



ASSEMBLY INSTRUCTIONS

for WORKSTATIONS & ACCESSORIES



Congratulations on the purchase of a Workplace workstation and/or accessories.

Robust products with excellent ergonomics that enhance productivity, superior customer support, and attention to detail have been our watchwords for more than 50 years.

This Assembly Manual provides instructions for assembling our most popular workstation platforms and accessories.

Professional assembly at your site is also available. Just contact your Design Specialist for further information.

NOTE: Hardware Kits are frequently used for multiple products. Therefore, a Hardware Kit may contain additional parts that will not be required for the particular product being assembled.

Support Options

Detailed assembly instructions for Workplace workstations and accessories, including the contents of this booklet are also available for download in PDF format at:

<https://workplacenh.com/assemblyinst>

If you have questions, comments, or would like assistance...

Call us at:

1-800-258-9700

Monday through Friday

8 AM to 5PM Eastern Time

Or email us at:

support@workplacenh.com

Subject line: Assembly Instructions

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CABINET WORKSTATIONS

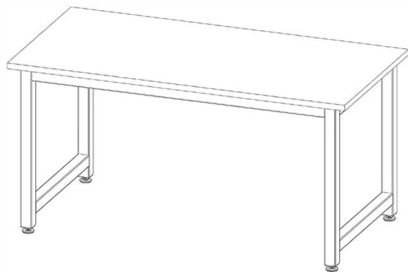
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STANDARD WORKSTATION – STATIONARY

PARTS & HARDWARE INCLUDED: Do not remove components from cartons prior to assembly. Use the packing list to locate components. Keep hardware kits in labeled packaging until ready to use.



ASSEMBLY TIPS

- Lay top upside down before you begin assembly of the Frame & Legs. Pay attention to the orientation of the Top (rear inserts are closer to the edge).
- Front of Frame bears the Workplace nameplate.
- Hand-tighten all hardware until specified otherwise.
- Two people are required to turn the assembly workstation right-side-up.

COMPONENTS

Worksurface (1)
Frame (1)
Swaybrace (1)
Leg Sections (2)

KIT-81

5/16" Flat Washer (8)
5/16-18 x 3/4" HHCS (8)

KIT-21

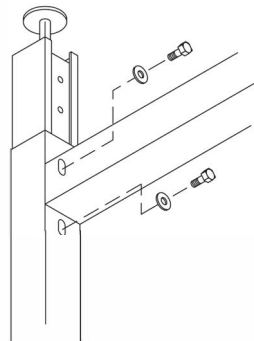
5/16" Flat Washer (4/5)
5/16-18 x 3/4" HHCS (4/5)

KIT-84

Z Clips (2)
Flat Clips (4)
1/4" Flat Washers (2)
1/4-20 x 3/4" RHMS (6)

ADJUSTING THE WORKHEIGHT

- Leg Sections are set at 34"H and adjust in 1-1/2" increments.
- Remove the hardware from above and below the horizontal crossmember and adjust the leg extender. Replace hardware & tighten securely.



1

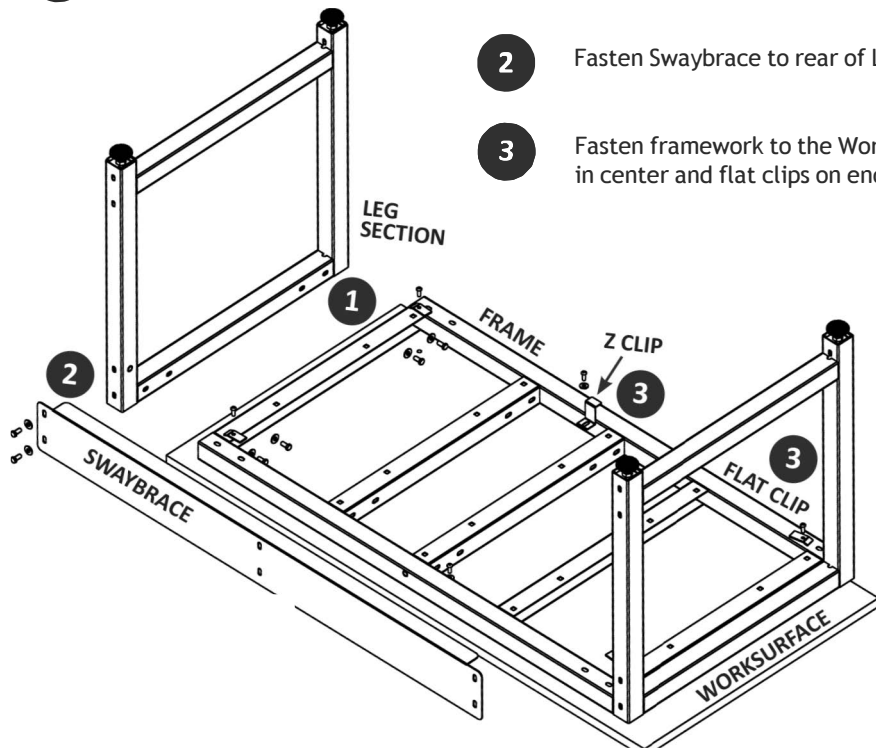
Position Frame flush to the rear edge of Worksurface. Fasten Leg sections to Frame using KIT-81

2

Fasten Swaybrace to rear of Leg Sections using KIT-21

3

Fasten framework to the Worksurface using KIT-84, note that Z clips are used in center and flat clips on ends.

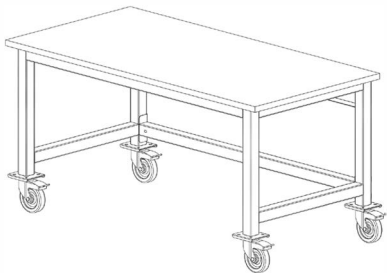


NOTE: Tighten hardware, making sure components are properly aligned.



STANDARD WORKSTATION – MOBILE

PARTS & HARDWARE INCLUDED: *Do not remove components from cartons prior to assembly. Use the packing list to locate components. Keep hardware kits in labeled packaging until ready to use.*



ASSEMBLY TIPS

- Lay top upside down before you begin assembly of the Frame & Legs. Pay attention to the orientation of the Top (rear inserts are closer to the edge).
- Front of Frame bears the Workplace nameplate.
- Hand-tighten all hardware until specified otherwise.
- Two people are required to turn the assembly workstation right-side-up.

COMPONENTS

Worksurface (1)
Frame (1)
Swaybrace (1)
Leg Sections (2)
Swaybar (1)
Casters (4)

KIT-81

5/16" Flat Washer (8)
5/16-18 x 3/4" HHCS (8)

KIT-38

5/16-18 Flange Nut (16)
5/16-18 x 5/8 HHCS (16)
5/16" Flat Washers (16)

KIT-21

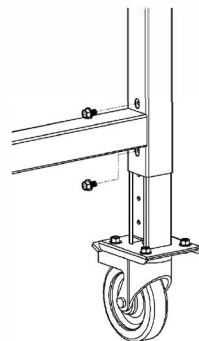
5/16" Flat Washer (4/5)
5/16-18 x 3/4" HHCS (4/5)

KIT-84

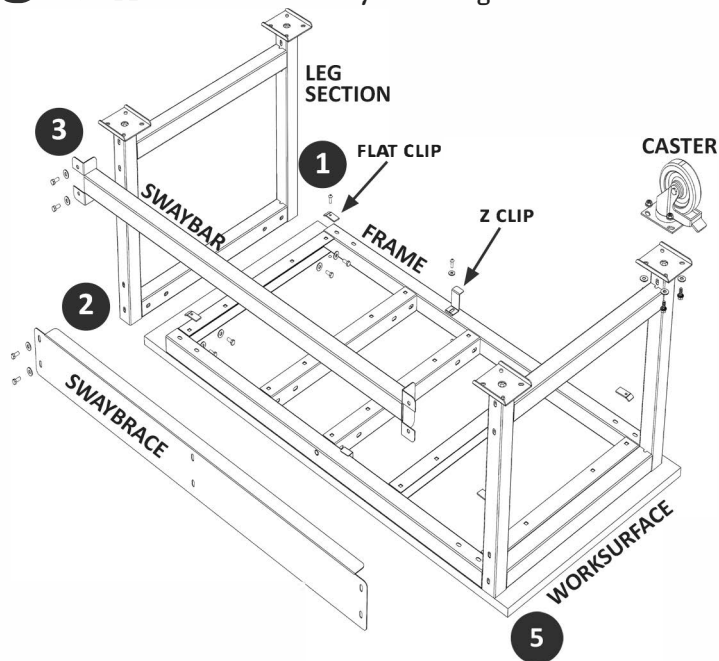
Z Clips (2)
Flat Clips (4)
1/4" Flat Washers (2)
1/4-20 x 3/4" RHMS (6)

ADJUSTING THE WORKHEIGHT

- Leg Sections are set at 34"H and adjust in 1-1/2" increments.
- Remove the hardware from above and below the horizontal crossmember and adjust the leg extender. Replace hardware & tighten securely.



- 1 Position Frame flush to the rear edge of Worksurface. Fasten Leg Sections to Frame using KIT-81.
- 2 Fasten Swaybrace to rear of Leg Sections using KIT-21.
- 3 Remove & discard hardware from the rear base of Leg Sections; use KIT-21 to mount the Swaybar to Leg Sections.



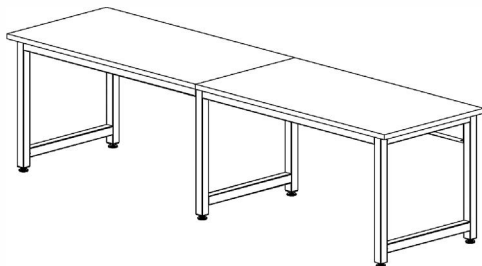
- 4 Attach Casters to base of Leg Sections using KIT-38. Tighten hardware
- 5 Fasten framework to Worksurface using KIT-84, note that Z clips are used in center and flat clips on ends.



NOTE: Make sure components are properly aligned.

STANDARD WORKSTATION – IN-LINE

PARTS & HARDWARE INCLUDED: *Do not remove components from cartons prior to assembly. Use the packing list to locate components. Keep hardware kits in labeled packaging until ready to use.*



ASSEMBLY TIPS

- Lay tops upside down before you begin assembly of the Frame & Legs. Pay attention to the orientation of the Top (rear inserts are closer to the edge).
- Front of Frame bears the Workplace nameplate.
- Hand-tighten all hardware until specified otherwise.
- Two people are required to turn the assembly workstation right-side-up.

COMPONENTS

Worksurface (2)
Frame (2)
Swaybrace (2)
Leg Sections (3)

KIT-81

5/16" Flat Washer (8)
5/16-18 x 3/4" HHCS (8)

KIT-21

5/16" Flat Washer (4/5)
5/16-18 x 3/4" HHCS (4/5)

KIT-84

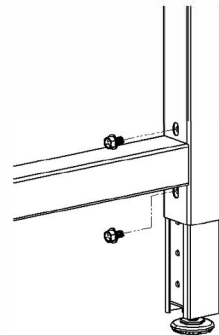
Z Clips (2)
Flat Clips (4)
1/4" Flat Washers (2)
1/4-20 x 3/4" RHMS (6)

KIT-21C

Half Joining Plates (2)

ADJUSTING THE WORKHEIGHT

- Leg Sections are set at 34"H and adjust in 1-1/2" increments.
- Remove the hardware from above and below the horizontal crossmember and adjust the leg extender. Replace hardware & tighten securely.

