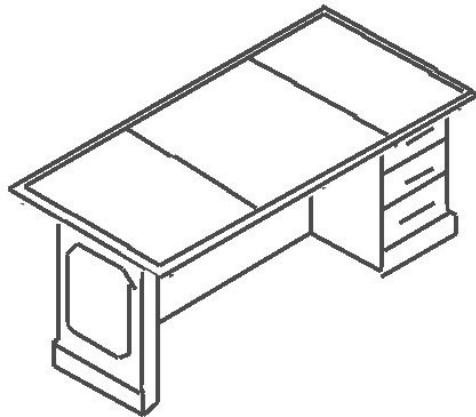


ASSEMBLY INSTRUCTIONS

**5212 Right Pedestal Executive Desk
(for L or U desks with Left Return/Bridge)**



PARTS LIST

Part	Part
 Wood Dowel	 Cap
 Cam Pin	 Leveling Glide
 Cam Lock	 Drawer Pull
 1/2" Black/Silver Screws	 L-Bracket
 1" Screw	 1-1/4" Screw

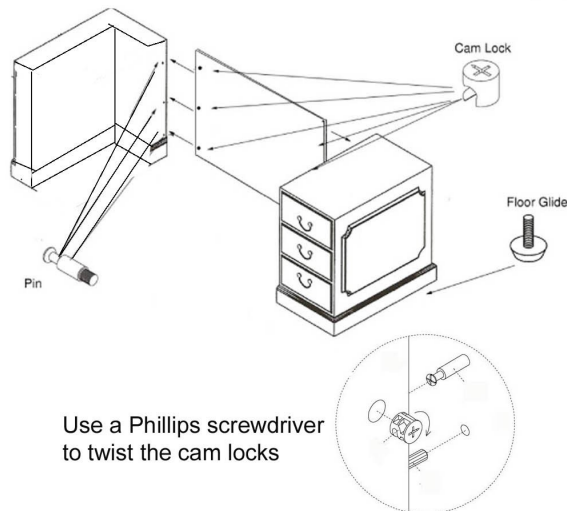


Modern Office
6900 Shady Oak Road, Ste 120
Eden Prairie, MN 55344
Phone: 800.443.5117
(In MN): 952.941.2837
Fax: 952.949.9816
www.modernofficefurniture.com

Assemble on a smooth, carpeted floor to prevent scratches or damage.
Assembly will require 2 people for safety.

Step 1:

Screw in leveling glides on bottom of pedestal, modesty panel and L-shaped side support panel. Arrange as shown in drawing. Then attach modesty panel to pedestal and support with cam locks as shown.



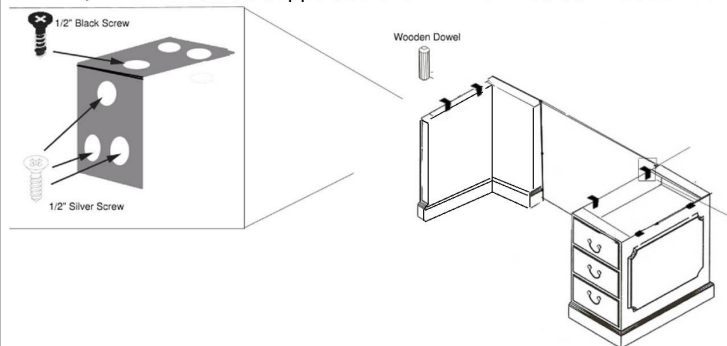
Use a Phillips screwdriver
to twist the cam locks

*Special Note: Some of the pre-drilled holes may be covered by the veneer.
Feel for holes with your finger and use a pencil or screwdriver
to poke through the veneer to access the hole.

