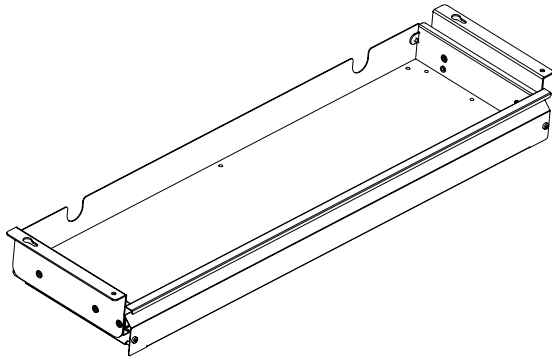




Black Extra Long Under Desk Drawer

Instruction Manual



SKU: DESK-DR33-B



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-dr33-b>

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



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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. 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.

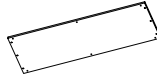
PACKAGE CONTENTS



A (x1)
Left Bracket



B (x1)
Right Bracket



C (x1)
Base



D (x1)
Front Wall



E (x1)
Back Wall



F (x1)
Template



S-A (x4)
M5x5mm Screw



S-B (x10)
M5x12mm Screw



W-A (x4)
M5x16mm Screw



W-B (x4)
M5 Washer

NOTE: 2 Extra screws have been included of each

DO NOT EXCEED WEIGHT CAPACITY.

Failure to do so may result in serious injury.



