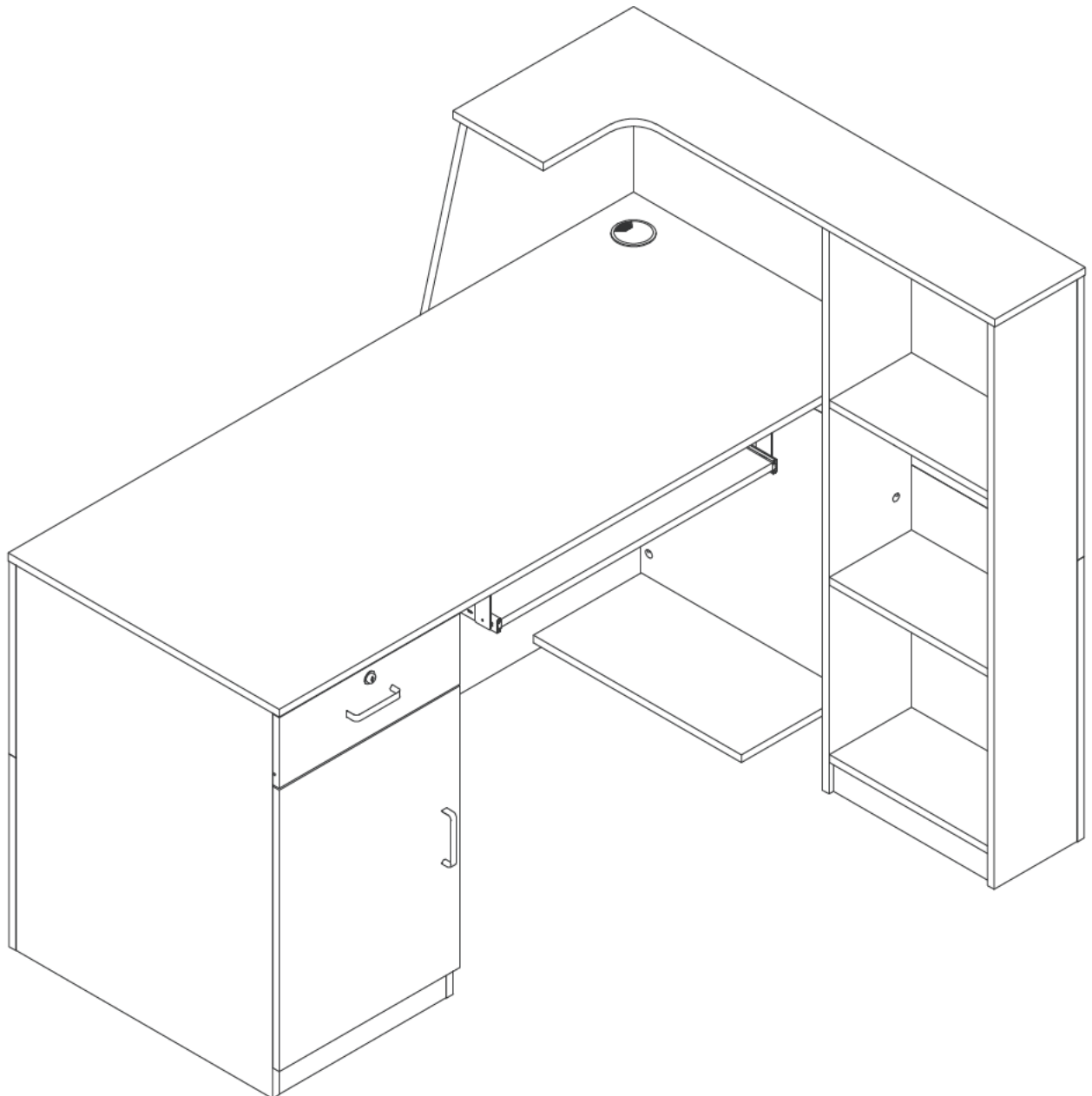


# Reception Desk





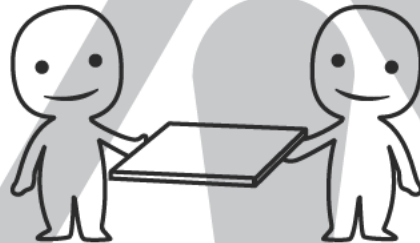
### **IMPORTANT INFORMATION!**

please read the entire manual before starting to assemble and/or using this product. follow the manual thoroughly and keep it for further reference.



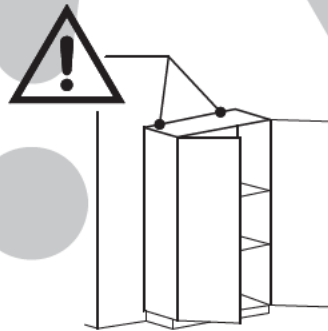
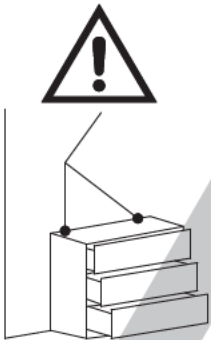
### **AVOID SCRATCHES!**

In order to avoid scratching this furniture should be assembled on a soft layer - could be a rug.



### **IMPROVE EFFICIENCY !**

Try to find a partner to install with you, which can speed up the installation efficiency and shorten the time.



### **ANTI-TOPPLE WARNING !**

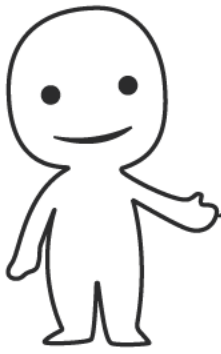
Overturned furniture can cause serious or fatal crush injuries. To prevent tipping over, be sure to use the wall attachment, if not included with this product. Please purchase the wall attachment that fit your wall. If unsure, seek professional advice. Please read and follow each step of the instructions carefully.

### **IMPORTANT !**

It is important that any product which is assembled using any kind of screw is re-tightened 2 weeks after assembly, and once every 3 months - in order to assure stability through-out the lifespan of the product.

For regular maintenance and cleaning of the product, for the frame, please use a rag dipped in neutral detergent to fully wipe it, and then dry it with a clean rag. For glass materials, wipe with a rag dampened with water glass cleaner, and then dry with a dry rag.

Do not use an electric screwdriver, and do not use too much force when installing, because the board is easy to break.

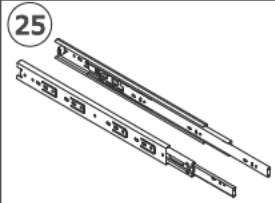


Please prepare the following tools

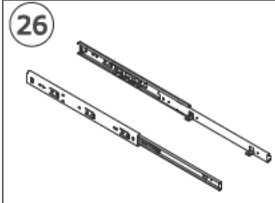


When installing, please carefully confirm whether each screw corresponds to the manual, accessories with similar shapes can be distinguished by size

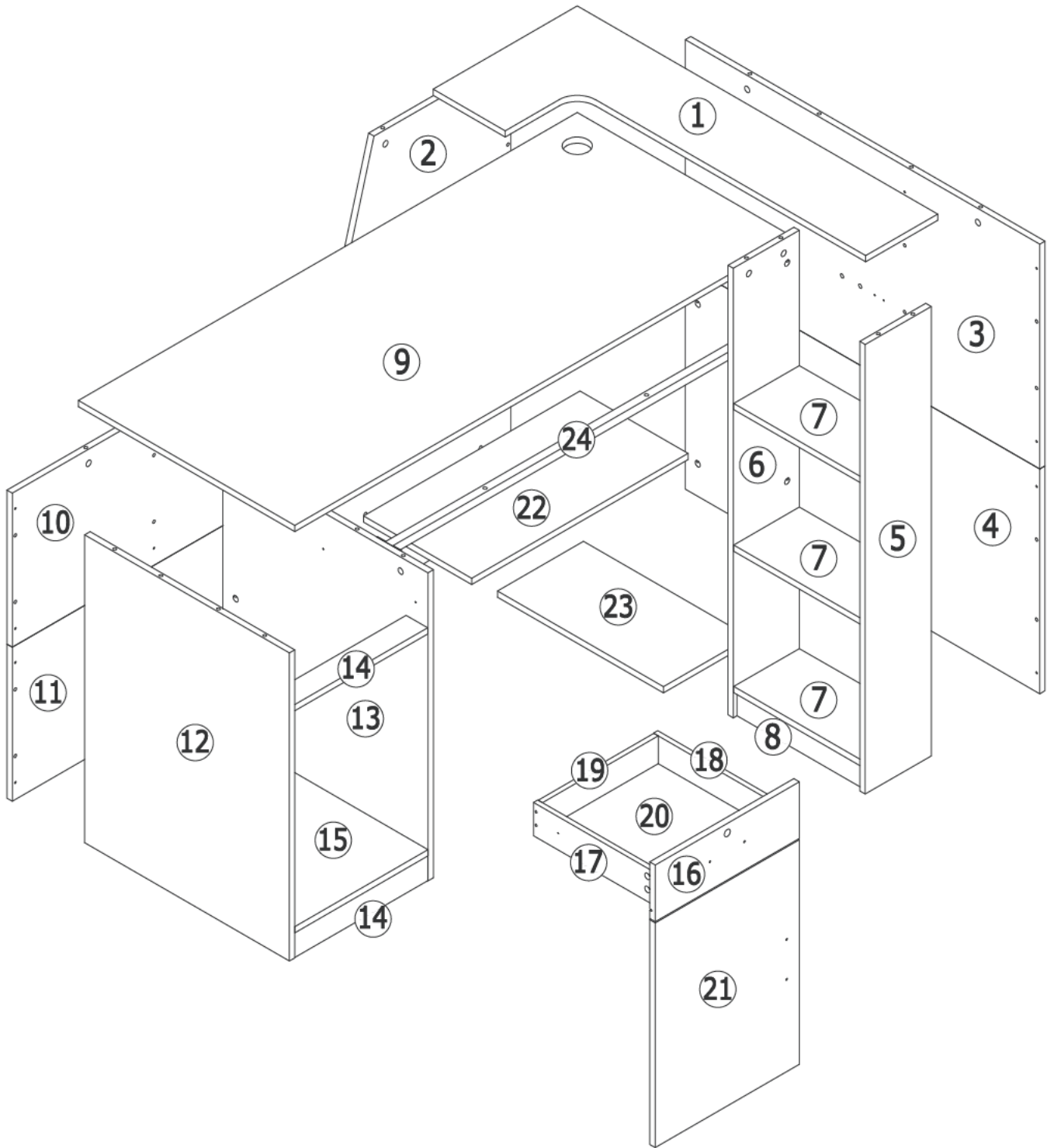
<p>A x 66</p>  <p>M5 x 42 mm</p>	<p>B x 66</p>  <p>∅ 15 x 10 mm</p>	<p>C x 28</p>  <p>M3.5 x 14 mm</p>	<p>D x 4</p>  <p>M5 x 40 mm</p>	<p>E x 8</p>  <p>M6 x 12 mm</p>
<p>F x 4</p>  <p>M6 x 25 mm</p>	<p>G x 2</p>  <p>M6 x 30 mm</p>	<p>H x 40</p>  <p>∅ 8 x 40 mm</p>	<p>I x 1</p>  <p>∅ 60 mm</p>	<p>J x 4</p>  <p>M4 x 18 mm</p>
<p>K x 2</p> 	<p>L x 1 SET</p> 	<p>M x 1</p>  <p>20 mm</p>	<p>N x 1</p>  <p>40 mm</p>	<p>O x 15</p> 
<p>P x 4</p>  <p>M3.5 x 25 mm</p>	<p>Q x 4</p> 	<p>R x 4</p>  <p>M3 x 18 mm</p>	<p>S x 1</p> 	<p>T x 4</p>  <p>M4 x 8 mm</p>
<p>U x 4</p>  <p>L=90 mm</p>	<p>V x 2</p> 	<p>W x 4</p>  <p>M3.5 x 12 mm</p>	<p>X x 1</p>  <p>#4</p>	



14"(3508W) 1 SETS



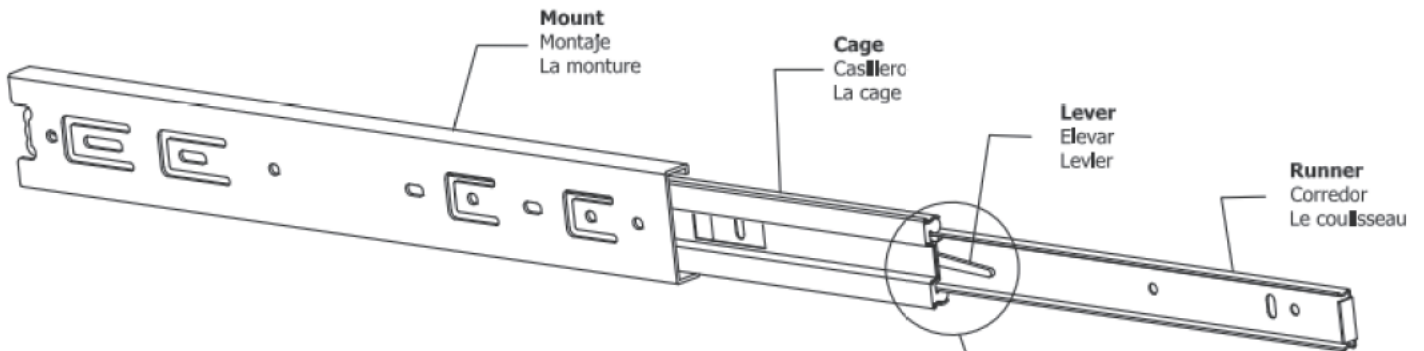
12" 1 SETS



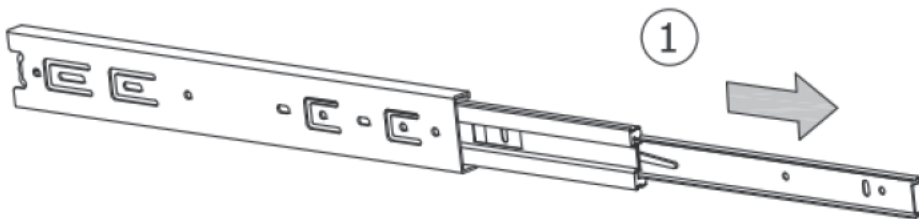
**Slides Must Be Separated Before Assembly.  
After Separated, Set Aside Until Needed for Assembly.**

Las diapositivas deben separarse antes del montaje.  
Después de la separación, déjelo a un lado hasta que sea necesario.

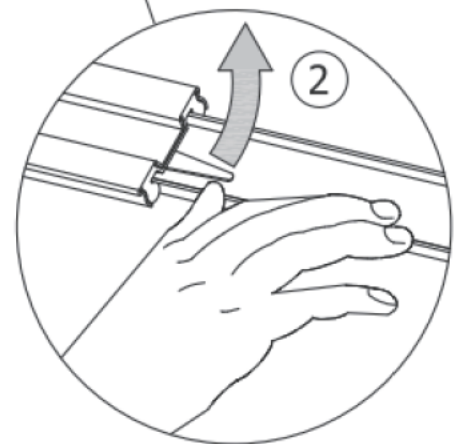
Les glissières doivent être séparées avant l'assemblage.  
Après la séparation, mettez de côté jusqu'au moment de l'assemblage.



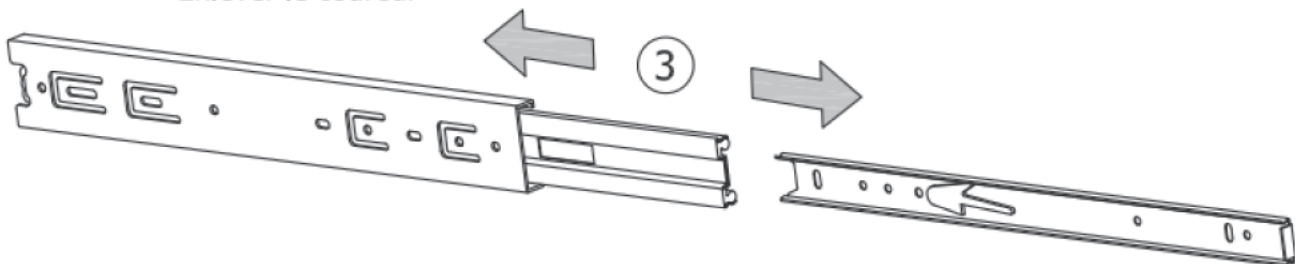
**STEP 1: Extend Slide**  
Extender la diapositiva  
Extendre la diapositive



**STEP 2: Push Lever UP**  
Empujar hacia arriba  
Lever le levier

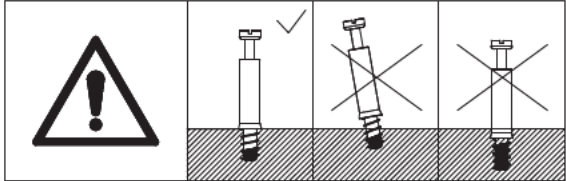


**STEP 3: Remove Runner**  
Quitar el corredor  
Enlever le coureur

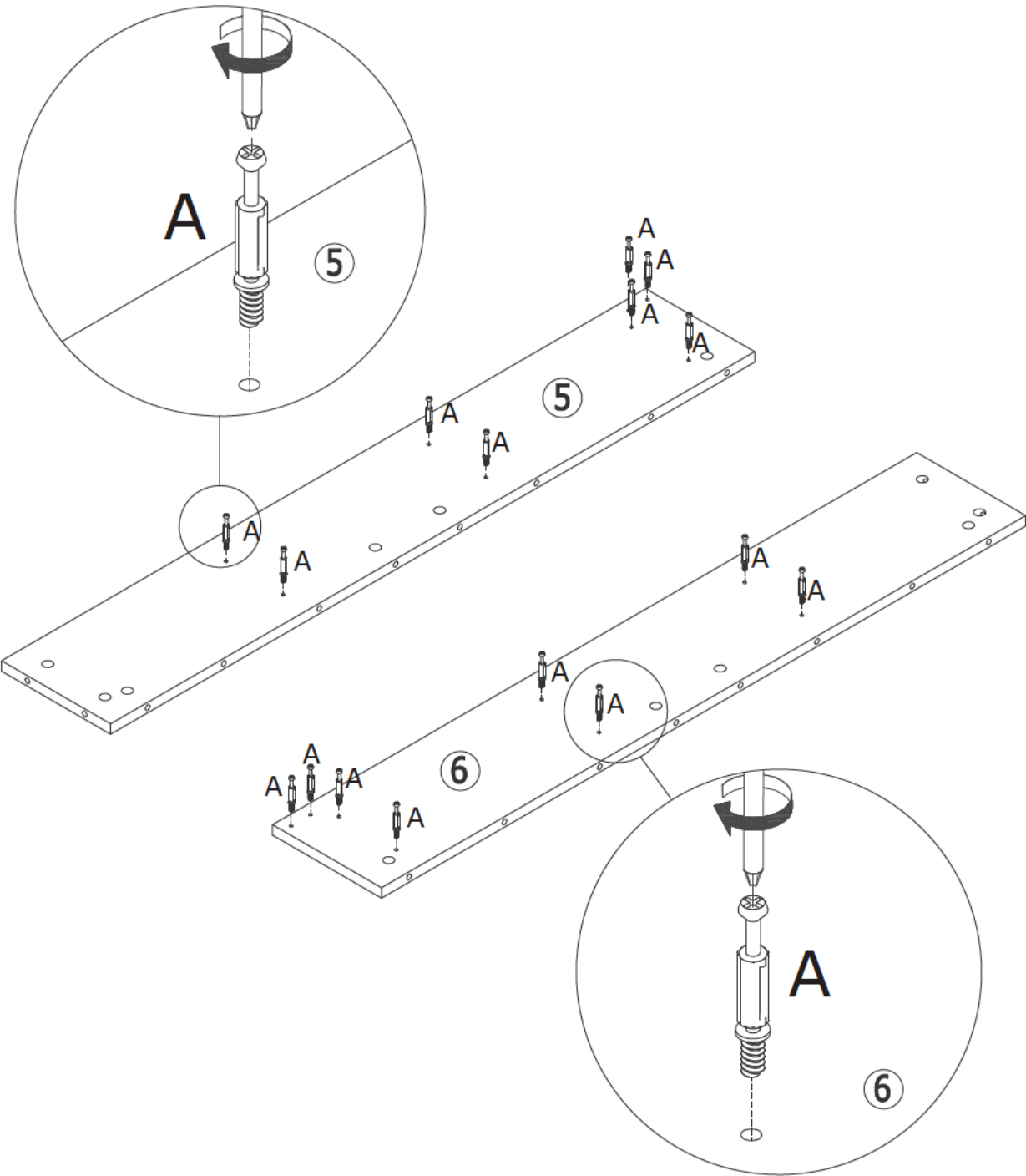


1


A x 16  
M5 x 42 mm

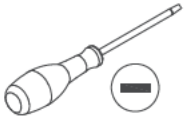


Insert quickfit screw(A) into corresponding holes in board 5,6 with a screwdriver as shown.