2

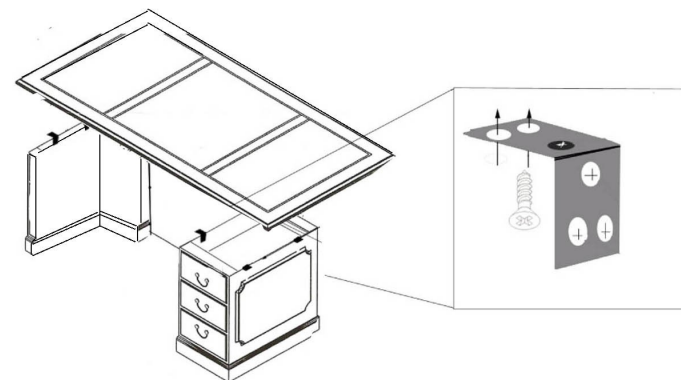
Step 2:

Place 6 L-Shaped Brackets where notched, as shown below (facing inside of drawer pedestal). Using the Black 1/2" Screws, screw down into the pedestal as shown. Using Silver 1/2" Screws, screw into the side of the drawer pedestal and side support as shown. Then insert all wooden dowels.



Step 3:

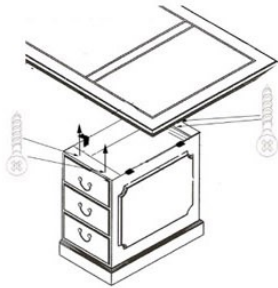
Carefully place desktop using the dowels as guides.
Now, use the 16, 1" Silver Screws to screw up through the pedestal
into the desk top.



3

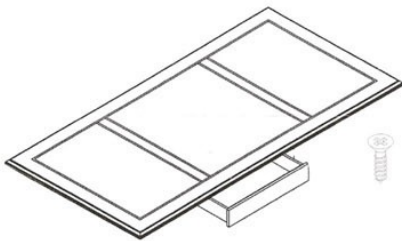
Step 4:

Remove top box drawer of the pedestal squeezing brackets on both sides. Each pedestal has two wooden top bars. Use the 8, 1 1/4" Silver Screws and screw up into/through the bar and into desk top. Use 2 screws for front and back bar, totaling 4 per pedestal.



Step 5 (for executive desks only):

Center the Center Drawer underneath the desktop and attach using 12, 1/2" Silver Screws.



4

Step 6

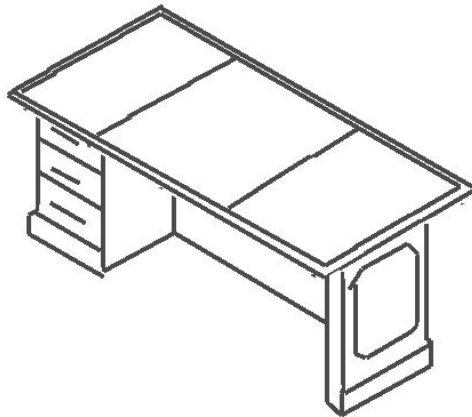
Attach all drawer pulls with the drop handles and screws provided.

Questions? Call Modern Office customer service at 800-443-5117, Mon-Fri, 8:30-5PM Central Time.

5

ASSEMBLY INSTRUCTIONS

5215 Left Pedestal Credenza
 (for L or U desks with Left Return/Bridge)



PARTS LIST

Part	Part
 Wood Dowel	 Cap
 Cam Pin	 Leveling Glide
 Cam Lock	 Drawer Pull
 1/2" Black/Silver Screws	 L-Bracket
 1" Screw	 1-1/4" Screw

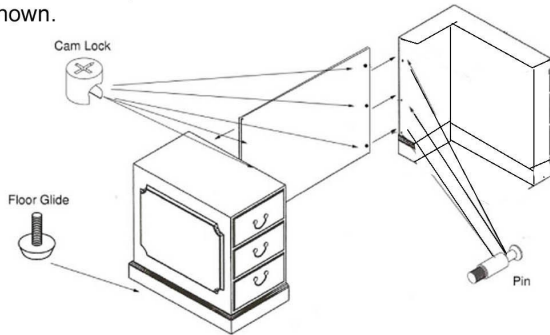


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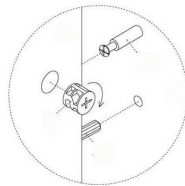
Assemble on a smooth, carpeted floor to prevent scratches or damage.
Assembly will require 2 people for safety.

