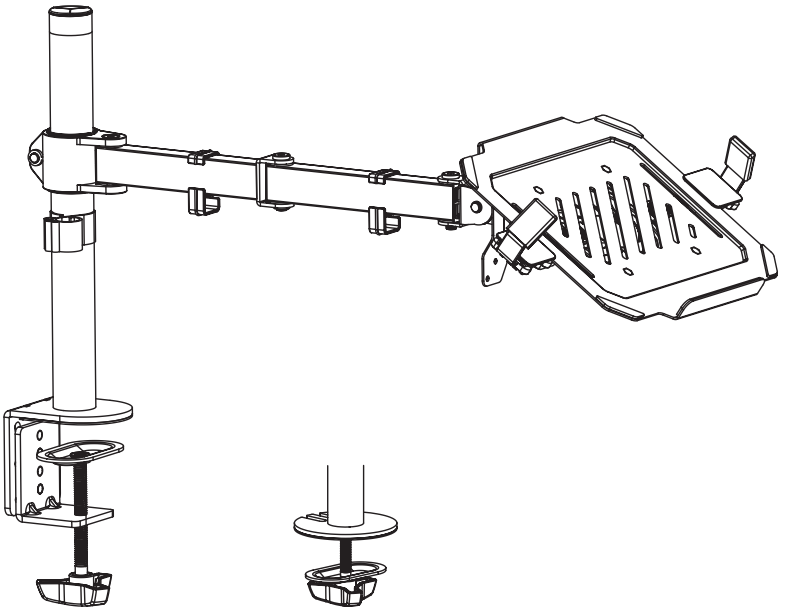




Laptop Tray and Desk Mount with RGB Fan

Instruction Manual



SKU: STAND-V001LF



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/stand-v001lf>

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 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.

TIPOVER WARNING

SERIOUS OR FATAL CRUSHING INJURIES CAN OCCUR FROM TIPOVER. TO HELP PREVENT TIPOVER:

- NEVER ALLOW CHILDREN TO CLIMB, STAND, HANG, OR PLAY ON ANY PART OF MONITOR OR STAND.
- USE TIPOVER RESTRAINT OR ANCHOR STAND TO WALL

USE OF TIPOVER RESTRAINTS MAY ONLY REDUCE, BUT NOT ELIMINATE RISK OF TIPOVER.

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



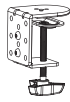
TOOLS NEEDED



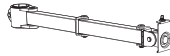
PACKAGE CONTENTS



A (x1)
Pole



B (x1)
Clamp



C (x1)
Arm



D (x1)
VESA Plate



E (x1)
Laptop Tray



F (x1)
Grommet Base



G (x1)
Soft Pad



H (x2)
Arm Cable Clip



I (x1)
Pole Cable Clip



J (x1)
Pole Cap



K (x2)
Laptop Arm



L (x2)
Latch



S-A (x3)
M6x16mm
Screw



S-B (x1)
M6 Nut



S-C (x4)
M4x12mm
Screw



M-A (x4)
M4x12mm
Thumbscrew



M-B (x4)
M4x30mm
Screw



M-C (x4)
M4 Spacer



M-D (x4)
M5 Washer



T-A (x1)
3mm Allen
Wrench



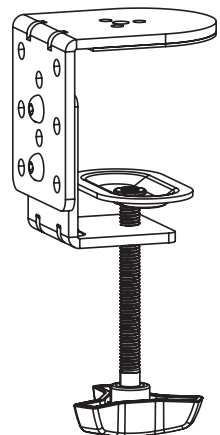
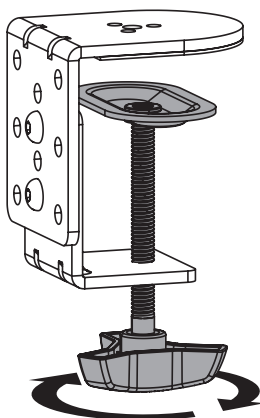
T-B (x1)
5mm Allen
Wrench

