

# Desk Riser

DESK-V000K Series

Assembly Manual

---

## Individual Product SKUs

DESK-V000K

DESK-V000KP

DESK-V000KW

DESK-V000KA

DESK-V000KN

DESK-V000KR

DESK-V000KF

DESK-V000KO

DESK-V000KG



# WARNING



If you do not understand these directions, or if you have any doubts about the safety of the installation, please contact our product support team at 309-278-5303 or [help@vivo-us.com](mailto:help@vivo-us.com) for further assistance. Check carefully to make sure there are no missing or defective parts. Failure to report missing parts within 30 days may result in denial of free replacement. Improper installation may cause damage or serious injury. Do not use this product for any purpose that is not explicitly specified in this manual. Do not exceed weight capacity. We cannot be liable for damage or injury caused by improper mounting, incorrect assembly or inappropriate use.



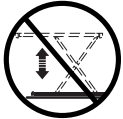
## WARNING: CHOKING HAZARD

SMALL PARTS - NOT FOR CHILDREN UNDER 3 YEARS. ADULT SUPERVISION IS REQUIRED.



## DO NOT EXCEED WEIGHT CAPACITY

NEVER PLACE EXCESSIVE FORCE ON THE RISER OR EXCEED THE STATED WEIGHT CAPACITY. FAILURE TO DO SO MAY RESULT IN SERIOUS PERSONAL INJURY AND/OR DAMAGE TO SETUP EQUIPMENT.



## NEVER OPERATE RISER UPSIDE DOWN

NEVER ATTEMPT TO RAISE RISER WHEN UPSIDE DOWN; DOING SO MAY RESULT IN SERIOUS PERSONAL INJURY. ENSURE RISER IS RIGHT SIDE UP ON A STABLE SURFACE BEFORE ATTEMPTING ANY HEIGHT ADJUSTMENTS.



## DO NOT ROUTE CABLES WITHIN SUPPORT FRAME

NEVER ROUTE CABLES WITHIN THE INNER SUPPORT FRAME OF RISER. DOING SO MAY CAUSE SERIOUS PERSONAL INJURY AND/OR DAMAGE TO SETUP EQUIPMENT.



## KEEP HANDS FREE OF SUPPORT FRAME

NEVER PLACE HANDS WITHIN SUPPORT FRAME. DOING SO MAY RESULT IN SERIOUS PERSONAL INJURY.



## CHECK CABLE LENGTH

TO PREVENT ACCIDENTAL DAMAGE TO DEVICES AND/OR PERSONAL INJURY, PLEASE ENSURE POWER CABLES HAVE ADEQUATE LENGTH TO ACCOMMODATE THE CHOSEN HEIGHT OF YOUR DESK RISER.



## KEEP DEVICE & DESK ITEMS AWAY FROM DESK EDGE

ALWAYS KEEP LAPTOP, MONITORS, AND OTHER DESKTOP ITEMS AWAY FROM THE EDGE OF THE DESK. FAILURE TO DO SO MAY RESULT IN ACCIDENTAL DAMAGE OF DEVICE AND/OR SERIOUS PERSONAL INJURY.



## USE CAUTION WHEN ADJUSTING

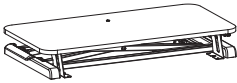
NEVER STAND OVER THE DESK RISER WHEN ADJUSTING THE HEIGHT. DOING SO MAY CAUSE PERSONAL INJURY TO THE FACE OR EXTREMITIES.



