

ASSEMBLY INSTRUCTIONS

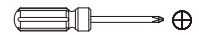
Desk

ASSEMBLY
REQUIREMENTS

2-Person
Assembly

1.25 Hours
Assembly Time
(Approximate)

Tools Required
(Not Provided)

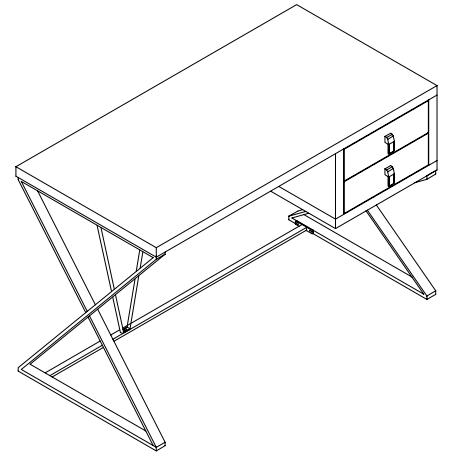


Phillips Screwdriver

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 parts and hardware are complete 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

- 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.



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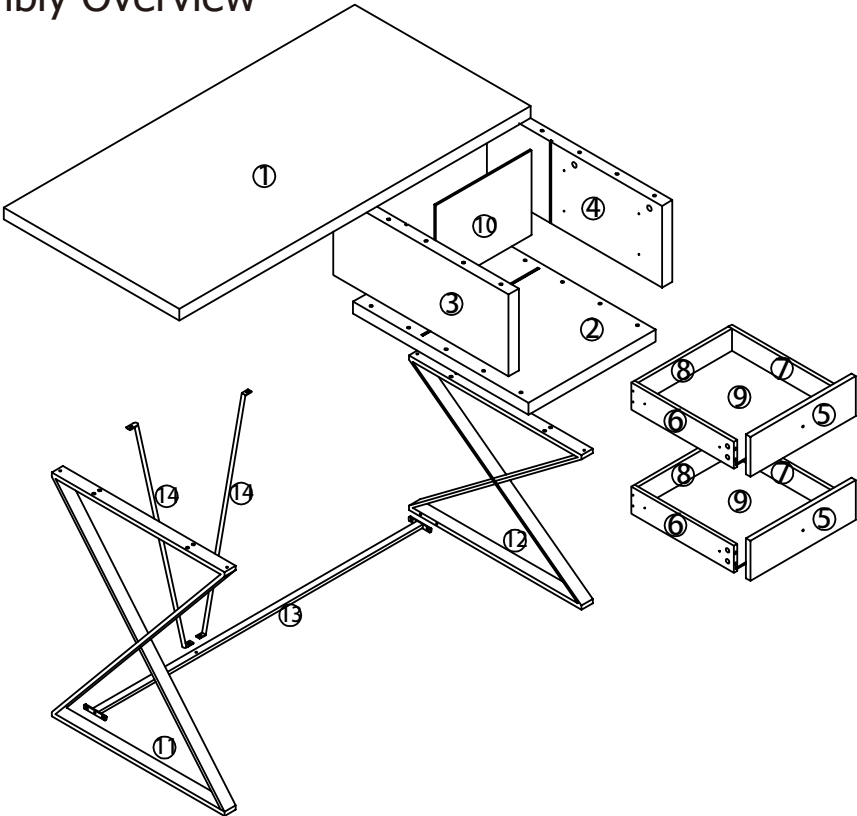
Parts List

Part #	Part Name	Qty
1	Top Panel	1
2	Bottom Panel	1
3	Left Panel	1
4	Right Panel	1
5	Drawer Front Panel	2
6	Drawer Left Panel	2
7	Drawer Right Panel	2
8	Drawer Back Panel	2
9	Drawer Bottom Panel	2
10	Back Panel	1
11	Left Leg	1
12	Right Leg	1
13	Leg Stretcher	1
14	Vertical Stretcher	2

