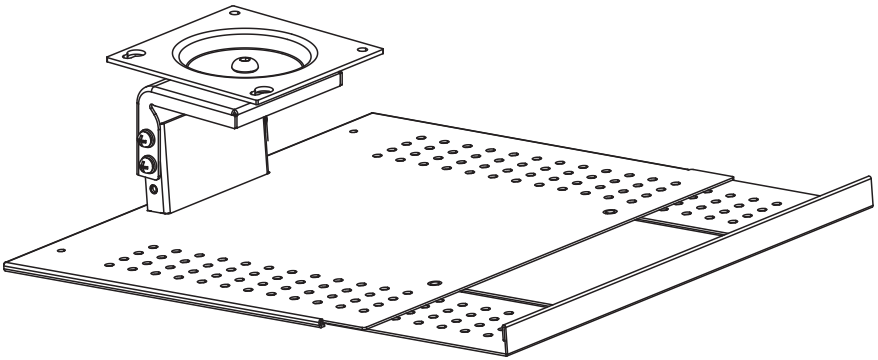


Black Sliding Under Desk Laptop Tray

Instruction Manual



SKU: DESK-AC02A



Scan the QR code with your mobile device or follow the link for helpful videos and specifications related to this product.

<https://vivo-us.com/products/desk-ac02a>

GET IN TOUCH | Monday-Friday from 7:00am-7:00pm CST



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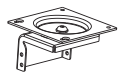


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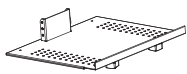
WARNING!

If you do not understand these directions, or if you have any doubts about the safety of the installation, please call a qualified technician. Check carefully to make sure there are no missing or defective parts. Improper installation may cause damage or serious injury. Do not use this product for any purpose that is not explicitly specified in this manual and do not exceed weight capacity. We cannot be liable for damage or injury caused by improper mounting, incorrect assembly, or inappropriate use.

PACKAGE CONTENTS



A (x1)
Mount



B (x1)
Tray



S-A (x4)
ST5.5x19mm
Screw



S-B (x4)
M6x12mm
Screw



S-C (x4)
M6 Lock Washer



S-D (x4)
M6 Washer

TOOLS NEEDED



Phillips
Screwdriver



Drill

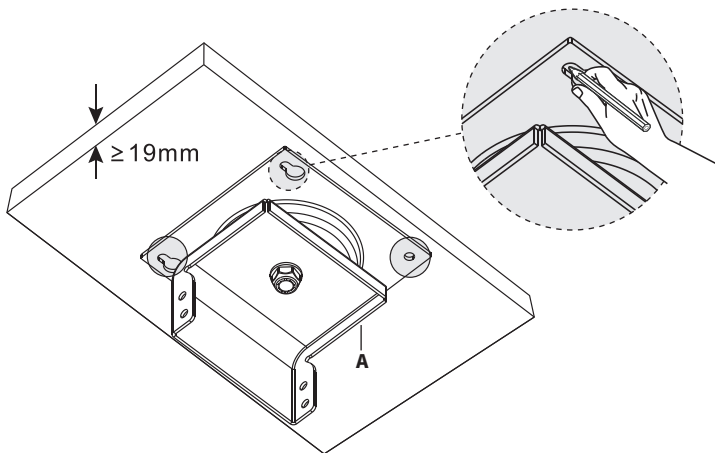
DO NOT EXCEED WEIGHT CAPACITY.
Failure to do so may result in serious injury.

11 lbs
(5 kg)

