

Dual Monitor + Laptop Desk Stand

SKU: STAND-V003FGL

Instruction Manual

Assembly Video & Product Info
www.vivo-us.com/products/stand-v001fgl



! CAUTION! !

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.



DO NOT EXCEED WEIGHT CAPACITY

FAILURE TO DO SO MAY RESULT IN SERIOUS INJURY.

We're Here for You

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.



Give us a Call:
309-278-5303

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



Chat Us:
www.vivo-us.com

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



Email Us:
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

Package Contents



A (x1)
Lower Pole



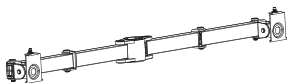
B (x1)
Upper Pole



C (x1)
Single Arm



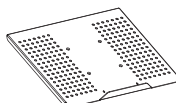
D (x3)
VESA Plate



E (x1)
Dual Arm



F (x1)
Base



G (x1)
Laptop Tray



H (x1)
Upper Mounting Plate



I (x1)
Lower Mounting Plate



J (x1)
Cover



K (x1)
Pole Cap



L (x5)
Cable Clip



M (x1)
Pole Clip



N (x4)
Foot Pad

Included Hardware & Tools



S-A (x4)
M4x8mm Flat
Head Screw



S-B (x4)
M4 Nut



S-C (x3)
M6x16mm Flat
Head Screw



S-D (x4)
M6 Washer



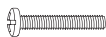
S-E (x4)
M6x16mm Low
Profile Screw



S-F (x3)
M6 Cap Nut



M-A (x8)
M4x12mm
Thumbscrew



M-B (x8)
M4x30mm Screw



M-C (x8)
Spacer



T-A (x1)
3mm
Allen Wrench



T-B (x1)
4mm
Allen Wrench



T-C (x1)
5mm
Allen Wrench



T-D (x1)
Wrench

Tools Needed:



**Phillips
Screwdriver**

Weight Capacity:



