



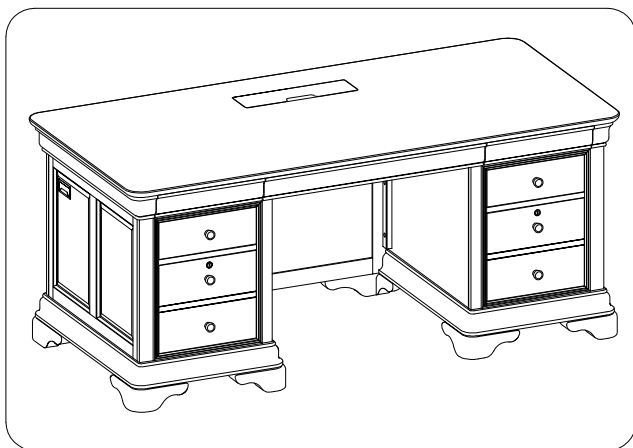
ITEM NO: I3290-300B 72" Executive Desk Base
I3290-300T 72" Executive Desk Top

Thank you for purchasing this quality product. Be sure to check all packing material carefully for small parts that may come loose inside the carton during shipment.

WARNING! Before using this product, please read, understand, and follow these instructions. Failure to follow each of these assembly instructions precisely may result in damage to the product and / or injury to the consumer.



UNIT SHOULD BE INSTALLED BY 2 OR MORE PERSONS.



TOOLS REQUIRED (NOT PROVIDED)

PHILLIPS SCREWDRIVER

HARDWARE LIST: I3290-300B

No.	Description	Sketch	Quantity
A	Bolt Ø1/4" x 1-3/8"		14 PCS
B	Lock Washer Ø1/4"		14 PCS
C	Flat Washer Ø1/4" x 3/4"		14 PCS
D	Allen Wrench 4mm		1 PC