ASSEMBLY STEPS

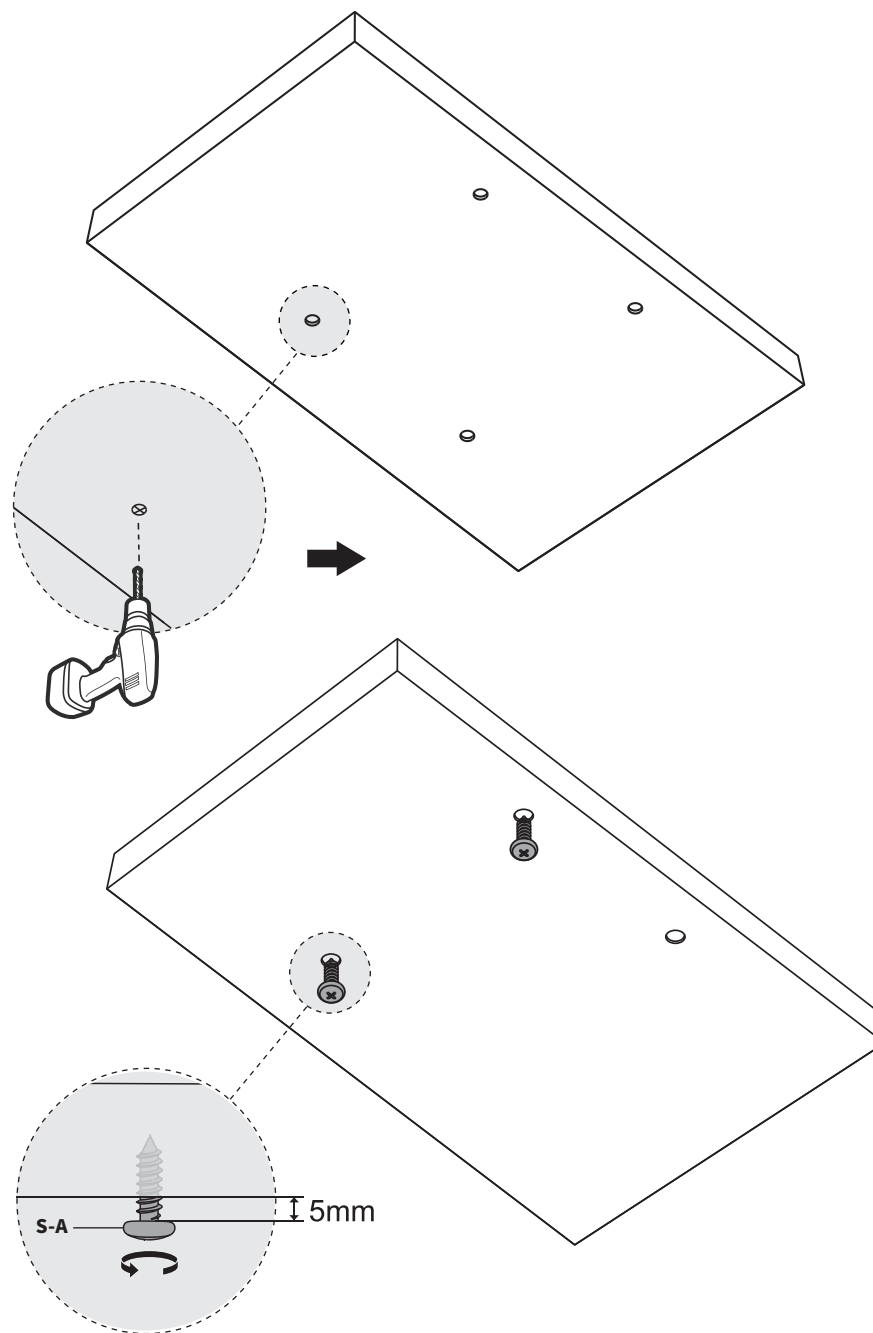
STEP 1

While holding Mount **(A)** up to the desktop at least 19mm from the edge, mark drilling locations using a pencil.



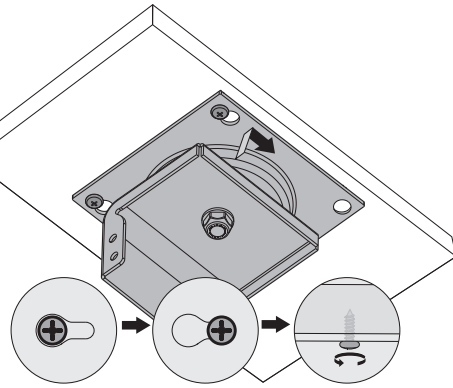
STEP 2

Pre-drill 15mm/.59" holes into desktop using 5/32" drill bit. Install two ST5.5x19mm screws **(S-A)** into left holes, as shown below, leaving a 5mm gap.