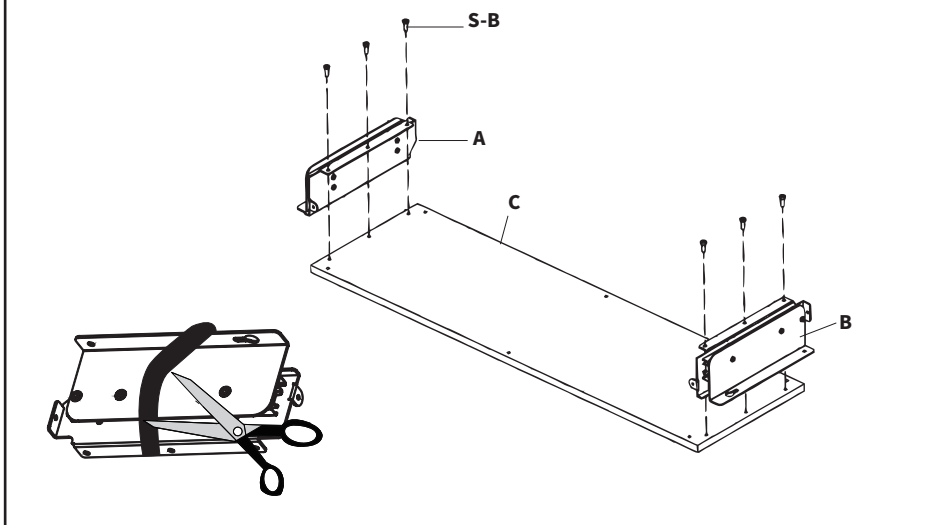
TOOLS NEEDED



ASSEMBLY OPTION A: DRAWER

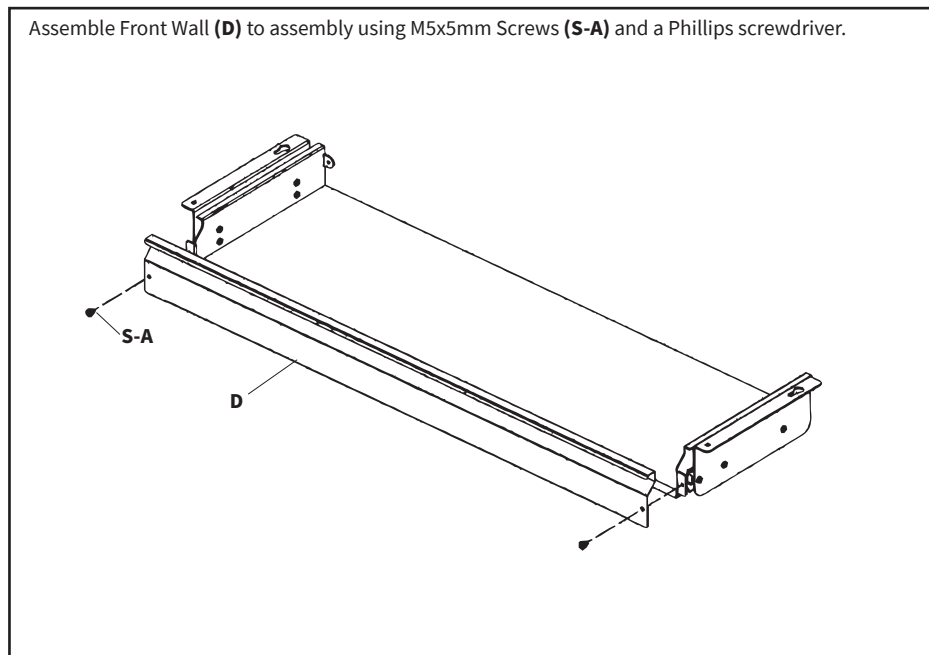
STEP 1

Remove the shipping straps from Left Bracket **(A)** and Right Bracket **(B)**. Assemble Left Bracket **(A)** and Right Bracket **(B)** to Base **(C)** using M5x12mm Screws **(S-B)** and a Phillips screwdriver.



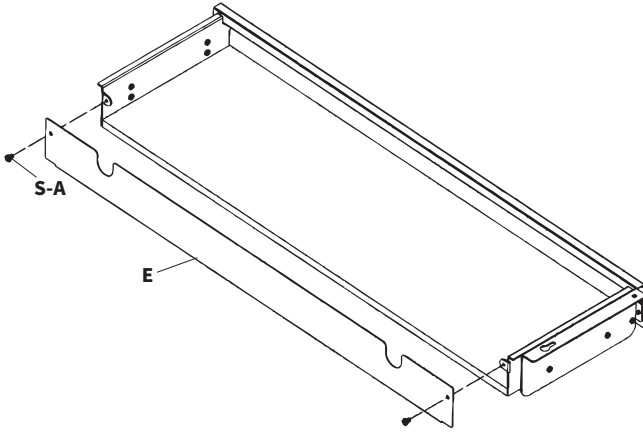
STEP 2

Assemble Front Wall **(D)** to assembly using M5x5mm Screws **(S-A)** and a Phillips screwdriver.



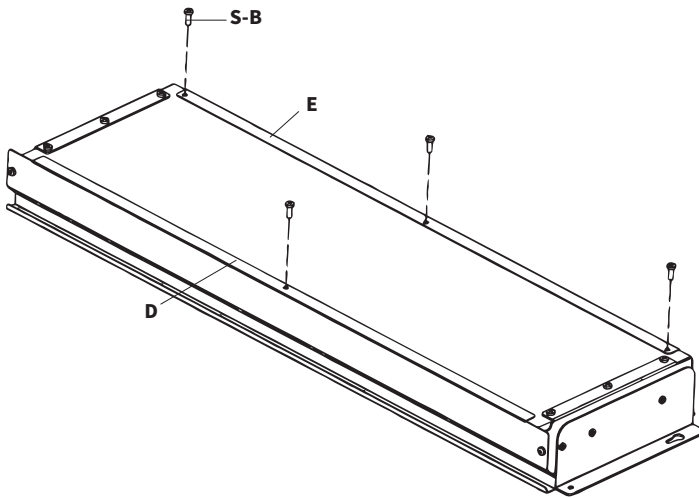
STEP 3

Assemble Back Wall (**E**) to assembly using M5x5mm Screws (**S-A**) and a Phillips screwdriver.



STEP 4

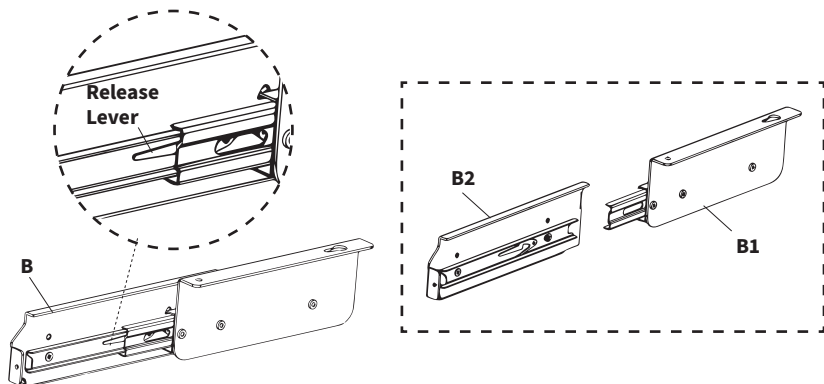
Flip assembly over and secure under side of Front Wall (**D**) and Back Wall (**E**) with M5x12mm Screws (**S-B**) and a Phillips screwdriver.