**Per Monitor
Arm**

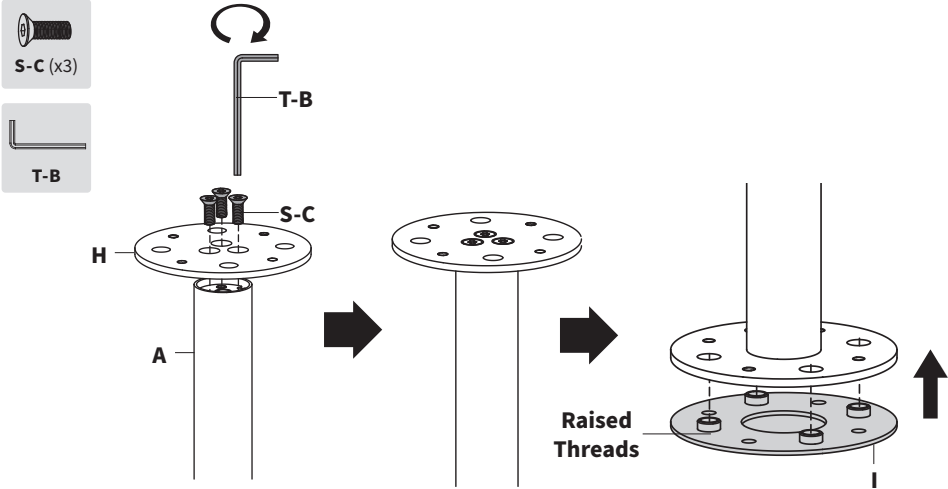


Laptop Tray

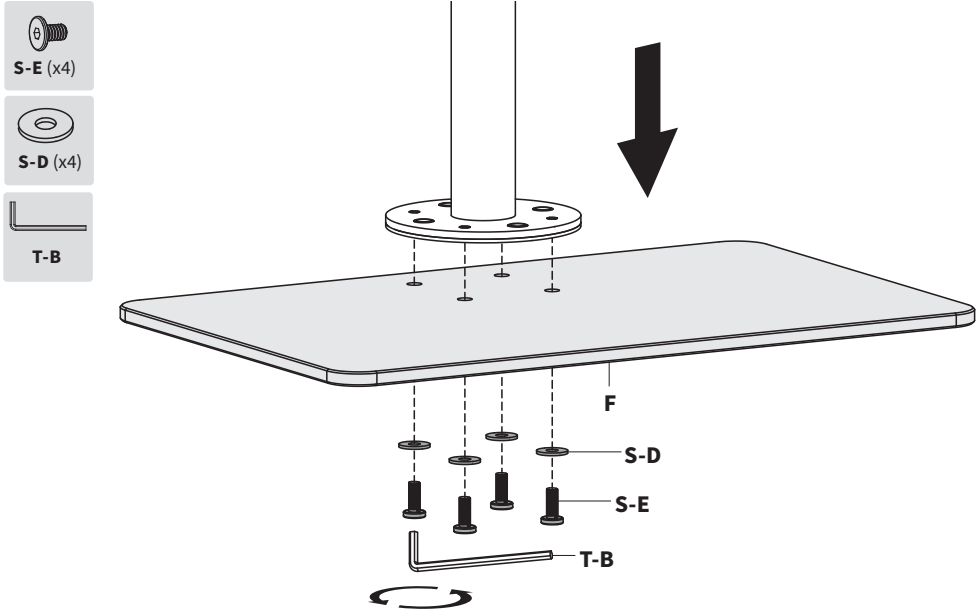
ASSEMBLY STEPS

STEP 1

Attach Upper Mounting Plate (H) to the non-threaded end of Lower Pole (A) using M6x16mm Flat Head Screws (S-C) and 4mm Allen Wrench (T-B). Press the **Raised Threads** on Lower Mounting Plate (I) into the holes on Upper Mounting Plate.

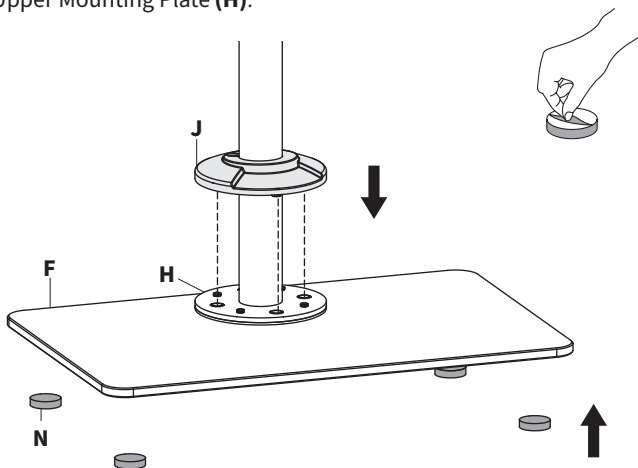


Secure the pole assembly to Base (F) using M6x16mm Low-Profile Screws (S-E) and M6 Washers (S-D). Tighten using 4mm Allen Wrench (T-B).



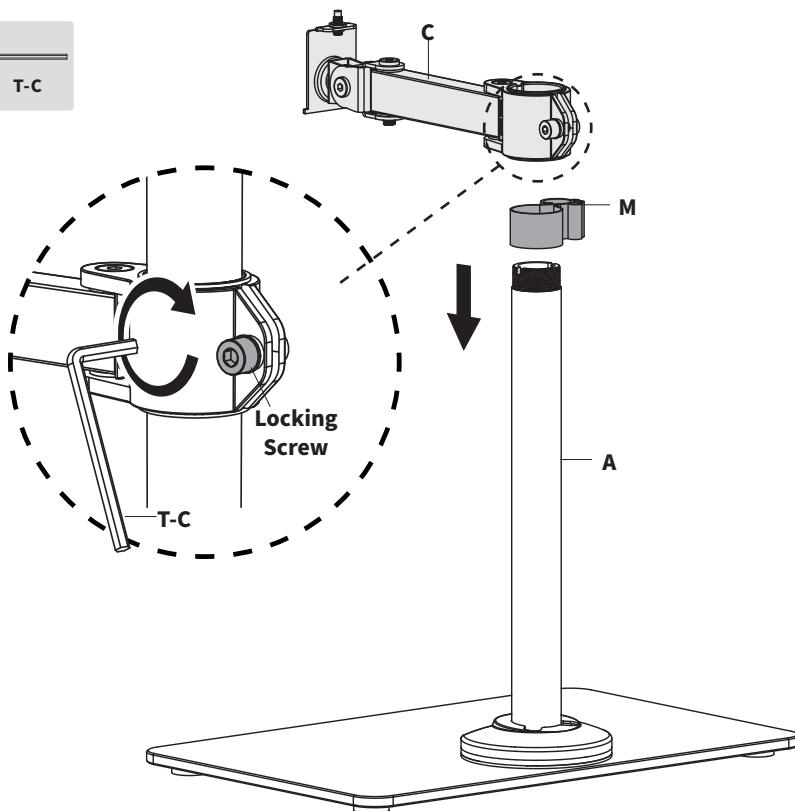
STEP 2

Remove the protective film from Foot Pads (**N**) and adhere to the corners on the underside of Base (**F**). Slide Cover (**J**) onto Lower Pole (**A**) to and press to lock into holes on Upper Mounting Plate (**H**).



