

ASSEMBLY INSTRUCTIONS

DESK

ASSEMBLY REQUIREMENTS	1.5 Hours		Tools Required (Not Provided):	
	Assembly Time (Approximate)		2 -Person Assembly	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.
Replacement parts are normally shipped within 2 or 3 days.

PRODUCTS PURCHASED THROUGH OUR AUTHORIZED VENDORS ONLY ARE ELIGIBLE FOR REPLACEMENT PARTS.

THIS PRODUCT IS FOR INDOOR AND HOUSEHOLD USE ONLY - NOT FOR COMMERCIAL USE.

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 correct before 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:

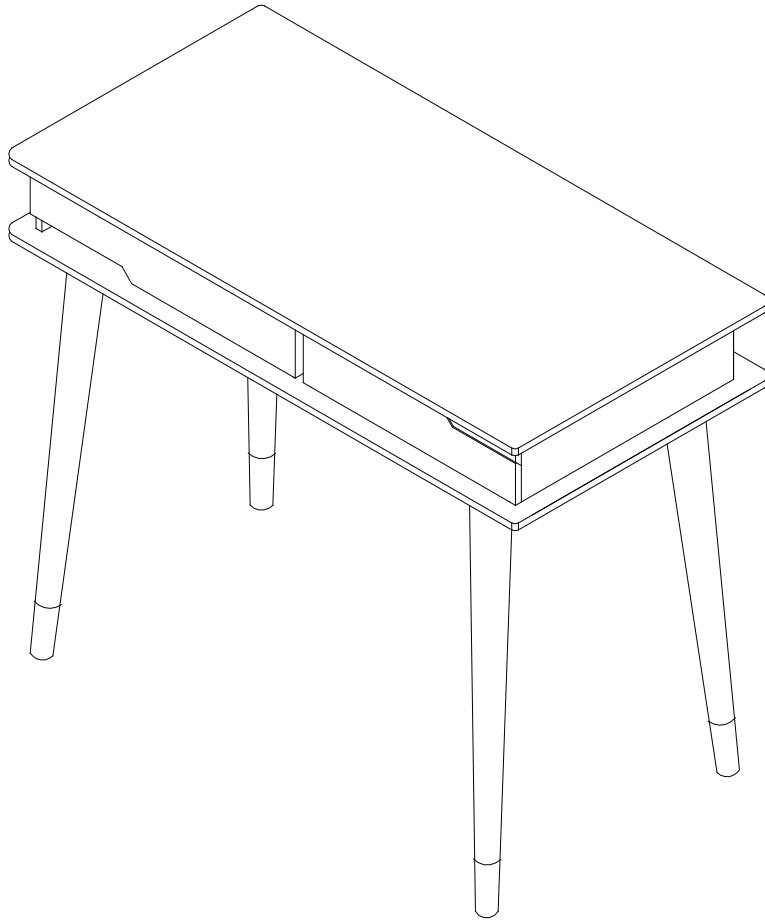
1. KEEP ALL HARDWARE PARTS OUT OF REACH OF CHILDREN.
2. DISPOSE PLASTIC PACKAGING MATERIAL IMMEDIATELY TO AVOID ANY RISK OF SUFFOCATION TO CHILDREN AND ANIMALS.

TIPS FOR ASSEMBLY:









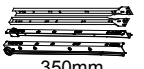



1. Allow ample room for assembly and in close proximity to where product will be placed.
2. Assemble the product on a surface that does not scratch or damage the exterior gloss and finish of the furniture.
3. Identify all of the parts, hardware and quantities required for each step.
4. During assembly,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

CARE AND MAINTENANCE

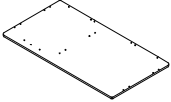







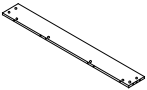





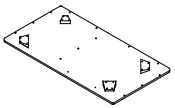


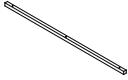

1. Wipe clean with a soft, dry cloth; avoid the use of harsh chemicals or household cleaners as they may damage the exterior finish of the furniture.
2. Hardware may loosen over time. Periodically, check that all connections are tight; re-tighten as necessary.
3. Solid wood is impacted by heat and humidity fluctuations which may cause small joint separations or hairline cracks; place the furniture away from direct sunlight and air conditioning vents, heating vents or units to protect the furniture.



