

A 4 Sets 	B Qty 2  M6x110	C Qty 8  M6x45
D Qty 2  M6x25	E Qty 8  M6x16	F Qty 16  M6x12
G Qty 4 	H Qty 8 	I Qty 2 
J Qty 1 	K Qty 4 	L Qty 2 

### Tools Needed:

- \*Phillips screwdriver
- \*A helper

Special Note: You will not need the (F) screws. Please discard

### See our Assembly Videos!

- "How to Assemble Glass Top Reception Desks"
- "How to Assemble Glass Top Riser"

<http://www.modernofficefurniture.com/office-furniture-assembly-instructions.html>

## B - RISER ASSEMBLY

Cartons labeled "CR"



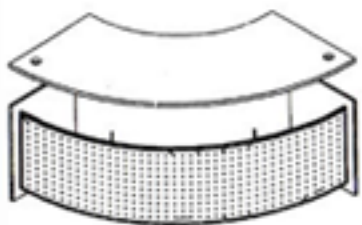
5.) Identify the left and right hand reception riser side panels and curved silver perforated front panel (front panel will be flat in case of 827 model). Attach the L-Shaped Brackets (K) to the top of each side panel using the 16mm (E) screws. Next, use four 45mm (C) screws through the holes in the end of the back panel, through the chrome cylinders (H) and into the inserts in the left and right side panels.

6.) Next, attach the glass counter by removing the backing of the 2-sided tape adhered to the top of the silver panel. Then, carefully position the glass so the silver pucks align with the tape and the silver pucks at the ends align with the L-Shaped Brackets (K). It is important that the glass is carefully placed where it aligns with the brackets on the ends. The 2-sided tape will form a tight bond with the pucks over time. Attach brackets with 4 (E) screws.

## A - DESK ASSEMBLY



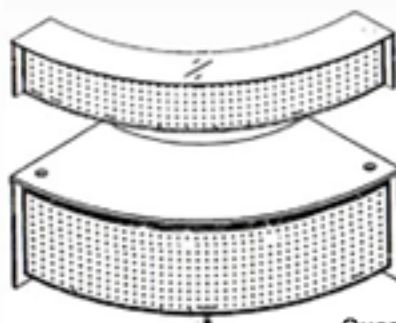
Cartons labeled "T"



- 1) Identify the left and right hand side panels and perforated, curved front panel (flat in case of 827 model). Connect the adjustable foot (J) into the insert in the middle of the metal panel using 2 of the (D) screws.
- 2.) Next, screw in 2 leveling glides (G) into both left and right side panels.
- 3.) Next, attach the perforated front panel to the left and right side panels by using four 45 mm screws (C) through the holes in the end of the front panel, through the chrome cylinders (H) and into the inserts in the left and right side panels.
- 4.) Attach the work surface using 4 of the cam lock and pin sets (A). Screw 4 cam pins into the

underside of the work surface in the holes provided. Set the work surface into position on the left and right side panels, guiding the cam pins into the holes on the side panels. Next, insert the 5/8" diameter cam locks into the holes and turn approx. half a turn to lock the work surface to the side panels. Next, use the 2 (I) cylinders and two 110mm (B) screws through the underside of the front panel inside edge, through the (I) cylinders and into the inserts of the underside of the desktop.

## C - FINAL STEPS



- 7.) Attach reception counter to work surface using 4 of the cam lock & pin sets (A). Set cam pins into left and right sides of work surface. Once in position, insert the cam locks into the holes on the left and right side panels of reception counter. Give the cam locks a half turn to secure the work surface and riser together.
- 8.) If you purchased more than one desk, use the (L) brackets to connect multiple desks together, side-by-side.

Questions? Call Customer Service at  
1-800-443-5117 Mon-Fri, 8:30-5 CT