

# STAKS

## Crossover Casegoods

ASSEMBLY INSTRUCTIONS



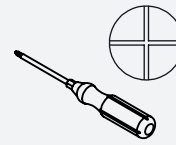
**firstoffice**

## Installation Sequence

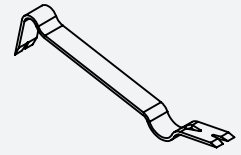
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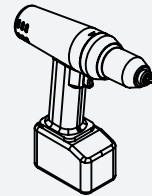
*\*Must be purchased from First Office*



SCREWDRIVER



PANEL JACK (PRY BAR)



CORDLESS DRILL



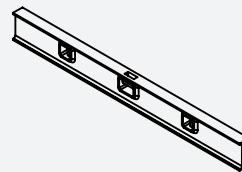
2 3/8" HOLE SAW



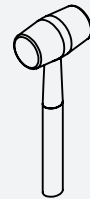
3/16" ALLEN WRENCH



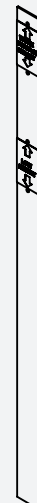
LEVELER WRENCH\*



LEVEL



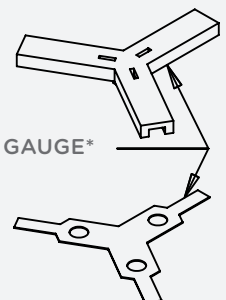
RUBBER Mallet



CANTILEVER GAUGE\*



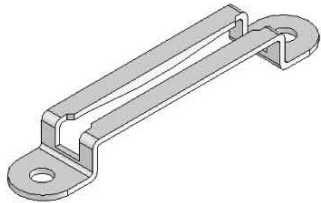
1/8" DRILL BIT



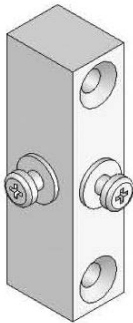
120° PANEL GAUGE\*

# Wall Panels

## CONNECTOR KIT PART IDENTIFICATION



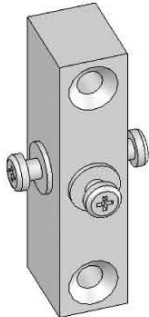
PANEL CLIP



T CONNECTION SCREW BLOCK  
2 SHOULDER SCREWS (PRE-INSTALLED)



#8 X 1" BLACK PHILLIPS PAN HEAD SCREW  
USE 2 FOR EACH PANEL CLIP WHEN MACHINED ON EDGE OF PANEL



X CONNECTION SCREW BLOCK  
3 SHOULDER SCREWS (PRE-INSTALLED)



1" SHOULDER SCREW  
USE WHEN CLIP POCKET IS MACHINED ON EDGE OF PANEL



#8 X 2" BLACK PHILLIPS FLAT HEAD SCREW  
USE TWO FOR EACH SCREW BLOCK

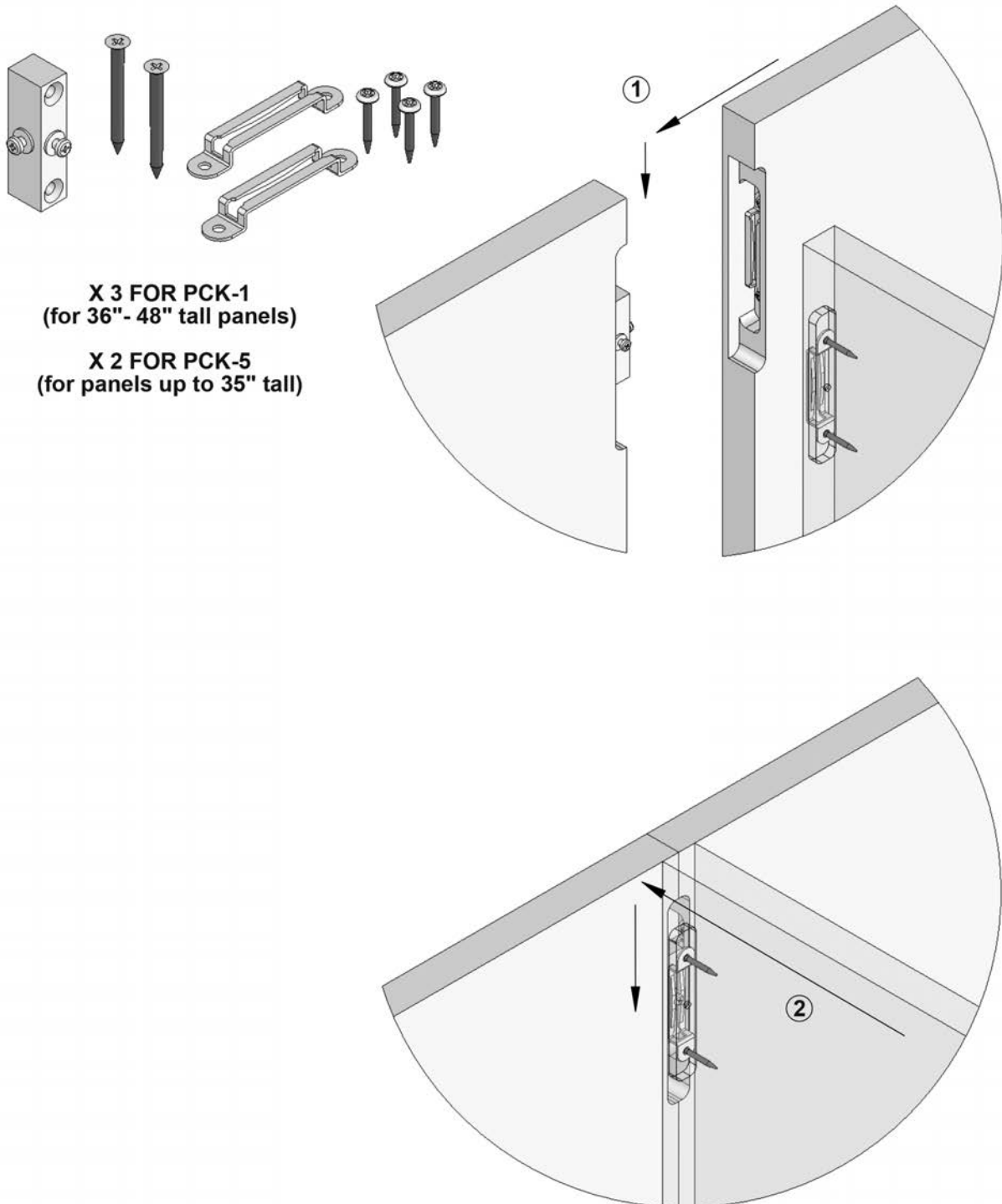


5/8" SHOULDER SCREW  
USE WHEN CLIP POCKET IS MACHINED ON FACE OF PANEL

## Wall Panels

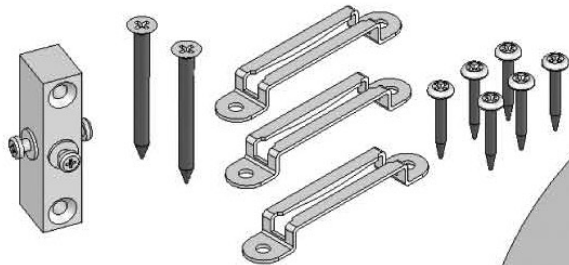
### PREPARATION - T - 3 PANEL CONNECTION

Use Panel Connector Kits PCK-1 or PCK-5 for 33" - 35"



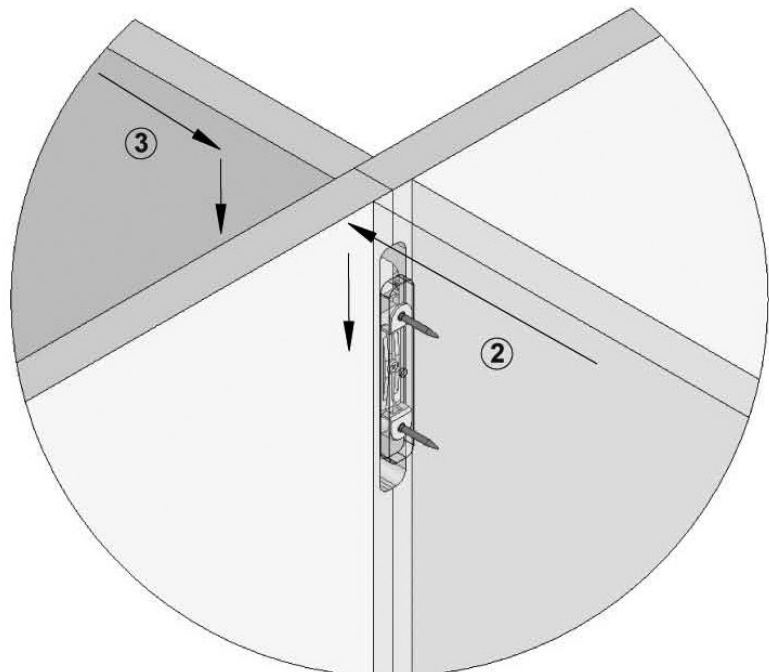
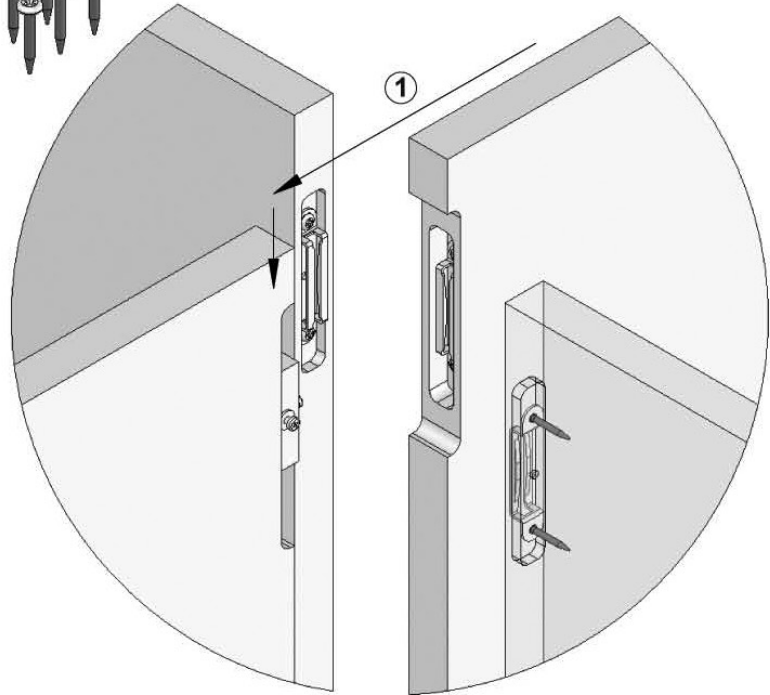
## Wall Panels

### PREPARATION - X PANEL CONNECTION



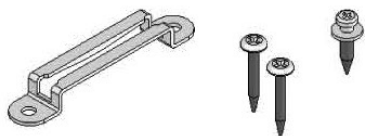
**X 3 FOR PCK-2  
(for 36" - 48" tall panels)**

**X 2 FOR PCK-6  
(for panels up to 35" tall)**



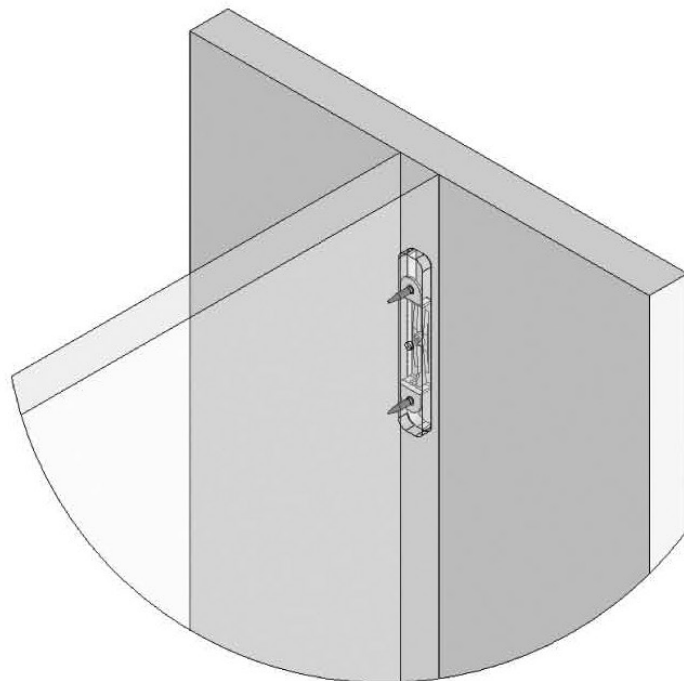
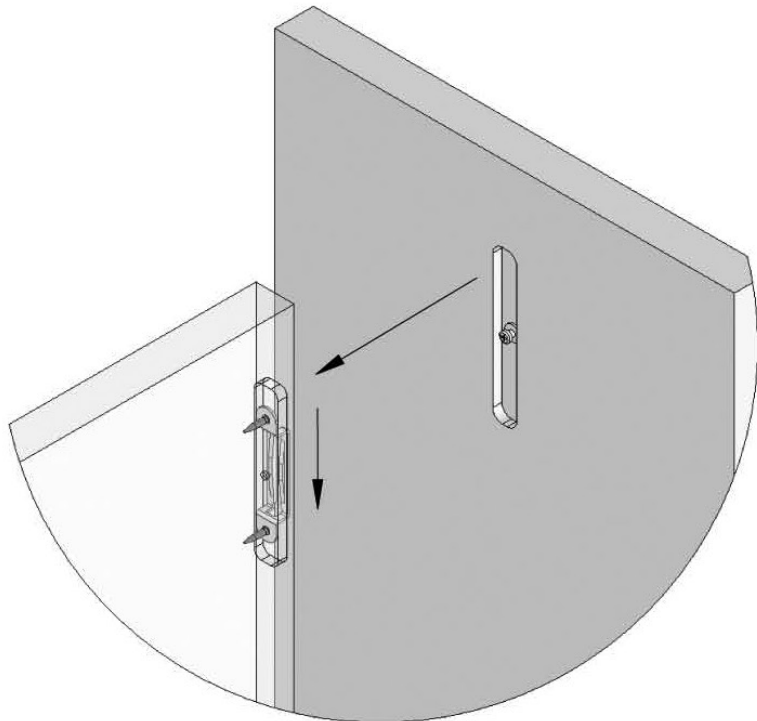
## Wall Panels

### PREPARATION - T - 2 PANEL CONNECTION



**X 3 FOR PCK-4  
(for 36" - 48" tall panels)**

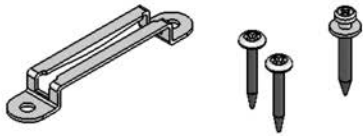
**X 2 FOR PCK-8  
(for panels up to 35" tall)**





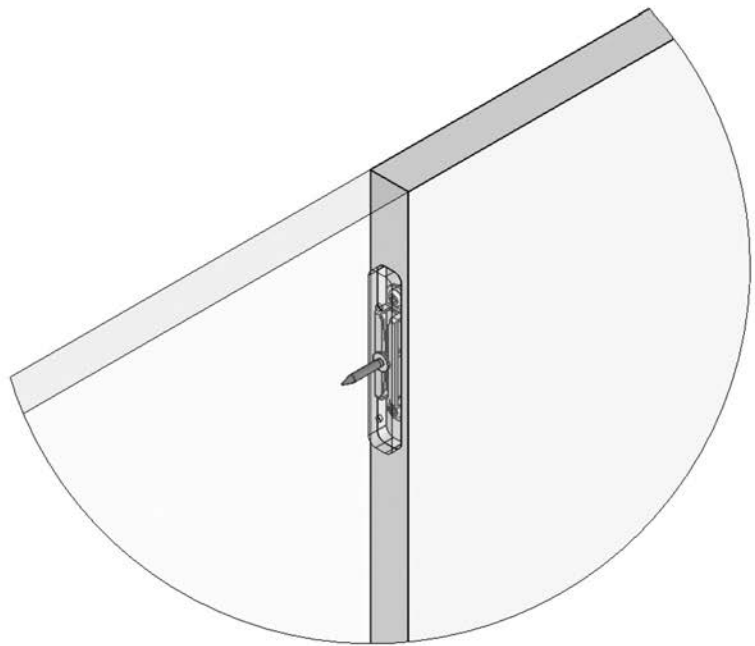
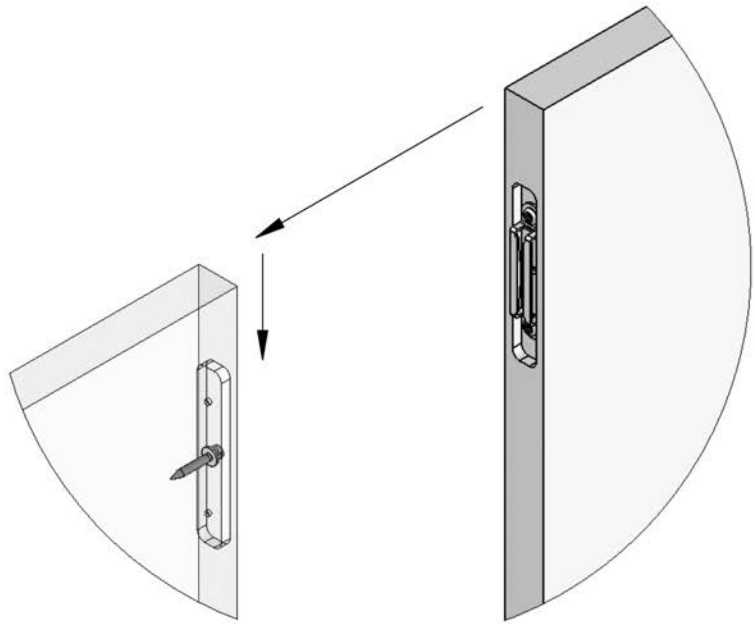
## Wall Panels

### PREPARATION - IN-LINE PANEL TO PANEL CONNECTION



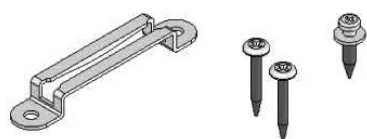
**X 3 FOR PCK-3**  
(for 36" - 48" tall panels)

**X 2 FOR PCK-7**  
(for panels up to 35" tall)



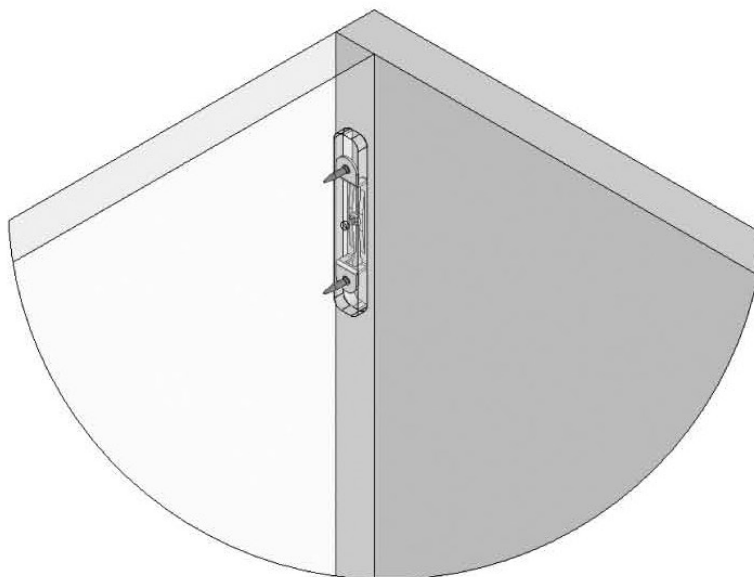
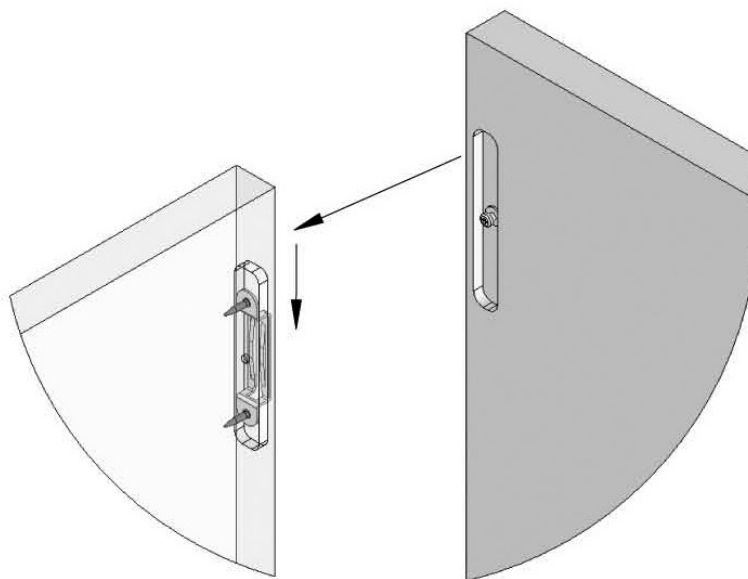
# Wall Panels