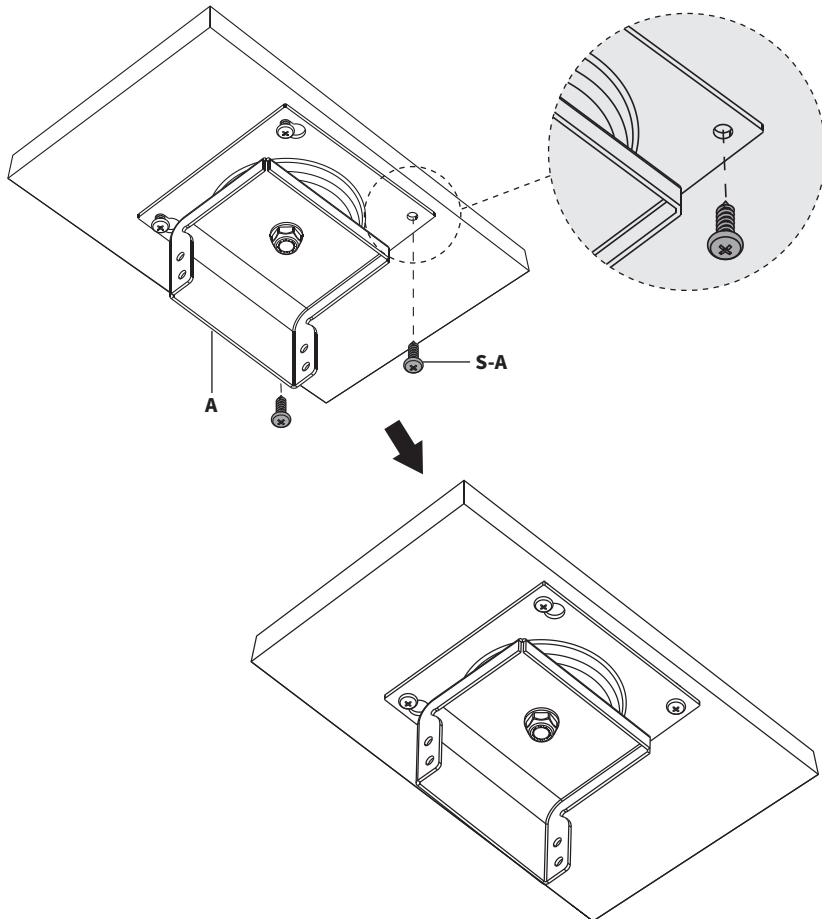


STEP 3

Slide Mount **(A)** onto previously installed screws using keyhole slots. Use a Phillips screwdriver to secure.

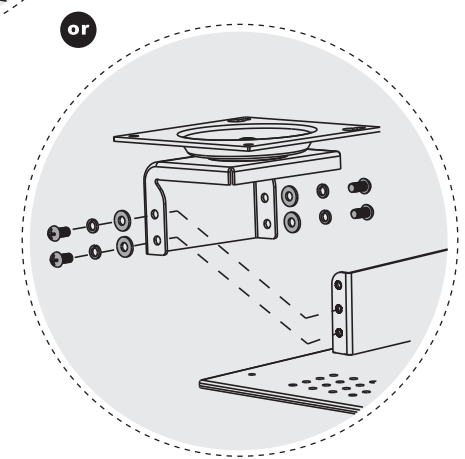
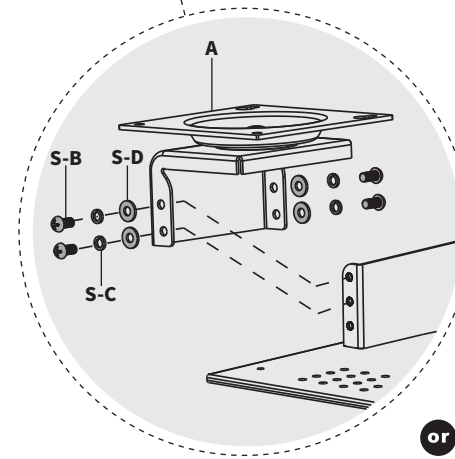
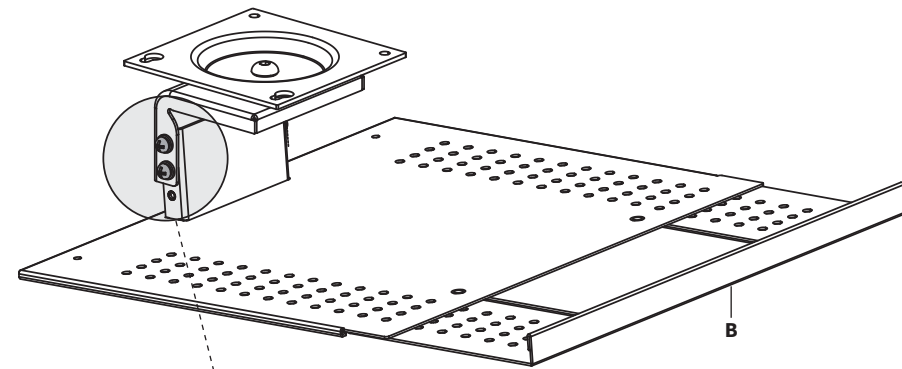


Install remaining ST5.5x19mm Screws **(S-A)** to secure Mount **(A)** to desktop using a Phillips screwdriver.