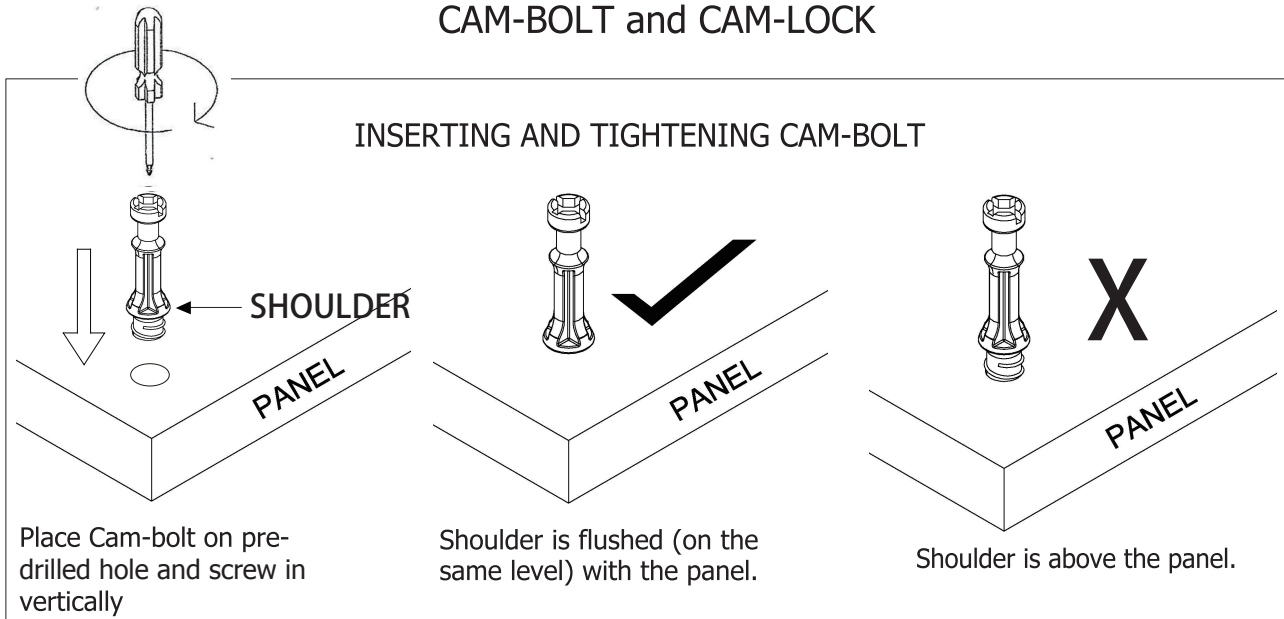
Hardware List

Item	Description	Part	Qty
A	Cam-bolt		14
B	Cam-lock $\Phi 15 \times 12 \text{MM}$		6
C	Cam-lock $\Phi 12 \times 10 \text{MM}$		8
D	Wood Dowel 8*30mm		8
E	Screw		6
F	Short Screw		16
G	Long Screw		8
H	Allen Key		1
I	Drawer Slide		4
J	Long Hexagon Socket Screw		8
K	Short Hexagon Socket Screw		7
L	Leg Stud (Small)		2
M	Handle		2
N	Philip's head screw		2
Q	Leg Stud (Big)		4

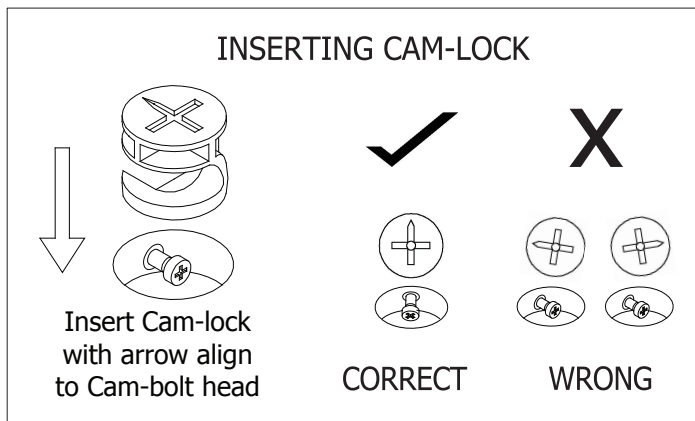
Parts Assembly Overview



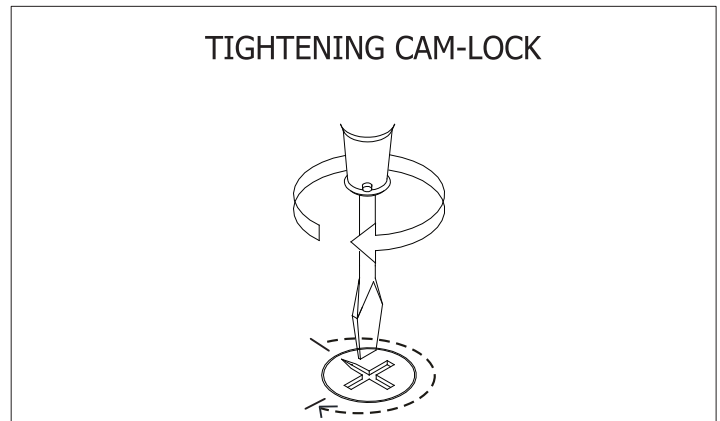
Instructions For CAM-BOLT and CAM-LOCK



Place Cam-bolt on the designated pre-drilled holes on the panel. Use a Phillips Screwdriver to screw in Cam-bolt vertically until shoulder is flushed (on the same level) with panel.

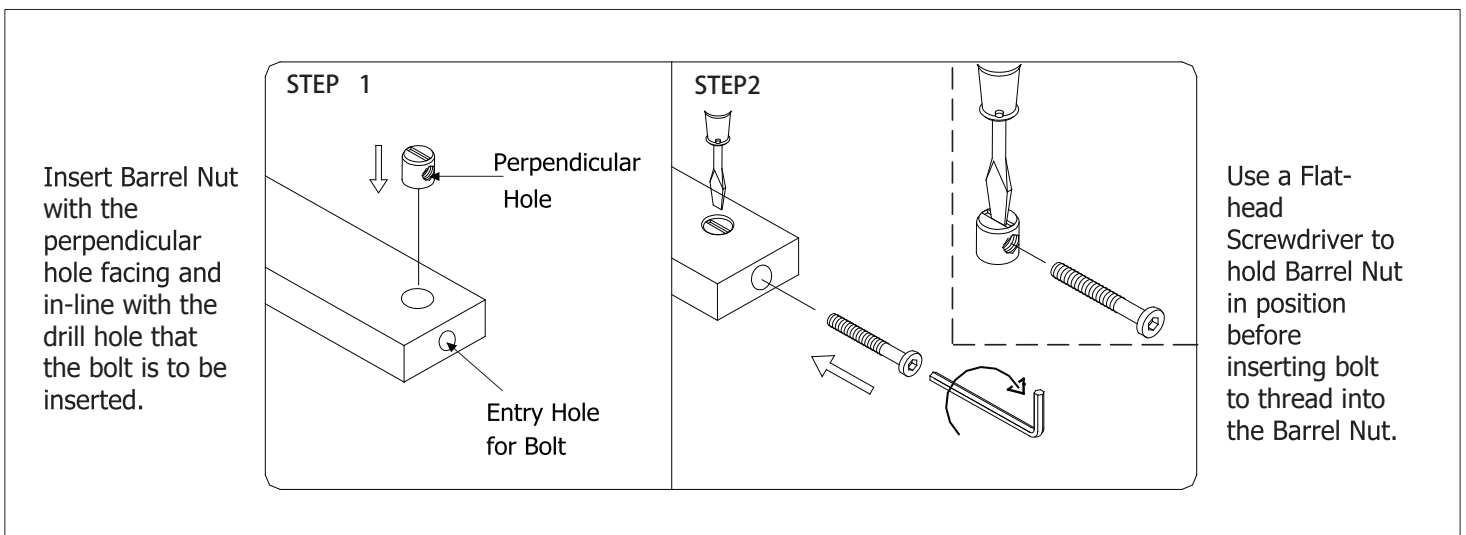


Align the arrow on the Cam-lock to the Cam-bolt head and insert the Cam-lock. Ensure Cam-lock is fully inserted.



