



Slim 17" Under Desk Pencil Drawer

Instruction Manual



SKU: DESK-AC04D



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-ac04d>

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



help@vivo-us.com



www.vivo-us.com
Chat live with an agent!



309-278-5303

⚠ 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.

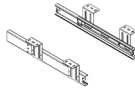
⚠ WARNING: CHOKING HAZARD

SMALL PARTS - NOT FOR CHILDREN UNDER 3 YEARS. ADULT SUPERVISION IS REQUIRED.

PACKAGE CONTENTS



A (x1)
Drawer



B (x2)
Brackets



C (x4)
M5x16

TOOLS NEEDED



**Phillips
Screwdriver**



Drill

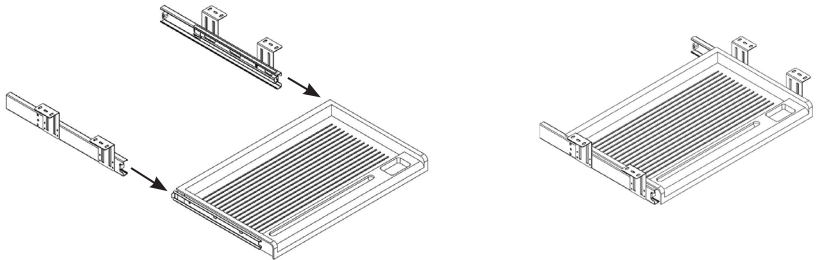
DO NOT EXCEED WEIGHT CAPACITY.
Failure to do so may result in serious injury.



ASSEMBLY STEPS

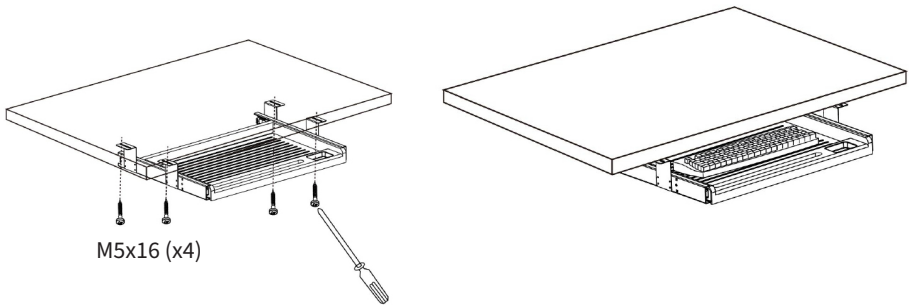
STEP 1

Slide drawer (A) back into open ends of brackets (B) until parts are latched together.



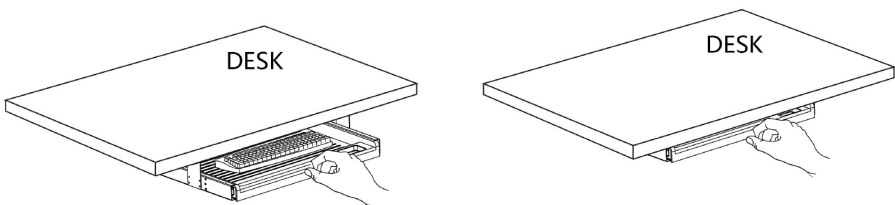
STEP 2

Place drawer with brackets against underside of desk to mark drilling locations. Drill 1/2" (12mm) deep holes using a 1/8" (3mm) drill bit, then mount drawer using M5x16 screws (C) with a Phillips screwdriver.



STEP 3

Place keyboard and other items in drawer.





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

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