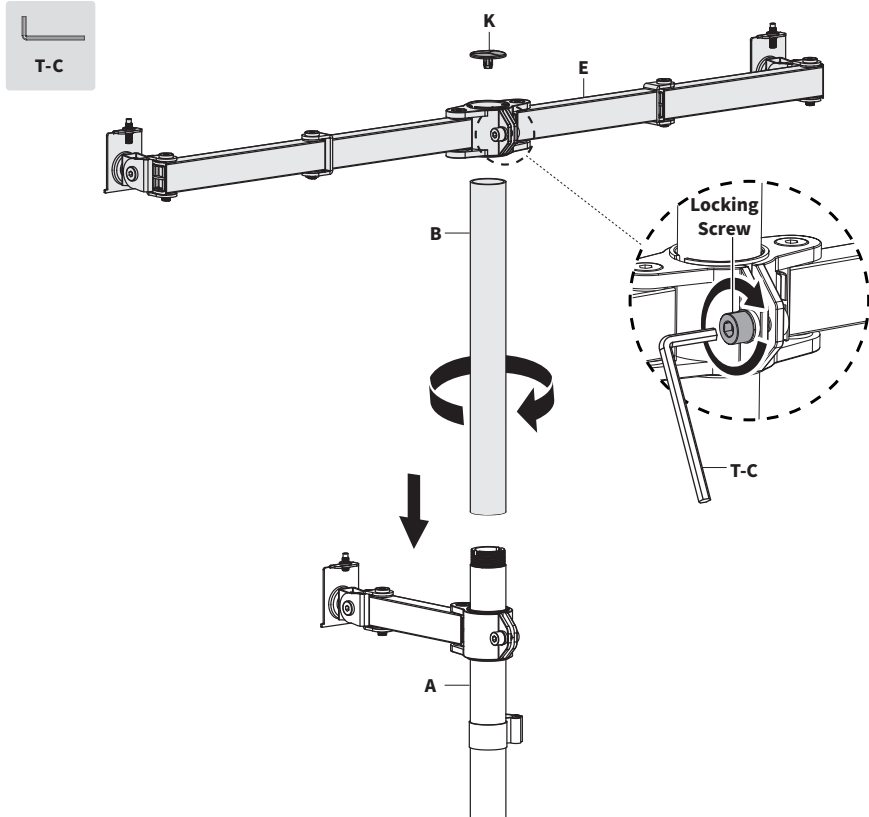
STEP 3

Slide Pole Clip (**M**) and Single Arm (**C**) onto Lower Pole (**A**). Secure Single Arm at desired height by tightening the **Locking Screw** with 5mm Allen Wrench (**T-C**).

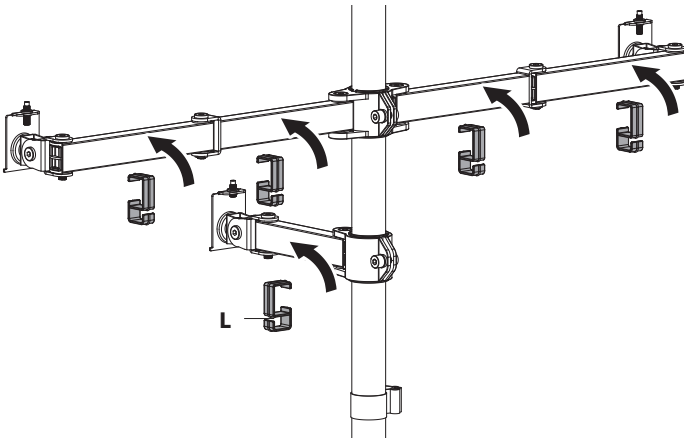


STEP 3.2

Thread Upper Pole (B) secure into Lower Pole (A). Slide Dual Arm (E) onto the Upper Pole. Secure Single Arm at desired height by tightening the **Locking Screw** with 5mm Allen Wrench (T-C). Press Pole Cap (K) into the top of Upper Pole.