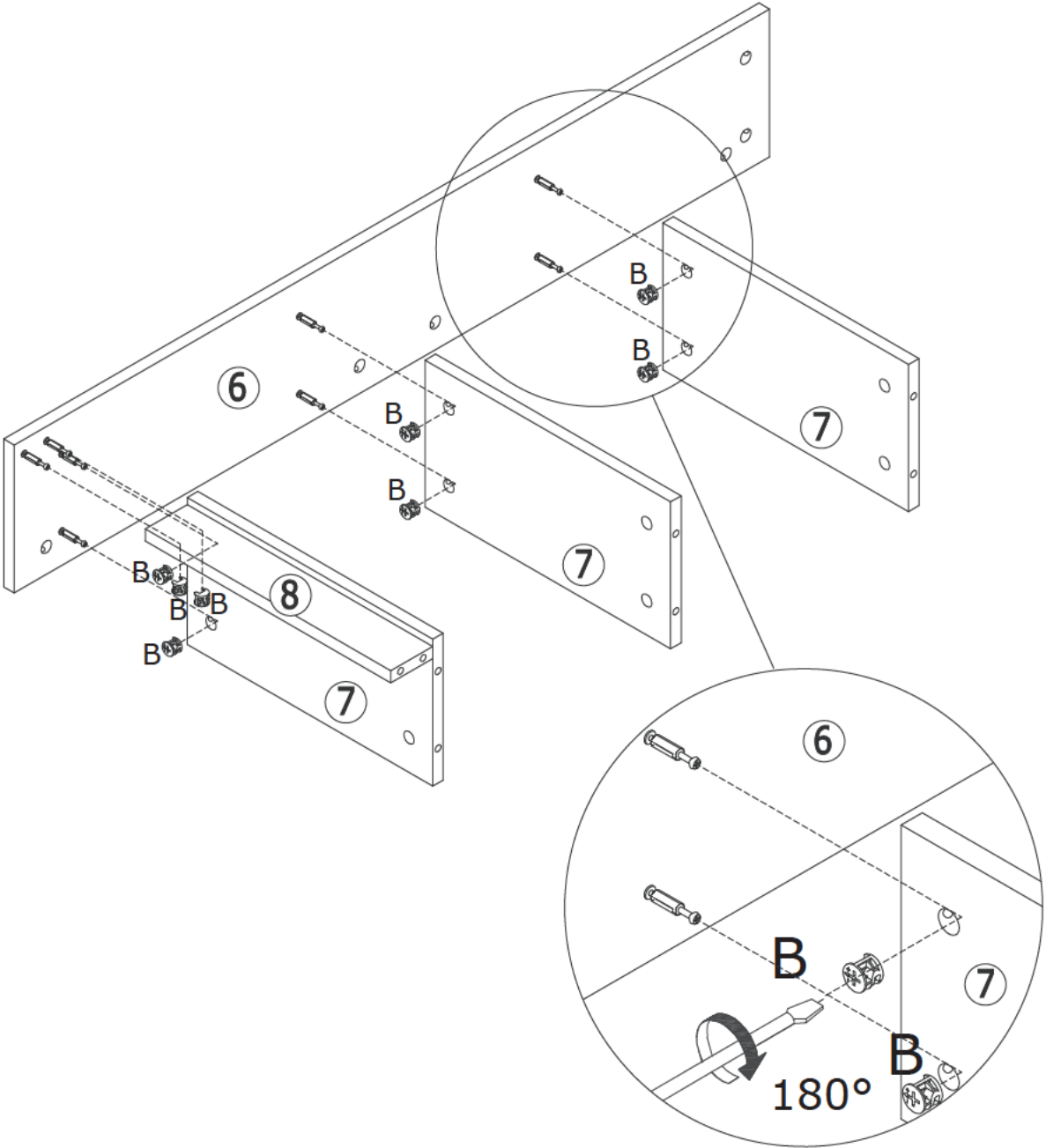
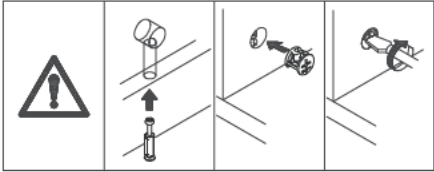


2


B x 8  
  
Ø15 x 10 mm

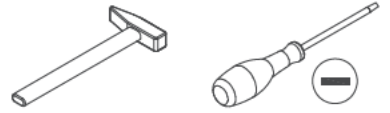


Attach board 7(x3) and 8 to board 6, then turn cam lock(B) clockwise to tighten as shown.

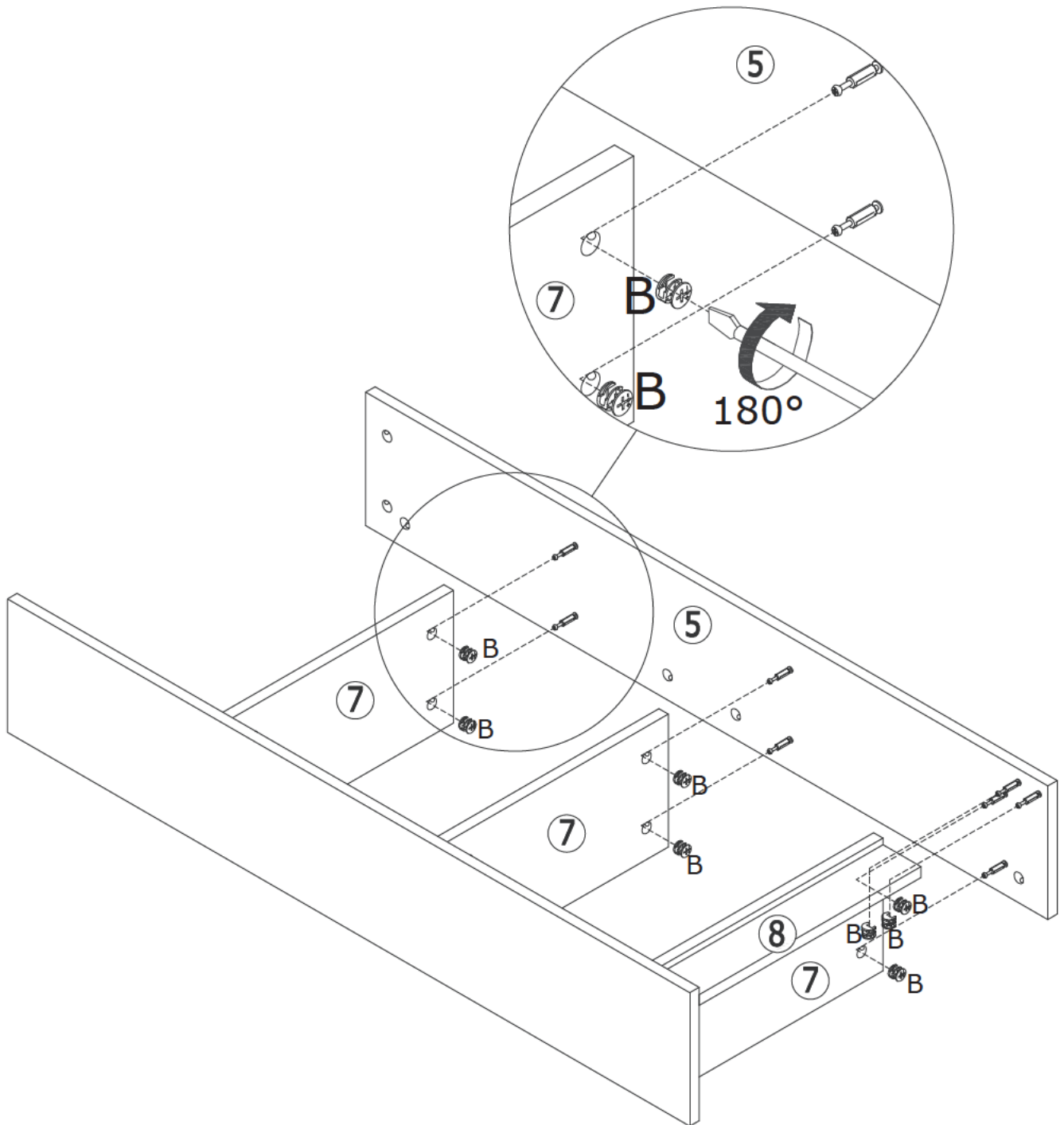
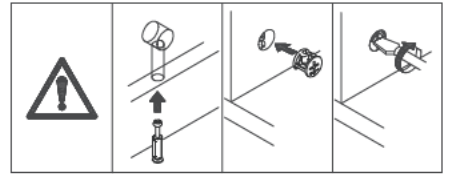


3

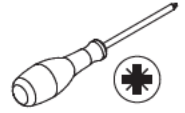
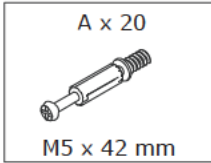
B x 8  
  
Ø15 x 10 mm



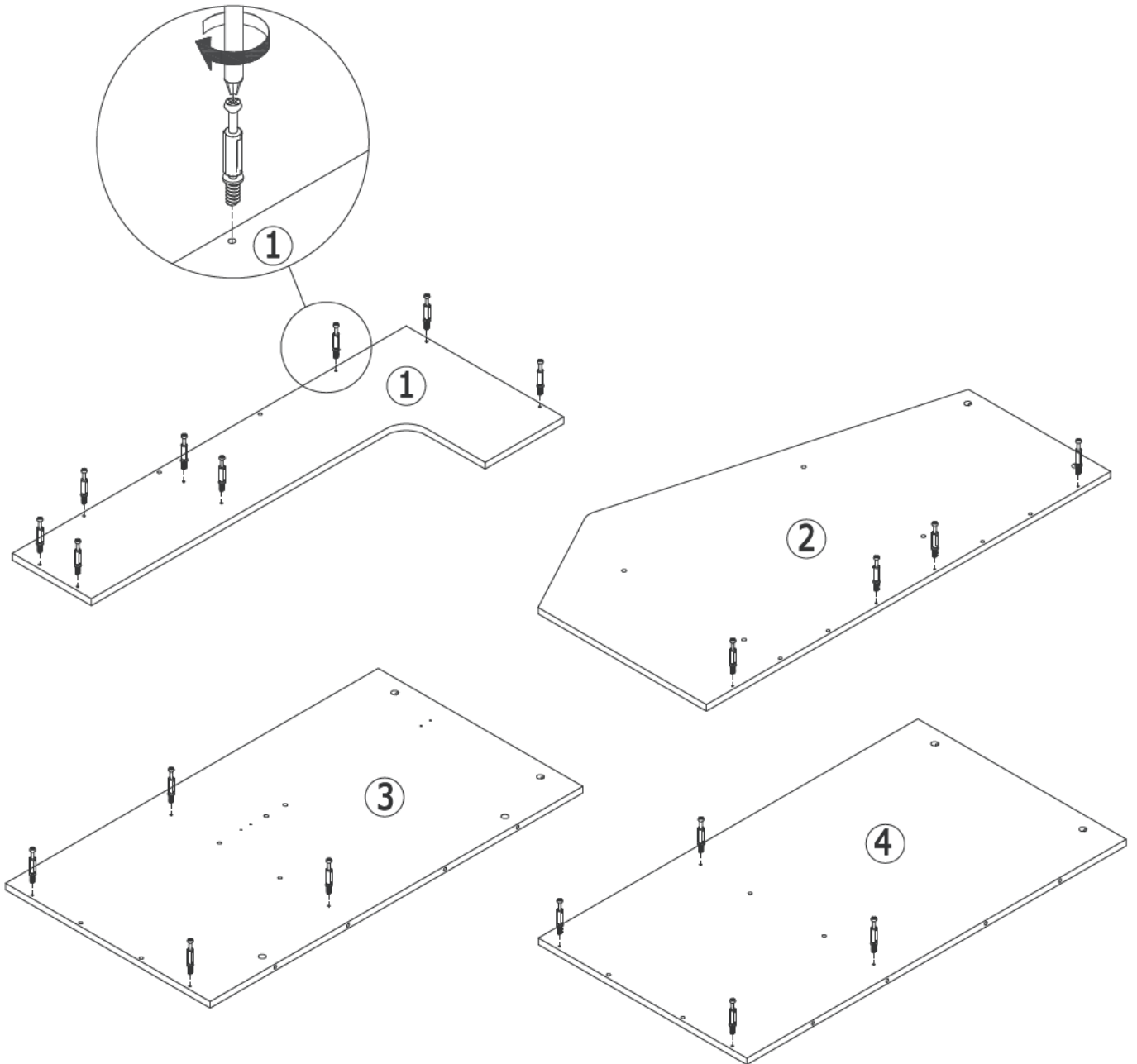
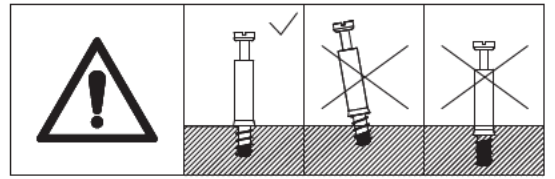
Attach board 5 to board 7(x3) and 8 , then turn cam lock(B) clockwise to tighten as shown.



4

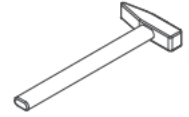


Insert quickfit screw(A) into corresponding holes in board 1,2,3,4 with a screwdriver as shown.

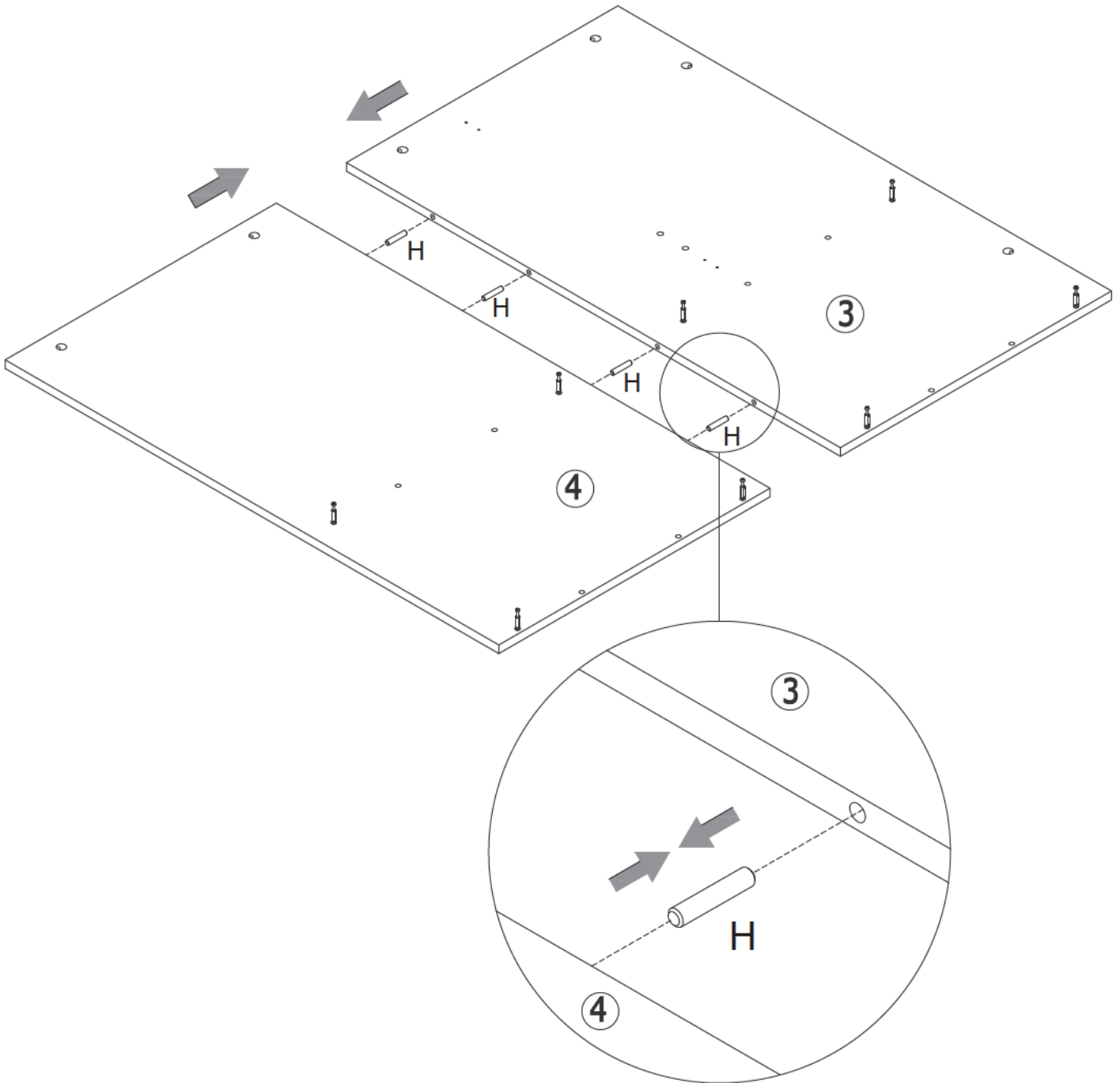
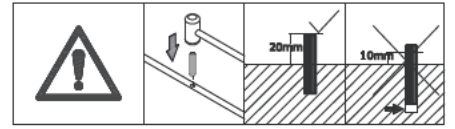


5

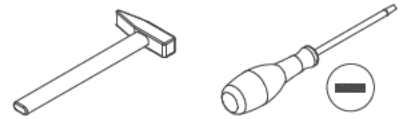
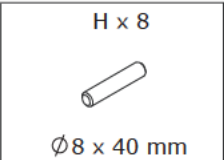
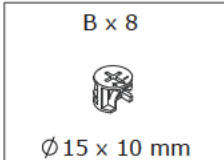
H x 4  
Ø8 x 40 mm



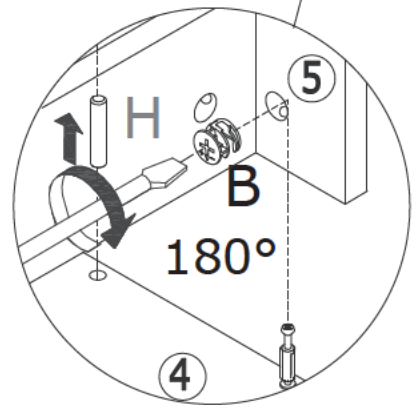
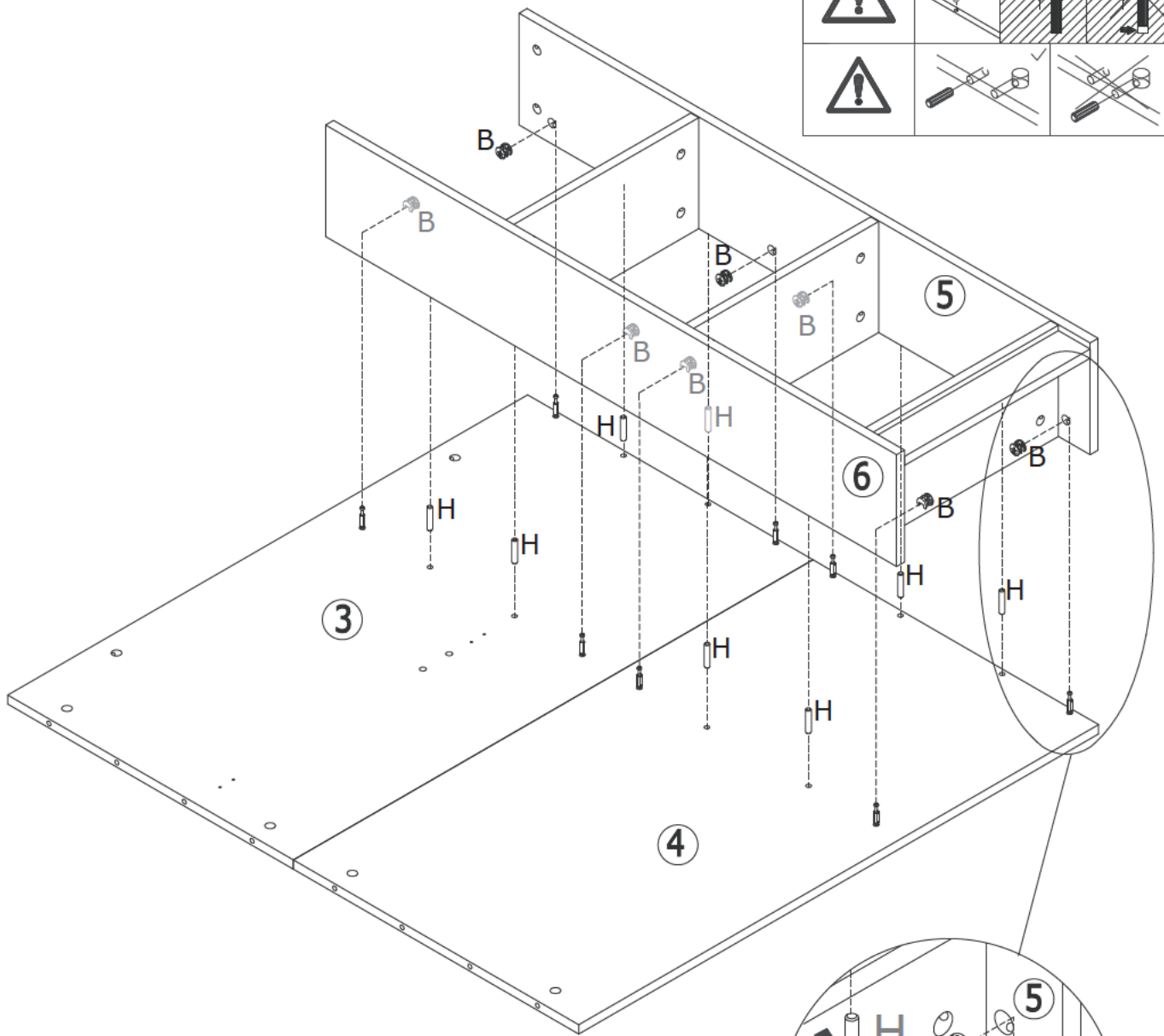
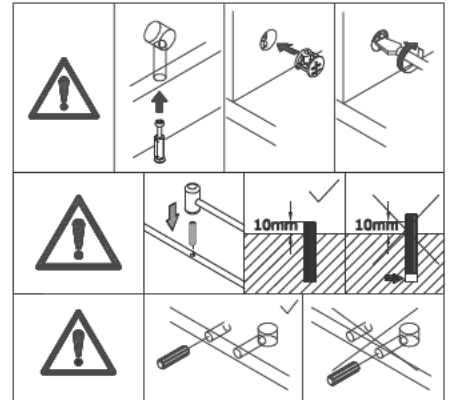
Connect board 3 with board 4 using wooden dowel(H) as shown.



