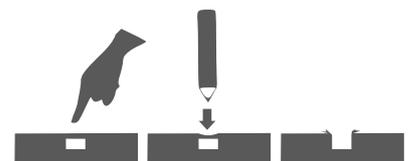
- To avoid misalignments, always leave the screws loosely and do not tighten them until all the pieces are positioned correctly.
- Do not overtighten or force the screws as they might break, strip, damage the threads of the holes, or get stuck inside the parts.



- If the hole seems to small for the screw, make sure you are using the correct size of screw and/or that you are installing it in the correct hole.



- Sometimes on the wood panels the laminate or material might be covering the hole partially or entirely, if there is no visible hole or if it looks too small, pass and press the tip of your finger over the area to feel its indentation, and carefully pierce the laminate to uncover the hole underneath.



- Please be kind to our planet, when done with the assembly, recycle any of the packaging materials that is accepted by your city or recycling service.



Thank you!

**ASSEMBLY STEPS**

**WE RECOMMEND TO PLACE THE PIECES OVER BLANKETS OR TABLECLOTHS TO PROTECT THEIR FINISH DURING ASSEMBLY.**

**STEP 1**

**Hardware**

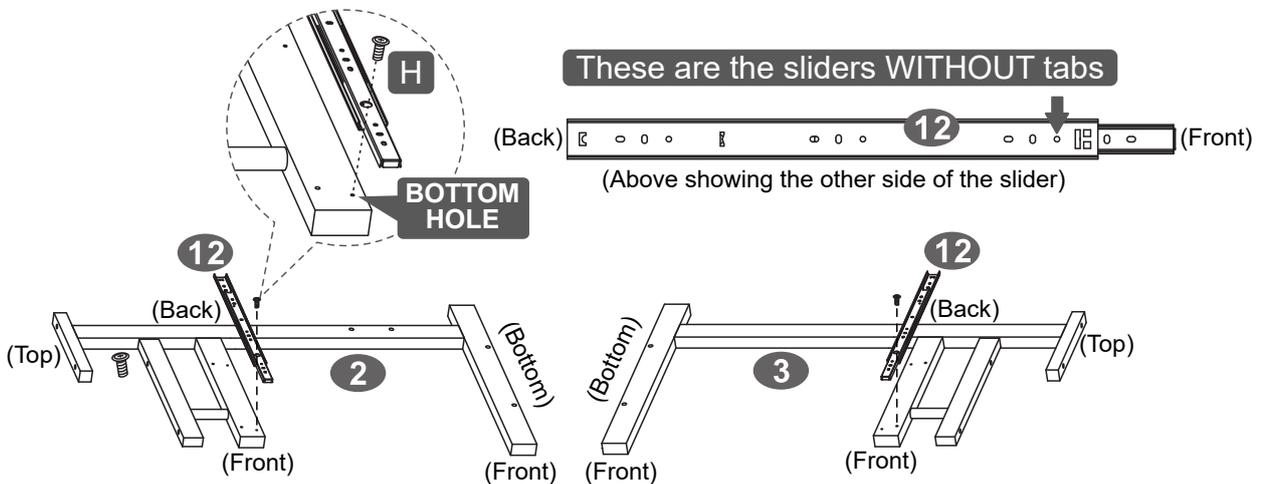
|          |   |          |
|----------|---|----------|
| <b>H</b> |  | 4<br>Pcs |
|          | M4x8  |          |

**Tools (included)**

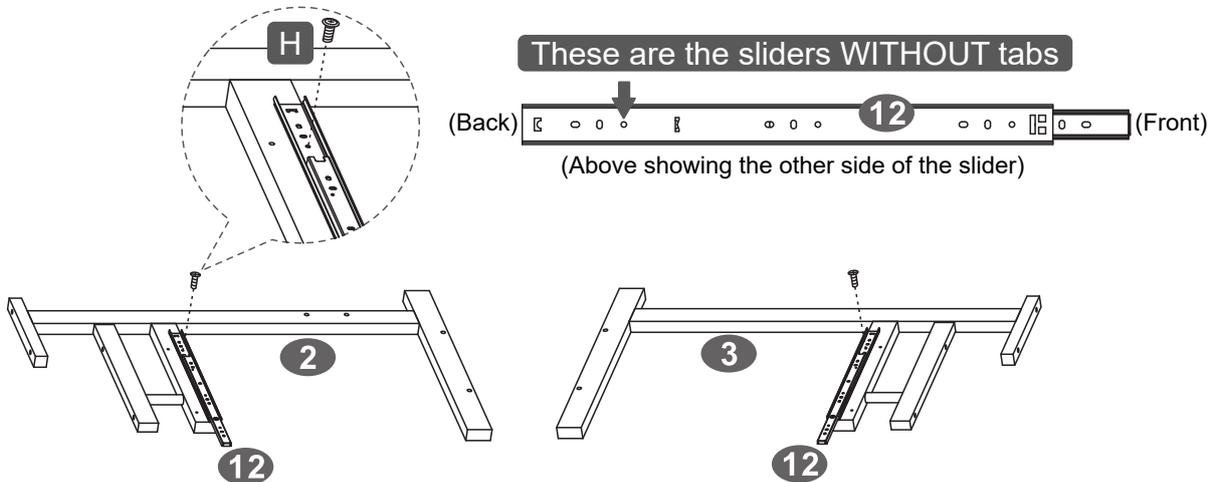


- **FIRST** identify the **FRONT LOWER HOLES** on the legs **2** and **3**. You will attach front of the sliders **12** on these holes using screws **H** by opening the sliders slowly and matching through the big round opening the front hole of the slider with the front hole of the leg.
- **THEN** secure the sliders to the back hole with screws **H**. Close the sliders.

