



WorkTrend Conference Table / Desk

WORK3672-WHITE/CHAR/MAPLE/MOCHA/MWAL/CHERRY
NTTWORKLEG



Included Hardware:

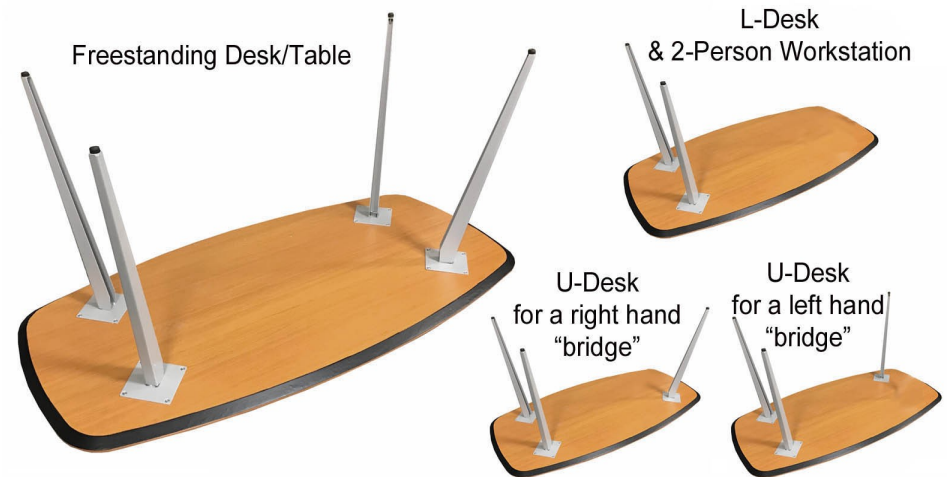
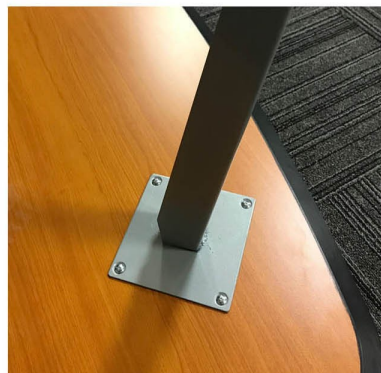
Part
 Qty 16 Machine Screw
 Double-Sided Tape (for workstations only)

Tools Needed:

-Phillips Screwdriver or
Power Screwdriver

- 2 people

Close up of Leg attachment



1.) Set Table Top upside down on carpeted surface or on cardboard box for protection during assembly.

2.) Attach Angled Legs with Machine Screws provided, 4 per Leg. If assembling an L-Desk or 2-Person Shared Desk, only two Legs are included. If assembling a U-Desk, 3 Legs are included. 4 Legs are included with the Freestanding Desk/Table.

If assembling an L-Shaped Desk, U-Shaped Desk or 2-Person Shared Desk, skip Steps 3 & 4 and go directly to Step 5.

3.) With a helper, carefully turn the table upright. **DO NOT DRAG TABLE!** Lift table with a helper to put in position.

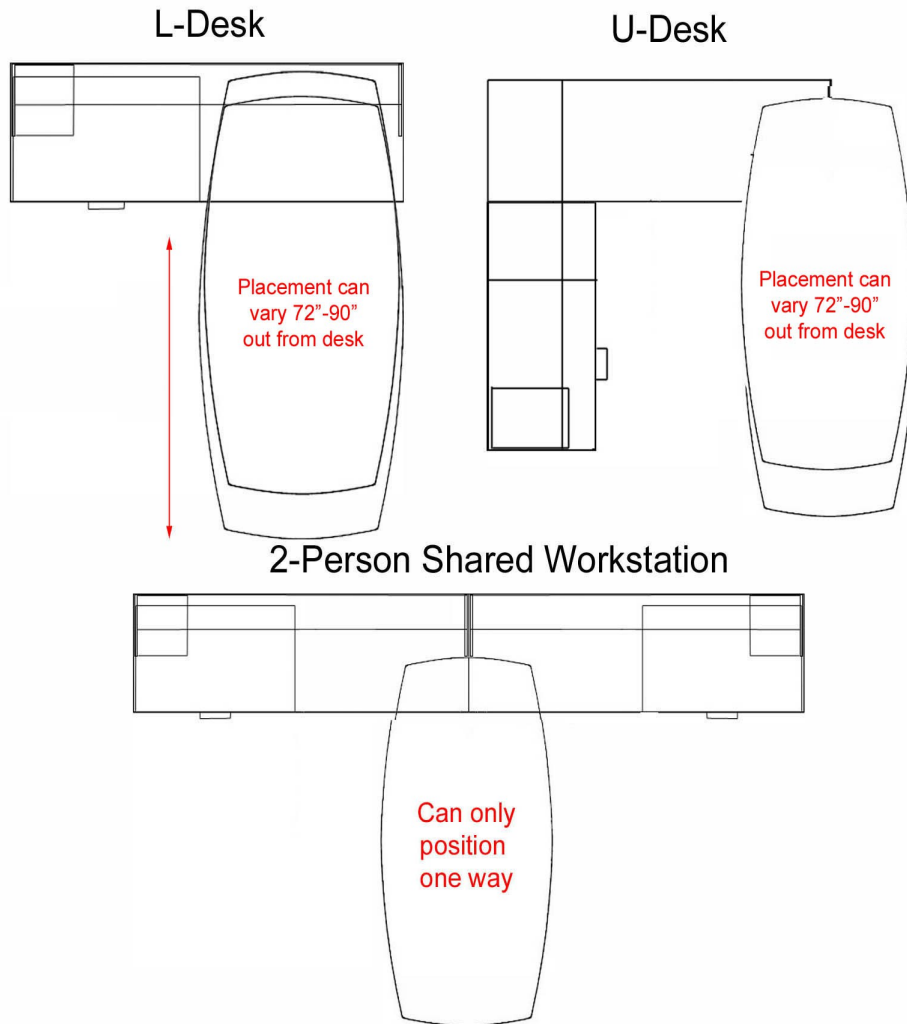
4.) Table can be leveled with built-in leveling glides on legs, if needed.

Questions? Please call 1-800-443-5117.

Customer Service available 8:30 - 5:00 Central Time, Monday - Friday

Follow the steps below once the workstation shell has been assembled and is in position:

5.) See the diagrams below to guide you on how to place your Desk Top on your workstation.



6.) Placement:

For L-Desks and 2-Person Workstations, Set the open end of the Desk Top on the Workstation Shell and determine how far out you would like desk to extend outward. This can extend a total of 75" to 90" from the back of the Workstation Shell. Use two people for positioning of top.

For U-Desks, rest the open corner of the Desk Top upon the Workstation Shell. This can be positioned as desired, but for an even appearance the outer edge of the Desk Top should align with the back edge of the Workstation Shell. Then, carefully position so the Desk Top is parallel to the rear return section of the U-Shaped Workstation. Use two people for positioning of top.

7.) Adjust the leveling glides so that the Desk Top sits completely flat on the adjoining desks.

8.) Once you have determined your ideal position, using the 2-sided foam adhesive provided, attach two full length strips of tape to the Workstation Shell surface. Press Desk Top down and within approximately 24 hours this will form a permanent bond.