

## MODEL RTA-00397B

### ASSEMBLY INSTRUCTIONS

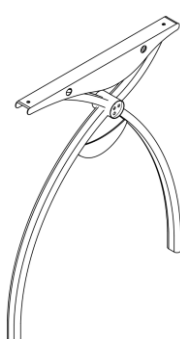
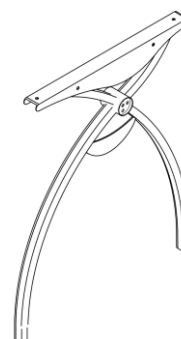

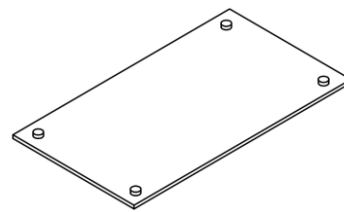
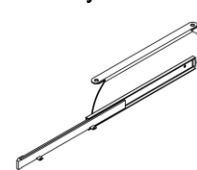
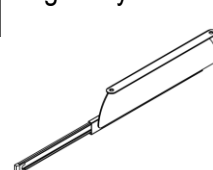
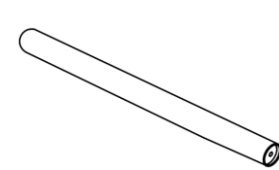
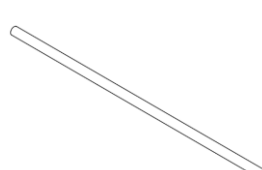
Thank you for purchasing one of our products.  
Please read carefully the assembly instructions before the installation.  
Do not discard this manual or any of the packaging material until the unit  
has been completely assembled.






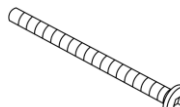
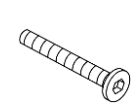





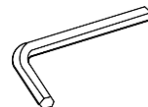

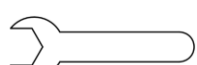
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<b>MAIN PARTS LIST</b>		
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<p><b>A</b> x1</p> <p>Left Leg</p> 	<p><b>B</b> x1</p> <p>Right Leg</p> 	<p><b>C</b> x1</p> <p>Keyboard tray</p>  <p>Size: 23.5"W x 12"D (W600xD300mm)</p>
		<p><b>D</b> x1</p> <p>Main Glass Top</p>  <p>Size: 43.25"W x 22.5"D (W1100xD570mm)</p>
<p><b>E</b> x1</p> <p>Left keyboard slider</p> 	<p><b>F</b> x1</p> <p>Right keyboard slider</p> 	<p><b>G</b> x1</p> <p>Center tube</p>  <p>Size: 2"Ø x 37.5"L (Ø50*955mm)</p>
<p><b>H</b> x2</p> <p>Top tubes</p>  <p>Size: 0.75"Ø x 41.75"L (Ø19*1065mm)</p>		

<b>HARDWARE LIST:</b>			
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<p><b>1</b> x2</p> <p>Connector for tube </p> 	<p><b>2</b> x2</p> <p>End cap for legs</p> 	<p><b>3</b> x2</p> <p>80mm</p> 	<p><b>4</b> x8</p> <p>25mm</p> 
<p><b>5</b> x4</p> <p>9mm</p> 	<p><b>6</b> x4</p> <p>12mm</p> 	<p><b>7</b> x2</p> <p>Ø6</p> 	<p><b>8</b> x4</p> <p>Studs for legs</p> 
<p><b>9</b> x4</p> <p>Cap nuts</p> 	<p><b>10</b> x1</p> <p>Allen Key 5mm</p>  <p>(To use with screws #3)</p>	<p><b>11</b> x1</p> <p>Allen Key 4mm</p> 	<p><b>12</b> x1</p> <p>Hex Key</p> 

**BEFORE YOU START THE ASSEMBLY, PLEASE READ THE FOLLOWING TIPS AND WARNINGS.**

**1** Do a quick inventory to make sure the package contains all the parts and hardware listed in the assembly instructions.



**2** Missing, damaged and defective parts can be replaced at no cost to you. Please refer to the CONTACT card included with the product.