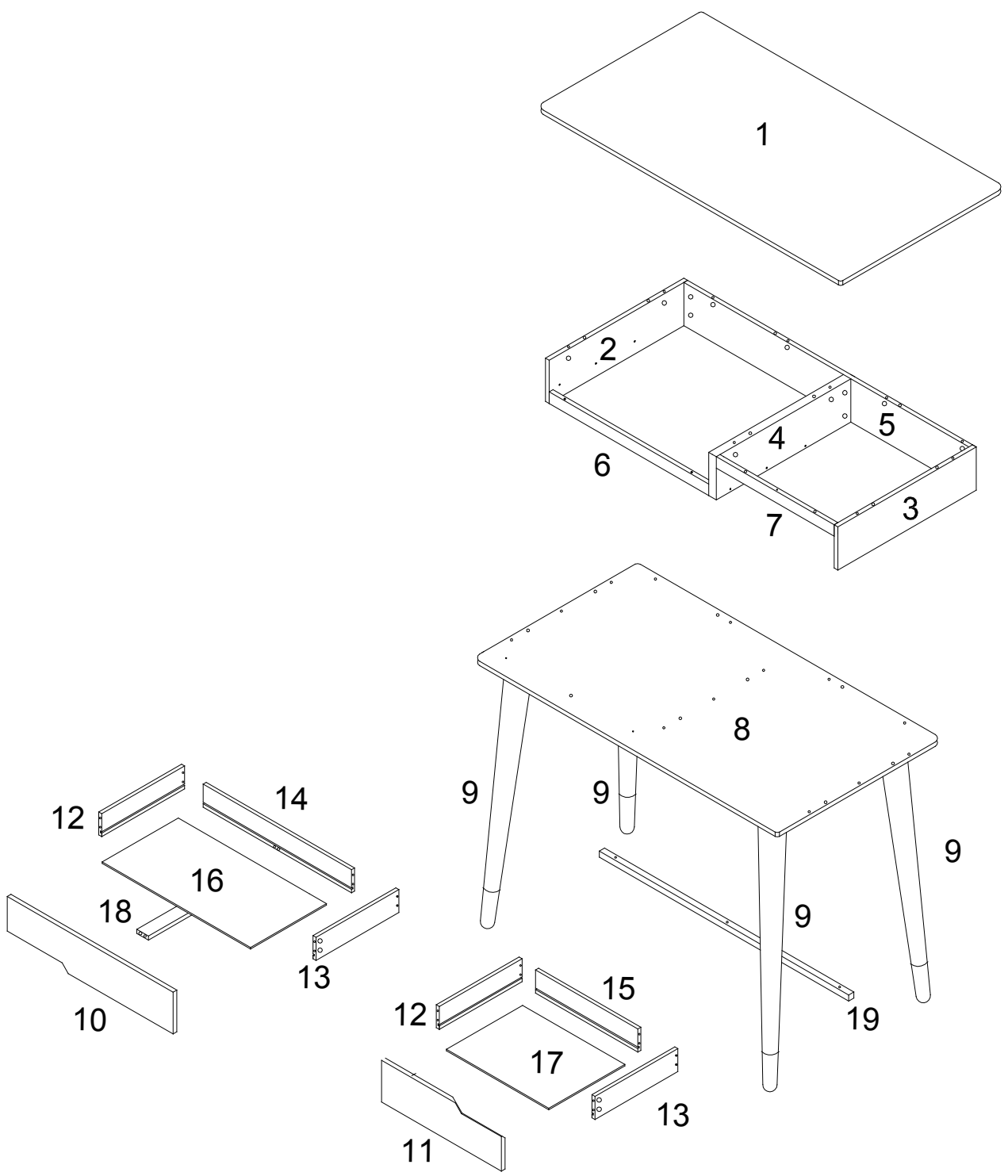
Hardware List

ITEM	DESCRIPTION	PART	QTY	ITEM	DESCRIPTION	PART	QTY
A	Cam-bolt	 6*35mm	30 pcs	G	Screw	 4*35mm	32 pcs
B	Cam-lock	 15*10mm	30 pcs	H	Screw	 4*30mm	8 pcs
C	Wood Dowel	 8*30mm	26 pcs	I	Screw	 4*25mm	16 pcs
D	Wood Dowel	 6*30mm	2 pcs	J	Screw	 3*12mm	24 pcs
E	Drawer Glide	 350mm	2 sets	K	Bolt	 6*30mm	3 pcs
F	Metal Plate		4 pcs	L	Allen Key		1 pc

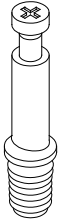
Parts List

ITEM	DESCRIPTION	PART	QTY	ITEM	DESCRIPTION	PART	QTY
1	Top Panel		1 pc	11	Right Drawer Front Panel		1 pc
2	Left Panel		1 pc	12	Drawer Left Panel		2 pcs
3	Right Panel		1 pc	13	Drawer Right Panel		2 pcs
4	Drawer Partition Panel		1 pc	14	Left Drawer Back Panel		1 pc
5	Back Panel		1 pc	15	Right Drawer Back Panel		1 pc
6	Left Connect Bar		1 pc	16	Left Drawer Bottom Panel		1 pc
7	Right Connect Bar		1 pc	17	Right Drawer Bottom Panel		1 pc
8	Bottom Panel		1 pc	18	Left Drawer Connect Bar		1 pc
9	Leg		4 pcs	19	Bottom Panel Support Bar (Metal)		1 pc
10	Left Drawer Front Panel		1 pc				

ASSEMBLY OVERVIEW



Instructions For Fastening CAM-BOLT AND CAM-LOCK

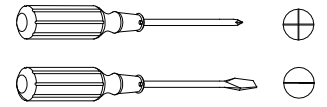


CAM-BOLT

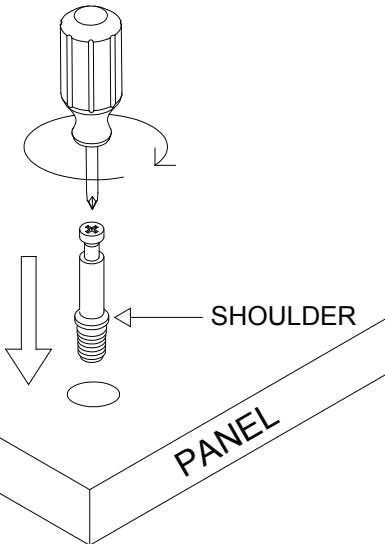


CAM-LOCK

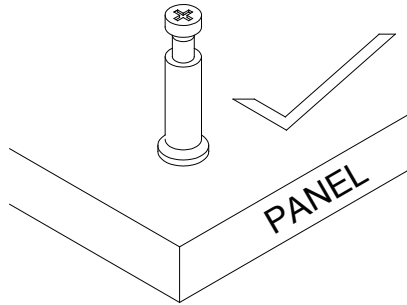
Tools Required



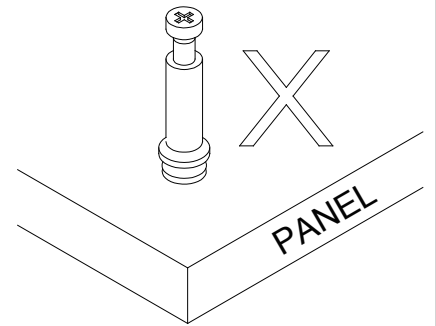
INSERTING AND TIGHTENING CAM-BOLT



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



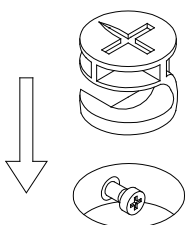
Shoulder is flushed (on the same level) with the panel.



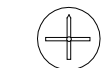
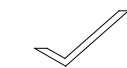
Shoulder is above the panel.

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



Insert Cam-lock with arrow align to Cam-bolt head.