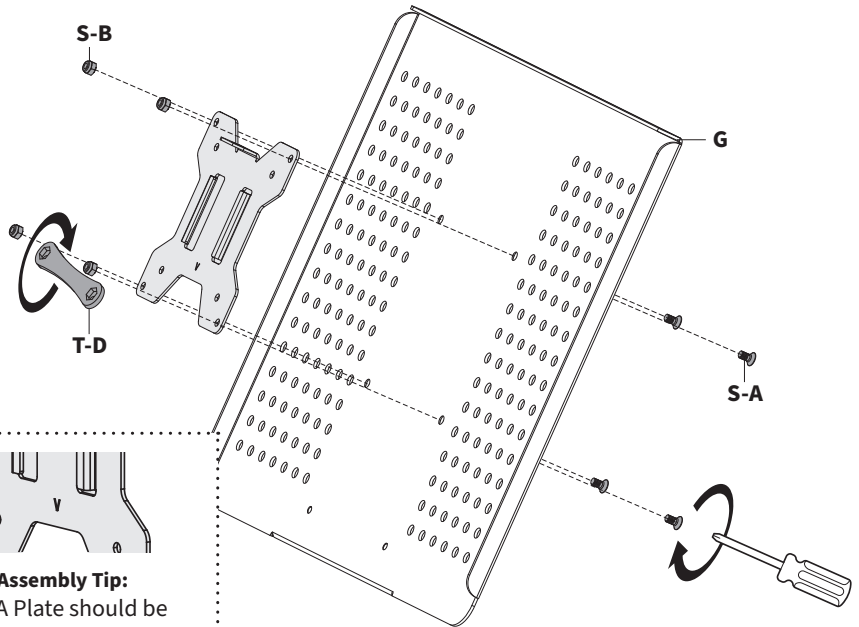


Attach the Cable Clips (L) onto the arm segments.



STEP 4

Install one VESA Plate (**D**) onto the back of Laptop Tray (**G**) using M4x8mm Flat Head Screws (**S-A**) and 4mm Nuts (**S-B**). Tighten using Wrench (**T-D**) and a Phillips screwdriver.



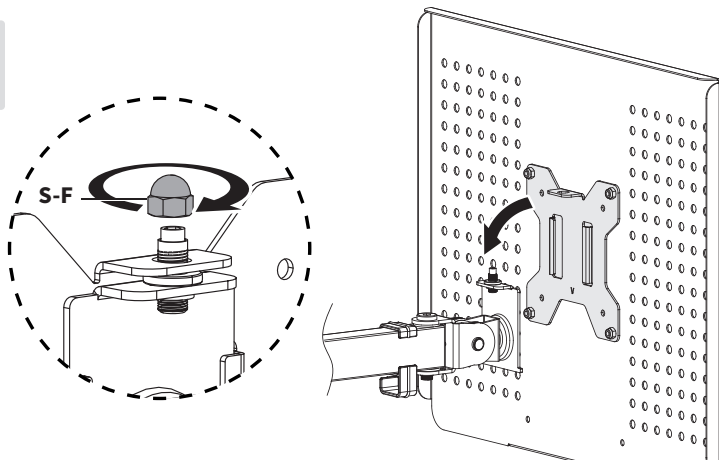
Assembly Tip:

VESA Plate should be installed on the back side of the Tray, with the **V** pointing towards the bottom.

The back of Tray has three raised edges, with an open edge on the bottom.