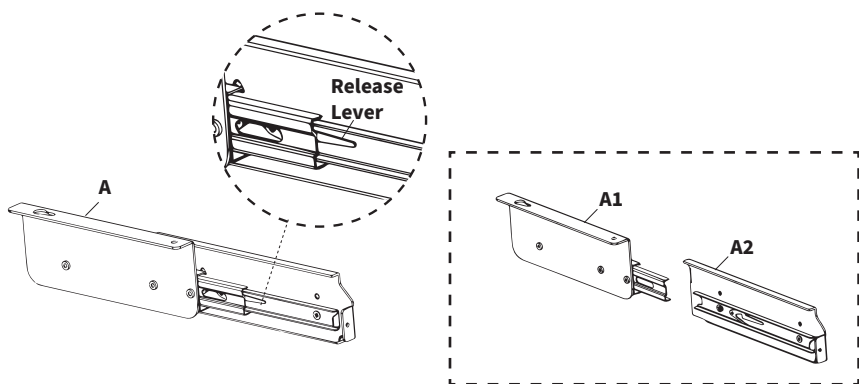
ASSEMBLY OPTION B: KEYBOARD TRAY

STEP 1

Push down on Right Side Bracket **(B)** Rail Release Lever to release, then separate the Outer Rail **(B1)** from Inner Rail **(B2)**.

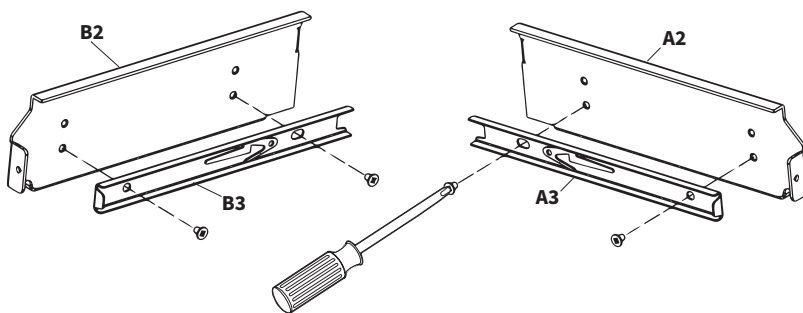


Push up on Left Side Bracket **(A)** Rail Release Lever to release, then separate the Outer Rail **(A1)** from Inner Rail **(A2)**.



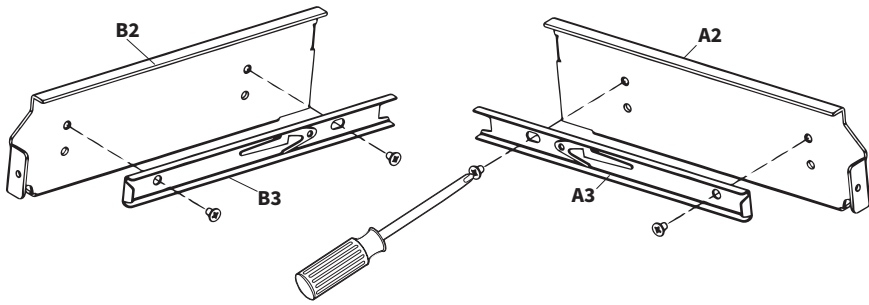
STEP 2

Use a Phillips screwdriver to remove Rail **(B3, A3)** from the lower holes in Inner Rail Brackets **(B2, A2)**.

