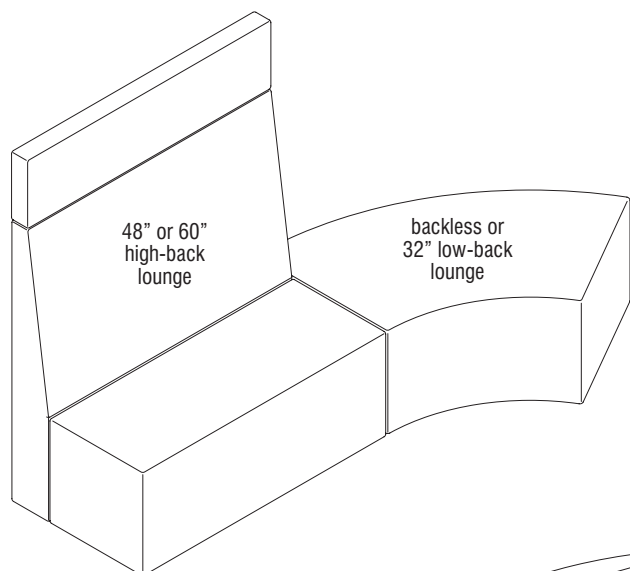


# Assembly Instructions ■

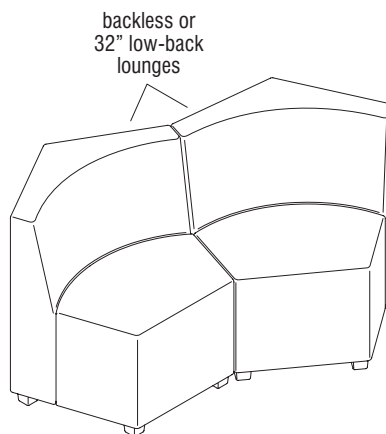
## MyPlace™ Lounge Furniture

Ganging

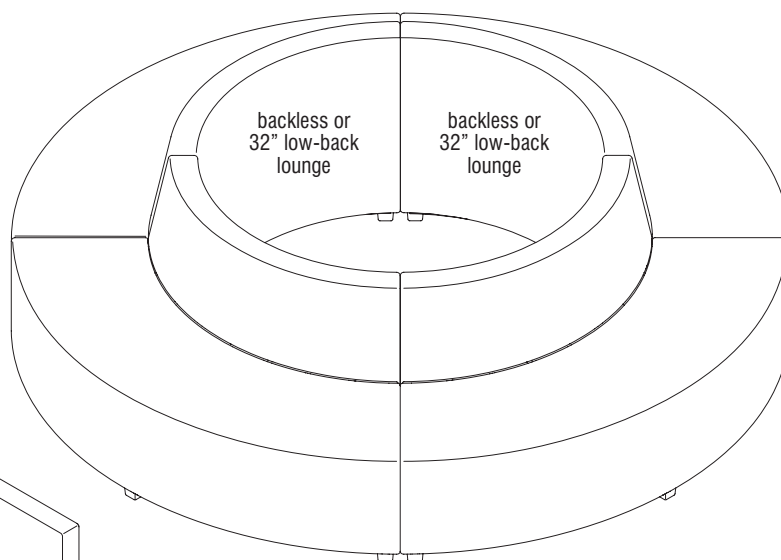
February 2021



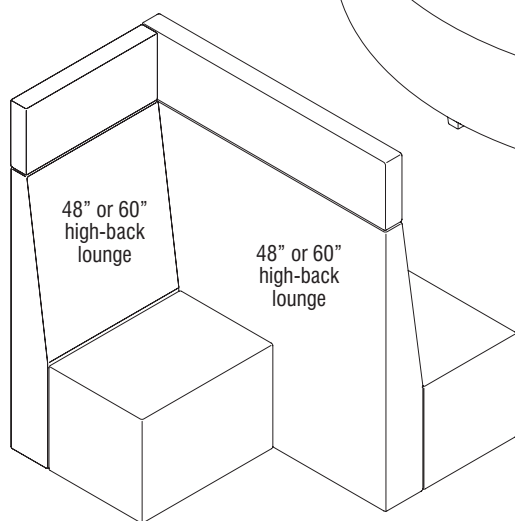
**High-Back to  
Low-Back & Backless  
Ganging**



**Backless & 32\" Low-Back  
Fixed-Ganging**



**Backless & 32\" Low-Back  
Continuation-Ganging**



**High-Back, Back-to-Side Ganging**



Assemble units as described herein only. To do otherwise may result in instability. All screws, nuts and bolts must be tightened securely and must be checked periodically after assembly. Failure to assemble properly, or to secure parts may result in assembly failure and personal injury.

