



ASSEMBLY INSTRUCTION

ITEM: 6960-10563-89 San Felipe Executive Desk











Thank you for purchasing this quality product. Be sure to unpack carefully looking for small parts which may have come loose during shipment.

Read all instruction and study the drawing carefully before starting the assembly process.

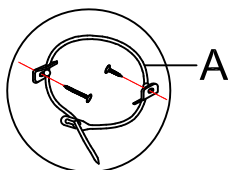
HARDWARE PACK

NO.	DRAWING	DESCRIPTION	SIZE	Q'TY
A		Anti - Tip Kit		1PC
C		Allen Wrench	117*44*20mm	1PC

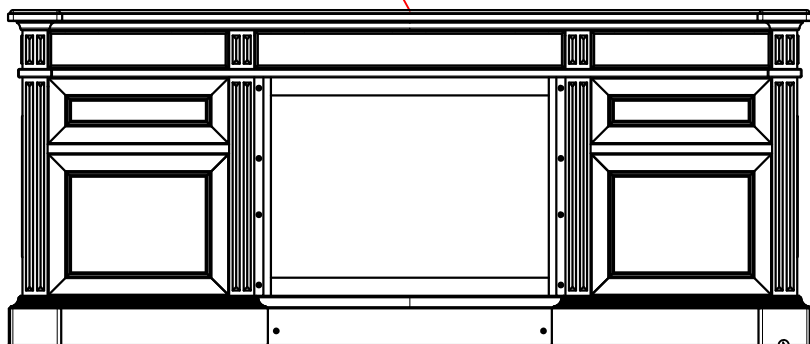
PART LIST

NO.	DRAWING	DESCRIPTION	QTY'S
1		Top Panel	1PC
2		Top Left Drawer	1PC
3		Top Right Drawer	1PC
4		Keyboard Drawer	1PC
5		Second Left Drawer	1PC
6		Second Right Drawer	1PC
7		Top Section	1PC
8		Left Base	1PC
9		Right Base	1PC
10		Back Panel	1PC

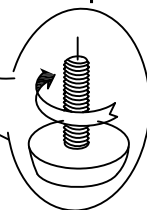
Tipping Restraint



Anti-tip kit is included for use. We recommend installing for safety reason.