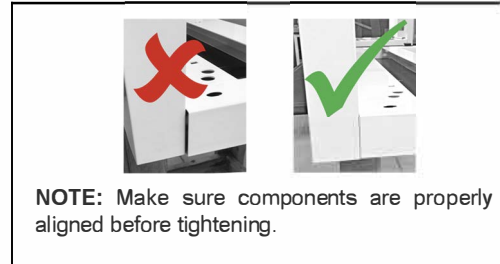
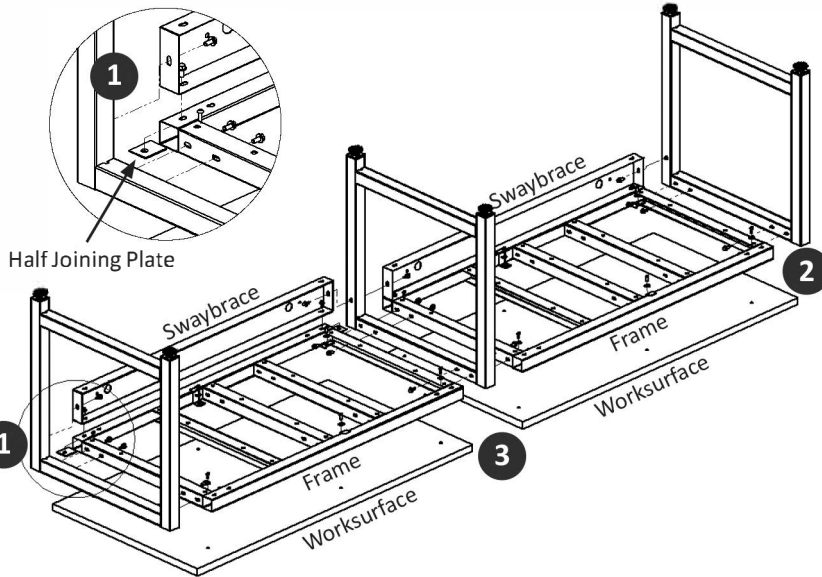


NOTE: There will be extra hardware remaining after assembling In-Line Workstations.

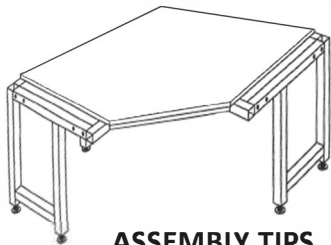
- 1 Position Frames flush to rear edge of Worksurfaces. Position Swaybrace on Frame, then insert and hold Half Joining Plate (KIT-21C) boss side face down in open Frame end, Fasten Swaybrace to Frame using KIT-21, engaging the Half Joining Plate. Repeat on other end with second Frame/Swaybrace.
- 2 Fasten Leg Sections to Frames using KIT-81. Using the remaining hardware in KIT-21, fasten Swaybraces to Legs. Tighten hardware.
- 3 Fasten framework to the Worksurfaces using KIT-84. Note that Z clips are used in center of worksurface and flat clips on ends.

MOBILE IN-LINE ASSEMBLIES:

Follow above instructions for basic assembly. Refer to Standard Workstation – Mobile Assembly instructions to attach Casters and



STANDARD WORKSTATION – CORNER

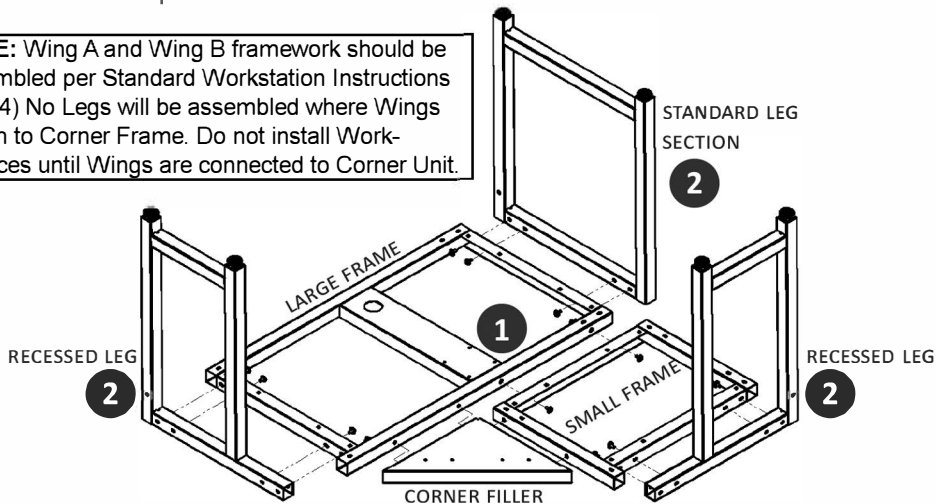


ASSEMBLY TIPS

- Assemble and fasten Corner Frames & Leg upside down. Flip Framework right-side up before attaching Wings or Tops.
- Worksurfaces are used in multiple configurations. Inserts should line up; if not use KIT-18 to attach Z Clips found in KIT-04.
- Hand-tighten all hardware until specified otherwise.
- Two people are required to turn the assembled workstation right-side-up.

COMPONENTS	KIT-21	KIT-97	KIT-81
Frames (2)	5/16" Flat Washers (4)	1/4-20 x 3/4 HH	5/16" Flat Washers (8)
Corner Filler (1)	5/16-18 x 3/4" HHCS (4)	Serrated Flange (4)	5/16-18 x 3/4"
Legs (3)			Serrated Flange (8)
Assembled Wing A (1)	KIT-04	KIT-18	
Assembled Wing B (2)	Z Clips (4/6)	10 x 3/4" Drive Screw (4)	
Worksurfaces (3)	1/4" Flat Washers (4/6)	1/4" Flat Washers (4)	
	1/4-20 x 3/4" RHMS (4/6)		

NOTE: Wing A and Wing B framework should be assembled per Standard Workstation Instructions (p. 3-4) No Legs will be assembled where Wings attach to Corner Frame. Do not install Worksurfaces until Wings are connected to Corner Unit.

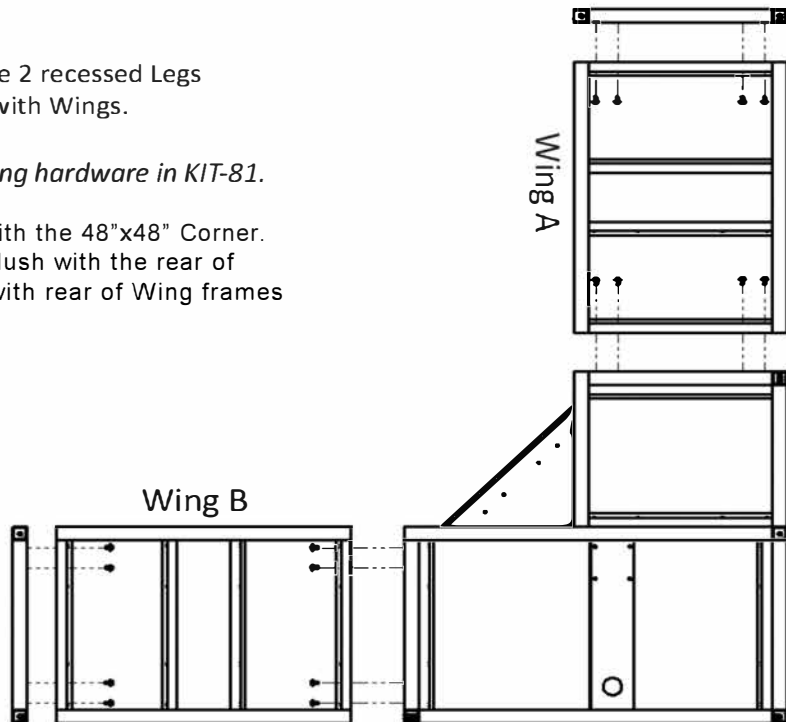


1 Fasten large and small Frames using KIT-21. Fasten Corner Filler to Frames using KIT-97.

2 Fasten Leg Sections to Frames using KIT-81, the 2 recessed Legs should be placed on ends which will connect with Wings. Tighten Hardware

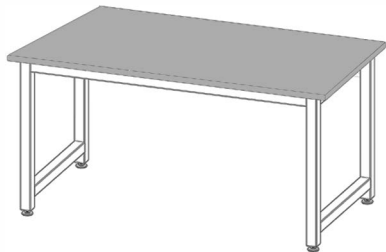
Flip the corner unit then attach Wings using remaining hardware in KIT-81.

3 Attach Worksurfaces using KIT-04, starting with the 48" x 48" Corner. The backsides of the worksurface should be flush with the rear of Frames. Wing worksurfaces should be flush with rear of Wing frames and to the sides of the Corner Worksurface.



STANDARD WORKSTATION – ATTACHING THE WORKSURFACE

PARTS & HARDWARE INCLUDED: Do not remove components from cartons prior to assembly. Use the packing list to locate components. Keep hardware kits in labeled packaging until ready to use.



ASSEMBLY TIPS

- It is easier to attach previously assembled framework to the Worksurface upside-down.
- Protect Worksurface by placing on as carpet, blanket or cardboard carton Worksurface shipped in.
- Front of Frame bears the Workplace nameplate.
- Two people are required to turn the assembly workstation right-side-up. Grip by the frame.

COMPONENTS

Worksurface (1)

KIT-84

Z Clips (2)

Flat Clips (4)

1/4" Flat Washers (2)

1/4-20 x 3/4" RHMS (6)

Phenolic Tops: Use KIT-84A. Line up hardware to drilled pilot holes.

ESD/Conductive Tops: Download instructions and care of information from <https://workplacenh.com/assemblyinst/TOPS-03>

1

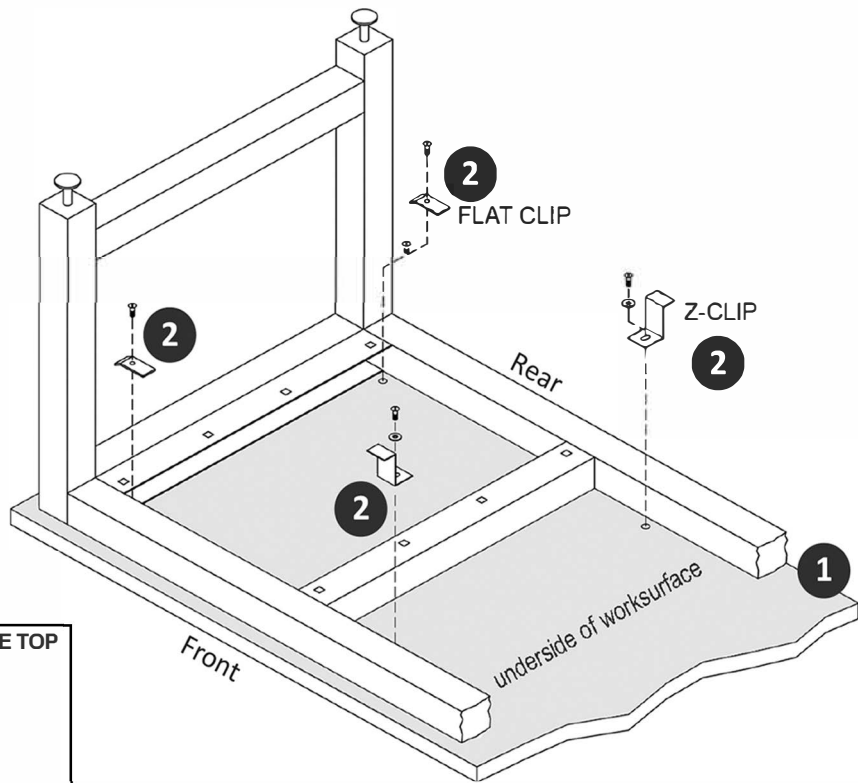
Position Frame flush to the rear edge of Worksurface. On most Standard Workstation Worksurface Assemblies, there should be roughly a 2" overhang on the sides and 1" at the front.

2

Fasten Worksurface to frame using KIT-84. Hardware will line up with the threaded steel inserts on the underside of the Worksurface
Note: Z Clips are used in the center of the Worksurface, while flat clips attach on the ends.

WORKSURFACE ASSEMBLY BY MATERIAL TYPE

- Laminates (Plastic, Chemical Resistant and ESD), Stainless Steel, Cold-Rolled Steel and Maple Worksurfaces attach to metal components with threaded steel inserts and clips.
- Phenolic Resin Worksurfaces attach to metal components using self-tapping screws into drilled holes.
- Epoxy Resin Worksurfaces attach to metal components with silicone adhesive.