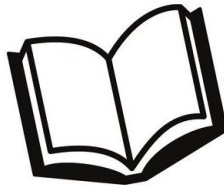
**3** The replacement parts service is limited to the continental United States. If you reside in Hawaii, Puerto Rico, U.S. Dependencies or other countries, please contact the supplier from where the unit was purchased.



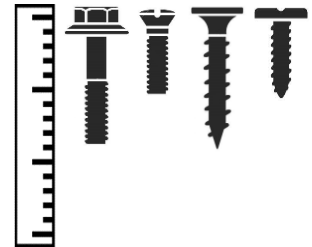
**4** If during assembly you find an issue or need clarification, please contact our Customer Service for assistance. Please refer to the CONTACT card included with the product.



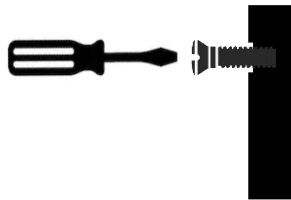
**5** On each step read the instructions and analyze the illustrations thoroughly before proceeding to do the assembly.



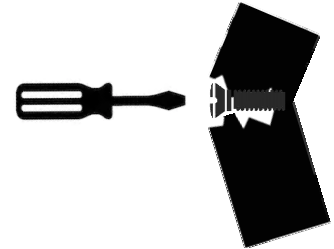
**6** Make sure you understand which hardware will be used on each step. Using the wrong size of screw, bolt or pin might strip the threads or cause damage to the part in which it is being used.



**7** To avoid misalignments, always leave the screws loose and tighten them until all pieces are positioned correctly.



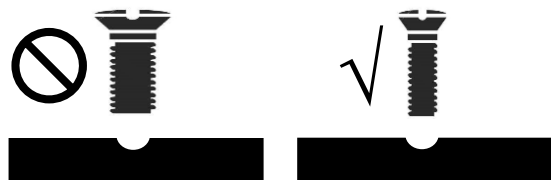
**8** Do not overtighten or force the screws as they might break, strip, damage the threads of the holes or get stuck inside the part.



**9** Sometimes the laminate might cover partially or entirely the hole on a panel. If there is no visible hole for the screw, pass and press the tip of your finger over the area where the hole should be located to feel the indentation, and once found, carefully pierce the laminate to reveal the hole underneath.



**10** If the hole seems too small for the screw, first make sure you are using the correct size of screw and that it's been installed in the correct hole. If the hole still appears to be too small, carefully pierce the laminate to reveal the hole's actual size.



ASSEMBLY STEPS

STEP 1

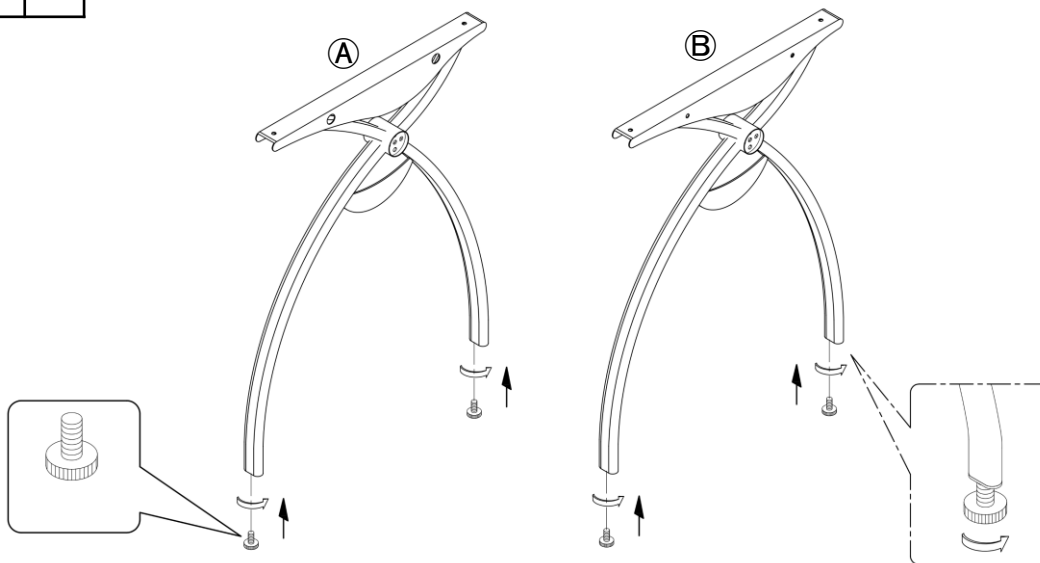
Inert the studs (8) into the bottom of the legs (A) and (B).