Step 1

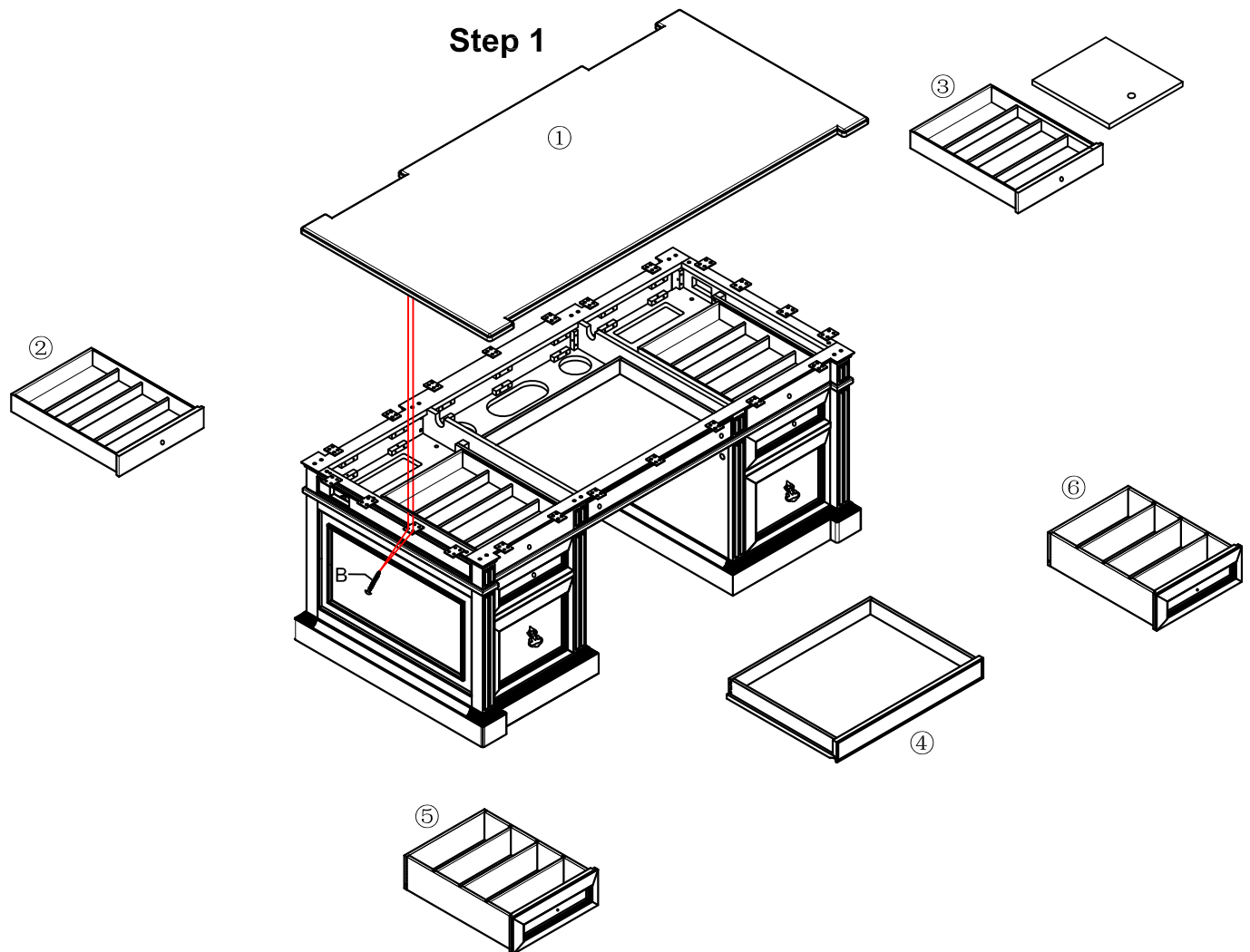


Adjust Leveler if needed to level desk on uneven floor.

Note: Anti-tip kit restraint is provided. Please follow the instructions enclosed with the pack.

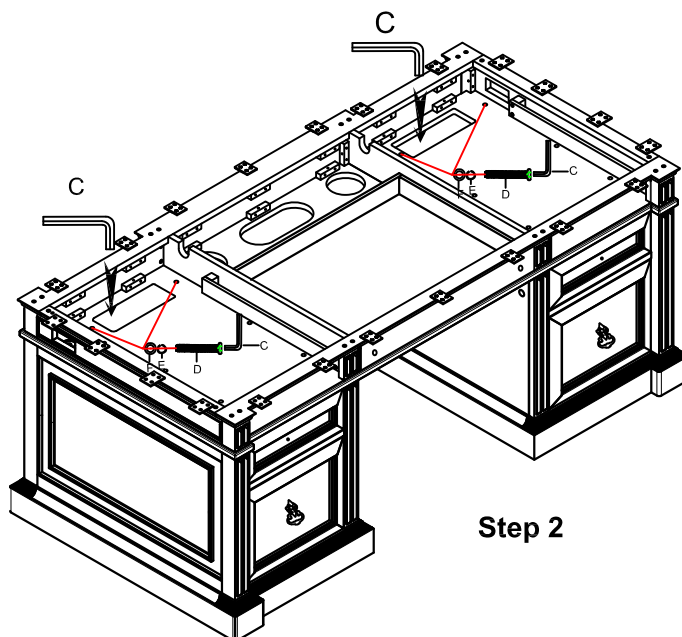
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For easier delivery, the desk can be taken apart as shown below.



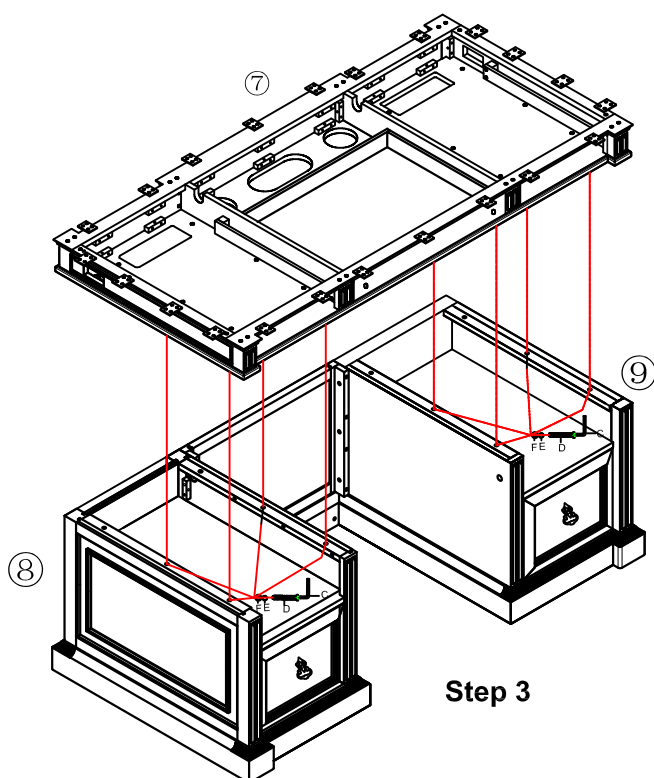
Step 1: Take out drawers (2, 3, 4, 5, 6), then loosen all screws (B) on L-shaped metal plates and remove top panel (1) from desk.