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.

Instructions For Barrel Nut



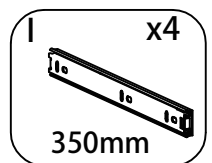
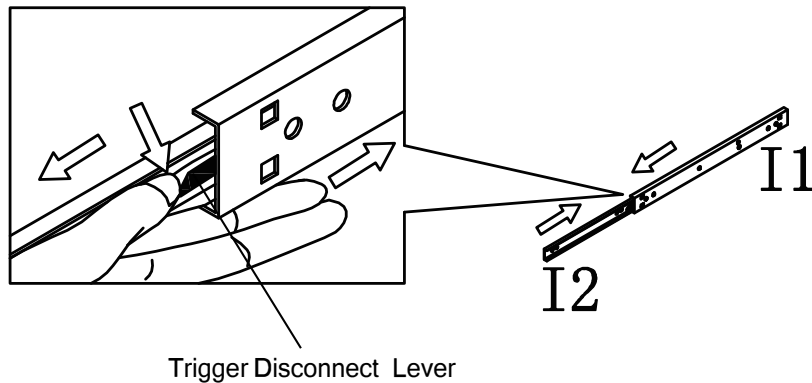
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STEP 1

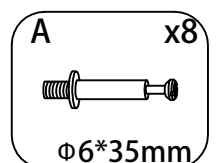
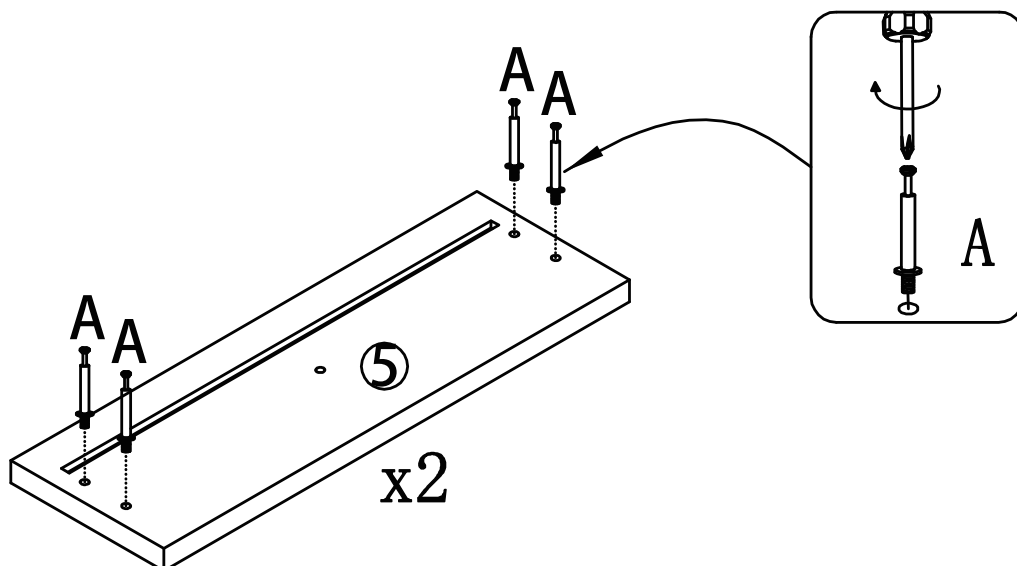
Prepare Drawer Slide (I) for installation:

Detach Slide Runner (I2) from Slide Track (I1) by sliding out (I2) from (I1) until the Trigger Disconnect Lever is visible on (I2) as shown below. Next, depress the Trigger Disconnect Lever and at the same time slide out (I2) from (I1).



STEP 2

- Lay Drawer Front Panel (5) with the inside-face facing up as shown on a material that does not scratch its exterior surface.
- Screw in Cam-bolt (A) into the designated holes on (5).
Refer to Page 3 for instructions on inserting and tightening cam-bolt.



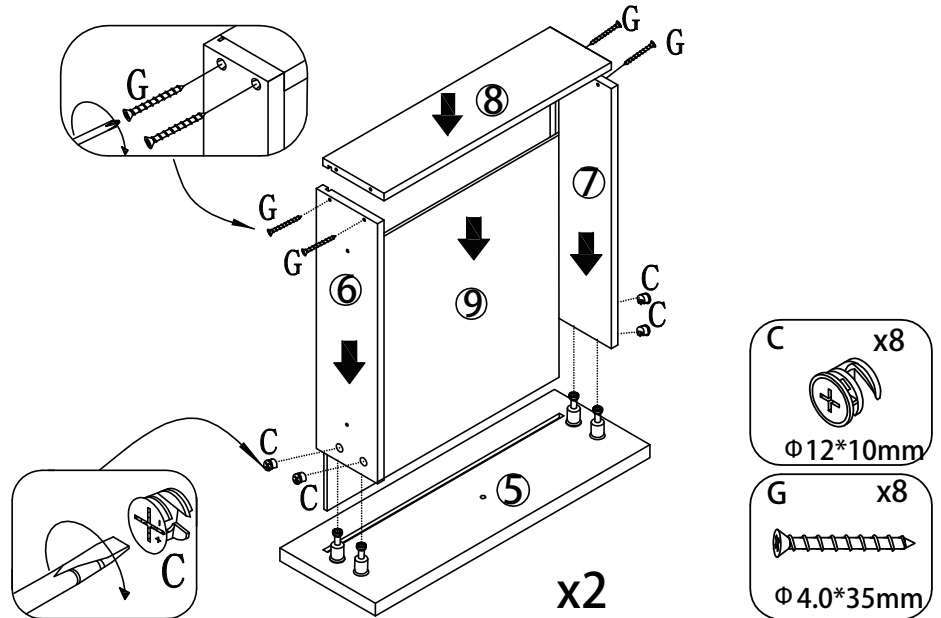
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STEP 3