**FIRST** Attach at the front. Open slider slowly, match holes thru big opening.

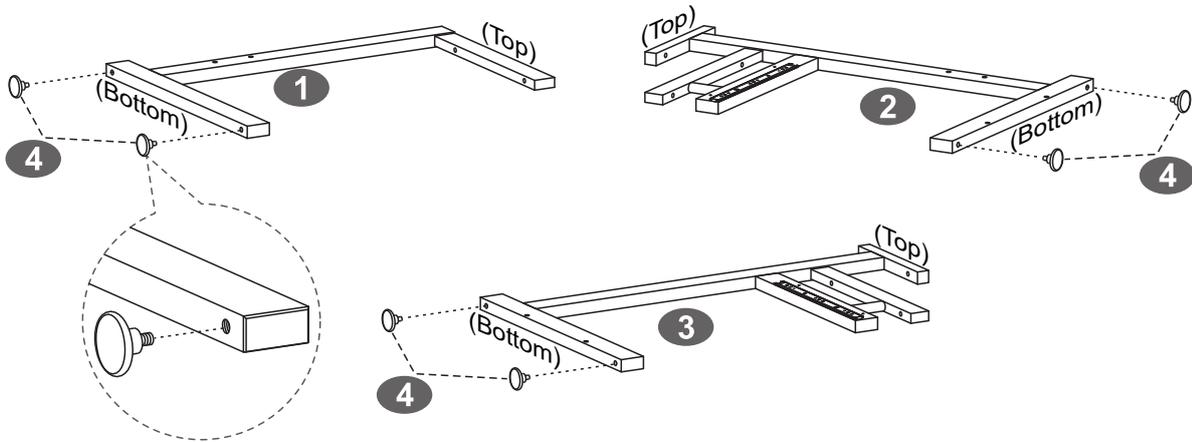


**THEN** Attach at the back, then close sliders.



**STEP 2**

Install the glide studs 4 into the bottom of the legs 1, 2 and 3.