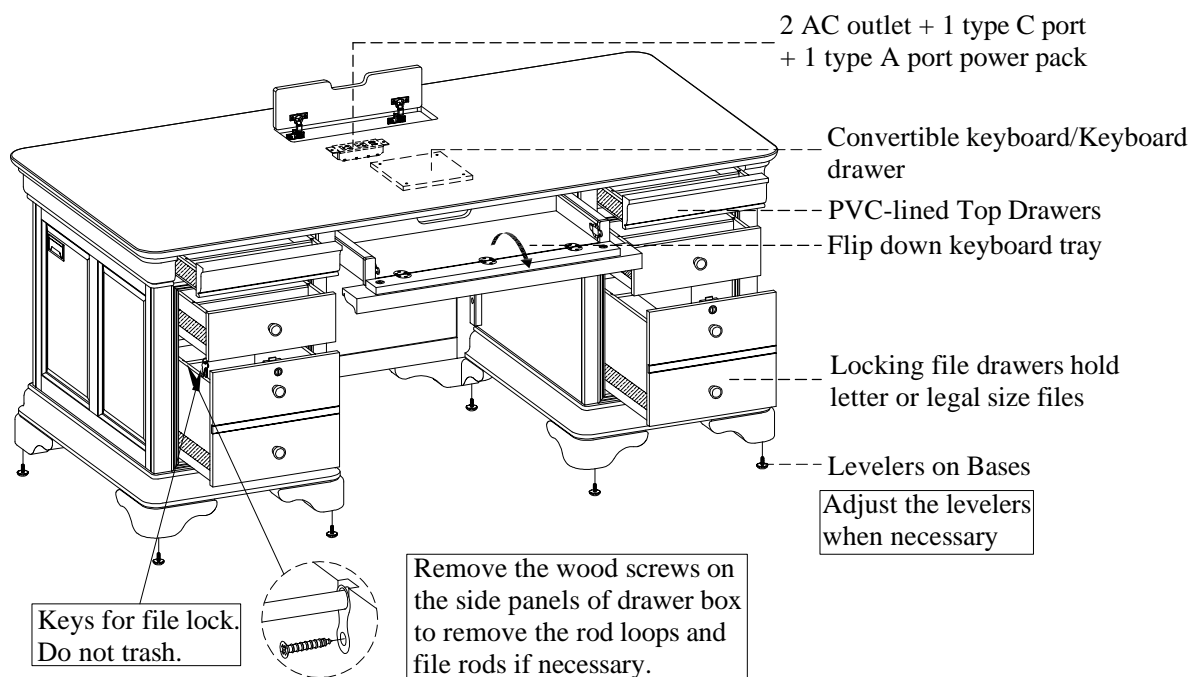
COMPONENTS LIST: I3290-300B

No.	Description	Sketch	Quantity
1	Left Pedestal		1 PC
2	Right Pedestal		1 PC
3	Modesty Panel		1 PC

COMPONENTS LIST: I3290-300T

No.	Description	Sketch	Quantity
1	Desk Top		1 PC
2	Mounting Plate		1 PC

FUNCTIONALITY INSTRUCTION



FOR INDOOR USE ONLY



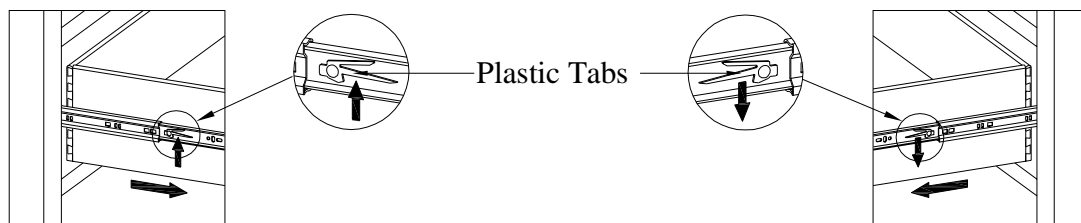
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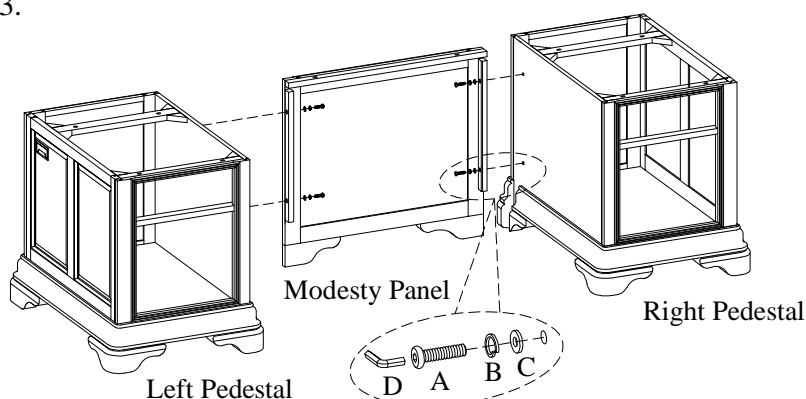
ASSEMBLY INSTRUCTIONS

ITEM NO: I3290-300B 72" Executive Desk Base
I3290-300T 72" Executive Desk Top

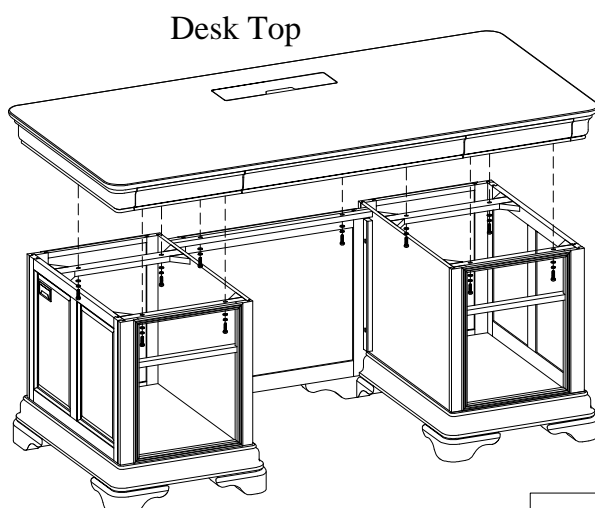
STEP 1: Remove the drawers from the pedestals: Fully extend the drawers, then press the plastic tabs down on the right and up on the left at the same time as shown below. While holding the tabs pressed down/up, pull the drawers out.



