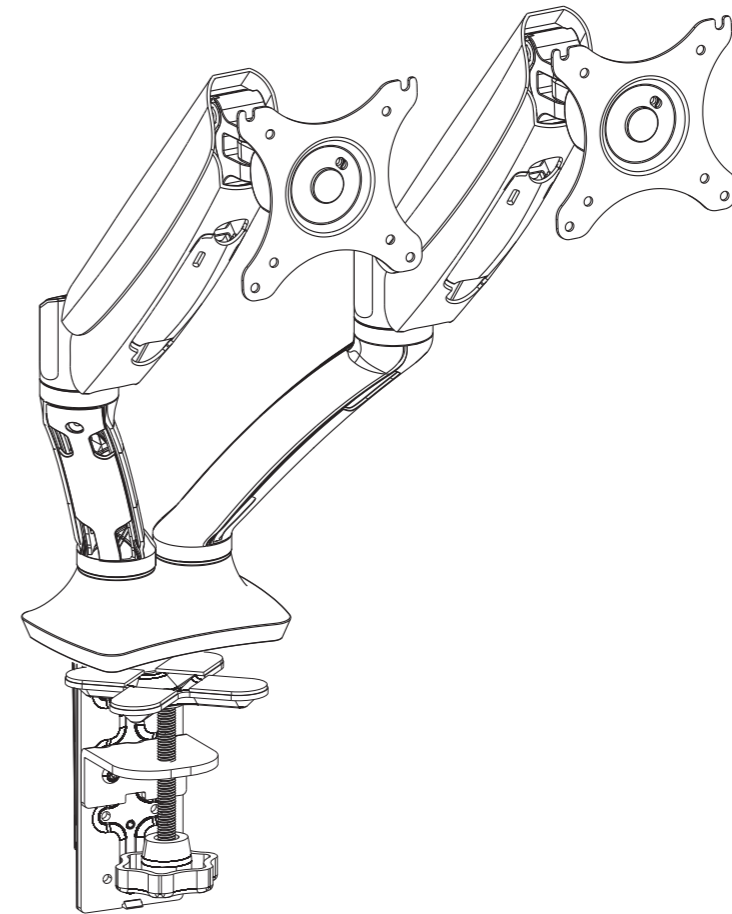


# FLEXISPOT



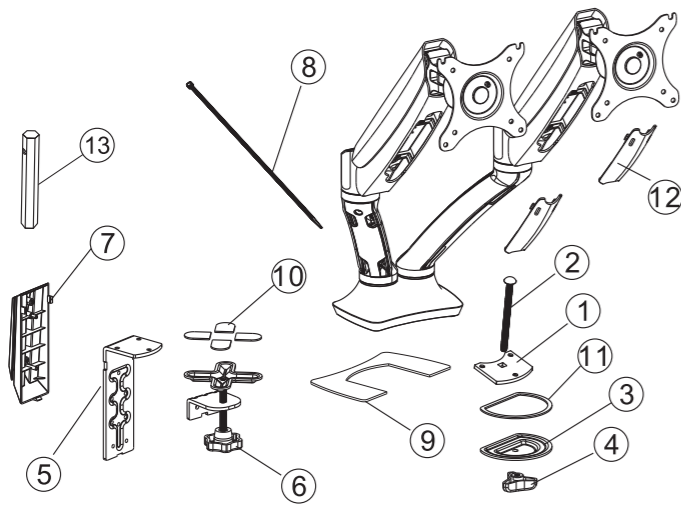
**Item No. F7D**

Installation Guide










## Package Contents

### (A) Parts Included

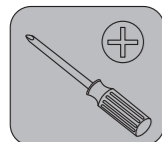


- ①. Bottom support 1 x 1 PC
- ②. Screw x 1 PC
- ③. Washer x 1 PC
- ④. Butterfly knob x 1PC
- ⑤. Bottom support 2 x 1PC
- ⑥. Knob x 1PC
- ⑦. Cable cover 1 x 1PC
- ⑧. Nylon ties x 10 PCS
- ⑨. Anti-slip rubber 1 x 1 PC
- ⑩. Anti-slip rubber 2 x 4 PC
- ⑪. Anti-slip rubber 3 x 1 PC
- ⑫. Cable cover 2 x 2 PCS
- ⑬. M6 box wrench x 1 PC

