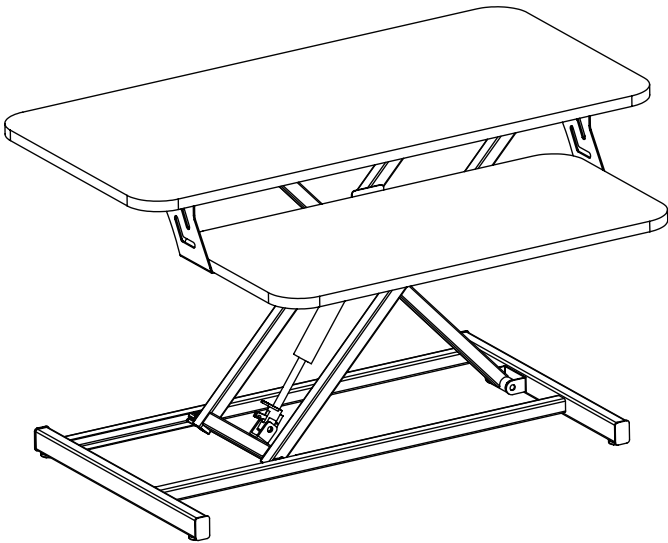




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## Desk Riser Instruction Manual



**SKU: DESK-V000S/SD/SN/SW**



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-v000s>

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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



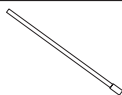
**A (x1)**  
Desk



**B (x2)**  
Tray Brackets



**C (x1)**  
Keyboard Tray



**D (x2)**  
Cable Ties



**E (x2)**  
Pad



**F (x1)**  
Baffle



**S-A (x6)**  
M5x12mm Flat  
Head Screw



**S-B (x6)**  
M5x12mm Round  
Head Screw



**S-C (x2)**  
M4x10mm Round  
Head Screw

## TOOLS NEEDED

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

## ⚠ WARNING: PINCH POINT

DO NOT place hands on or near support bars. Moving parts can crush and cut. Pinch points are created during lifting and lowering the work surface. Failure to follow these instructions may result in serious personal injury.



Scissors



Phillips  
Screwdriver



DESKTOP

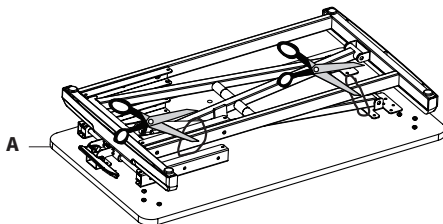


KEYBOARD TRAY

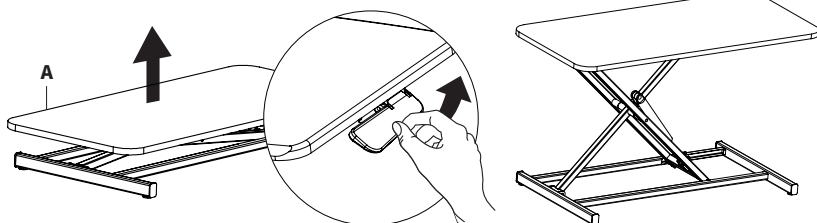
## ASSEMBLY STEPS

### STEP 1

Carefully turn Desk (**A**) upside down on a flat surface. Use scissors to cut the shipping ties.

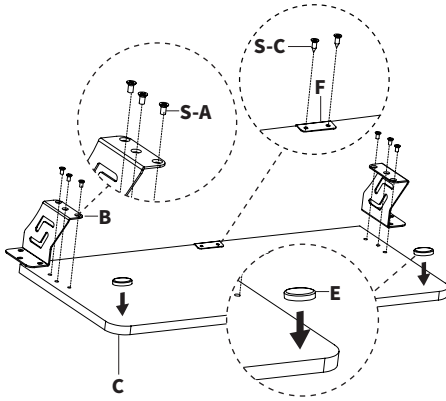


Press side lever to slowly lift and raise Desk (**A**) to fully adjusted position.



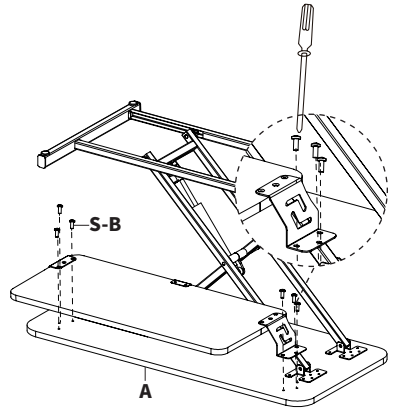
## STEP 2

Secure Tray Brackets (**B**) to pre-drilled holes in Keyboard Tray (**C**) using M5x12mm Flat Head Screw (**S-A**) and a Phillips screwdriver. Apply Pads (**E**) to front side of Tray (**C**). Install Baffle (**F**) to Keyboard Tray (**C**) using M4x10mm Round Head Screws (**S-C**) and a Phillips screwdriver.



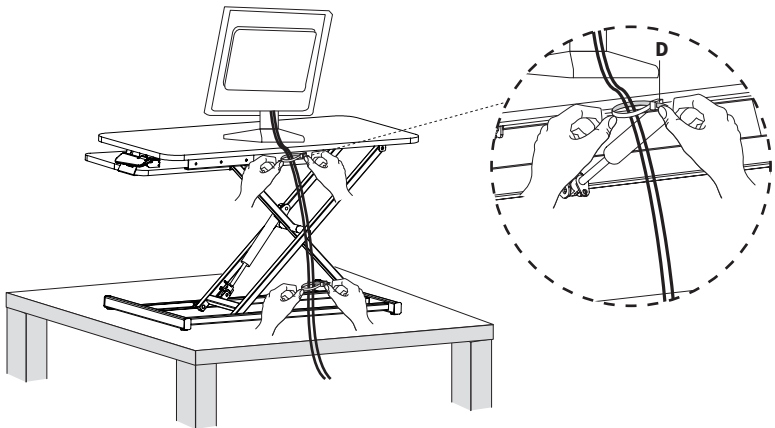
## STEP 3

Flip Desk (**A**) upside down and attach tray assembly to underside of desktop using M5x12mm Round Head Screw (**S-B**) and a Phillips screwdriver.



## STEP 4

Return desk assembly upright and place accessories as desired. Use Cable Ties (**D**) to organized cords.



### CAUTION!



Keep monitor and laptop base fully on the desktop.



Follow the cable routing instructions to avoid the potential to pinch cables.




Leave enough slack in cable to allow for full range of vertical motion (15" / 38 cm).



Raise desktop slowly to keep items stable.

Failure to follow these instructions may result in property damage and/or personal injury.

 Love your new VIVO setup and want to share?  
Tag us in your photo! **@vivo\_us**

LAST UPDATED: 02/10/2023  
REV2V



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.



309-278-5303

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



[www.vivo-us.com](http://www.vivo-us.com)  
*Chat live with an agent!*

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



[help@vivo-us.com](mailto:help@vivo-us.com)

**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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