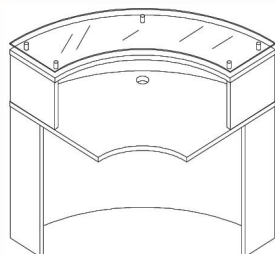


Curved Reception Desk Assembly Instructions



Applies to CH2961/MWAL/WH2961



Tools Needed:

- Phillips Screwdriver
- Power Screwdriver
- A Helper

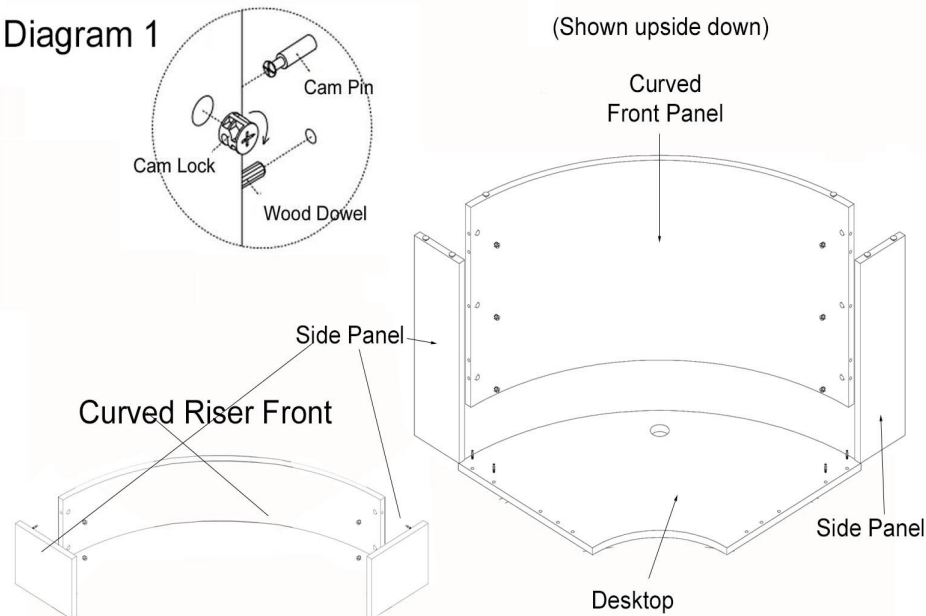
Assemble on carpet or cardboard to protect parts during assembly.
Assembly will require 2 people for safety.

1.) Start by inserting all Wood Dowels, Cam Pins/Locks and Leveling Glides into the Side Panels, Front Panels, Desktop and Countertop.

(Helpful Hint: Assemble Desk Upside Down)

2.) Next, locate the Curved Front Panel and attach one of the Side Panels. Line up the two pieces so that the Wood Dowels and Cam Pins insert into the pre-drilled holes. Once inserted, twist the Cam Locks with a Phillips screwdriver to lock and secure the panels together (Diagram 1). Then, repeat this step with the other side panel.

Diagram 1



3.) Next, attach the Desktop surface to the Curved Front Panel and the Side Panels using the same method.

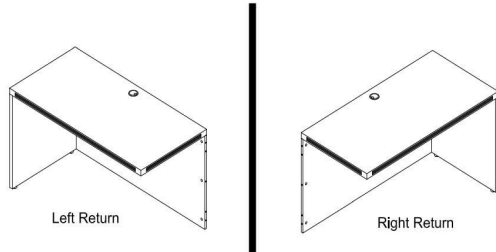
4.) Once the desk is secured, with a helper, turn the desk right side up. Begin the process of attaching the Riser and Countertop. Locate one of the riser Side Panels and attach it to the Curved Riser Front using same hardware method. Then repeat for the other side.

5.) Attach the assembled Riser by removing backing of 2-sided tape provided. Carefully position on Desktop with a helper.

6.) Once Riser is attached, carefully set the Glass Countertop on top of the Riser. With the helper holding the glass in place, the other person will insert the five Machine Screws through the holes in the laminate riser surface, to inside the chrome posts that are adhered to the Glass Countertop.