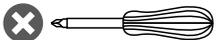
**STEP 3**

This step requires of 2 persons

**Hardware**

**B** 4 Pcs  
M6x50

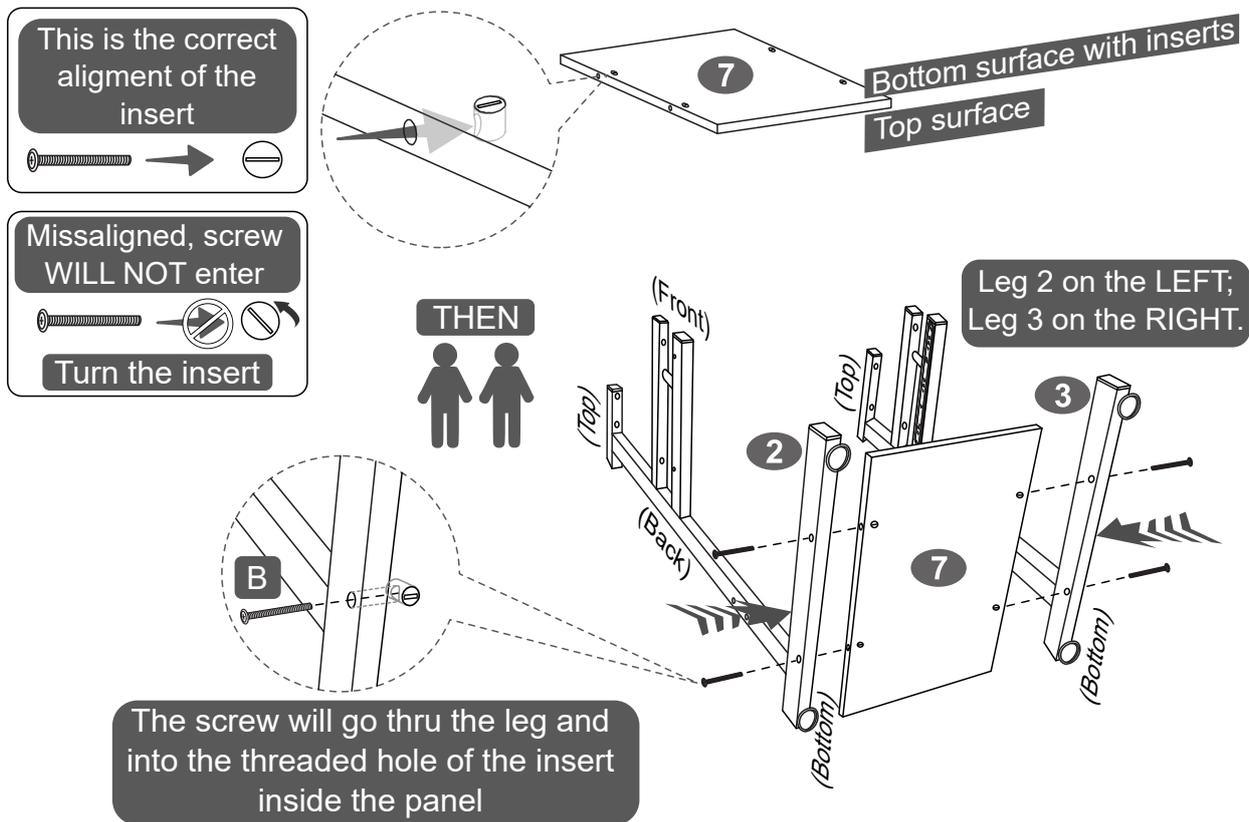
**Tools (included)**



- **FIRST**, on the lower panel 7, check and make sure that the 4 insert nuts are properly aligned to receive the screws **B**. You can test with one screw **B** inserting it directly into each hole. If any of the nuts are misaligned, use a screwdriver and turn either way so the channel runs in the same direction where the screw enters into the hole.
- **THEN**, and with the help of another person, assemble the lower panel 7 in between the legs 2 and 3 at the bottom with screws **B**.

**FIRST**

Make sure all the inserts are aligned



**STEP 4**

This step requires of 2 persons



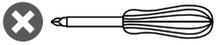
**Hardware**

A



4 Pcs

**Tools (included)**

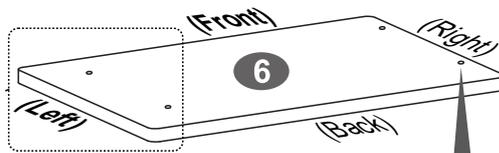
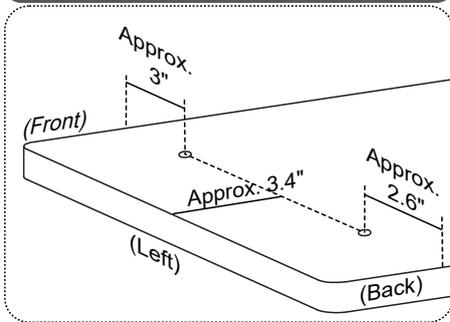


- **FIRST** identify on the top shelf **6**, what is the **FRONT**, **BACK**, **LEFT** and **RIGHT**, as this panel should go installed only as it is shown below.
- **THEN**, and with the help of another person lifting the frame at the top, assemble the top shelf **6** to the legs **2** and **3** with screws **A** making sure the front edge of the panel faces towards the front, and the left towards the left.
- **LASTLY**, with the help of another person bring the frame upright.