Hardware/Tools:

8



4  
Pcs



STEP 2

Assemble the center tube (G) to the leg (A) using screw (3) and washer (7), with connector (1) in between the leg and the tube as shown.

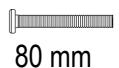
Hardware/Tools:

1



1  
Pc

3



1  
Pc  
80 mm

7

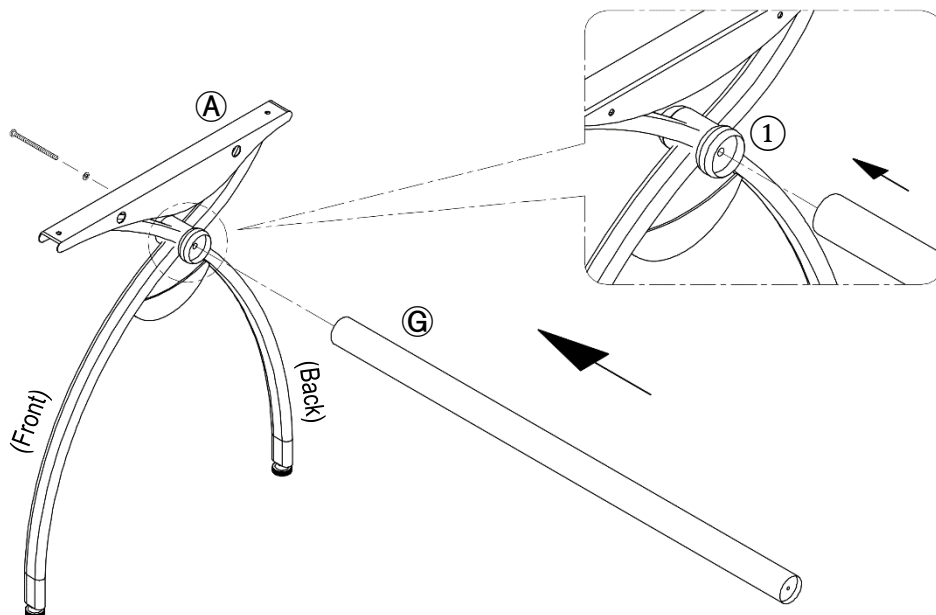


1  
Pc

10





5 mm

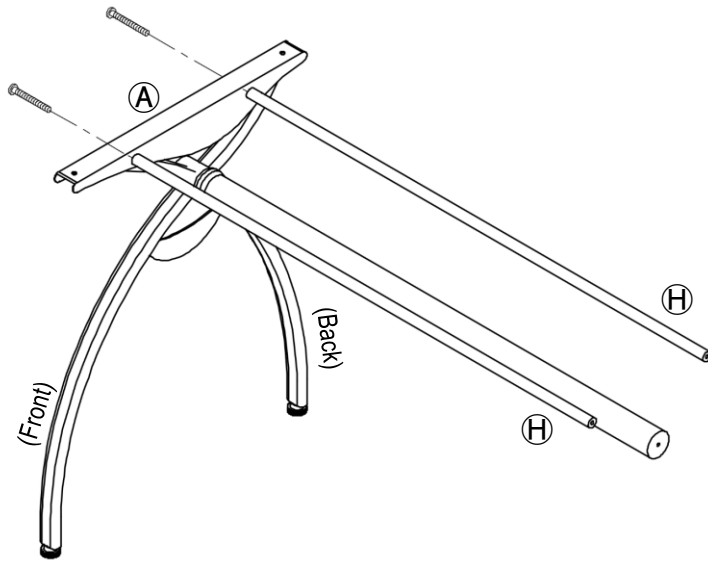


**STEP 3**

Assemble the top tubes (H) to the leg (A) using screws (4).