Assembly Video & Product Info

[www.vivo-us.com/products/desk-v000k](http://www.vivo-us.com/products/desk-v000k)

# Package Contents



**A** (x1)  
Desk



**B** (x1)  
Keyboard Tray



**C** (x1)  
Stopper



**D** (x3)  
Pad



**E** (x4)  
Rubber Feet



**F** (x2)  
Cable Clip

---

## Included Hardware & Tools



**S-A** (x2)  
ST4.2x12mm Screw



**S-B** (x4)  
M5x10mm Screw

---

## Tools Needed:



**Phillips  
Screwdriver**



**Scissors**

## Weight Capacity:



**Desktop**



**Keyboard  
Tray**

---

## Need Help? We're Here For You

*US-Based Customer Support from Trained Professionals*

**Monday-Friday from 7am-7pm CST**

**Saturday 8am-4pm CST**



**Email Us**  
[help@vivo-us.com](mailto:help@vivo-us.com)



**Chat with Live Agent**  
[www.vivo-us.com](http://www.vivo-us.com)

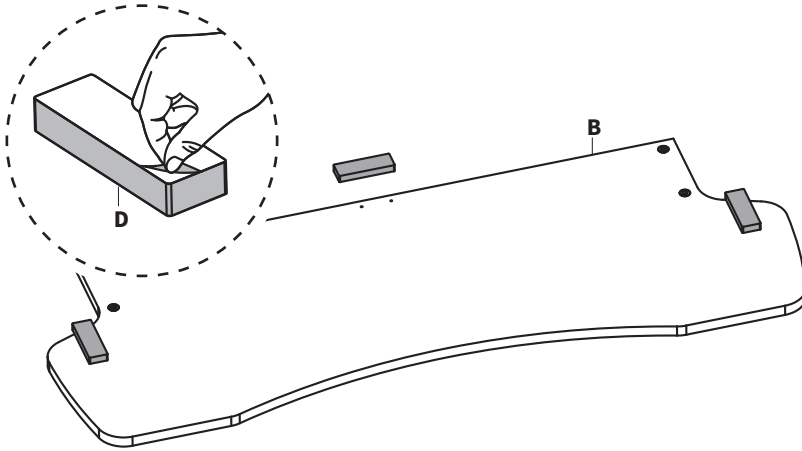


**Give Us a Call**  
309-278-5303 ext. 1

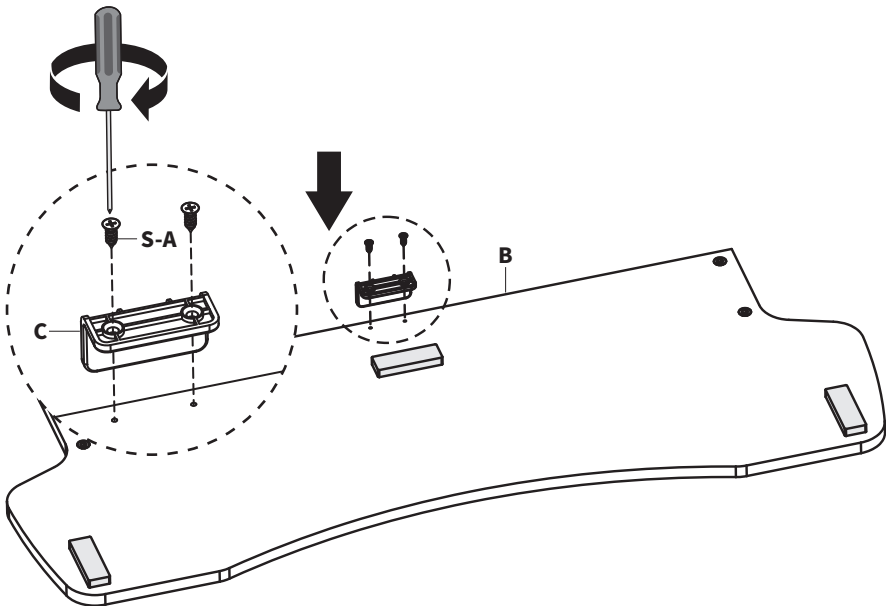
# Assembly Steps

## STEP 1

Remove adhesive backing from Pads (**D**) and apply to underside of Keyboard Tray (**B**) as shown.