**FIRST**

On panel 6 identify the **FRONT** and the **LEFT**

Holes are far from the edges at the **FRONT** and **LEFT**

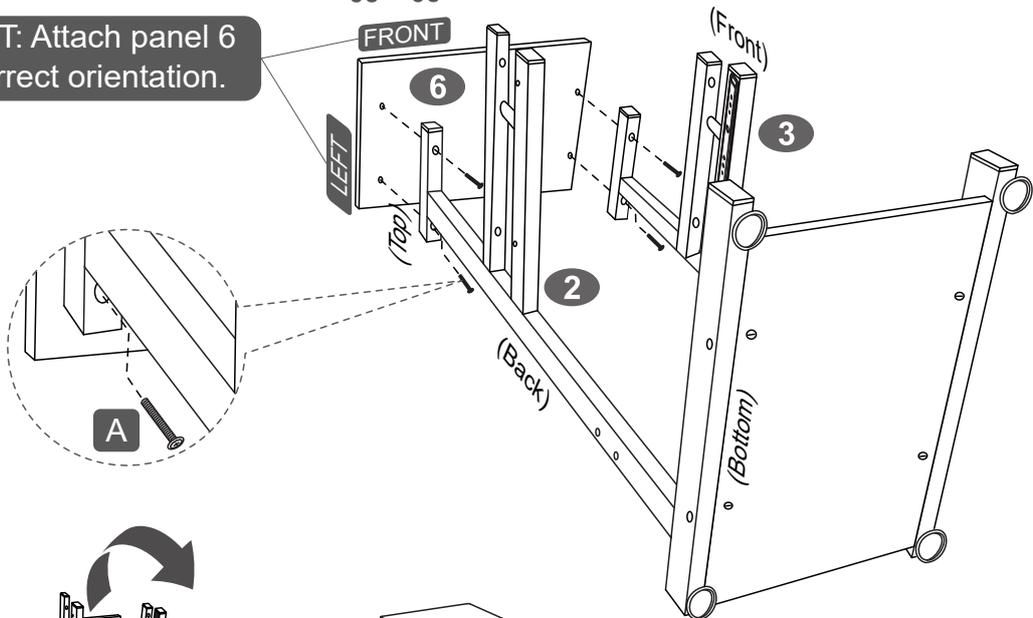


Holes are closer to the edges at the **BACK** and **RIGHT**

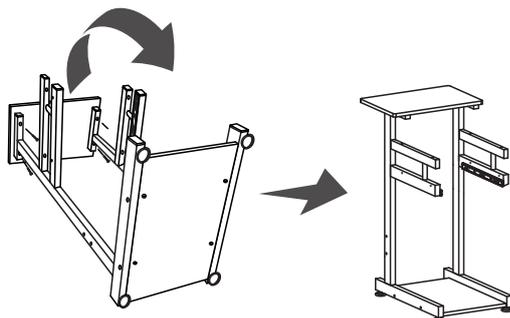
**THEN**



**IMPORTANT:** Attach panel 6 with the correct orientation.



**LAST**

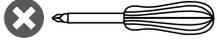


**STEP 5**

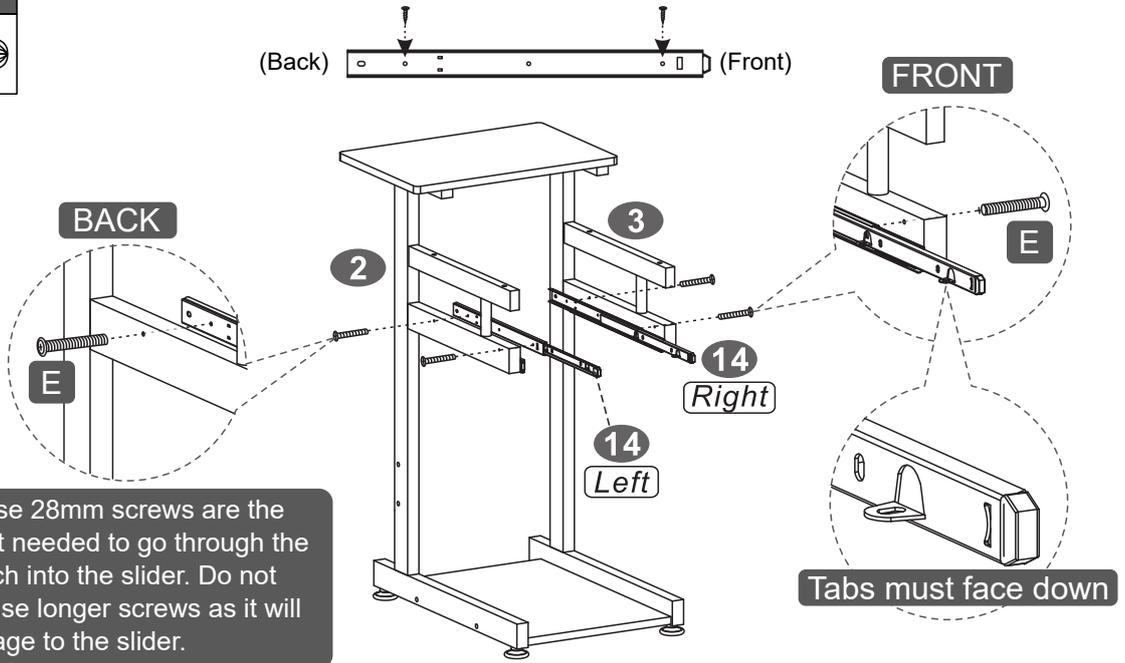
**Hardware**

**E**  4 Pcs  
M4x28

**Tools (included)**



Attach one pair of sliders **14** to the frames **2** and **3** with screws **E** on the top sets of holes. The screws go from the outside, through the legs and into the threaded holes of the sliders. The tabs go facing down.



**NOTE:** These 28mm screws are the exact length needed to go through the leg and catch into the slider. Do not attempt to use longer screws as it will cause damage to the slider.

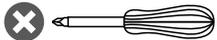
**STEP 6**

This step requires of  2 persons

**Hardware**

**B**  4 Pcs  
M6x50

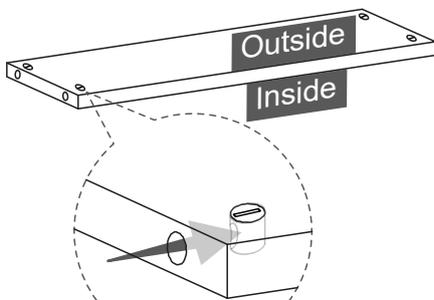
**Tools (included)**



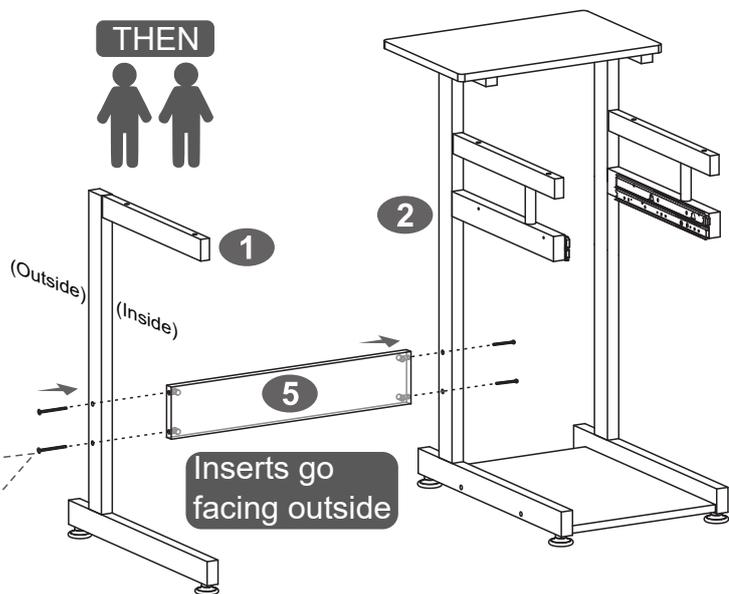
- **FIRST**, on the back panel **5**, check and make sure that the 4 insert nuts are properly aligned to receive the screws **B**. You can test with one screw **B** inserting it directly into each hole. If any of the nuts are misaligned, use a screwdriver and turn either way so the channel runs in the same direction where the screw enters into the hole.
- **THEN**, and with the help of another person, assemble the back panel **5** in between the legs **1** and **2** with screws **B**.