## PREPARATION - L PANEL CONNECTION



**X 3 FOR PCK-4  
(for 36" - 48" tall panels)**

**X 2 FOR PCK-8  
(for panels up to 35" tall)**

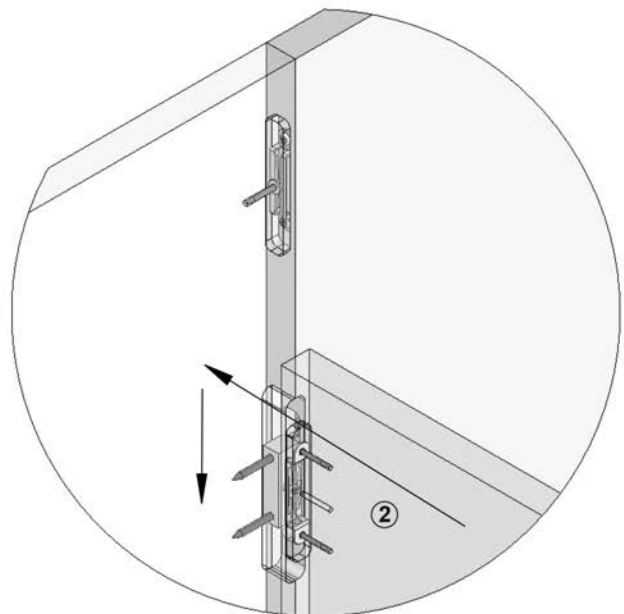
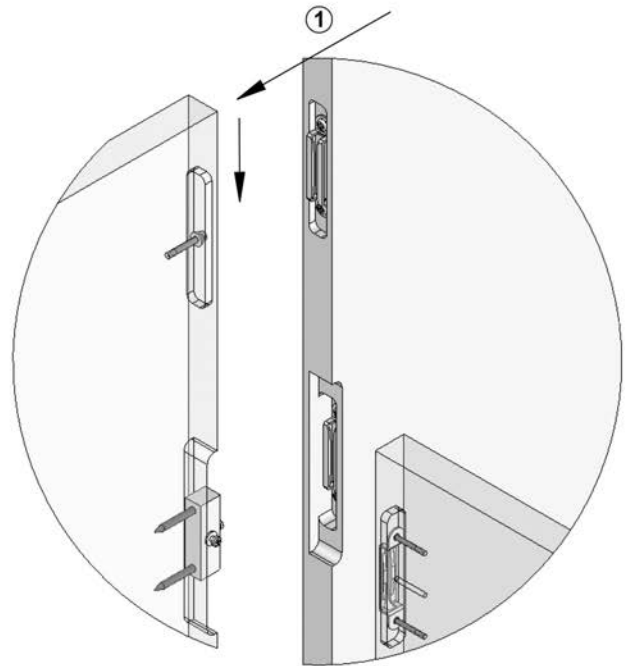
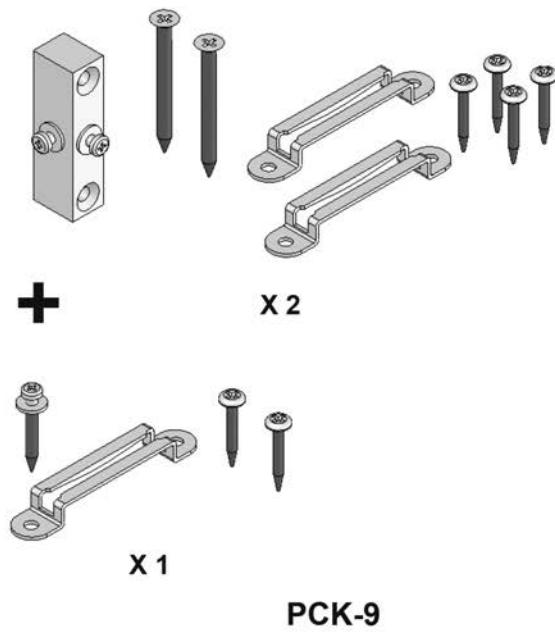




## Wall Panels

### PREPARATION - T - 3 PANEL CONNECTION

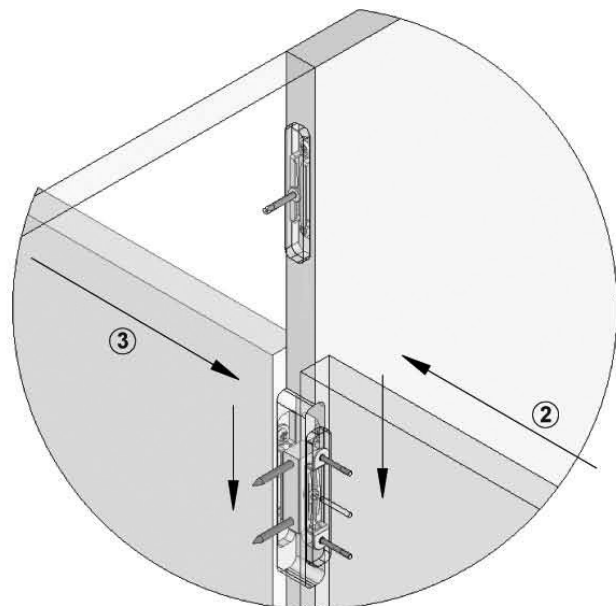
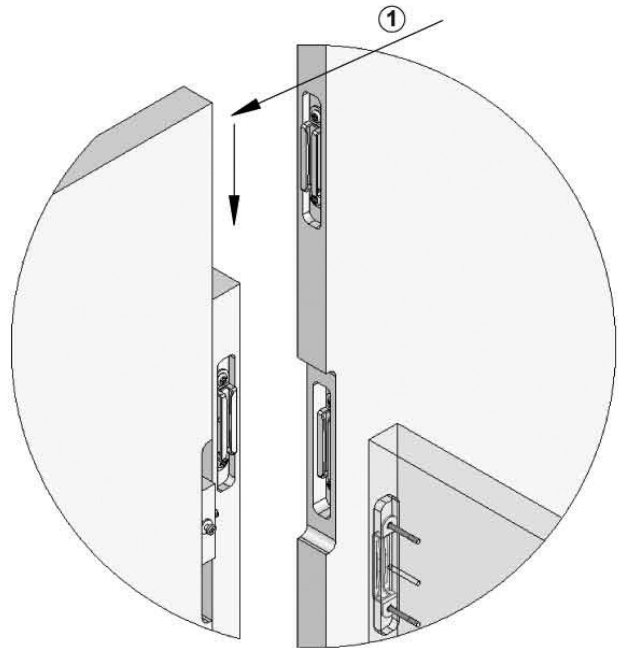
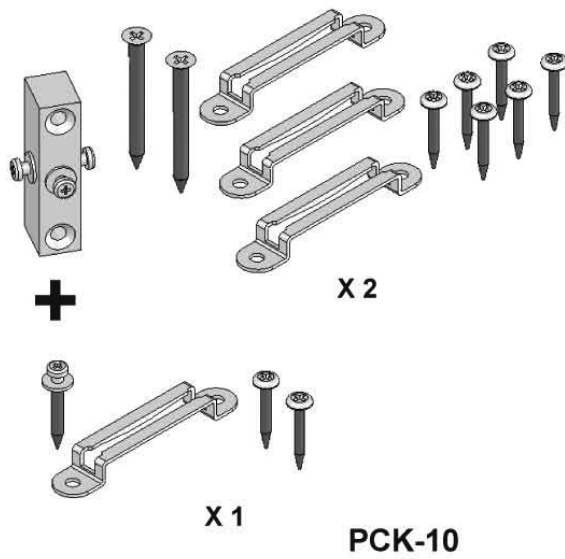
(2) 42" OR 48" Tall Panels Connected to (1) 33" Panel



## Wall Panels

### PREPARATION - X PANEL CONNECTION

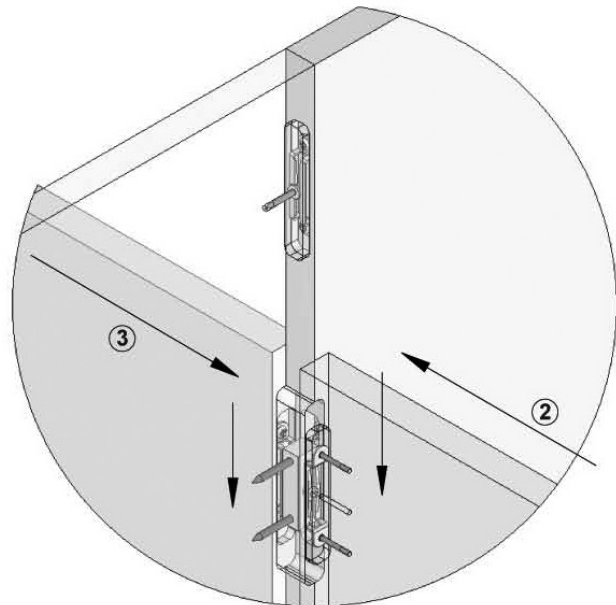
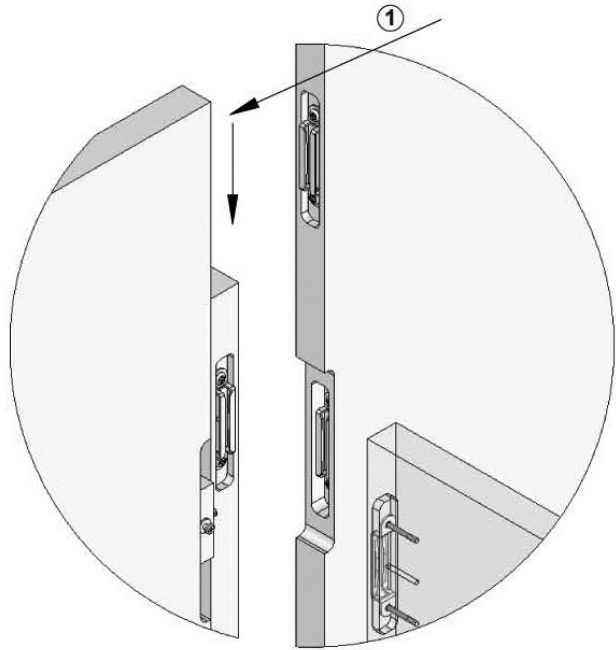
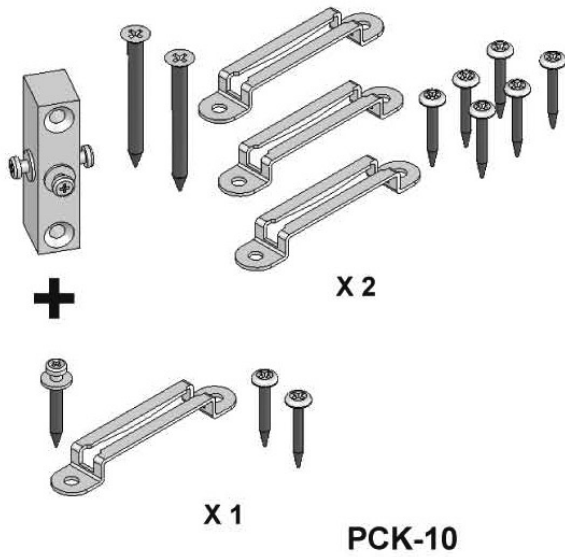
(2) 42" OR 48" Tall Panels Connected to (2) 33" Panel



## Wall Panels

PREPARATION - INTERSECTION HIGH POINT OF FLOOR INTERSECTION

(2) 48" Tall Panels Connected to (1) 42" Panel



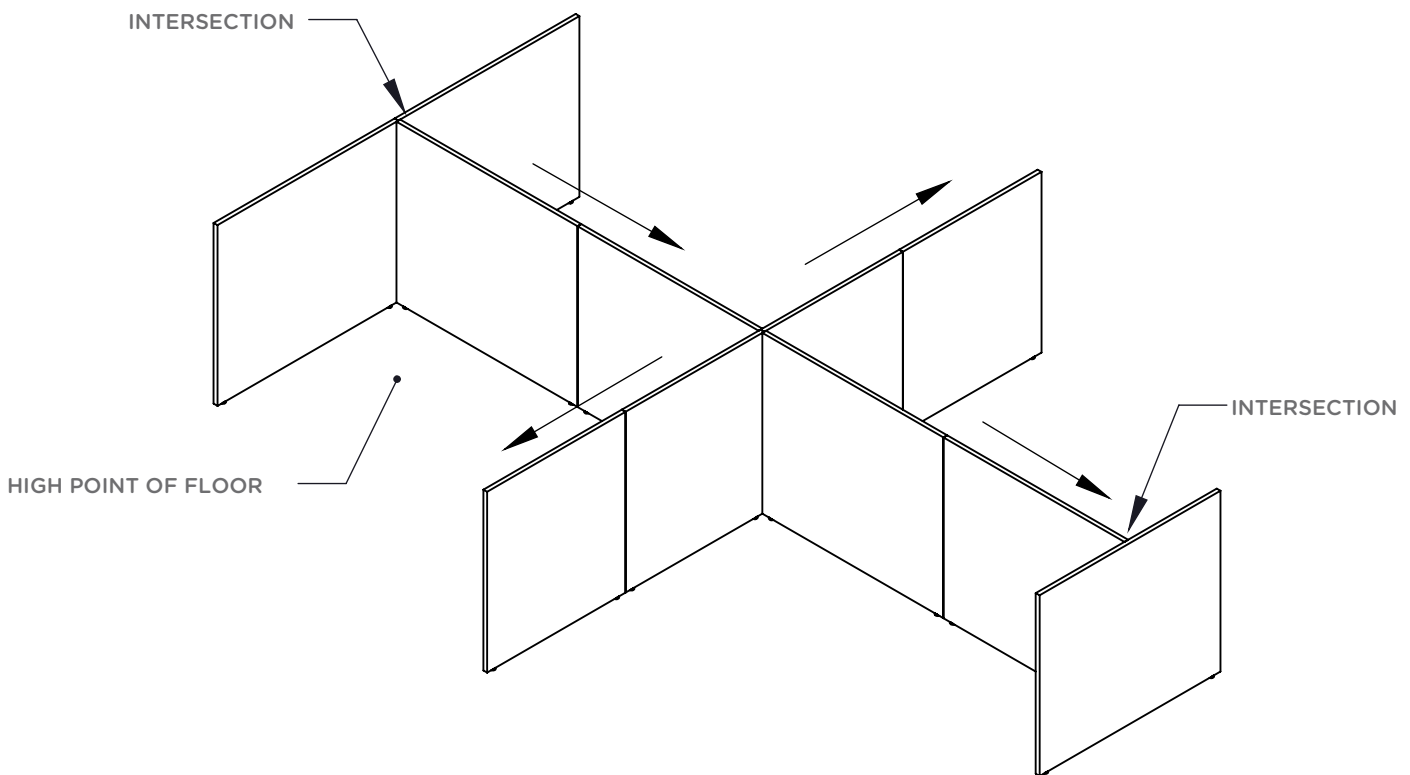
# Wall Panels

## ASSEMBLY

**NOTE:** Leave shrink wrap and pack tags intact while staging panels for easier identification while installing.

See wall plan drawing for locations of panels, power infeeds, and data ports.

1. Check power and data locations before assembling panels.
2. Panel assemblies can be moved more easily before other components are installed.
3. Access holes can be more easily drilled before other components are installed.
4. Start installing panels at an intersection.
5. If possible start panels at the highest point of an uneven floor.
6. Level all panels before attaching any other components.



# Wall Panels

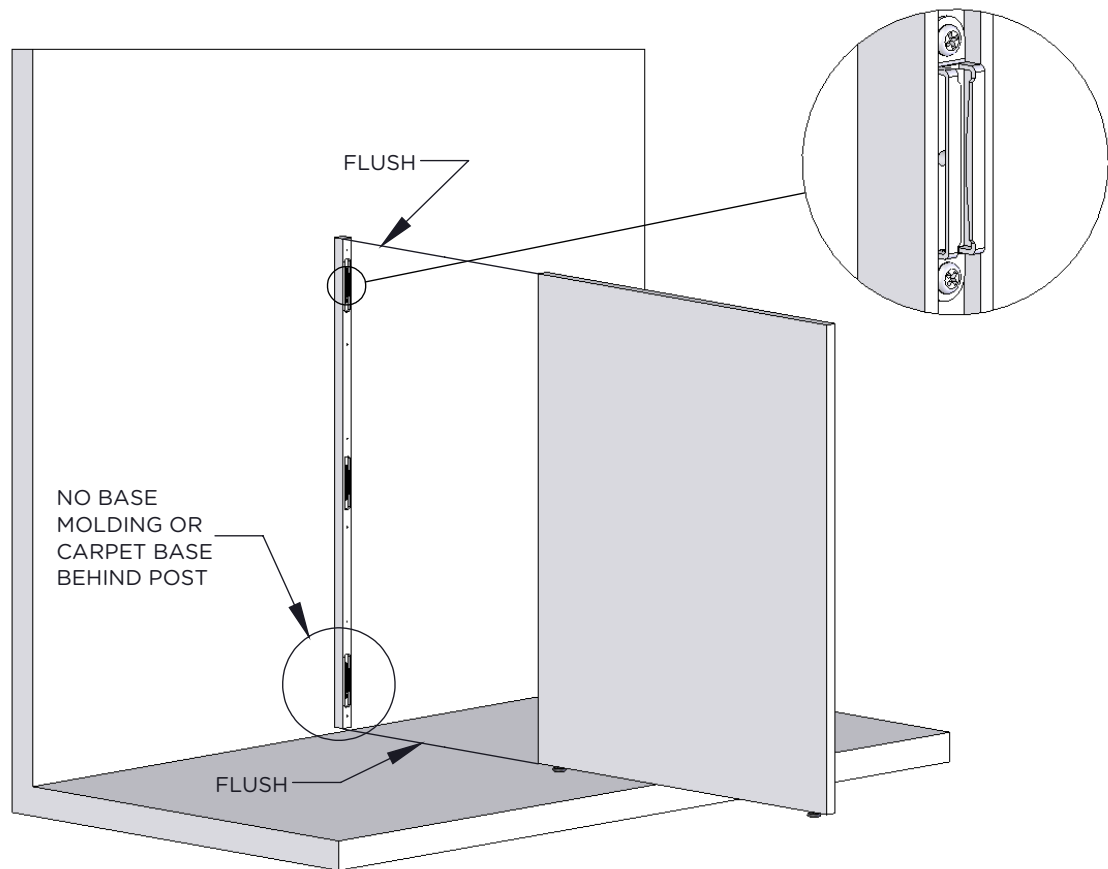
## STARTER POST INSTALLATION

**When installing a starter post, consider the condition of the floor and the wall where the post is mounted.**

- Is the floor even and level?
- Are there any high spots on the floor?
- Is the wall plumb?

When correctly installed, the starter post will be plumb and flush to the top and bottom of the first wall panel.

If possible, position wall panels, as shown on the wall panel installation instructions on the proceeding page, to determine where the starter post needs to be located on the wall.



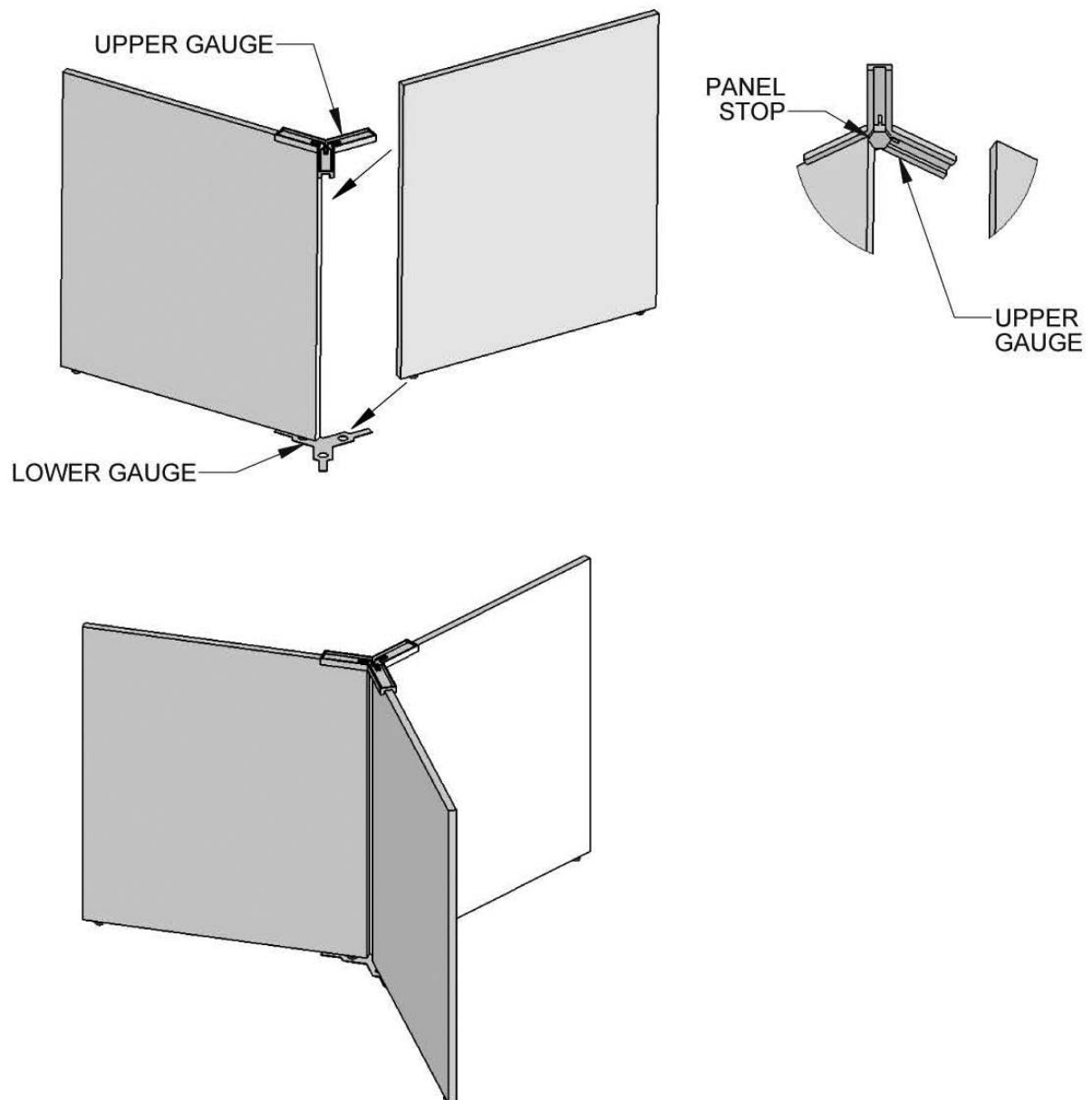
1. Remove or cut away any base molding or carpet base so starter post can be mounted flush to the wall.
2. If needed, scroll cut the starter post so the face that mounts to the panel is plumb.
3. Attach starter post to wall using fasteners that are appropriate for the wall. Mounting holes may require counter-boring so the fastener is not past flush the face of the starter post.
4. Install panel clips in routed pockets.
5. Fasten panel to post.