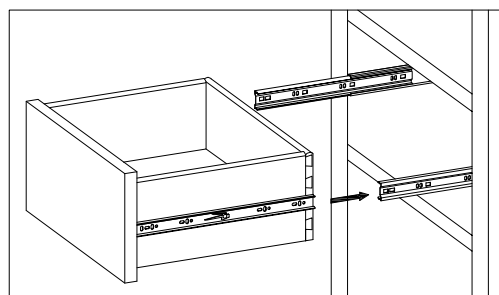
STEP 2: Attach the modesty panel to left pedestal and right pedestal by using 4 bolts (A), lock washers (B) and flat washers (C). Do not completely tighten bolts to allow some leeway for adjustment in STEP 3.



STEP 3: Attach the desk top to the desk base assembly by using 10 bolts (A), lock washers (B) and flat washers (C). Completely tighten all bolts used in Steps 2 and 3.



STEP 4: Replace all of the drawers in pedestals: Fully extend the slides from the case. Then align the slides on the drawers to the slides on the pedestals as shown. Push the drawers back in. You may have to slide the drawers in and out several times in order to properly align the ball bearings.

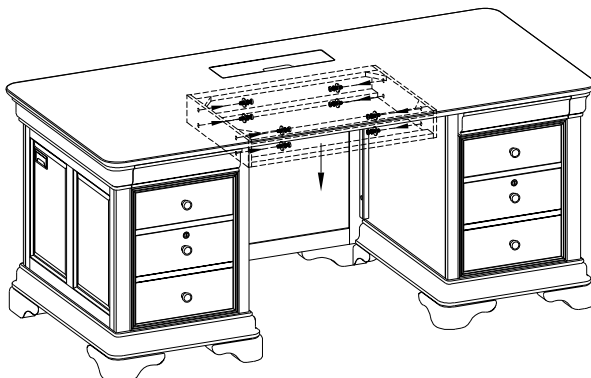




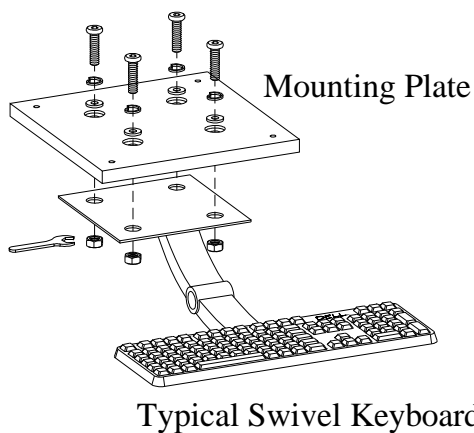
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I3290-300T 72" Executive Desk Top

To use a Typical Swivel Keyboard instead of the Keyboard drawer, please follow the procedure below.

STEP 1: Take the middle drawer off. Remove 8 bolts, lock washers and flat washers from drawer frame to the desk top. Take the drawer frame off. (Please keep the hardware that will be used on STEP 3.)



STEP 2: Attach Typical Swivel Keyboard to Mounting Plate by using 4 bolts, lock washers, flat washers and nuts. Using open wrench tighten all these bolts. (This hardware is included with Keyboard)



STEP 3: Attach Mounting Plate with Typical Swivel Keyboard to desk top by using 4 bolts, lock washers, flat washers. Tighten all bolts. (This hardware is from STEP 1)