6



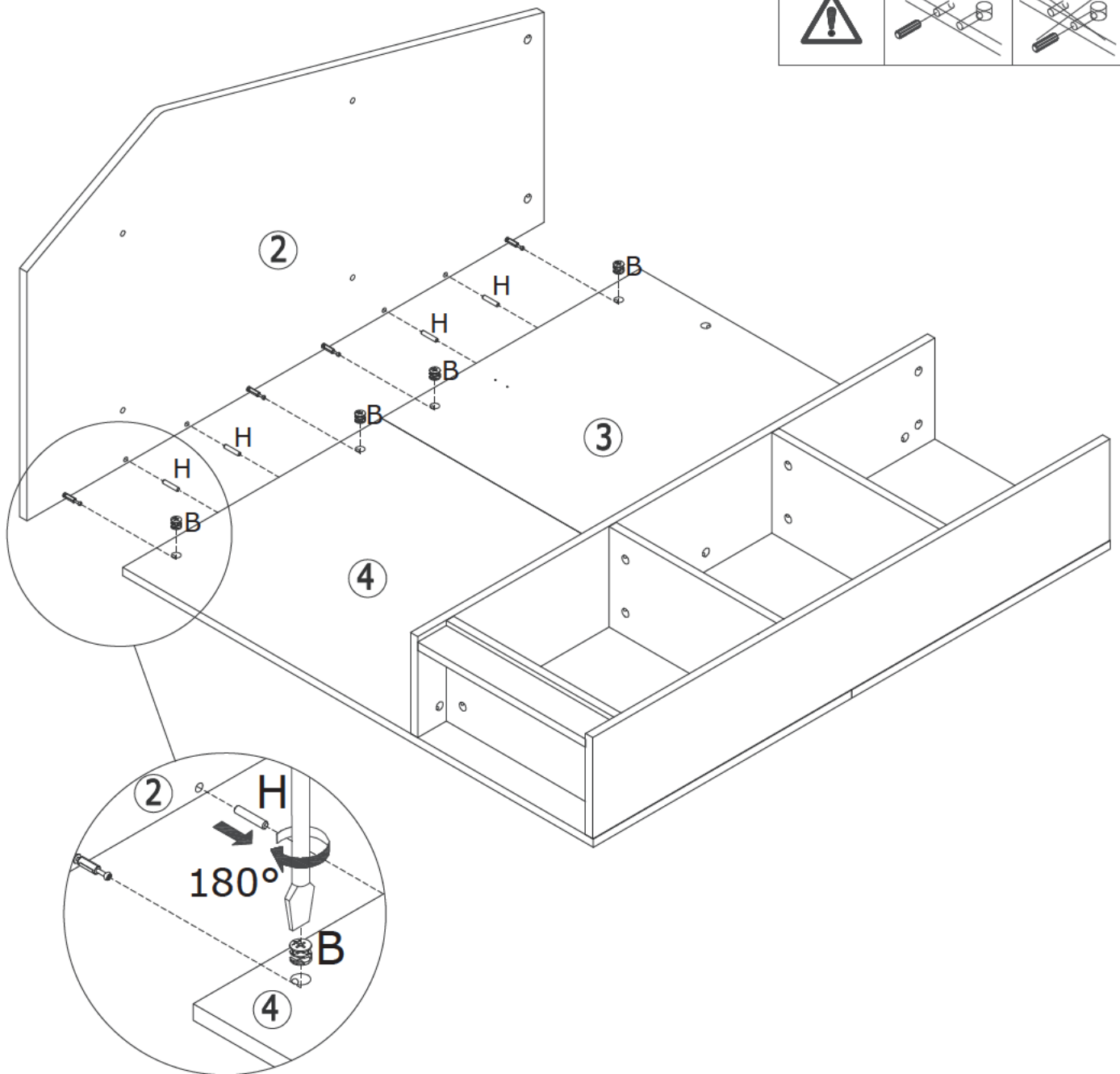
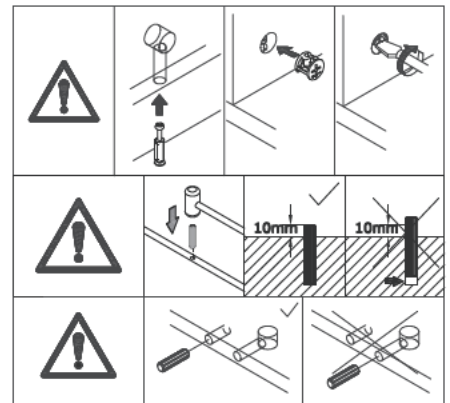
Knock only half of wooden dowel(H) into board 5 and 6 at first.  
Attach the assembled component to board 3 and 4, then turn cam lock(B) clockwise to tighten as shown.



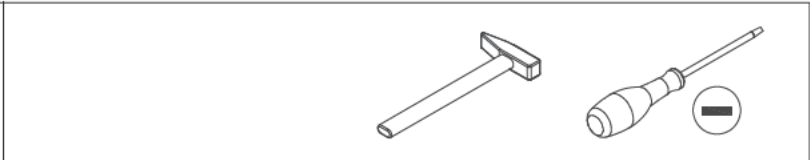
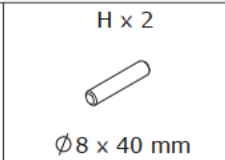
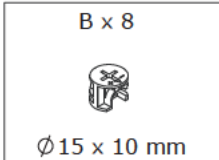
7



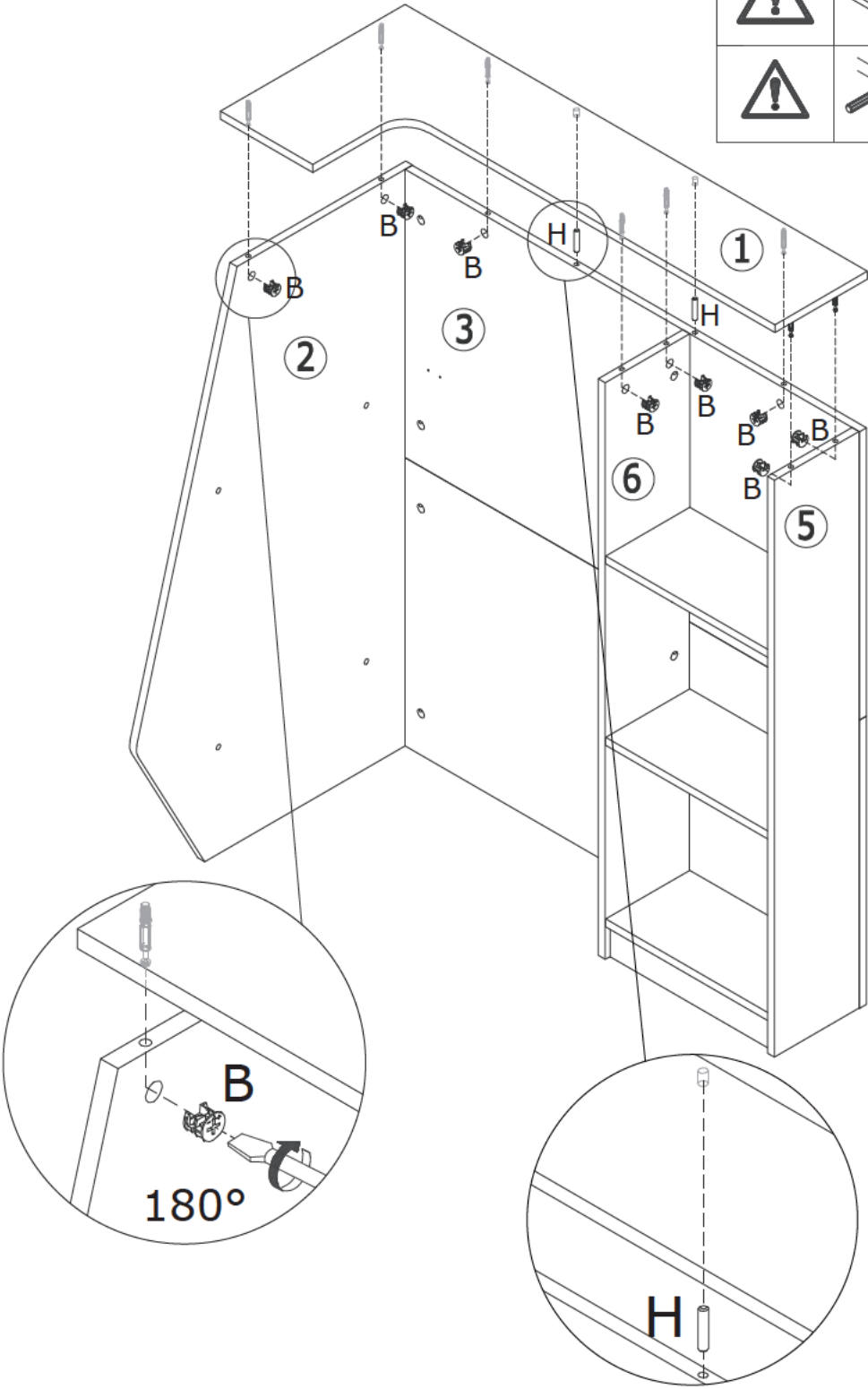
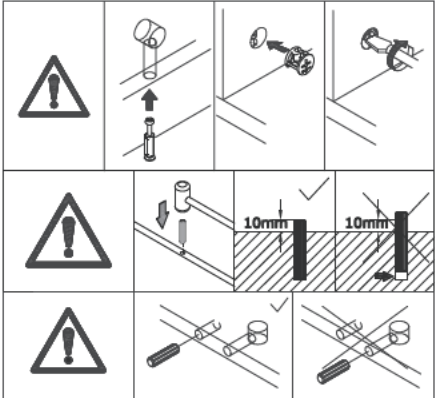
Knock only half of wooden dowel(H) into board 3 and 4 at first.  
Attach board 2 to board 3 and 4 , then turn cam lock(B) clockwise to tighten as shown.



8



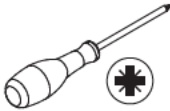
Knock only half of wooden dowel(H) into board 3 at first.  
Cover board 1 to the top and then turn cam lock(B)  
clockwise to tighten as shown.



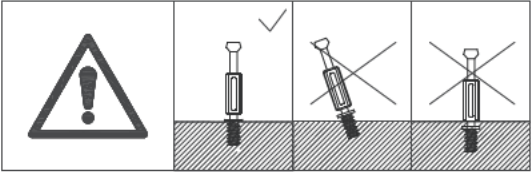
9

A x 12  
M5 x 42 mm

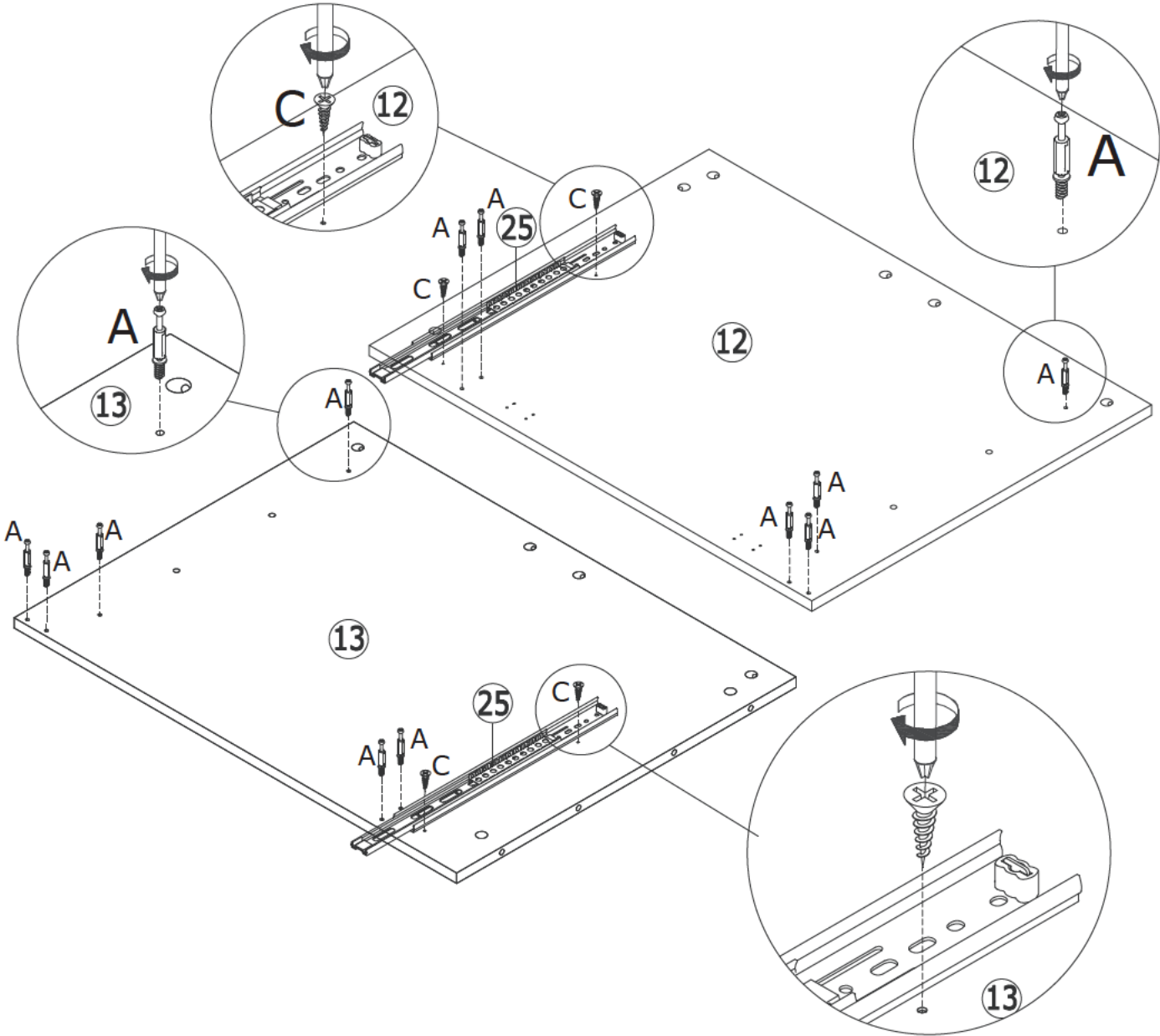
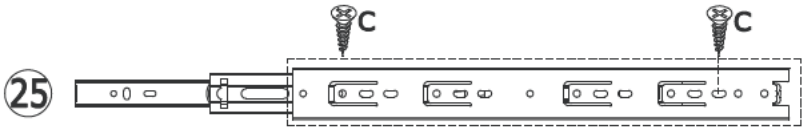
C x 4  
M3.5 x 14 mm



Separate the glide into two parts.  
Please pay attention to the holes where the accessories are inserted. Fix slide rail 25 to board 12 and 13 with screw(C) as shown.  
Insert quickfit screw(A) into corresponding holes in board 12 and 13 with a screwdriver as shown.

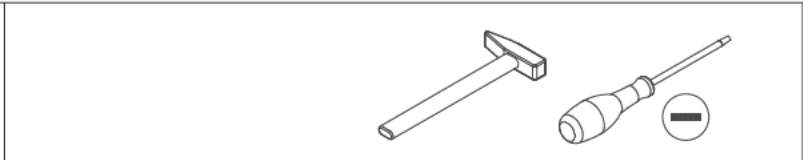
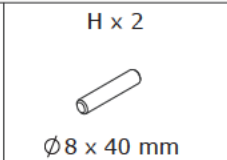
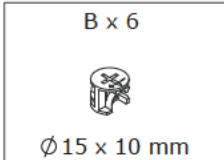


Back section of part 25

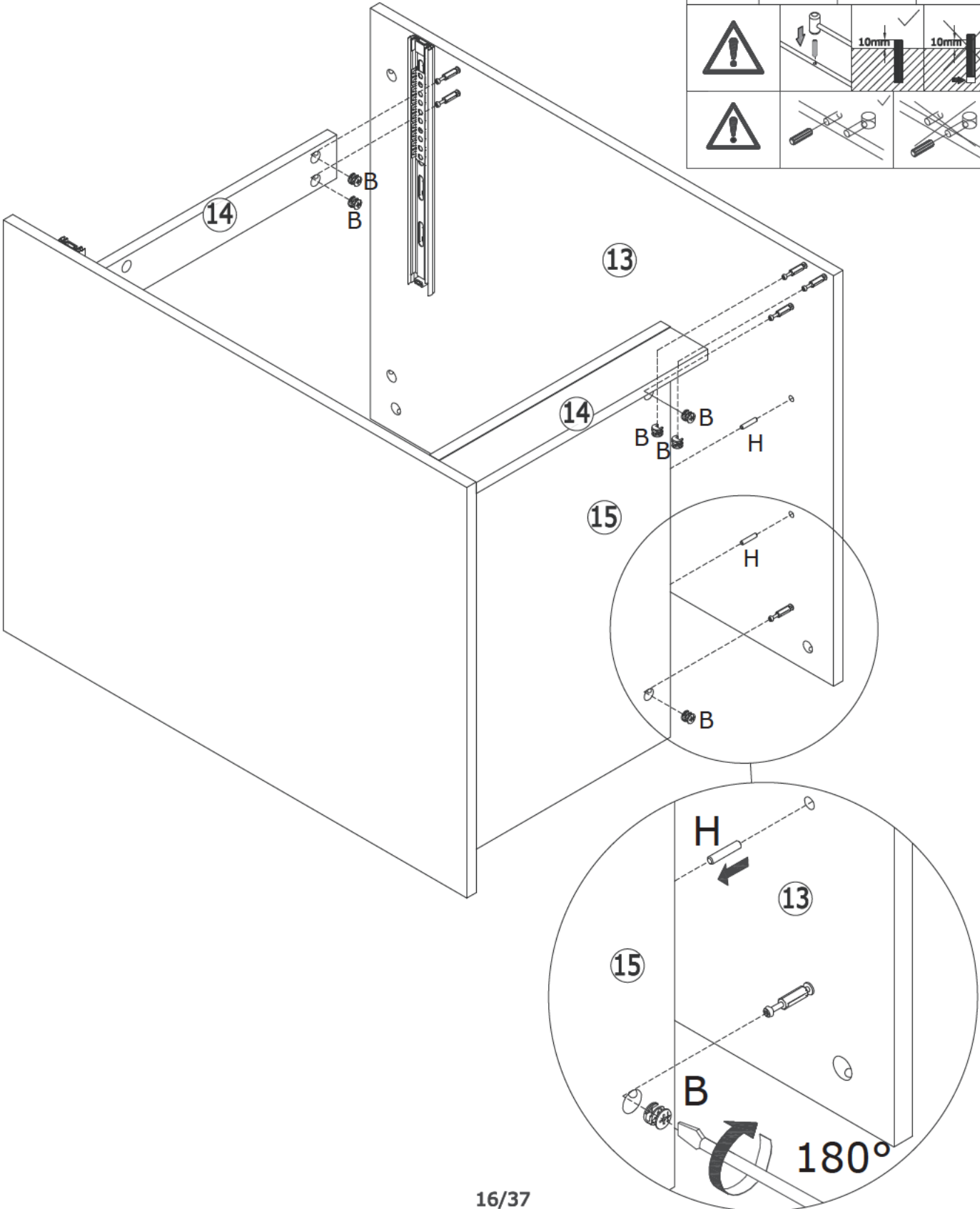
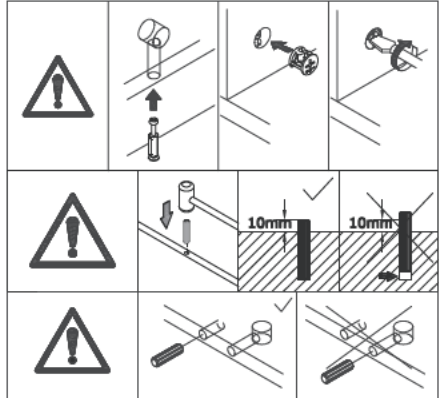