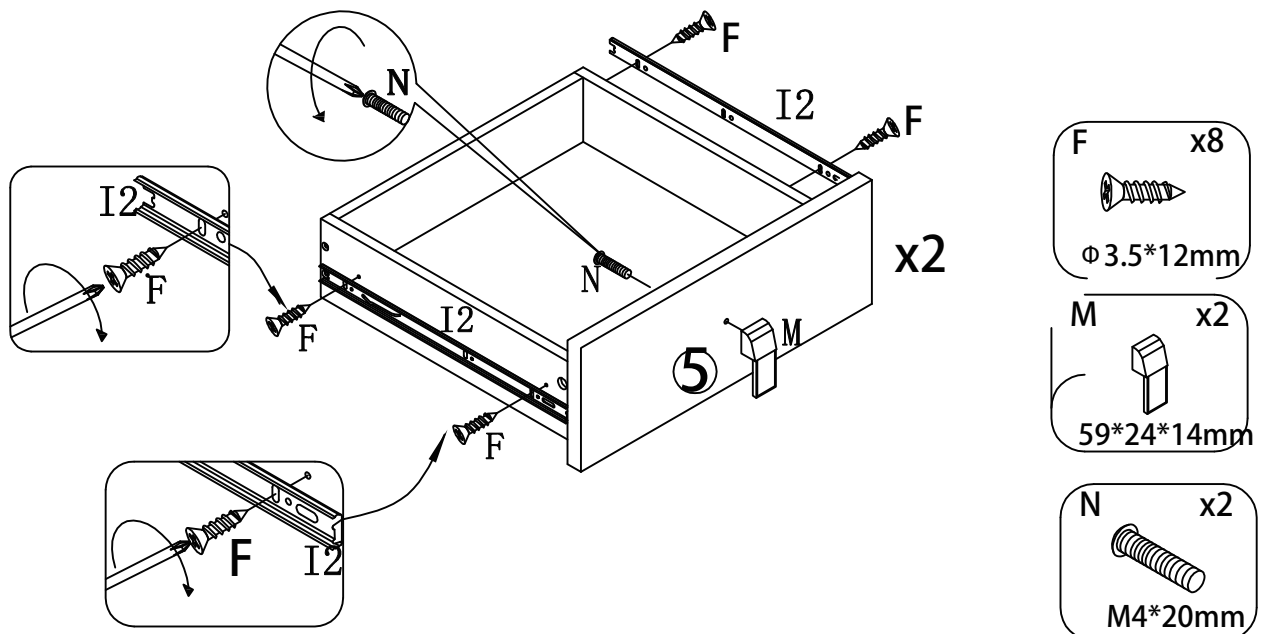
- Attach Drawer Left & Right Panel (6 & 7) to Drawer Front Panel (5) from STEP 1 as shown - note the alignment of the groove on each panel.
- Insert Cam-lock (C) into designated holes on (6 & 7) and turn clockwise to lock onto cam-bolts on (5). Refer to Page 3 for instructions on inserting and tightening cam-lock.
- Fit Drawer Bottom Panel (9) via groove on (6, 7 & 5).

- Fit Drawer Back Panel (8) between (6 & 7) and check that top edge of (9) fits into the groove on the inside face of (8).
- Use a Phillips screwdriver to drive Screw (G) to fasten (8) to side panels. Do not tighten (G) completely until both screws are in place in each side panel.



STEP 4

- Locate pilot holes on drawer side panels for fastening Slide Runner (I2).
- Position I2 to align the designated screw holes on I2 to pilot holes (refer to enlarged drawing).
- Use Screw (F) to fasten I2 to drawer side panels. Use a Phillips Screwdriver to drive (F). Do not tighten (F) completely until both screws are in place.
- Use Screw (N) to fasten Door Handle (M).