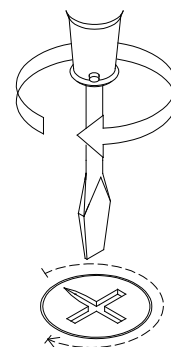
CORRECT



WRONG

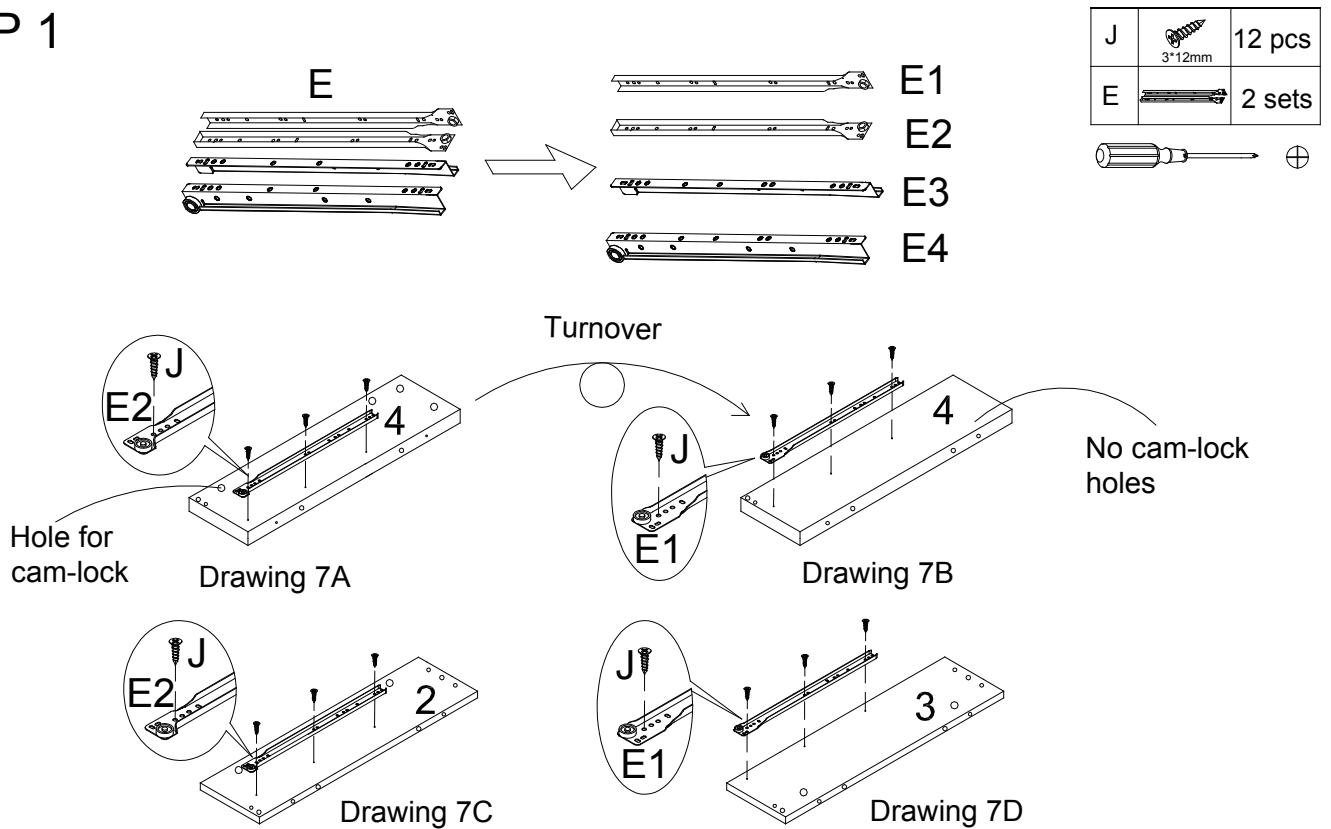
Align the arrow on the Cam-lock to the Cam-bolt head and insert the Cam-lock. Ensure Cam-lock is fully inserted.

TIGHTENING CAM-LOCK



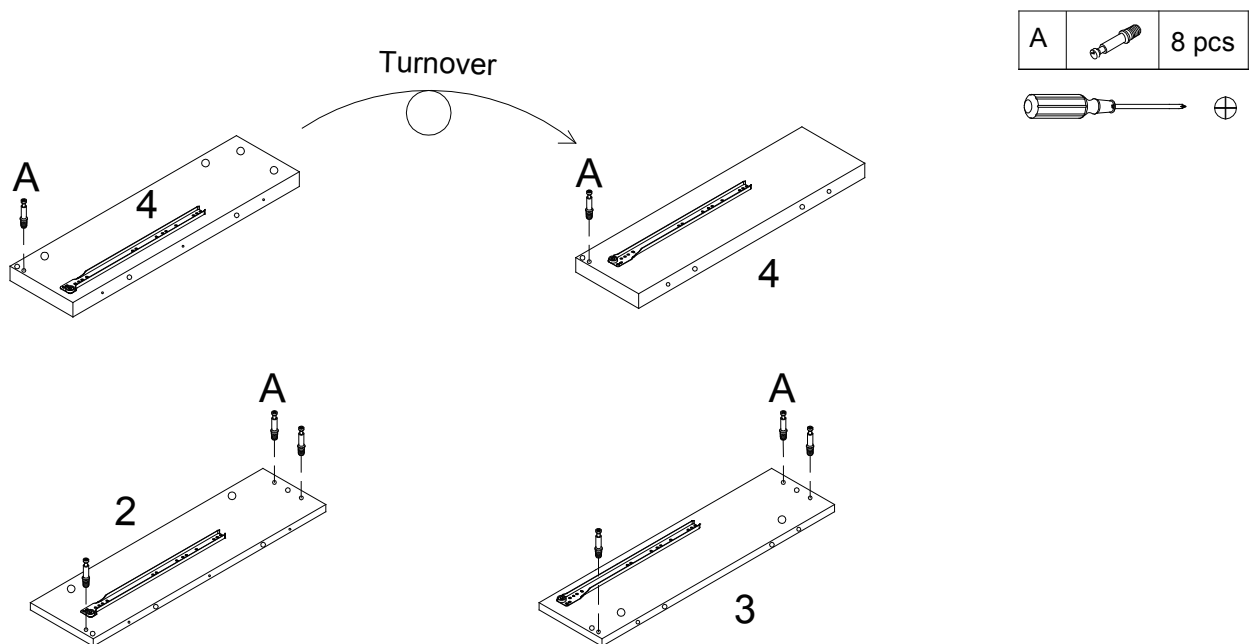
Use a Flat-head Screwdriver to turn Cam-lock clockwise so it locks onto the head of the Cam-bolt. Turn until it is snug (about 3/4ths of a turn) -- over-tightening could damage Cam-lock or/and Cam-bolt.