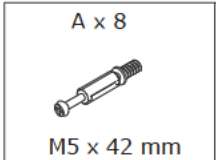
11



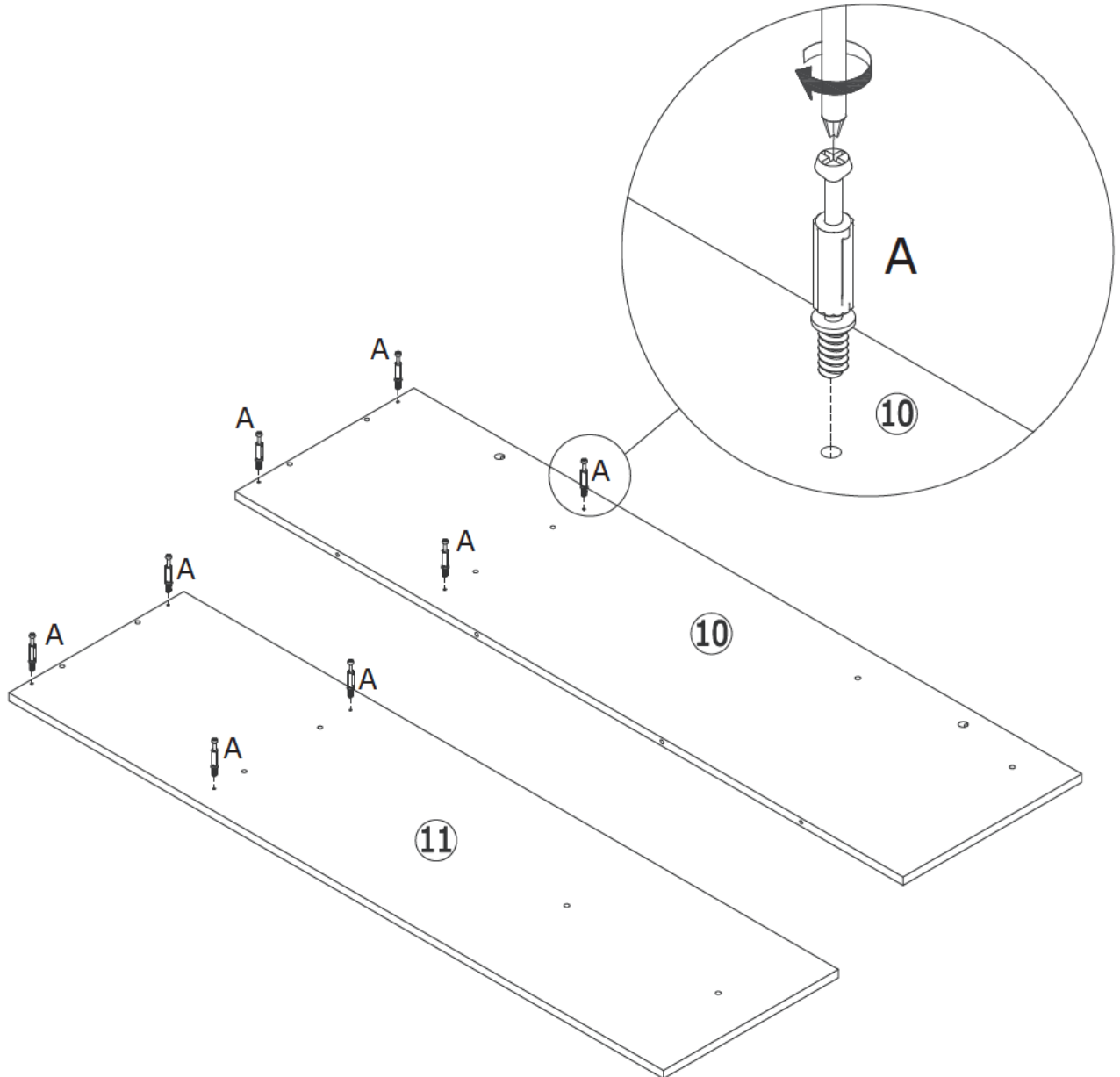
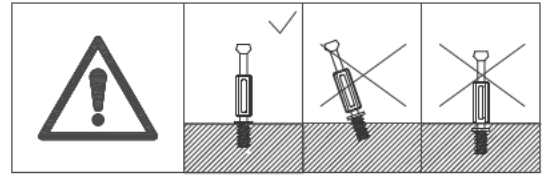
Knock only half of wooden dowel(H) into board 15 at first.  
Attach board 13 to board 14(x2) and 15 , then turn cam lock(B) clockwise to tighten as shown.



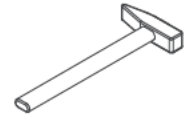
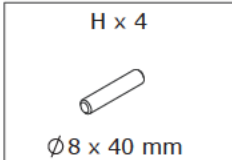
12



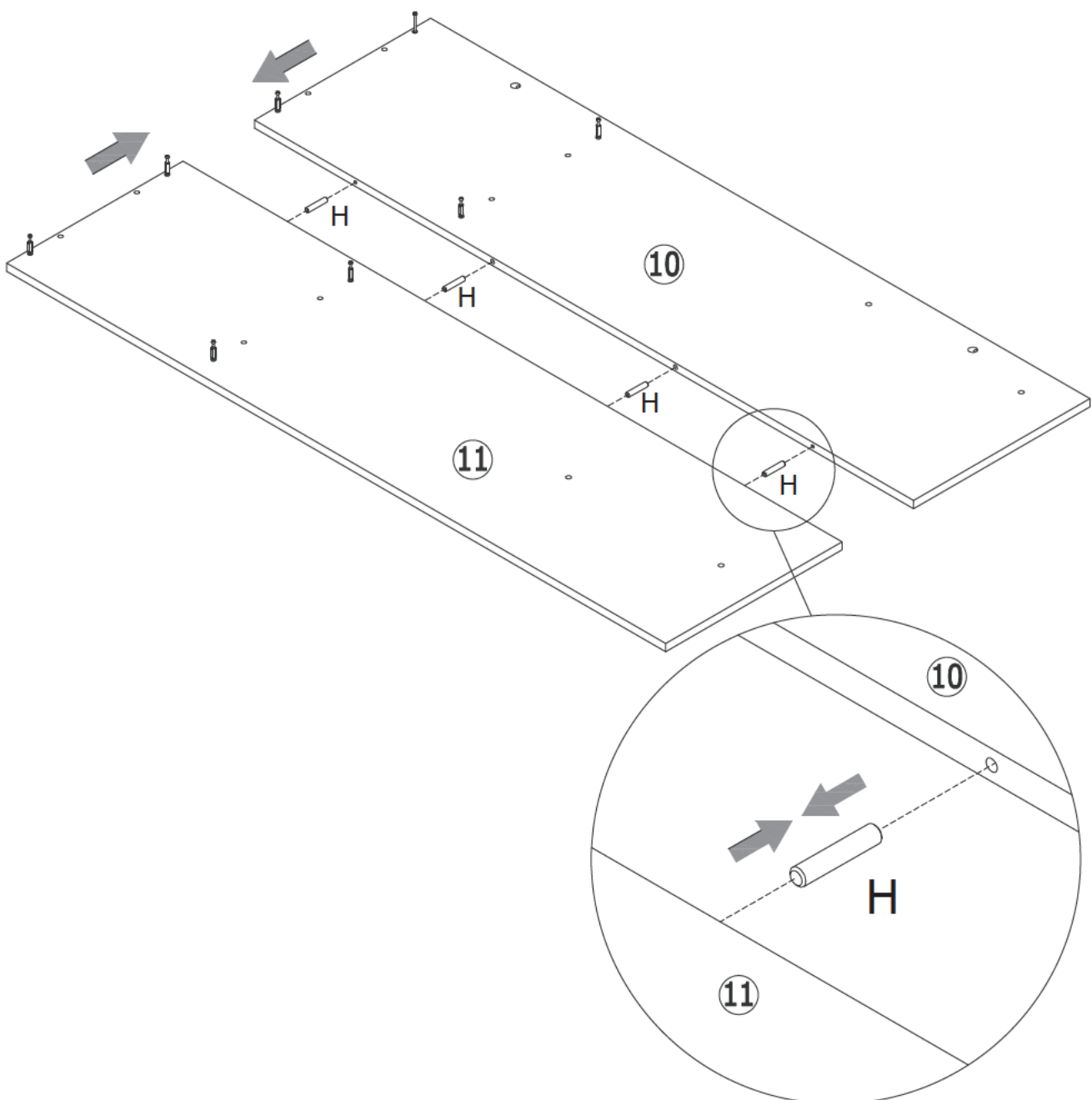
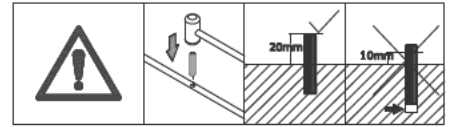
Insert quickfit screw(A) into corresponding holes in board 10 and 11 with a screwdriver as shown.



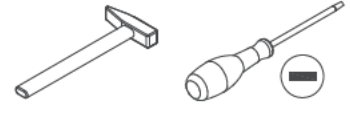
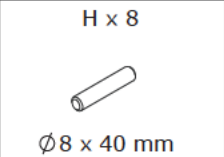
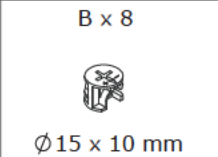
13



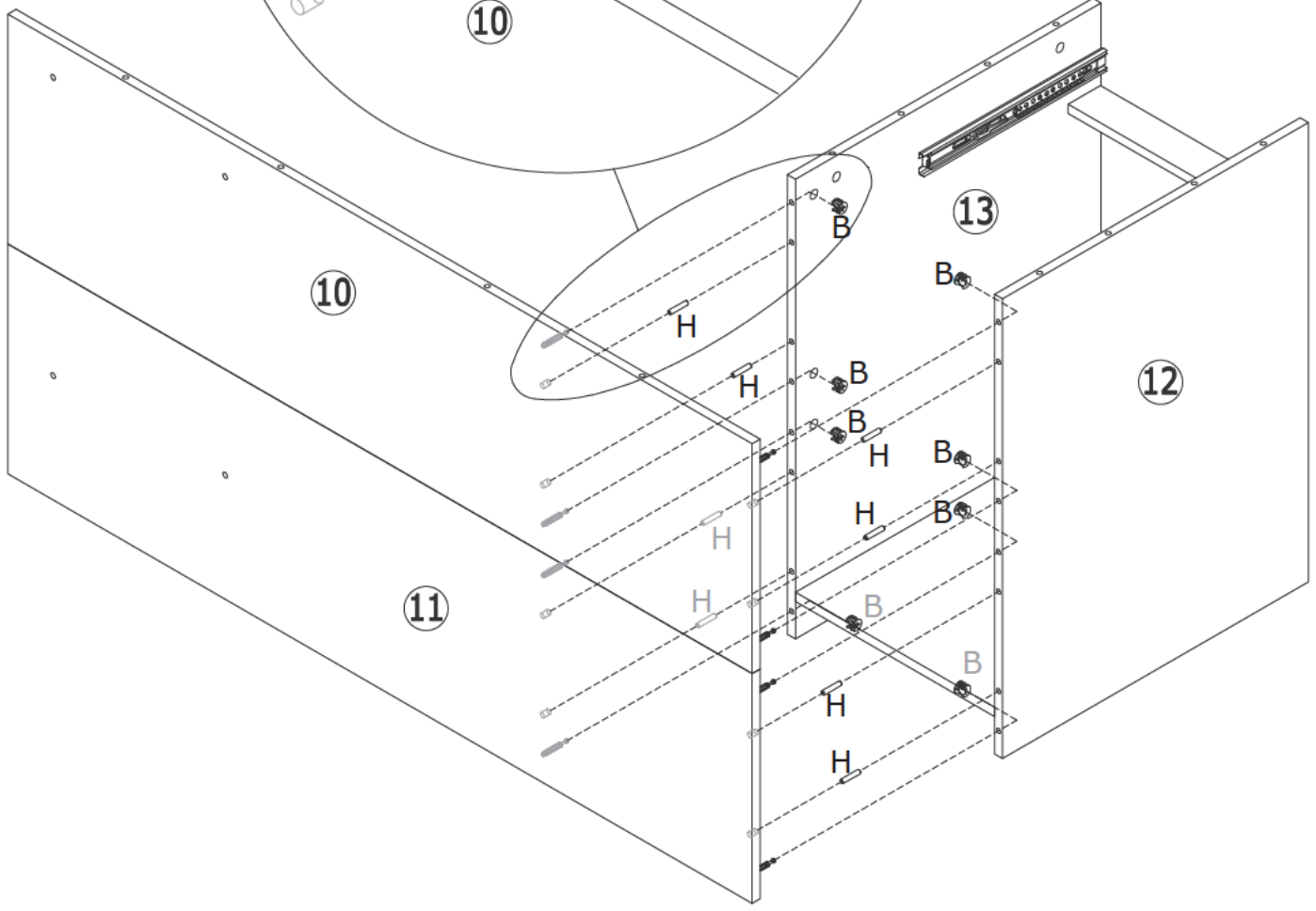
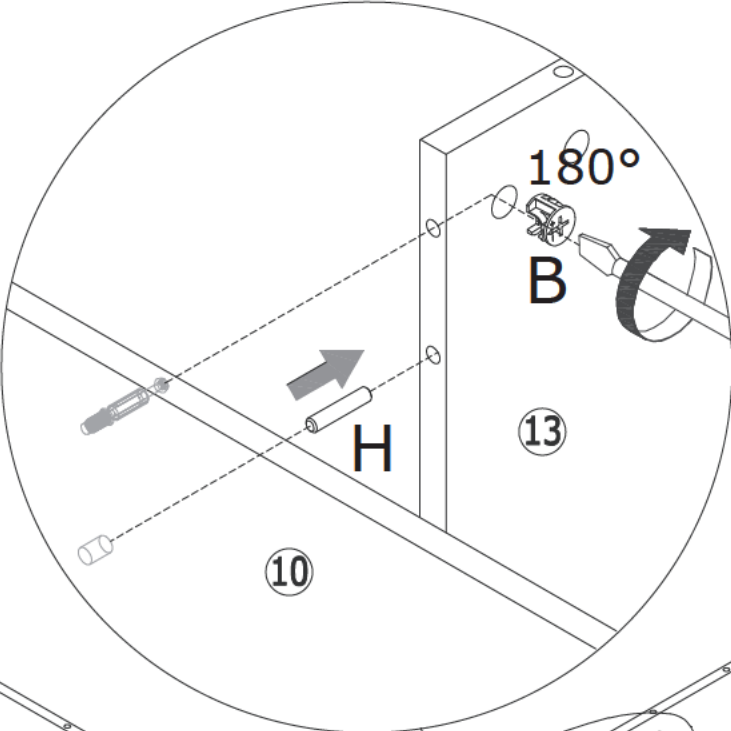
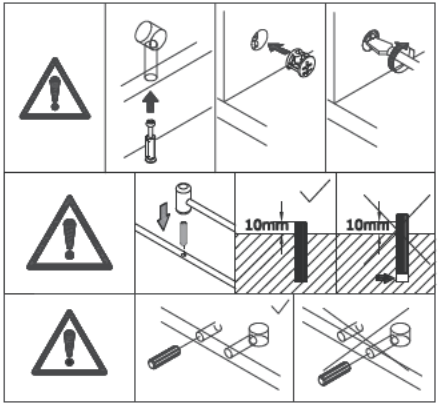
Connect board 11 with board 10 using wooden dowel(H) as shown.



14



Knock only half of wooden dowel(H) into board 12 and 13 at first.  
Attach board 12,13 to board 10 ,11 , then turn cam lock(B) clockwise to tighten as shown.



15

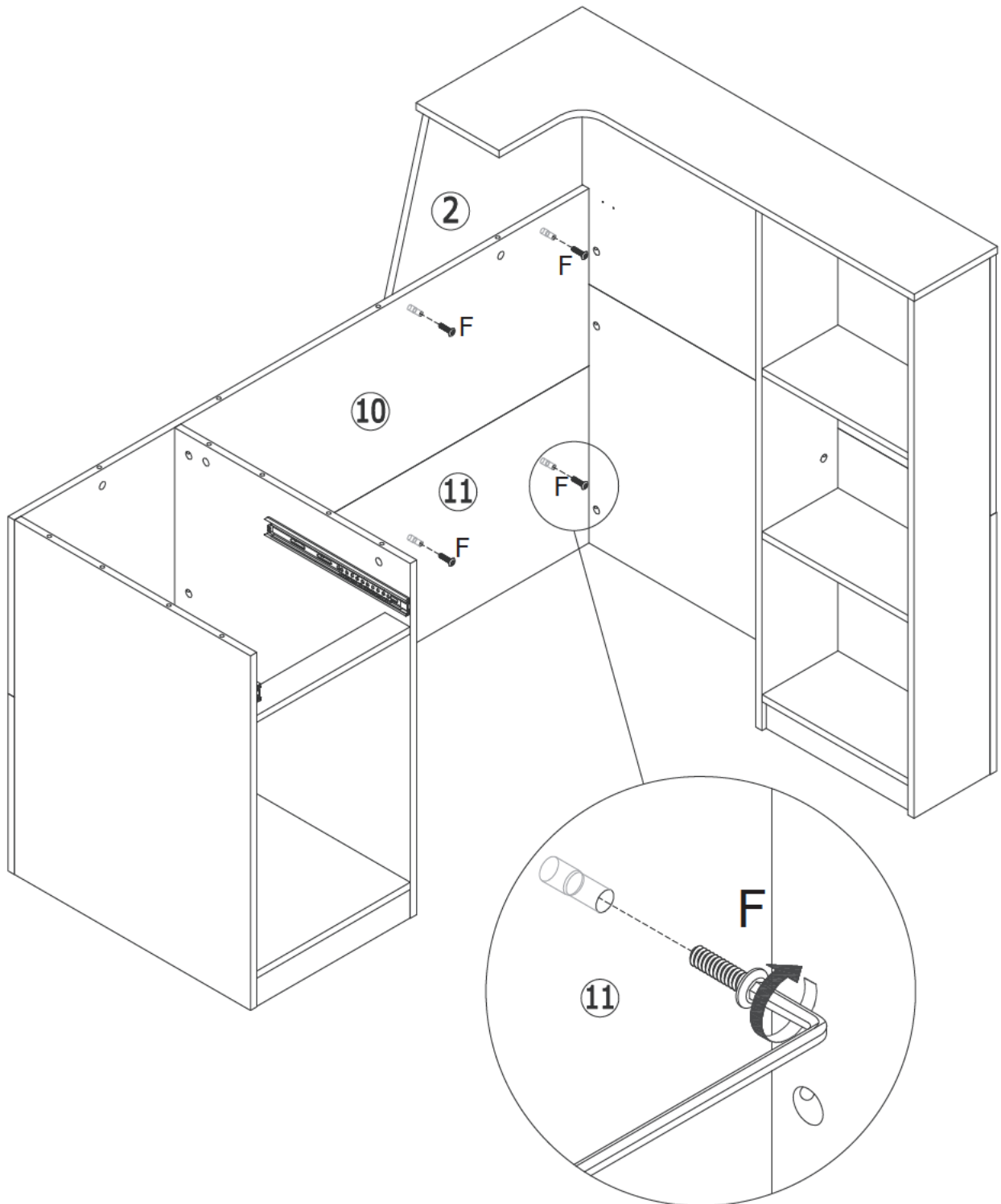
F x 4



M6 x 25 mm



Fix board 10 and 11 to board 2 with screw(F) as shown.