### (B) Screw Set and Tools

- |  |  |  |  |  |  |  |
|--|--|--|--|--|--|--|
| A.  | B.  | C.  | D.  | E.  | F.  | G.  |
| M4 x12mm<br>(8 PCS)  | M5 x12mm<br>(8 PCS)  | M6 x12mm<br>(3 PCS)  | M6 x10mm<br>(2 PCS)  | 6.5 x13 x 1.8<br>washer<br>(16 PCS)  | 4 x 4 Hex key<br>(1 PC)  | 5 x 5 Hex key<br>(1 PC)  |

### (C) Tools Needed for Assembly

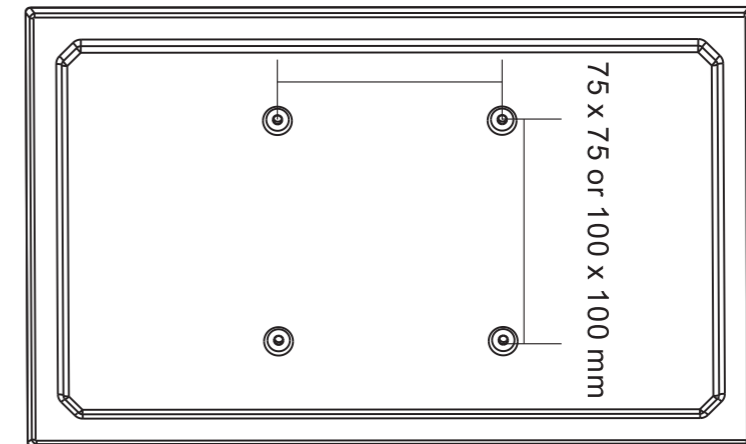


## Installation Steps

### STEP 1: Preparations before installing monitor

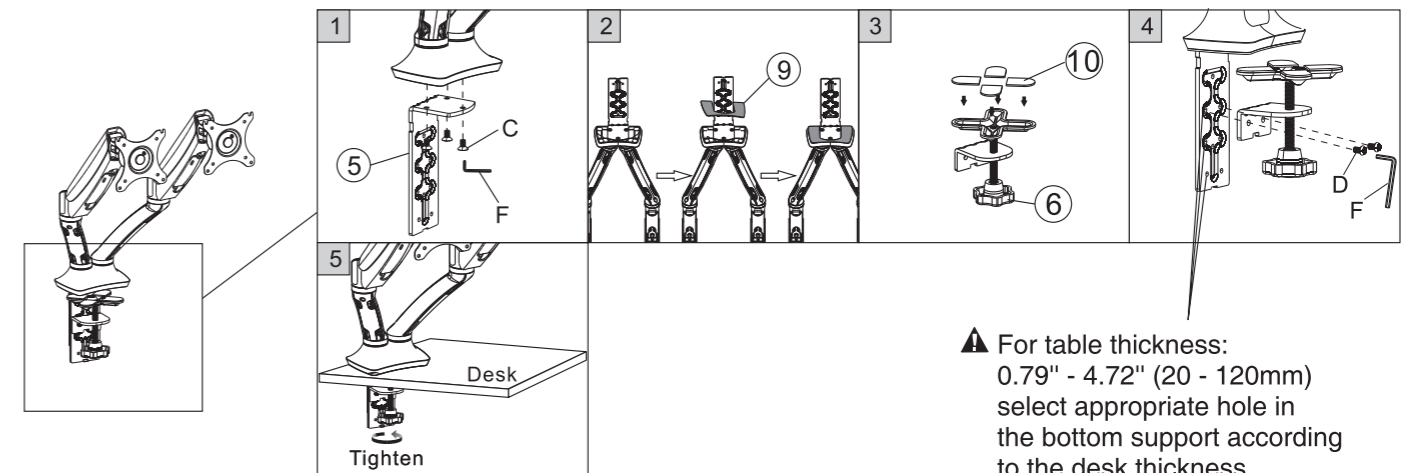
1. Verify that the monitor has holes at VESA spacings, either 100 x 100mm or 75 x 75mm. If it does not have this pattern, the monitor cannot be installed.
2. Remove the monitor's original fixed base. Be careful not to scratch the screen.