**FIRST**

Make sure all inserts are aligned



**THEN**



**STEP 7**

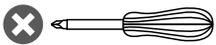
This step requires of 2 persons



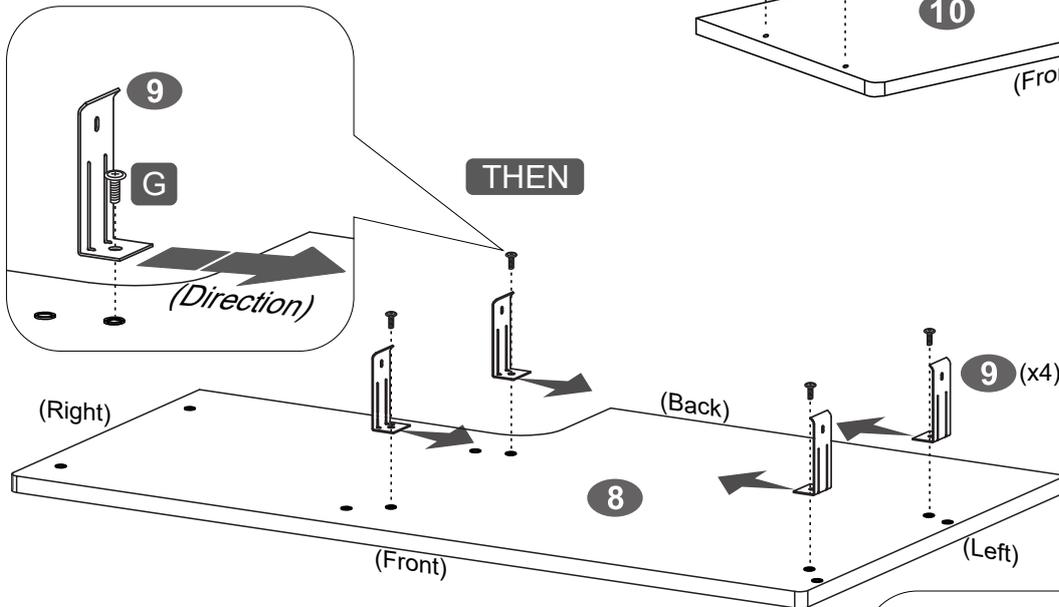
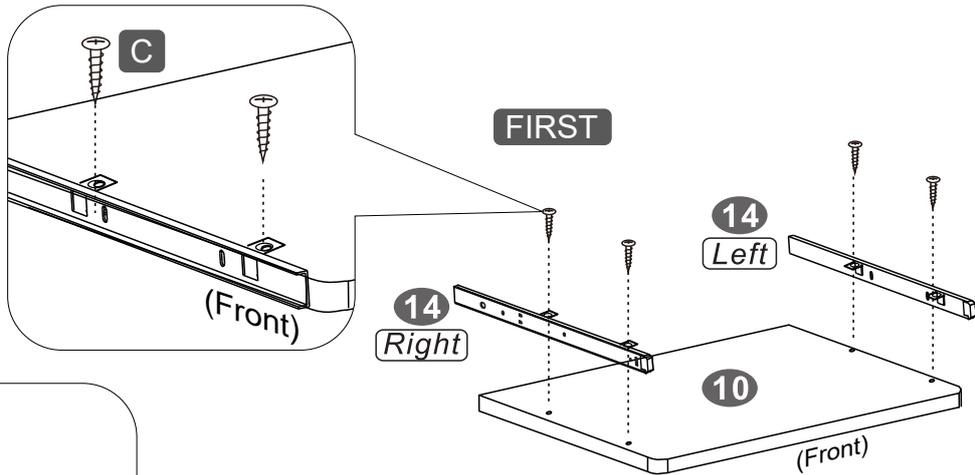
**Hardware**

|          |  |       |
|----------|--|-------|
| <b>C</b> |  | 4 Pcs |
| <b>D</b> |  | 4 Pcs |
| <b>G</b> |  | 4 Pcs |

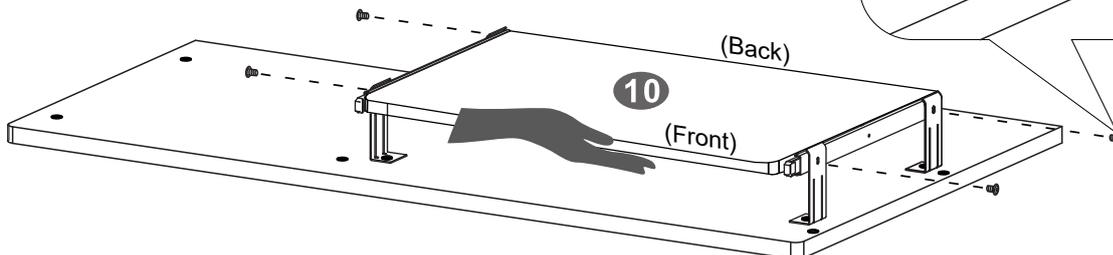
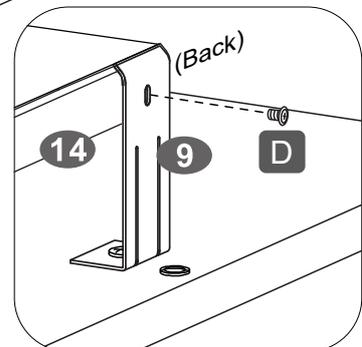
**Tools (included)**