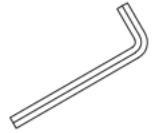


16

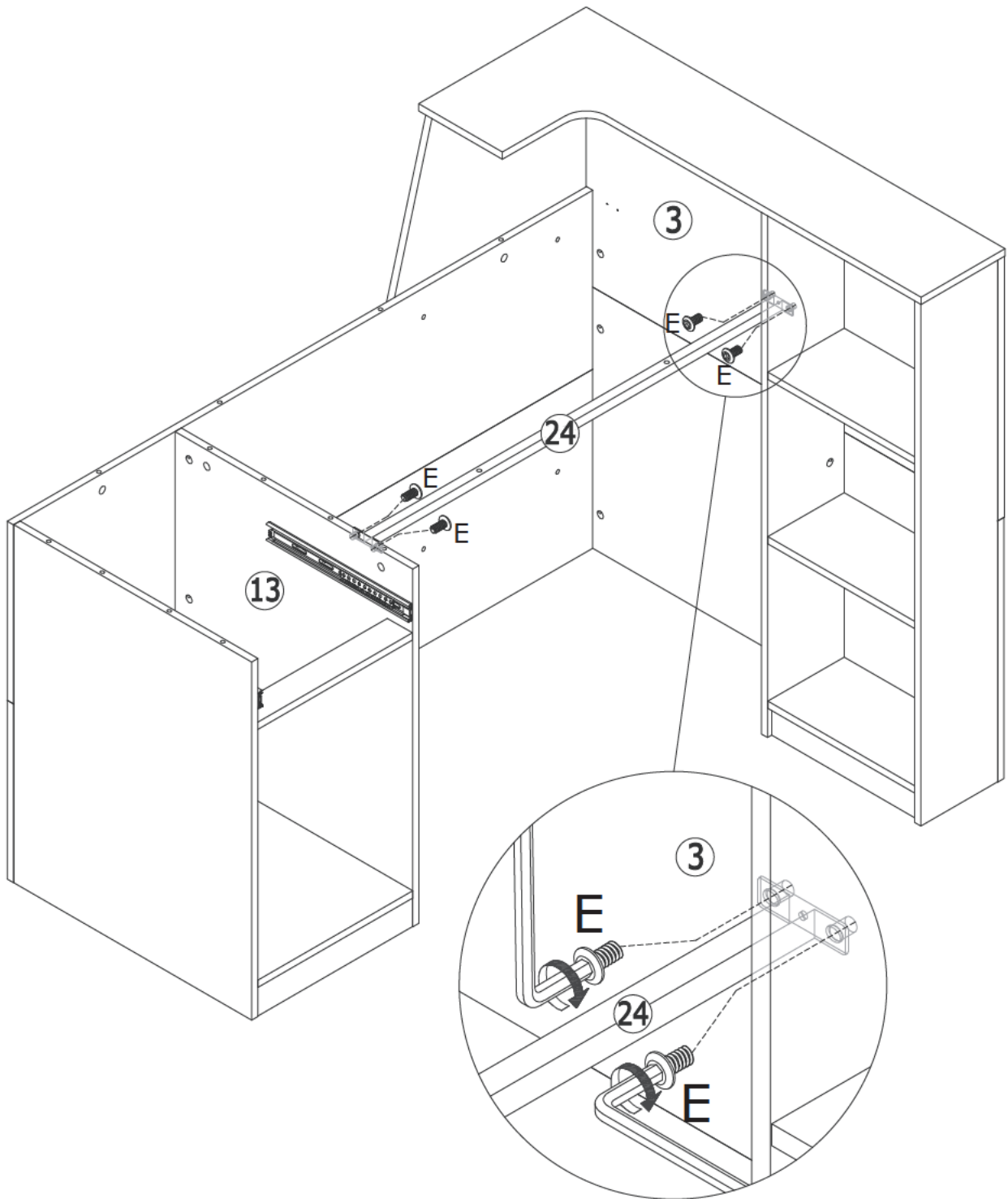
E x 4







M6 x 12 mm



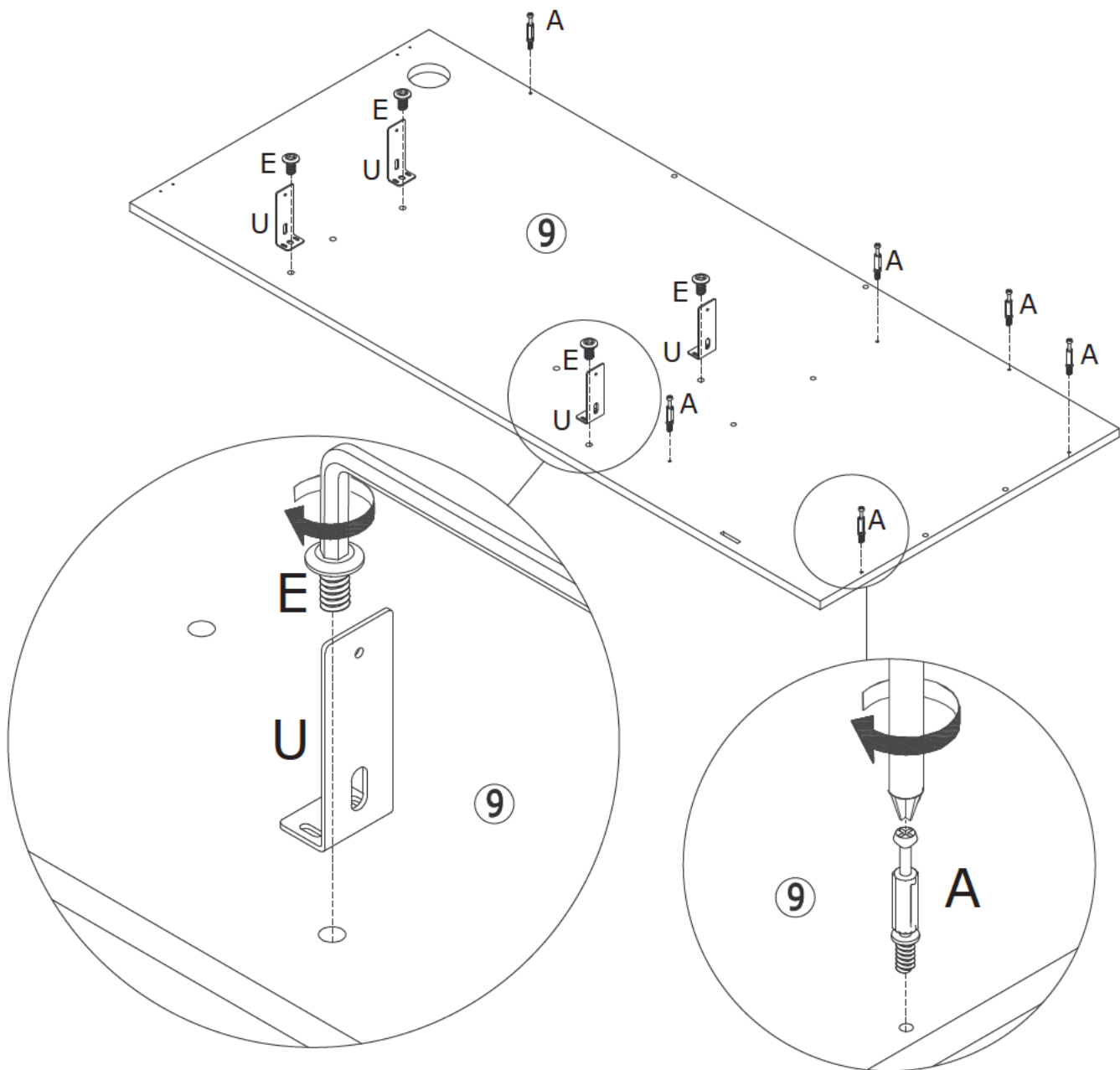
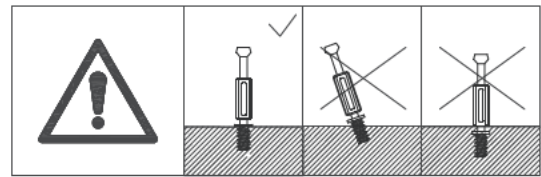
Fix steel tube 24 to board 3 and 13 with screw(E) as shown.






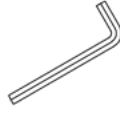
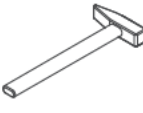
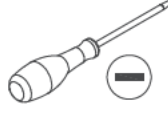
17

<p>A x 6</p>  <p>M5 x 42 mm</p>	<p>E x 4</p>  <p>M6 x 12 mm</p>	<p>U x 4</p>  <p>L=90 mm</p>	
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Insert quickfit screw(A) into corresponding holes in board 9 with a screwdriver as shown.  
Fix part(U) with screw(E) as shown.



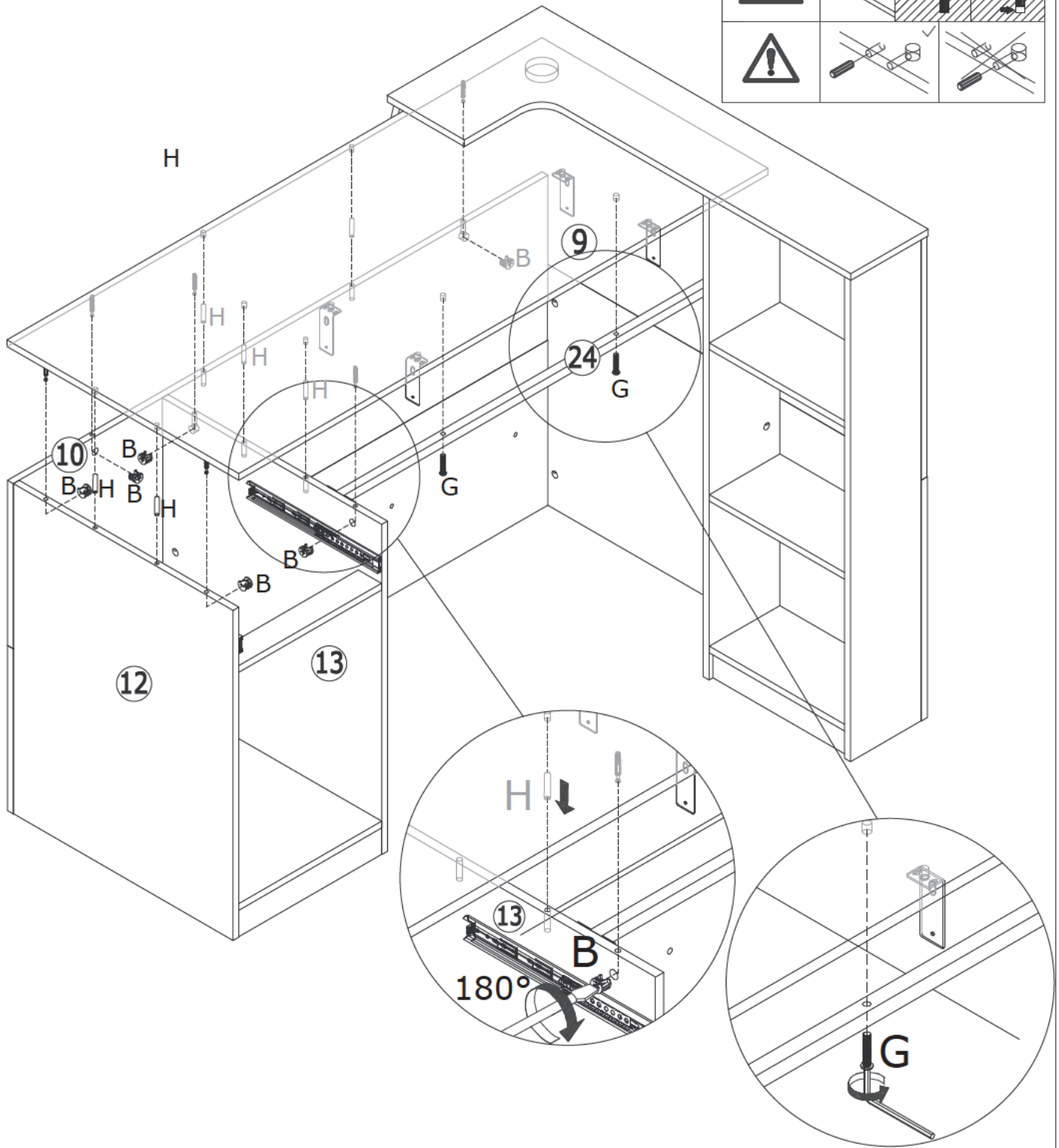
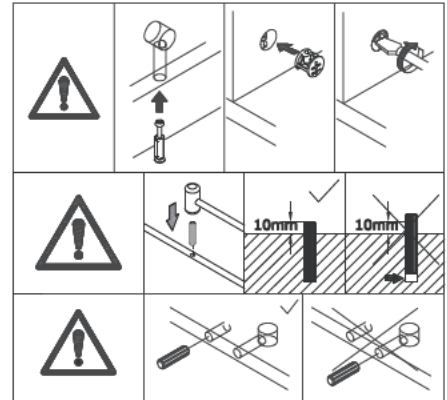
18

<p>B x 6</p>  <p>Ø 15 x 10 mm</p>	<p>G x 2</p>  <p>M6 x 30 mm</p>	<p>H x 6</p>  <p>Ø 8 x 40 mm</p>	  
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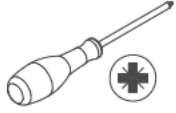
Knock only half of wooden dowel(H) into board 10,12,13 at first.

Cover board 9 to the top, then turn cam lock(B) clockwise to tighten as shown.

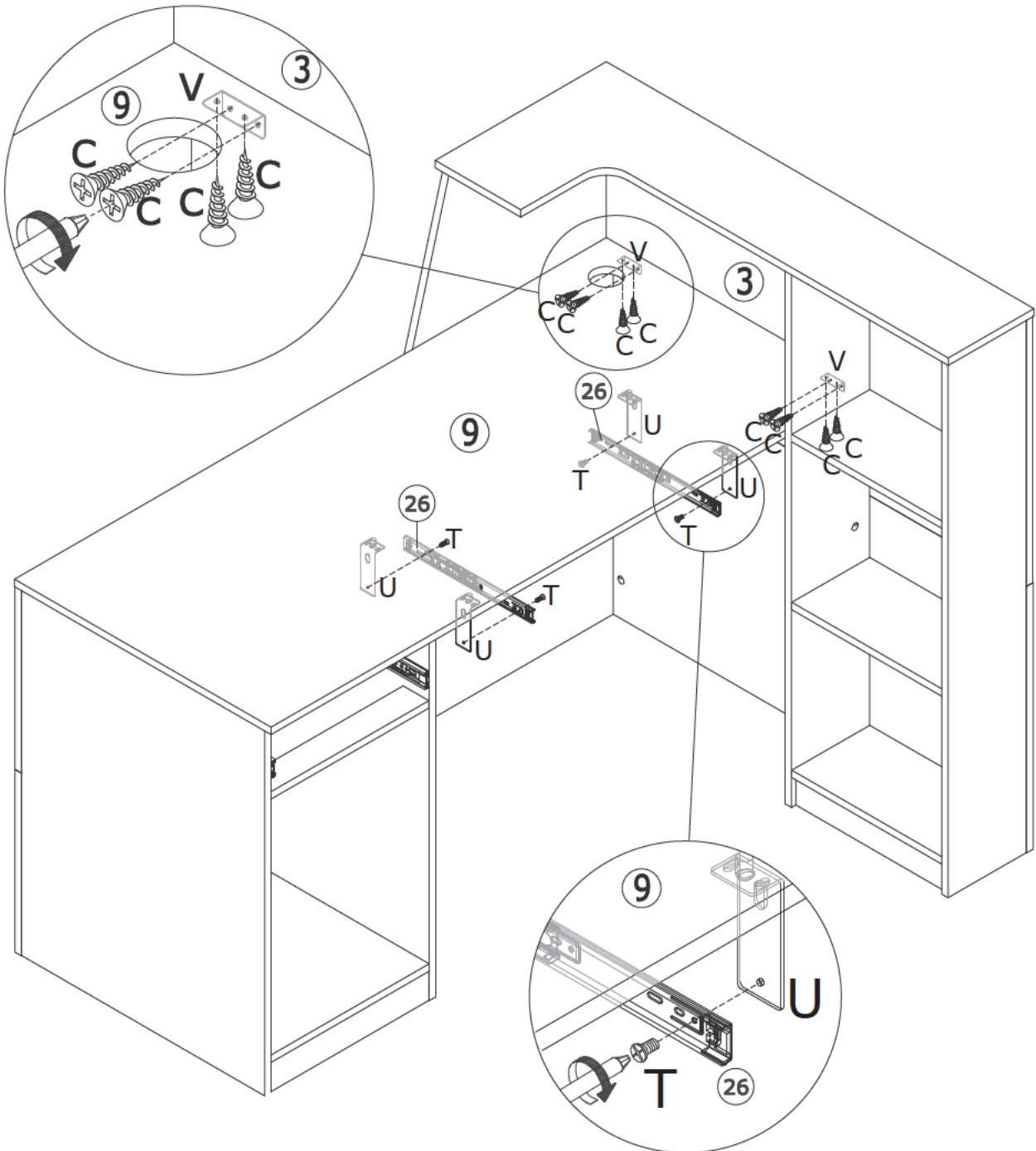
Fix board 9 with steel tube 24 with screw(G) as shown.



19

<p>C x 8  M3.5 x 14 mm</p>	<p>T x 4  M4 x 8 mm</p>	<p>V x 2 </p>	
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Fix board 3 with board 9 by fixing part(V) with screw(C) as shown.  
Fix slide rail 26 to part(U) with screw(T) as shown.