NOTE: SOME HARDWARE INCLUDED MAY NOT BE USED

ASSEMBLY STEPS

STEP 1

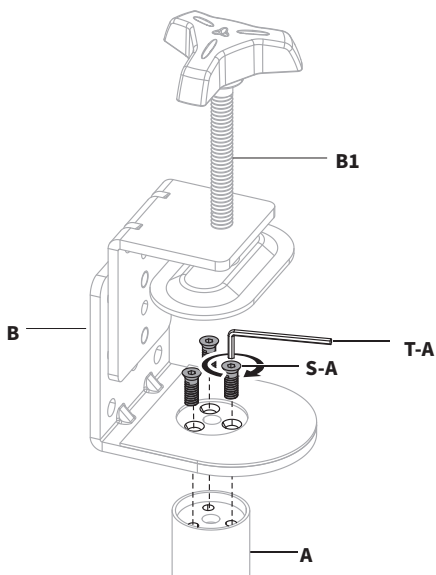
Loosen the knob on Clamp (**B**).



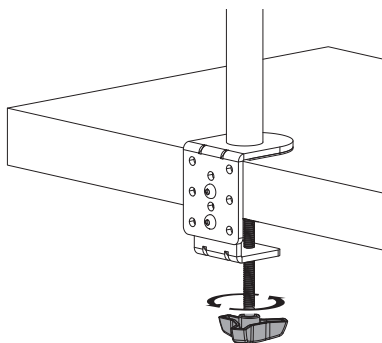
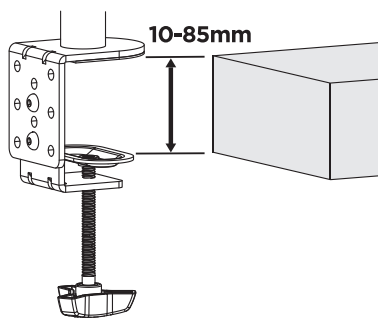
STEP 2 (Option A)

Desk Clamp Install

Loosen Clamp Bolt (**B1**) on Clamp (**B**). Install Clamp (**B**) to Pole (**A**) using M6x16 Screws (**S-A**) and 3mm Allen Wrench (**T-A**).



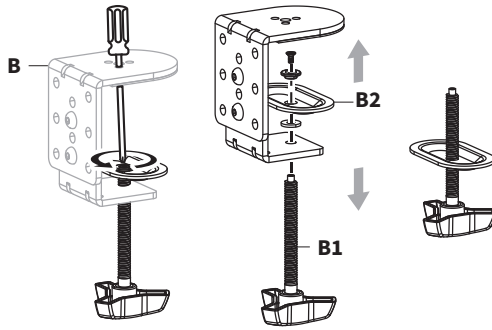
Secure the clamp assembly to the desktop.



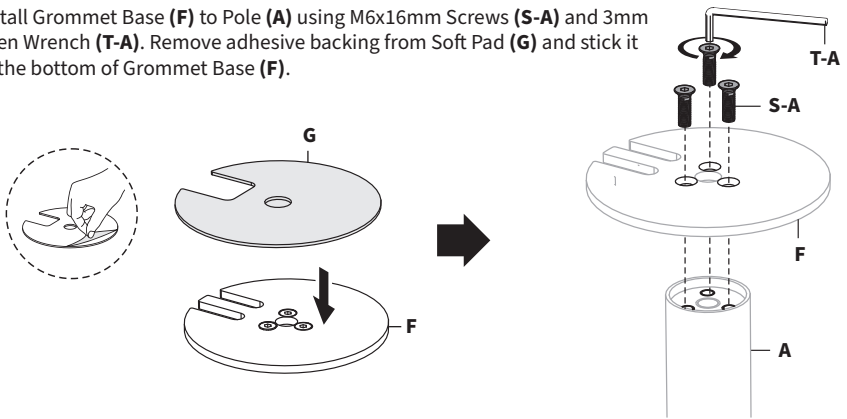
STEP 2 (Option B)

Grommet Install

Using a Phillips screwdriver, remove the screw from Clamp (**B**) and separate Clamp Bolt (**B1**) and Clamp Plate (**B2**) from the clamp assembly. Thread Clamp Plate (**B2**) onto Clamp Bolt (**B1**).

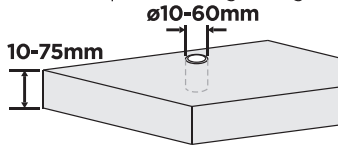


Install Grommet Base (**F**) to Pole (**A**) using M6x16mm Screws (**S-A**) and 3mm Allen Wrench (**T-A**). Remove adhesive backing from Soft Pad (**G**) and stick it to the bottom of Grommet Base (**F**).