### MyPlace Lounge Furniture Ganging - Overview

**Note:** MyPlace lounge furniture "ganging" is primarily intended for lounge units with similar feet or glide base options. It is not recommended to gang units together which have the caster base option.

**Note:** A wide range of ganger kits are available for MyPlace Lounge Furniture, depending on which units will gang to one another in your configuration. The following page is provided as a guide to illustrate the different ganger configurations, your configuration may vary.

1. If the MyPlace lounge units being ganged are backless, or 32" low-back units that will be ganged inline to one another, proceed to "Backless & 32" Low-Back Ganger Kit Installation" instructions on page 2. If the lounge units being ganged are a backless, or 32" low-back units that will be ganged inline to a 48" or 60" high-back unit, proceed to "High-Back to Low-Back & Backless Ganger Kit Installation" instructions on page 4. If the lounge units being ganged are 48" or 60" high-back units that will be ganged back-to-side, proceed to "High-Back, Back-to-Side Ganger Kit Installation" instructions on page 6.

# MyPlace™ Lounge Furniture - Ganging

## Assembly Instructions



Assemble units as described herein only. To do otherwise may result in instability. All screws, nuts and bolts must be tightened securely and must be checked periodically after assembly. Failure to assemble properly, or to secure parts may result in assembly failure and personal injury.

### Backless & 32" Low-Back Ganger Kit Installation

**Note:** MyPlace lounge furniture "ganging" is primarily intended for lounge units with similar feet or glide base options. It is not recommended to gang units together which have the caster base option.

1. Move the two adjoining backless or 32" low-back lounge units together in the intended configuration, at or near their final installation location. Reference assembled configuration examples 1 through 3 shown (Figure 1).

**Note:** No more than two, or at most three units may be ganged together at a time following the "Fixed Ganging" instructions below, then the groups of fixed-ganged units are to be ganged together following the "Continuation Ganging" instructions as described on page 3.

### Fixed Ganging

1. Carefully lay two backless or 32" low-back lounge units onto their backs or upside down, next to each other on a soft, protective surface to begin the fixed-ganging process. Carefully hold and align the two units together, position a backless, 32" low-back & table ganger centered between the two units (Figure 2), as illustrated around the square feet (for the foot option – Detail A) or aligned and centered around glides (less precisely for glide option – Detail B).

**Important:** If any unit being ganged is a MyPlace inline table (open case design), the screws used for ganging under that inline table unit must be  $\frac{3}{4}$ " in length (Figure 3). Longer screws will DAMAGE the inline table.

2. One ganger at a time, fastening screws into one lounge unit at a time, secure a ganger to the underside of two units being joined either using #14 x 1" Phillips screws into lounge seat units (Figure 2 & Details A & B), or using #14 x  $\frac{3}{4}$ " Phillips screws under any inline table being ganged (Figure 3 & Detail C).

**Caution:** Damage will occur by using 1" long screws to gang under inline tables. Use only #14 x  $\frac{3}{4}$ " screws for inline case design tables.