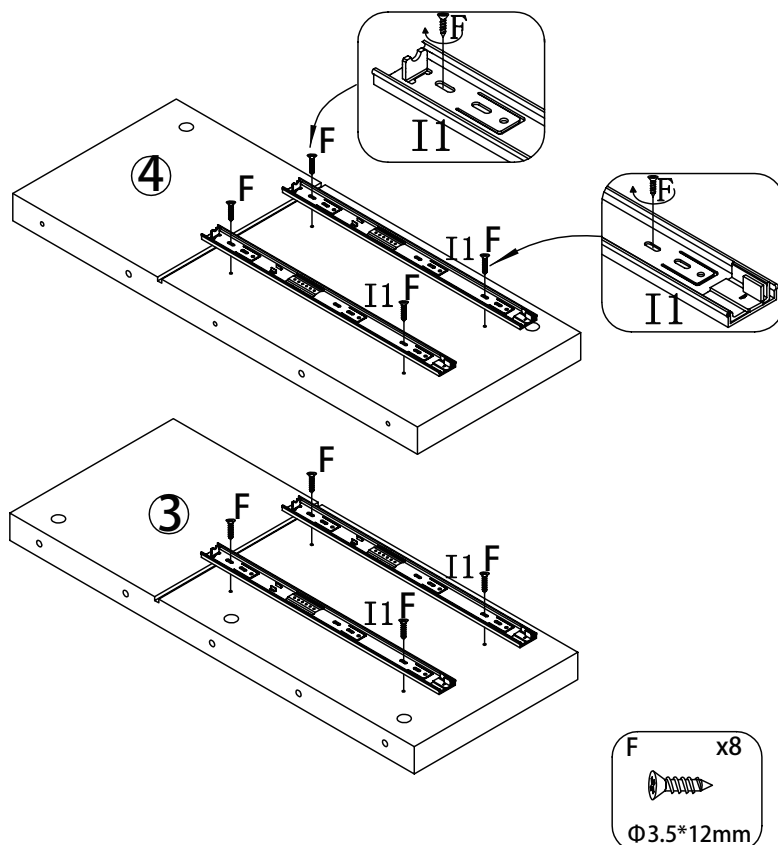


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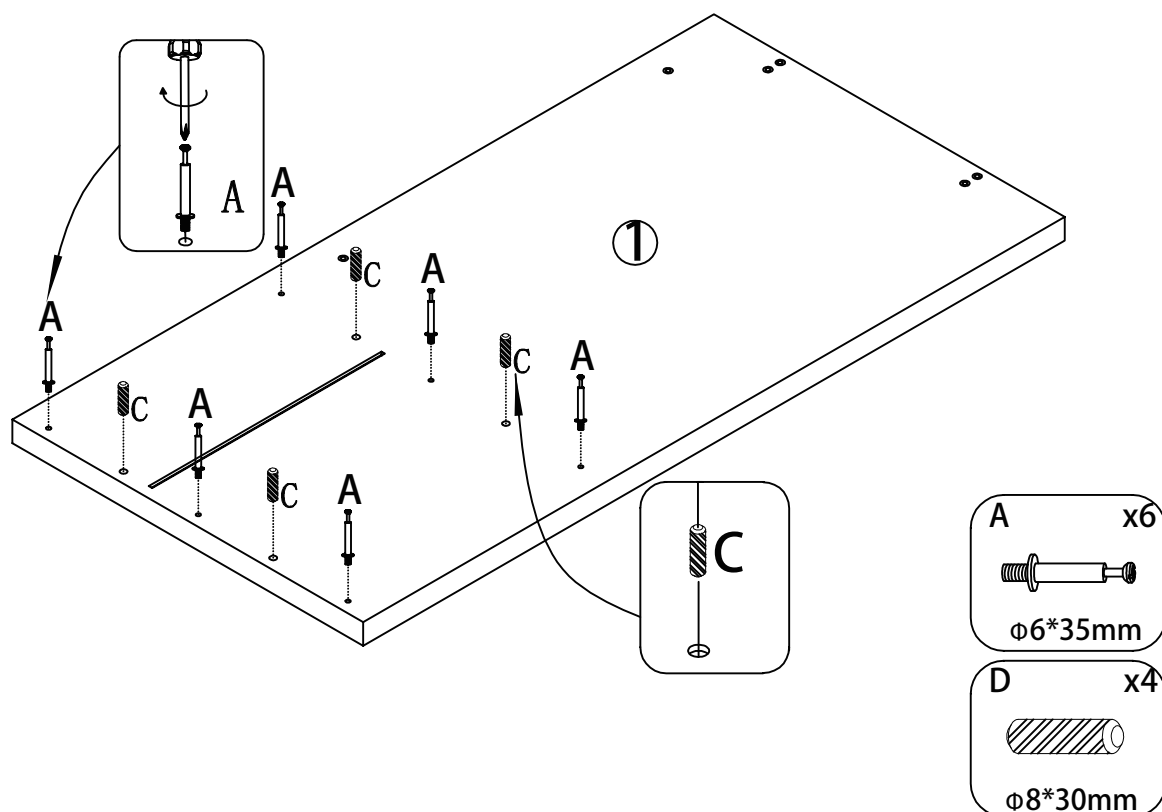
STEP 5

- Place Left and Right Panel (3 & 4) with inside-face facing up as shown on a material that does not scratch the outside-face of the panels.
- Locate pilot holes on (3 & 4) for fastening Slide Track (I1).
- Position (I1) to align the designated screw holes on (I1) - refer to enlarged drawing - to the pilot holes on (3 & 4).
- Use Screw (F) to fasten (I1) to the panels. Do not tighten (F) completely until both screws are in place.



STEP 6

- Lay Top Panel (1) with bottom-side facing up as shown on a material that does not scratch the part.
- Insert Wood Dowel (C) and screw in Cam-bolt (A) into the designated holes as shown.