75 x 75 or 100 x 100 mm spacing



### STEP 2 - Option A: Install bracket on desk using clamp

1. Attach the bottom support 2 (5) to the tube by tightening screws (C) with 4 x 4mm hex key (F).
2. Turn the mount upside-down and put the anti-slip rubber 1 (9) onto the bottom support 2 (5).
3. Put anti-slip rubber 2 (10) onto the top of knob (6).
4. Attach the knob(6) to the bottom support 2 (5) using screws (D) with 4 x 4mm hex key (F).
5. Position the bottom clamp against desk surface and fully tighten clamp knob (6).
6. Place the cable cover.

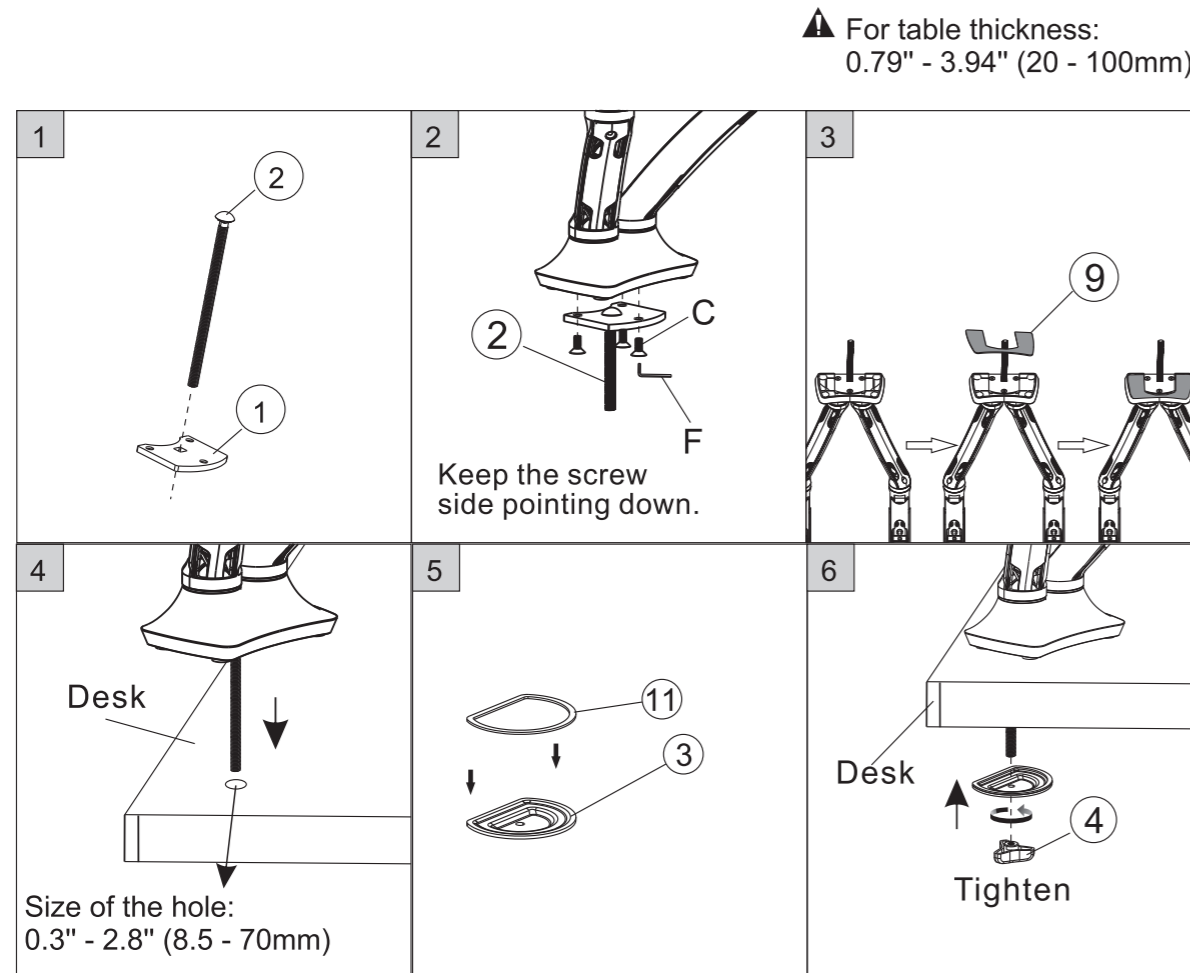


▲ For table thickness:  
0.79" - 4.72" (20 - 120mm)  
select appropriate hole in  
the bottom support according  
to the desk thickness.

## STEP 2 - Option B: Grommet

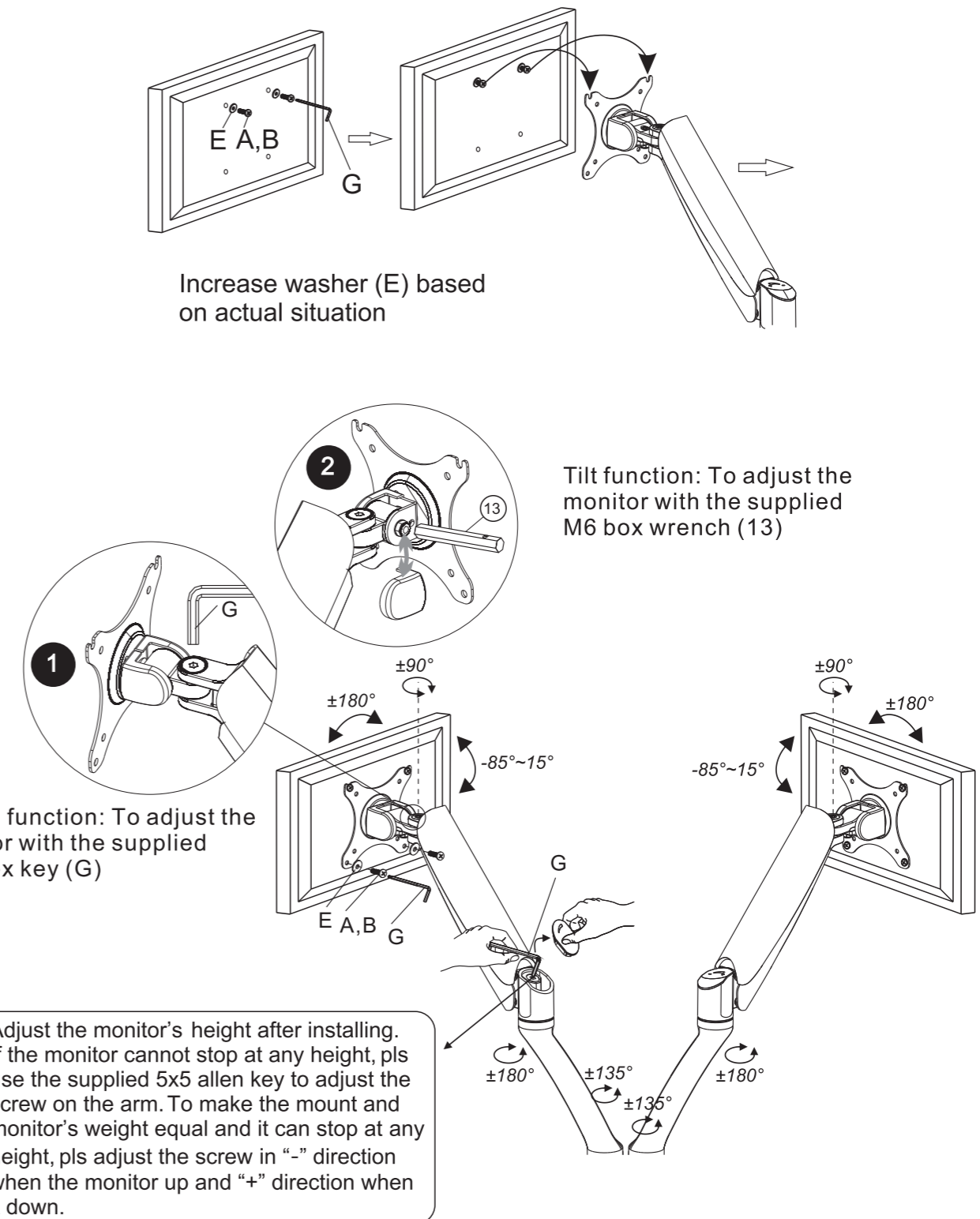
This option is for desks with a grommet hole.