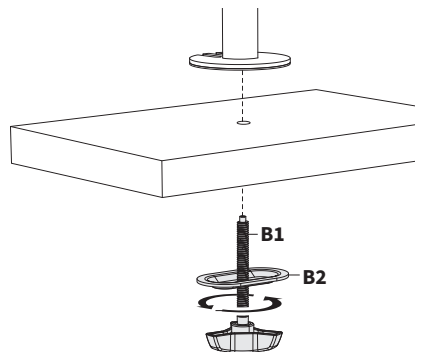
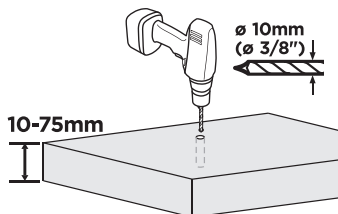


If not using an existing through-hole for mounting, use a 3/8" (10mm) drill bit to create a mounting hole in the desired location. Thread Clamp Bolt (**B1**) with Clamp Plate (**B2**) through the mounting hole and into Pole (**A**).

Desktop with Existing Through-Hole.

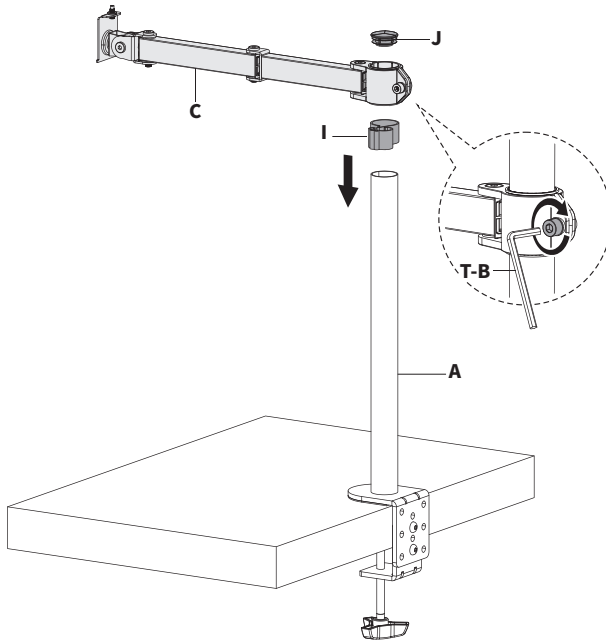


OR



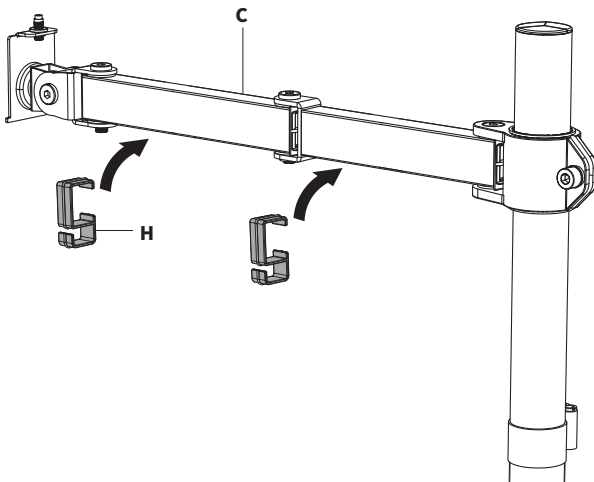
STEP 3

Slide Pole Cable Clip (**I**) and Arm (**C**) over Pole (**A**). Secure Arm (**C**) at the desired height using 5mm Allen Wrench (**T-B**). Insert Pole Cap (**J**) into the top of Pole (**A**).