- **FIRST**, flip the keyboard panel **10** upside-down and attach the second set of sliders **14** with screws **C** in their respective sides.
- **THEN**, attach the slider brackets **9** to the indicated holes on the tabletop **8** with screws **G**, with their lips facing towards the inside.
- **LASTLY**, and with the help of another person, assemble the sliders and keyboard panel to the brackets with screws **D**.



**NOTE:** These 4mm screws are the exact length needed to go through the bracket and catch into the slider. Do not attempt to use longer screws as it will cause damage to the slider.



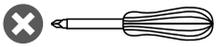
**STEP 8**

This step requires of  2 persons

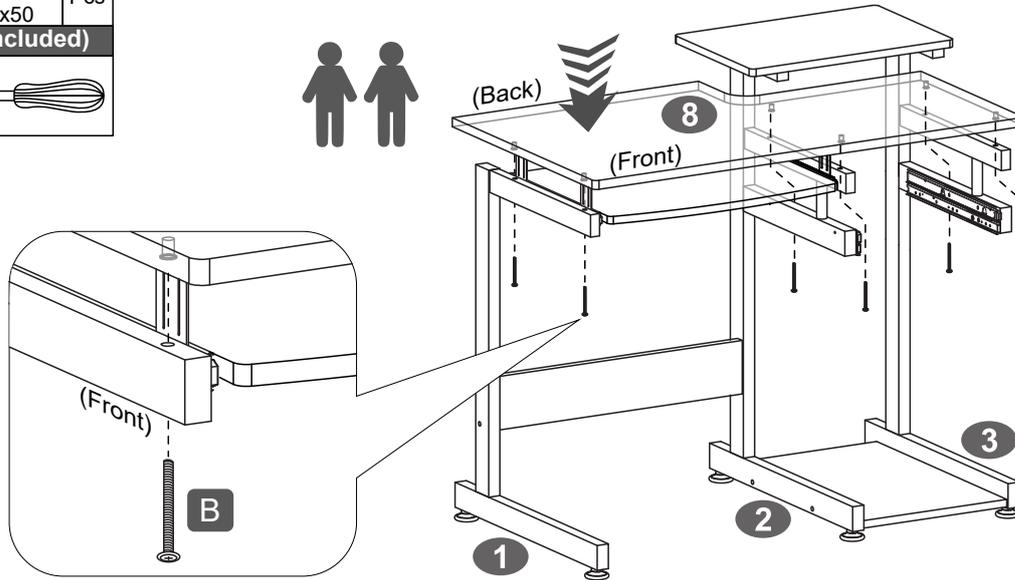
**Hardware**

**B**  6 Pcs  
M6x50

**Tools (included)**



- **FIRST**, with the help of another person, carefully place the tabletop **8** over the legs **1**, **2** and **3**.
- **THEN**, secure the tabletop to the legs with screws **B**.