1. Insert the screw (2) into the hole of the bottom support 1 (1).
2. Attach the bottom support 1 (1) to the base by tightening screws (C) with with 4 × 4mm hex key (F).
3. Turn the mount upside-down and put anti-slip rubber 1 (9) onto the bottom support 1 (1).
4. Insert the bottom support into the desk hole.
5. Attach anti-slip rubber (11) on to the washer (3).



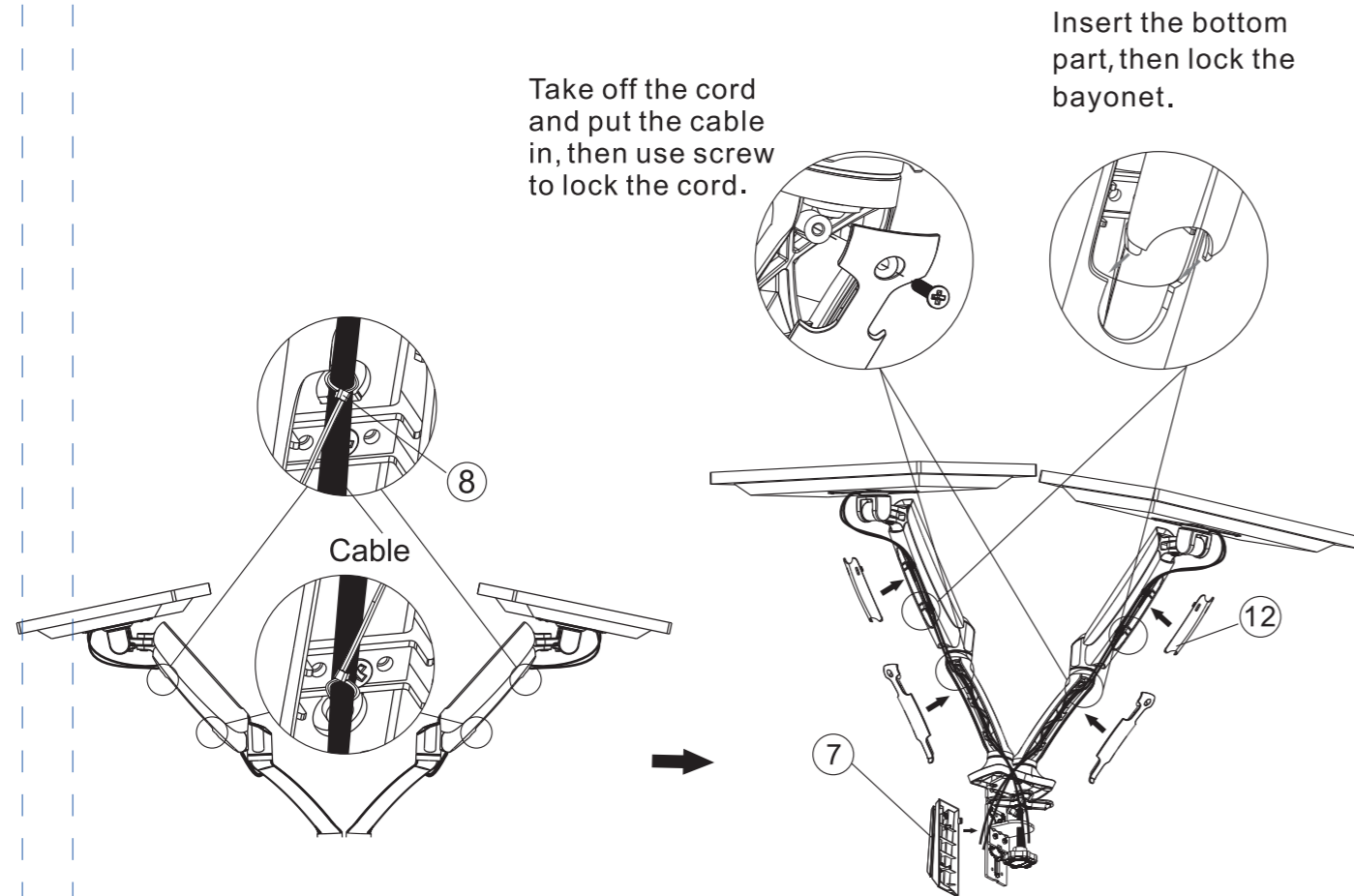
## STEP 3 : Attach the monitor the plate

