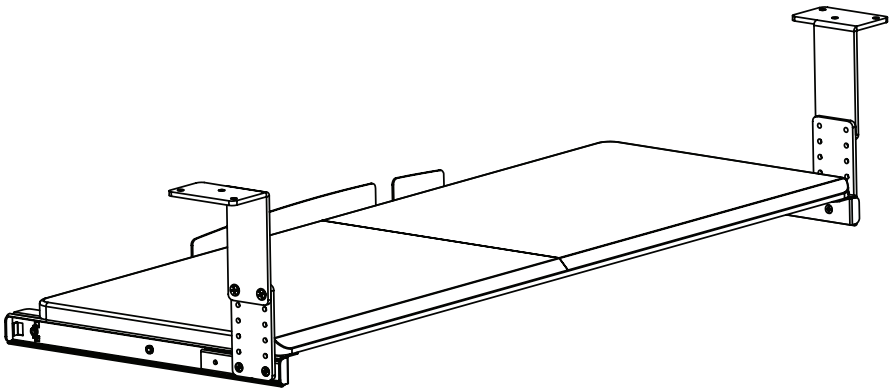




Under Desk Height Adjustable Keyboard Tray Instruction Manual



SKU: MOUNT-KB27HB



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/mount-kb27hb>

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



help@vivo-us.com



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Chat live with an agent!



309-278-5303

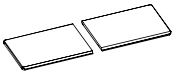
WARNING!

If you do not understand these directions, or if you have any doubts about the safety of the installation, please contact our product support team at 309-278-5303 or help@vivo-us.com for further assistance. 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.

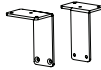
PACKAGE CONTENTS



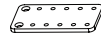
A (x1)
Keyboard Tray



B (x2)
Slider Bracket



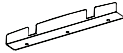
C (x1)
Mounting
Bracket Set



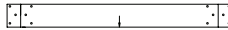
D (x2)
Support Bracket



E (x2)
Connecting
Plate



F (x1)
Keyboard
Stop



G (x1)
Template



S-A (x6)
M4x7mm Screws



S-B (x8)
M5x12mm Screws



S-C (x12)
M5x12mm
Flat Head Screw



S-D (x6)
M5x8mm
Flat Head Screw



S-E (x6)
M5x8mm
Screw



S-F (x8)
M5x16mm
Screw

TOOLS NEEDED



NOTE: SOME HARDWARE INCLUDED MAY NOT BE USED

DO NOT EXCEED WEIGHT CAPACITY.

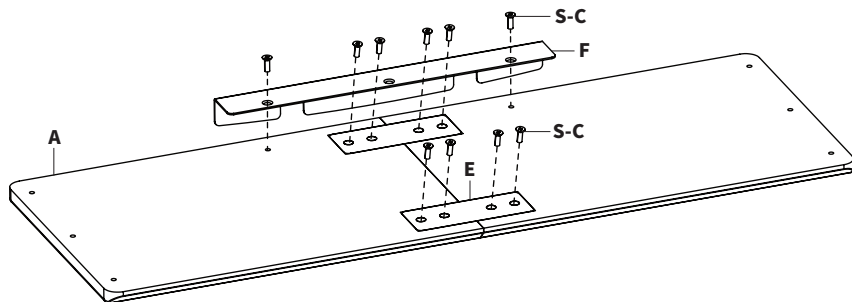
Failure to do so may result in serious injury.



ASSEMBLY STEPS

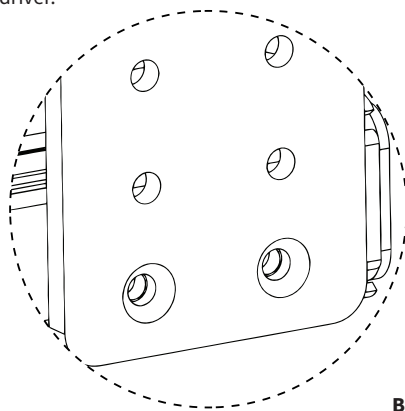
STEP 1

Assemble Keyboard Tray Set (A) using Connecting Plates (E), M5x12mm Flat Head Screws (S-C), and a Phillips screwdriver. Attach Keyboard Stop (F) to the back of Keyboard Tray Set (A) using M5x12mm Screws (S-C) and a Phillips screwdriver.