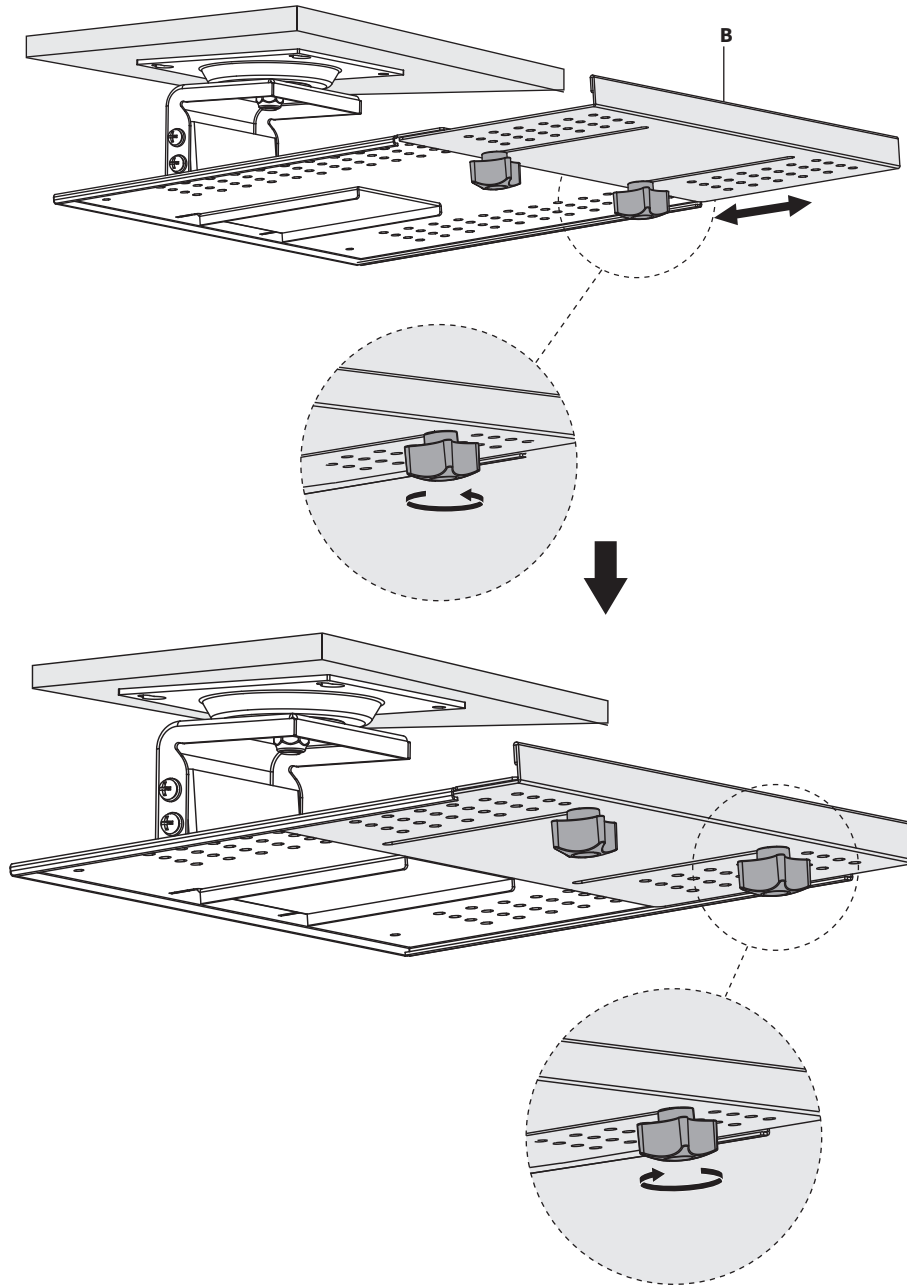
STEP 4

Secure Tray **(B)** to Mount **(A)** using M6x12mm Screws **(S-B)**, M6 Lock Washers **(S-C)**, M6 Washers **(S-D)**, and a Phillips screwdriver. Tray can be installed using upper or lower holes to achieve desired height.