1. Add washers (E) to appropriate screws (A or B) - depending on monitor hole size.
  2. Attach monitor to arm using the screws (A or B). For 100mm × 100mm VESA holes, first attach top screws to monitor and set monitor into top grooves of monitor plate (2).
  3. Then add bottom screws through monitor plate and securely tighten all four screws.
- Note: For 75mm × 75mm VESA holes attach all four screws through monitor plate and tighten securely.



## STEP 4: Using cable management

1. Manage the cables with nylon ties (8).
2. Take off the cover and slide cables through the underside of the arm and tighten the cover with screw.
3. Pass the cable along the slot and place cable cover 2 (12).



### ⚠ CAUTION

This product contains small items that could be a choking hazard if swallowed. Keep these items away from young children.

- Make sure these instructions are read and completely understood before attempting installation. If you are unsure of any part of this installation, please contact a professional installer for assistance.
- The desk or mounting surface must be capable of supporting the combined weight of the mount and the monitor, otherwise the structure must be reinforced.
- Proper tools must be used. A minimum of two people are required for this installation. Failure to install properly can result in property damage.
- Check joint parts every two months, making sure the screws have not loosened.

This product was designed to be installed on a desk. Before installing, make sure the mount will support the combined load of the equipment and hardware. Never exceed the maximum load capacity 11 lbs (5 kg), or else it may result in product failure.

Note: This product is intended for indoor use only. Use of this product outdoors could lead to product failure.

## Flexispot Limited Warranty

This limited warranty offered by Flexispot covers defects in material or workmanship in new Flexispot products. This warranty extends to the original purchaser only and is non-transferable. Only consumers purchasing Flexispot products from authorized Flexispot retailers or resellers may benefit from our limited warranty.