**Hardware/Tools:**







4		25mm	2 Pcs
10		5mm	

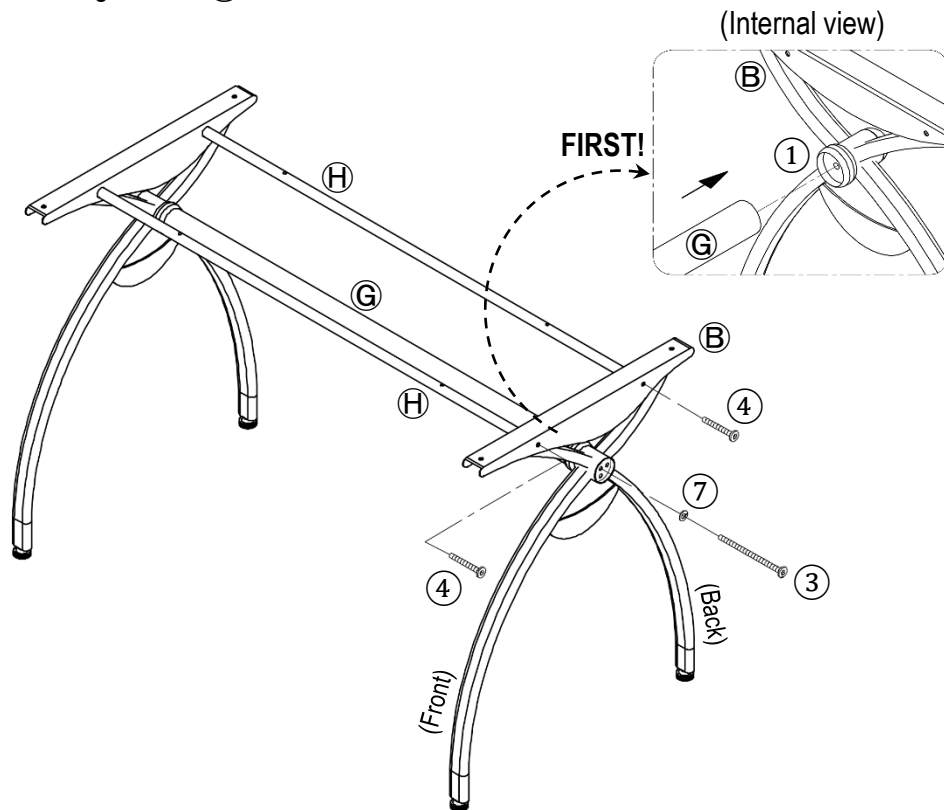


**STEP 4**

First place the connector (1) in between the leg (B) and the center tube (G). Then assemble the leg (B) to the tube (G) using screw (3) and washer (7). Finally, assemble the leg to the tubes (H) using screws (4) as shown.

**Hardware/Tools:**

1			1 Pc
3		80 mm	1 Pc
4		25 mm	2 Pcs
7			1 Pc
10		5 mm	
11		4 mm	



**STEP 5**

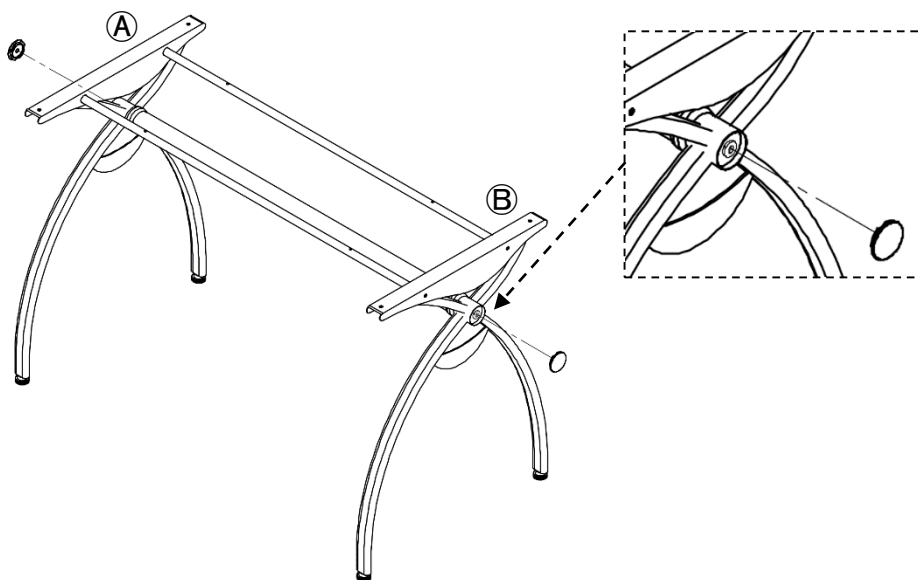
Insert the end caps ② into the center of the legs ① and ②.