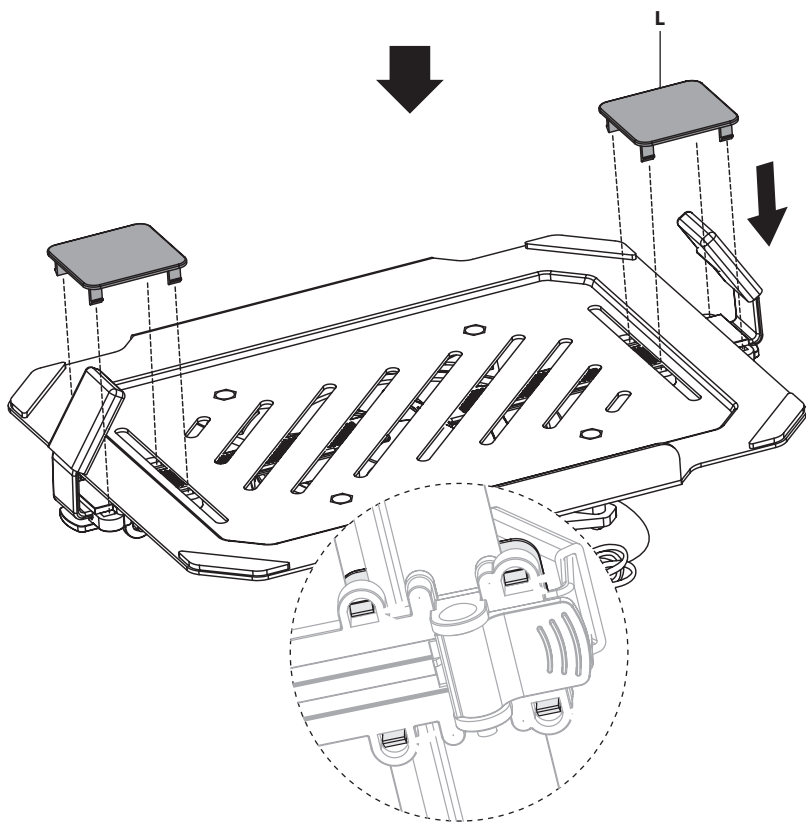
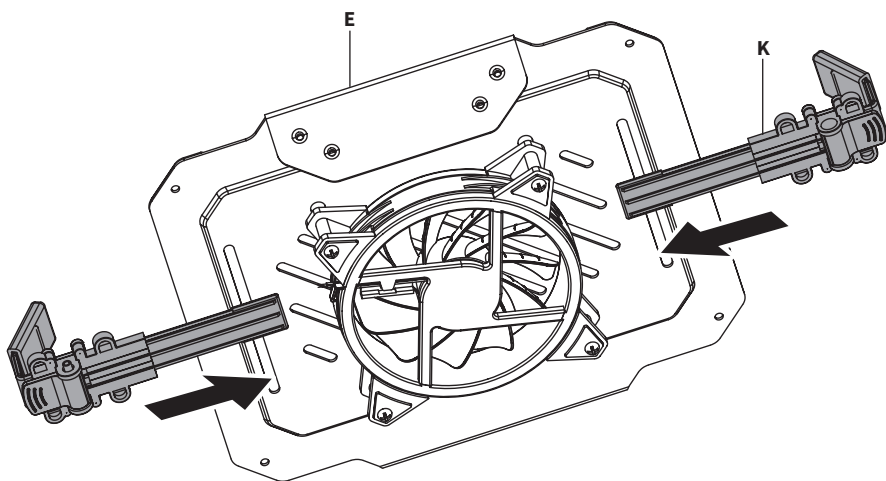
STEP 4

Attach Arm Cable Clips (**H**) to Arm (**C**).