### What is Covered?

The Flexispot limited warranty covers our products against defects in material or workmanship as follows:

- Flexispot Height Adjustable Desk Frames  
All height – adjustable desks purchased on or after October 5, 2016 include a 5-year warranty for the frame, and a 3-year warranty for the motor, controller, switch and other mechanisms.
- Flexispot Sit-Stand Desktop Workstations  
All standing desks purchased on or after October 5, 2016 include a 5-year warranty for the frame and medium-fiber desktop, and a 3-year warranty for gas spring system and mechanisms.
- Flexispot Desk Bikes  
All desk bikes purchased on or after October 5, 2016 include a 3-year warranty for the frame, and a 1-year warranty for the electronics and other mechanisms.
- Accessories  
All monitor mounts purchased on or after October 5, 2016 include a 5-year warranty for the arms, and a 3-year warranty for gas spring system and mechanisms.

### What are your Remedies?

Flexispot will replace at no charge to the consumer the defective parts only or, at Flexispot's option, replace any product or part of the product that is defective because of improper workmanship and/or material, under normal installation, use, service and maintenance. If Flexispot is unable to provide a replacement and repair is not practical or cannot be completed in a timely fashion, Flexispot may elect to refund the purchase price in exchange for the return of the product. In the rare event that your Flexispot product is defective, we will provide you with a replacement item shipped at no cost to you within the continental United States. The shipping method for replacement products is FedEx Ground, but expedited shipping is available if you choose to pay the additional expense. In addition, you will need to pay the shipping costs if any products need to be shipped to you at an address outside the continental United States.

**REPAIR OR REPLACEMENT (OR, IN LIMITED CIRCUMSTANCES, REFUND OF THE PURCHASE PRICE) AS PROVIDED UNDER THIS WARRANTY IS THE EXCLUSIVE REMEDY OF THE PURCHASER. FLEXISPOT NEITHER ASSUMES NOR AUTHORIZES ANY PERSON TO CREATE FOR IT ANY OTHER OBLIGATION OR LIABILITY IN CONNECTION WITH THIS PRODUCT.**

### What is Not Covered?

Our limited warranty does not cover any problem that is caused by:

1. Conditions, malfunctions or damage not resulting from defects in material or workmanship.
2. Conditions, malfunctions or damage resulting from normal wear and tear, improper installation, improper maintenance, misuse, abuse, negligence, accident or alteration.
3. Accessories, connected materials and products, or related products not manufactured by Flexispot.
4. Conditions, malfunctions or damage resulting from failure to follow the instructions and guidelines relating to the product's intended use.

Our limited warranty is void if a product is returned with removed, damaged or tampered labels or any alterations (including removal of any component or external cover).

### How to File a Claim?

In order to receive the benefit of our limited warranty, you need to process your claim in compliance with the terms of this limited warranty and follow proper return procedure. To request warranty service, please contact customer service via email at [contact@Flexispot.com](mailto:contact@Flexispot.com) or toll free at 855-421-2808. You will need to provide the sales receipt or other evidence of the date and place of purchase for your Flexispot product.

### Implied Warranties and Limitation of Damages

**EXCEPT TO THE EXTENT PROHIBITED BY APPLICABLE LAW, ALL IMPLIED WARRANTIES (INCLUDING WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE) SHALL BE LIMITED IN DURATION TO THE DURATION OF THIS WARRANTY, AND FLEXISPOT SHALL NOT BE LIABLE FOR ANY INCIDENTAL, INDIRECT, SPECIAL, OR CONSEQUENTIAL DAMAGES, INCLUDING BUT NOT LIMITED TO LOSS OF PROFITS OR REVENUE, RESULTING FROM ANY BREACH OF EXPRESS OR IMPLIED WARRANTY OR CONDITION, OR UNDER ANY OTHER LEGAL THEORY, EVEN IF FLEXISPOT HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES.** Some jurisdictions do not allow limitations on the duration of an implied warranty or the exclusion or limitation of special, indirect, incidental or consequential damages, so the above limitations or exclusions may not apply to you.

### Governing Law

This Warranty shall be governed by the laws of the State of California, USA, without giving effect to any conflict of laws principles that may provide the application of the law of another jurisdiction.

### How State Law Applies

This Warranty gives you specific legal rights, and you may also have other rights which vary from state to state.