**Hardware/Tools:**

②



2 Pcs



**STEP 6**

Assemble the keyboard sliders ⑤ (Left side) and ⑥ (right side) to the top tubes ⑦ using screws ④ (inserted from above) and cap nuts ⑧ (attached from below) as shown.

**Hardware/Tools:**

④



25 mm

4 Pcs

⑧



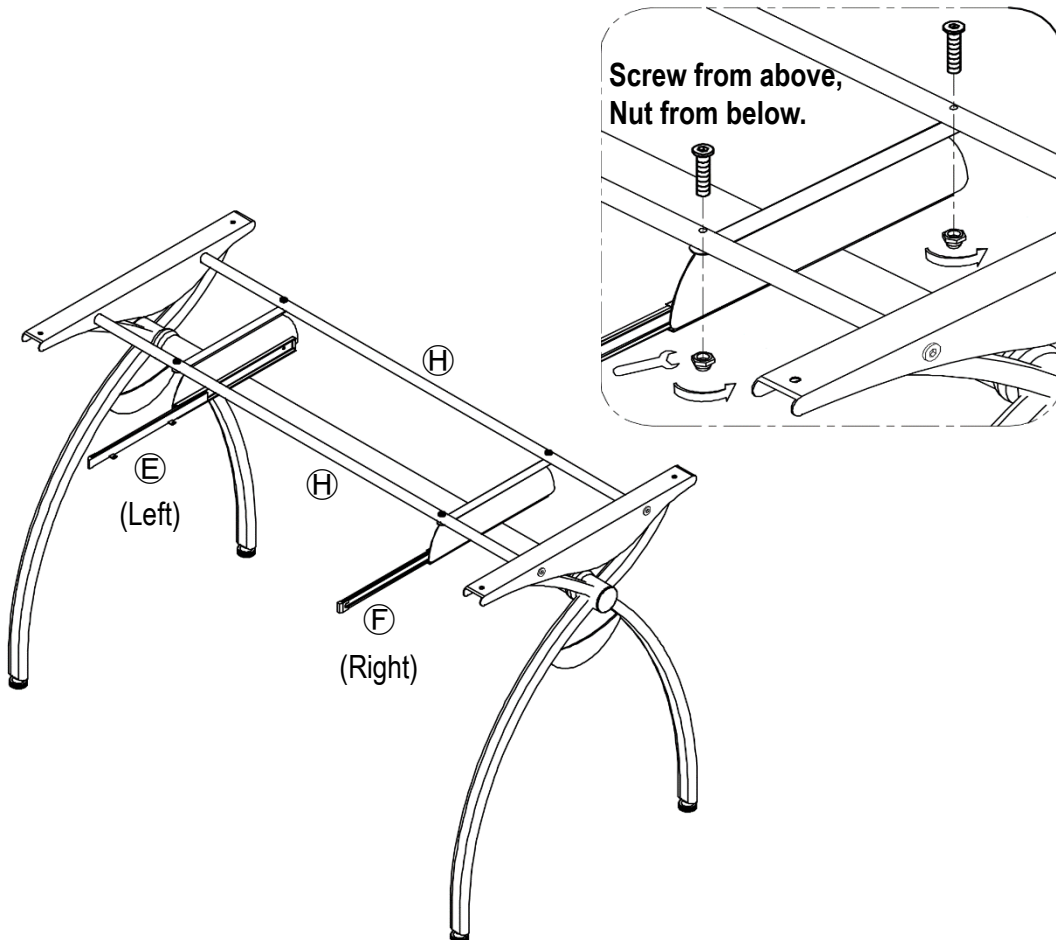
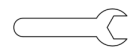
4 Pcs