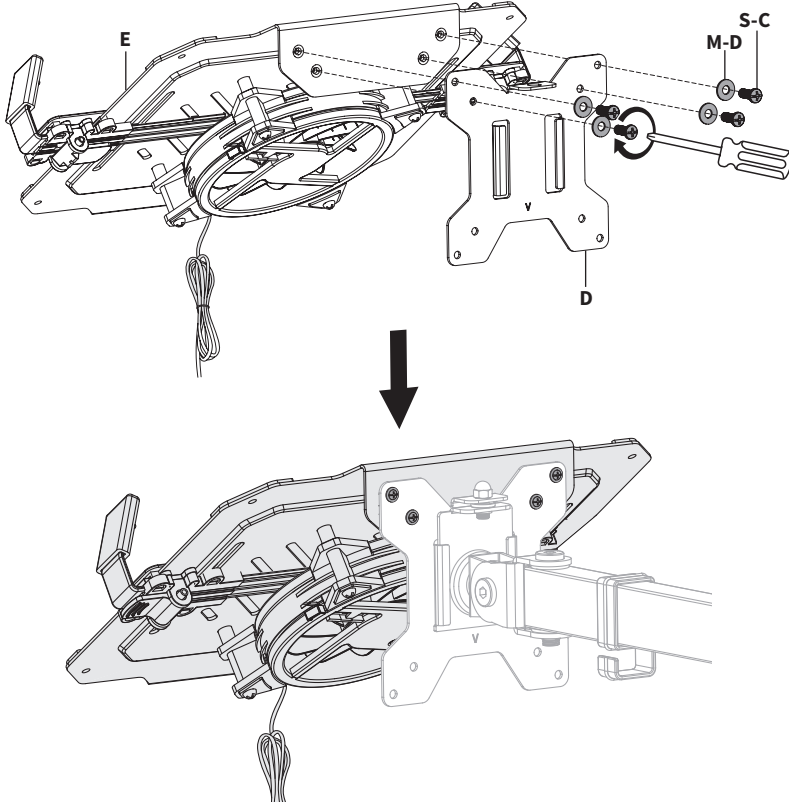
STEP 5

Install Laptop Arms (**K**) onto the Laptop Tray (**E**) using Latches (**L**). Lay Latches (**L**) over the Laptop Tray (**E**) with one set of the hooks aligned with the slot on the tray and the other offset from the edge of the tray. Press the hooks on Latches (**L**) into Laptop Arms (**K**).



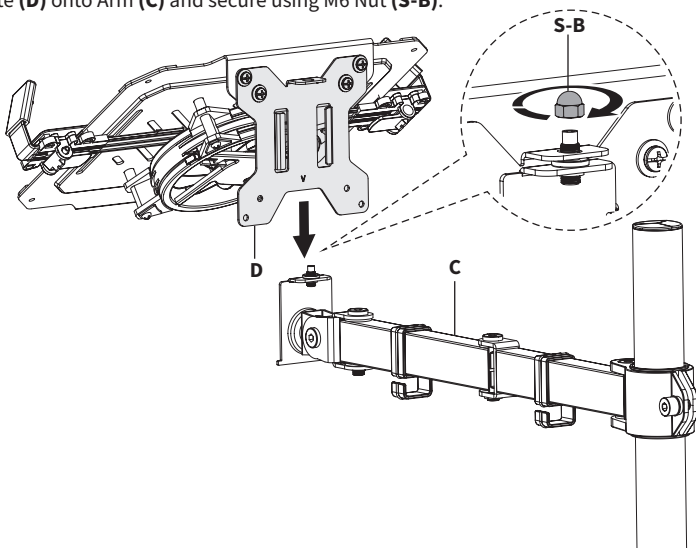
STEP 6

Install the Laptop Tray (**E**) to VESA Plate (**D**) using the M4x12mm Screws (**S-C**) and M5 Washers (**M-D**). Tighten the screws using a Phillips screwdriver.