## Wall Panels

### 120° CORNER UNIT INSTALLATION

The 120° Tool Kit is item number TOOL-3.

1. Place lower gauge on the floor where the three panels are to meet.
2. Position levelers in the holes of the lower gauge
3. Place upper gauge on top edge of panels with panels against panel stop.
4. The upper gauge will temporarily hold panels in place until secured by cantilevers and worksurfaces.



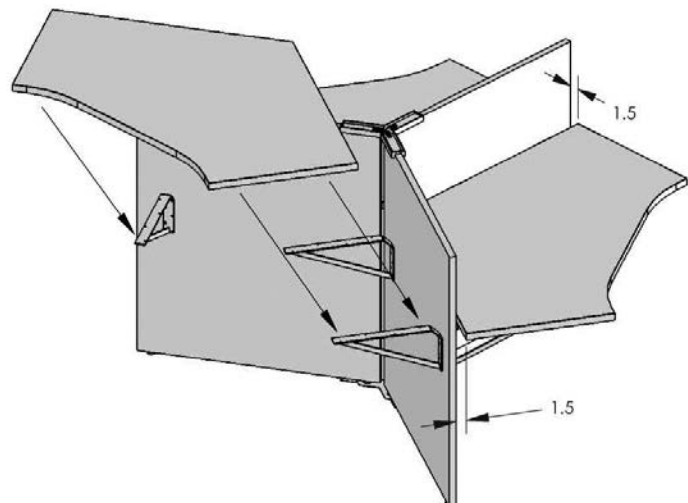
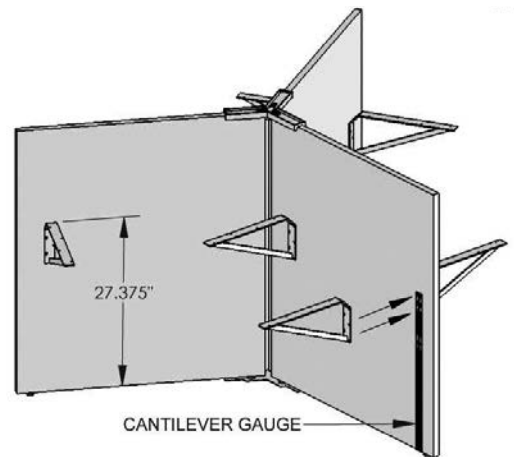
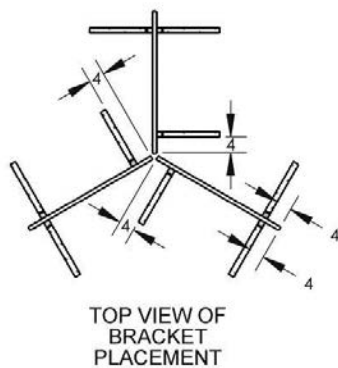


# Wall Panels

## 120° CORNER UNIT INSTALLATION

See bracket plan drawing for locations of cantilever brackets and pedestals placement.

1. Position cantilever brackets as shown on top view diagram (right) unless otherwise specified.
2. Use cantilever gauge to pilot bore two holes at worksurface height.
3. Use two screws in slotted holes on cantilever bracket.
4. Make sure top of bracket is 27 3/8" from bottom edge of panel, adjust if needed.
5. Use two more screws to secure bracket in place.
6. Place worksurfaces on cantilever brackets with 1 1/2" space between tops and panels.
7. Screw tops to cantilever brackets.
8. Remove upper and lower panel gauges (panel jack may be needed).



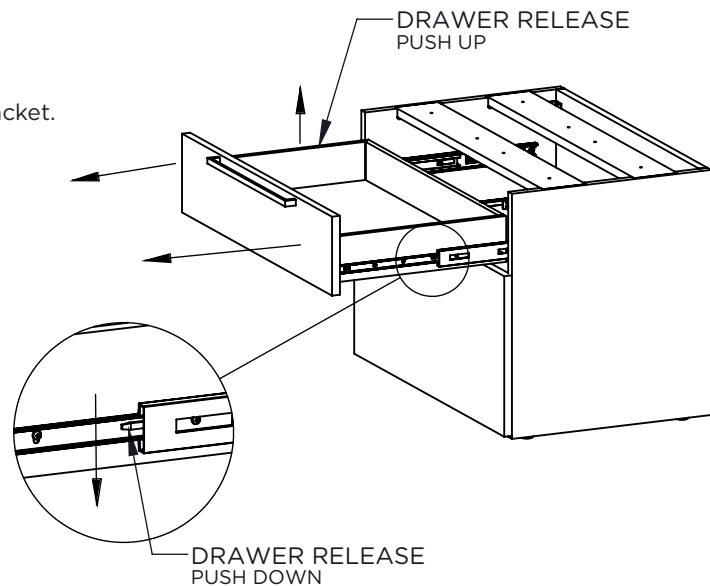
# Pedestal Preparation

## DRAWER REMOVAL

*Drawers must be removed for pedestal installation.*

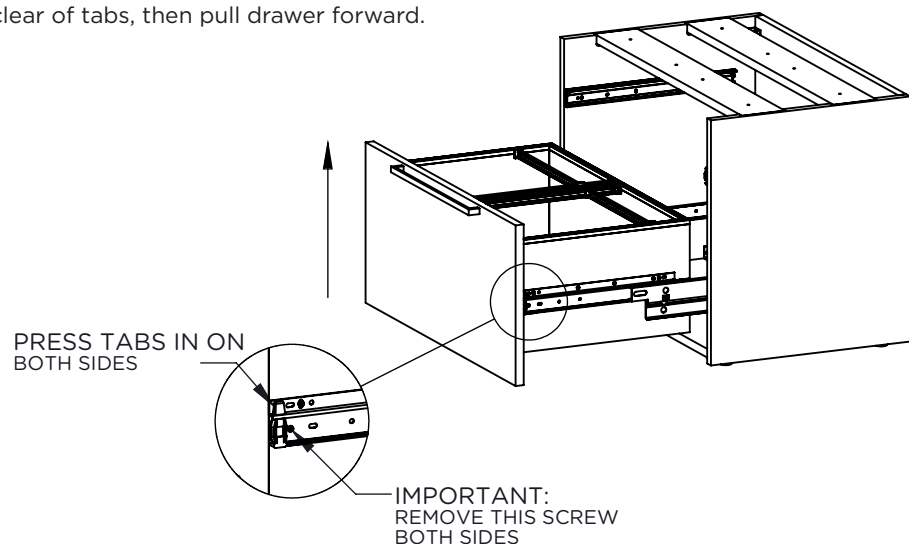
### BOX & FILE DRAWER REMOVAL

1. Open drawer to full extension.
2. Push drawer release on right hand slide down and at the same time, push drawer release on the left hand slide up.
3. Pull drawer forward until free from slides.
4. Secure pedestal to top using screws.
5. If applicable, secure to wall panel using pedestal bracket.



### LATERAL FILE DRAWER REMOVAL

1. Open drawer to full extension.
2. Remove shipping screw from both sides of drawer.
3. Push drawer release on right hand slide down and at the same time, push drawer release on the left hand slide up.
4. Lift drawer front straight up until clear of tabs, then pull drawer forward.

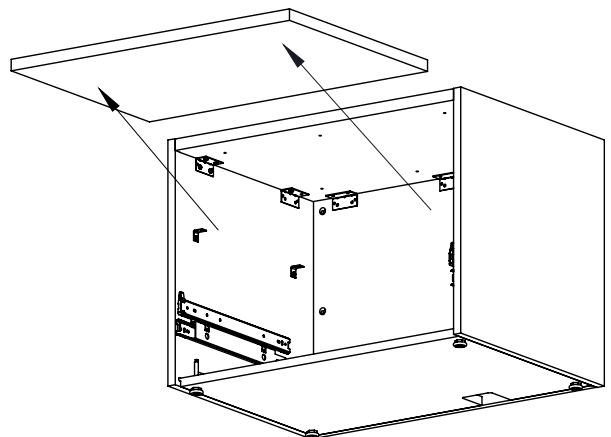
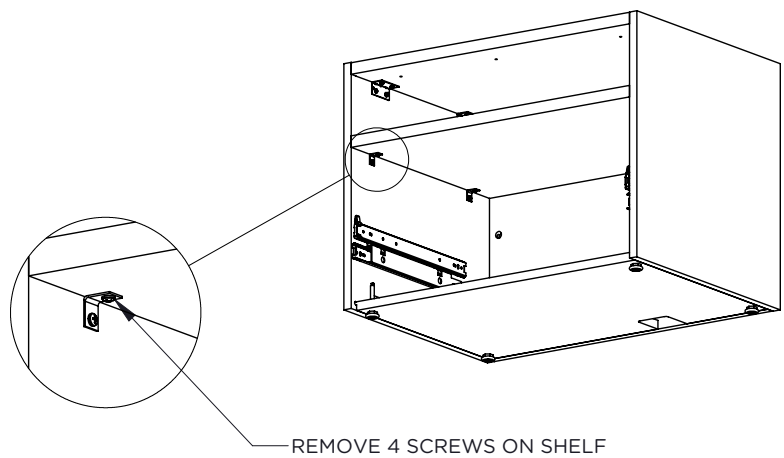


## Pedestal Preparation

### SHELF REMOVAL

*Shelf in open shelf pedestals must be removed for access to screw holes for pedestal installation.*

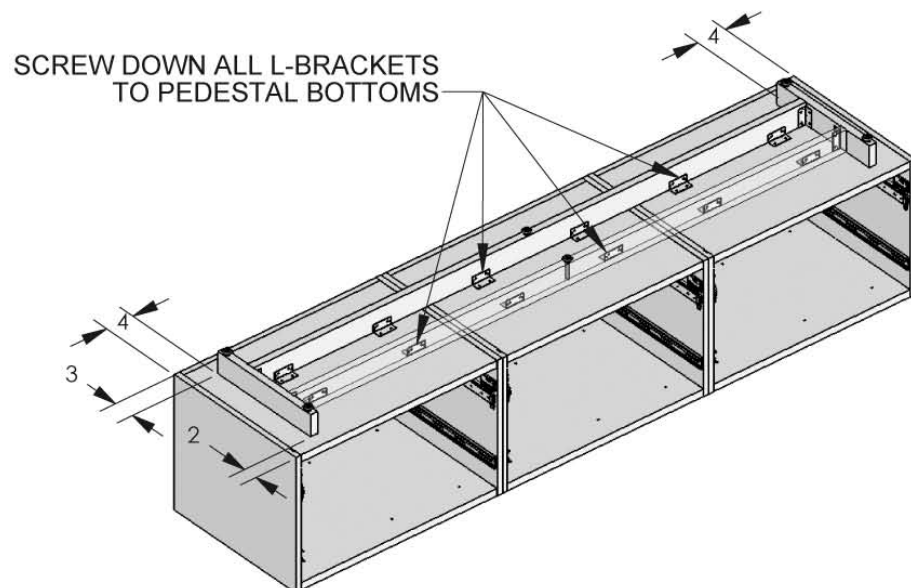
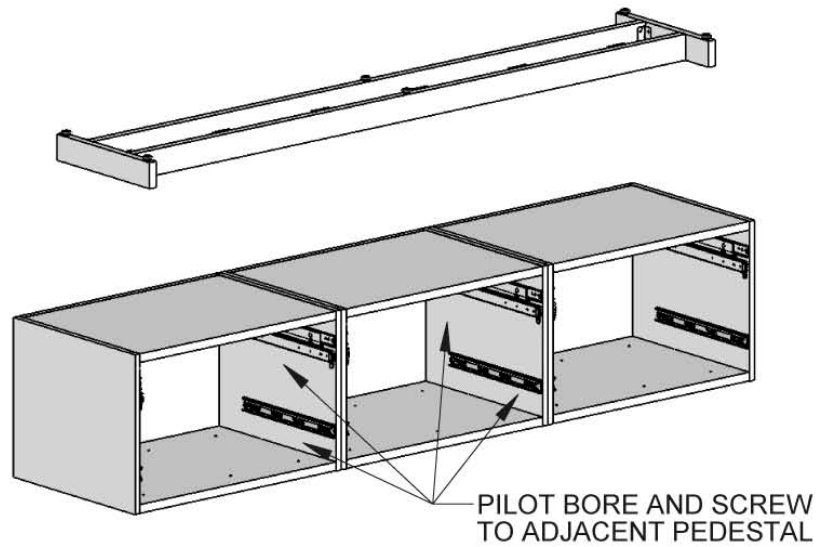
1. Remove drawer below shelf.
2. Remove four screws from L-brackets that hold shelf in place.
3. Do not remove screws from end panels.
4. Remove shelf.
5. Replace shelf and secure with screws after installation.



# Pedestal Preparation

## RISER BEAM INSTALLATION

1. Turn pedestals upside down and place side to side.
2. Pilot bore and screw pedestals together using #8 x 1 1/4" flat head screws (Hardware Kit HK-3).
3. Place riser beam on pedestal assembly with 4" spacing on both sides and 2" spacing on the front.
4. Attach riser beam to pedestal assembly by screwing L-brackets to pedestals using #8 x 5/8" pan head screws (Hardware Kit HK-9).



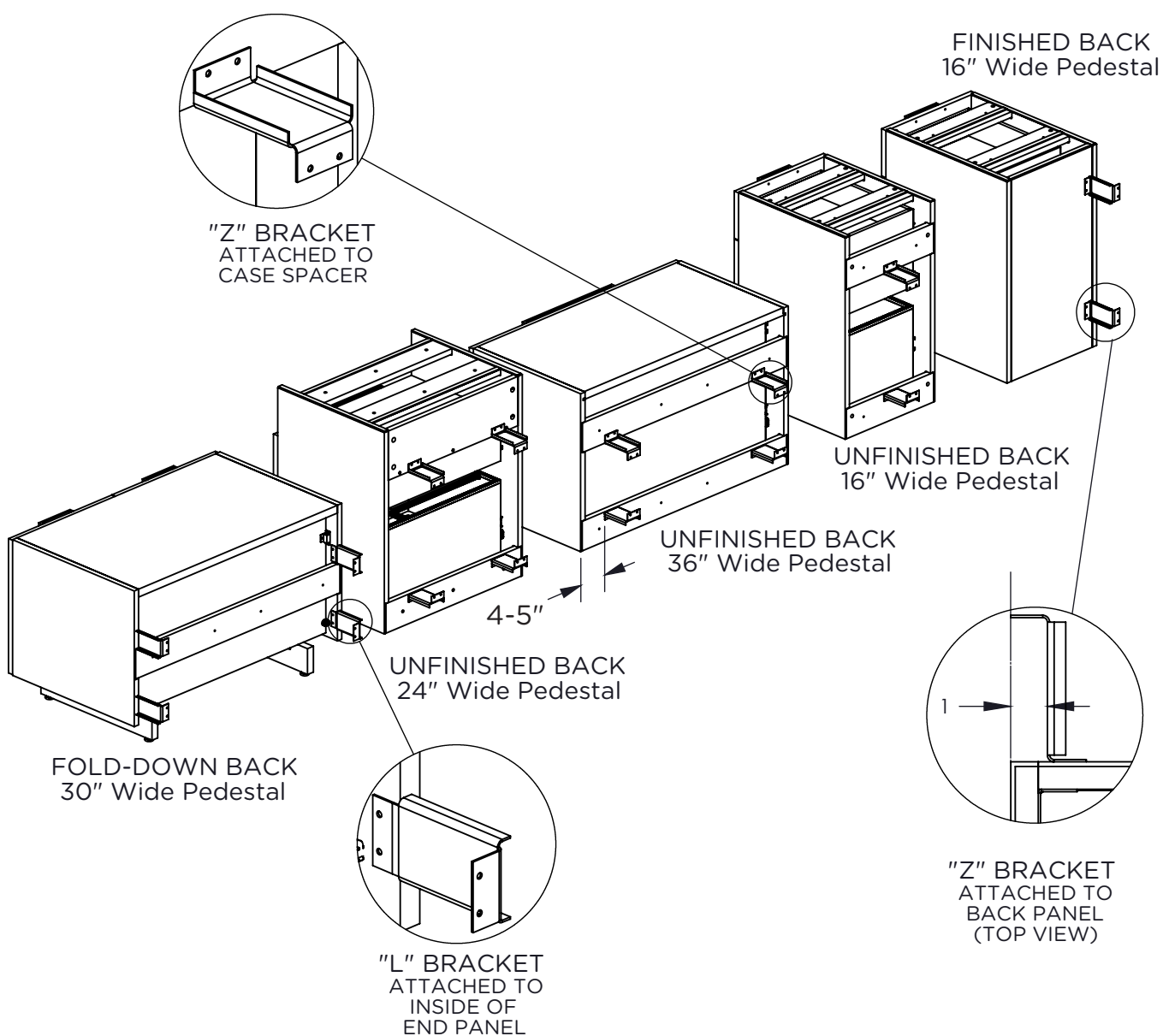
# Pedestal Preparation

## PEDESTAL BRACKET INSTALLATION

### Bracket Quantities

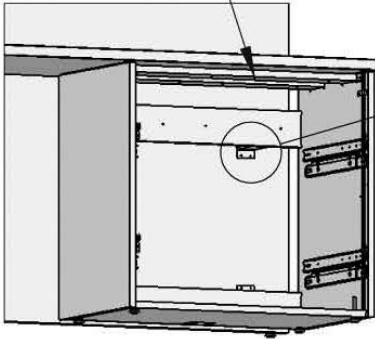
1 Pair - 16" Wide Pedestals

2 Pairs - 24", 30", & 36" Wide Pedestals



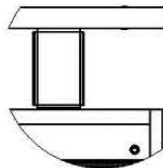
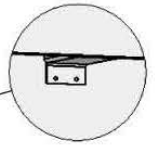
## Pedestal Installation

ATTACH CASE SPACERS  
TO WORKSURFACE\*



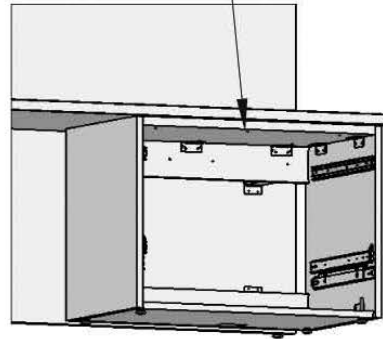
**WORKSURFACE HEIGHT  
UNFINISHED BACK**