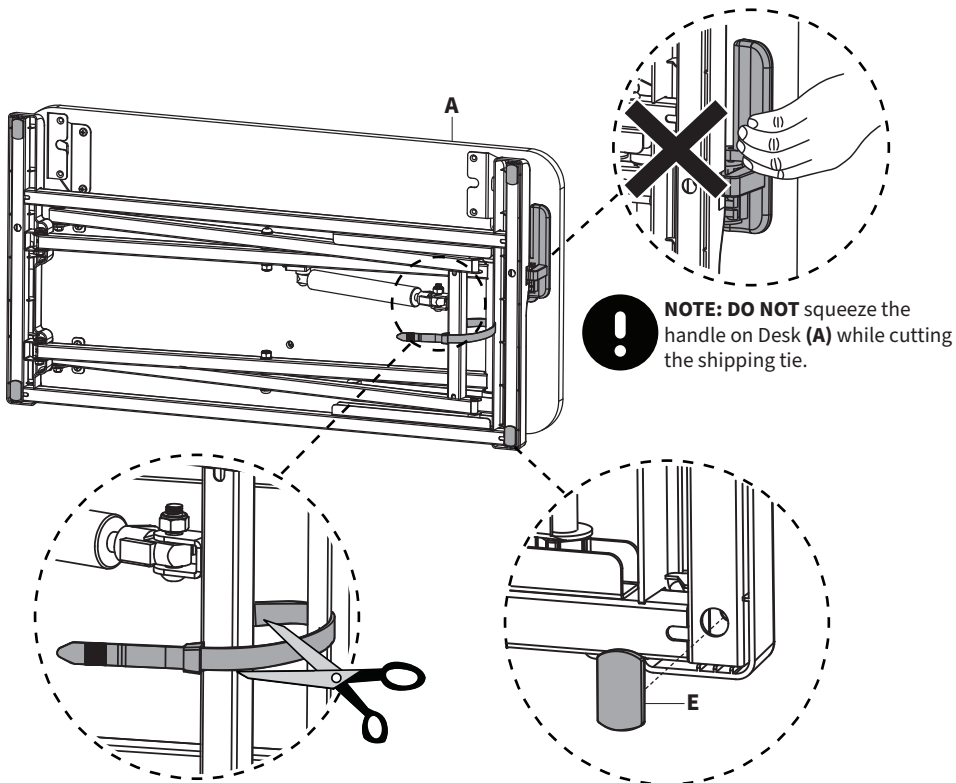


Assemble Stopper (**C**) to Keyboard Tray (**B**) using ST4.2x12mm Screws (**S-A**) and a Phillips screwdriver.



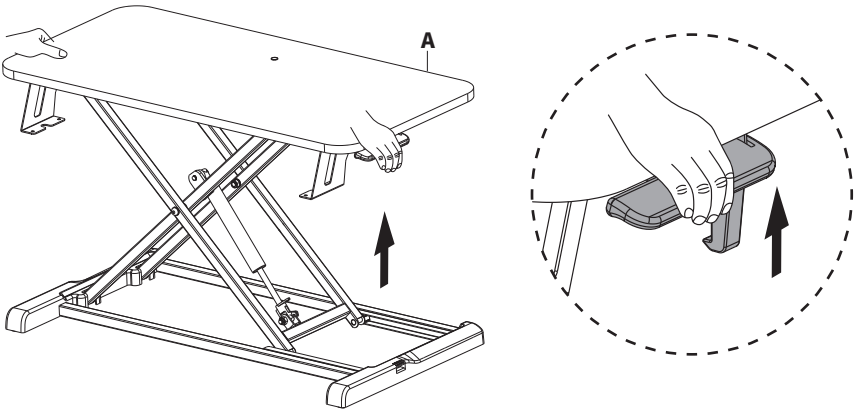
## STEP 2

Install Rubber Feet (**E**) to the bottom of Desk (**A**). Remove shipping tie from desk and set right side up on solid surface.