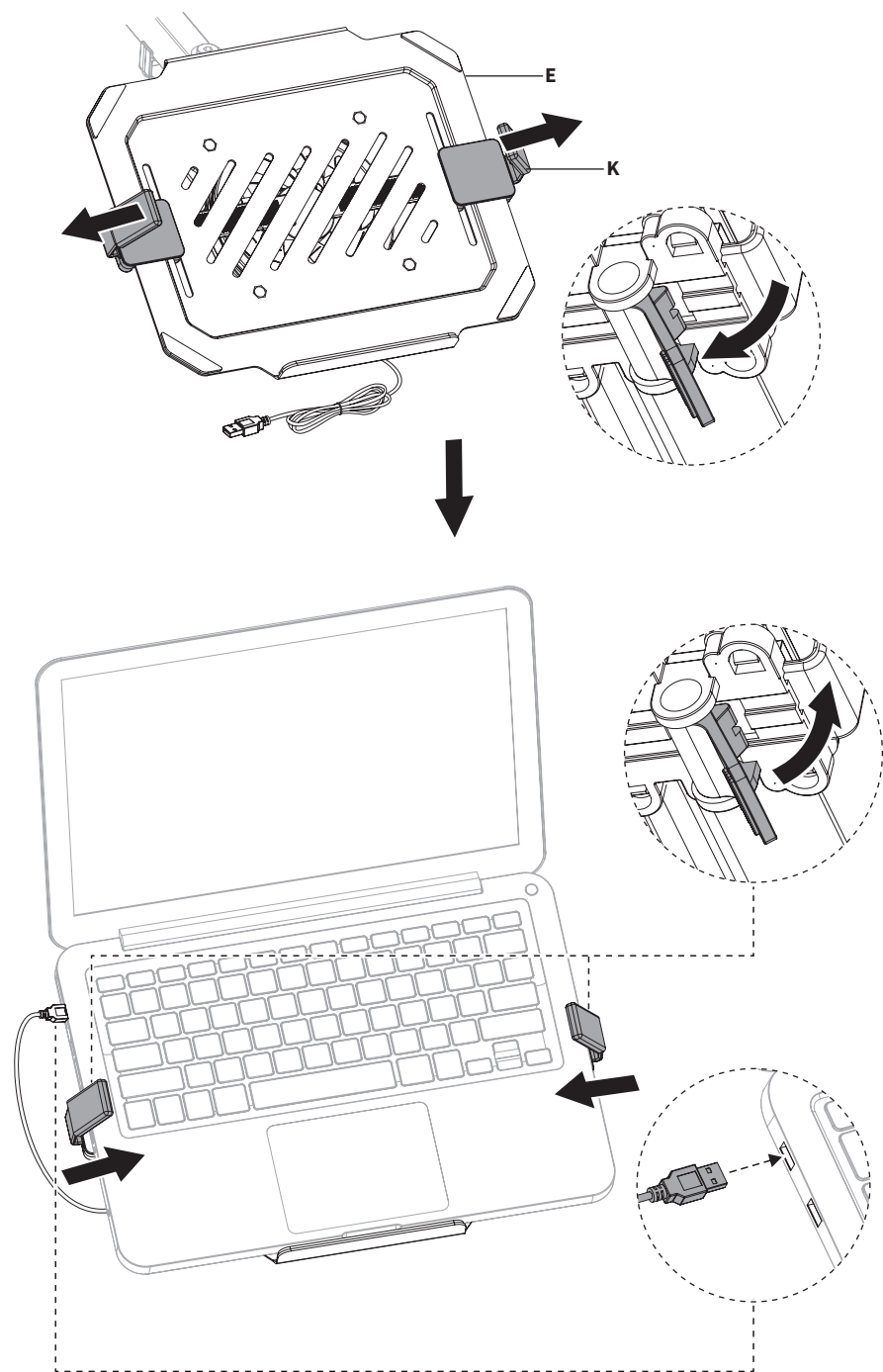
STEP 7

Slide VESA Plate (**D**) onto Arm (**C**) and secure using M6 Nut (**S-B**).



STEP 8

Adjust the Laptop Tray (**E**) size by pulling down the levers on Laptop Arms (**K**). Adjust the arms to your desired width and press the levers back in to secure. Plug the USB-A cable into any 5V power supply to power the fan and RGB lighting.