ATTACH BRACKETS  
TO WALL PANEL  
PEDBKT-1



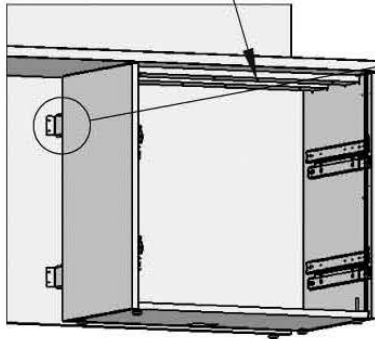
**TOP VIEW**

ATTACH TOP PANEL  
TO WORKSURFACE\*



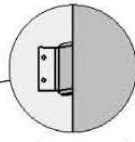
**LOW HEIGHT  
UNFINISHED BACK**

ATTACH CASE SPACERS  
TO WORKSURFACE\*



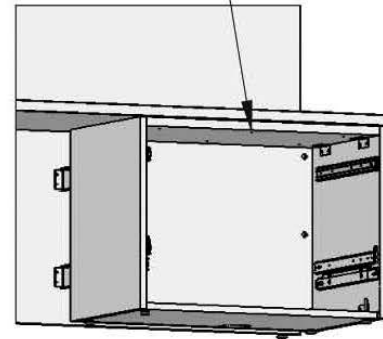
**WORKSURFACE HEIGHT  
FINISHED BACK**

ATTACH BRACKETS  
TO WALL PANEL  
PEDBKT-1



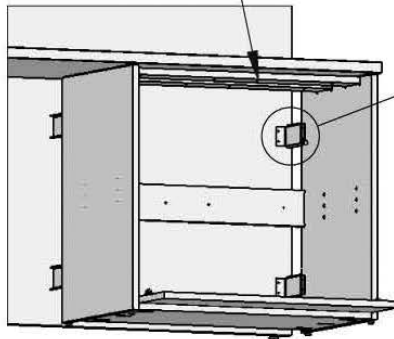
**TOP VIEW**

ATTACH TOP PANEL  
TO WORKSURFACE\*



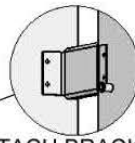
**LOW HEIGHT  
FINISHED BACK**

ATTACH CASE SPACERS  
TO WORKSURFACE\*



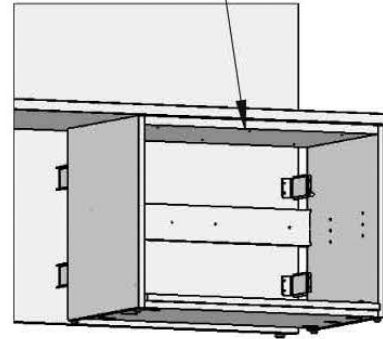
**WORKSURFACE HEIGHT  
FOLD-DOWN BACK**

ATTACH BRACKETS  
TO WALL PANEL  
PEDBKT-2



**TOP VIEW**

ATTACH TOP PANEL  
TO WORKSURFACE\*



**LOW HEIGHT  
FOLD-DOWN BACK**

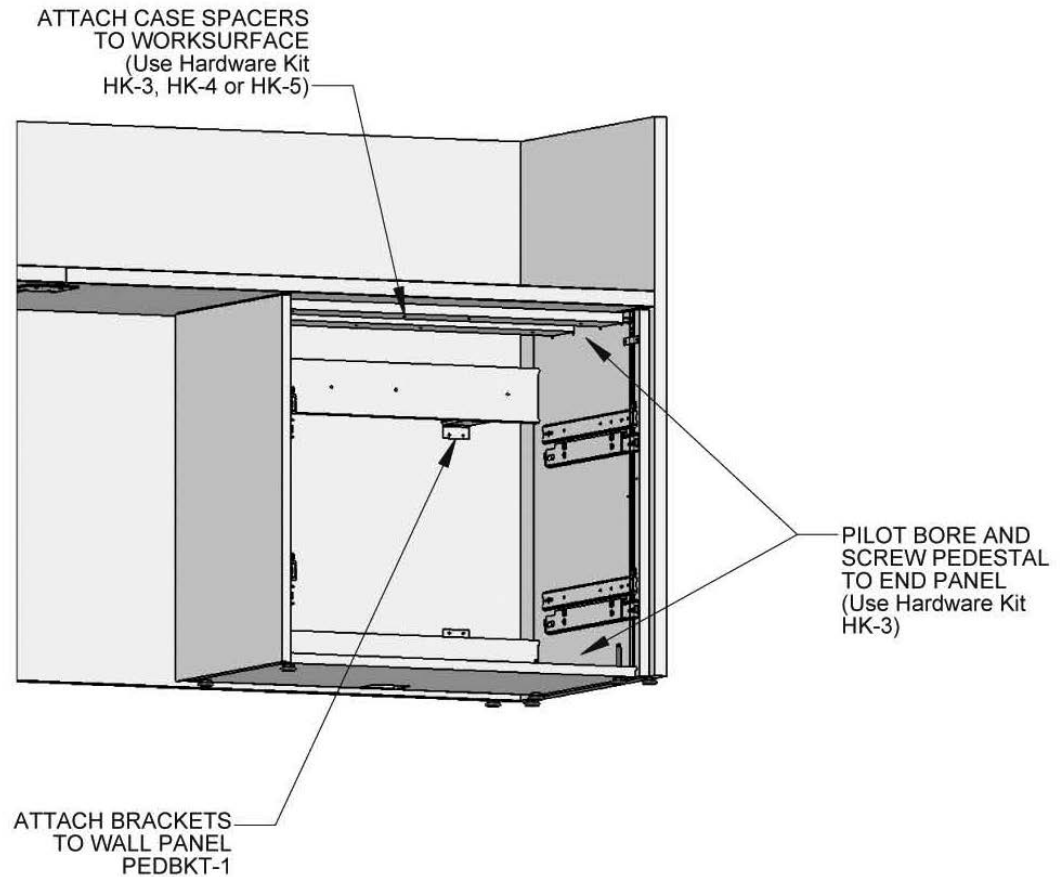
\* - USE HARDWARE KIT  
HK-3, HK-4 OR HK-5



# Pedestal Installation

## PEDESTAL ATTACHED TO END PANEL

### Pedestal Attached to End Panel



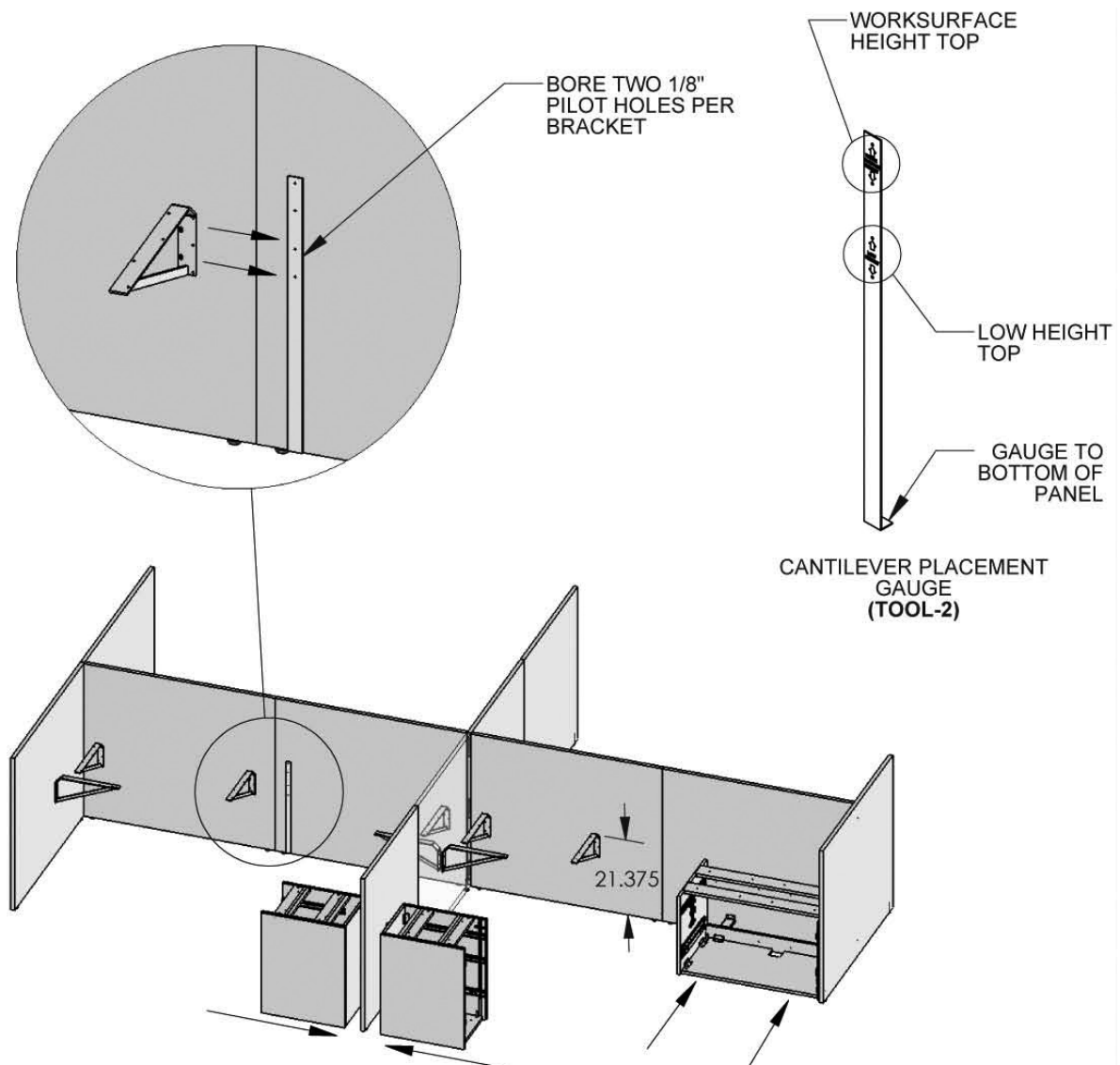
# Cantilever Placement

## LOW HEIGHT TOPS

See bracket plan drawing for locations of cantilever brackets and pedestal placement.

**Note:** Cantilever tool is not required, but does simplify installation.

1. Place pedestals in place - DO NOT attach to panels at this time.
2. Position cantilever brackets as shown on bracket drawing.
3. Any span of over 42" between supports needs an additional cantilever bracket.
4. Use two screws in slotted holes.
5. Make sure top of bracket is 21 3/8" from bottom edge of panel, adjust if needed.
6. Use two more screws to secure bracket in place.



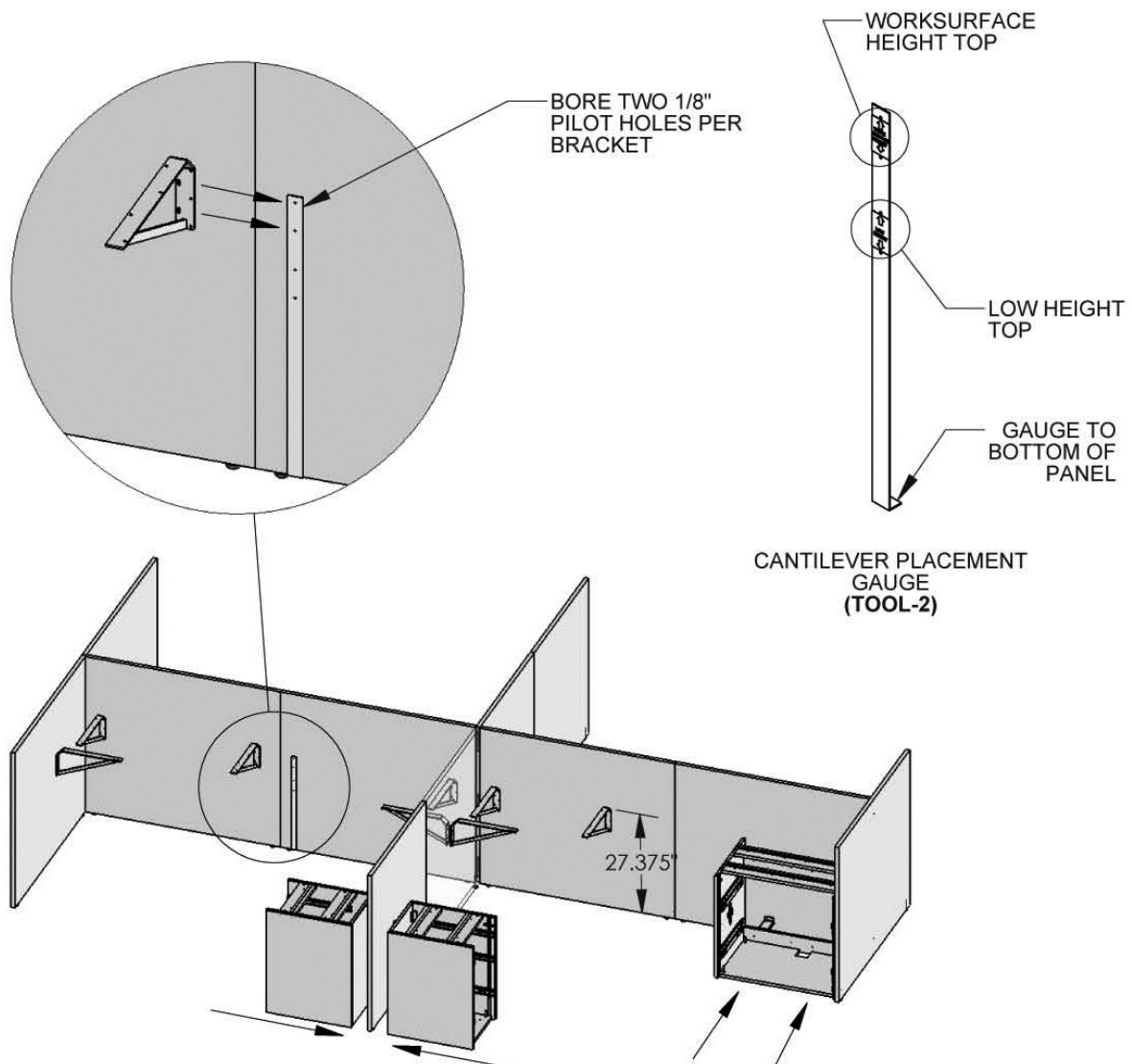
# Cantilever Placement

## WORKSURFACE HEIGHT TOPS

See bracket plan drawing for locations of cantilever brackets and pedestal placement.

**Note:** Screws ship in box with cantilever.

1. Place pedestals in place - DO NOT attach to panels at this time.
2. Position cantilever brackets as shown on bracket drawing.
3. Any span of over 42" between supports needs an additional cantilever bracket.
4. Use two screws in slotted holes.
5. Make sure top of bracket is 27 3/8" from bottom edge of panel, adjust if needed.
6. Use two more screws to secure bracket in place.



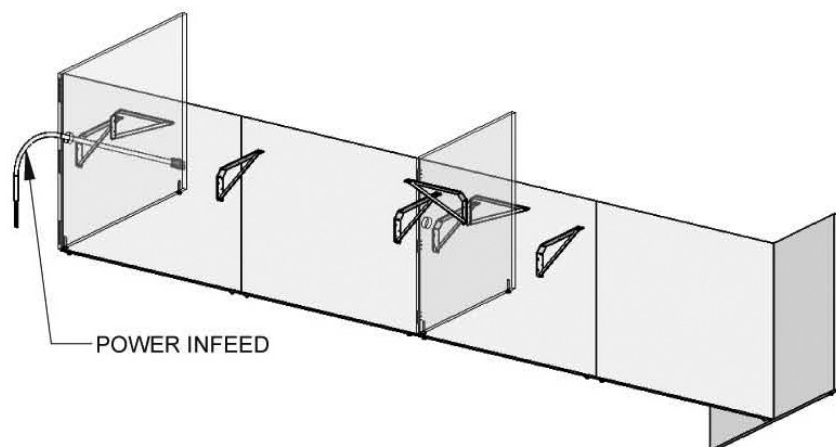
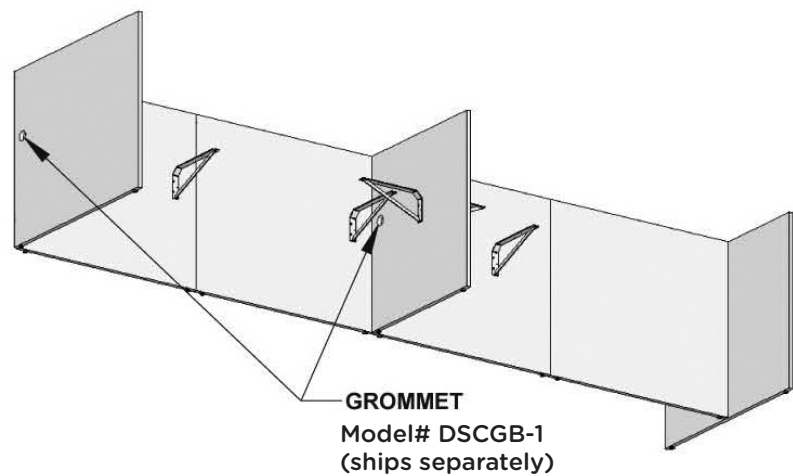
# Electrical Installation

## 8 WIRE ELECTRICAL INSTALLATION

### Refer to electrical plan drawing for:

- Electrical Components Needed
- Locations of Electrical Components
- Grommet Hole Locations

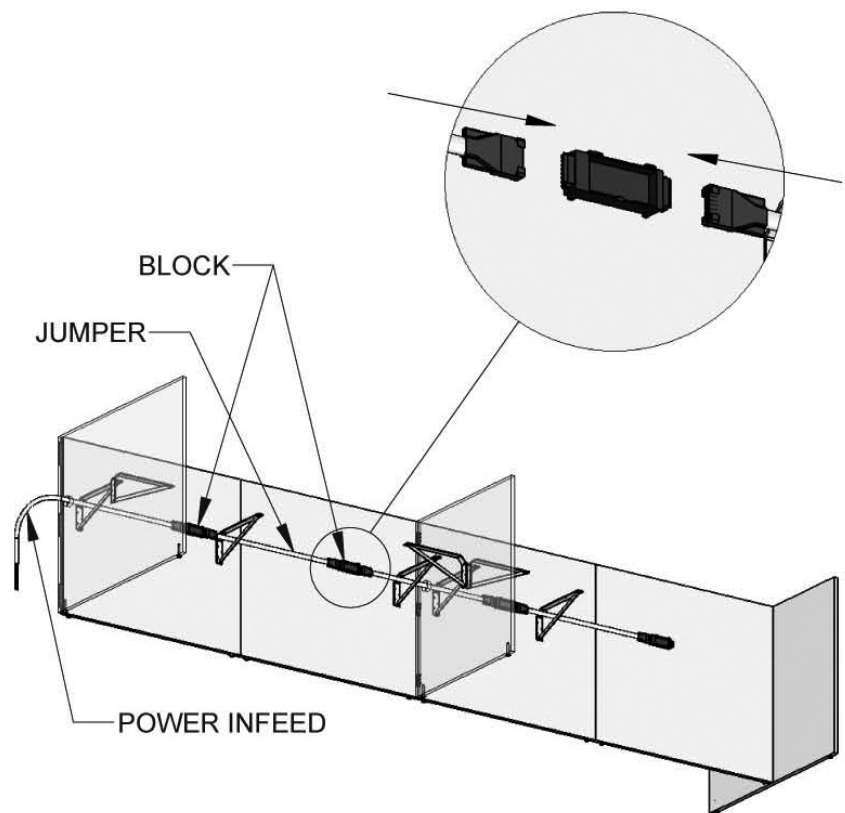
1. Refer to electrical plan drawing to determine grommet locations.
2. Drill 2 3/8" diameter holes through panels where indicated.
3. Install grommets in panels.
4. Power infeed must be installed by licensed electrician.



# Electrical Installation

## 8 WIRE ELECTRICAL INSTALLATION

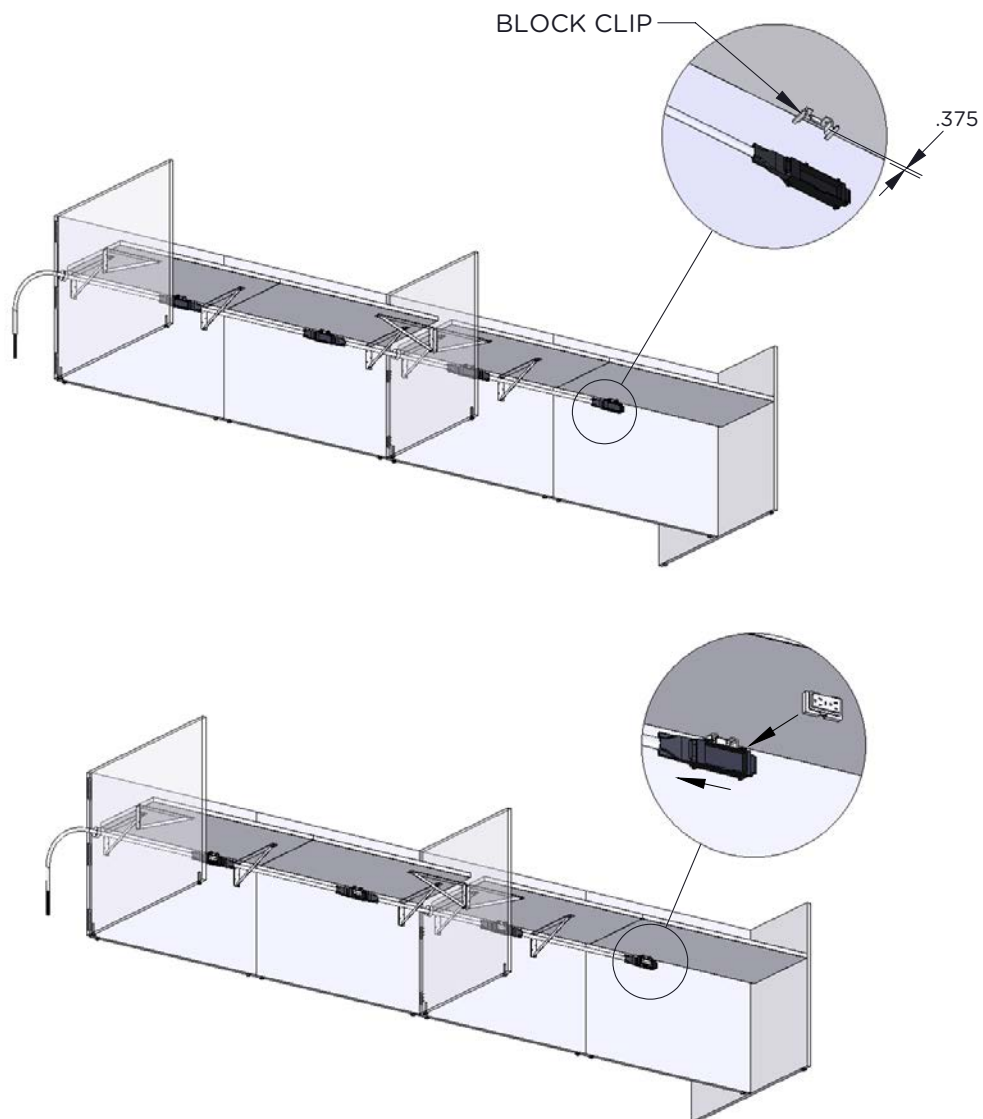
5. Install in wall or floor outlet. Refer to electrical plan drawing to determine components needed and locations for components.
6. Route jumpers through cable management holes in cantilever brackets and through grommet holes in panels.
7. Snap blocks and jumpers together to create chain according to electrical plan drawing.
8. Attach power infeed to chain.
9. Leave chain in place until worksurfaces and pedestals have been installed.