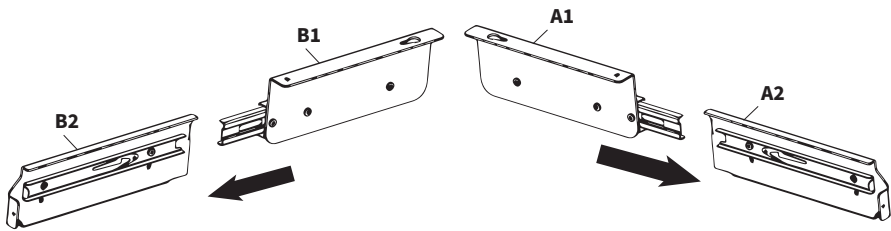


STEP 3

Install Rails (**B3, A3**) into upper holes of Inner Rail Brackets (**B2, A2**) with a Phillips screwdriver.

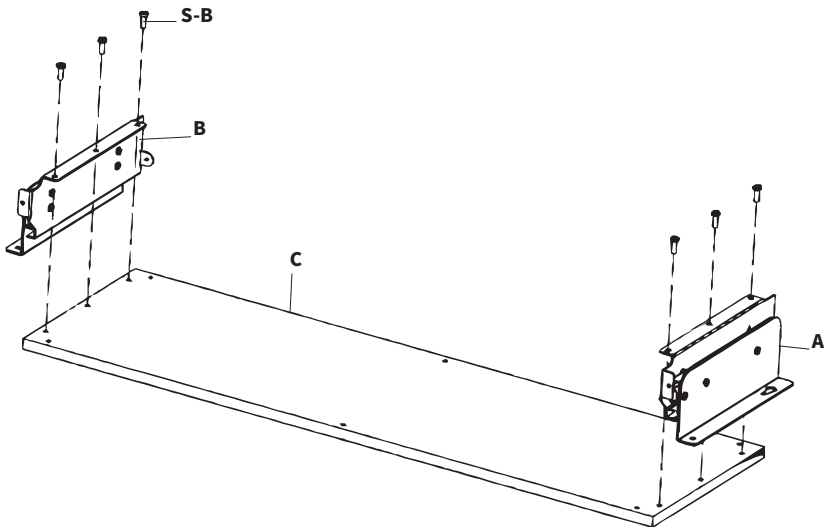


Reconnect Outer Rails (**B1, A1**) to Inner Rail Brackets (**B2, A2**).



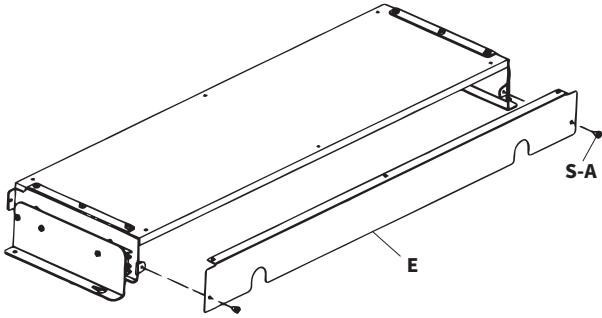
STEP 4

Attach Left Side Bracket (**A**) and Right Side Bracket (**B**) to Base (**C**) using M5x12mm Screws (**S-B**) and a Philips screwdriver.

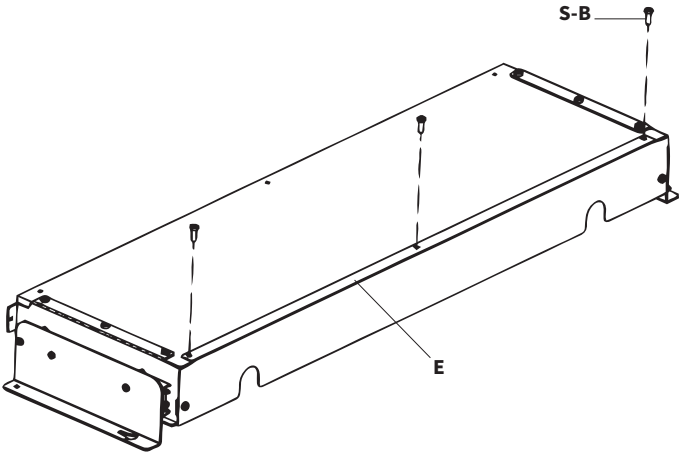


STEP 5

Assemble Back Wall (**E**) to assembly using M5x5mm Screws (**S-A**) and a Phillips screwdriver.