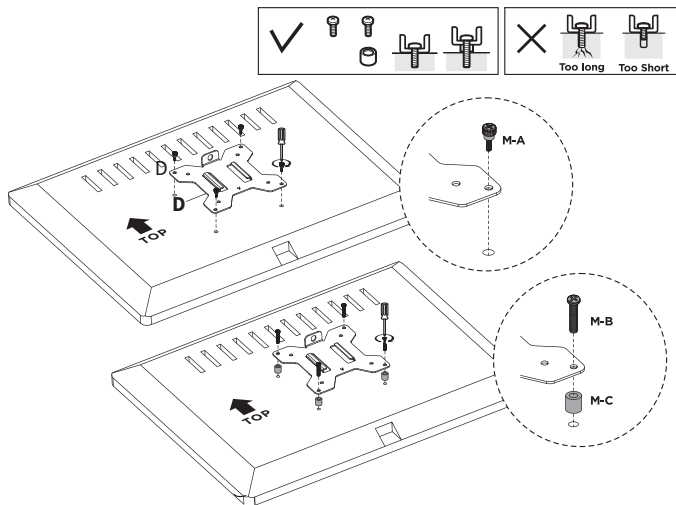


OPTIONAL USE: MONITOR MOUNT

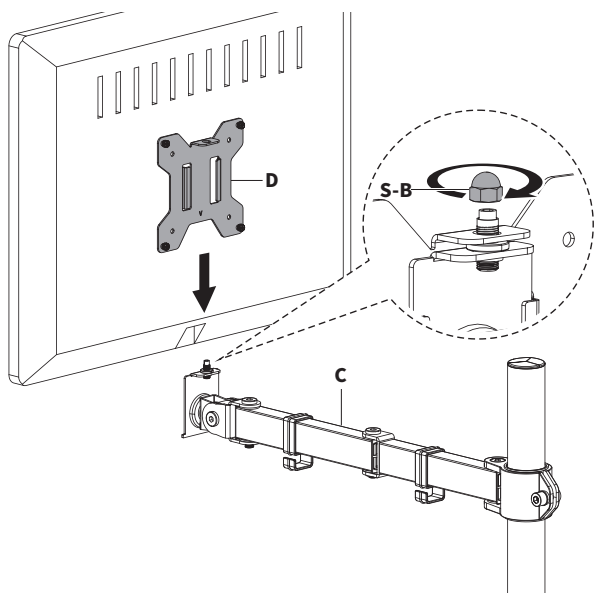
To use stand as single monitor mount, follow **Steps 1-4**, then return to these instructions to proceed.

STEP 5

Attach VESA Plate (**D**) to the back of the monitor using M4x12mm Thumbscrews (**M-A**) or M4x30mm Screws (**M-B**) with M4 Spacers (**M-C**).

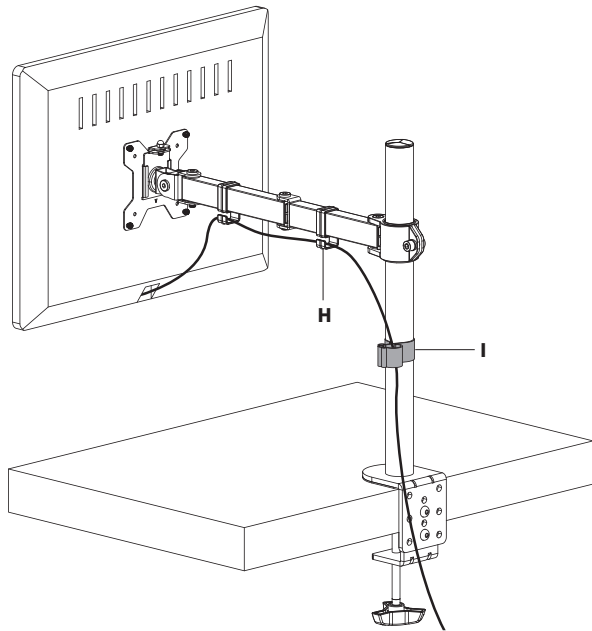


Slide VESA Plate (**D**) with the monitor onto Arm (**C**). Secure the assembly in place using M6 Nut (**S-B**).



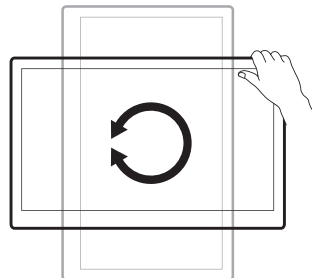
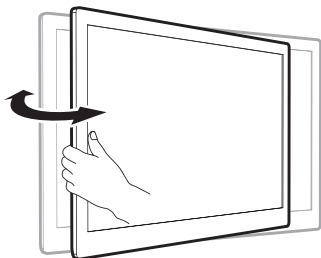
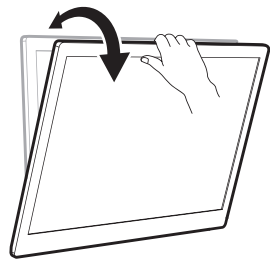
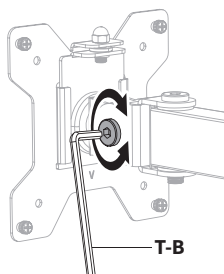
STEP 6

Manage cables using Arm Cable Clips (**H**) and Pole Cable Clip (**I**).



STEP 7

Adjust the tilt using 5mm Allen Wrench (**T-B**).





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LAST UPDATED: 01/23/2024
REV1



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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