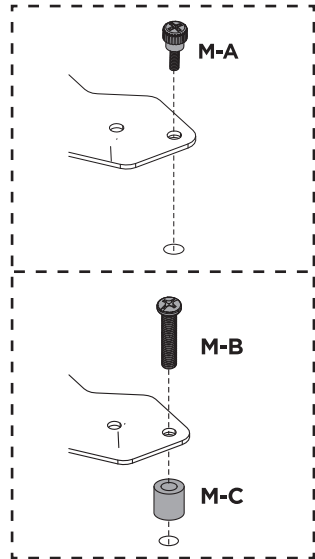
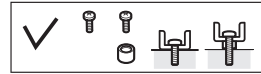
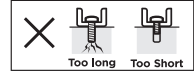
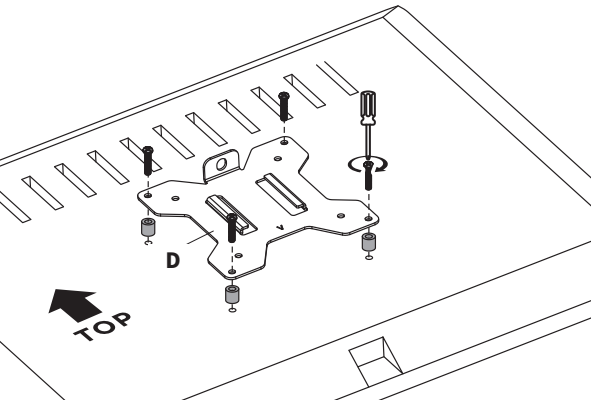
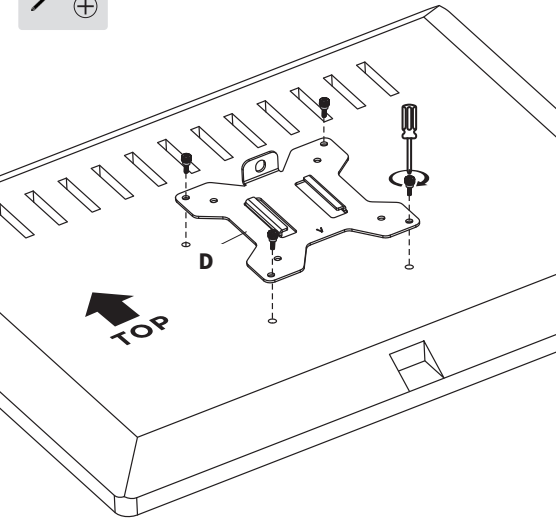


Slide Laptop Tray (**G**) onto Single Arm (**C**) and secure using M6 Cap Nut (**S-F**).



STEP 5

Install remaining VESA Plates (**D**) onto your monitors using M4x12mm Thumbscrews (**M-A**) or M4x30mm Screws (**M-B**), and Spacers (**M-C**). Tighten using a Phillips screwdriver, being careful not to overtighten screws.



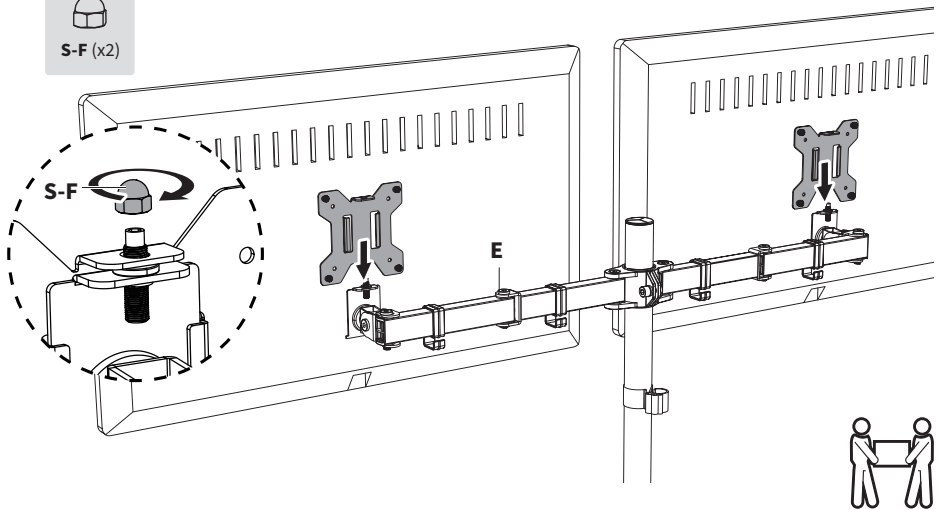
Assembly Tip:
VESA Plate should be installed with **V** pointing towards the bottom of monitor.

STEP 6

Slide your monitors onto Dual Arm (E) and secure using M6 Cap Nuts (S-F).