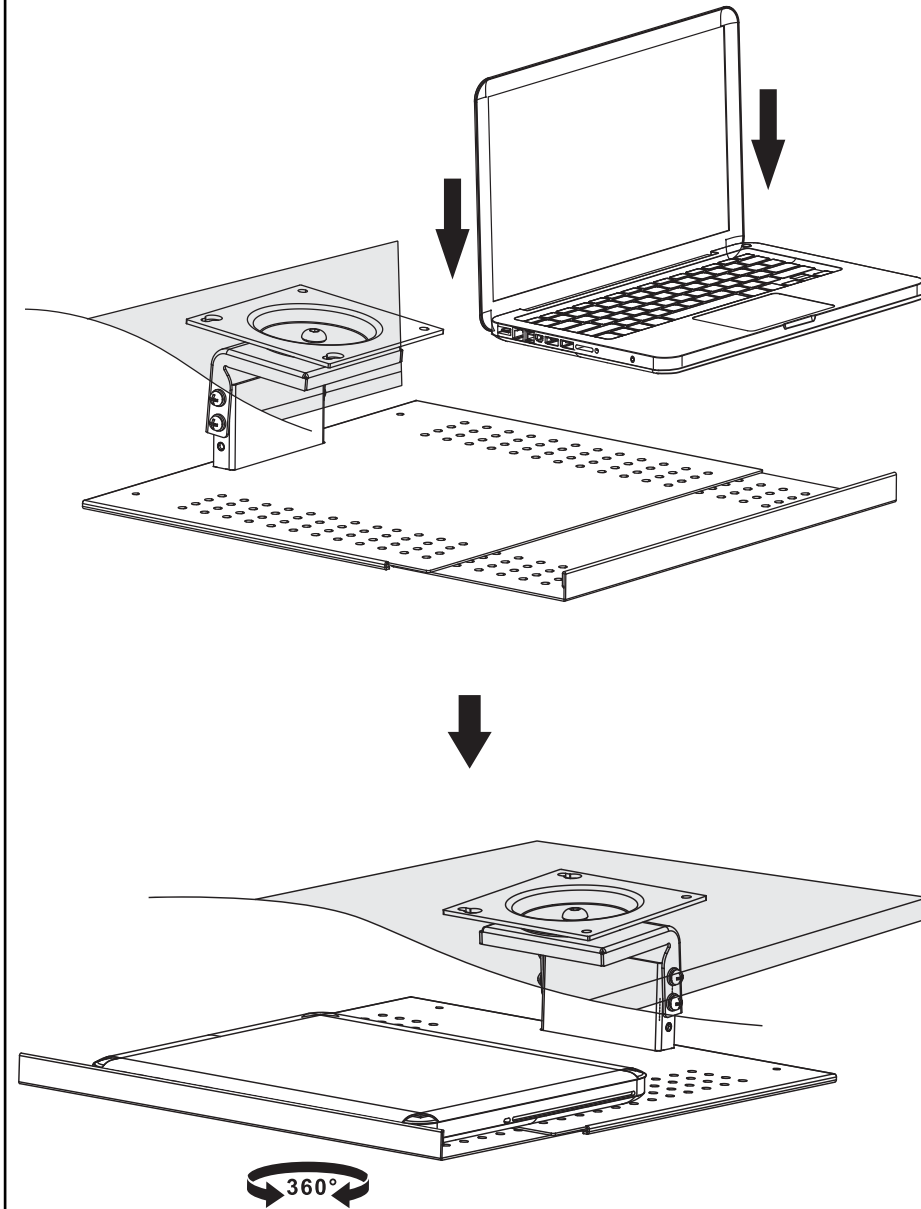
STEP 5

Loosen knobs on Tray (B) to adjust tray extension. Tighten knobs when desired adjustment is reached.



STEP 6

Swivel assembly left or right to achieve desired position.





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LAST UPDATED: 10/31/2022
REV2



Open **Monday - Friday 7:00am - 7:00pm** CST,
our dedicated support team can offer immediate assistance with rapid response times. If any parts are received damaged or defective, please contact us. We are happy to replace parts to ensure you have a fully functioning product.



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AVG. RESOLUTION TIME (*within office hrs*): **5M 4S**



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AVG. RESOLUTION TIME (*within office hrs*): **< 15 M**



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AVG. RESPONSE TIME (*within office hrs*): **1HR 8M**

- 23% within < 15m
- 38% within < 30m
- 61% within < 1hr
- 83% within < 2hr
- 92% within < 3hr

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