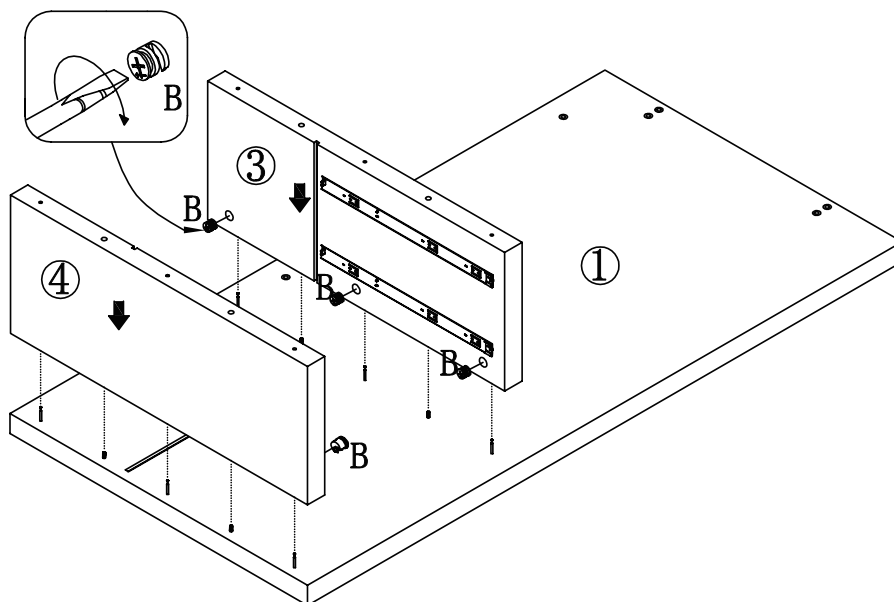


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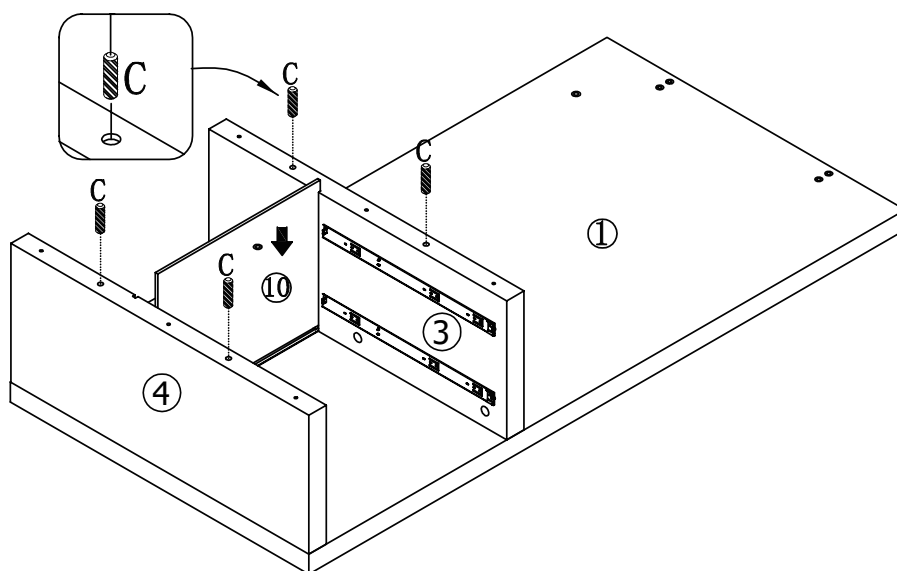
STEP 7

- Attach Left and Right Panel (3 & 4) from STEP 5 to Top Panel (1) as shown. (Note the alignment of the groove on (1, 3, & 4.)
- Insert Cam-lock (B) into designated holes on (3 & 4) and use a flat screwdriver to turn Cam-lock (B) clockwise to lock onto Cam-bolts.



STEP 8

- Fit Back Panel (10) via groove on Side and Top Panels (3, 4 & 1)
- Insert Wood Dowel (C) into designated holes on top edge of (3 & 4).

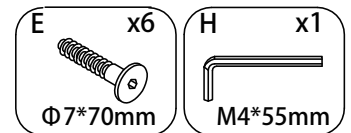
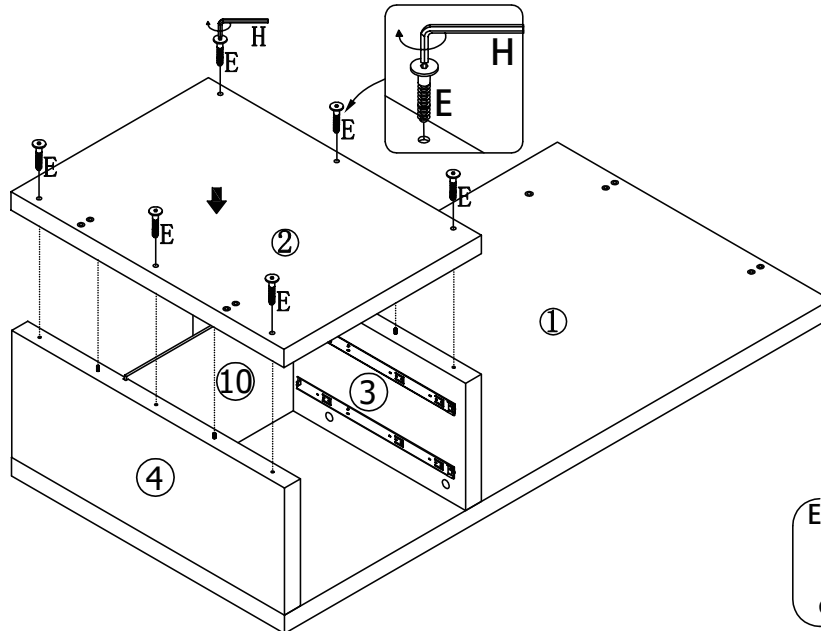