Step 1:

Screw in leveling glides on bottom of pedestal, modesty panel and L-shaped side support panel. Arrange as shown in drawing. Then attach modesty panel to pedestal and support with cam locks as shown.



Use a Phillips screwdriver
to twist the cam locks

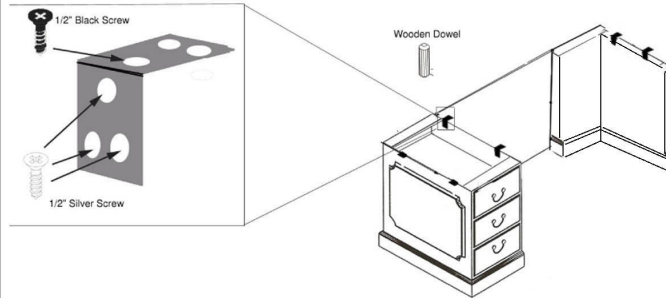


***Special Note:** Some of the pre-drilled holes may be covered by the veneer.
Feel for holes with your finger and use a pencil or screwdriver
to poke through the veneer to access the hole.

2

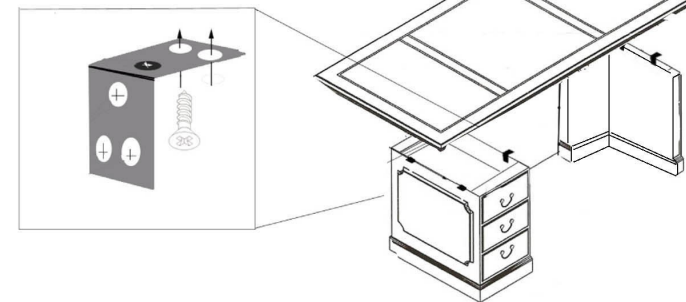
Step 2:

Place 6 L-Shaped Brackets where notched, as shown below (facing inside of drawer pedestal). Using the Black 1/2" Screws, screw down into the pedestal as shown. Using Silver 1/2" Screws, screw into the side of the drawer pedestal and side support as shown. Then insert all wooden dowels.



Step 3:

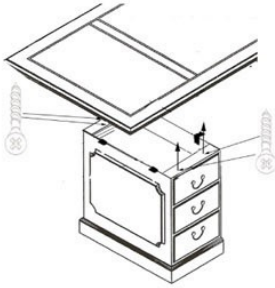
Carefully place desktop using the dowels as guides.
Now, use the 16, 1" Silver Screws to screw up through the bracket
into the desk top.



3

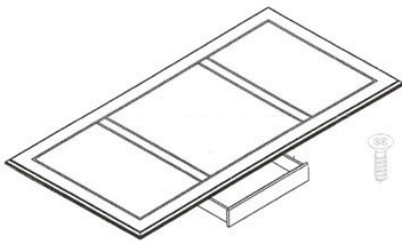
Step 4:

Remove top box drawer of the pedestal squeezing brackets on both sides. Each pedestal has two wooden top bars. Use the 8, 1 1/4" Silver Screws and screw up into/through the bar and into desk top. Use 2 screws for front and back bar, totaling 4 per pedestal.



Step 5 (for executive desks only):

Center the Center Drawer underneath the desktop and attach using 12, 1/2" Silver Screws.



4

Step 6

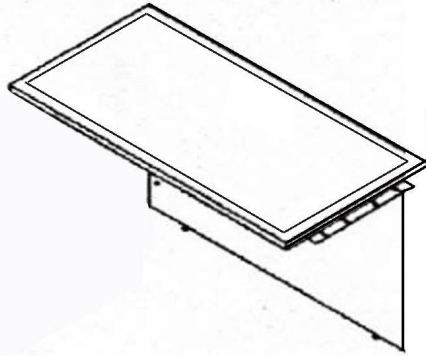
Attach all drawer pulls with the drop handles and screws provided.