STEP 1






- Refer to Drawing 7A - Lay Drawer Partition Panel (4) with the surface that does not have cam-lock holes facing up as shown. Place Drawer Glide (E2) to align the designated screw holes on (E2) to pilot holes on (4) - Refer to enlarged drawing.
- Use Screw (J) to fasten (E2) to (4). Do not tighten (J) completely until all 3 screws are in place.
- Refer to Drawing 7B - Turnover Drawer Partition Panel (4) and fasten (E1) to (4) with Screw (J).
- Refer to Drawing 7C & 7D - Place Drawer Glide (E2 & E1) to align the designated screw holes on (E2 & E1) to pilot holes on Left Panel (2) and Right Panel (3) - Refer to enlarged drawing.
- Use Screw (J) to fasten (E2) to (2) and (E1) to (3). Do not tighten (J) completely until all 3 screws are in place.

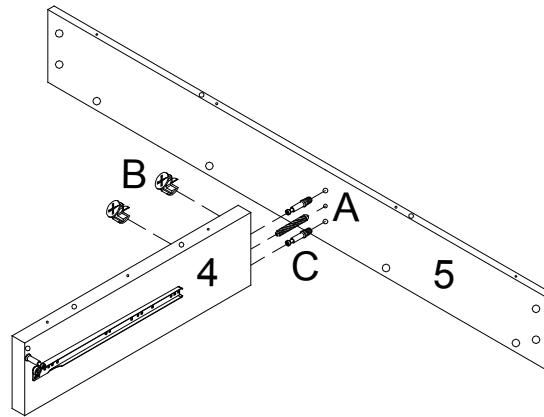
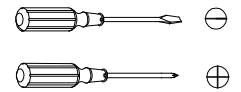
STEP 2



- Screw Cam-bolt (A) into the designated holes on both sides of Drawer Partition Panel (4). Refer to Page 5 for instructions to screw in and tighten cam-bolt.
- Screw Cam-bolt (A) into the designated holes on Left and Right Panel (2 & 3).


STEP 3

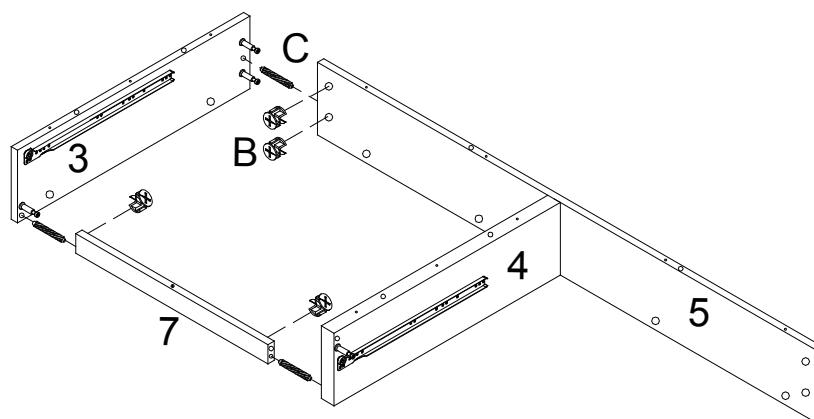
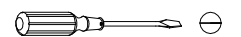
A		2 pcs
B		2 pcs
C		1 pc



- Lay Drawer Partition Panel (4) and Back Panel (5) as shown on a material that does not scratch the parts.
- Insert Wood Dowel (C) and screw Cam-bolt (A) into the respective designated holes on (5).
- Attach (4) to (5) via Wood Dowel and Cam-bolt on (5).
- Insert Cam-lock (B) into the hole on (4) then turn clockwise to lock onto Cam-bolt.
Refer to Page 5 for instructions to insert and tighten cam-lock.


STEP 4

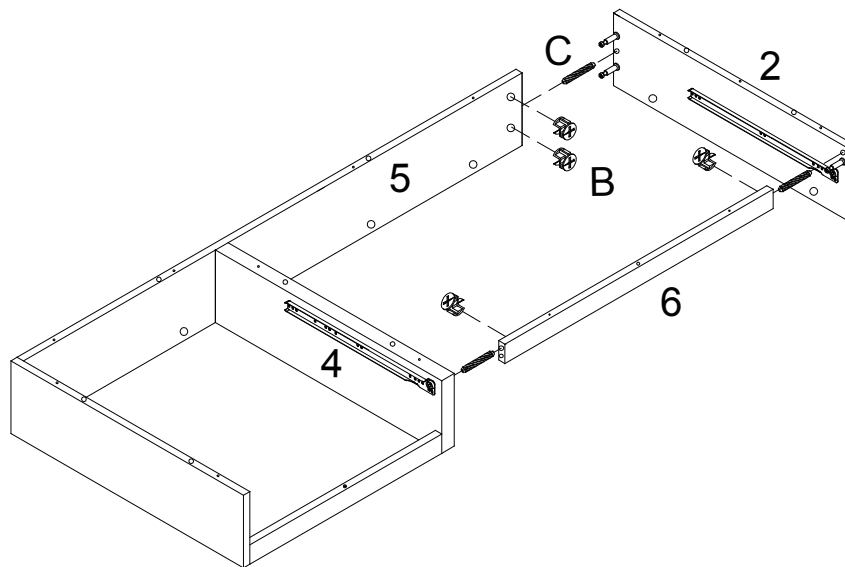
B		4 pcs
C		3 pcs



- Insert Wood Dowel (C) to the bottom hole at each end of Right Connect Bar (7).
- Attach (7) to Drawer Partition Panel (4) via Wood Dowel on (7) and Cam-bolt on (4).
- On the right edge of Back Panel (5), insert Wood Dowel (C) to the middle hole.
- Attach Right Panel (3) to (5 & 7) via Wood Dowel on (5 & 7) and Cam-bolt on (3).
- Insert Cam-lock (B) into the designated holes on (5 & 7) then turn clockwise to lock onto Cam-bolt.