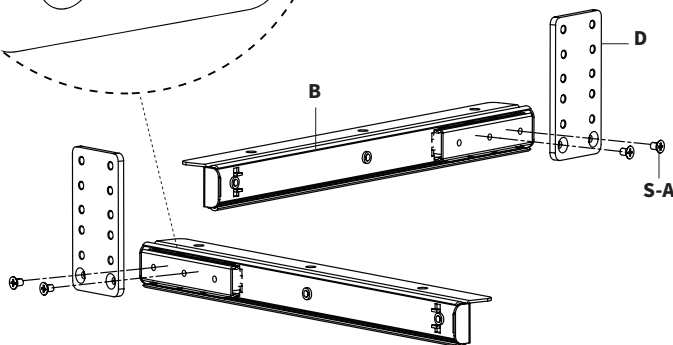


STEP 2

Assemble Support Brackets (D) to the Slider Brackets (B) using M4x7mm Screws (S-A), making sure the countersunk holes on Support Brackets (D) are facing outward. Tighten with a Phillips screwdriver.



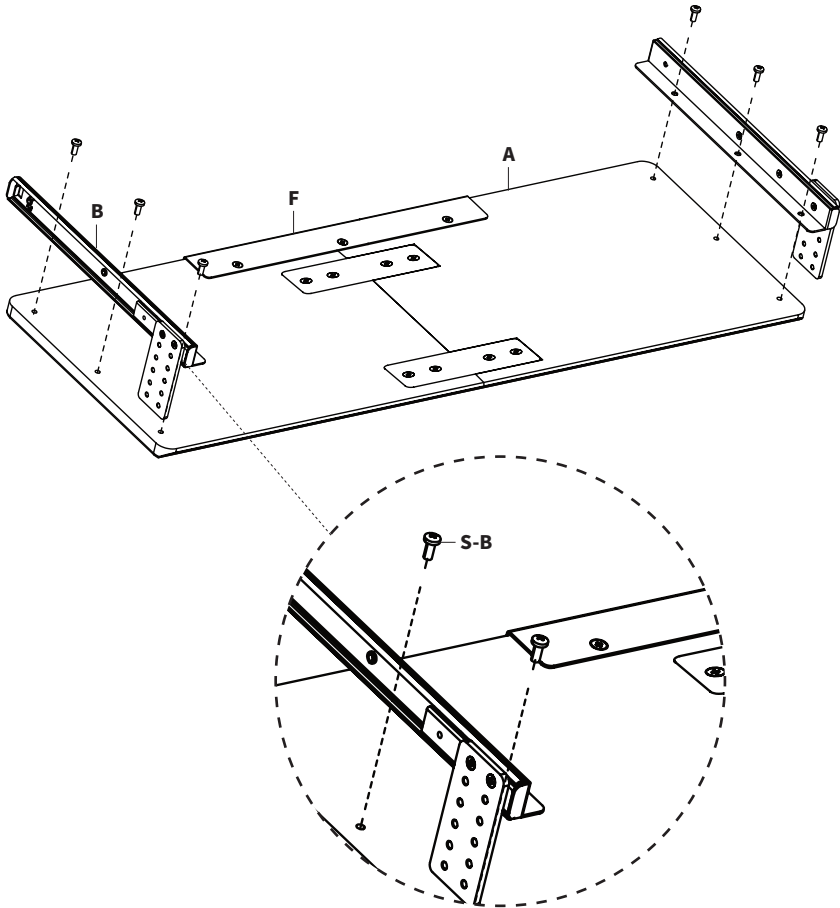
NOTE: Countersunk holes should be facing outward.



NOTE: Tray can be offset using the extra holes in Slider Brackets (B) to allow the tray to be pulled out an extra 1.2" (30mm) when in use. If mounted this way the tray will sit further out from desk edge.

