

Assembly Instructions for OZ821T/CR, OZ823T/CR OZ824T/CR & OZ827T/CR Modular Reception Desks









Side Panel

Worksurface.

Perforated Panel

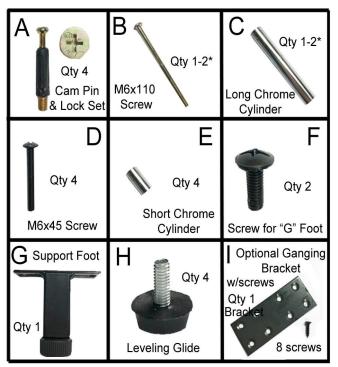


Side Panel

(D) & (E)

(B) & (C)

### List of Desk Hardware



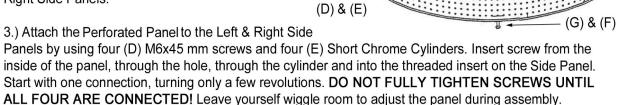
- \* Models OZ-821T and OZ-823T will have Qty 1 B & C. Models OZ-824T and OZ-827T will have Qty 2 B & C.
  - Whether your desk is curved or straight, large or small, all desks follow the same steps!

#### Tools Needed:

- \* Phillips Screwdriver
- \* A helper!
- \* Power Screwdriver (for optional Step 6)

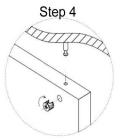
# **Desk Assembly Instructions:**

- 1.) Identify Left and Right Side Panels and the Large Curved Front Panel (panel will be flat in OZ827 model). Connect the Support Foot (G) on the Perforated Panel, using the two (F) screws provided.
- 2.) Next, insert two (H) Leveling Glides into Left and Right Side Panels.



- 4.) Next, attach the Worksurface using four of the (A) Cam Pin/Lock sets. Screw four Cam Pins into the underside of the Worksurface in the predrilled holes. Then, insert the Cam Locks into the predrilled holes on the Left & Right Side Panels, making sure the open ends of the Cam Locks are pointed up. Next, set the Worksurface in place over the Side Panels, guiding the Cam Pins into the holes and into the Cam Locks. With a Phillips Screwdriver, turn the Cam Locks half a turn to lock the pin inside, securing the Worksurface.
- 5.) Lastly, using the (B) M6x110 mm screw(s) and the (C) Long Chrome Cylinder(s), insert the (B) screw(s) from the underside of the top lip of the Perforated Panel, through the (C) Long Chrome Cylinder(s), into the threaded insert(s) on the underside of the Worksurface.
- 6.) You can use the optional (I) Ganging Bracket(s) to connect to adjacent desks. Use the self-drilling screws and a power screwdriver to center and install the screws through the bracket into the underside of the Worksurfaces.









Questions? Call 1-800-443-5117 for assembly help Monday-Friday, 8:30 - 5PM, CT



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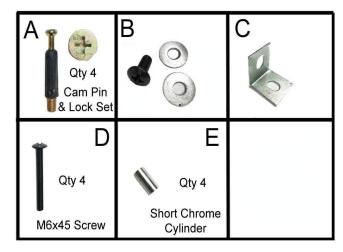








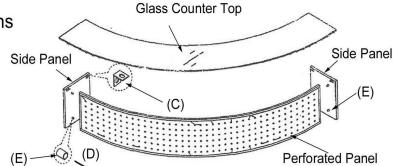
## List of Riser Hardware



Whether your riser is curved or straight, large or small, all risers follow the same steps!

# Riser Assembly Instructions

1.) Identify the Left and Right Side Riser Panels and the Silver Perforated Curved Front Panel (panel will be flat in case of OZ-827 model). Attach the Perforated Panel to the Left & Right Side Panels using four (D) M6x45mm screws and four (E) Short Chrome



Cylinders. Insert (D) screw from the inside of the Perforated Panel, through the hole, through the cylinder and into the threaded insert on the Side Riser Panel. Start with one connection, turning only a few revolutions. DO NOT FULLY TIGHTEN SCREWS UNTIL ALL FOUR ARE CONNECTED! Leave yourself wiggle room to adjust the panel during assembly.

- 2.) Next, locate the puck(s) adhered to the underside of the Glass Counter. Depending on your model, you may have one or two pucks. Peel the backing off of the piece of double-sided tape that is adhered to the puck. Center the counter over the Side Panels and Perforated Panel and adhere the puck(s) to the top of the Perforated Panel.
- 3.) Attach the Glass Counter on top of the Side Panels using four (C) L-Shaped Brackets and four (B) screws (two per side). Use washers to level out the brackets if you feel necessary.
- 4.) Your last step is to connect the riser to your assembled desk. Use the four (A) Cam Pin/ Lock Sets. Insert the Cam Pins into the predrilled holes on the Worksurface. Insert the round Cam Locks into the pre-drilled holes in the Left & Right Side Panels, making sure the open end of the Cam Lock is pointed down. Then, set the riser over the Worksurface and Cam Pins, guiding the pins into the holes in the underside of the Side Panels and into the Cam locks.

Tools Needed:

- \* Phillips Screwdriver
- \* A helper!

Step 1









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Step 4