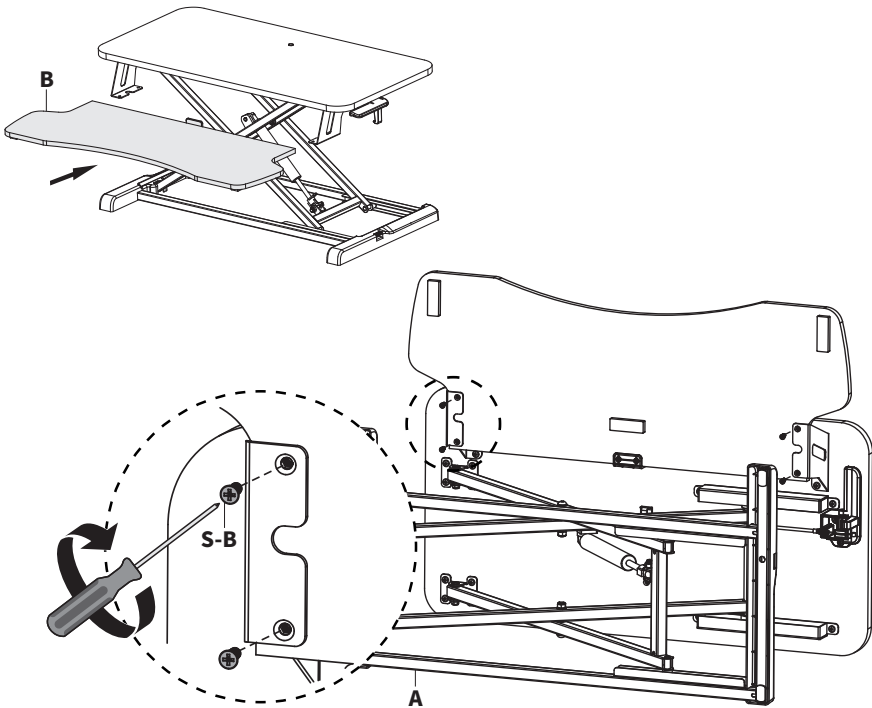


## STEP 3

Raise Desk **(A)** by lifting the handle on the right side of the frame.

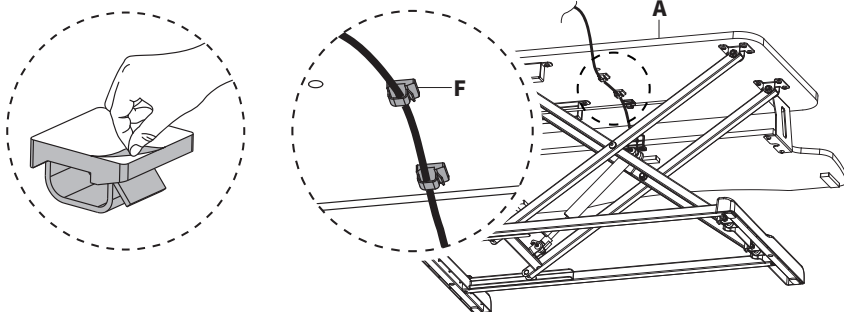


Place Keyboard Tray **(B)** on the metal brackets on Desk **(A)**. Secure Keyboard Tray to the brackets using M5x10mm Screws **(S-B)** and tighten with a Phillips screwdriver.



## STEP 4

Remove adhesive backing from Cable Clips (**F**) and apply to underside of Desk (**A**).