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Step 2

Step 2: Loosen two blts (D), lock washers (E), flat washers (F) at wood cleats under left bottom panel through the holes by using allen wrench (C), and then repeat the steps at right side.



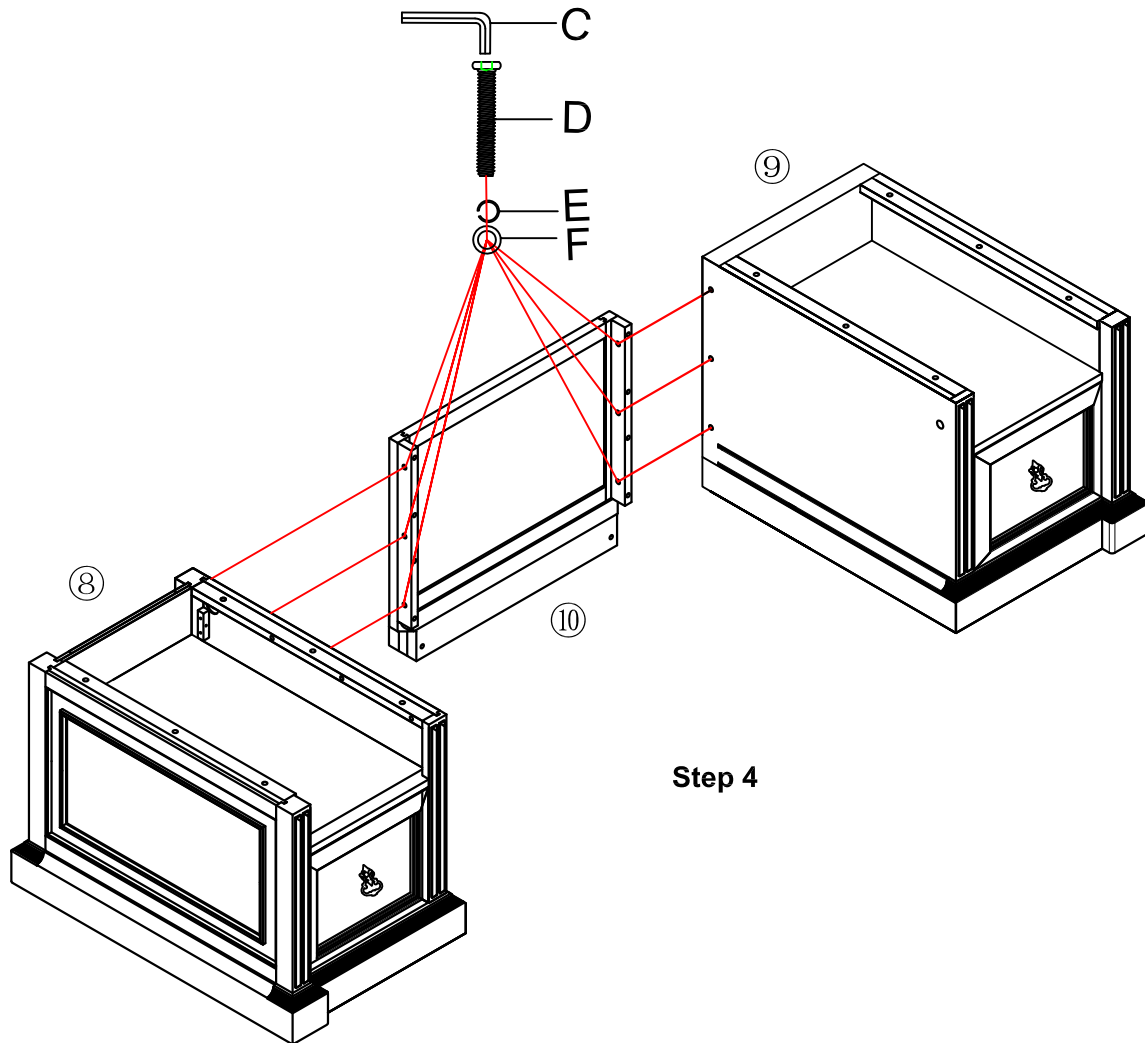
Step 3

Step 3: Loosen the remaining four bolts (D), lock washers (E), flat washers (F) attached at wood cleats under left bottom panel by using allen wrench (C) from the bottom, and then repeat the steps at right base (9), then take off the top section(7).

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Step 4

Step 4: loosen six bolts (D), lock washers (E), flat washers (F) attached the back panel (10) to the desk with allen wrench (C) and separate back panel (10) by pulling it upright.