STEP 5

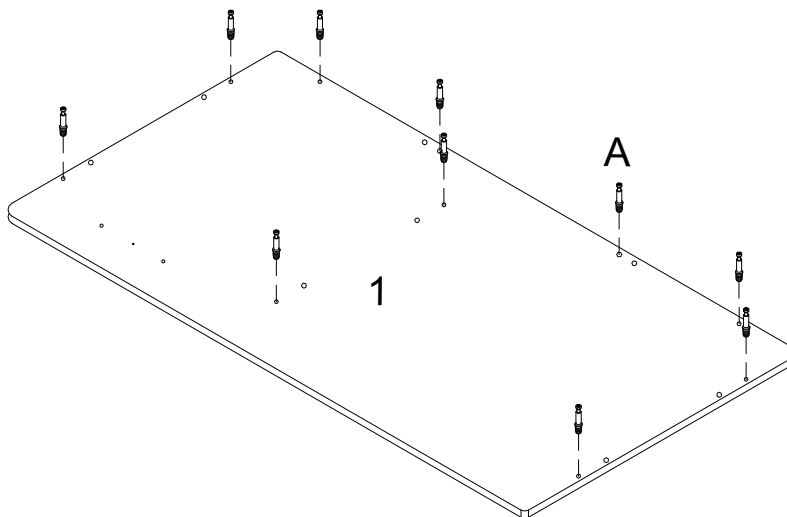
B		4 pcs
C		3 pcs



- Insert Wood Dowel (C) to the bottom hole at each end of Left Connect Bar (6).
- Attach (6) to Drawer Partition Panel (4) via Wood Dowel on (6) and Cam-bolt on (4).
- On the left edge of Back Panel (5), insert Wood Dowel (C) to the middle hole.
- Attach Left Panel (2) to (5 & 6) via Wood Dowel on (5 & 6) and Cam-bolt on (2) as shown.
- Insert Cam-lock (B) into the designated holes on (5 & 6) then turn clockwise to lock onto Cam-bolt.

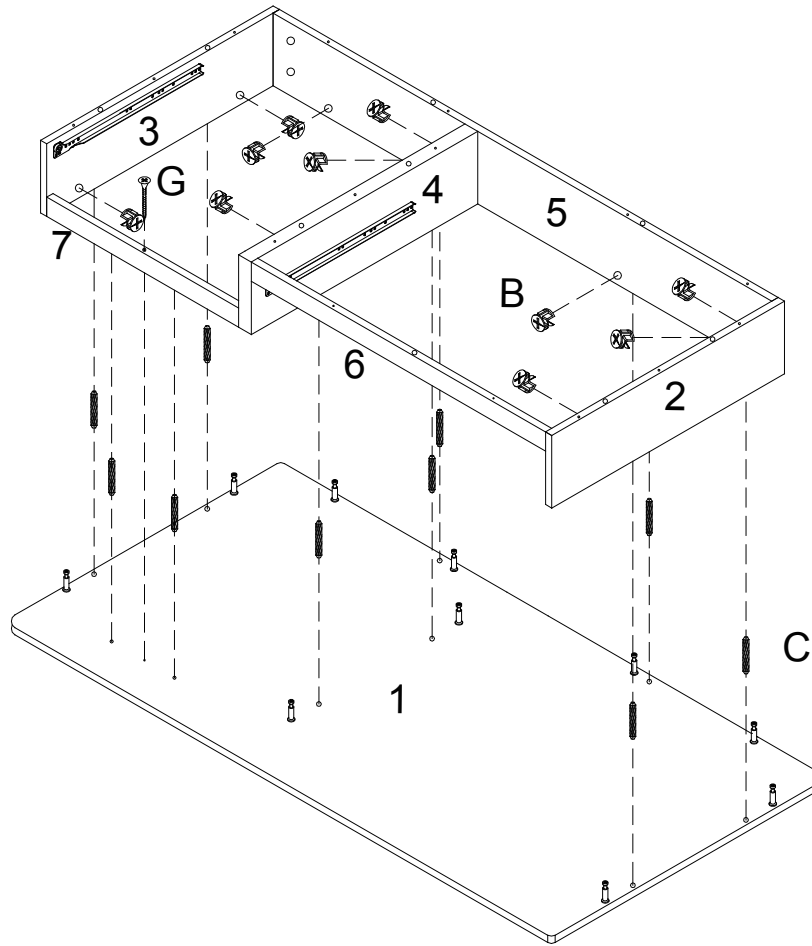
STEP 6

A		10 pcs
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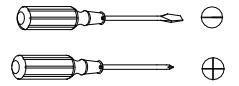


- Lay Top Panel (1) bottom-side on a material that does not scratch or damage the part.
- Screw Cam-bolt (A) into the designated holes on (1).

STEP 7

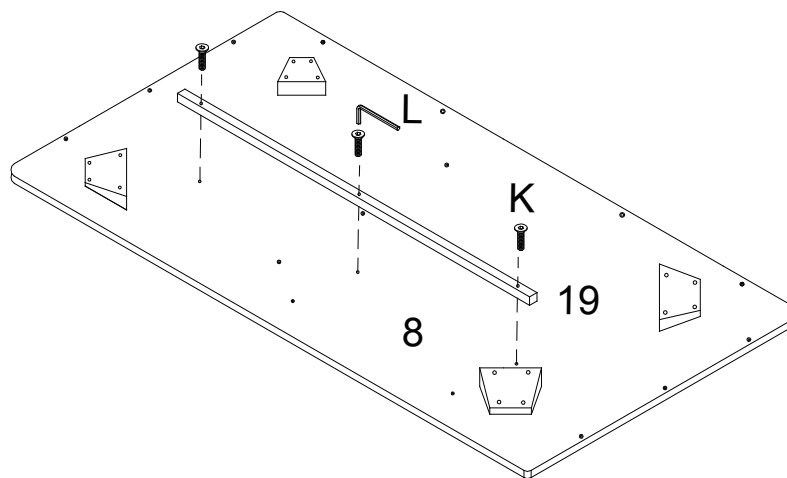


B		10 pcs
C		10 pcs
G	 4*35mm	1 pc



- Insert Wood Dowel (C) to the designated holes on Top Panel (1).
- Attach the assembly From STEP 5 to (1) via Wood Dowels and Cam-bolts on (1).
- Insert Cam-lock (B) into the holes on (2, 3, 4 & 5) then turn clockwise to lock onto Cam-bolt.
- Fasten Right Connect Bar (7) to (1) with Screw (G).