# Electrical Installation

## 8 WIRE ELECTRICAL INSTALLATION

1. Slide block clip into grooved on top of block and snap in place.
2. Position block clip 3/8" from back edge of worksurface and screw in place.
3. Repeat for all blocks.
4. Refer to electrical plan drawing for locations of receptacles.
5. Match circuit numbers to electrical plan drawing.
6. **If receptacle locations do not match plan drawing, circuits can be overloaded.**
7. Push receptacle straight back into opening in block face.
8. Slide receptacle to the left until locked into place.





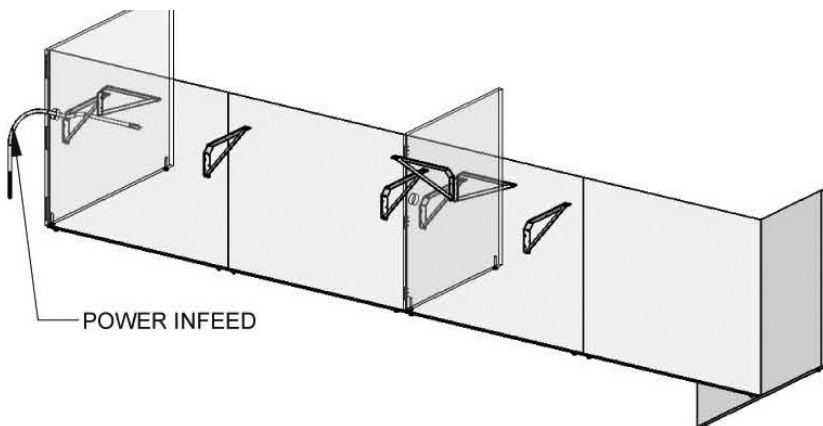
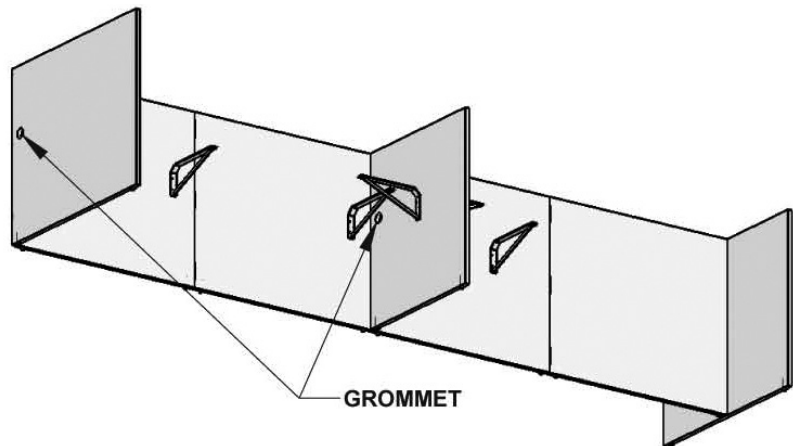
# Electrical Installation

## 4 WIRE ELECTRICAL INSTALLATION

### Refer to electrical plan drawing for:

- Electrical Components Needed
- Locations of Electrical Components
- Grommet Hole Locations

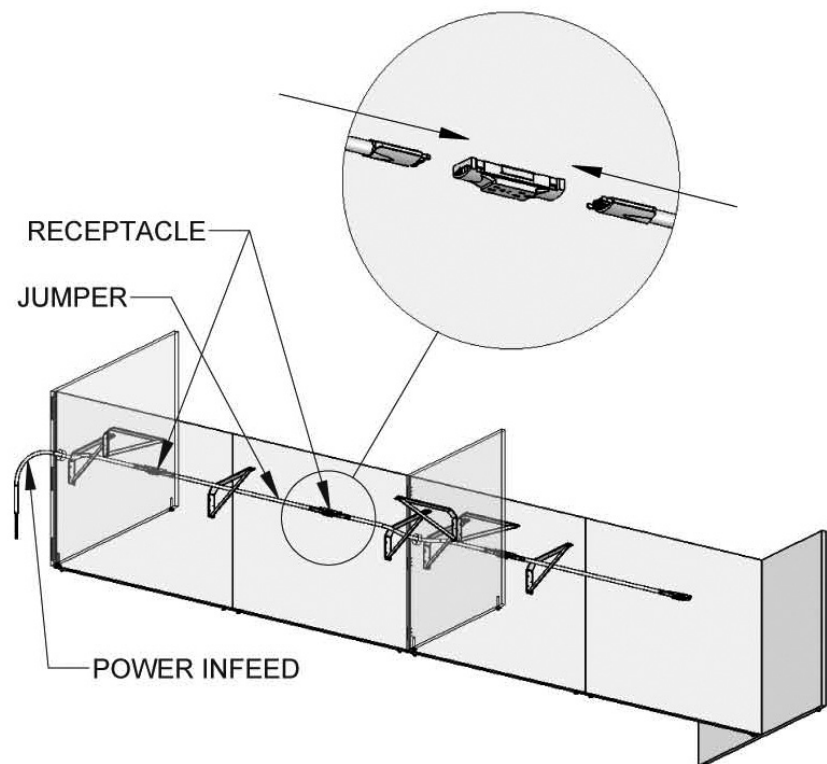
1. Refer to electrical plan drawing to determine grommet locations.
2. Drill 2 3/8" diameter holes through panels where indicated.
3. Install grommets in panels.
4. Power infeed must be installed by licensed electrician.
5. Install in wall or floor outlet.



# Electrical Installation

## 4 WIRE ELECTRICAL INSTALLATION

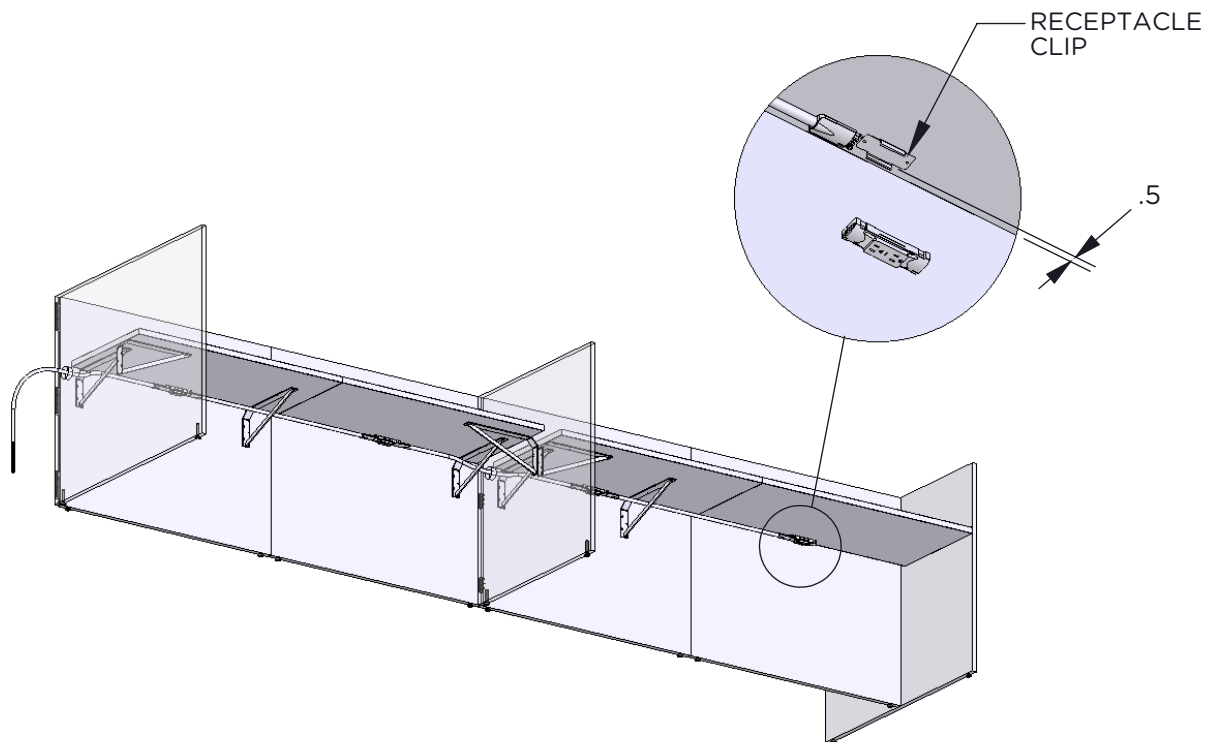
6. Refer to electrical plan drawing to determine components needed and locations for components.
7. Route jumpers through cable management holes in cantilever brackets and through grommet holes in panels.
8. Snap blocks and jumpers together to create chain according to electrical plan drawing.
9. Attach power infeed to chain.
10. Leave chain in place until worksurfaces and pedestals have been installed.



# Electrical Installation

## 4 WIRE ELECTRICAL INSTALLATION

1. Refer to electrical plan drawing for locations of receptacles.
2. Match circuit numbers to electrical plan drawing. Circuit numbers appear on the face of each receptacle.
3. **If receptacle locations do not match plan drawing, circuits can be overloaded.**
4. Hold receptacle in specified location against bottom of worksurface and pencil mark clip location; approximately 1/2" from back edge of worksurface.
5. Remove receptacle and screw clip in place.
6. Snap receptacle into clip.

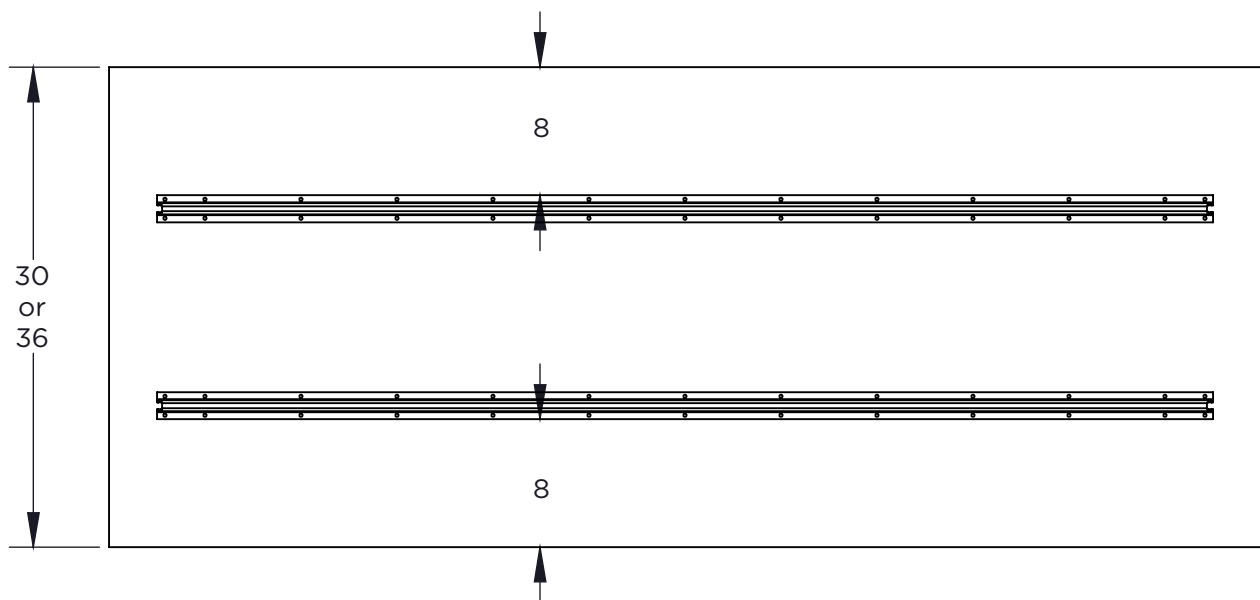
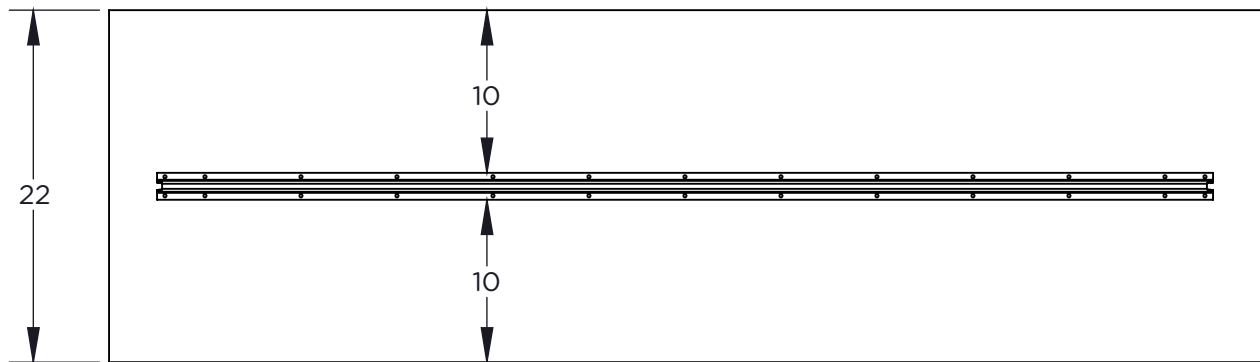


# Straightener Rail Installation

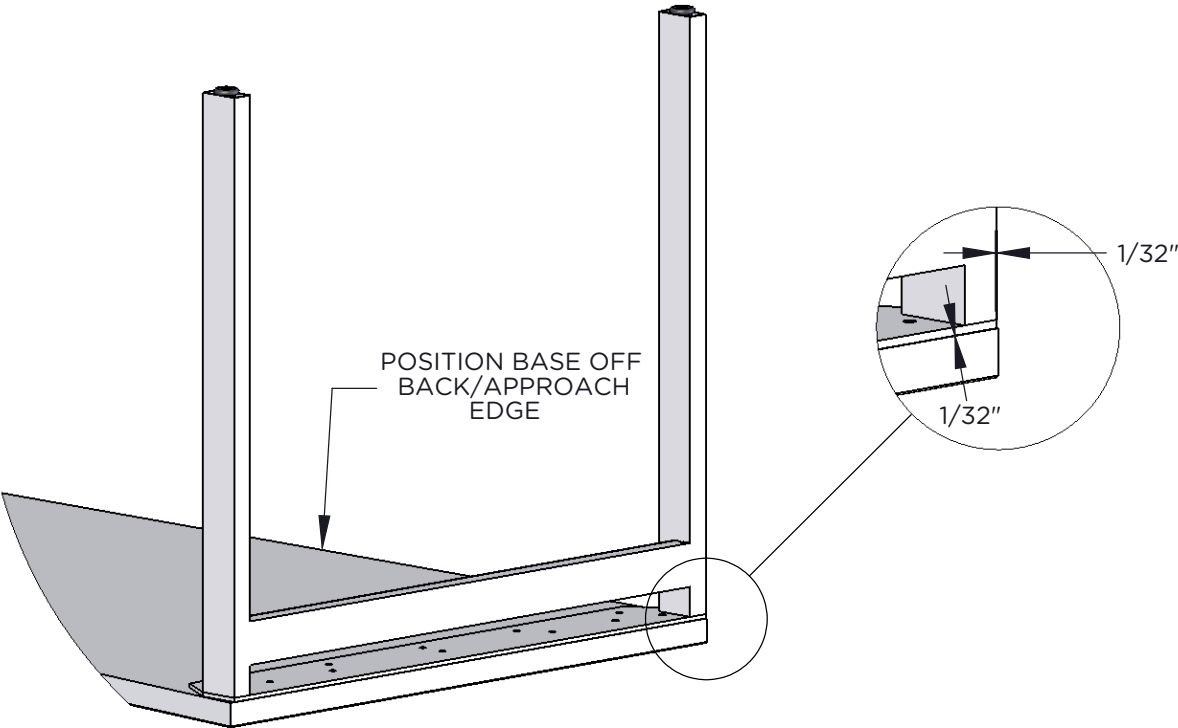
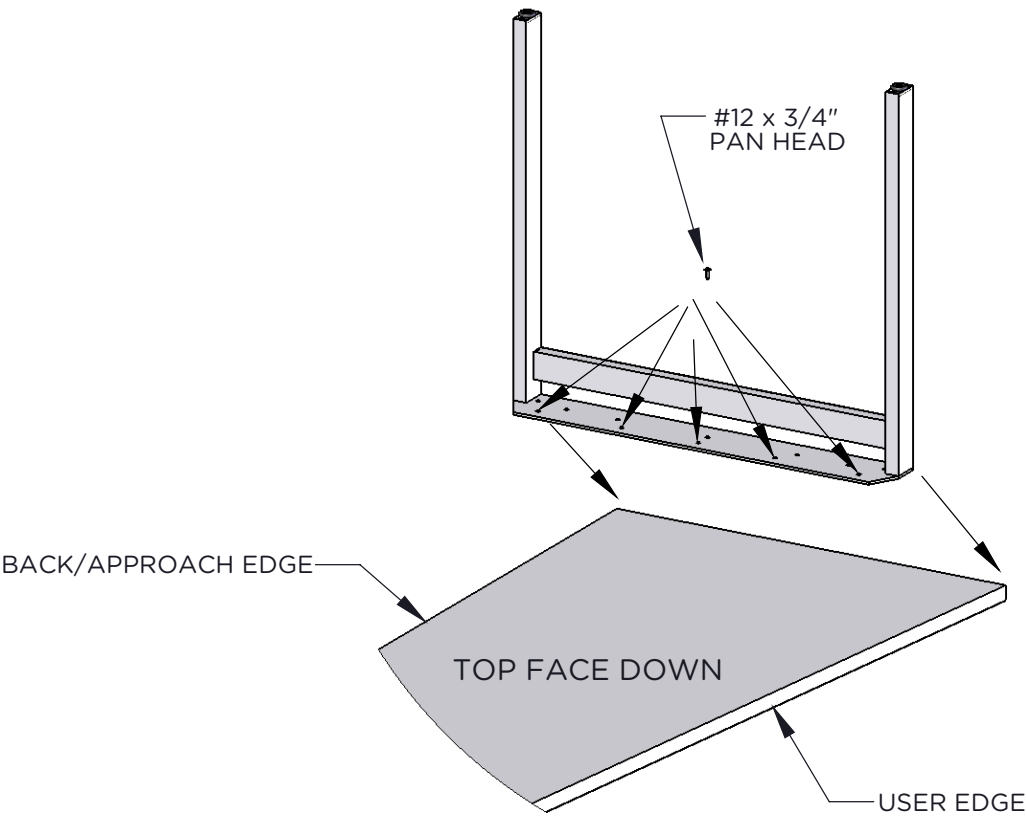
Use straightener rails on unsupported areas of worksurfaces.

<b>SPTR48</b>	for 48-54" unsupported area	use Hardware Kit <b>HK-21</b>
<b>SPTR54</b>	for 55-60" unsupported area	use Hardware Kit <b>HK-22</b>
<b>SPTR60</b>	for 61-66" unsupported area	use Hardware Kit <b>HK-23</b>
<b>SPTR66</b>	for 67-78" unsupported area	use Hardware Kit <b>HK-25</b>

1. Center the rail in the unsupported area and space as shown on diagram below.
2. Use screws (size??) from hardware kit provided to secure worksurface.