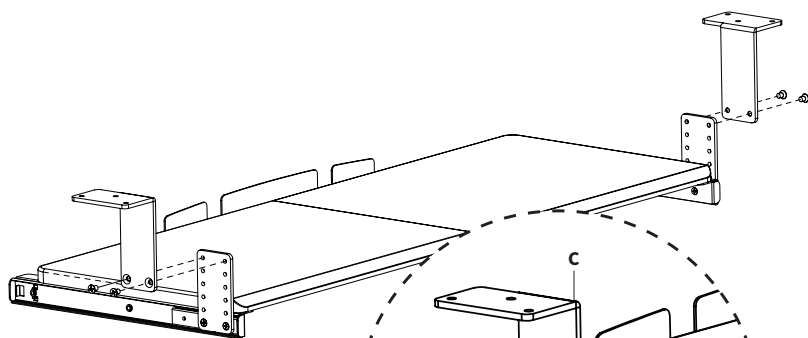
STEP 3

Assemble Slider Brackets (**B**) to the Keyboard Tray Set (**A**) using M5x12mm Screws (**S-B**) and tighten with a Phillips screwdriver. The Support Brackets (**B**) should be installed to where they protrude out past the tray from the side with the Keyboard Stop (**F**).



STEP 4

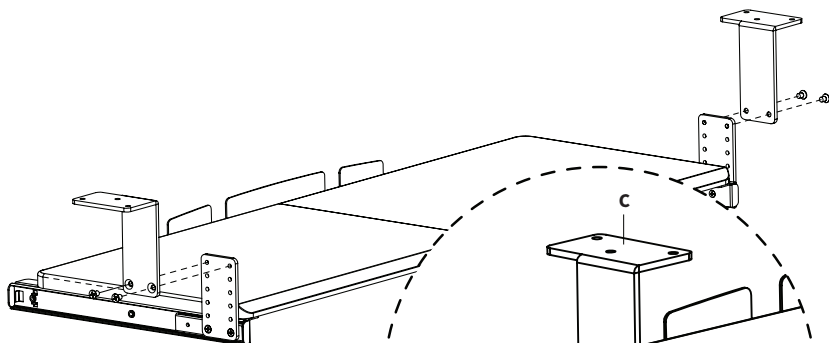
**** NOTE: Mounting Brackets can be assembled facing inward or out, depending on your installation needs. Follow appropriate assembly steps below. *****



OUTWARD INSTALLTION

Connect the Mounting Bracket Set (C) to the side of Support Brackets (D) at your desired height, with Brackets *extending away* from keyboard tray, using M5x8mm Flat Head Screws (S-D) and a Phillips screwdriver.

OR



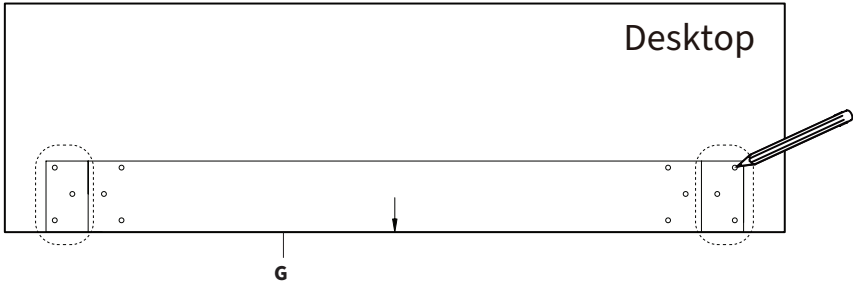
INWARD INSTALLTION

Connect the Mounting Bracket Set (C) to the side of Support Brackets (D) at your desired height, with Brackets *extending over* keyboard tray, using M5x8mm Flat Head Screws (S-D) and a Phillips screwdriver.

