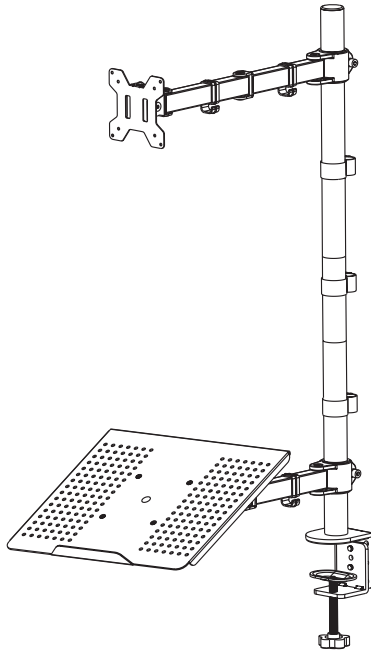




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## Single Monitor and Laptop Extra Tall Desk Mount Instruction Manual



**SKU: STAND-V012C**



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-v012c>

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



help@vivo-us.com



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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.

## **TIPOVER WARNING**

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

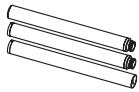
- NEVER ALLOW CHILDREN TO CLIMB, STAND, HANG, OR PLAY ON ANY PART OF MONITOR OR STAND.
- USE TIPOVER RESTRAINT OR ANCHOR STAND TO WALL

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

## **WARNING: CHOKING HAZARD**

SMALL PARTS - NOT FOR CHILDREN UNDER 3 YEARS. ADULT SUPERVISION IS REQUIRED.

## PACKAGE CONTENTS



**A** (x1)  
Pole Set



**B** (x1)  
Clamp



**C** (x1)  
Clamp Brace



**D** (x2)  
Swivel Arm



**E** (x2)  
VESA Plate



**F** (x3)  
M5x14



**G** (x2)  
M8x12



**H** (x2)  
Security Nut



**I** (x1)  
M10 Washer



**J** (x1)  
Spring Washer



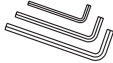
**K** (x1)  
Grommet Base  
Plate



**L1** (x3)  
Cable Clip



**L2** (x4)  
Cable Clip



**M** (x1)  
Allen Key Set



**N** (x8)  
M4x12



**O** (x8)  
M4x30



**P** (x8)  
M4 Spacer



**Q** (x1)  
Laptop Tray



**R** (x4)  
M4x10 Bolt



**S** (x4)  
M4 Nut



**T1** (x1)  
Soft Pad



**T2** (x1)  
Soft Pad

**NOTE:** SOME HARDWARE INCLUDED MAY NOT BE USED

## TOOLS NEEDED



Phillips  
Screwdriver



Drill



Wrench

DO NOT EXCEED WEIGHT CAPACITY.

Failure to do so may result in serious injury.

22lbs  
(9.98kg)

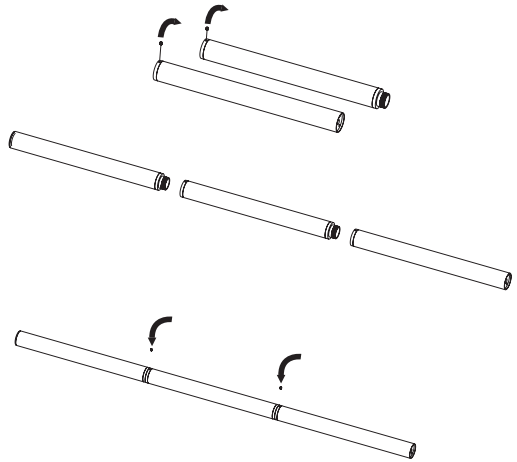
## ASSEMBLY STEPS

### PRE-ASSEMBLY

1. Remove the grub screws with provided Allen wrench (**O**).

2. Connect the poles (**A**) by threads.

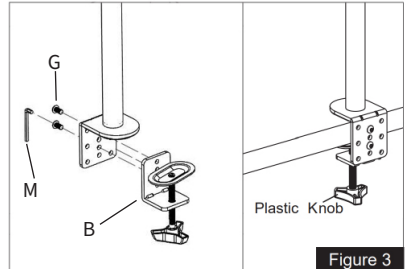
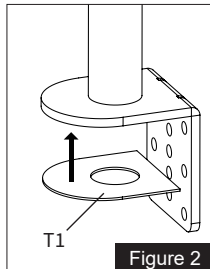
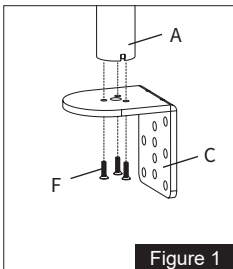
3. Install the previously removed grub screws and fasten them with the Allen wrench (**M**).