H-Base Installation

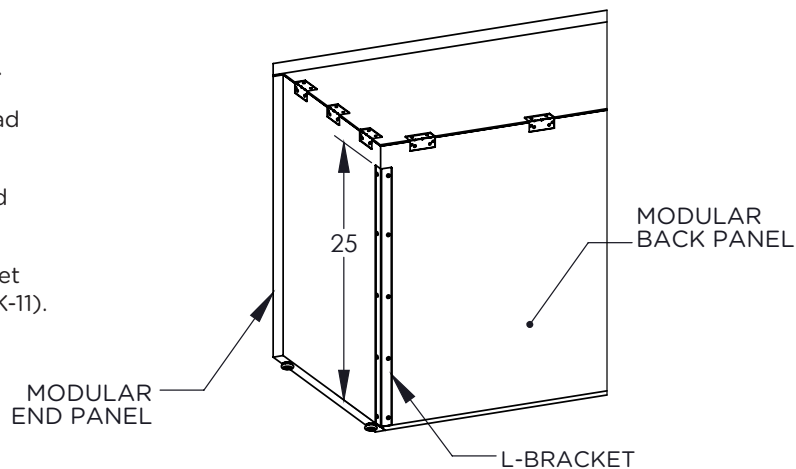


# Worksurface Support Installation

## END SUPPORT

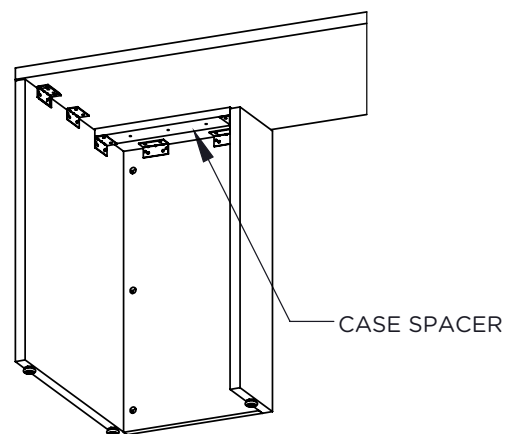
### MODULAR END PANEL

1. Position end panel flush to edge and back of top.
2. Screw L-brackets to top using #10 x 5/8" pan head screws (Hardware Kit HK-10).
3. Position modular back panel against modular end panel and flush to back edge of top.
4. Screw back panel to end panel using 25" L-bracket with #8 x 5/8" pan head screws (Hardware Kit HK-11).



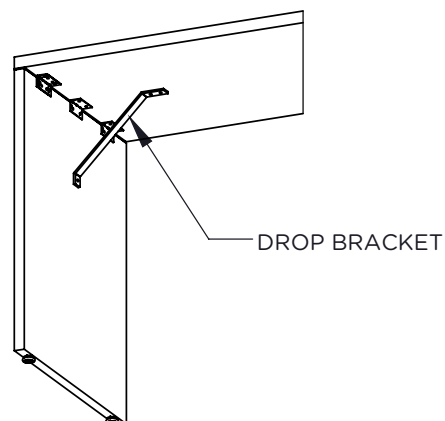
### WING END ASSEMBLY

1. Position wing end assembly flush to edge and back of top.
2. Screw L-brackets to top using #10 x 5/8" pan head screws (Hardware Kit HK-9).
3. Screw case spacer to top using #8 x 1 1/4" flat head screws (Hardware Kit HK-3).



### TOP END PANEL

1. Position end panel flush to edge and back of top.
2. Screw L-brackets to top using #10 x 5/8" pan head screws (Hardware Kit HK-10).
3. Screw drop bracket to top and end panel using #10 x 3/4" pan head screws (Hardware Kit HK-9).



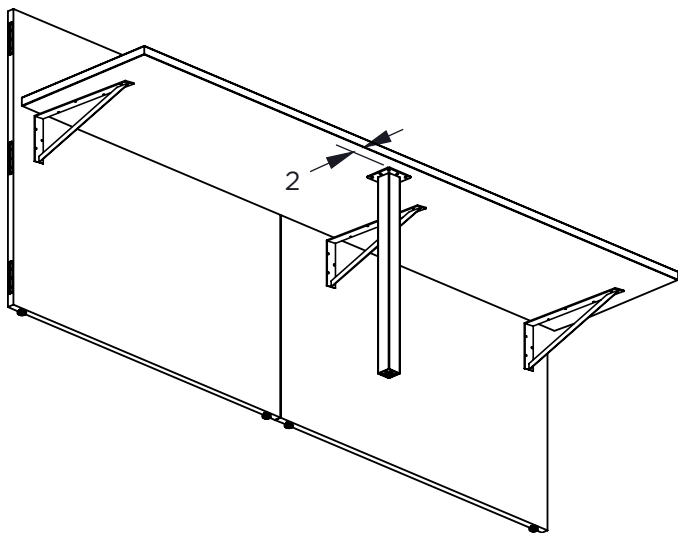


# Worksurface Support Installation

## CENTER SUPPORT

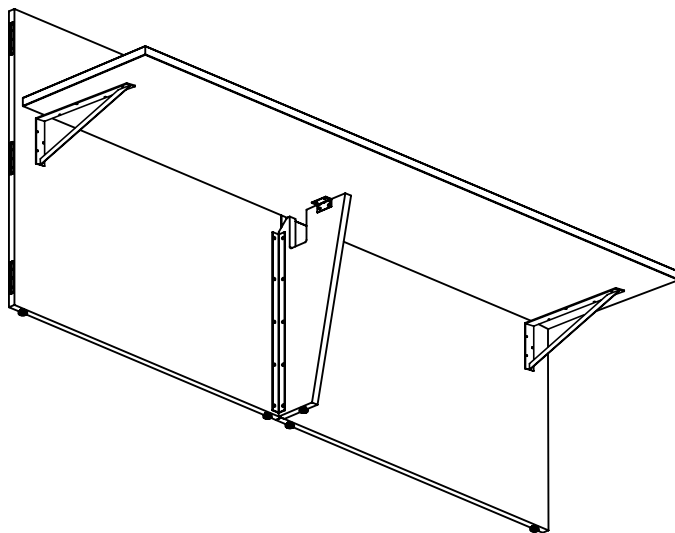
### SQUARE METAL SUPPORT - ITEM #6-L2S

1. Position base 2" off edge of worksurface anywhere extra support is needed.
2. Pilot bore holes on mounting plate and attach to worksurface using (8) #12 x 1" Phillips pan head screws.



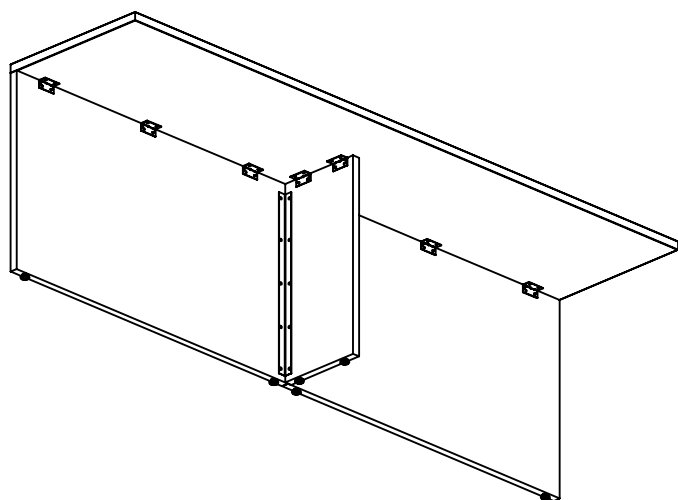
### WALL PANEL SUPPORT - ITEM #6-2812WPS

1. Place wall panel support in center of span between supports (pedestals, cantilevers, etc.).
2. Screw to wall panel and worksurface using #10 x 5/8" pan head screws (Hardware Kit - HK-10 & HK-11).



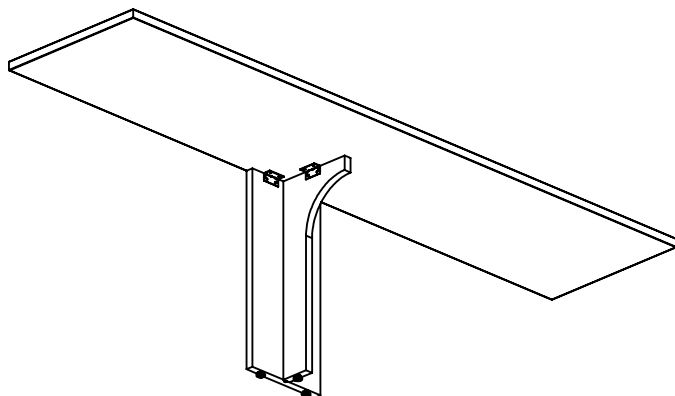
### BACK PANEL SUPPORT - ITEM #6-2812SP

1. Place back panel support in center of span between supports (pedestals, cantilevers, etc.).
2. Screw to back panel and worksurface using #10 x 5/8" pan head screws (Hardware Kits - HK-10 & HK-11).



### T SUPPORT - ITEM #6-2812SB

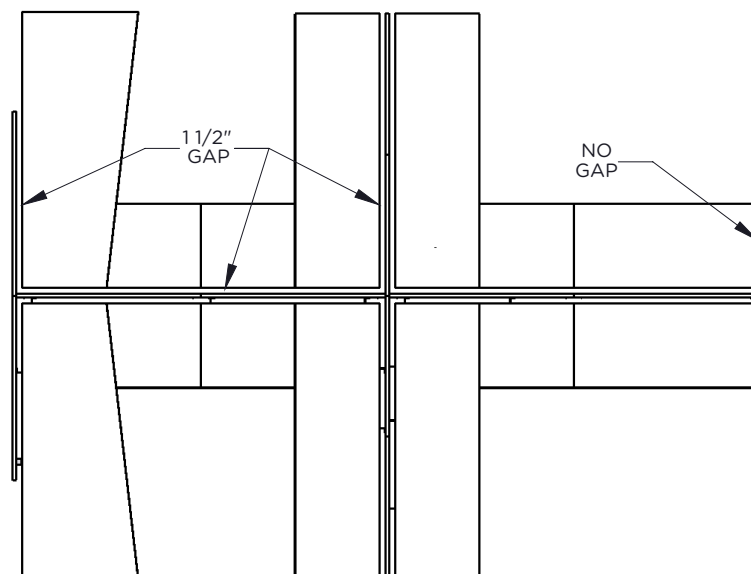
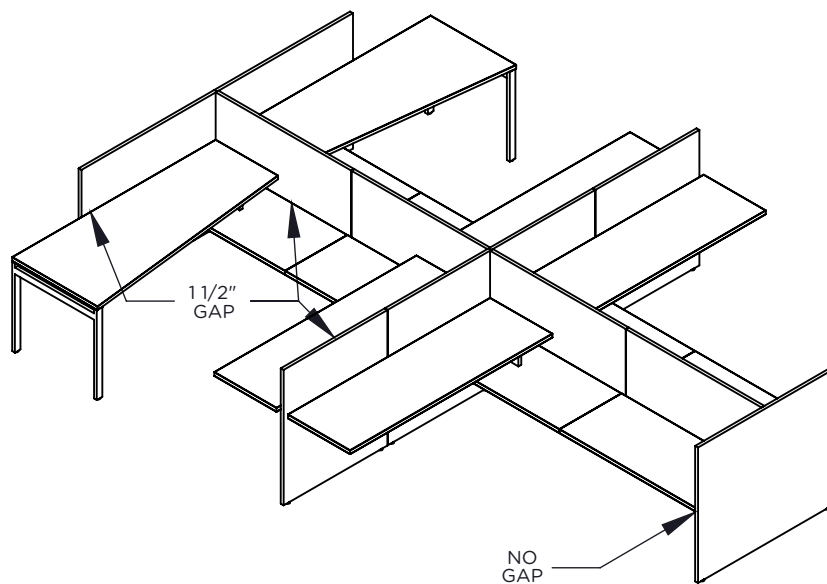
1. Place T support in center of span.
2. Screw to wall panel and worksurface using #10 x 5/8" pan head screws (Hardware Kit - HK-9).



# Worksurface Installation

## TOP PLACEMENT

1. Determine location of worksurfaces before placing them on cantilever brackets.
2. Some worksurfaces need to be connected before being placed on brackets and pedestals (see next page).
3. Consult worksurface plan drawing for proper placement.
4. Verify if 1 1/2" cable management gap is required or if worksurfaces are to be mounted directly to wall panels.

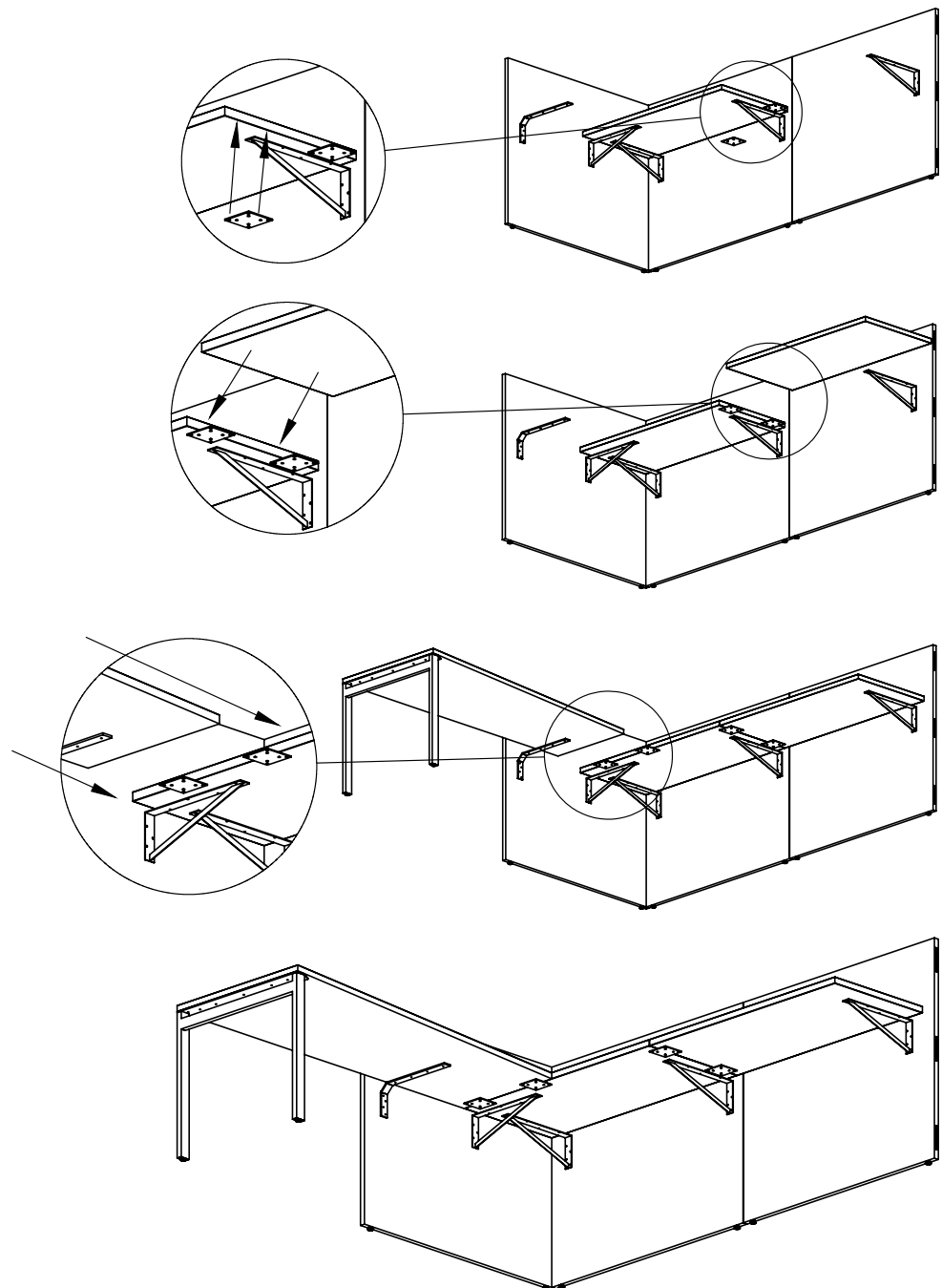


# Worksurface Installation

## CLAMP PLATE INSTALLATION

Clamp plates available from item # CP-1 & Hardware Kit HK-6.

1. Attach clamp plates.
2. Connect spine wall worksurfaces.
3. Attach run off worksurfaces.
4. Secure worksurfaces to cantilever brackets.

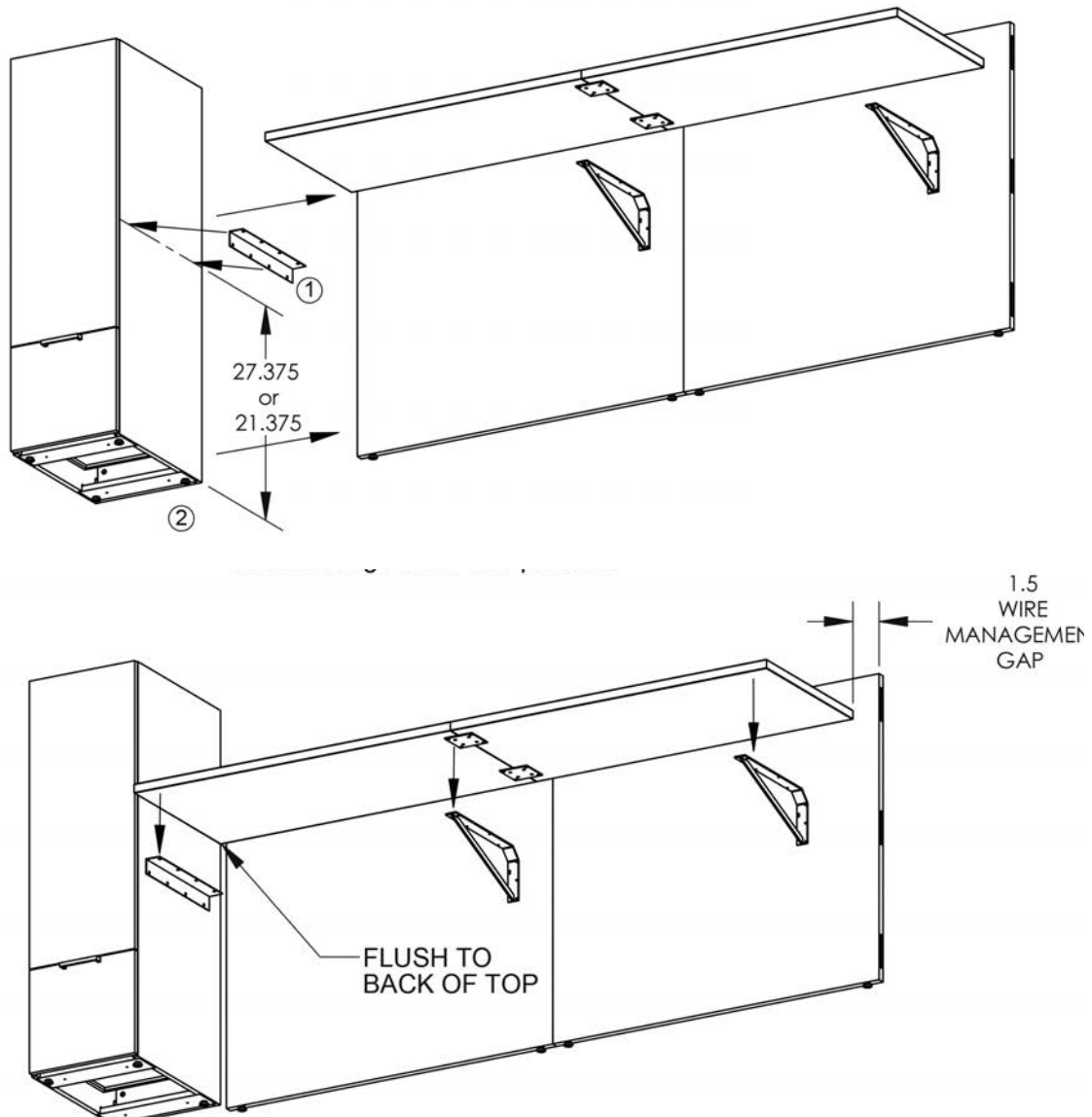


# Worksurface Installation

## L BRACKET INSTALLATION

### TALL STORAGE TO WORKSURFACE CONNECTION

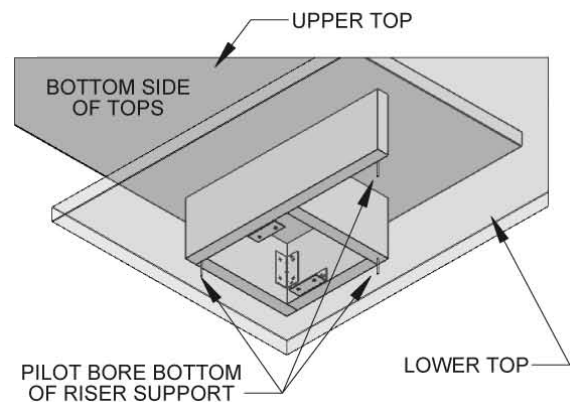
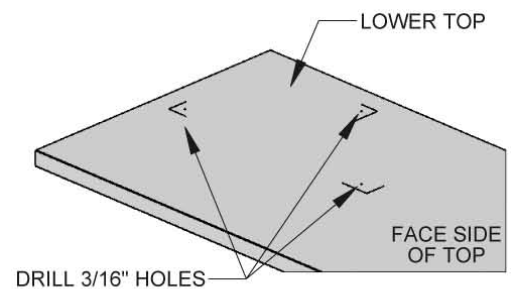
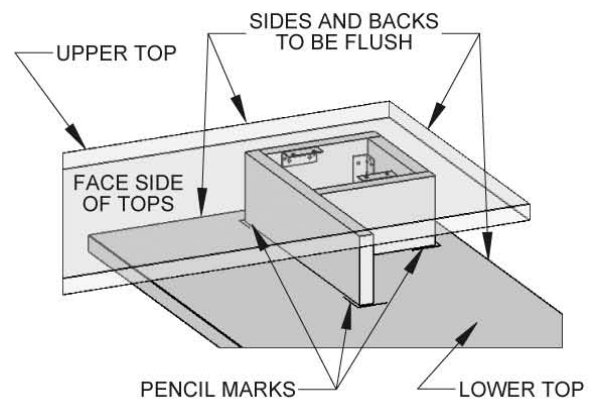
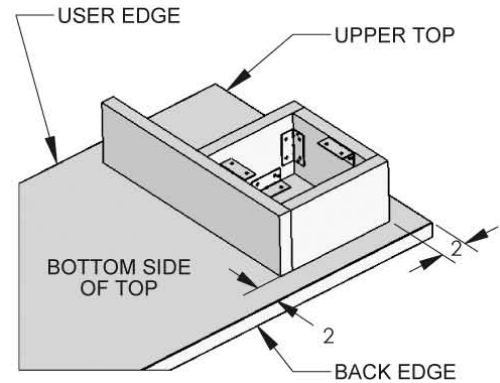
1. Mark side of storage tower for required height and attach L-bracket to side of storage tower with screws (Hardware Kit HK-2).
  - 27 3/8" to bottom of end panel for worksurface height.
  - 21 3/8" to bottom of end panel for low height.
2. Move storage tower into position.
3. Back of storage tower should be flush to back end of worksurface.
4. Position worksurface on cantilever brackets and L-bracket. Keep 1 1/2" gap for wire management, if needed.
5. Attach with screws.