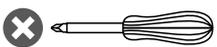


**STEP 9**

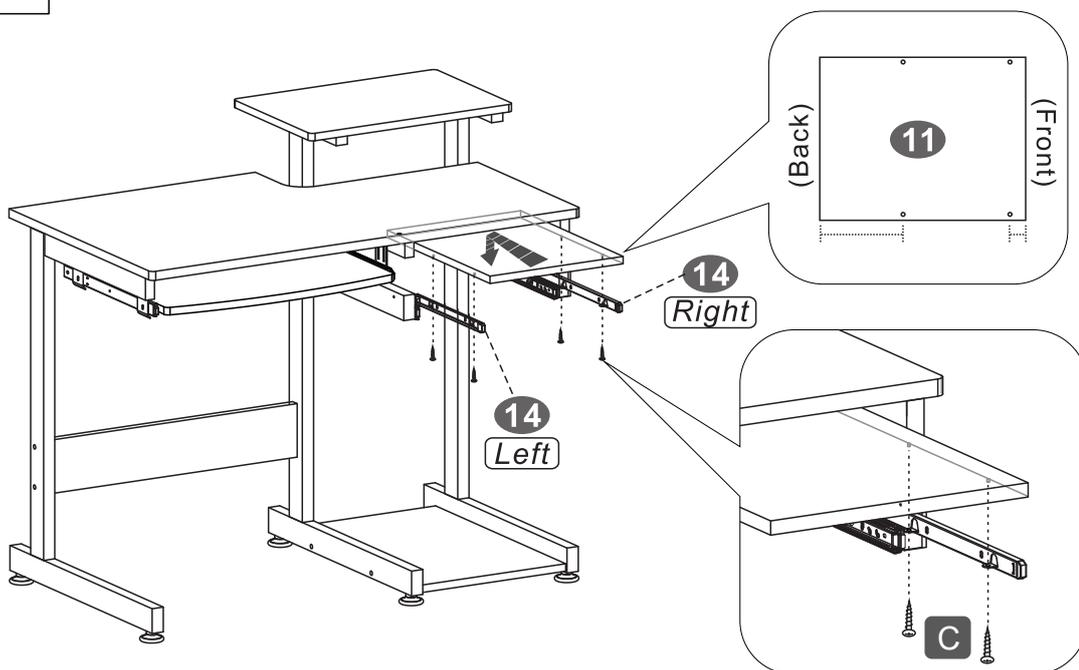
**Hardware**

**C**  4 Pcs  
M4x14

**Tools (included)**



- **FIRST** identify on the slide-out panel **11** the **FRONT** edge, as this panel should go installed only as it is shown below.
- **THEN** pull out the **TOP** sliders **14** from the unit and place the panel **11** over it making sure its holes coincide with the tabs on the sliders.
- **LASTLY**, secure the panel with screws **C**.



**STEP 10**

This step requires of 2 persons



**Hardware**

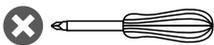
F



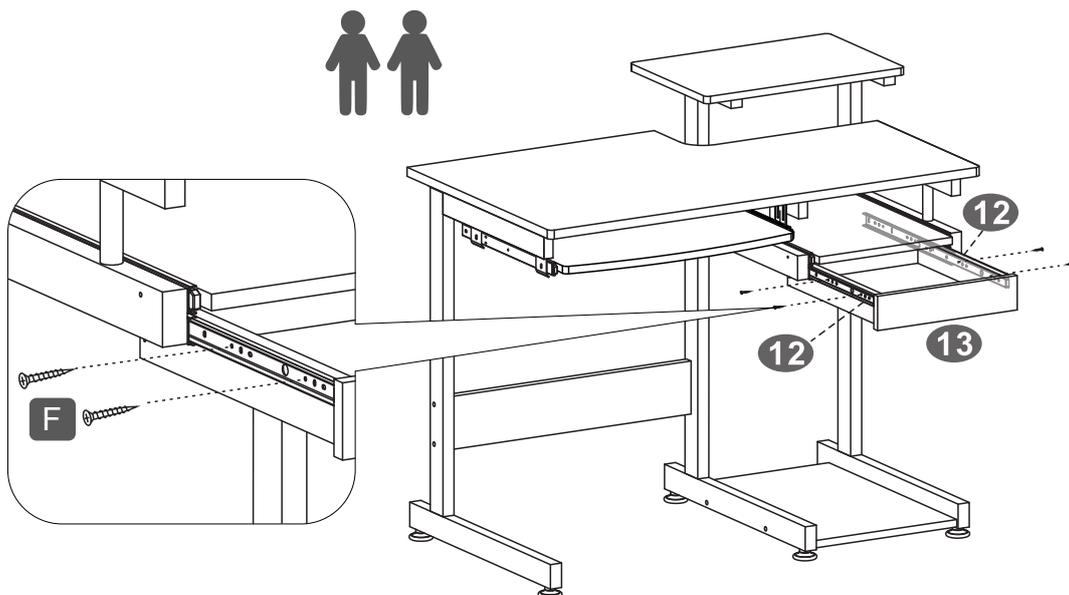
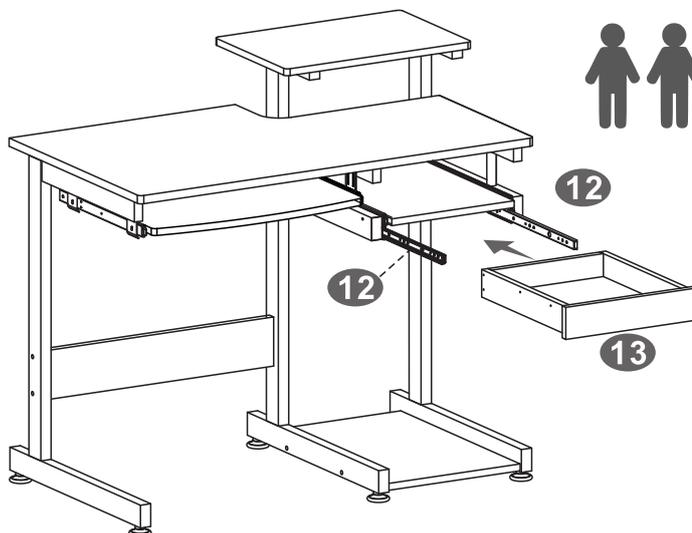
M3x15