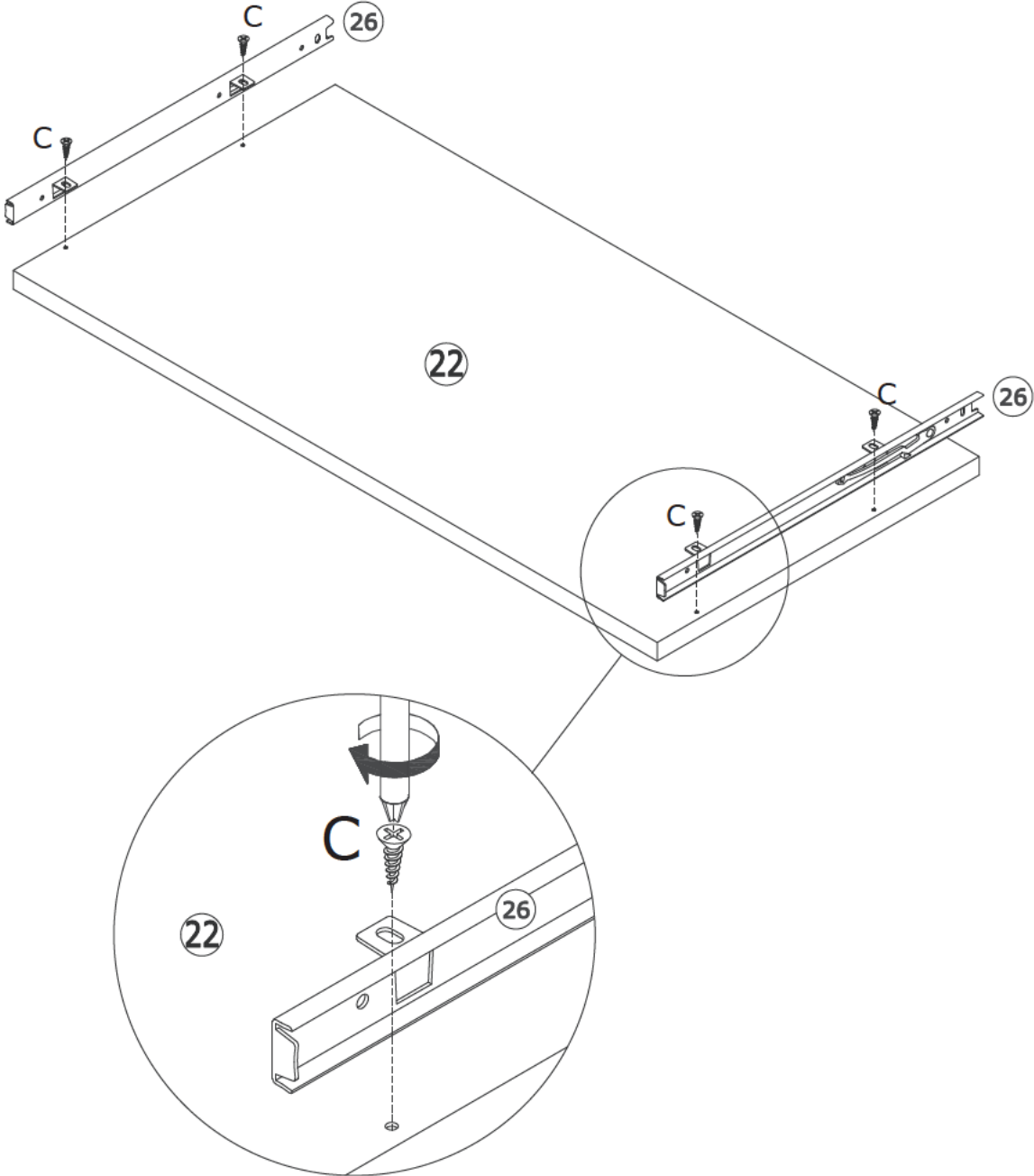


20


C x 4  
M3.5 x 14 mm



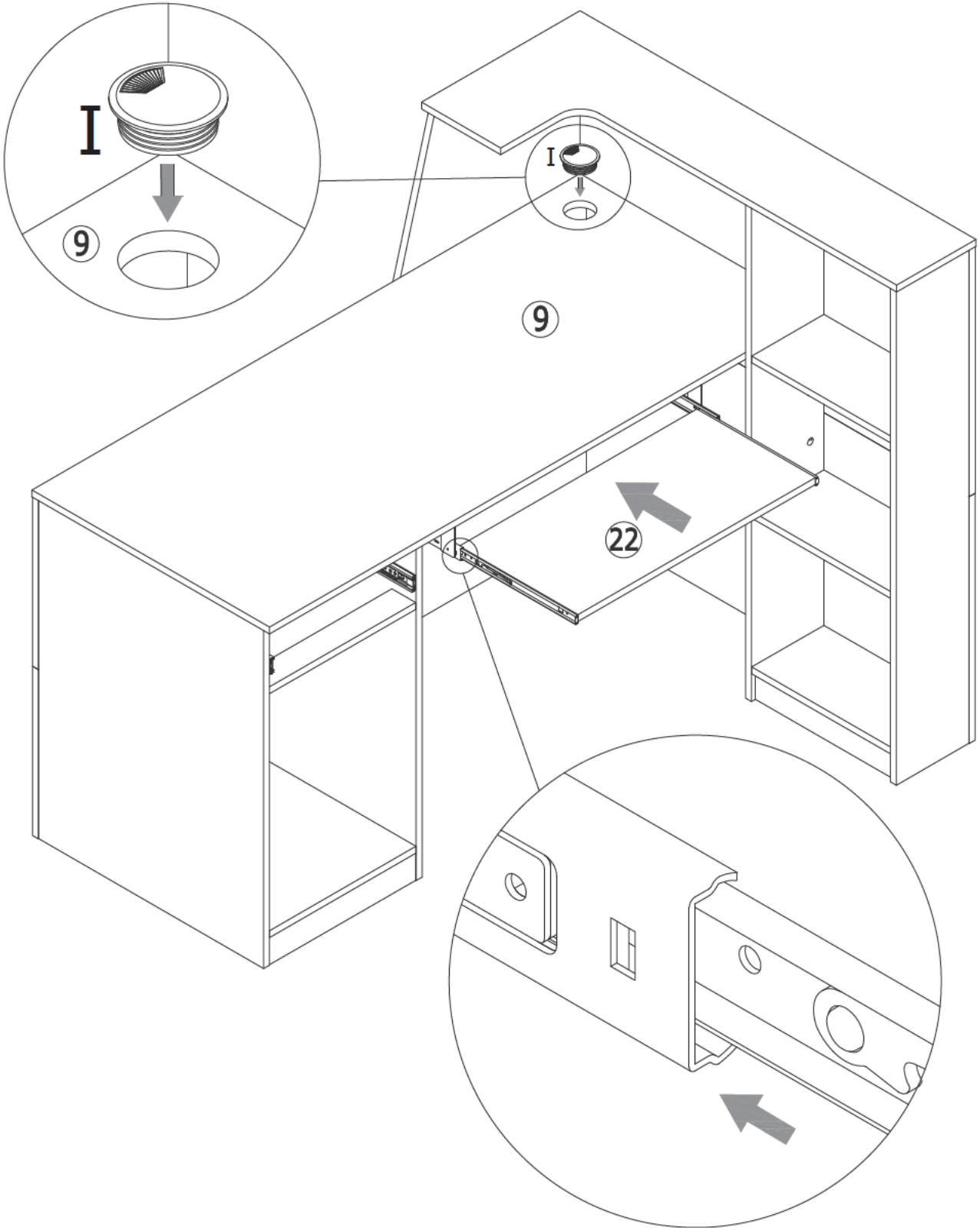
Fix runner 26 to board 22 with screw(C) as shown.







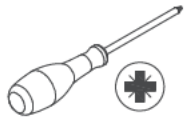
21

I x 1  
  
Ø 60 mm

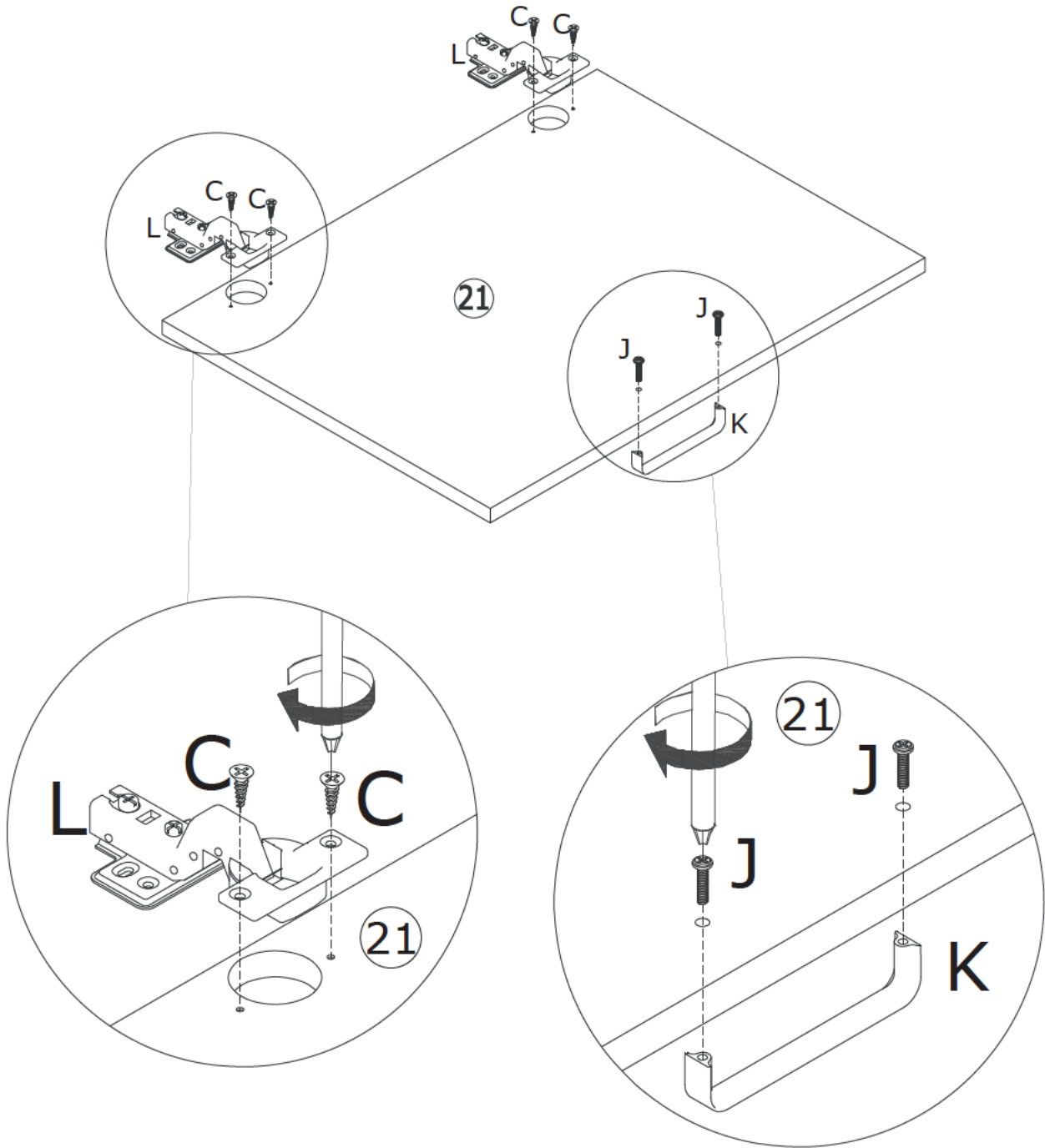
Align rail, slide the drawer as shown.  
Put wire box(I) into the holes on top.



22

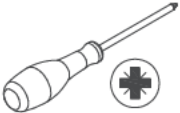
<p>C x 4 M3.5 x 14 mm</p> 	<p>J x 2 M4 x 18 mm</p> 	<p>K x 1</p> 	<p>L x 1 SET</p> 	
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Please don't use an electric screwdriver or use force to rotate, may cause crack.  
Fix hinge(L) to board 21 with screw(C) as shown.  
Fix handle(K) with screw(J).

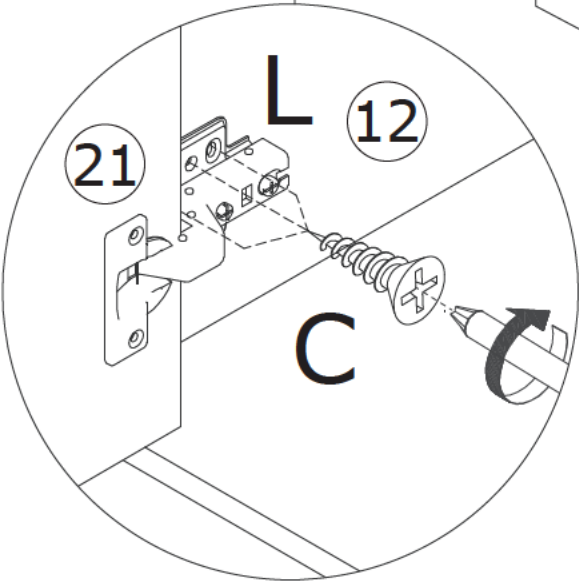
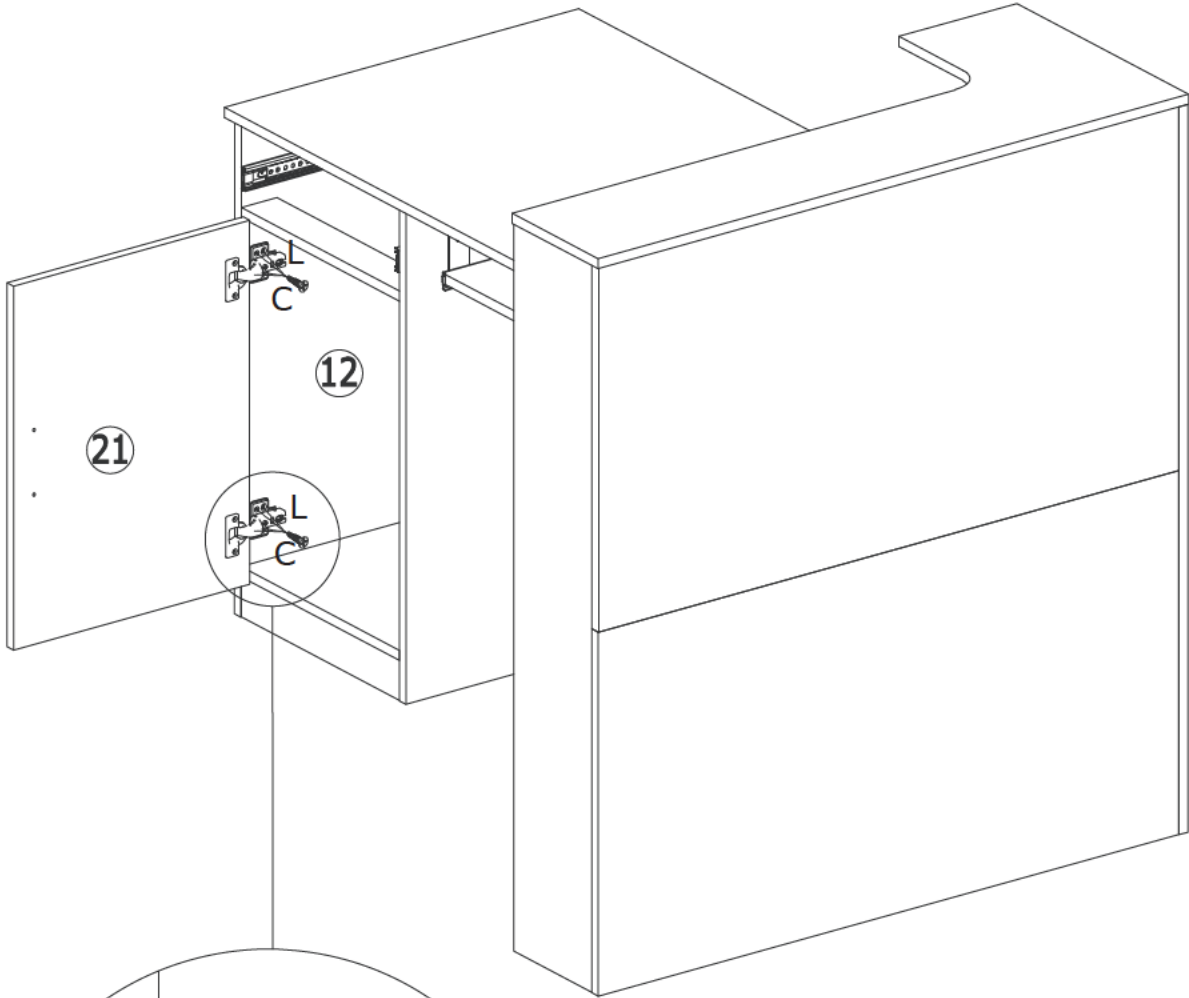


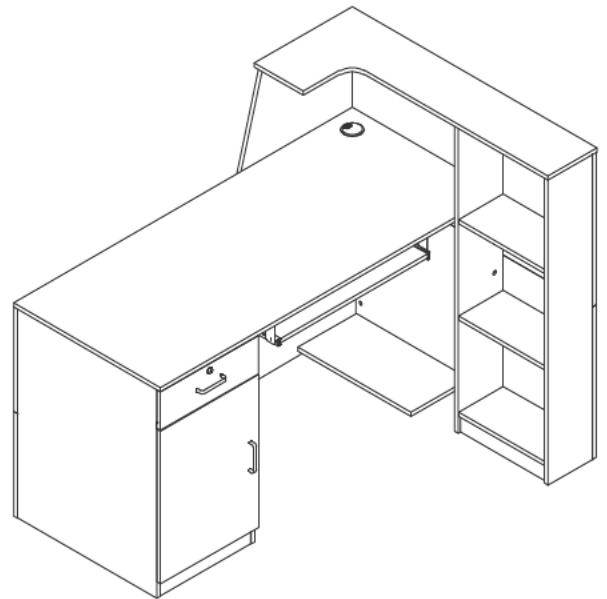
23

C x 8  
M3.5 x 14 mm

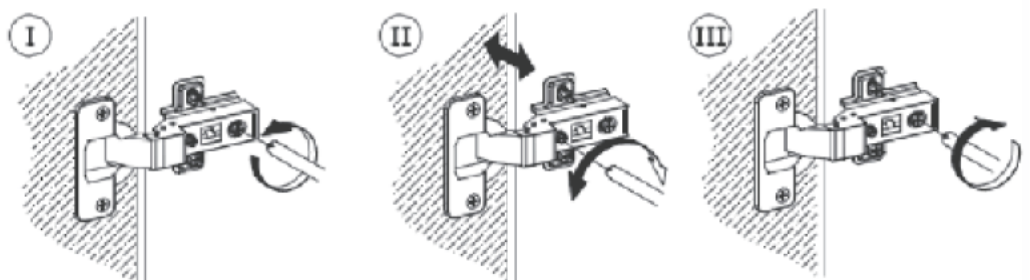
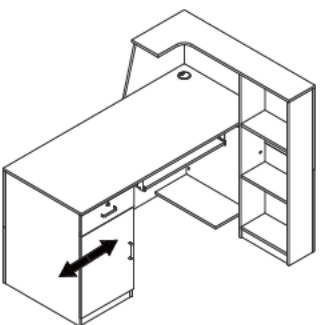
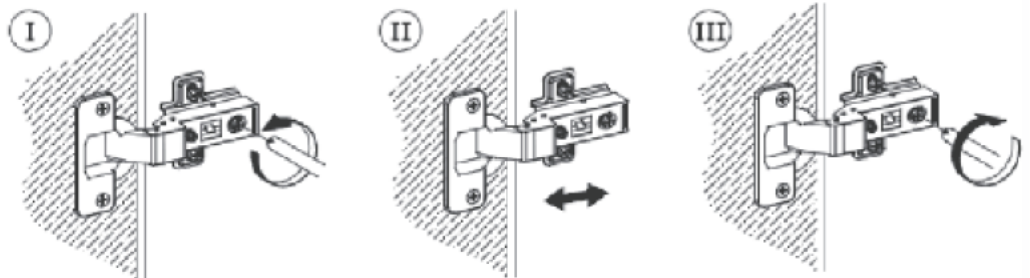
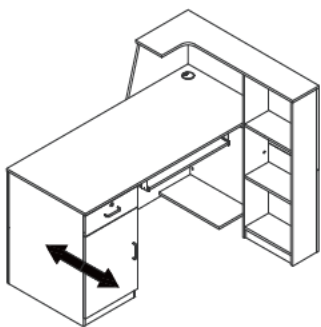
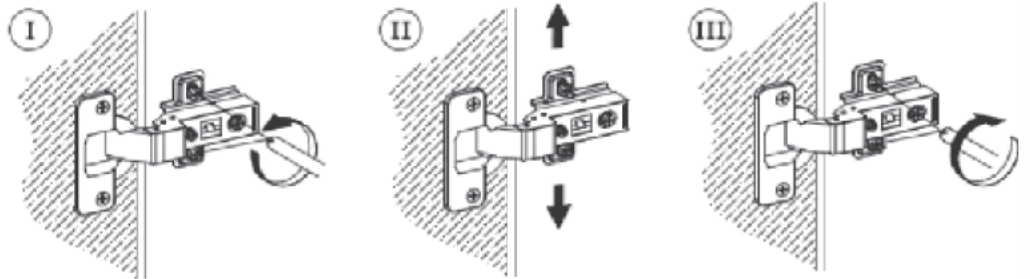
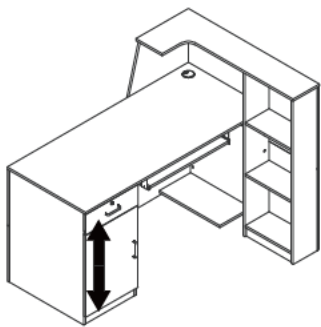


Please don't use an electric screwdriver or use force to rotate, may cause crack.  
Attach board 21 to board 12 by fixing hinge with screw(C) as shown.