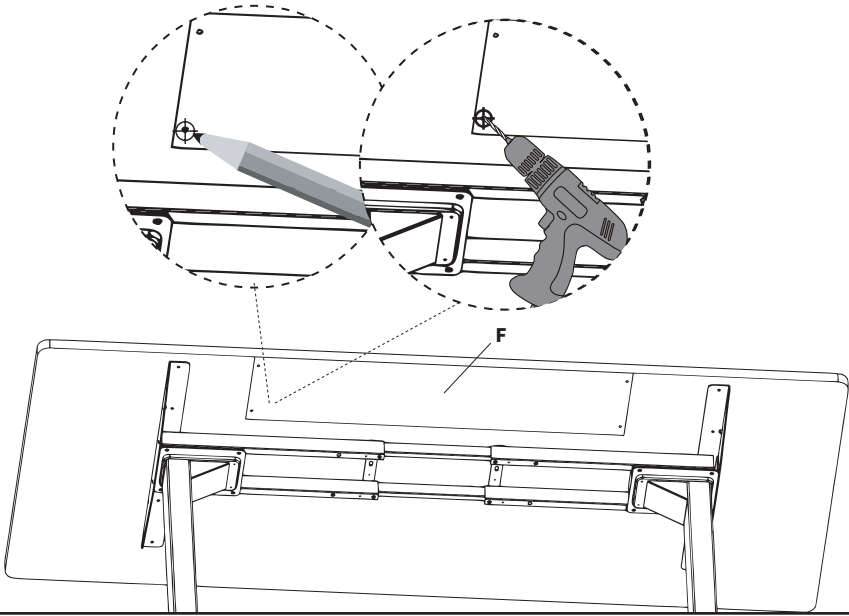
Secure underside of Back Wall (**E**) with M5x12mm Screws (**S-B**) and a Phillips screwdriver.



MOUNTING INSTRUCTIONS

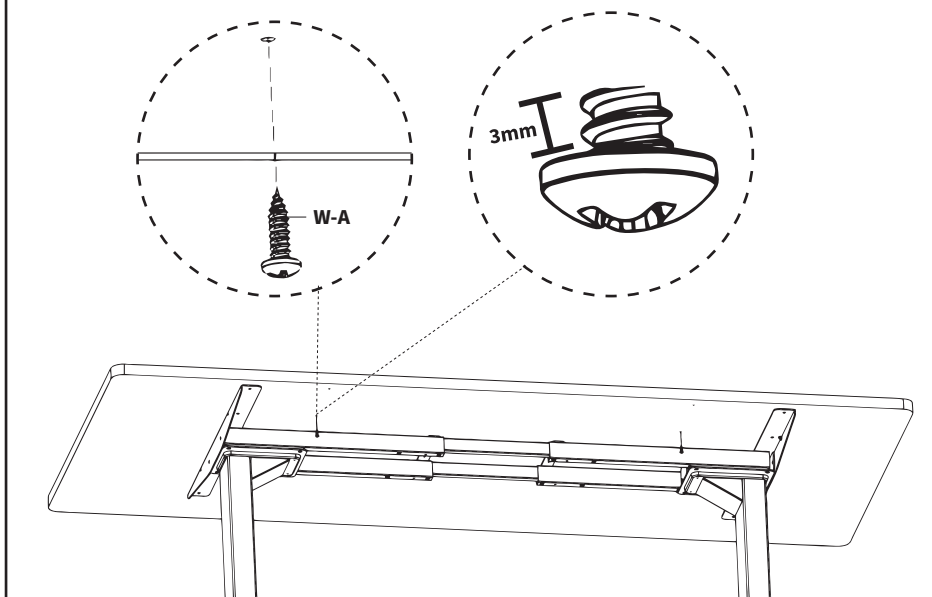
STEP 1

Use Template **(F)** and a pencil to mark mounting holes in desktop. Drill $\frac{3}{8}$ " (10mm) deep pilot holes using a $\frac{3}{32}$ " (2.5mm) drill bit.