STEP 8

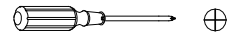


K		3 pcs
L		1 pc

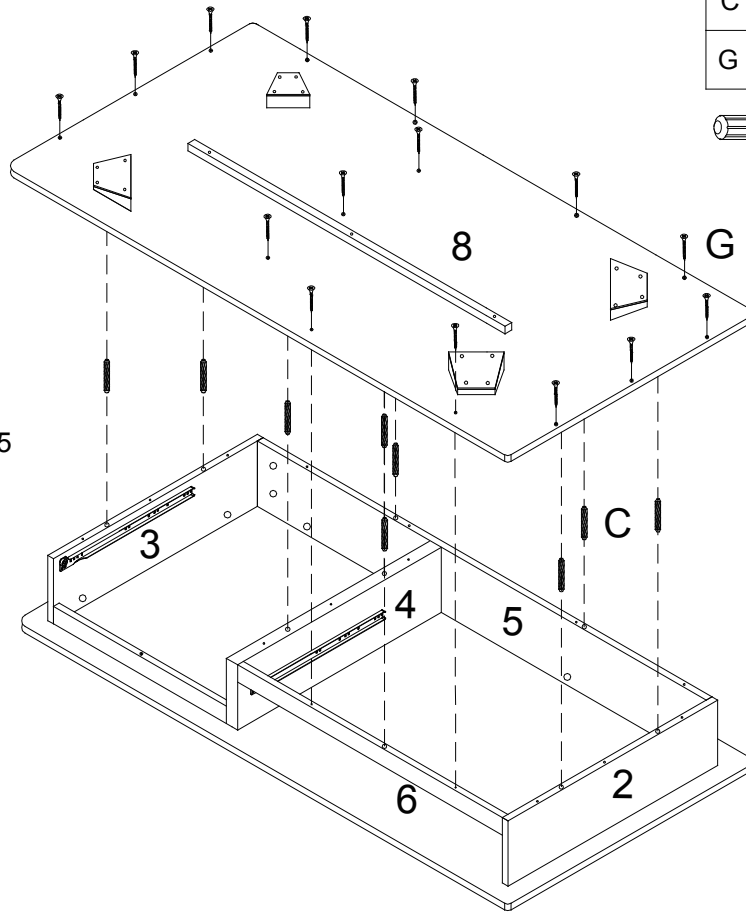
- Lay Bottom Panel (8) with the bottom-side facing up on a material that does not scratch or damage the part.
- Align the holes on Bottom Panel Support Bar (19) to the holes on (8), then use Allen Key (L) to drive Bolt (K) to fasten (19) to (8) Do not tighten (K) completely until all three screws are in place.

STEP 9




C		9 pcs
G		15 pcs

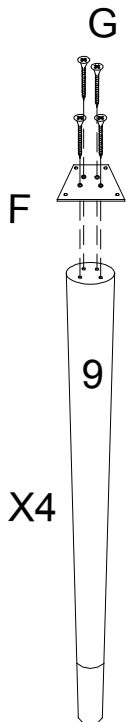


- Insert Wood Dowel (C) to the designated holes on Left Panel (2), Right Panel (3), Drawer Partition Panel (4), Back Panel (5) and Left Connect Bar (6).
- Attach Bottom Panel (8) to (2, 3, 4, 5 & 6) via Wood Dowels.
- Fasten (8) to (2, 3, 4, 5 & 6) with Screw (G). Do not over-tighten (G).

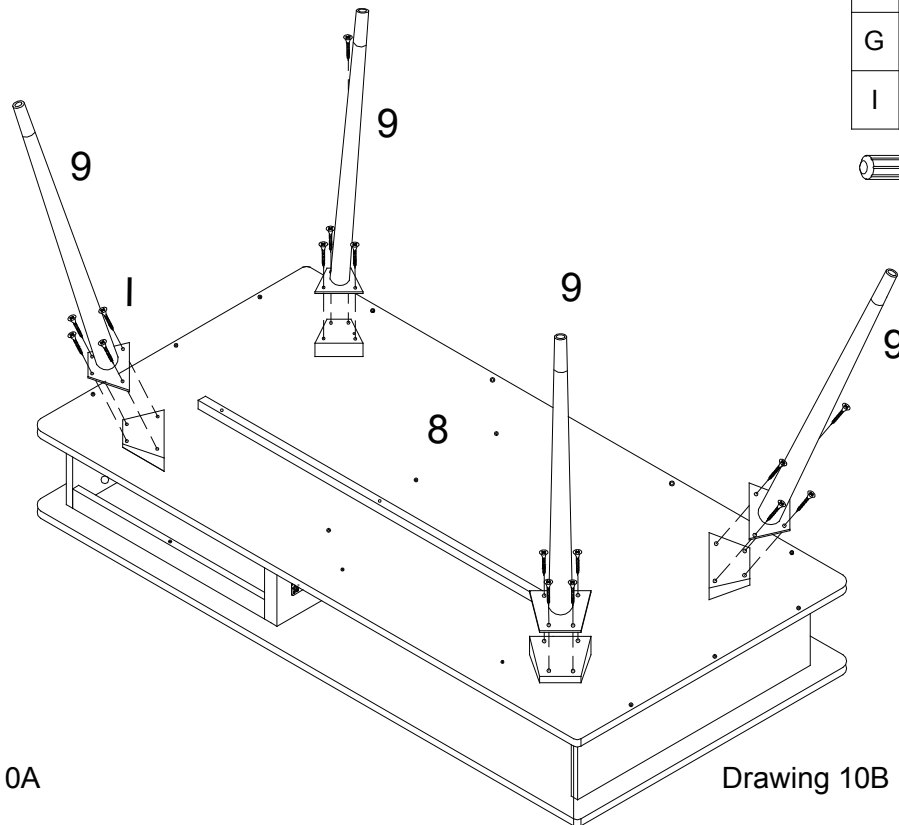


STEP 10

F		4 pcs
G		16 pcs
I		16 pcs




Drawing 10A

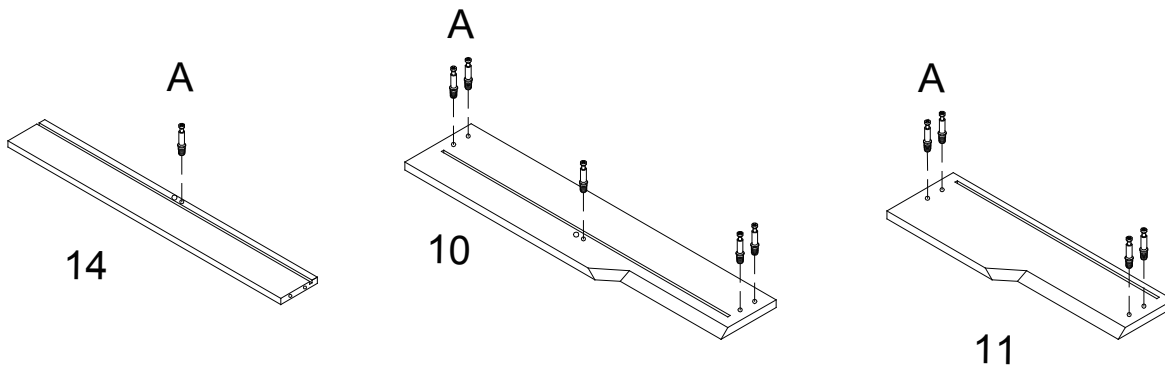
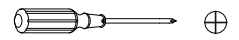


Drawing 10B

- Refer to Drawing 10A - attach Metal Plate (F) to Leg (9) with Screw (G). Do not tighten (G) completely until all 4 screws are in place on each plate.
- Refer to Drawing 10B - Attach Leg (9) with Metal Plate (F) to the block on Bottom Panel (8) with Screw (I). Do not tighten (I) completely until all 4 screws are in place on each leg.
- With assistance, set the assembly right-side up.