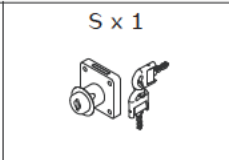
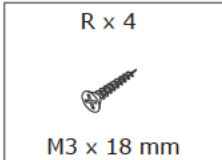




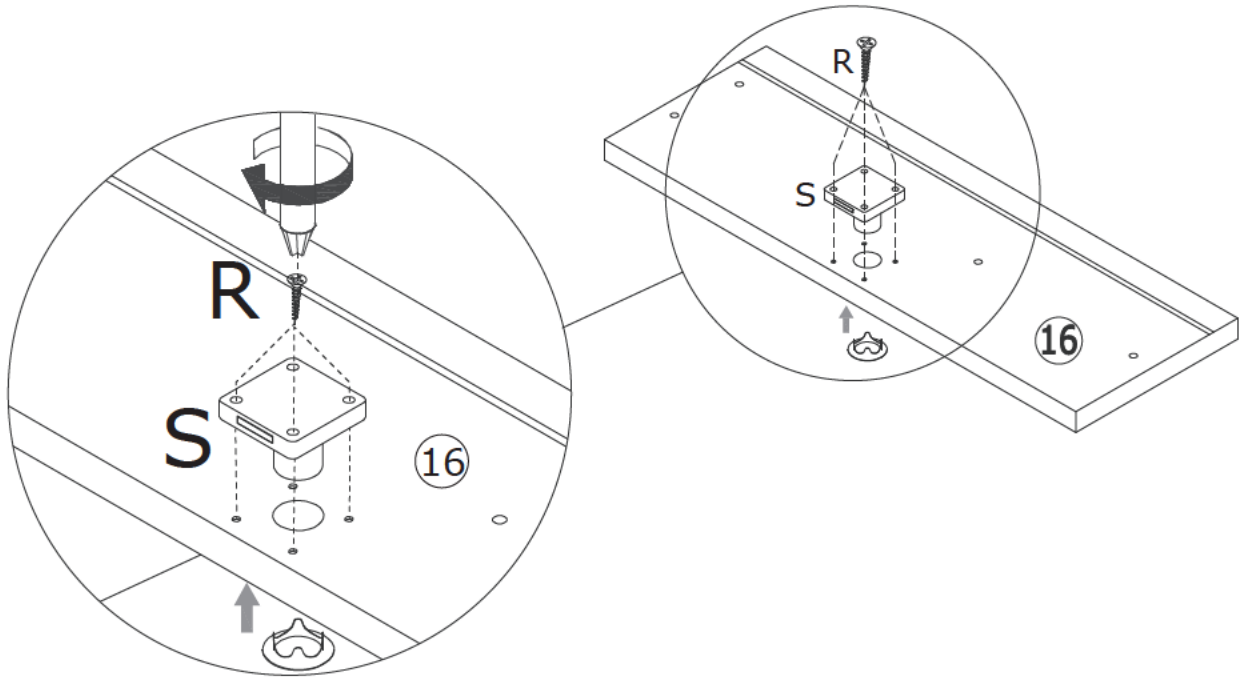
If there is misalignment after you install, adjust the screw to the best condition



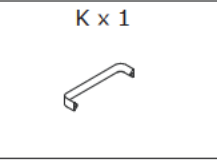
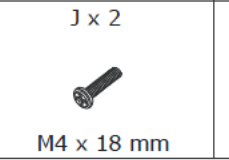
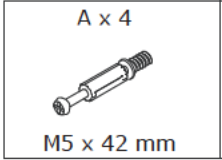
25



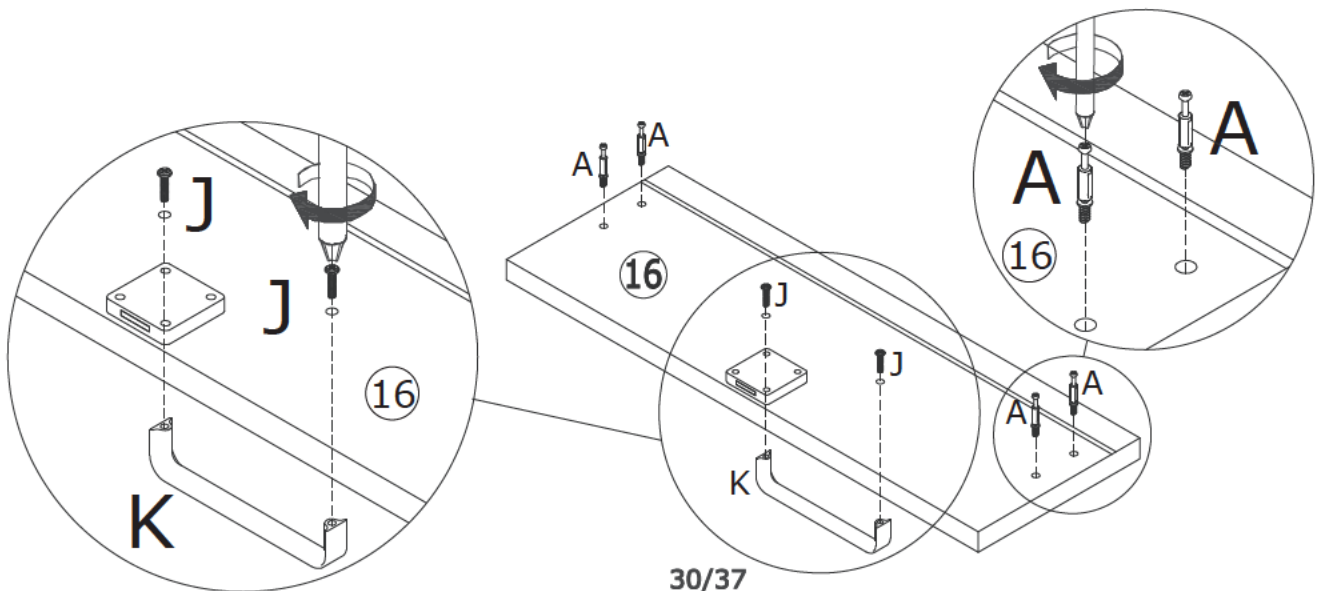
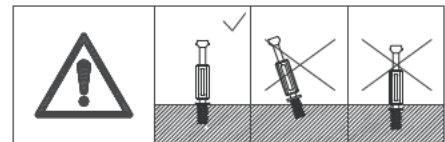
Fix part(S) to board 16 with screw(R) as shown.



26

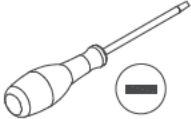


Insert quickfit screw(A) into board 16 with a screwdriver as shown.  
Fix handle(K) with screw(J).

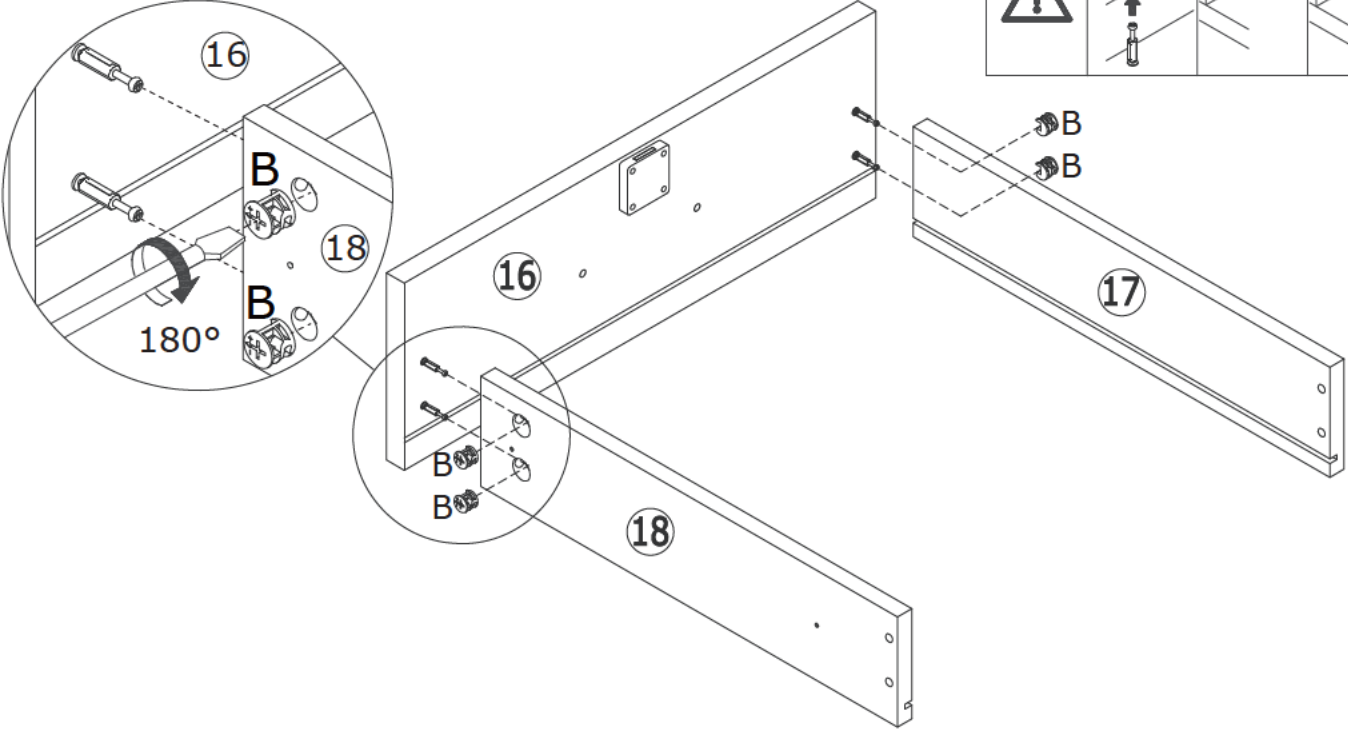
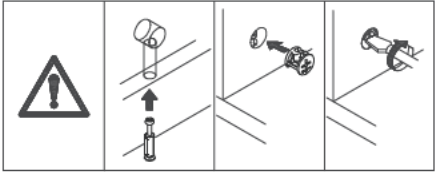


27

B x 4  
Ø 15 x 10 mm



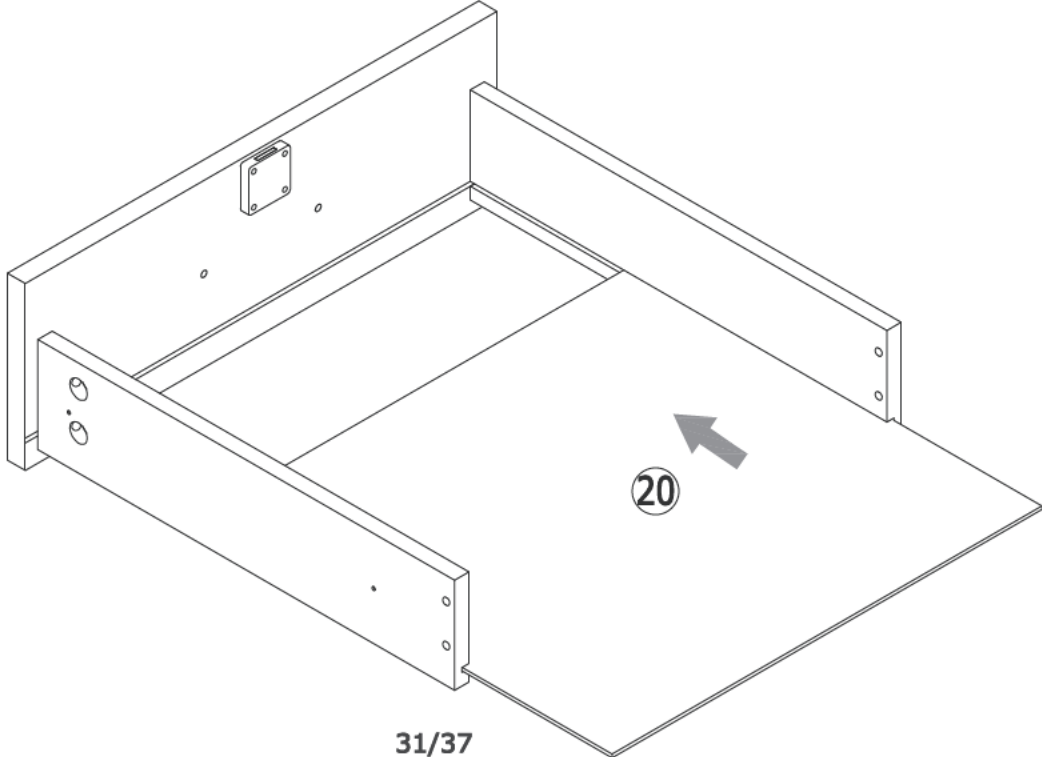
Attach board 17,18 to board 16 and turn cam lock(B) clockwise to tighten as shown.



28

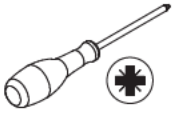


Slide board 20 into available slots as shown.

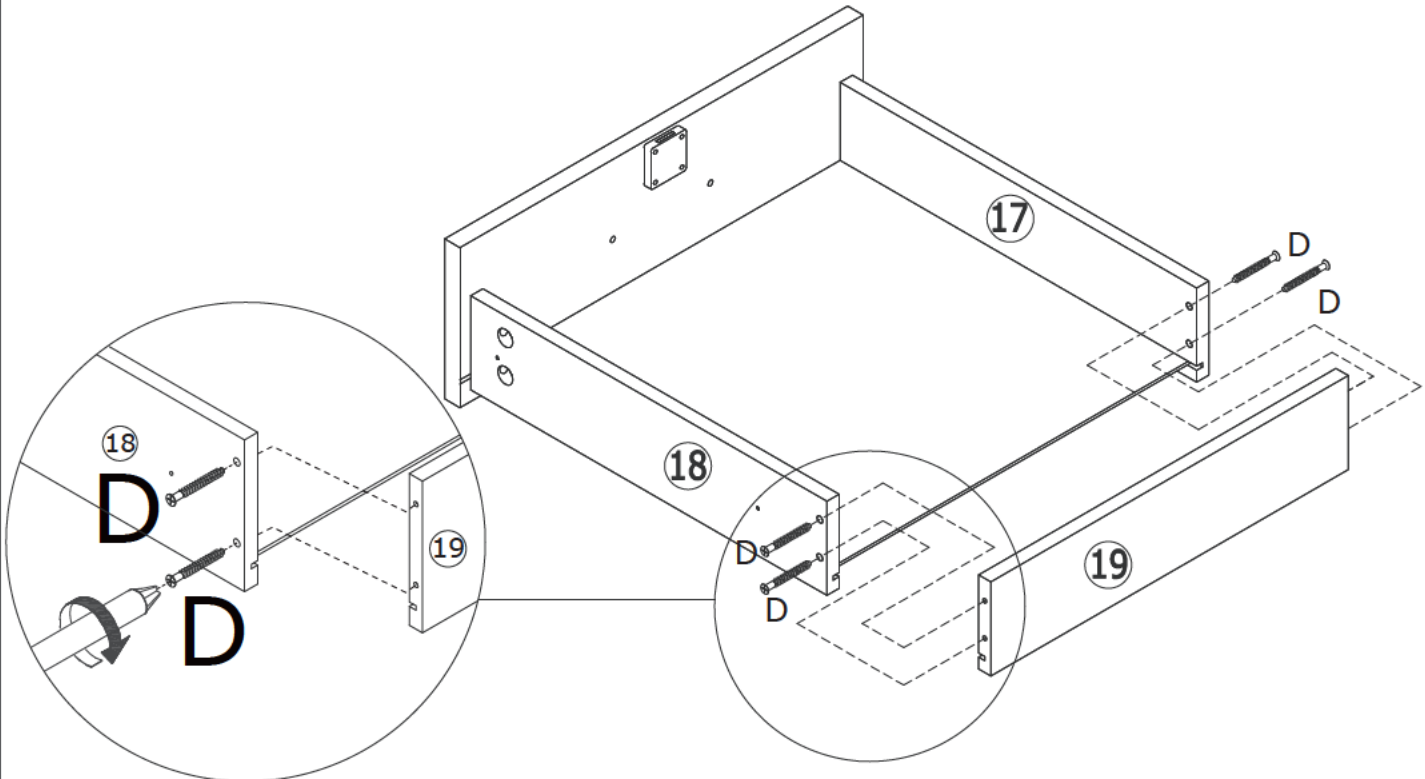


29

D x 4  
M5 x 40 mm



Attach board 19 to the component with screw(D) as shown.

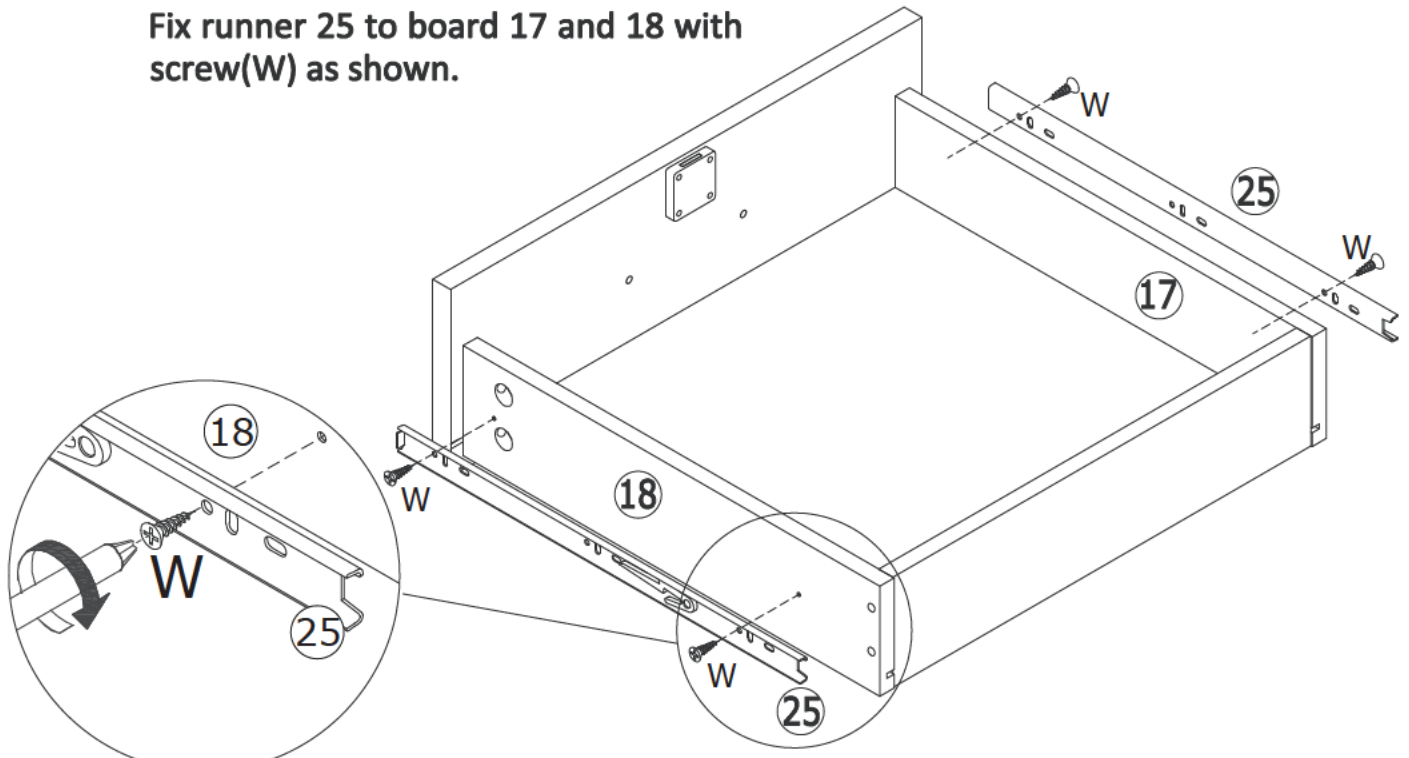


30

W x 4  
M3.5 x 12 mm

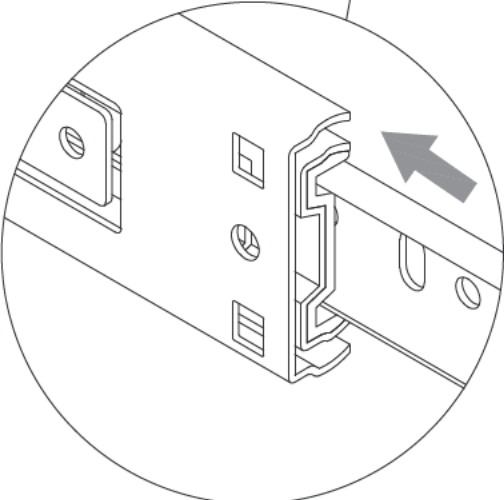
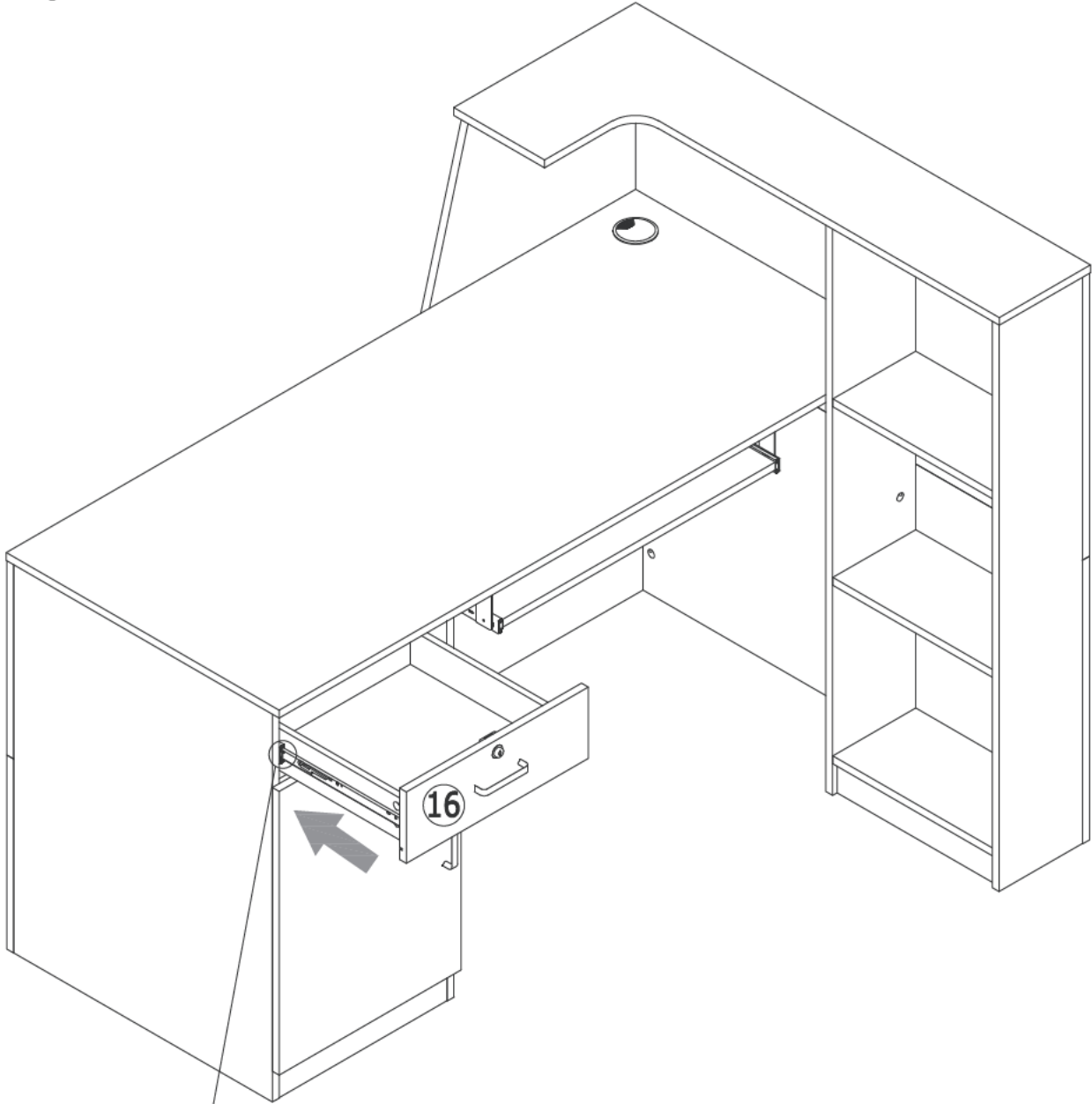


Fix runner 25 to board 17 and 18 with screw(W) as shown.