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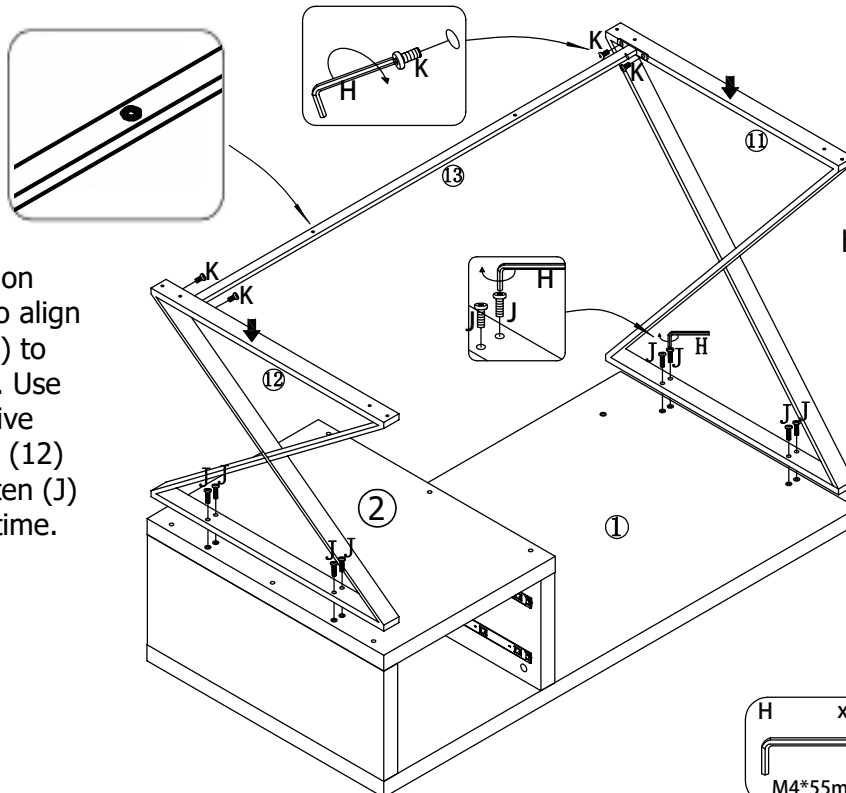
Desk

STEP 9

- Attach Bottom Panel (2) to Side Panels (3 & 4) via wood dowels as shown. Note: check that the top edge of (10) fits into the groove on the underside of (2).
- Use Allen Key (H) to drive Screw (E) to fasten (2) to (3 & 4).

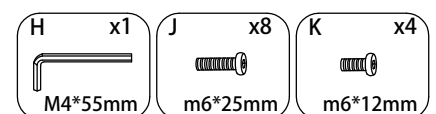


STEP 10



- Set Right Leg (12) on Bottom Panel (2) to align screw holes on (12) to screw holes on (2). Use Allen Key (H) to drive Screw (J) to fasten (12) to (2). Do not tighten (J) completely at this time.

- Set Left Leg (11) on Top Panel (1) to align screw holes on (11) to screw holes on (1). Use Allen Key (H) to drive Screw (J) to fasten (11) to (1). Do not tighten (J) completely at this time.

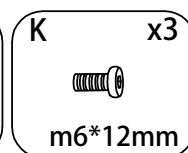
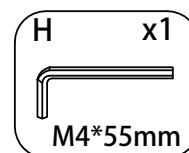
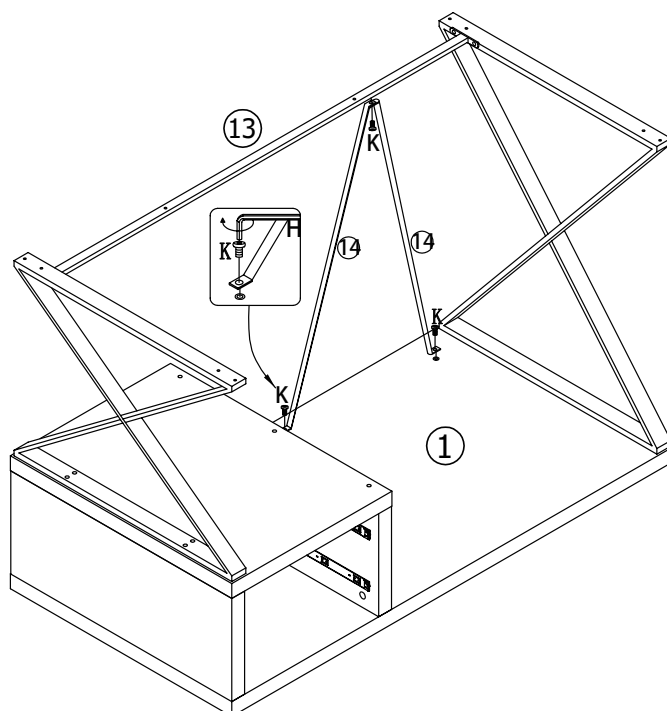


- Fasten Leg Stretcher (13) to (11 & 12) using Screw (K). Note: the screw holes for Leg Stud on (13) have to face up - refer to the enlarged drawing). Do not tighten (K) completely until both screws are in place on each leg.
- Tighten all of the Screws (J) on (2 & 3) completely at this time.

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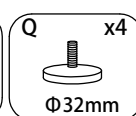
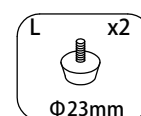
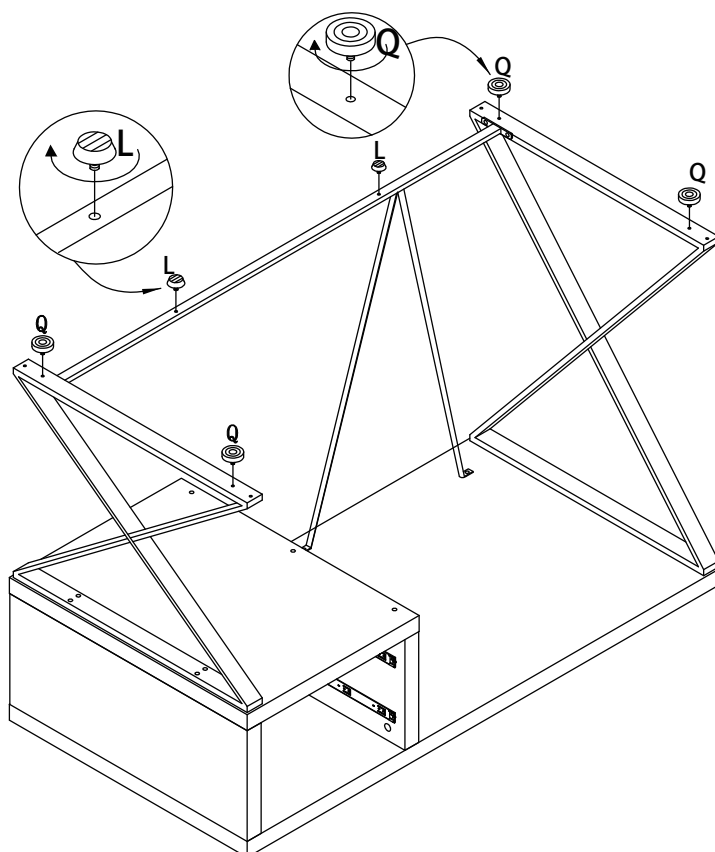
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STEP 11



- Use Screw (K) to fasten one end of Vertical Stretcher (14) to Top Panel (1) as shown.
- Converge the other end of (14) to the drill hole on the under-side of (13) and fasten with Screw (K).