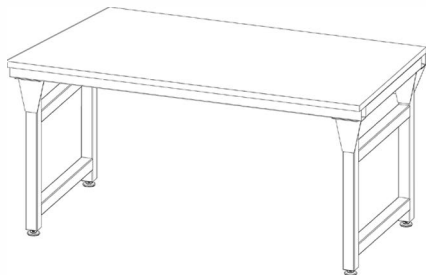


KIT #76A GROUNDING CORD FOR OPTIONAL CONDUCTIVE TOP

1. Locate grounding hardware on underside of conductive top.
2. Remove hex nut and small flat washer from ground bolt.
3. Situate flag terminal (located on one end of ground cord) over ground bolt.
4. Replace small flat washer and hex nut on ground bolt and tighten.
5. Connect ring terminal end of ground cord to earth ground.

HEAVY-DUTY WORKSTATION – STATIONARY

PARTS & HARDWARE INCLUDED: Do not remove components from cartons prior to assembly. Use the packing list to locate components. Keep hardware kits in labeled packaging until ready to use.



ASSEMBLY TIPS

- Lay top upside down before you begin assembly of the Frame & Legs. Pay attention to the orientation of the Top (rear inserts are closer to the edge).
- Front of Frame bears the Workplace nameplate.
- Hand-tighten all hardware until specified otherwise.
- Two people are required to turn the assembly workstation right-side-up.

COMPONENTS

Worksurface (1)
Frame (1)
Swaybrace (1)
Leg Sections (2)
End Caps (4)

KIT-21

5/16" Flat Washer (4)
5/16-18 x 3/4" HHCS (4)

KIT-02

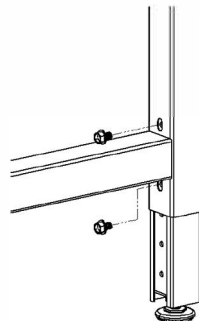
5/16" Flat Washer (8)
5/16-18 x 3/4" HHCS (8)
Joining Plates (4)

KIT-04

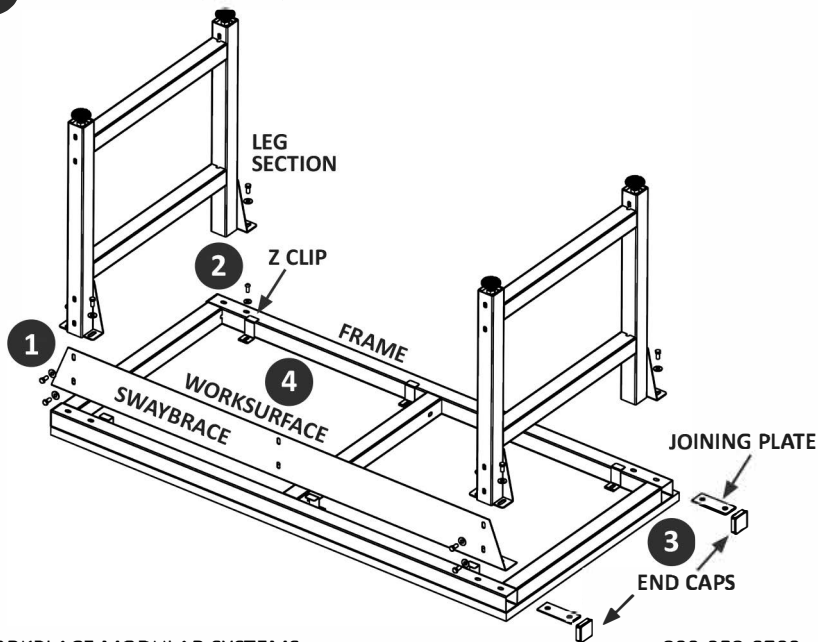
Z Clips (4/6)
1/4" Flat Washers (4/6)
1/4-20 x 3/4" RHMS (4/6)

ADJUSTING THE WORKHEIGHT

- Leg Sections are set at 34"H and adjust in 1-1/2" increments.
- Remove the hardware from above and below the horizontal crossmember and adjust the leg extender. Replace hardware & tighten securely.



- 1 Position Frame flush to rear edge of Worksurface. Position Swaybrace to Frame followed by Legs. Fasten Swaybrace to back of Legs using KIT-21.
- 2 Insert and hold Joining Plate (KIT-02) boss side face down into open Frame end. Fasten Legs to Frame using KIT-02. Tighten hardware.
- 3 Install End Caps at open Frame ends.



NOTE: Add Undertable Accessories before moving on to Step 4.

- 4 Fasten framework to the Worksurface using KIT-04.



NOTE: Make sure components are properly aligned.

HEAVY-DUTY WORKSTATION – MOBILE

PARTS & HARDWARE INCLUDED: *Do not remove components from cartons prior to assembly. Use the packing list to locate components. Keep hardware kits in labeled packaging until ready to use.*



ASSEMBLY TIPS

- Lay top upside down before you begin assembly of the Frame & Legs. Pay attention to the orientation of the Top (rear inserts are closer to the edge).
- Front of Frame bears the Workplace nameplate.
- Hand-tighten all hardware until specified otherwise.
- Two people are required to turn the assembly workstation right-side-up.

COMPONENTS

Worksurface (1)
Frame (1)
Swaybrace (1)
Leg Sections (2)
End Caps (4)
Swaybar (1)
Casters (4)

KIT-21

5/16" Flat Washer (4)
5/16-18 x 3/4" HHCS (4)

KIT-38

5/16-18 X 5/8" HHC
5/16-18 Flange Nuts
5/16" Flat Washers

KIT-02

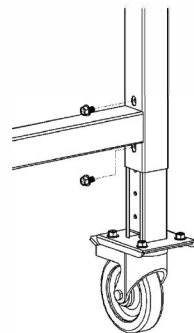
5/16" Flat Washer (8)
5/16-18 x 3/4" HHCS (8)
Joining Plates (4)

KIT-04

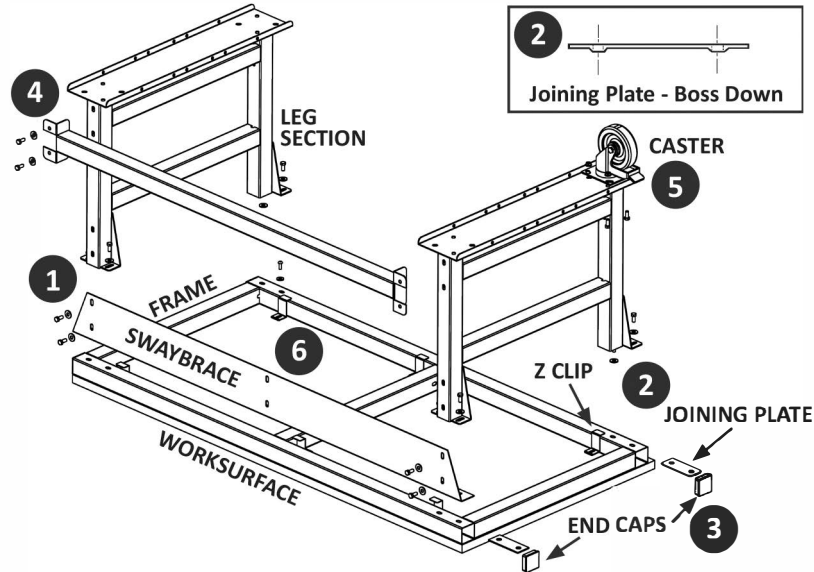
Z Clips (4/6)
1/4" Flat Washers (4/6)
1/4-20 x 3/4" RHMS (4/6)

ADJUSTING THE WORKHEIGHT

- Leg Sections are set at 34" H and adjust in 1-1/2" increments.
- Remove the hardware from above and below the horizontal crossmember and adjust the leg extender. Replace hardware & tighten securely.



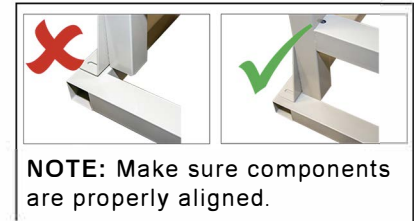
- 1 Position Frame flush to rear edge of Worksurface. Position Swaybrace to Frame followed by Legs. Fasten Swaybrace to back of Legs using KIT-21.
- 2 Insert and hold Joining Plate (KIT-02) boss side face down into open Frame end. Fasten Legs to Frame using KIT-02.
- 3 Install End Caps at open Frame ends.
- 4 Remove and discard hardware from the rear base of Leg Sections; use KIT-21 to mount the Swaybar to Leg Sections.



- 5 Attach Casters to base of Leg Sections using KIT-38. Tighten hardware.

NOTE: Add Undertable Accessories before moving on to Step 6.

- 6 Fasten framework to the Worksurface using KIT-04.



HEAVY-DUTY WORKSTATION – IN-LINE

PARTS & HARDWARE INCLUDED: Do not remove components from cartons prior to assembly. Use the packing list to locate components. Keep hardware kits in labeled packaging until ready to use.



ASSEMBLY TIPS

- End of Tubeframe should be located at center of Leg.
- It may help to assemble the frame upside-down on the bottom side of work surface.
- Lay top upside-down on padded surface before assembling Frame and Legs.
- Pay attention to orientation of the Top (rear inserts are closer to the edge).
- Front of Frame bears Workplace name. Hand-tighten all hardware until specified otherwise.
- Two people are required to turn the completed assembly right-side-up.

COMPONENTS

Worksurface (2)
Frame (2)
Swaybrace (2)
Leg Sections (3)
Joining Plate (1)
End Caps (4)

KIT-21

5/16" Flat Washers (4)
5/16-18 x 3/4" HHCS (4)

KIT-04

Z Clips (4/6)
1/4" Flat Washers (4/6)
1/4-20 x 3/4" RHMS (4/6)

KIT-02

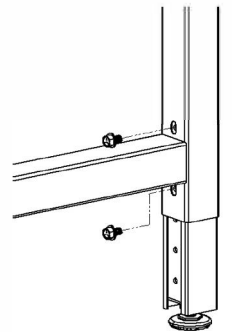
5/16" Flat Washers (8)
5/16-18 x 3/4" HHCS (8)
Joining Plates (4)

KIT-23A

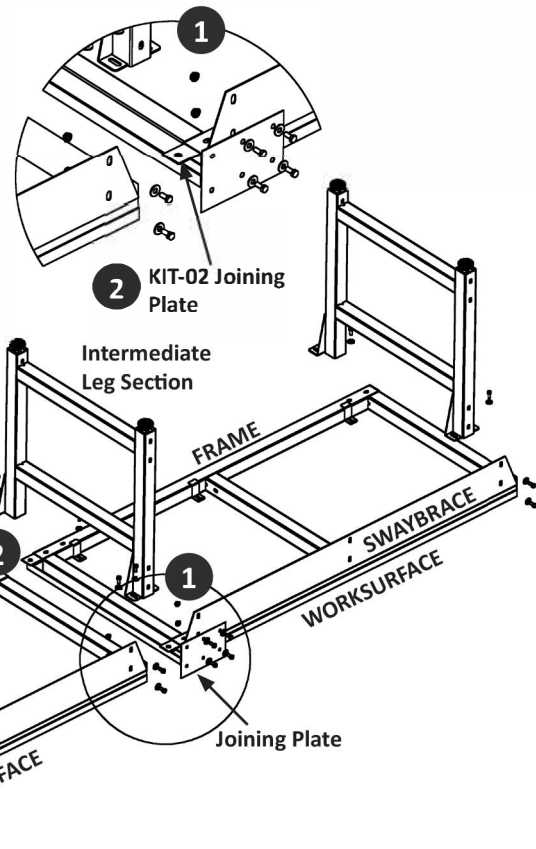
5/16" Flat Washers (4)
5/16-18 Serrated Flange Nuts (2)
5/16-18 x 3/4 HHCS (2)

ADJUSTING THE WORKHEIGHT

- Leg Sections are set at 34"H and adjust in 1-1/2" increments.
- Remove the hardware from above and below the horizontal crossmember and adjust the leg extender. Replace hardware & tighten securely.

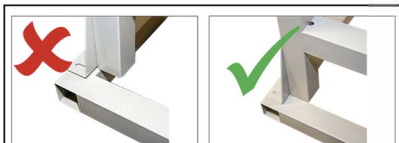


- 1 Position Frames flush to rear edge of Worksurface. Position Swaybrace on Frame followed by Legs. Fasten Swaybraces to back of Legs using KIT-21. Where Swaybraces abut at Intermediate Leg, install Joining Plate with KIT-23A.
- 2 Insert and hold Joining Plate (KIT-02) boss side down into open Frame end. Fasten Legs to Frame using KIT-02. Tighten hardware.
- 3 Install End Caps at open Frame ends.
- 4 Fasten framework to the Worksurfaces using KIT-04.