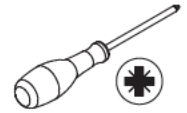
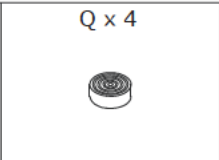
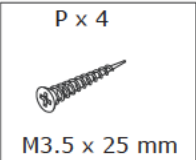


31

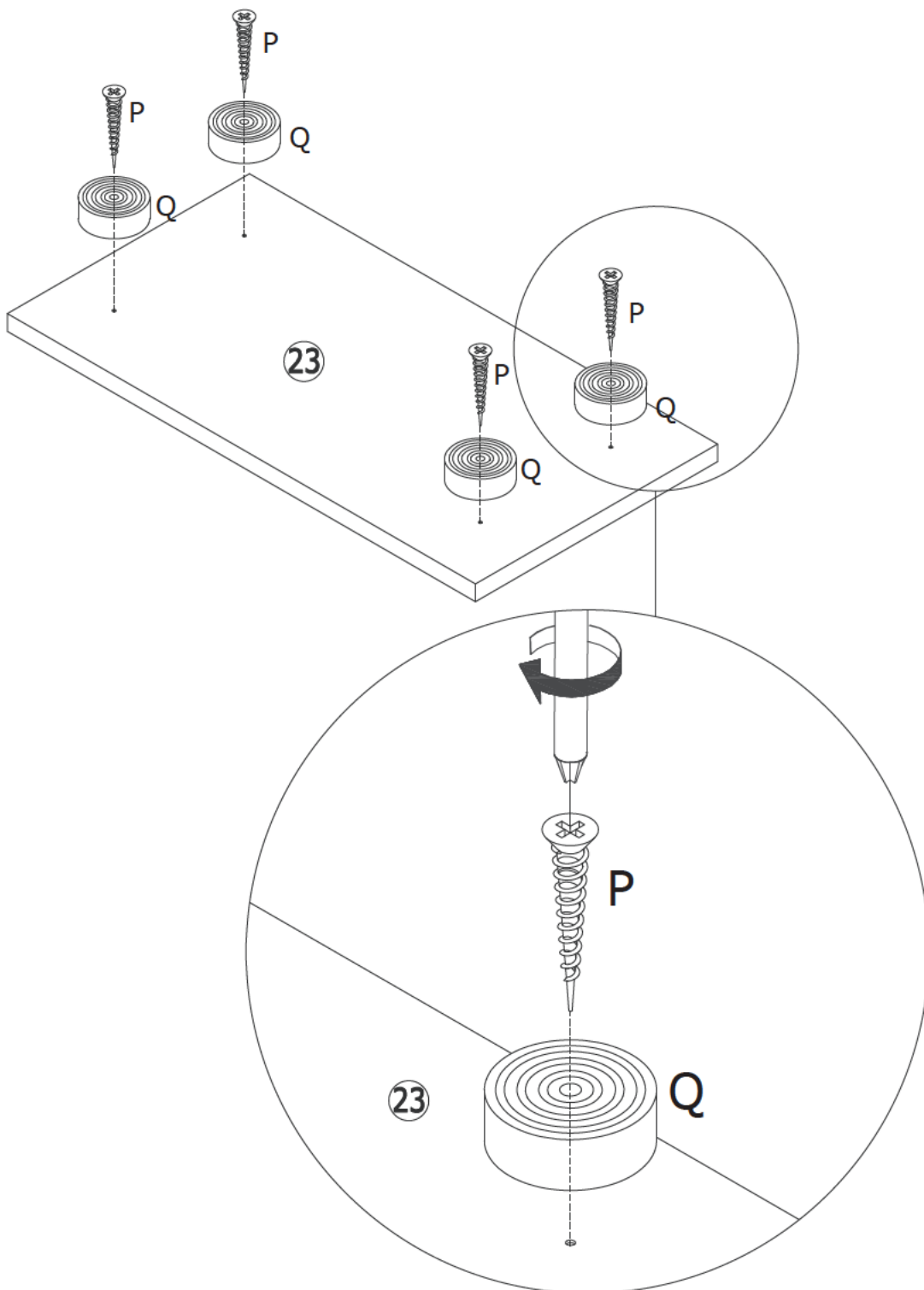
Align rail, slide drawer as shown.



32

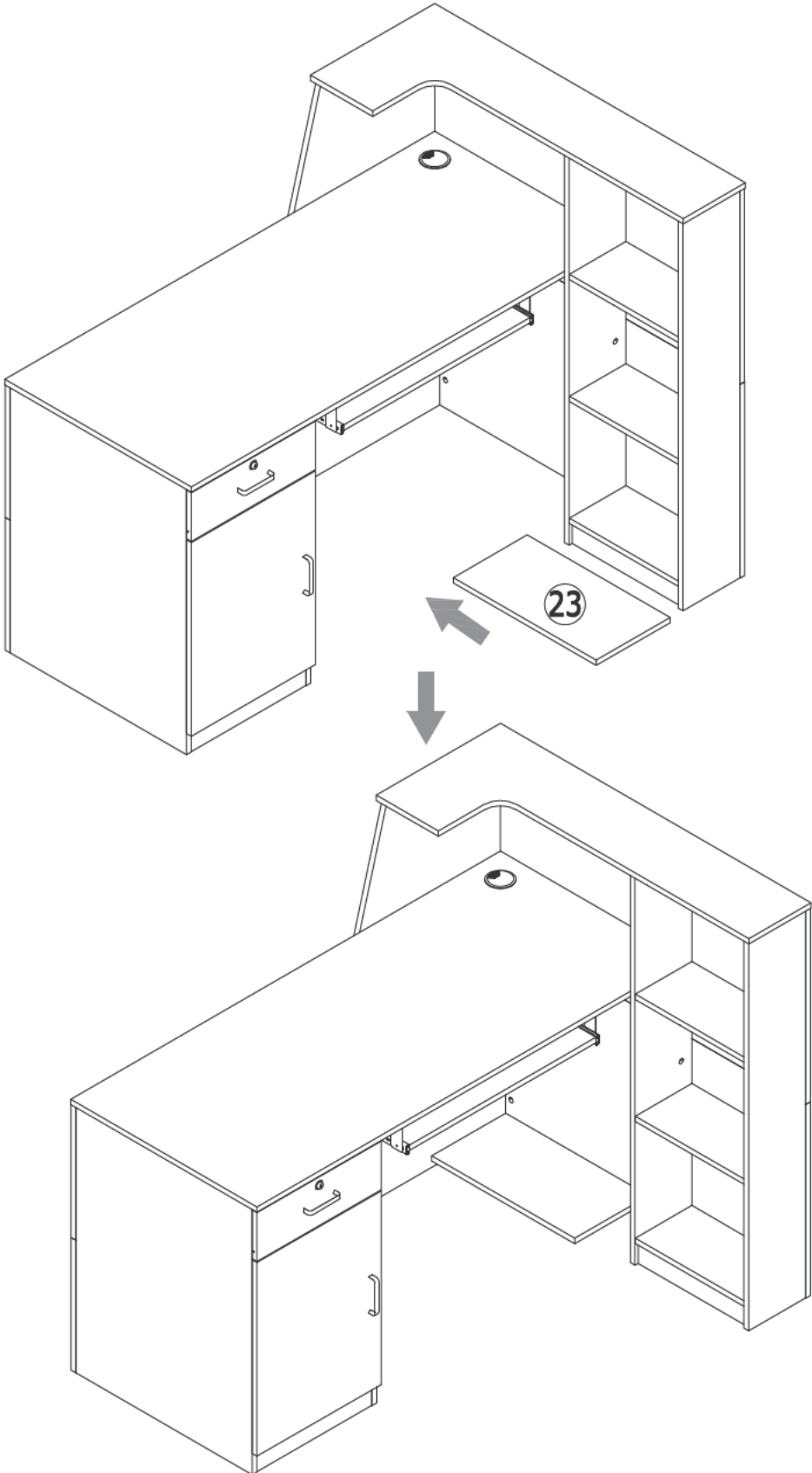


Fix part(Q) to board 23 with screw(P) as shown.



33

Board 23 is for computer mainframe.



34

M x 1

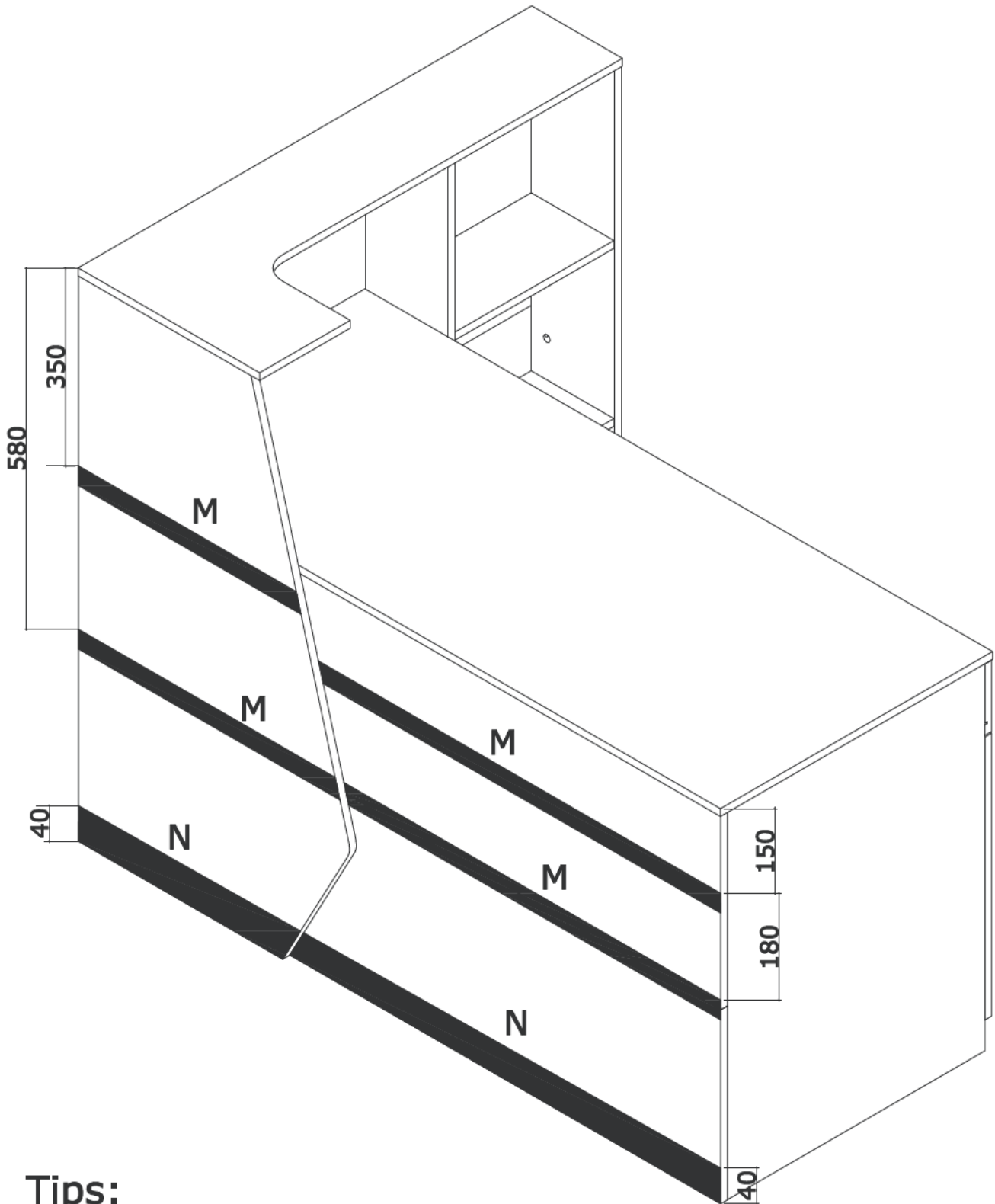


20 mm

N x 1



40 mm




**Tips:**

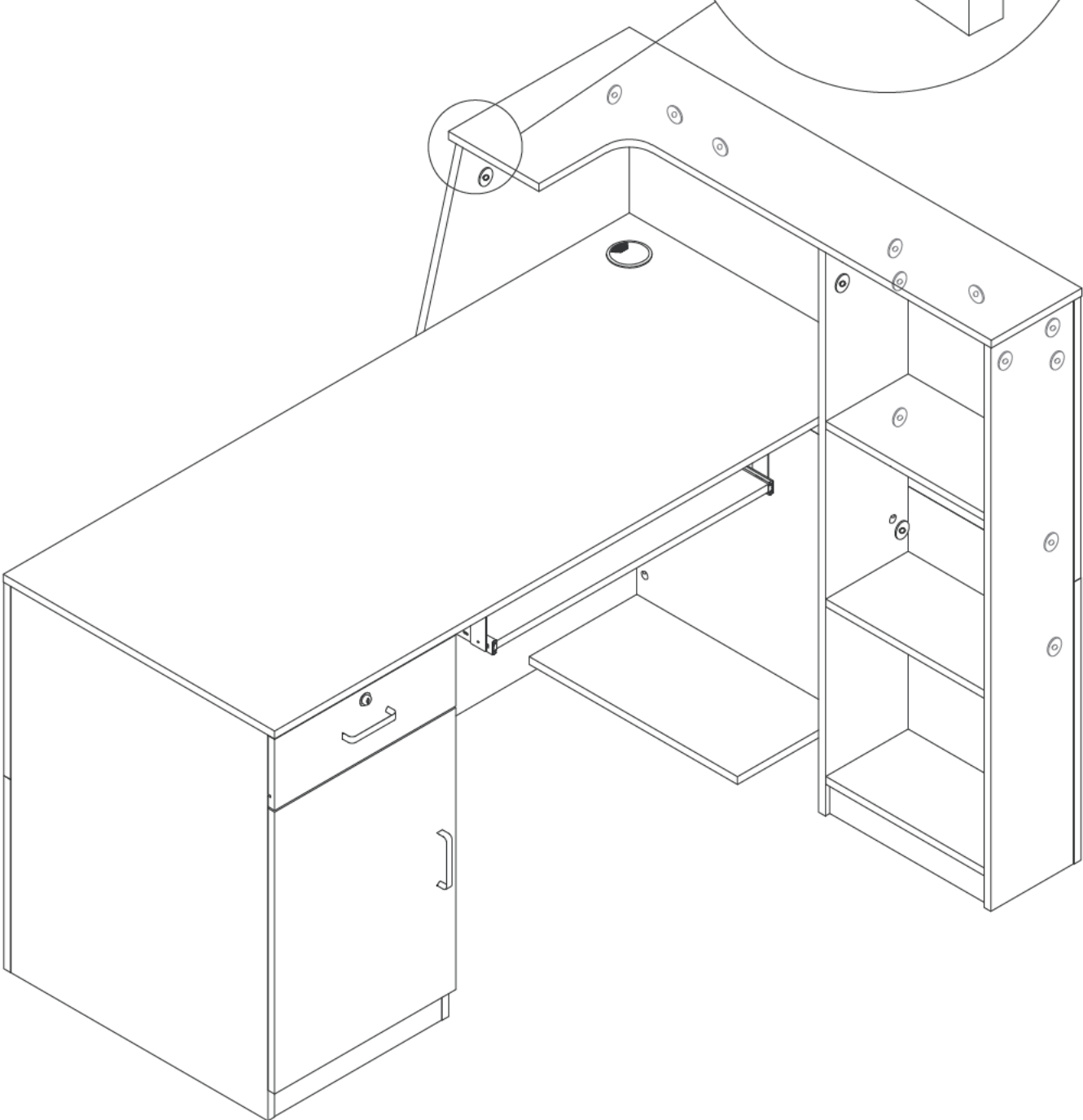
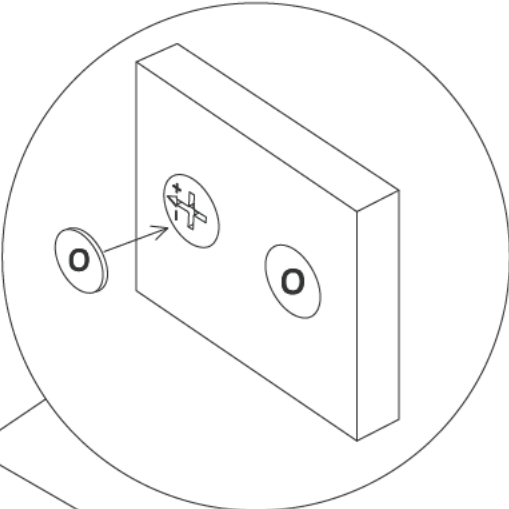
Paste the decorative strip in a reasonable position. Attached picture for suggestion, you can adjust it according to your request.

35

O x 15



Cover cam lock(B) using part(O) as shown.



# WARRANTY

## WARRANTY CLAIMS

- There is a 30-day warranty for broken furniture or any other problems that do not work properly. The warranty will start from the date of purchase which must be verified by proof of purchase.
- Before making a claim, we may be able to answer your query, simply call us. Please leave your purchase order number, along with some details of the problem, if you want a replacement part. We will arrange within 48 hours. If there is out of stock, we will reply with a shipping date.
- The product must be used in accordance with the instructions provided. For health reasons.
- For other reasons, if the furniture needs to be returned, it must be cleaned and dried and operated within 30 days of receipt.

## Type of Warranty Claim

- Failure to follow the furniture instructions will invalidate the warranty. Attention please.
- Does not include damage during installation, but includes damage during transportation.

## Scope of responsibility

- Shall not bear any responsibility for misuse or user damage and / or loss of parts during the installation of furniture.
- After using, the damage and scratches of the furniture are not covered by the warranty.

## The Warranty Relates to All Bought in The Us and Covers The Following Areas

- Sheet parts: 1 month from the date of purchase.
- Electrical parts: 1 month from the date of purchase.

# RETURNS

## **CHANGED YOUR MIND AND NEED TO RETURN YOU ITEM?**

### **PLEASE FOLLOW THE BELOW INSTRUCTIONS:**

- If you have purchased and have simply changed your mind, follow the retailer's instructions for returns.

### **DEFECTIVE ITEMS**

- If your item is defective in any way, i.e. it doesn't work but you can't identify why, in the first instance, please call us.

### **DAMAGED ITEMS**

- If you receive an order with obvious shipping damage from the retailer, then we suggest the delivery is refused. If the delivery has been accepted and then shipping damage is found, please follow the specific instructions advised by the retailer.  
In all circumstances please save all packaging material and paperwork for the order. Please be aware that if you dispose of packaging material or attempt to return the merchandise without contacting the fulfiller, you jeopardise your chances of making a claim, and you may not receive a credit for the return.