Desk riser is now ready for use



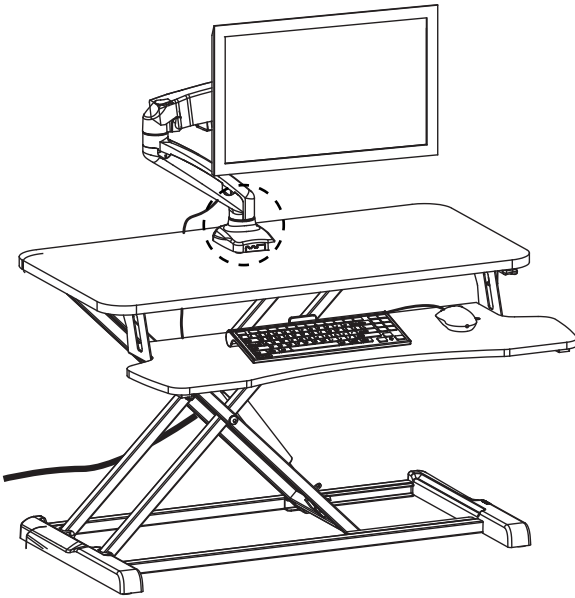
Press side lever to raise or lower your desk riser.

When lowering without any weight on the desktop, lightly press down on riser as you lower it to allow for a smoother lowering process. If it feels difficult to lower after placing laptop and other intended setup items, apply light pressure to lower smoothly or add additional weight.

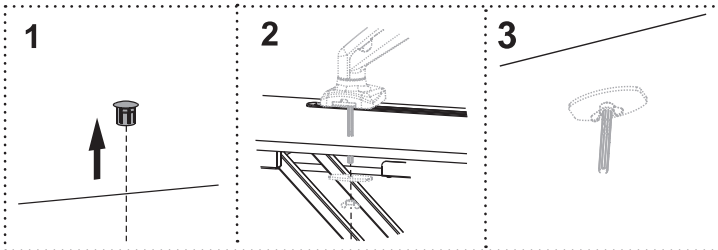
**Please note the 33lb weight capacity when adding weight.**

## Grommet Option

This desk riser features a pre-drilled grommet hole for installing a monitor mount directly to desk surface.

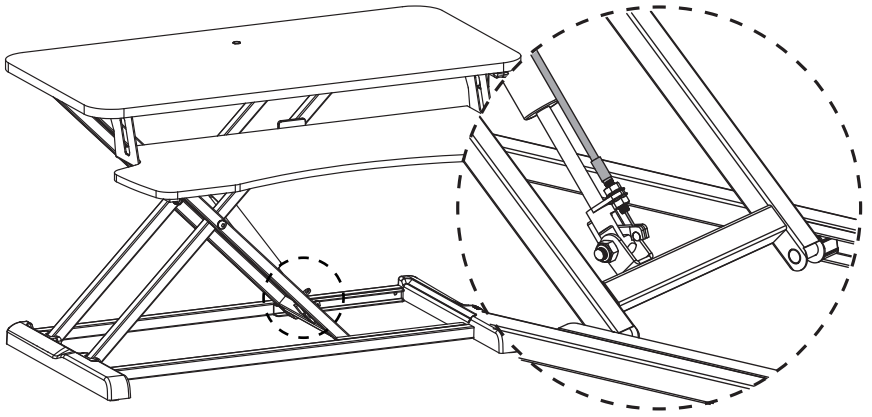


To utilize this feature, you will need to remove the plug from the top surface of the riser. Secure your mount using a grommet mounting method, using the hardware and assembly steps from your monitor mount.