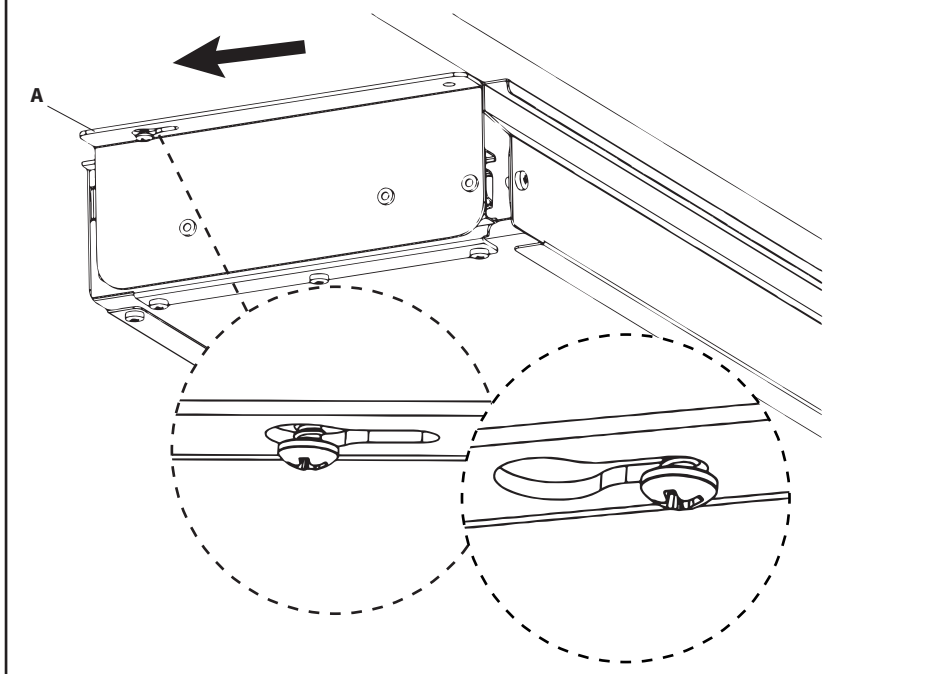
STEP 2

Using a Phillips screwdriver, install two M5x16mm Screws (**W-A**) into back mounting holes in desktop, leaving a 3mm gap for keyhole mounting.



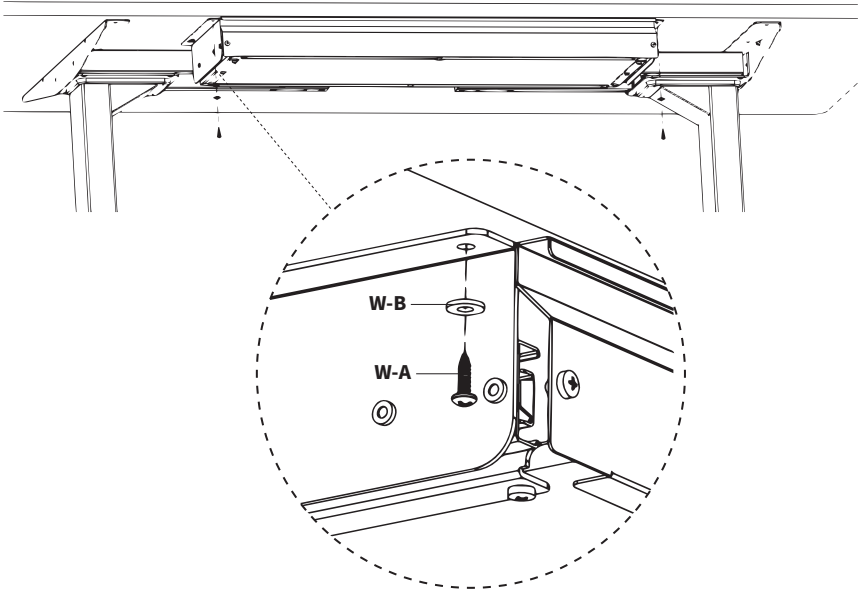
STEP 3

Align keyhole openings on Left Side Bracket (**A**) and Right Side Bracket (**B**) with installed Screws (**W-A**). Slide assembly back and tighten screws to anchor.



STEP 4

Install remaining two front M5x16mm Screws (**W-A**) and M5 Washers (**W-B**) using a Phillips screwdriver.



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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