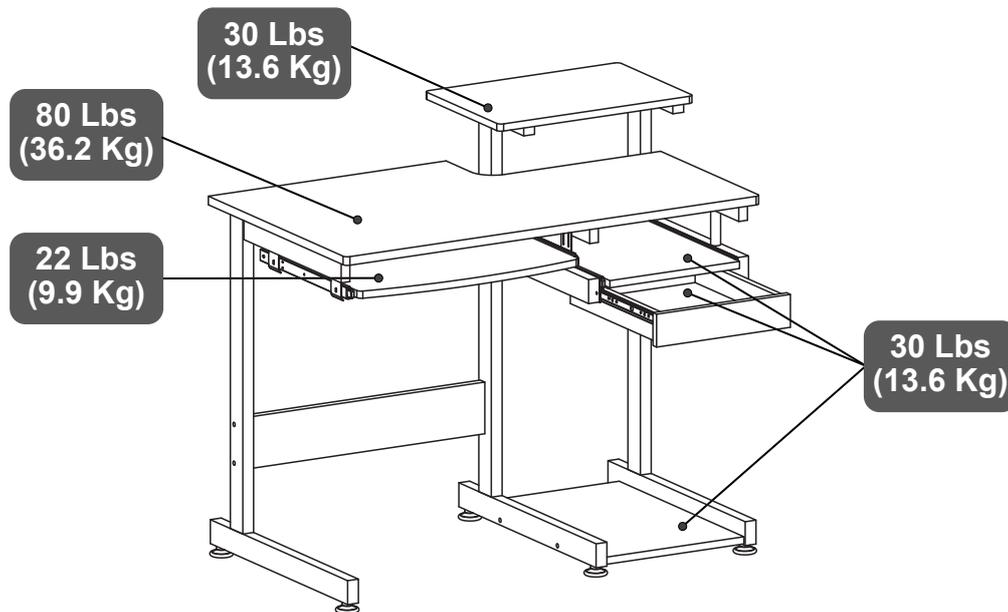
4 Pcs

**Tools (included)**



Pull out the **BOTTOM** sliders **12** from the unit, and with the help of another person, install the drawer **13** with screws **F**.



**WEIGHT LIMITS****WARNINGS**

- Do not exceed the indicated weight limits.
- Do not expose the surfaces to direct sunlight or to extreme environmental conditions.
- Do not use solvents or abrasive materials to clean the unit.
- Do not sit on the unit or lean against it.
- Do not allow small children to play under or over the unit.
- Do not allow small children to reach inside the drawer without your supervision.
- Do not pull, push or drag the unit to move it for more than 1 feet. The unit must be lifted by at least 2 persons when moving in the same or adjacent rooms.
- Before moving the unit, make sure to secure or remove any object that is heavy or might fall off.
- Lift grabbing the frame, not the tabletop.
- When lifting the unit, use both hands and bend your knees, not your backs.
- Do not use the product if screws are loose or missing, or if you notice damaged parts.
- The warranty does not extend to regular wear and tear, nor the manufacturer assumes liability for damages or consequences due to accidents, incorrect assembly, negligence, improper use, modifications, or not heeding the above warnings.

**CARE AND MAINTENANCE**

- Clean the surfaces preferable with a clean cloth dampened in a solution of mild soap and water, then dry with a clean towel.
- If you decide to use a cleaning agent, test first on an area hidden from view such as underneath the tabletop.
- Every 4 months, inspect the unit completely and make sure that all screws are tighten.
- When transporting the unit to places far away, protect and secure the unit to avoid damage in transit.

**TECHNI MOBILI WARRANTY****DESKS/LAPTOP CARTS/FILE CABINETS: LIMITED 5-YEAR WARRANTY**

RTA Products, LLC warrants to the Original Purchaser who acquired a new product from RTA Products or its authorized resellers that this product will be free from defects in its workmanship and materials, under normal use and service conditions, as described herein. "Defects" as used in this warranty, is defined as any imperfections that impair the use of the furniture or product. RTA Products LLC will replace any defective part, at its discretion, and without charge to the original purchaser other than the freight from the end consumer to RTA Products.

Replacement parts can only be supplied if parts are available. Items out of production may be unavailable. This warranty will be effective for the applicable time period beginning the date of purchase on your original sales receipt. RTA product's obligation under this warranty is limited to repairing or replacing products or parts as provided herein. This product has been designed for and is intended for office and home-office use only. This warranty is Original Purchaser's sole remedy for product defects, and this warranty does not extend to any product, or damage to any product, caused by or attributed to abuse or misuse, products used for commercial or rental purposes, use modifications of, or attachments to the product, and products or parts not used, maintained, or extended hereunder is in lieu of any and all other warranties, express or implied, including without limitations any implied warranty or merchantability or of fitness for a particular purpose. Please note, all desks made with PVC Laminate surface should not be exposed to direct sunlight, as it may damage the material. Damage of this nature is not covered under this warranty.

RTA Products will not be responsible for indirect, special, incidental or consequential damages. This warranty is limited to merchandise purchased in the Continental United States, excludes AK, HI and PR. Some States do not allow the exclusion or limitation of incidental or consequential damages, so the above limitations or exclusions may not apply to you. This warranty gives you specific legal rights. You may also have other rights that may vary from state to state.

**To file a Claim within the 48 contiguous United States:**

Email us to [warranty@rtaproducts.com](mailto:warranty@rtaproducts.com) to explain the defect and provide your name, address, phone number, model number of our product, date and place, and proof of purchase. Please provide pictures of the damage or defect. If we determine that a replacement will remedy the situation, and in order to determine the extent or the cause of the defect, purchaser may be requested to send the part in question at purchaser's expense. Once we receive the part, we will examine it and determine whether the claim is valid (or not), and then proceed to send the replacement. We will ship the replacement at our expense.

**Replacement Parts for International Customers & AK-HI-PR orders:**

RTA Products will replace the part free of charge, while **the customer is responsible for shipping costs plus any International local taxes or duties.**