# Worksurface Installation

## RISER SUPPORT INSTALLATION

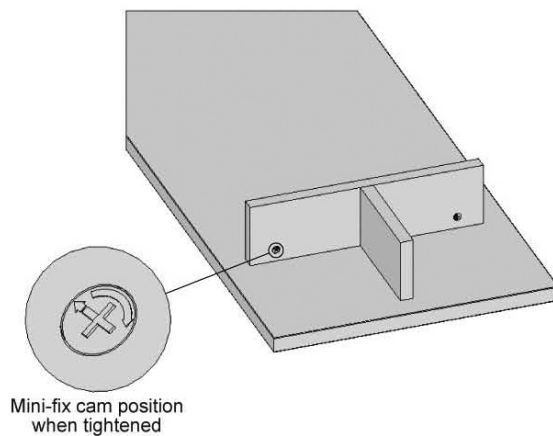
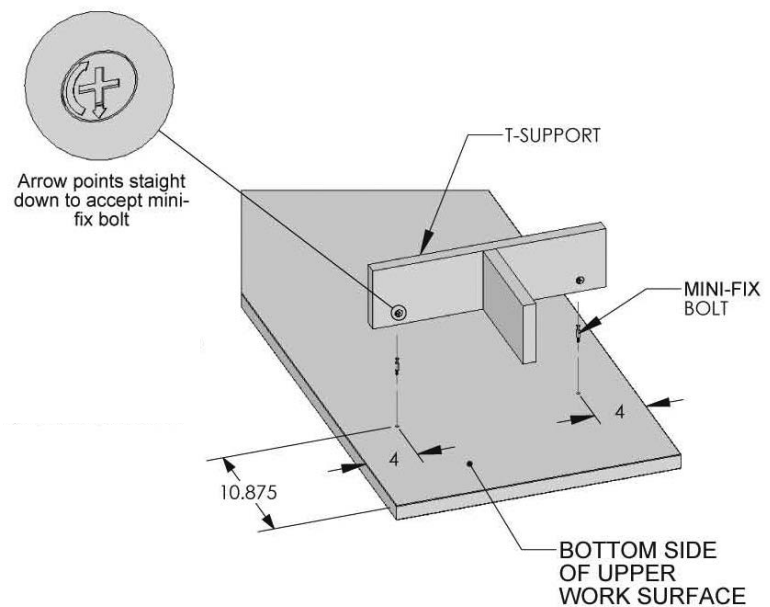
1. Flip upper top over and mount riser support to bottom side.
2. Space riser support 2" from back edge and 2" off edge.
3. Screw L-brackets in boxed in area to top (Hardware Kit - HK-9).
4. Flip upper top with attached riser support over and align upper top with lower top.
5. Pencil mark corners of riser support.
6. Remove upper top with attached riser support.
7. Bore three 3/16" holes through lower top. Holes should be 1/2" to the inside of the pencil marks.
8. Replace upper top with attached riser support.
9. From underneath lower top, pilot bore three 1/8" holes into bottom of riser support.
10. Screw lower top to riser support using three screws (Hardware Kit - HK-12).



# Worksurface Installation

## T-SUPPORT INSTALLATION

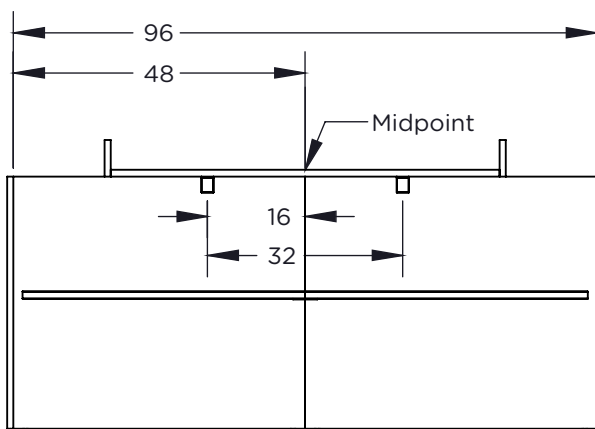
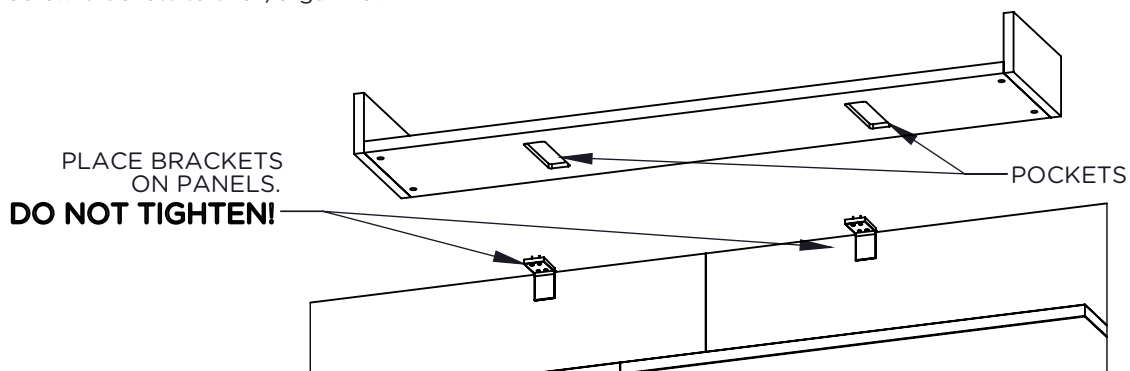
1. Drill two holes on the underside of the upper worksurface 1/8" diameter by 1/8" deep for mini-fix bolt.
2. Screw mini-fix bolt into predrilled holes.
3. Attach T-support to upper worksurface by aligning the mini-fix bolts with the mini-fix cams on the T-support.
4. Secure mini-gix by turning mini-fix cams clock-wise one half turn.
5. Continue with steps 4-10 on riser support installation instructions on previous page.



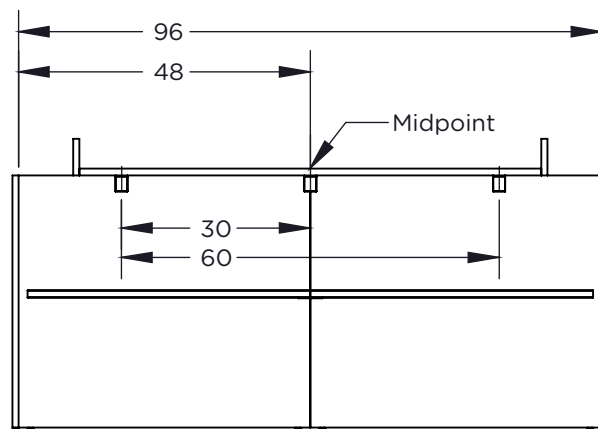
## Shared Shelf/Organizer Installation

All wall panels, worksurfaces and worksurface supports (including drawer pedestals), must be in final installed position and securely assembled before installing shared overhead units.

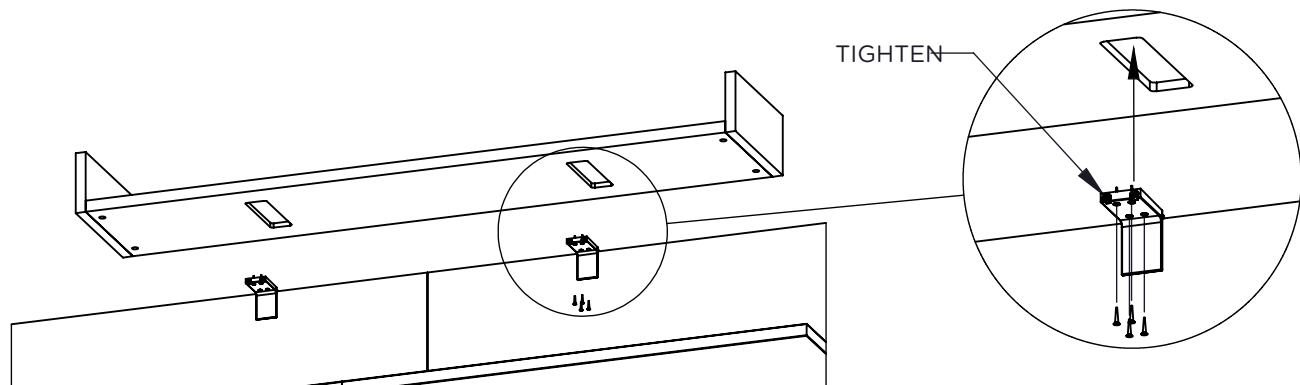
1. Position shelf/organizer in desired location.
2. Align brackets with pockets.
3. Lift shelf/organizer and securely tighten all socket head screws with 3/16" Allen wrench.
4. Check press fit brackets to ensure they are securely affixed to panels for maximum rigidity.
5. Screw brackets to shelf/organizer.



TWO BRACKETS



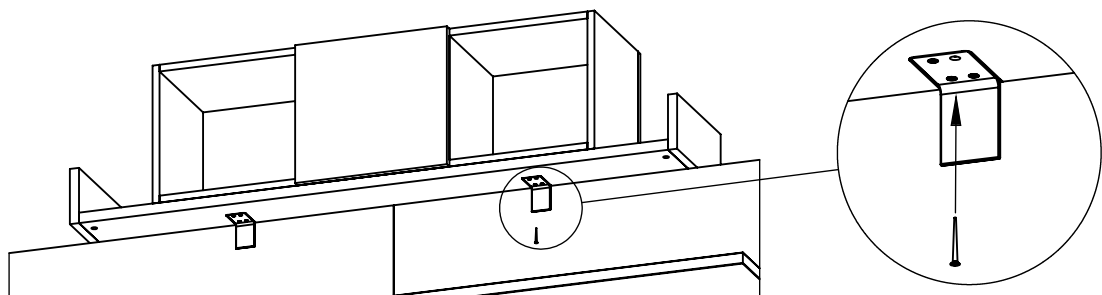
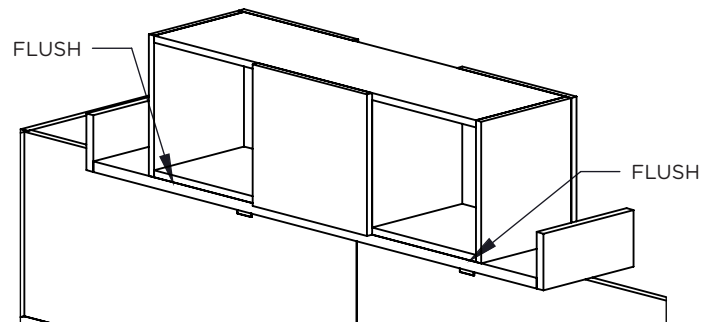
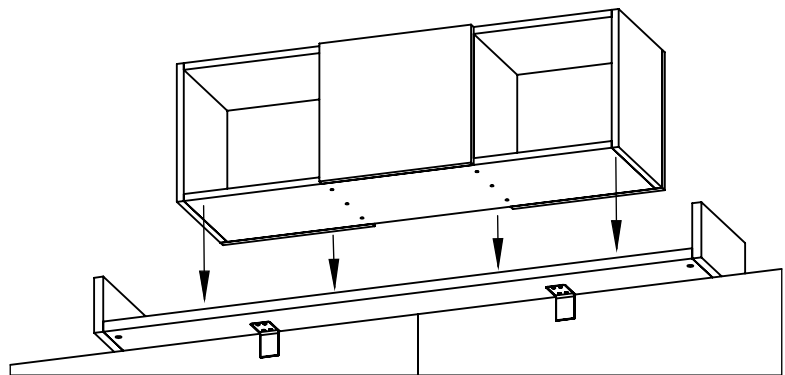
THREE BRACKETS



# Shared Shelf/Organizer Installation

## SHELF MOUNTED INSTALLATION

1. Place organizer on shelf.
2. Position organizer on shelf so bottom is flush with shared shelf.
3. Replace shelf screws with longer screws provided with organizer (Hardware Kit - HK-16).

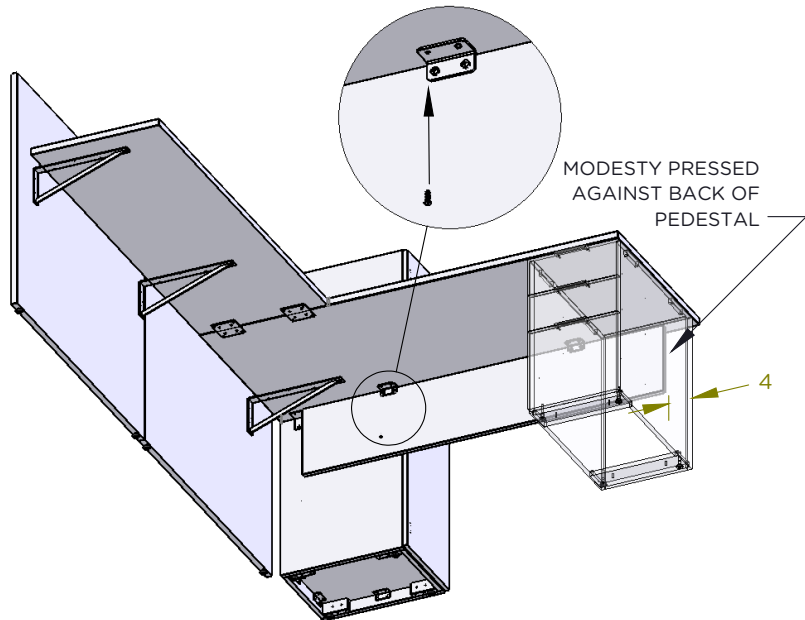




# Modesty Installation

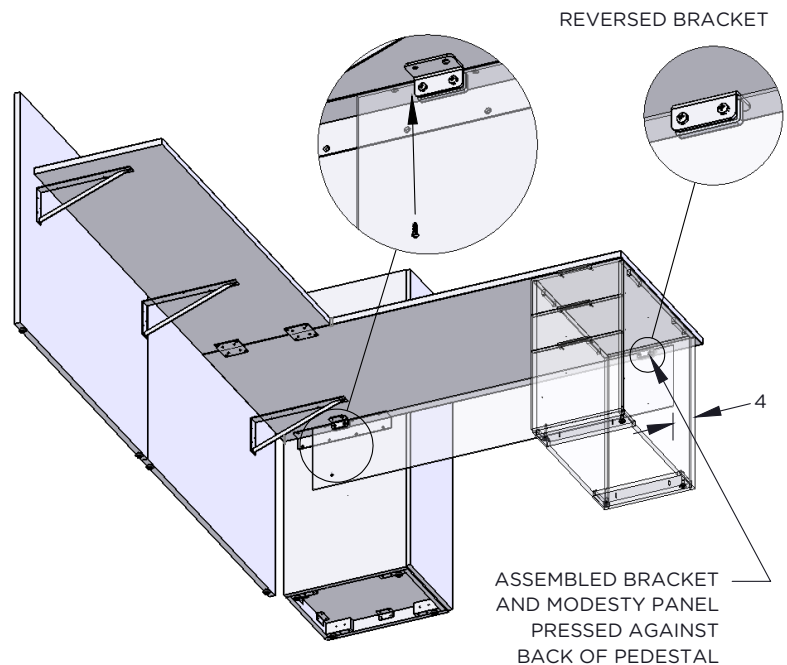
## WOOD MODESTY INSTALLATION

1. Assemble modesty brackets to modesty panel by screwing bolts through bracket and into insert nuts in modesty panel (Hardware Kit HK-18).
2. Position modesty 4" from edge of pedestal pressed against pedestal back panel.
3. Screw brackets to bottom of worksurface.



## ACRYLIC MODESTY INSTALLATION

1. Assemble modesty brackets with screw caps to modesty panel by screwing bolts through bracket, acrylic modesty panel and into screw caps (Hardware Kit HK-17).
2. Reverse brackets that are positioned directly behind a pedestal.
3. Position modesty 4" from edge of pedestal pressed against pedestal back panel.
4. Screw brackets to bottom of worksurface.

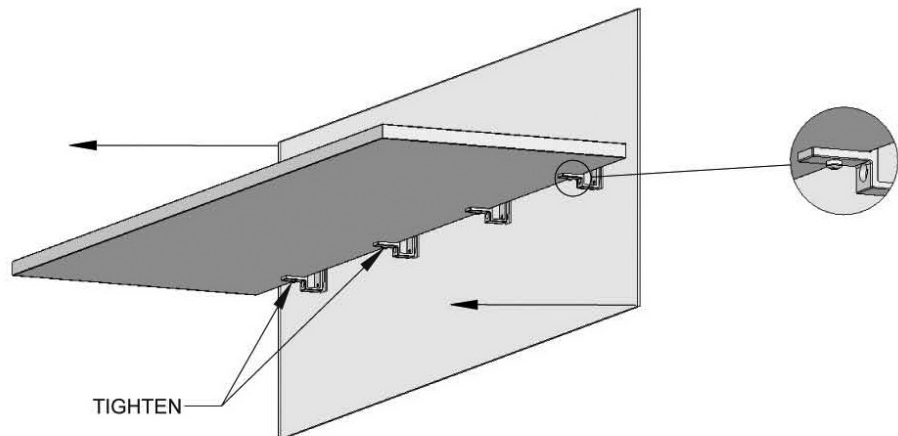
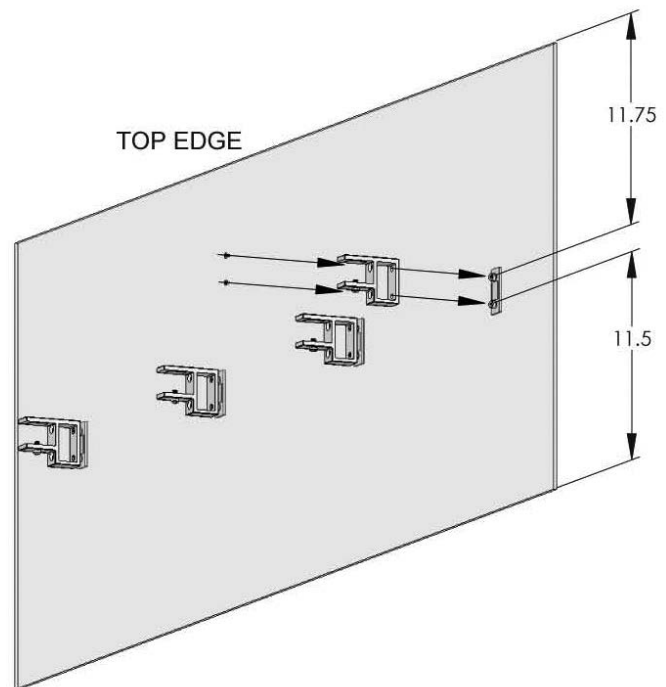


# Modesty Installation

## FRONT EDGE MODESTY PANEL

Item # 6-WEMW, 6-WEMK, 6-WEMA, 6-WEMP

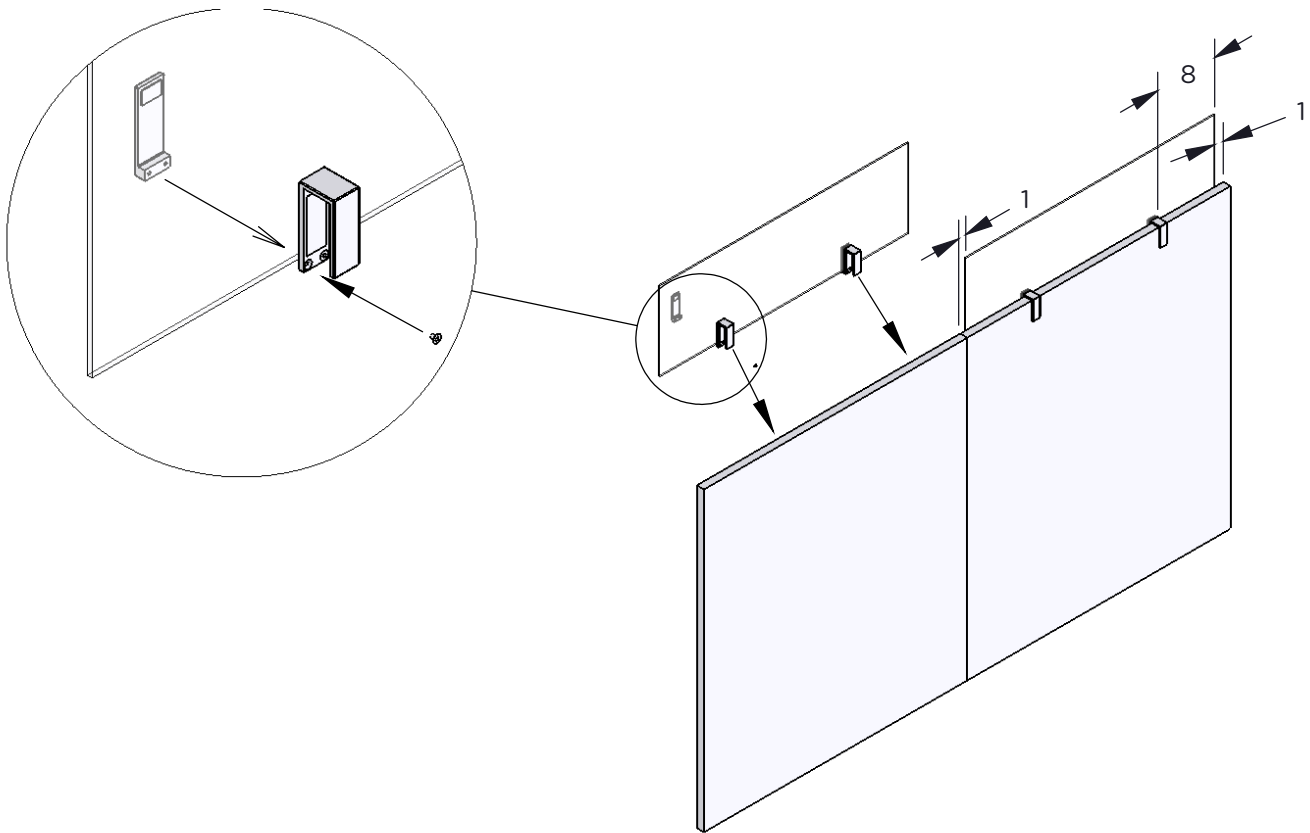
1. Attach brackets (Item # WEBKT-1, WEBKT-2) to modesty panel.
2. Tighten screws.
3. Attach assembled modesty panel to approach edge of worksurface.
4. Tighten screws.