Questions? Call Modern Office customer service at 800-443-5117, Mon-Fri, 8:30-5PM Central Time.

5

Bridge

5221

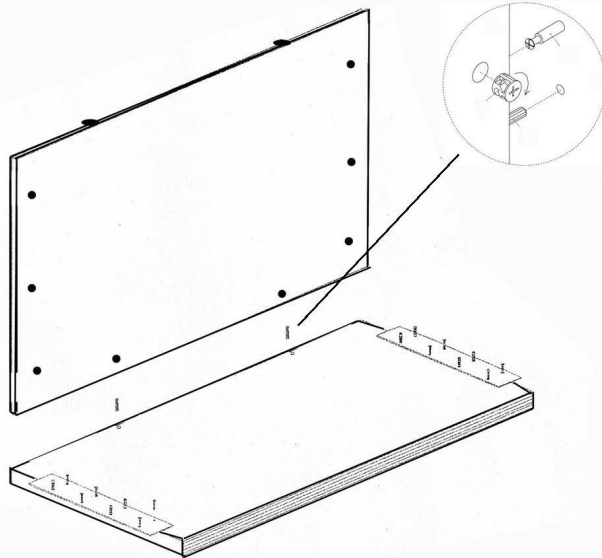
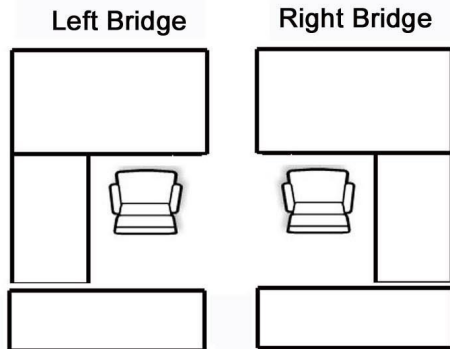


ASSEMBLY INSTRUCTIONS

PARTS LIST

Part	Part
 Wood Dowel	 Cap
 Cam Lock & Pin Set	 Leveling Glide
 Flat Bracket & Screws	 Drawer Pull

Can be used in left or right configuration

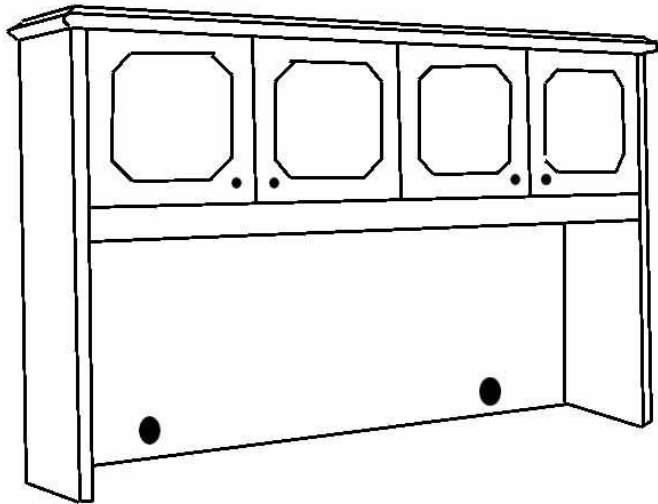


- 1.) Assemble with desktop face down on carpet or cardboard for protection during assembly.
- 2.) Attach long, worksurface brackets to underside of bridge. Use round-head screws to attach. Insert all/any hardware on worksurface.
- 3.) Insert any cam locks, cam pins and dowels to the side panel. Connect side panel to top panel using cam locks and pins. Use a Phillips screwdriver to twist the cam locks to secure.
- 4.) Screw in leveling glides on side panel.
- 5.) Carefully turn unit upright. Place in U-desk where you wish to connect. Level the desk if needed.
- 6.) Insert cam locks in holes on side panel. Insert cam pins into corresponding holes on executive desk side and credenza side. Push desks together, turning cam locks to secure the connection. Have a helper hold the desktop upright during this process.
- 7.) Now, attach the two long flat brackets, centered over the seams of the desks as shown in the drawing. Attach brackets with screws provided.
- 8.) Cover cam locks with caps.