### STEP 1

#### Option A: Desk Clamp Install

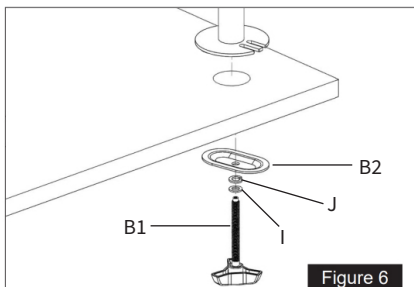
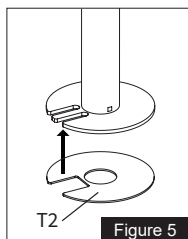
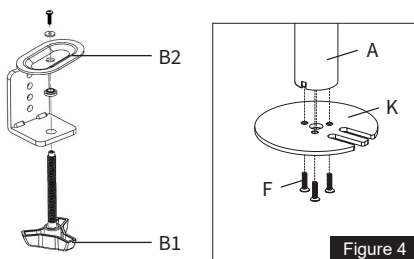
1. Install the clamp brace (**C**) to the pole (**A**) using x3 M5x14 bolts (**F**). See Figure 1.
2. Attach soft pad (**T1**) to the clamp brace (**C**), see Figure 2.
3. Install the clamp (**B**) to the pole assembly according to the thickness of the desktop. The thickness can be changed to 3 positions. Connect using x2 M8x12 bolts (**G**) and tighten using the Allen key (**M**). Tighten the clamp to the desktop using the plastic knob. See Figure 3.



## STEP 1 (Continued)

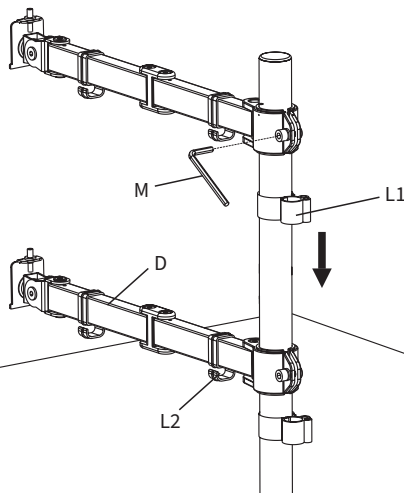
### Option B: Grommet Install

1. If desk does not have an existing grommet hole, drill a 3/8" (10mm) diameter hole at the desired position through the mounting surface.
2. Completely disassemble clamp **(B)** into individual parts. Set knob **(B1)** and clamp plate **(B2)** aside for later use. The L bracket, bolt, washer and bushing will not be used.
3. Install grommet base plate **(K)** to the pole **(A)** using x3 M5x14 bolts **(F)**. See Figure 4.
4. Attach soft pad **(T2)** to the grommet base plate **(K)**, see Figure 5.
5. Position pole **(A)** on the mounting surface and secure using the clamp plate **(B2)**, spring washer **(J)**, M10 washer **(I)** and knob **(B1)**. See Figure 6.



## STEP 2

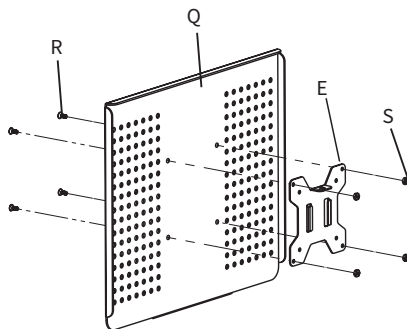
Install Swivel Arms **(D)** to the Pole **(A)**. Fasten the bolt with supplied Allen Key **(M)**. Attach the Wire Clip **(L1, L2)** to the pole **(A)** and Swivel Arms **(D)**.



## STEP 3

### FOR LAPTOP

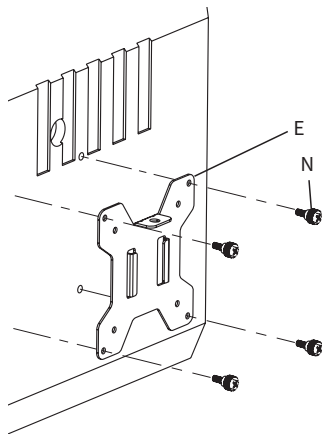
Attach VESA plate (E) to laptop tray (Q) using bolts (R) and M4 nuts (S).



### FOR FLAT BACK MONITOR

Attach VESA plate (E) to the monitor using thumb bolts (N).