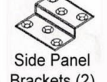





7.) Insert Grommet into Desktop and use the Adhesive Covers to conceal Cam Lock Holes.

Reversible Desk Return Assembly Instructions



Applies to:
BK/CH/FL/MJ/ML/WH2045

List of Hardware:

Part	Part	Part
		
Wood Dowel	Shallow Cover	Worksurface Bracket
		
Cam Pin	Deep Cover	Side Panel Brackets (2)
		
Cam Lock	Grommet	M6 Screw
		
Wood Screw		Leveling Glide

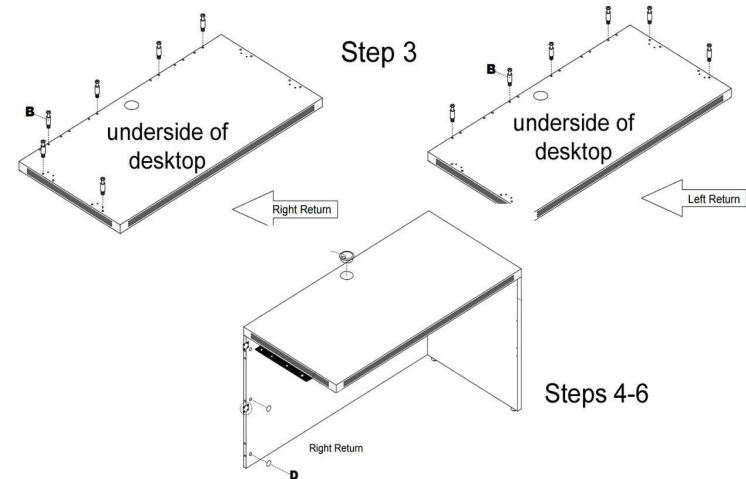
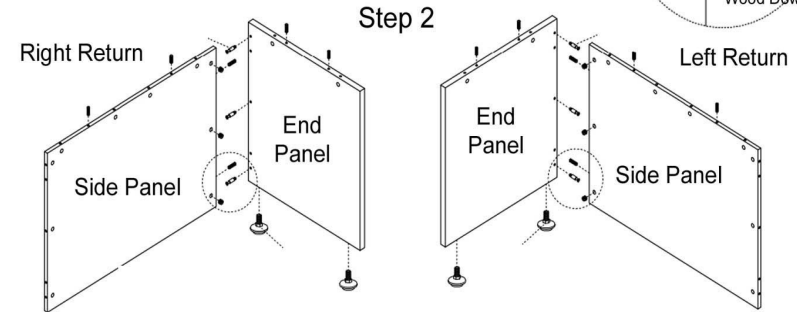
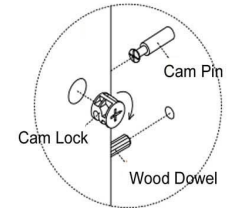
Tools Needed:

- Phillips Screwdriver
- Power Screwdriver
- A Helper

- 1.) Assemble on carpet or cardboard to protect parts during assembly. Assembly will require 2 people for safety.
- 2.) Determine if the return will be left or right handed (see diagram next page). Locate Side Panel & End Panel and arrange like shown in drawing. Insert leveling glides, then insert all cam pins, cam locks and wood dowels. Then connect the panels by inserting the dowels into the holes on opposite panel and inserting cam pins into cam locks (see diagram). Then, twist the cam locks with a Phillips Screwdriver to secure connection.
- 3.) Next, locate the Desktop and insert hardware. Then, set the desktop on the lower assembly and twist cams to securely connect.

Special Note:

Location & number of cam pin, cam lock and dowel holes may vary.

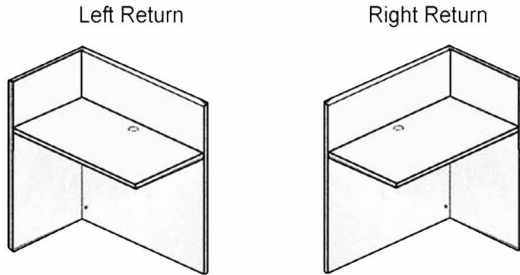


- 4.) Now it's time to attach the return to your desk. Locate the large flat bracket and M6 machine screws (it may be attached to the desktop already. If not, center the bracket over the edge and install 4 of the screws). With a helper, have one person hold the return desk stable while the other screws the machine screws into the desk.
- 5.) Once installed & leveled, use the wood screws to install the offset side panel brackets. This will further secure the side panel, but is an optional step. A power screwdriver is helpful.
- 6.) Lastly, insert the grommet into the desktop and use the caps provided to cover the cam locks.