STEP 11

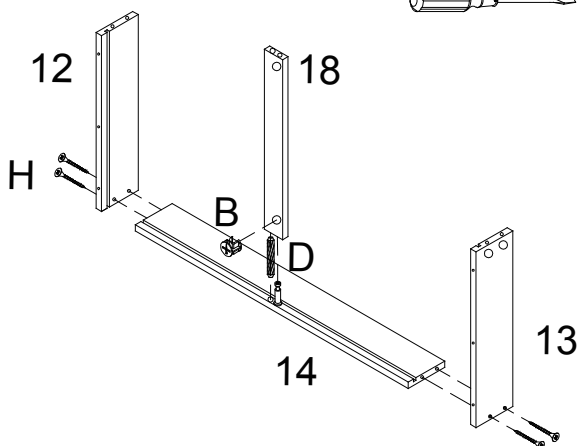
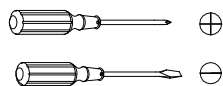
A		10 pcs
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- Lay Left Drawer Back Panel (14), Left Drawer Front Panel (10) and Right Drawer Front Panel as shown on a material that does not scratch or damage the part.
- Screw Cam-bolt (A) into the designated holes on (14, 10 & 11).



STEP 12

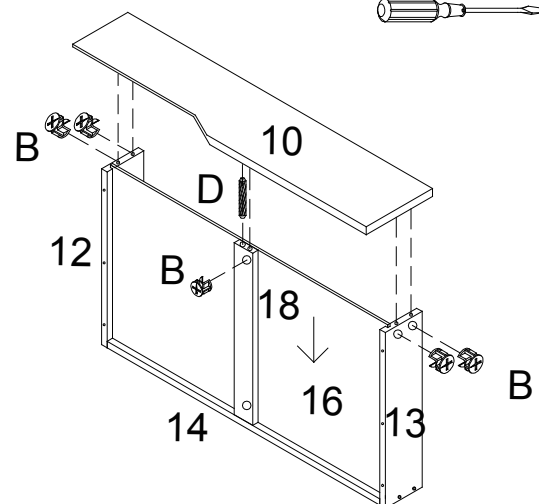
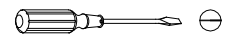
B		1 pc
D	 6*30mm	1 pc
H	 4*30mm	4 pcs



- Position Left Drawer Back Panel (14) between Drawer Left and Right Panel (12 & 13) as shown. Check that the groove on each part is aligned and then fasten (12 & 13) to (14) with Screw (H).
- Attach Left Drawer Connect Bar (18) to (14) with Wood Dowel (C) and Cam-bolt on (14).
- Insert Cam-lock (B) into the hole on (18) then turn clockwise to lock onto Cam-bolt.


STEP 13

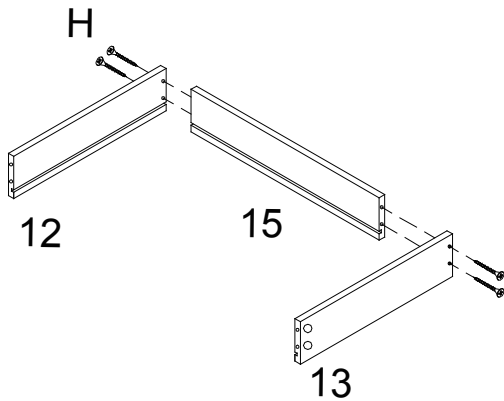
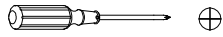
B		5 pcs
D	 6*30mm	1 pc



- Fit Left Drawer Bottom Panel (16) via groove on Drawer Left, Right & Back Panel (12, 13 & 14).
- Insert Wood Dowel to the hole on top edge of Drawer Connect Bar (18).
- Attach Left Drawer Front Panel (10) to (12, 13 & 18) via Wood Dowel on (18) and Cam-bolts on (10).
- Insert Cam-lock (B) into the designated holes on (12, 13 & 18) then turn clockwise to lock onto Cam-bolt on (10).


STEP 14

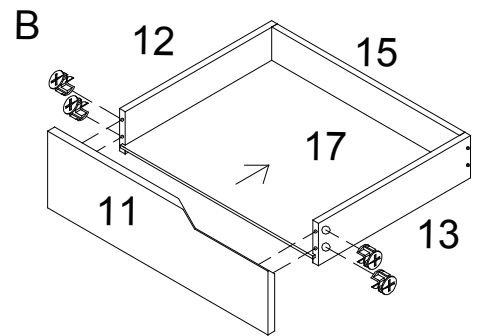
H		4 pcs
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Position Right Drawer Back Panel (15) between Drawer Left and Right Panel (12 & 13) as shown. Check that the groove on each part is aligned and then fasten (12 & 13) to (15) with Screw (H).