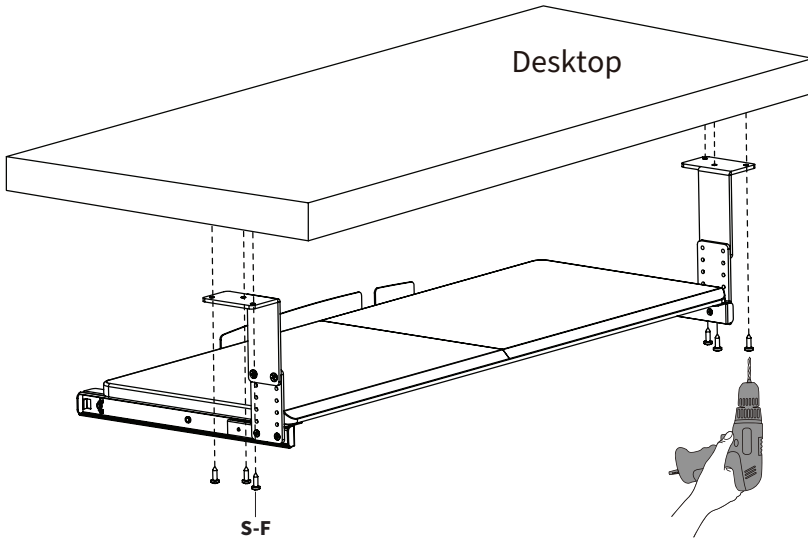
STEP 5 - Outward Facing

If Mounting Bracket Set was assembled facing **outward** in STEP 4, follow steps below for mounting.

Hold Mounting Template (**G**) to the underside of desktop, aligned with the outer edge and use the **outer holes** on Template to mark holes. Remove Template and predrill holes using $\frac{1}{8}$ "(3mm) drill bit.



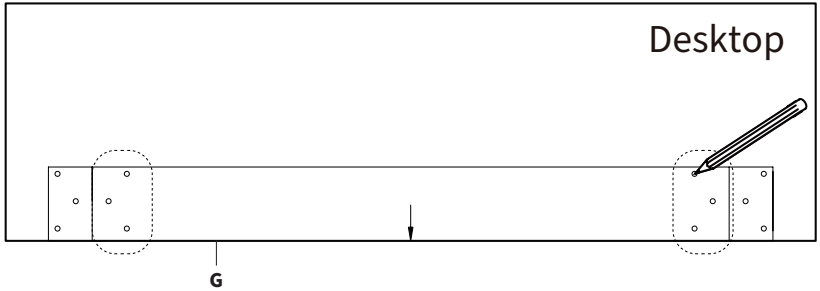
Install keyboard tray to desk using M5x16 mm Screws (**S-F**) and a drill with a Phillips head drive bit.



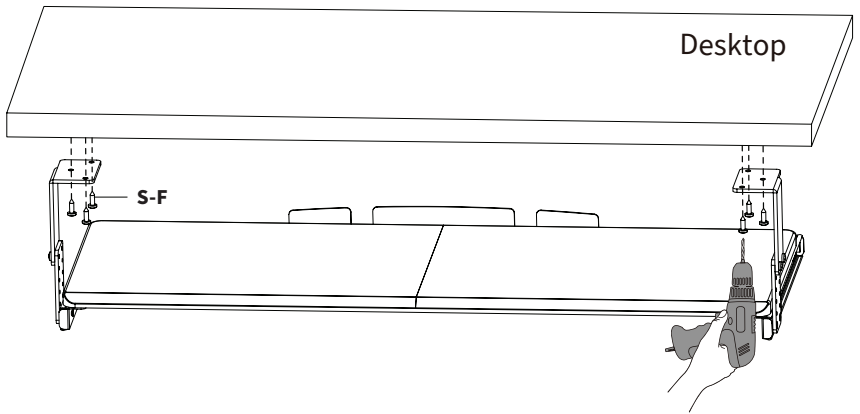
STEP 5 - Inward Installation

If Mounting Bracket Set was assembled facing *inward* in STEP 4, follow steps below for mounting.

Hold Mounting Template (**G**) to the underside of desktop, aligned with the outer edge and use the *inner holes* on Template to mark holes. Remove Template and predrill holes using $\frac{1}{8}$ "(3mm) drill bit.



Install keyboard tray to desk using M5x16 mm Screws (**S-F**) and a drill with a Phillips head drive bit.





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LAST UPDATED: 09/05/2023
REV1



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**



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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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