STEP 12



Screw in Leg Studs (L) and (Q) to Leg Stretcher and Left & Right Leg, respectively.
Next, with assistance, turn the desk right-side up.

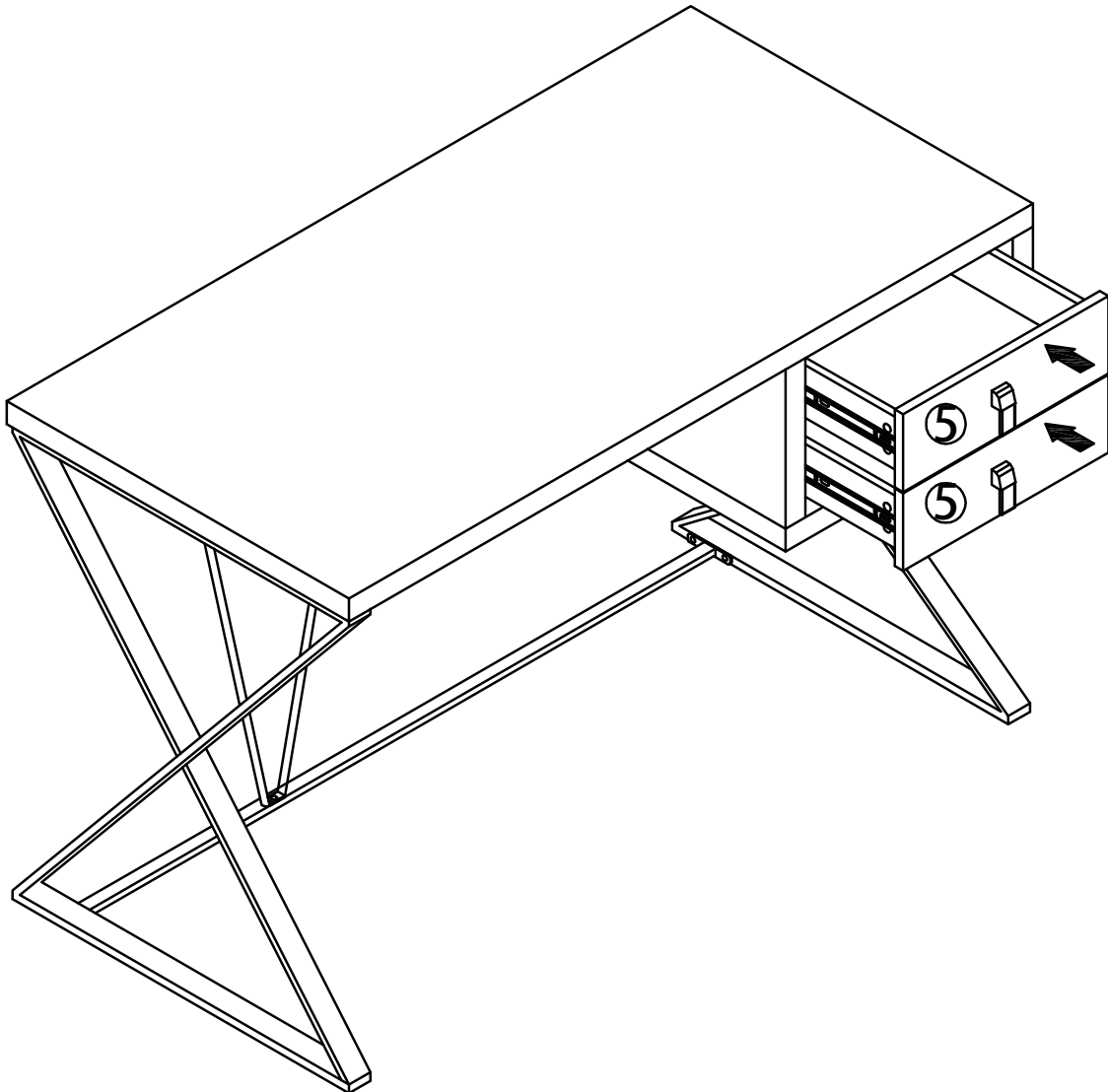
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STEP 13 Insert Drawers

To insert Drawers:

- On the Side Panels of the desk, bring the ball-bearing slider on Slide Track (I1) forward to the front edge of (I1) (towards drawer opening of the desk).
- Align the back open-end of the Drawer Runner (I2) on each side of the drawer to fit squarely into the groove on the open front-end of (=1) on the Side Panels. Be sure the drawer/(=2) is not tilted or angled, and push in drawer squarely.
- When the drawer is pushed in about half way, the Trigger Disconnect Lever on (=2) will be engaged onto (I1) which will create a slight resistance - this is normal. Pull out the drawer a little bit and gently push in the drawer again to engage the Trigger Disconnect Lever to the slide mechanism on (E1). The drawer should now slide smoothly.
- If the drawer cannot be pushed in or stuck, do not force it in. Remove the drawer and repeat the steps above.



The assembly of the desk is complete.