⑪



4 mm

⑫



**STEP 7**

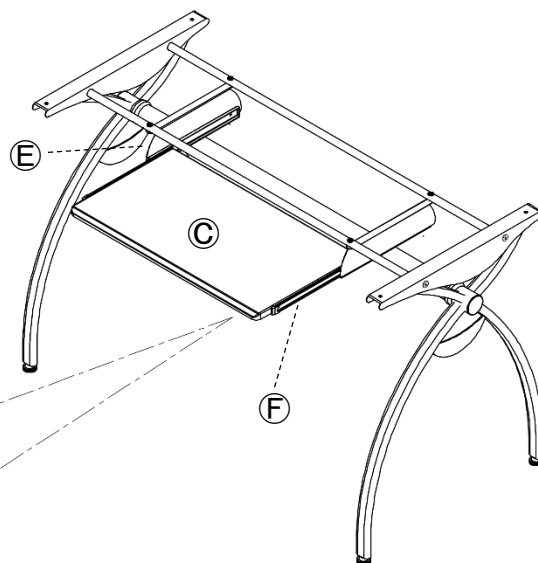
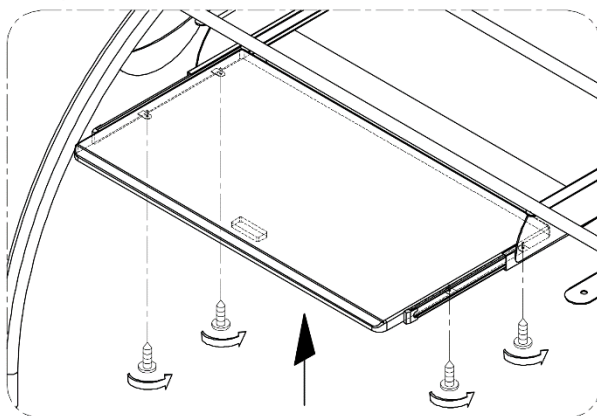
Place the keyboard tray **Ⓒ** over the tabs of the sliders **Ⓔ** and **Ⓕ** and assemble it using screws **Ⓖ** from underneath as shown.

**Hardware/Tools:****6**

12mm

4  
Pcs**(NOT INCLUDED)**

**Pay attention to the orientation of the panel**

**STEP 8**

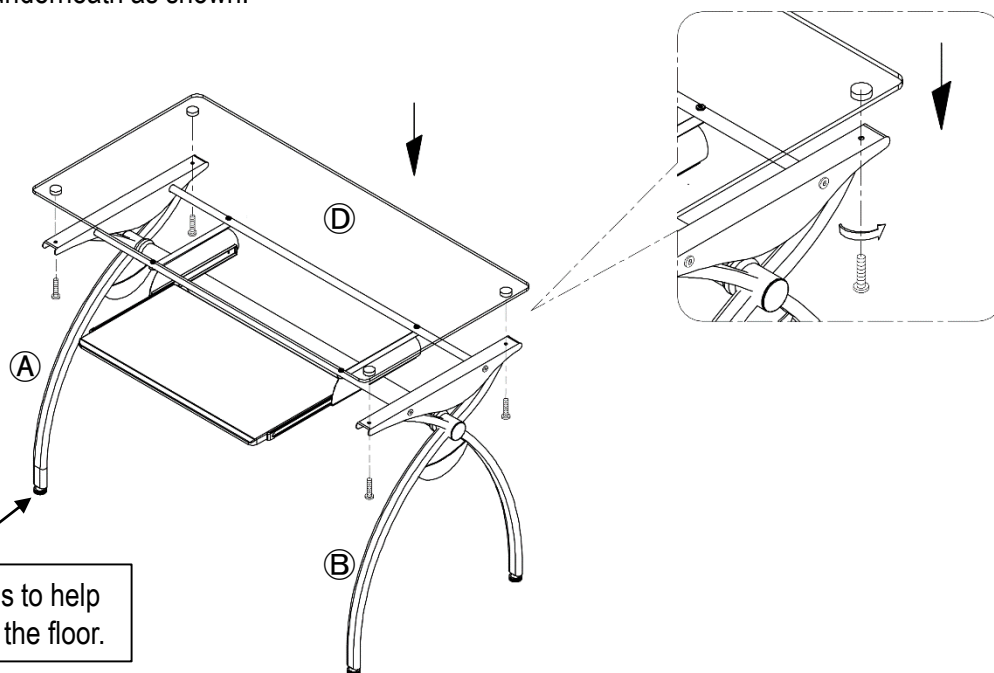
Carefully place the glass top **Ⓓ** over the frame making sure the round metal disks on the glass coincide with the holes on the legs **Ⓐ** and **Ⓑ**, and assemble it using screws **Ⓗ** from underneath as shown.