## Privacy Panel Installation

Item # 6-PVPG, 6-PVPP, 6-PVPA

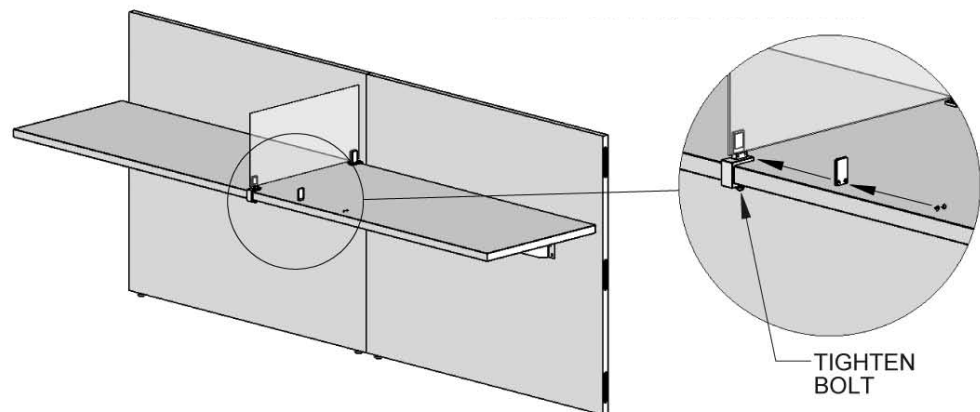
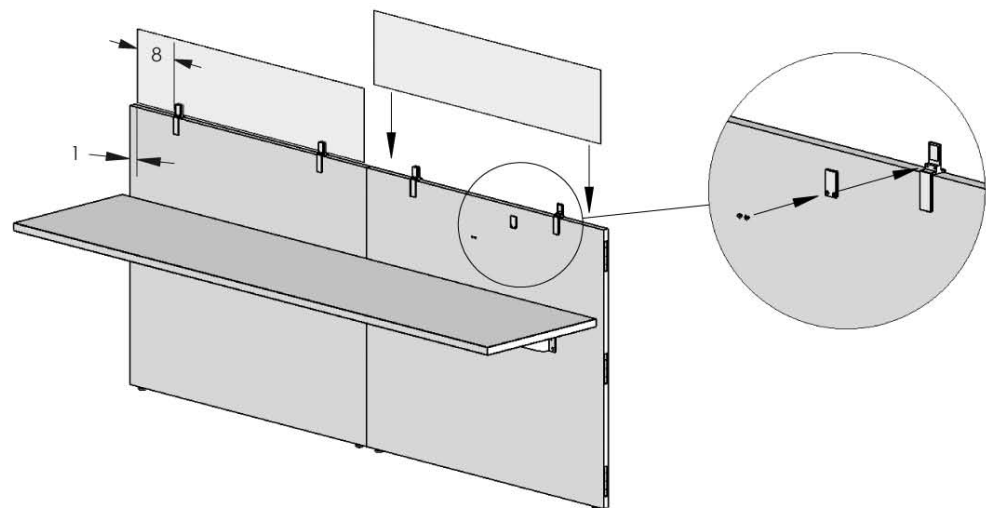
1. Position brackets (Item # PVPBKT-1) on bottom edge of privacy panel, usually 8" from the edge of panel.
2. Assemble two halves of brackets with privacy panel between two halves.
3. Tighten screws to secure panel in place.
4. Hang completed assembly on top edge of wall panel, leaving 1" gap on either side of privacy panel.
5. Panel and bracket locations may vary. Consult plan drawing.



# Privacy Panel Installation

## SPINE WALL PRIVACY PANEL

1. Position brackets (Item # PVPBKT-2) on bottom edge of privacy panel, usually 8" from edge of panel.
2. Assemble two halves of brackets with privacy panel between two halves.
3. Tighten screws to secure panel in place.
4. Hang completed assembly on top edge of spine wall panel, leaving 1" gap on either side of privacy panel.
5. Panel and bracket locations may vary. Consult plan drawings.
6. Position brackets (Item # WPPBKT-1) on front and back edges of worksurface where work stations are to be divided.
7. Tighten bolt on bottom of brackets to hold in place.
8. Assemble two halves of brackets with privacy panel between two halves.
9. Tighten screws to secure panel in place.

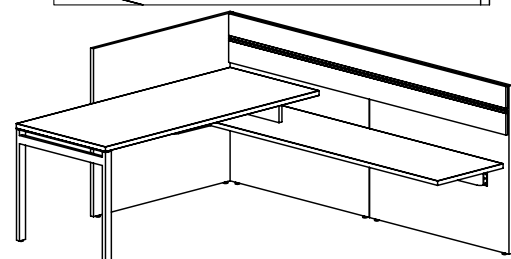
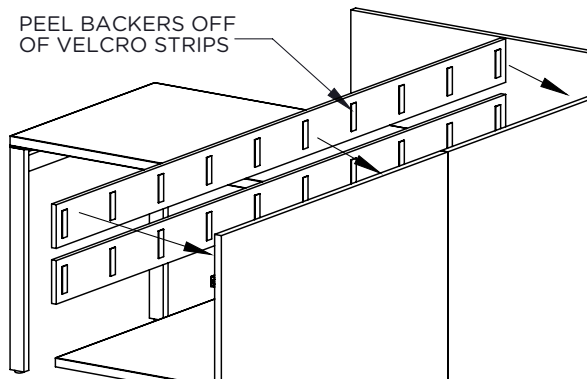
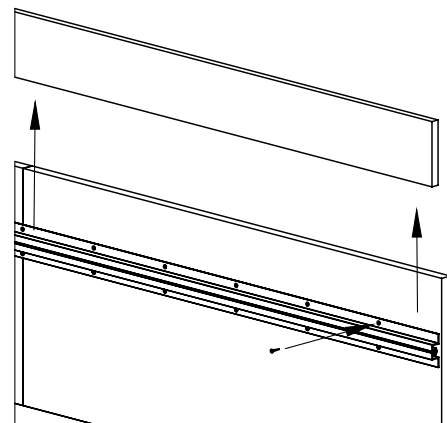
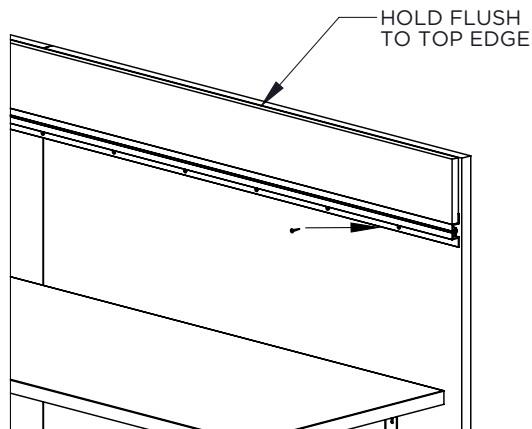


# Tackboard Installation

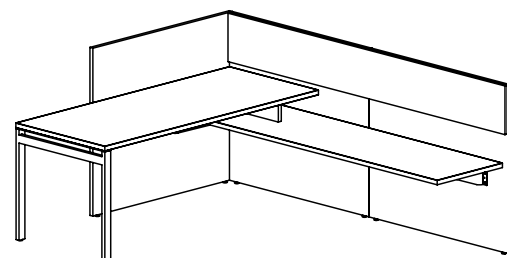
## WALL PANEL TACKBOARD INSTALLATION

**NOTE: On 48" Tall Panels, Short Tackboard is on Top.**

1. Hold top section of tackboard flush to top wall panel.
2. Use tackboard section as a gauge for positioning toolbar.
3. Do not attach tackboard to wall panel at this time.
4. Screw bottom flange to wall panel (Hardware Kit HK-24).
5. Lift top section of tackboard away from toolbar.
6. Screw top flange to wall panel.
7. Peel backers off of velcro strips.
8. Carefully position tackboard in desired location.
9. Apply pressure to tackboard for good adhesive bond.



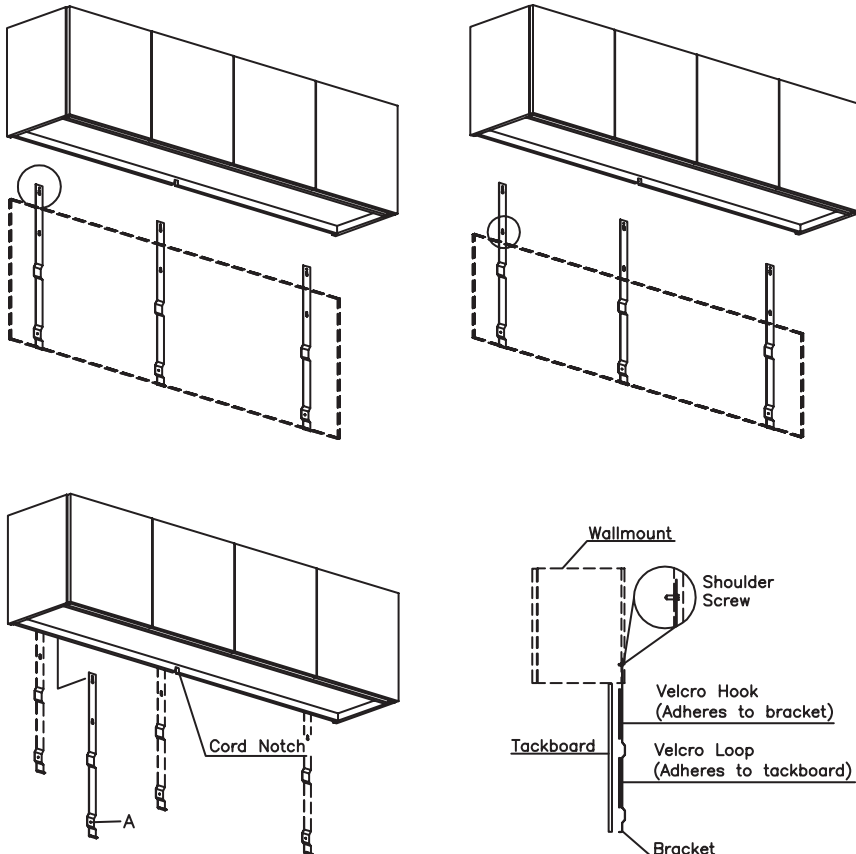
TACKBOARD WITH TOOLBAR



STANDARD TACKBOARD

# Tackboard Installation

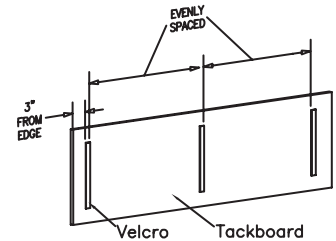
1. Determine which keyhole to use for your size tackboard.
2. Guide tackboard brackets behind wallmount until keyhole slips over shoulder screw on back of wallmount.
3. Level brackets vertically and secure to wall with screw using the lower hole A. Note: Refer to bracket spacing table to determine the location for brackets and shoulder screws.
4. Pull paper backing from velcro loop to expose adhesive backing.
5. Make sure that the velcro loop stays attached to the velcro hook.
6. Inspect back side of tackboard and remove any dirt or foreign matter.
7. Position light cord behind tackboard.
8. Center tackboard horizontally with wallmount and press firmly along the velcro loop to ensure proper contact.



## BRACKET SPACING TABLE

0" - 40"	use (2) Brackets
<b>Location:</b>	(2) 6" from edges
40 1/8" - 80"	use (3) Brackets
<b>Spacing:</b>	(2) 6" from edges, (1) 2" for center towards left side.
80 1/8" - 100"	use (4) Brackets
<b>Spacing:</b>	First bracket to be 6" in from the outer edge. Second bracket to be 31 3/4" in from the outer edge.*
100 1/8" - 120"	use (4) Brackets
<b>Spacing:</b>	First bracket to be 6" from the outer edge. Second bracket to be 38 7/16" in from the outer edge.*

**\*Note:** Brackets are to be spaced from each side (right and left).



## HIGHBACK ORGANIZER INSTALLATION

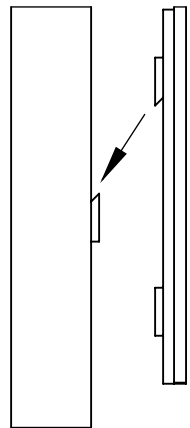
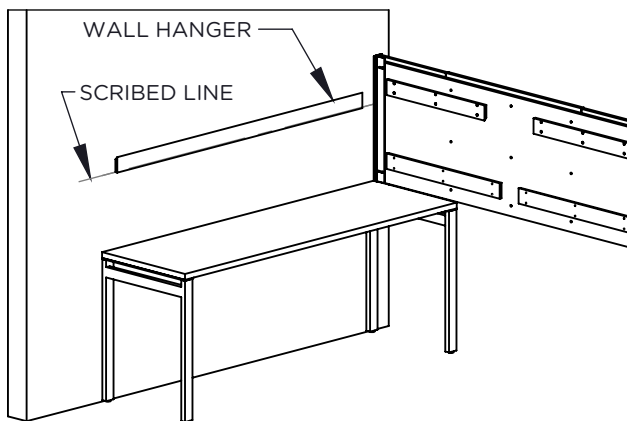
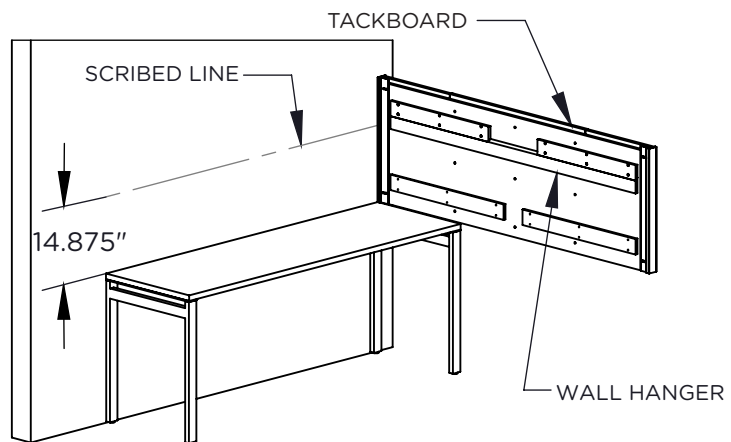
1. If possible, install the tackboard with the highback organizer lying on its back.
2. Center tackboard on organizer and mark corner location with masking tape.
3. Remove paper backing on factory installed velcro strips.
4. Align tackboard with previously marked corners on organizer and press in place.

**Note:** It is important to apply pressure to tackboard to insure proper bonding of adhesive backed velcro. The adhesive backed velcro bonds by pressure and it's holding power will increase with time if applied properly. It is important the tackboard be in the correct position the first time. Do not attempt to reposition tackboard as this will weaken the bond.

# Tackboard Installation

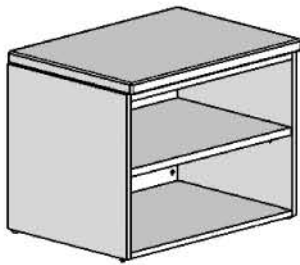
## WALLMOUNT TACKBOARD

1. Scribe a line 14 7/8" above worksurface where tackboard is to be mounted.
2. Remove wall hanger from back side of tack board.
3. Bore mounting holes in wall hanger.
4. Line up bottom of wall bracket with scribed line on wall and mark location of fasteners.
5. Attach to wall with appropriate fasteners for wall conditions.
6. Lower tackboard into wall hanger.

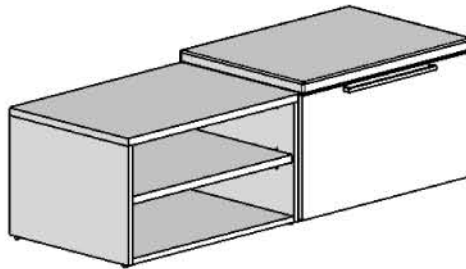


## Seat Cushion Installation

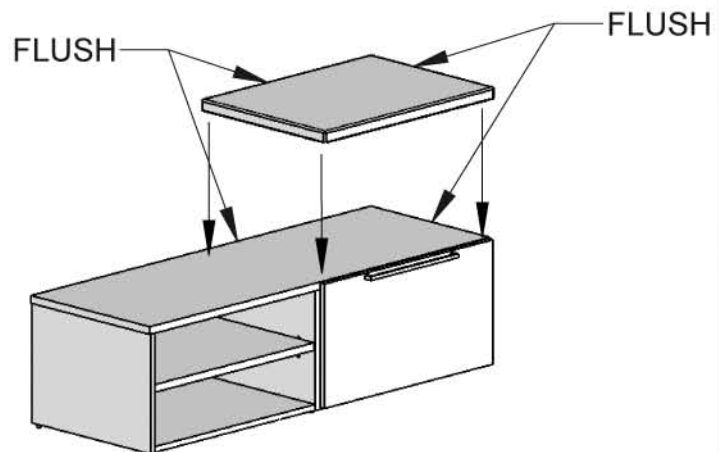
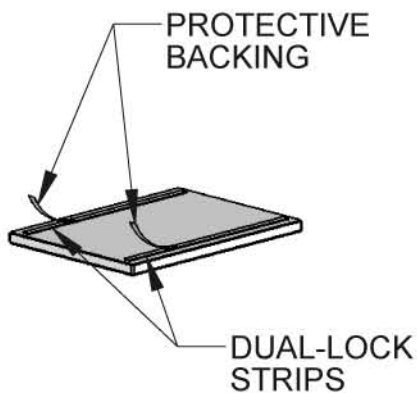
1. Check installation drawing for cushion locations.
2. Peel protective backing from Dual-Lock strips to expose adhesive.
3. Position cushion where desired with back edge flush to back edge of case.
4. Usually the cushion will also be flush to the side of the case.
5. There will be 7/8" overhang to the top, 1/8" overhang to the drawer front, if present.
6. Apply pressure to cushion to seat the adhesive.



LOW HEIGHT



BENCH HEIGHT





## Wall Mounted Storage Installation

1. Determine desired location of unit. Be sure to leave enough space below unit for computer monitors or other equipment that may be placed under the cabinet.
2. Measure from the floor to where the top of the cabinet will be and lightly draw a level, horizontal line (line A) using a carpenter's level.
3. Draw another line (line B) 6 1/4" below line A. This is where the mounting rail will be fastened to the wall.
4. Drill holes for appropriate wall fasteners through mounting rail.
5. Align bottom edge of mounting rail on line B and mark location of mounting holes.
6. Fasten mounting rail to wall.
7. Hang cabinet on mounting rail. The mounting rail attached on the back of the cabinet will rest on the mounting rail on the wall.