MOBILE IN-LINE ASSEMBLIES: Follow the instructions above for basic framework assembly. Refer to Heavy-Duty Workstation - Mobile Assembly Instructions to attach Casters and Mobile Supports.

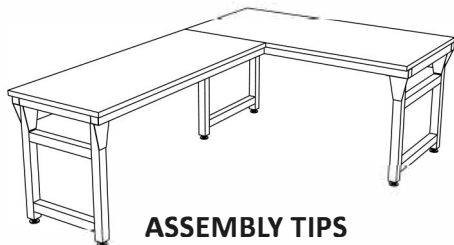
NOTE: There will be hardware remaining after assembling in-line workstations as kits are assigned per part.



NOTE: Make sure components are properly aligned.

HEAVY-DUTY WORKSTATION – L-SHAPE

PARTS & HARDWARE INCLUDED: Do not remove components from cartons prior to assembly. Use the packing list to locate components. Keep hardware kits in labeled packaging until ready to use.



ASSEMBLY TIPS

- It is easier to assemble unit A upside down.
- Position Unit A Worksurface flush to the rear edge of Frame. Unit B Worksurface abuts A, flush at rear edge of Frame and with a 1" overhang on front and side.
- Front of Frames bear the Workplace nameplate.
- Hand-tighten all hardware until specified otherwise.
- Two people are required to turn the assembled workstation right-side-up.

COMPONENTS

Assembled Unit A (1)
Unit B (Frame/Leg) (1)
Worksurfaces (2)

KIT-05A

5/16-18 x 3" HHCS (2)
Square Washer (2)

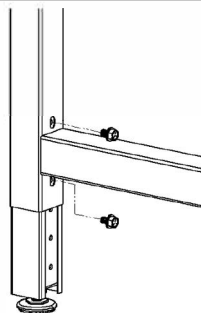
KIT-04

Z Clips (4/6)
1/4" Flat Washers (4/6)
1/4-20 x 3/4" RHMS (4/6)

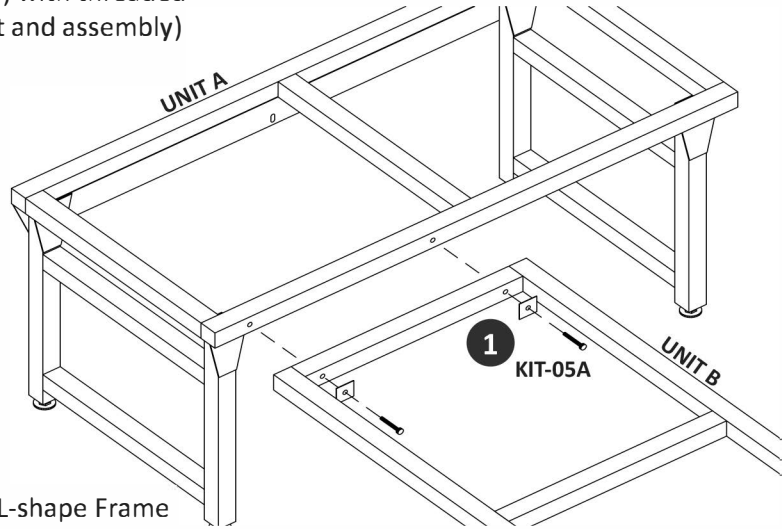
NOTE: Assemble Unit A per Heavy-Duty Workstation Instructions. Frame on Unit A bears threaded inserts in front. Assemble Unit B Leg to Frame at same time. Do Not Install Tops.

ADJUSTING THE WORKHEIGHT

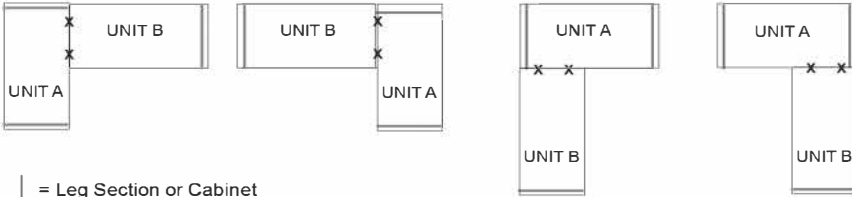
- Leg Sections are set at 34"H and adjust in 1-1/2" increments.
- Remove the hardware from above and below the horizontal crossmember and adjust the leg extender. Replace hardware & tighten securely.



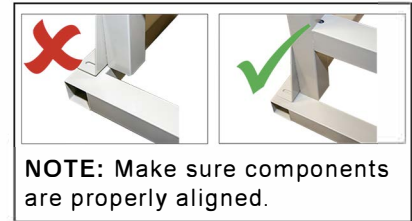
- 1 Align Frame of assembled Unit B (Frame & Leg only) with threaded inserts located on front of Frame on Unit A (upright and assembly) using KIT-05A. Tighten hardware.
- 2 Fasten Worksurfaces (not shown) to Frames using KIT-04A; attaching Unit A Worksurface first (see Heavy-Duty Assembly Instructions).



4 WAYS L-SHAPE ADJOIN: Below are 4 drawings showing L-shape Frame positions. Unit A always includes Frame, Swaybrace and 2 Legs and your starting point.

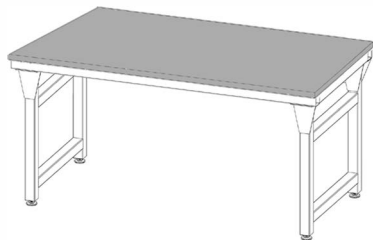


| = Leg Section or Cabinet
 x = Units bolted together



HEAVY-DUTY WORKSTATION – ATTACHING THE WORKSURFACE

PARTS & HARDWARE INCLUDED: Do not remove components from cartons prior to assembly. Use the packing list to locate components. Keep hardware kits in labeled packaging until ready to use.



ASSEMBLY TIPS

- It is easier to attach previously assembled framework to the Worksurface upside-down.
- Protect Worksurface by placing on as carpet, blanket or cardboard carton Worksurface shipped in.
- Front of Frame bears the Workplace nameplate.
- Two people are required to turn the assembly workstation right-side-up. Grip by the frame.

COMPONENTS	KIT-04 (frames up to 48" long)	KIT-04A (frames over 48" long)
Worksurface (1)	4 ea. - Z Clips 4 ea. - 1/4" Flat Washers 4 ea. - 1/4-20 x 3/4" RHMS	6 ea. - Z Clips 6 ea. - 1/4" Flat Washers 6 ea. - 1/4-20 x 3/4" RHMS

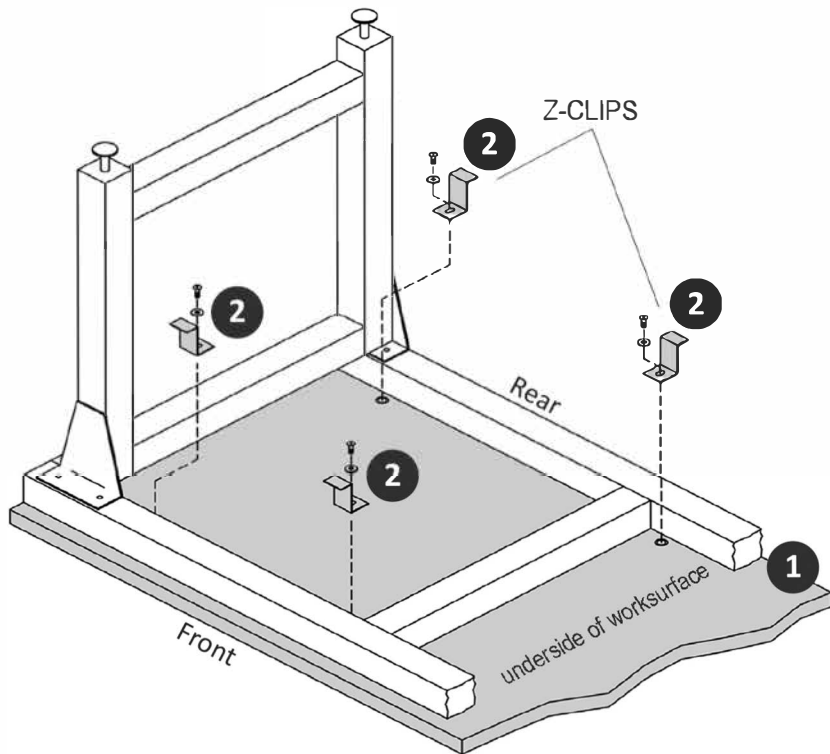
Phenolic Tops: Use KIT-04A or 04B. Line up hardware to drilled pilot holes.
ESD/Conductive Tops: Download instructions and care of information from <https://workplacenh.com/assemblyinst/TOPS-03>

Important! Install any undertable accessories to framework before positioning on Worksurface for assembly.

- 1 Position Frame flush to the rear and side edges of Worksurface. On most Heavy-Duty Workstation Worksurface Assemblies, there should be roughly a 1" overhang at the front of the Worksurface.
- 2 Fasten Worksurface to frame using KIT-04. Hardware will line up with the threaded steel inserts on the underside of the Worksurface.

WORKSURFACE ASSEMBLY BY MATERIAL TYPE

- Laminates (Plastic, Chemical Resistant and ESD), Stainless Steel, Cold-Rolled Steel and Maple Worksurfaces attach to metal components with threaded steel inserts and clips.
- Phenolic Resin Worksurfaces attach to metal components using self-tapping screws into drilled holes.
- Epoxy Resin Worksurfaces attach to metal components with silicone adhesive.



CABINET WORKSTATION

PARTS & HARDWARE INCLUDED: *Do not remove components from cartons prior to assembly. Use the packing list to locate components. Keep hardware kits in labeled packaging until ready to use.*



COMPONENTS

Worksurface (1)
Frame (1)
Cabinets (2)

KIT-18

10 X 3/4" HWHMS (4)
1/4" Flat Washer (4)

KIT-04

Z Clips (4/6)
1/4" Flat Washer (4/6)
1/4-20 x 3/4" RHMS (4/6)

ASSEMBLY TIPS

- It is recommended that Cabinet Workstations be assembled right-side up.
- Worksurfaces are used in multiple configurations; pre-drilled inserts will not be used.
- Mount Back and End Stops before tightening Worksurface hardware (if ordered).

ABOUT CABINET DRAWERS

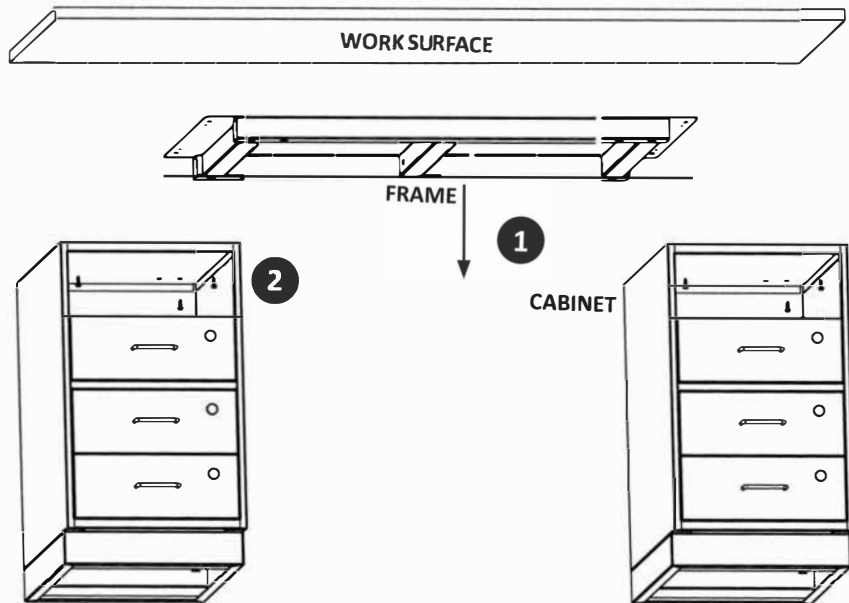
- To remove Drawers: to disconnect drawer slide from case, push one lever found in back of slide up and the other down.
- To Insert Drawers: applying some pressure, slide back into case. **DO NOT FORCE** drawer.
- Drawer slides will be stiff on initial use. Open and close numerous times to loosen up the slides.