**Hardware/Tools:****5**

9mm

4  
Pcs**11**

4mm

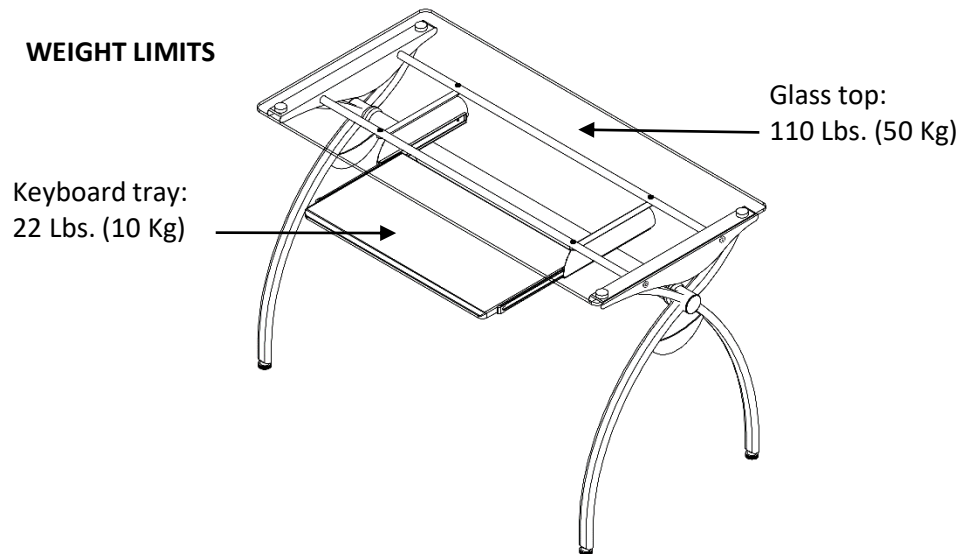


**Tip:** Adjust the studs to help leveling the unit on the floor.

**DONE!** Before you start using the unit, make sure that all the screws, bolts, cam locks, etc. are properly tightened, and read all the warnings in the next page.

**AFTER THE ASSEMBLY IS DONE, PLEASE READ CAREFULLY THE FOLLOWING  
CARE AND MAINTENANCE WARNINGS:**

**WEIGHT LIMITS**



- Do not exceed the indicated weight limits.
- Do not expose the surfaces to direct sunlight or to extreme environmental conditions.
- Clean the surfaces preferably with a clean cloth dampened in a solution of mild soap and water, then dry with a clean towel.
- Do not use solvents or abrasive materials to clean the unit.
- If you decide to use a cleaning agent, test first on an area hidden from view such as underneath the tabletop.
- Do not seat on the unit or lean against it.
- Do not allow small children to play under or over the unit.
- The unit must be handled by at least 2 persons when moving in the same or adjacent rooms.
- Before moving the unit, make sure to remove any object that is heavy or might fall off.
- Lift the unit from the frame, use both hands and bend your knees, not your backs.
- When transporting the unit to places far away, protect and secure it to avoid damage in transit.
- The glass is made of safety tempered glass. The safety feature is that when breakage occurs, the glass shatters into many tiny pieces minimizing the risk of serious injuries. If the glass breaks, do not handle the pieces with your bare hands, take some pictures and contact Customer Service immediately. Please refer to the Contact Us card.
- Shall any part of the unit become defective during the warranty period, replacement parts might be available to you at no charge. Please refer to the WARRANTY card included with the product.
- The warranty does not extend to regular wear and tear, nor the manufacturer assumes liability for damages or consequences due to accidents, incorrect assembly, negligence, improper use, modifications, or not heeding the above warnings.
- The warranty is limited to the continental United States. If you reside in Hawaii, Puerto Rico, U.S. Dependencies or other countries, please contact the supplier from where the unit was purchased.