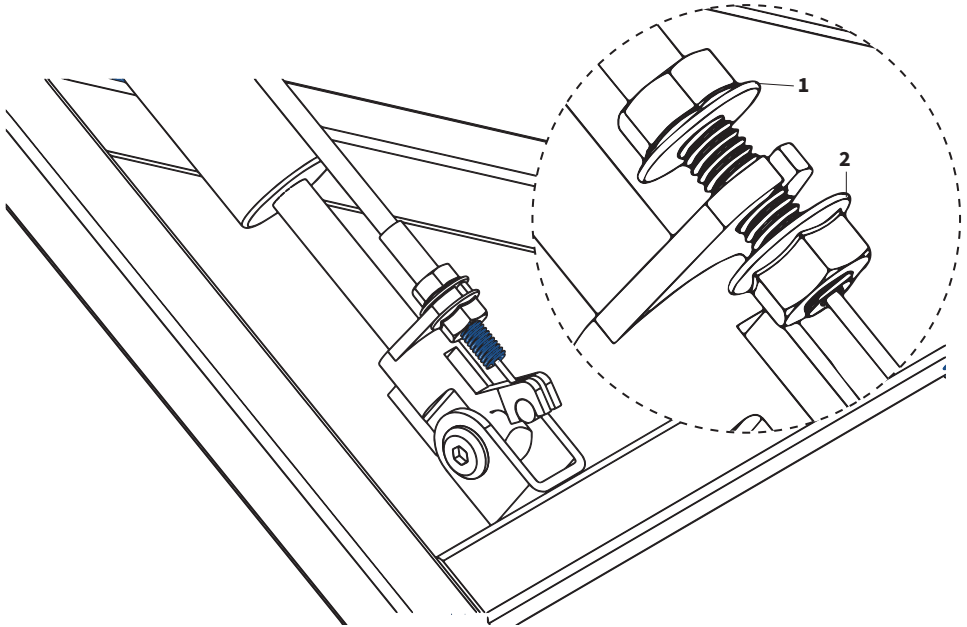


## Tension Adjustment

If your desk riser lifts up or down too easily, or is too difficult, the gas spring cable can be adjusted to your desired tension. The adjustment is located at the base of your riser.

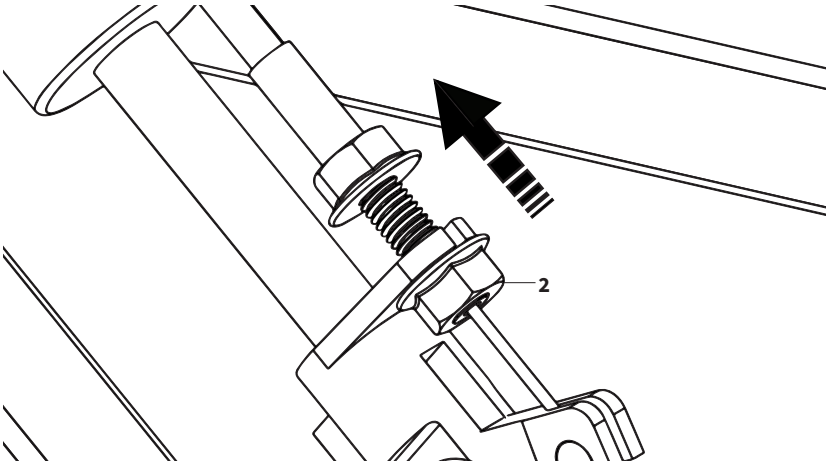


Start by loosening the Upper **(1)** and Lower **(2)** Nuts using an adjustable wrench. Loosen Nuts until they are both on the opposite ends of the Gas Spring Cable.