- 1** Position Cabinets roughly the length of the Frame apart. Insert Frame, lining up the holes on frame flap with the holes on top of Cabinets. Position Worksurface on Frame/Cabinet flush to rear edge.

NOTE: Remove drawers from Cabinets before moving on to Step 2.

- 2** Position Worksurface flush to the rear edge of Frame/Cabinets. Using the round holes in top of cabinet as a template, align and fasten Cabinets and Frame, to Worksurface using KIT-18. On units greater than 48" in length, use the Z Clips from KIT-04 to fasten Frame to Worksurface.



**Use silicone adhesive to fasten Phenolic and Epoxy Resin Worksurfaces.*

CAB-TO-LEG WORKSTATION – STANDARD

PARTS & HARDWARE INCLUDED: Do not remove components from cartons prior to assembly. Use the packing list to locate components. Keep hardware kits in labeled packaging until ready to use.



ASSEMBLY TIPS

- Frame, Swaybrace and Leg assembly may be done upside-down. Flip right-side up before attaching to Cabinet.
- Worksurfaces are used in multiple configurations; pre-drilled inserts will not be used.
- Hand-tighten all hardware until specified otherwise.
- Mount Back and End Stops before tightening Worksurface hardware (if ordered).

COMPONENTS

Worksurface (1)
Frame (1)
Swaybrace (1)
Cabinet (1)
Leg Section (1)

KIT-21/21C

5/16-18 x 3/4 HHCS (4)
5/16" Flat Washer (4)
Half Joining Plates (2)

KIT-84

Flat Clips (4)
Z Clips (2)
1/4" Flat Washers (2)
1/4-20 x 3/4" RHMS (6)

KIT-81

5/16-18 x 3/4" HHMS (8)
5/16" Flat Washer (8)

KIT-18

10 x 3/4" HWHMS (4)
1/4" Flat Washers (4)

ABOUT CABINET DRAWERS

- To remove Drawers: to disconnect drawer slide from case, push one lever found in back of slide up and the other down.
- To Insert Drawers: applying some pressure, slide back into case. DO NOT FORCE drawer.
- Drawer slides will be stiff on initial use. Open and close numerous times to loosen up the slides.

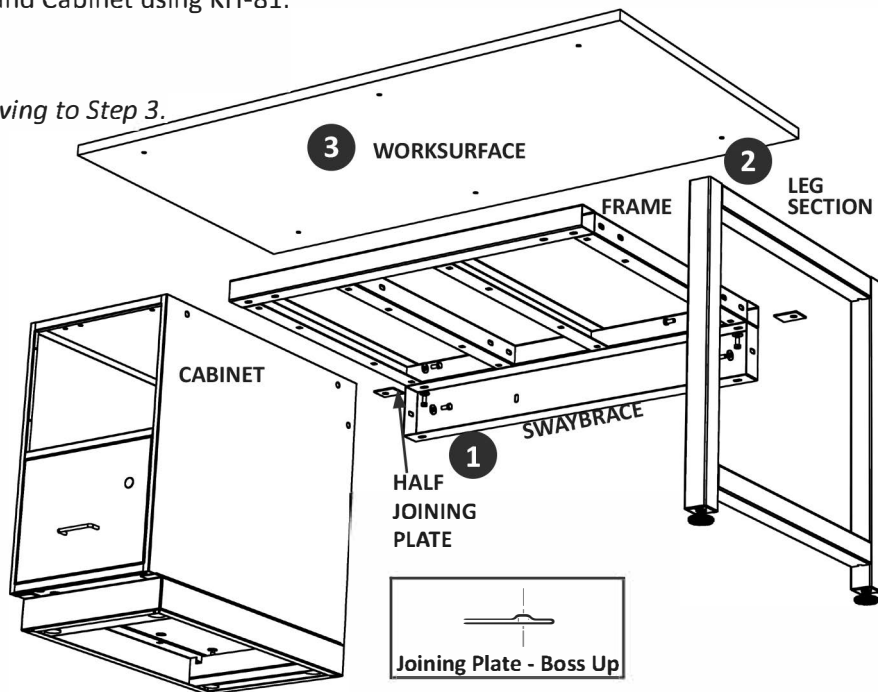


1 Slide half Joining Plate, found in KIT-21C, boss side up into open Frame Ends. Attach Swaybrace to Frame using KIT-21.

2 Mount Frame/Swaybrace to Leg Section and Cabinet using KIT-81. Tighten hardware.

NOTE: Remove drawers from Cabinet before moving to Step 3.

3 Position Worksurface flush to the rear edge of Framework/Cabinet. Fasten Worksurface on Leg end first using KIT-84. On Cabinet end, use the round holes in top of cabinet as a template to align and fasten with KIT-18.



**Use silicone adhesive to fasten Phenolic and Epoxy Resin Worksurfaces.*

CAB-TO-LEG WORKSTATION – HEAVY DUTY

PARTS & HARDWARE INCLUDED: Do not remove components from cartons prior to assembly. Use the packing list to locate components. Keep hardware kits in labeled packaging until ready to use.



ASSEMBLY TIPS

- Frame and Leg Assembly may be done upside down. Flip right-side up before attaching to Cabinet.
- Worksurfaces are used in multiple configurations; pre-drilled inserts will not be used.
- Hand-tighten all hardware until specified otherwise.
- Mount Back and End Stops before tightening Worksurface hardware (if ordered).

COMPONENTS

Worksurface (1)
Frame (1)
Cabinet (1)
Leg Section (1)
End Caps (2)

KIT-02

5/16-18 x 3/4 HHCS (8)
5/16" Flat Washer (8)
Joining Plates (4)

KIT-04

Z Clips (4/6)
1/4" Flat Washers (4/6)
1/4-20 x 3/4" RHMS (4/6)

KIT-18

10 x 3/4" HWHMS (4)
1/4" Flat Washers (4)

ABOUT CABINET DRAWERS

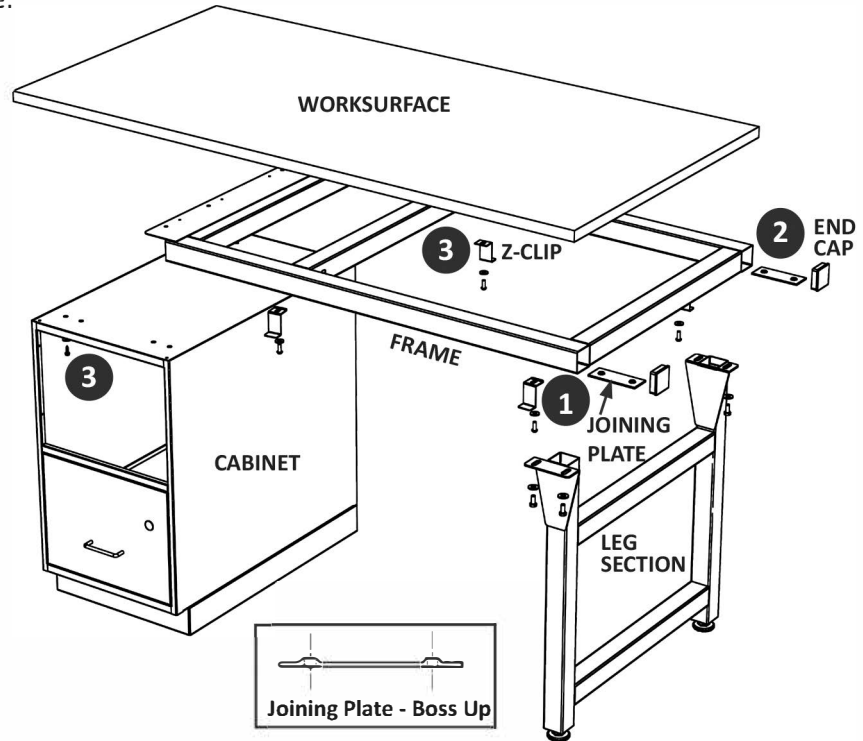
- To remove Drawers: to disconnect drawer slide from case, push one lever found in back of slide up and the other down.
- To Insert Drawers: applying some pressure, slide back into case. DO NOT FORCE drawer.
- Drawer slides will be stiff on initial use. Open and close numerous times to loosen up the slides.



- 1 Position flap of Frame on Cabinet. Slide the Joining Plate, found in KIT-02, boss side up into open Frame on Leg end. Fasten Frame to Leg Section with remaining KIT-02 hardware.
- 2 Insert End Caps at open Frame ends. Tighten hardware on Leg assembly.

NOTE: *Remove top drawers from Cabinet before moving to Step 3.*

- 3 Position Worksurface flush to the rear edge of Frame/Cabinet. Fasten Worksurface on Leg end first using KIT-04. On Cabinet end, use the round holes in top of Cabinet as a template to align and fasten with KIT-18.



**Use silicone adhesive to fasten Phenolic and Epoxy Resin Worksurfaces.*

STORAGE WORKSTATION – BANKED

PARTS & HARDWARE INCLUDED: Do not remove components from cartons prior to assembly. Use the packing list to locate components. Keep hardware kits in labeled packaging until ready to use.



ASSEMBLY TIPS

- It is recommended that Cabinet Workstations be assembled right-side up.
- Worksurfaces are used in multiple configurations; pre-drilled inserts will not be used.
- Make sure cabinets are level before fastening Worksurface.
- Mount Back and End Stops before tightening Worksurface hardware (if ordered).

COMPONENTS

Worksurface
Cabinets
Spacer (option)

KIT-18

10 X 3/4" HWHMS (4)
1/4" Flat Washer (4)

P1700 (for Spacer)

#8 x 1/2 Self Drilling Screws (2)

ABOUT CABINET DRAWERS

- To remove Drawers: to disconnect drawer slide from case, push one lever found in back of slide up and the other down.
- To Insert Drawers: applying some pressure, slide back into case. **DO NOT FORCE** drawer.
- Drawer slides will be stiff on initial use. Open and close numerous times to loosen up the slides.



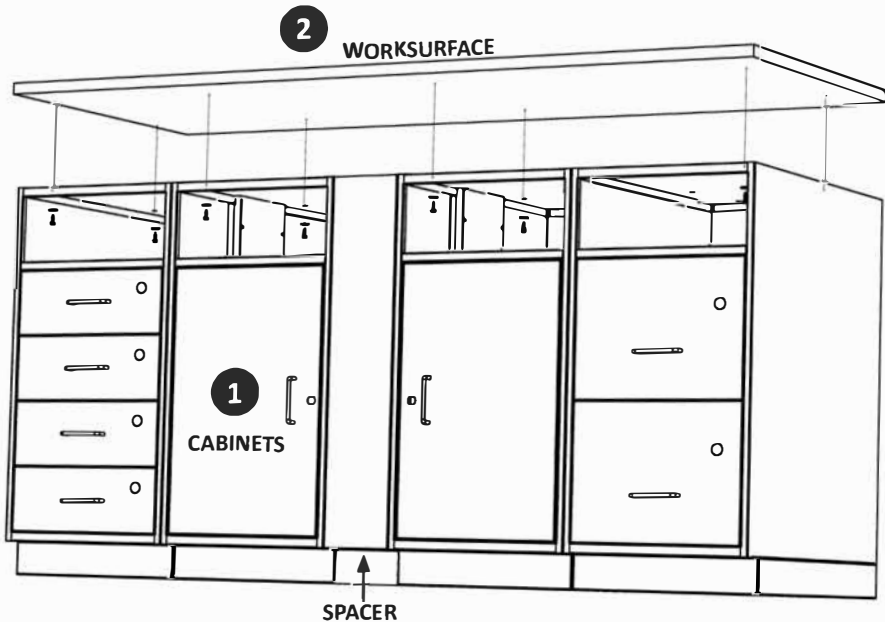
1

Position Cabinets in desired formation. Follow instructions below the drawing if using Cabinet Spacer(s).

NOTE: Remove drawers from Cabinet before moving to Step 2.