*Special Note:

Some of the pre-drilled holes may be covered by the veneer. Feel for the holes under the veneer with your finger. You should feel a slight indentation. Poke through the veneer with a pencil or screwdriver to access the hole.

5218 Traditional Veneer Hutch



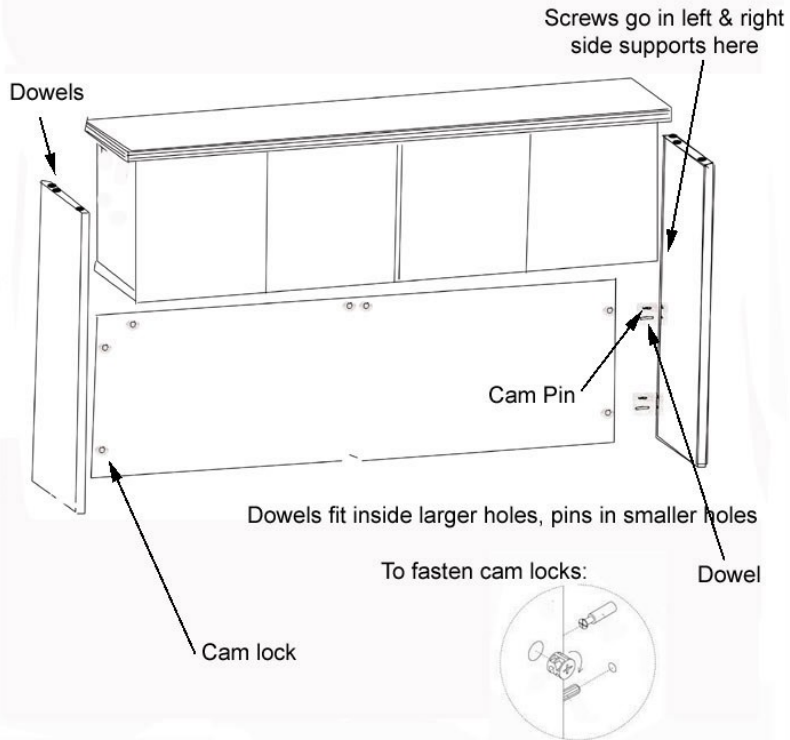
ASSEMBLY INSTRUCTIONS

PARTS LIST

Part	Part
 Wood Dowel	 Cap
 Cam Pin	 Cam Lock
 Screw	
 Door Knob	

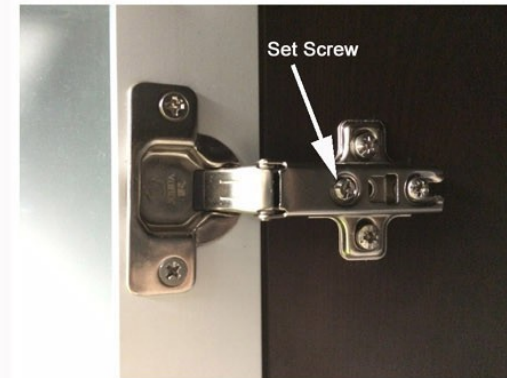
1.) Assemble on a smooth, carpeted floor to prevent scratches or damage. Assembly will require 2 people for safety.

2.) Cabinet of hutch is preassembled. You will need to attach the side supports and back panel using the cam locks, cam pins, dowels and screws as shown.



2

3.) You may need to align the hutch doors. You can do this by adjusting the set screw on the hinge. It also may help to loosen the other screws to help manipulate the hinges.



4.) Last Step is to insert two grommets in back panel and screw on door knobs. Hutch can secure to credenza with double-sided tape on bottom of left and right side panels. Cover any cam locks with caps provided.

3