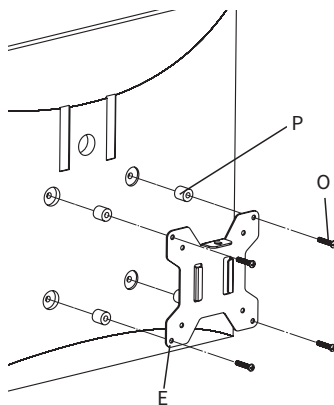
**NOTE:** Hand tighten screws to avoid over tightening.



### FOR CURVED BACK MONITOR

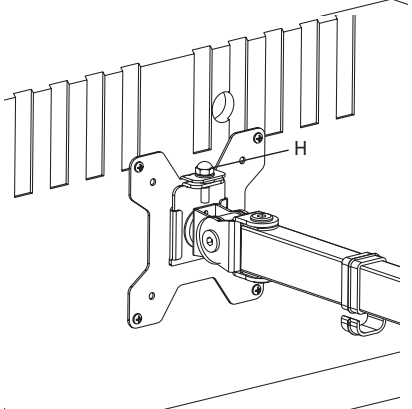
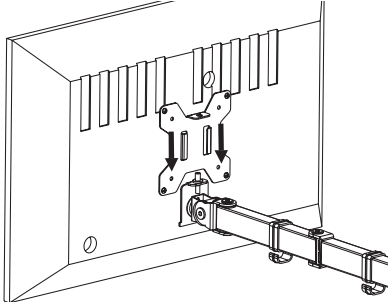
Attach VESA plate (E) to the monitor using bolts (O) and spacers (P).

**NOTE:** Gently tighten with a screwdriver.



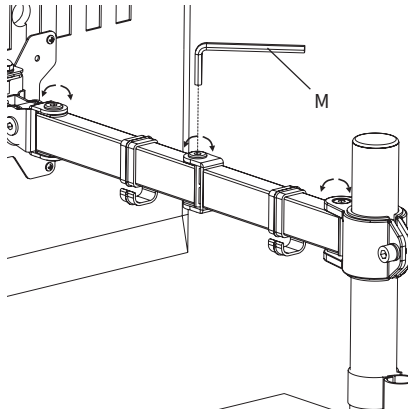
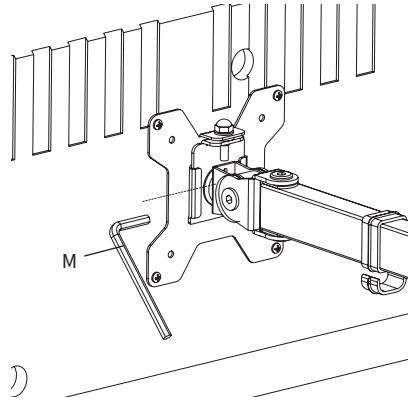
**STEP 4**

Slide the monitor and laptop tray onto the head of Swivel Arm (D) as shown in the diagram. Install the security Nut (H). Make sure the security nut is installed before you rotate the monitor.

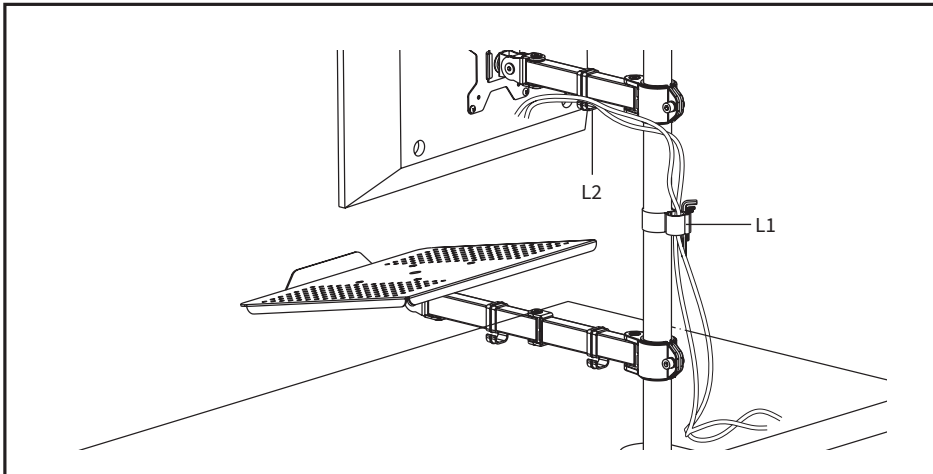


## STEP 5

Tighten the bolt with the supplied Allen Key (**M**) to fix the tilt angle. Use the supplied Allen Key (**M**) to make the necessary adjustments



Adjust as Desired





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

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