2

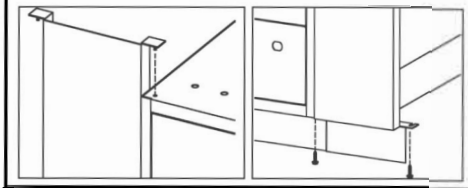
Position Worksurface flush to the rear edge of Cabinets. Using the round holes in top of cabinet as a template, align and fasten Cabinets to Worksurface using KIT-18.



**Use silicone adhesive to fasten Phenolic and Epoxy Resin Worksurfaces.*

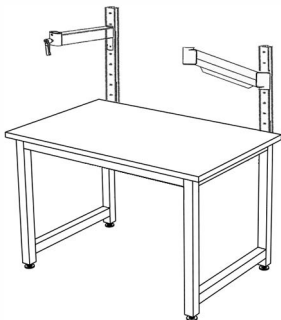
ASSEMBLY WITH CABINET SPACER:

Follow Step One, adding Spacer between desired cabinets. Integrated pins at top of Spacer insert into holes at Top of Cabinets. Use P1700 Self Drilling Screws to fasten bottom of Spacer to Cabinet Base. Continue to Step 2.



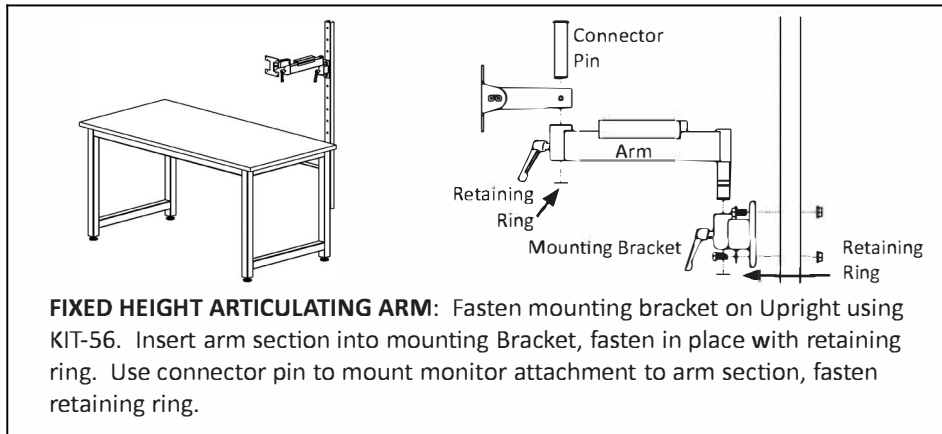
ARTICULATING MONITOR ARMS

FIXED OR FLOATING ARTICULATING ARMS AND STIFFENER ASSEMBLY: Do not remove components from cartons prior to assembly. Use the packing list to locate components. Keep hardware kits in labeled packaging until ready to use.



ASSEMBLY TIPS

- Fasten Solid Uprights to rear of Leg Sections using KIT-08.
- Floating Arms may be mounted to table in a variety of ways. Refer to Flexmount Instructions for additional options (hardware & mounting provisions included).
- All Articulating Arms accept standard 75mm or 100mm flat-screen monitors.
- If additional arm extension is wanted for Fixed Height Arms, an extension arm is available to order.



FIXED HEIGHT ARTICULATING ARM: Fasten mounting bracket on Upright using KIT-56. Insert arm section into mounting Bracket, fasten in place with retaining ring. Use connector pin to mount monitor attachment to arm section, fasten retaining ring.

HARDWARE INCLUDED

KIT-56

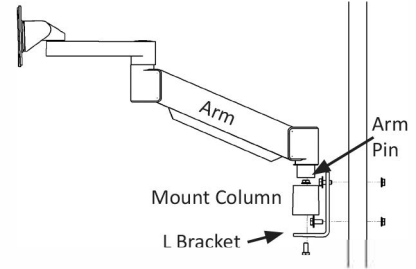
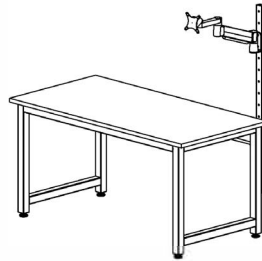
- 5/16" Flat Washers (2)
- 3/8-16 Flange Nuts (2)
- 3/8-16 x 3/4" HHCS (2)
- 1/8" Hex Key (1)

KIT-103

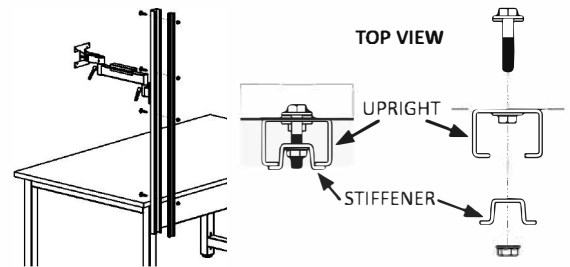
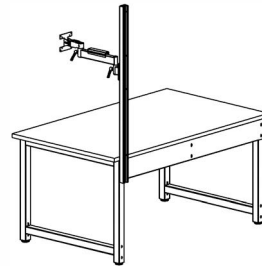
- 5/16" Flat Washers (2)
- 5/16-18 Flange Nuts (2)
- 3/8-16 x 3/4" HHCS (2)

KIT-08B

- 5/16-18 x 1-1/2" HHCS (4)
- 5/16-18 Flange Nuts (4)
- 5/16" Flat Washer (4)



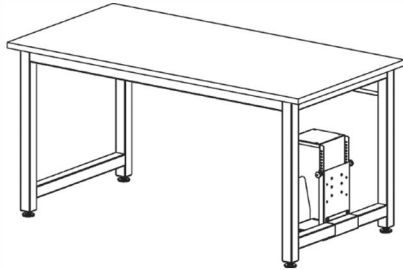
FLOATING ARTICULATING ARM: Fasten large "L" Bracket at desired location on Upright using KIT-103. Attach mount column to "L" Bracket using the 3/8-16 x 1/2" BHSCS and 3/8-16 Nut found in Flexmount hardware kit. Insert arm pin into mount column.



SINGLE UPRIGHT STIFFENER: For mounting Articulating Arm on Single Upright After arm has been mounted to Upright, place stiffener in rear channel of Upright, fasten using KIT-08B. Tighten to ensure stiffener is firmly set in Upright.

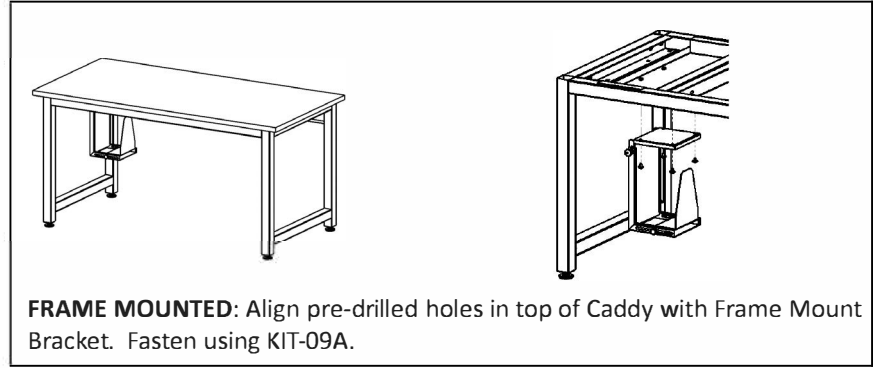
CPU CADDY

COMPUTER CADDY: Do not remove components from cartons prior to assembly. Use the packing list to locate components. Keep hardware kits is labeled packaging until ready to use.

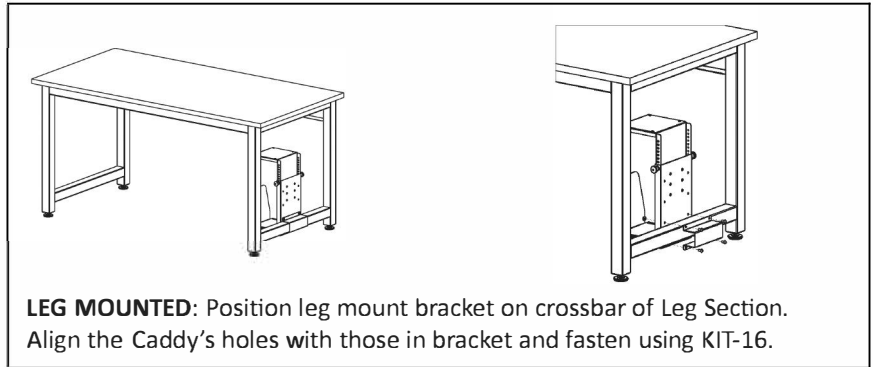


ASSEMBLY TIPS

- Computer Caddy Frame Mounting Bracket should be set in place before Worksurface is attached.
- Please note that vertical height adjustment of the Caddy is limited when placed on upper crossbar.



FRAME MOUNTED: Align pre-drilled holes in top of Caddy with Frame Mount Bracket. Fasten using KIT-09A.



LEG MOUNTED: Position leg mount bracket on crossbar of Leg Section. Align the Caddy's holes with those in bracket and fasten using KIT-16.

HARDWARE INCLUDED

KIT-09A

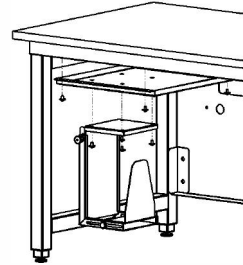
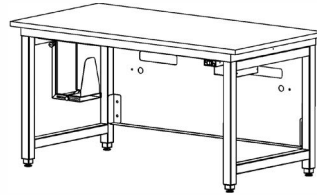
1/4-20 x 1/2" RHMS (4)

1/4" Flat Washers (4)

KIT-16

1/4-20 X 1/2" RHMS (4)

1/4-20 Flange Nut (4)



ON A MOTORIZED BENCH: Align mounting bracket to holes on the underside of Motorized Table, fasten with KIT-09A. Line up Caddy with threaded inserts in bracket and fasten with KIT-09A.

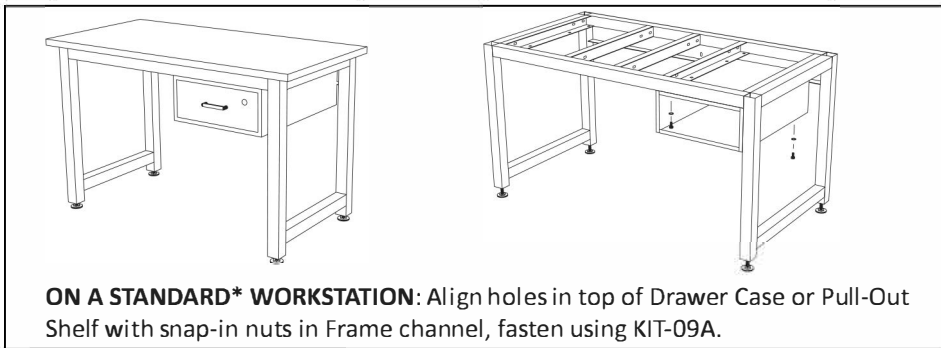
FRAME-MOUNTED STORAGE / DRAWERS

DRAWERS, PULL-OUT SHELVES & PERSONAL LOCKERS: Do not remove components from cartons prior to assembly. Use the packing list to locate components. Keep hardware kits is labeled packaging until ready to use.

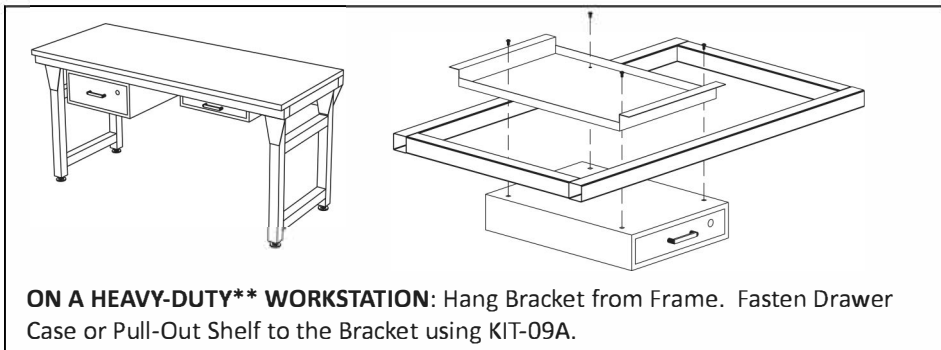


ASSEMBLY TIPS

- Drawers, Pull-Out Shelves and Personal Lockers may be mounted with the worksurface assembled, except on Heavy-Duty units where mounting brackets must be positioned on Frame before the worksurface mounting.
- Remove Drawers from case before attaching Case to Frame.
- Snap-in Nuts found in the top of Drawer Case should be removed and discarded.