STEP 15

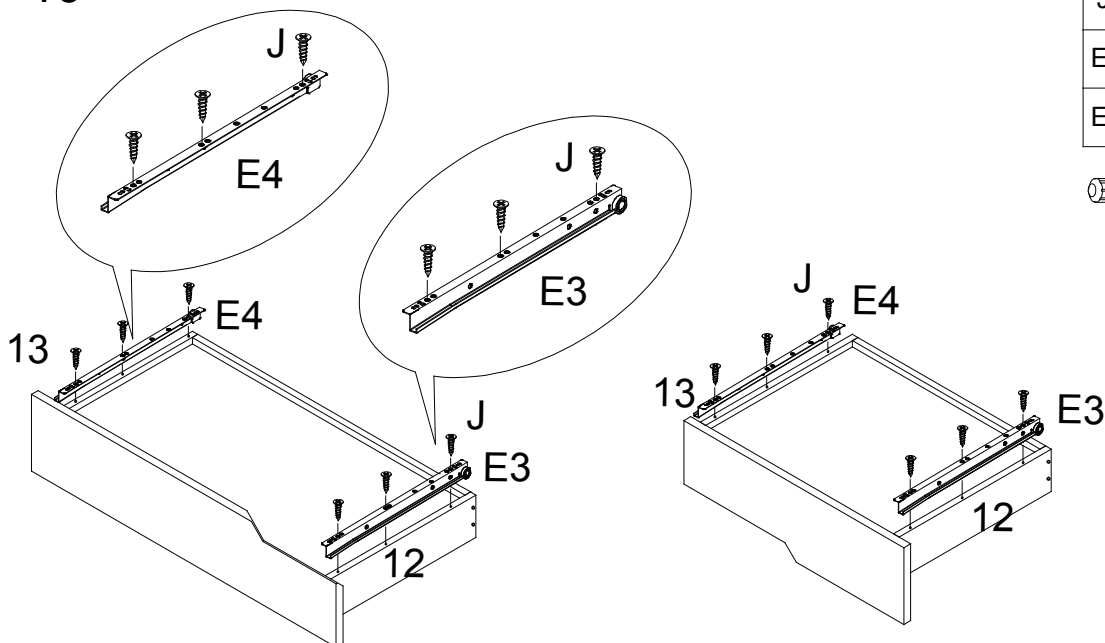
B		4 pcs
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- Fit Right Drawer Bottom Panel (17) via groove on Drawer Left, Right & Back Panel (12, 13 & 15).
- Attach Right Drawer Front Panel (11) to (12 & 13) via Cam-bolts on (10).
- Insert Cam-lock (B) into the designated holes on (12 & 13) then turn clockwise to lock onto Cam-bolt on (11).

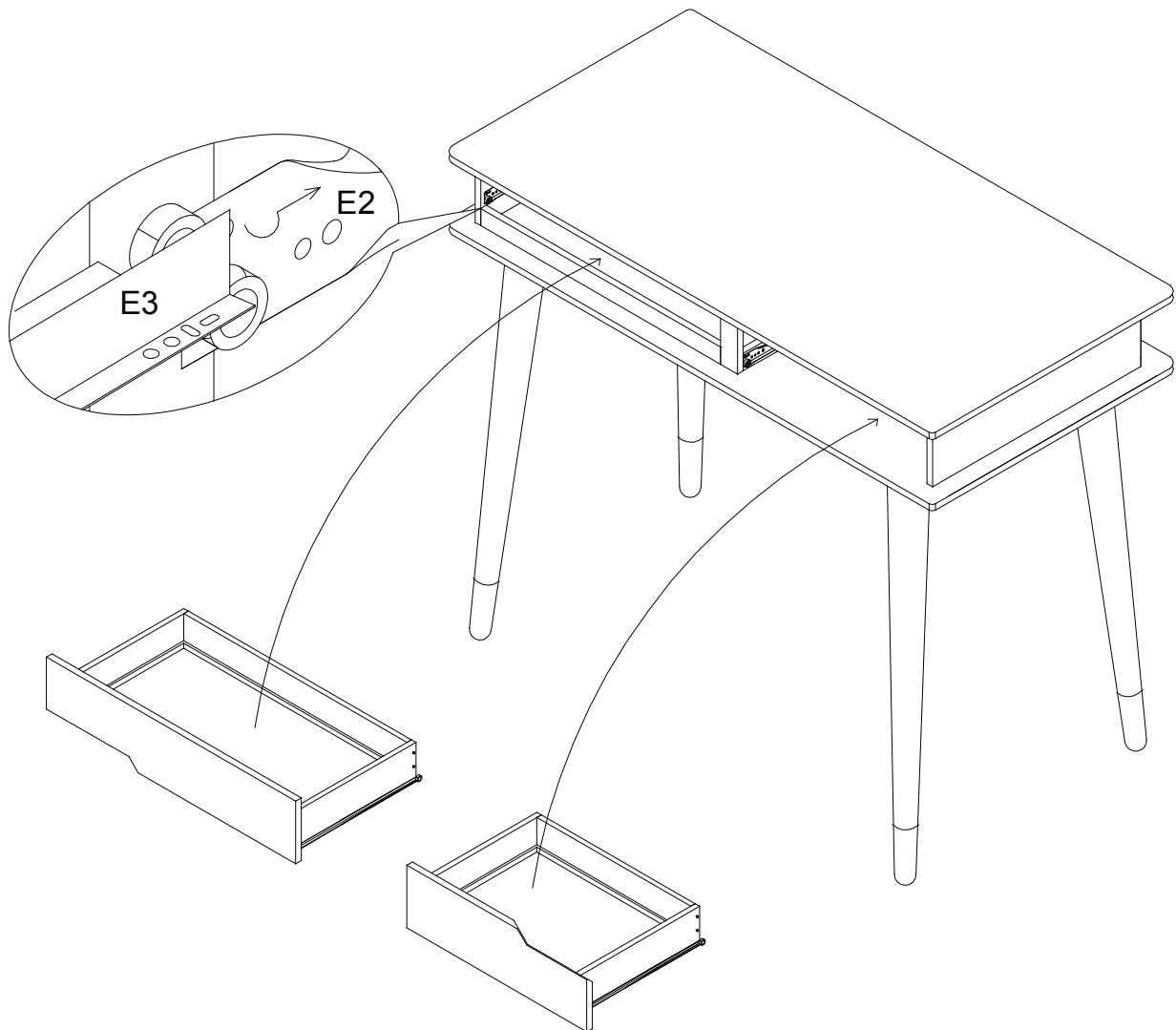
STEP 16

J		12 pcs
E3		2 pcs
E4		2 pcs



- Position Drawer Glide (E3 & E4) against the drawer side panels as shown and identify the designated screw holes on (E3 & E4) - refer to enlarged drawing.
- Use Screw (J) to fasten (E3 & E4) to Side Panels (12 & 13). Use a Phillips screwdriver to drive (J). Do not tighten (J) completely until all screws are in place.

STEP 17



Insert Drawer as shown.

- a) Align roller on Drawer Glide (E3 & E4) on the drawer to be above the roller on Drawer Glide Track (E2 & E1) on Side & Drawer Partition Panel, and slide the roller on (E3 & E4) into the track rail on (E2 & E1).
- b) Push drawer squarely and gently to allow (E3 & E4) to slide into (E2 & E1).

The assembly of the Desk is complete.