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












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

Reception Return Desk Assembly Instructions



Applies to:
BK/CH/FL/MJ/ML/WH2080

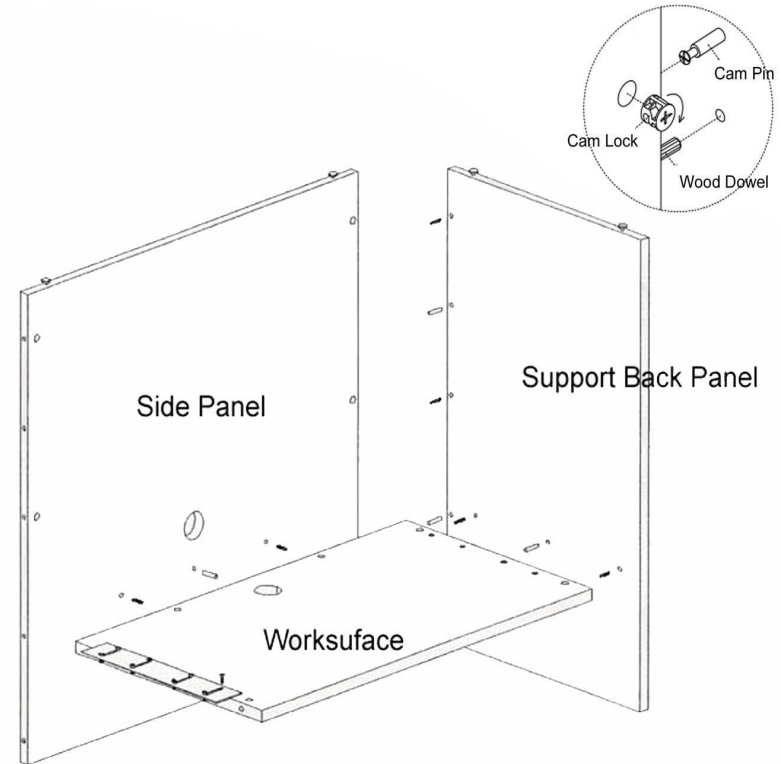
List of Hardware:

Part	Part	Part
 Wood Dowel	 Shallow Cover	 Worksurface Bracket
 Cam Pin	 Deep Cover	 Side Panel Brackets (2)
 Cam Lock	 Grommet	 M6 Screw
 Wood Screw		 Leveling Glide

Tools Needed:

- Phillips Screwdriver
- Power Screwdriver
- A Helper

- 1.) Assemble on carpet or cardboard to protect parts during assembly. Assembly will require 2 people for safety.
- 2.) Determine if the return will be left or right handed (see diagram next page). Locate Side Panel & End Panel and arrange like shown in drawing. Insert leveling glides, then insert all cam pins, cam locks and wood dowels. Then connect the panels by inserting the dowels into the holes on opposite panel and inserting cam pins into cam locks (see diagram). Then, twist the cam locks with a Phillips Screwdriver to secure connection.
- 3.) Next, locate the Desktop and insert assembly hardware. Then, set the desktop on the lower assembly and twist cams to securely connect.



Picture shows a left return being assembled, upside down.

- 4.) Now it's time to attach the return to your desk. Locate the large flat bracket and M6 machine screws (it may be attached to the desktop already. If not, center the bracket over the edge and install 4 of the screws). With a helper, have one person hold the return desk stable while the other screws the machine screws into the desk.
- 5.) Once installed & leveled, use the wood screws to install the offset side panel brackets. This will further secure the side panel, but is an optional step. A power screwdriver is helpful.
- 6.) Lastly, insert the grommet into the desktop and use the caps provided to cover the cam locks.

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

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