ON A STANDARD* WORKSTATION: Align holes in top of Drawer Case or Pull-Out Shelf with snap-in nuts in Frame channel, fasten using KIT-09A.



ON A HEAVY-DUTY WORKSTATION:** Hang Bracket from Frame. Fasten Drawer Case or Pull-Out Shelf to the Bracket using KIT-09A.

**Standard frames have channels installed in framework for accessory mounting.*

***On Heavy-Duty Tables, Drawers must be positioned 7" from end of Frame.*

HARDWARE INCLUDED

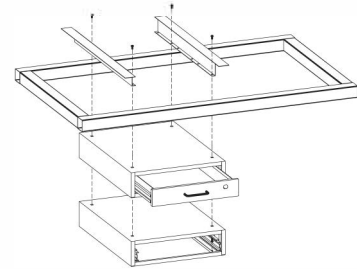
KIT-09A

1/4-20 x 1/2" RHMS (4)

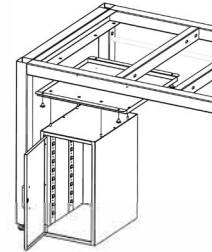
1/4" Flat Washers (4)

DRAWER TIPS

- To remove Drawers: to disconnect drawer slide from case, push one lever, found in back of slide up and the other down.
- To insert Drawers: applying some pressure, slide back into case. DO NOT FORCE drawer.
- Drawers will be stiff upon initial assembly. Open and close numerous times to loosen up the slides.



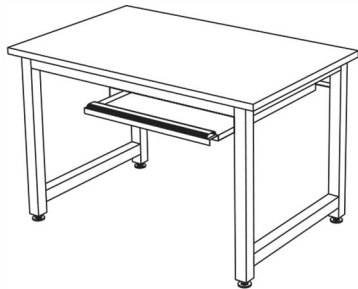
TIERRING DRAWERS/PULL-OUT SHELF: Align additional Drawer or Pull-Out Shelf Case with holes in mounted case, fasten down through upper case using KIT-09A.



PERSONAL LOCKER: Attach Bracket to Frame using hardware from KIT-09A. Using the holes in Bracket, fasten locker using KIT-09A.

KEYBOARD DRAWER

KEYBOARD TRAY: Do not remove components from cartons prior to assembly. Use the packing list to locate components. Keep hardware kits in labeled packaging until ready to use.



ASSEMBLY TIPS

- Keyboard Trays may be mounted with the worksurface assembled, except on Heavy-Duty units where brackets must be positioned on Frame before the Worksurface.
- Remove Keyboard Tray from case and set aside before beginning.

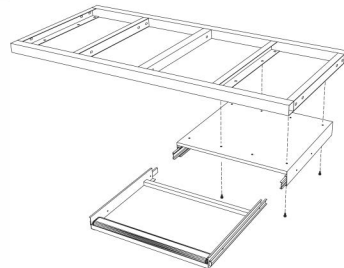
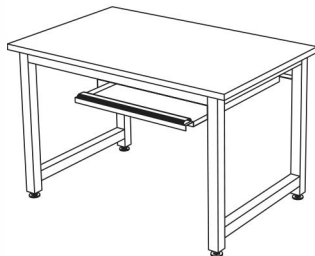
HARDWARE INCLUDED

KIT-17A (2 per Tray)

1/4-20 x 1/2" RHMS (2)

1/4" Flat Washers (2)

1/4-20 Serrated Flange Nuts (2)

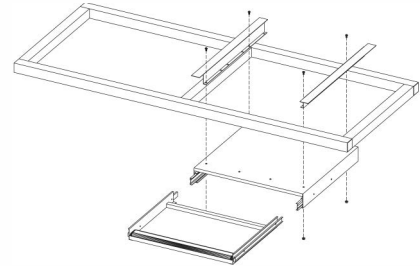
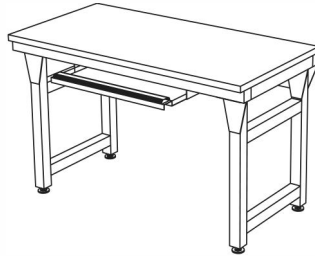


ON A STANDARD* WORKSTATION: Mount Keyboard Tray, aligning pre-drilled holes in Tray Case with Frame. Fasten using KIT-17A. Return Tray to Case.

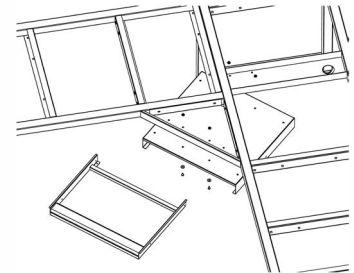
**Standard & Corner Frames have brackets mounting provisions in the framework.*

KEYBOARD TIPS

- To Remove: pull tray out and on left and right rear, push one clip up and the other down to release from slide.
- To place into case: line up slides, using some pressure slide back in. DO NOT FORCE in.
- Keyboard Tray will be stiff upon initial assembly. Open and close numerous times to loosen up the slides.



ON A HEAVY-DUTY WORKSTATION:** Hang Baskets from Frame (see Assembly Tips). Mount Case to Brackets with fasteners from KIT-17A. Return Tray to Case.



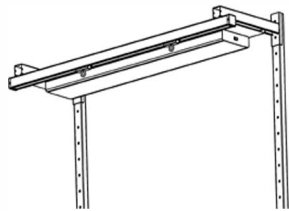
ON A CORNER* WORKSTATION: Mount Keyboard Tray by aligning pre-drilled holes in Tray Case with Frame. Fasten using KIT-17A. Return Tray to Case.

**Standard & Corner Frames have brackets pre-drilled into the framework.*

***On Heavy-Duty Tables, Drawers must be positioned 7" from end of Frame.*

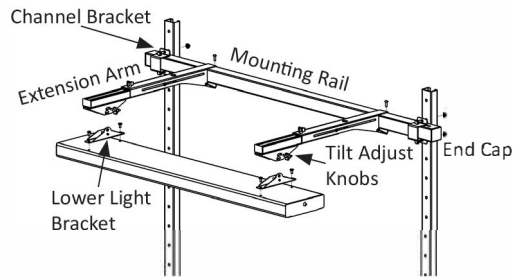
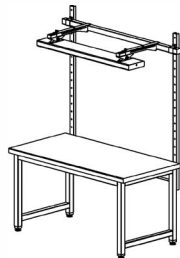
OVERTABLE LIGHTING

LIGHT FIXTURES, SUSPENSION SYSTEM, TOOL TROLLEY OR SHELF: Do not remove components from cartons prior to assembly. Use the packing list to locate components. Keep hardware kits is labeled packaging until ready to use.



ASSEMBLY TIPS

- Fasten Solid Uprights to rear of leg sections using KIT-08.
- Extension arms and light brackets are pre-assembled, including hardware on Suspension System.
- Light fixture depth may be adjusted using the knobs on extension arms.
- Use the tilt adjust knobs on upper light brackets to set light angle.
- Fasten the Light Fixture to the Transition Bracket, using KIT-39, before assembling the Tool Trolley.
- It is helpful to have two people for mounting the light fixture.



LIGHT SUSPENSION SYSTEM: Fasten mounting tube to Uprights with channel brackets using KIT-41. Remove the lower light bracket from extension arm assembly; use KIT-39 to fasten to the Light Fixture. Remove the 1/4-20 Screw and Nuts from extension arms in order to mount to mounting tube (36" apart). Refasten hardware - hand tighten only. Hook light fixture onto extension arms, fasten by rethreading the tilt adjust knobs. Tighten hardware and press End Caps into open ends of the mounting rail.

HARDWARE INCLUDED

KIT-41

Mounting Clips (2)

1/4-20 x 1/2 Cup Point Alloy Screw (2)

1/8" Hex Key (1)

KIT-39

1/4 x 1/2" Pan Head Screw (4)

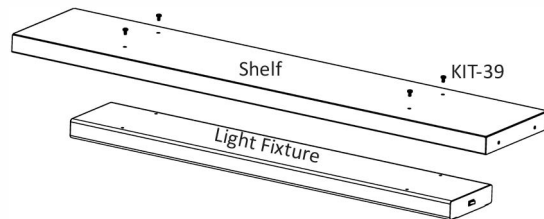
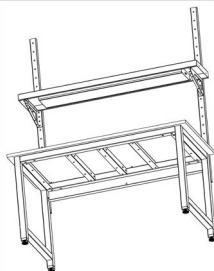
KIT-72

5/16-18x3/4" HHCS (4)

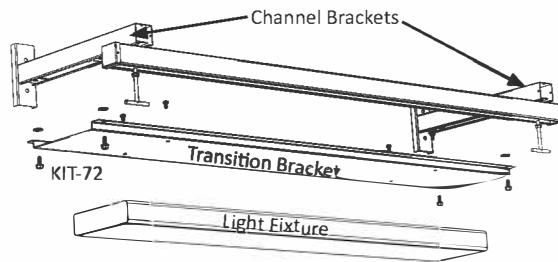
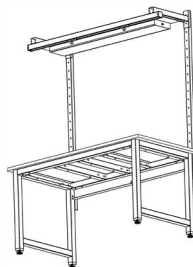
5/16" Flat Washers (8)

Tool Rail Anchor Nuts (4)

5/16" Lock Washers (4)



UNDER A SHELF: Align the pre-drilled holes in top of Light Fixture with those on underside of Shelf. Fasten using KIT-39.



TRANSITION BRACKET/LIGHT TO TOOL RAIL SYSTEM: Fasten Light Fixture to transition bracket using KIT-39. Insert two of the anchor nuts (KIT-72) into open end of each channel bracket, then fasten the transition bracket/light to the channel brackets using remaining KIT-72 hardware.

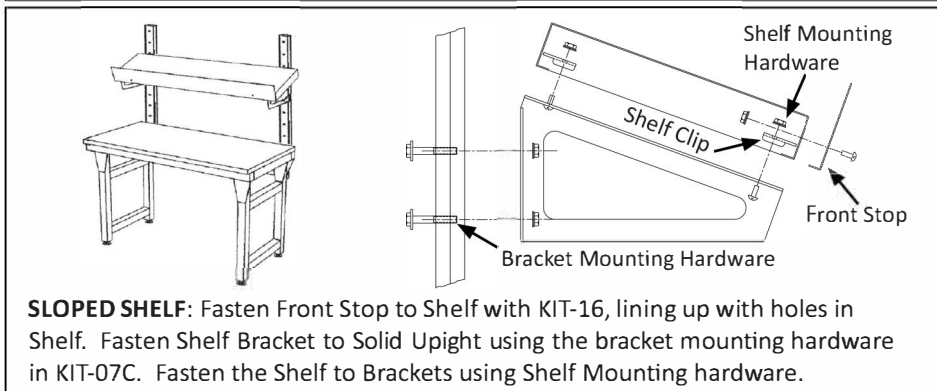
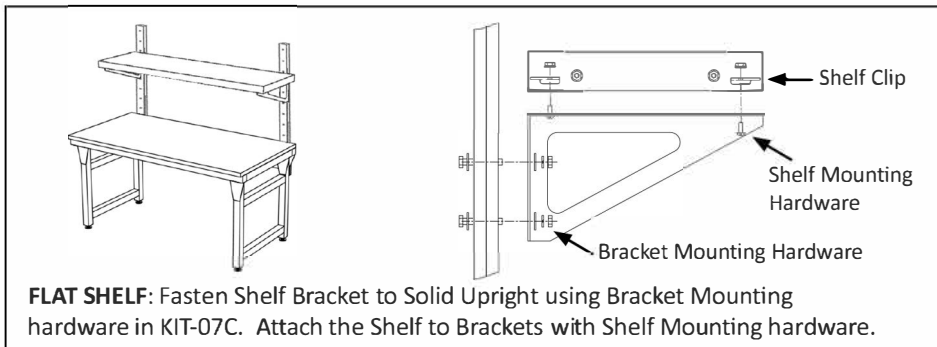
OVERTABLE SHELVING

SHELVING (STRAIGHT, SLOPED, CANTILEVER), DIVIDERS & BACK/END STOPS: Do not remove components from cartons prior to assembly. Use the packing list to locate components. Keep hardware kits is labeled packaging until ready to use.