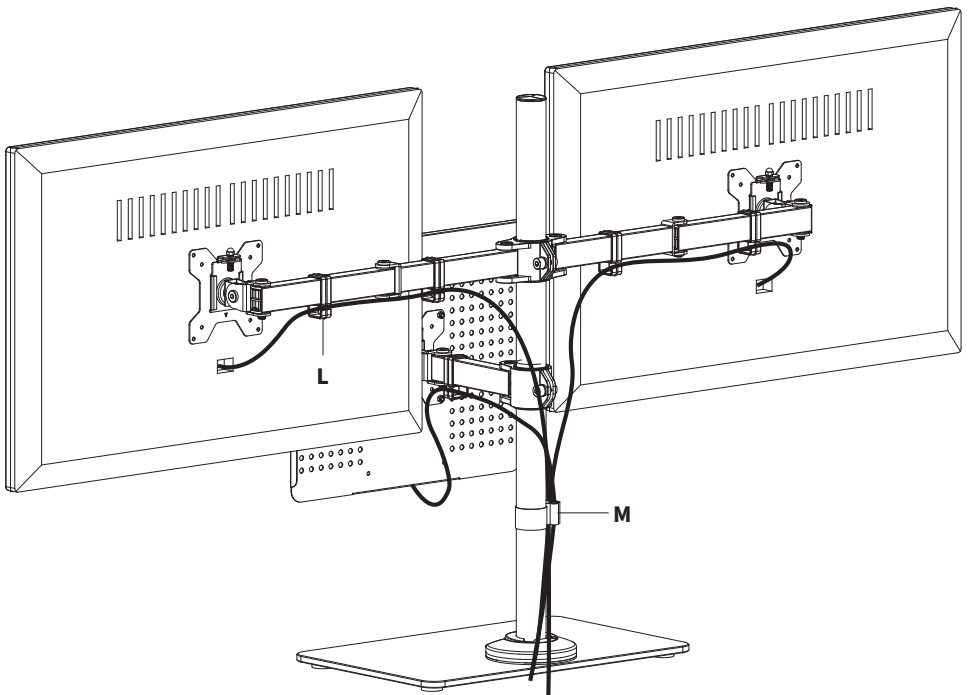


S-F (x2)



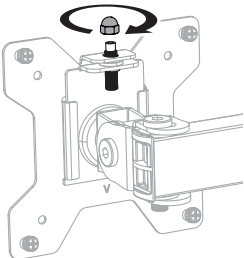
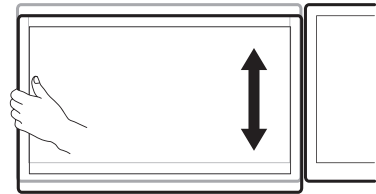
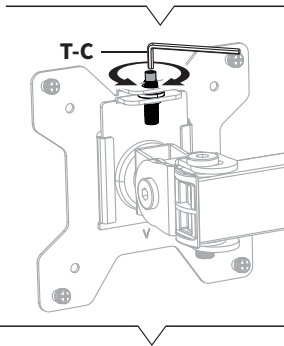
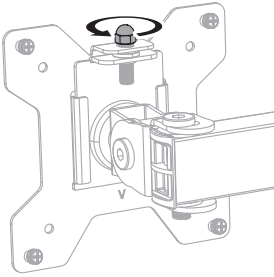
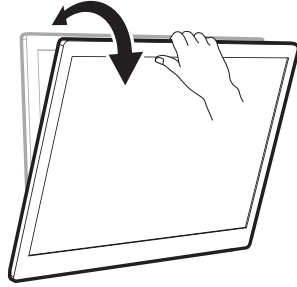
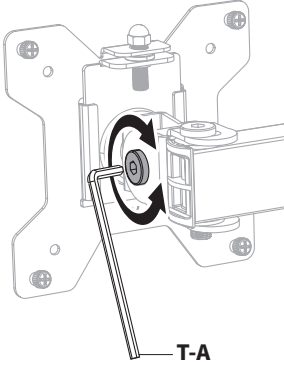
STEP 7

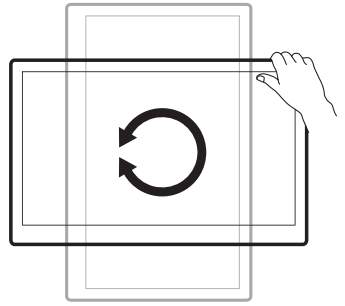
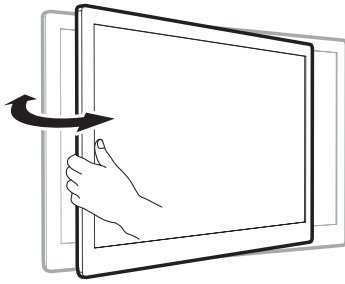
Manage cables using Cable Clips (L) and Pole Clip (M).



STEP 8

Adjust the tilt joint resistance using 5mm Allen Wrench (**T-C**). Adjust the height of VESA plate locations using 3mm Allen Wrench (**T-A**).





LAST UPDATED: 10/30/23

REV1

v1.0



Need Help? Get In Touch

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