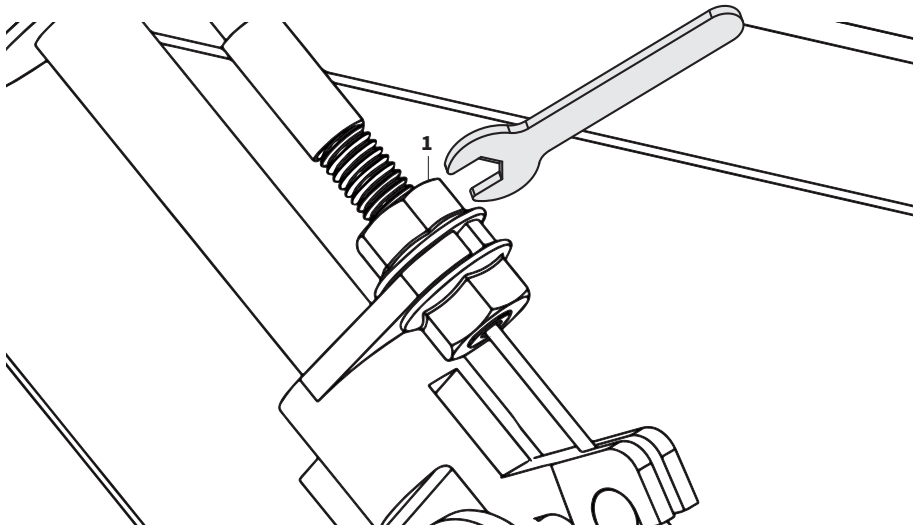


## Desk is Difficult to Lower/ Springs Up too Fast

If the desk feels difficult to lower or springs up too fast, you will need to increase the Gas Spring Cable tension. Gently pull the cable away from the Lever until the Inner Nut (2) is firmly pressed against the middle divider.

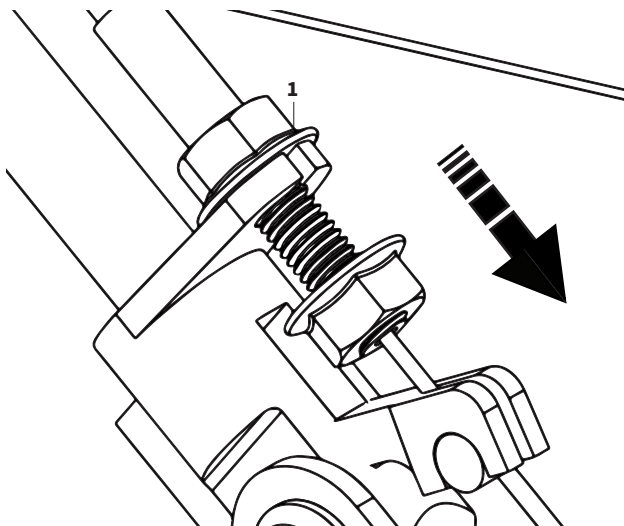


Tighten Upper Nut (1) until it firmly holds the cable in its position, as shown below.

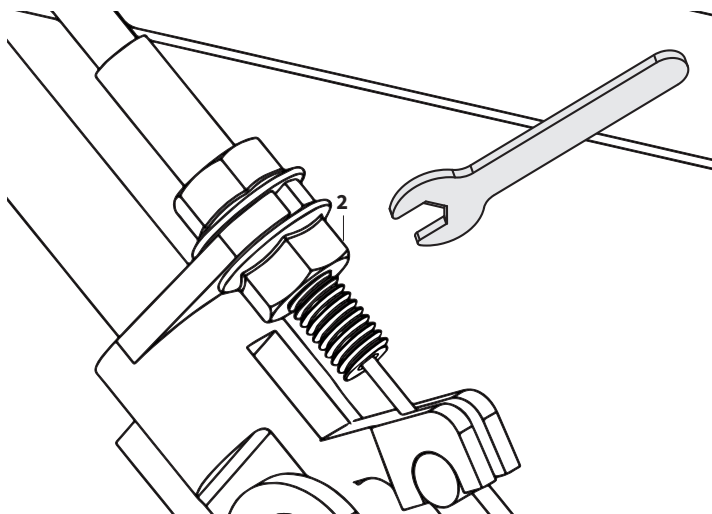


## Desk is Difficult to Raise/ Springs Up too Slow

If the desk is raising or lowering without the handle being pressed, the tension will need loosened. Gently push the cable down towards the base of the riser until the Upper Nut **(1)** is firmly pressed against the middle divider.



Tighten Lower Nut **(2)** until it firmly holds the cable in its position, as shown below.





## Need Help? **We're Here For You**

Monday-Friday from 7am-7pm CST

Saturday 8am-4pm CST



Email Us  
[help@vivo-us.com](mailto:help@vivo-us.com)



Chat with Live Agent  
[www.vivo-us.com](http://www.vivo-us.com)



Give Us a Call  
309-278-5303 ext. 1



VIVO-us



@vivo\_us



@VIVOus



VIVO