ASSEMBLY TIPS

- There is a right and left Bracket for each Shelf assembly.
- Shelf Brackets should be attached to Uprights 2" lower than desired Shelf height.
- Fasten Solid Uprights to rear of Leg Sections using KIT-08.
- Back & End Stops should be attached to the Shelf before Shelf is mounted onto Brackets.
- If only mounting a Backstop, there will be hardware remaining from KIT-15.



HARDWARE INCLUDED

KIT-07C

BRACKET MOUNTING

5/16-18 x 3/4" HHCS(4)

5/16" Flat Washers (4)

5/16-18 Flange Nuts (4)

SHELF MOUNTING

Shelf Clips (4)

1/4-20 x 1/2" RHMS (4)

1/2-20 Flange Nuts (4)

KIT-16 (Sloped & Endstops)

1/4-20 X 1/2" RHMS (4)

1/4-20 Flange Nut (4)

P2102A (Cantilevered)

5/16-18" Flange Nut (4)

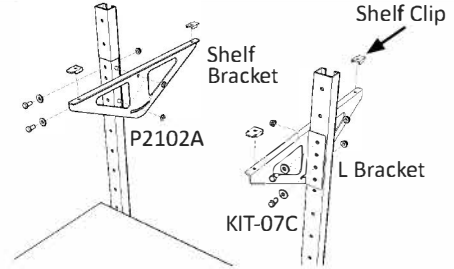
KIT-15 (Backstop/Endstops)

1/4-20 X 1/2" RHMS (7)

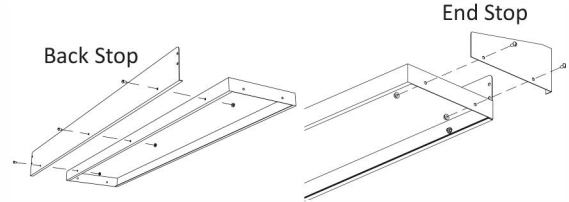
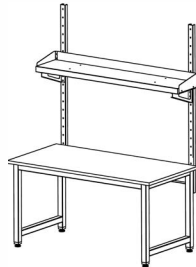
1/4-20 Flange Nuts (7)

1/4" Flat Washers (3)

10 x 3/4" HWHMS (3)



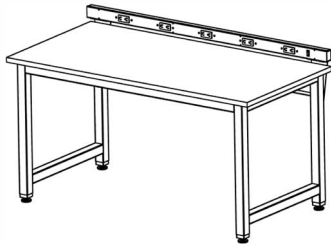
CANTILEVERED: Fasten Front Stop to Shelf with KIT-16, lining up with pre-drilled holes in Shelf. Fasten L Brackets to Solid Uprights using Bracket Mounting hardware in KIT-07C. Set Shelf Brackets to desire slope and fasten with P2102A flange nuts. Fasten Shelf to Brackets using Shelf Mounting hardware.



BACK & END STOPS: Align holes of Backstop with Shelf, fasten using KIT-15. Align holes of Endstops with Shelf edges, fasten using KIT-16. Fasten End Stops to Backstop using remaining KIT-15 hardware.

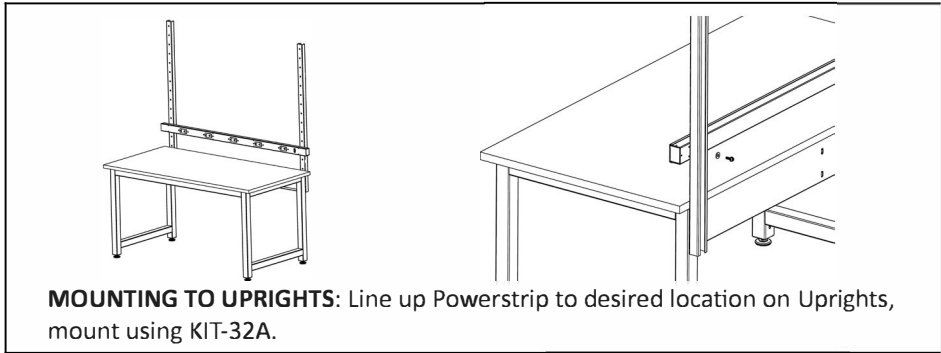
POWERSTRIPS

15A or 20A Powestrips and Mounting Brackets: Do not remove components from cartons prior to assembly. Use the packing list to locate components. Keep hardware kits is labeled packaging until ready to use.

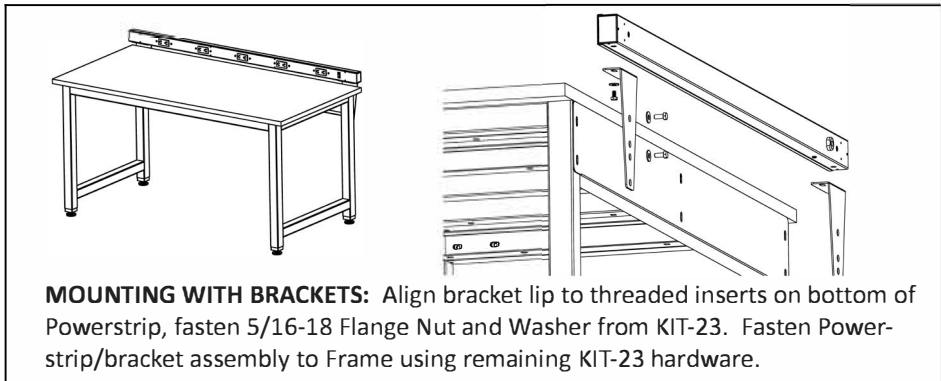


ASSEMBLY TIPS

- Fasten Solid Uprights to rear of Leg Sections using KIT-08.
- When one Upright is specified, mount Powerstrip using brackets.
- To Rear Mount Powerstrip on table with Uprights, follow Rear Mounting instructions, but position Upright between Leg and 31131 Bracket. Fasten with KIT-08.



MOUNTING TO UPRIGHTS: Line up Powerstrip to desired location on Uprights, mount using KIT-32A.



MOUNTING WITH BRACKETS: Align bracket lip to threaded inserts on bottom of Powerstrip, fasten 5/16-18 Flange Nut and Washer from KIT-23. Fasten Powerstrip/bracket assembly to Frame using remaining KIT-23 hardware.

HARDWARE INCLUDED

KIT-32A

1/4" Flat Washers (2)

1/4-20 x 3/4 HHCS (2)

KIT-23

5/16" Flat Washer (8)

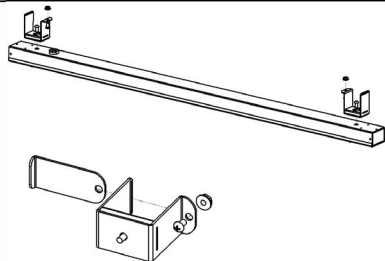
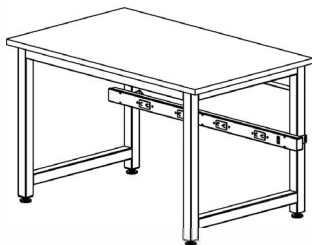
5/16-18 Flange Nuts (2)

5/16-18 x 3/4" HHCS (6)

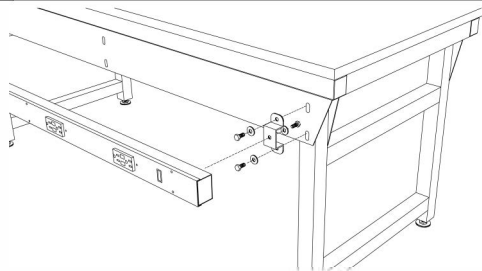
KIT-08 (Rear Mount with Uprights)

5/16" Flat Washers (4)

5/16-18 x 3/4" HHCS (4)



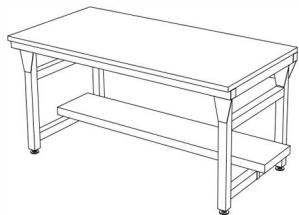
MOUNTING ON LEG SECTIONS: Mount leg bracket body to rear of Powerstrip using 1/4-20x1/2 RHMS. Hold Powerstrip/Bracket Assembly to Leg Sections (bracket body around Leg), slide rear plate through body and clamp to Leg using the 1/4-20 Flange Nut and 1/4-20x1/2 RHMS.



REAR MOUNTING: Mount 31131 Bracket to back of Powerstrip utilizing threaded inserts found in back of Powerstrip. Remove hardware from back of Swaybrace and set aside. Fasten Powerstrip/brackets to rear of Leg Sections using the previously removed hardware.

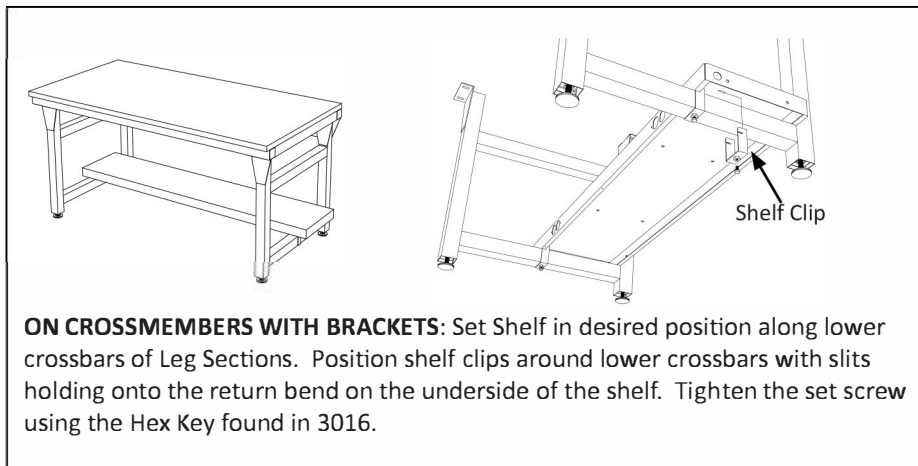
UNDERTABLE SHELVING

UNDERTABLE SHELVING (BRACKETS OR PLATES): Do not remove components from cartons prior to assembly. Use the packing list to locate components. Keep hardware kits in labeled packaging until ready to use.



ASSEMBLY TIPS

- Shelf may be positioned anywhere on the lower crossbars when mounting with brackets. Shelf is attached in a pre-determined position when mounting on a mobile caster base.
- Mobile Plates are not symmetrical; line up pre-drilled holes on plates with Shelf and Caster base before fastening.



HARDWARE INCLUDED

3016

Shelf Clip (4)

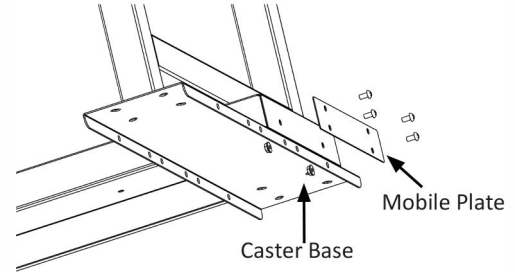
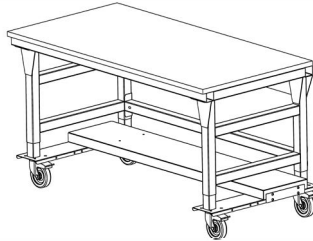
1/4-20 x 1/2 Cup Point Set Screw (2)

1/8" Hex Key (1)

KIT-42

1/4-20 X 1/2" RHMS (8)

1/2-20 Flange Nuts (8)



ON MOBILE CASTER BASE WITH PLATES: Position Shelf on lower crossmember of Leg Sections. Align holes on mobile plate with those on Shelf and on caster base, fasten using KIT-42.

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