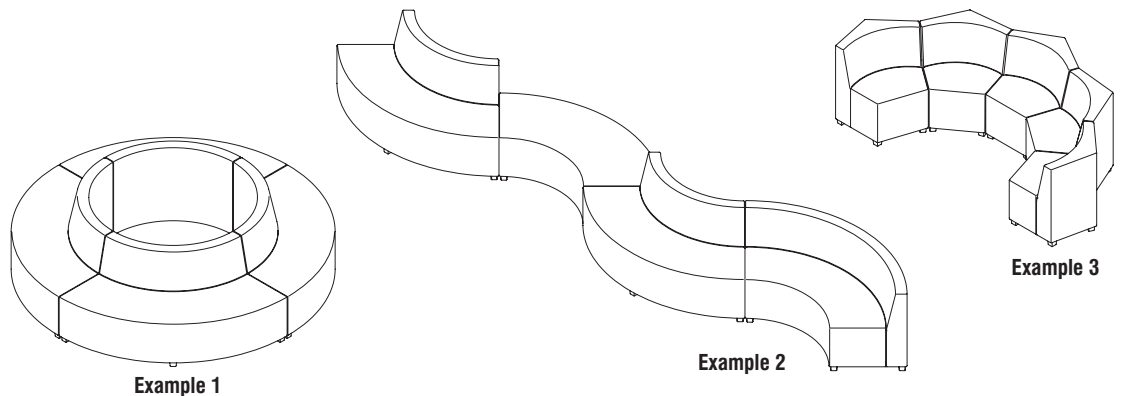


Figure 1

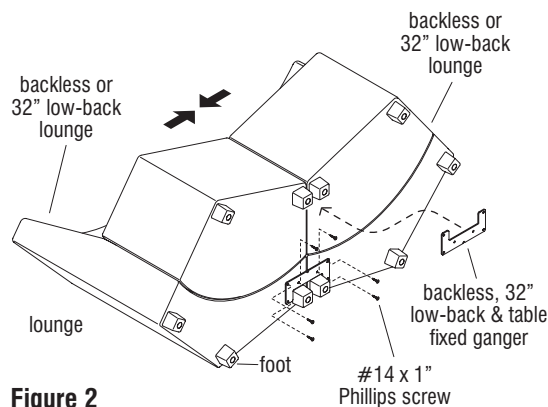


Figure 2

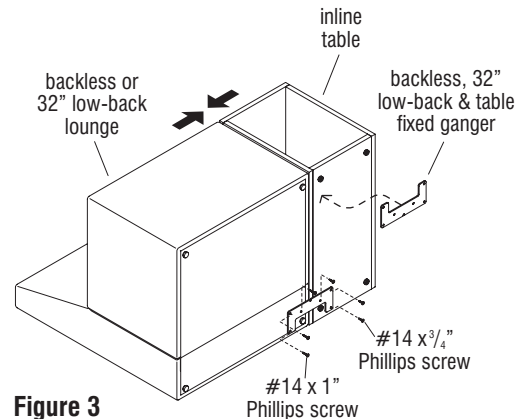
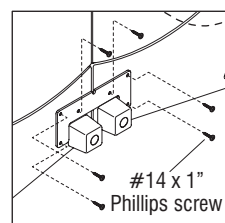
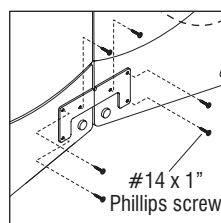


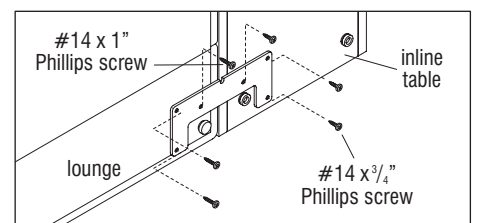
Figure 3



Detail A - Feet



Detail B - Glide



Detail C - Inline Table



Assemble units as described herein only. To do otherwise may result in instability. All screws, nuts and bolts must be tightened securely and must be checked periodically after assembly. Failure to assemble properly, or to secure parts may result in assembly failure and personal injury.

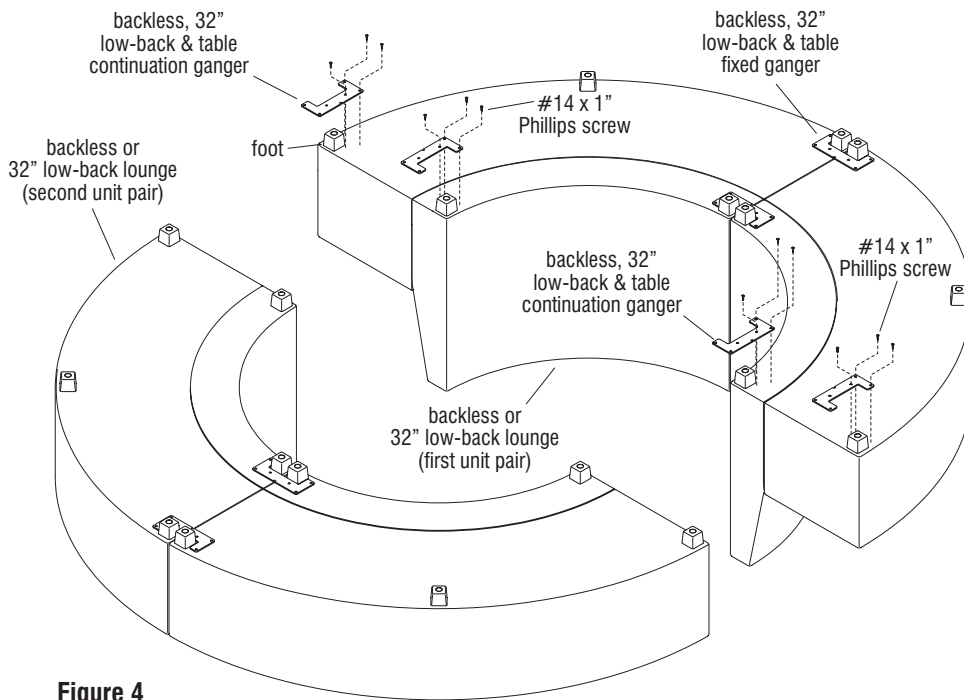


Figure 4

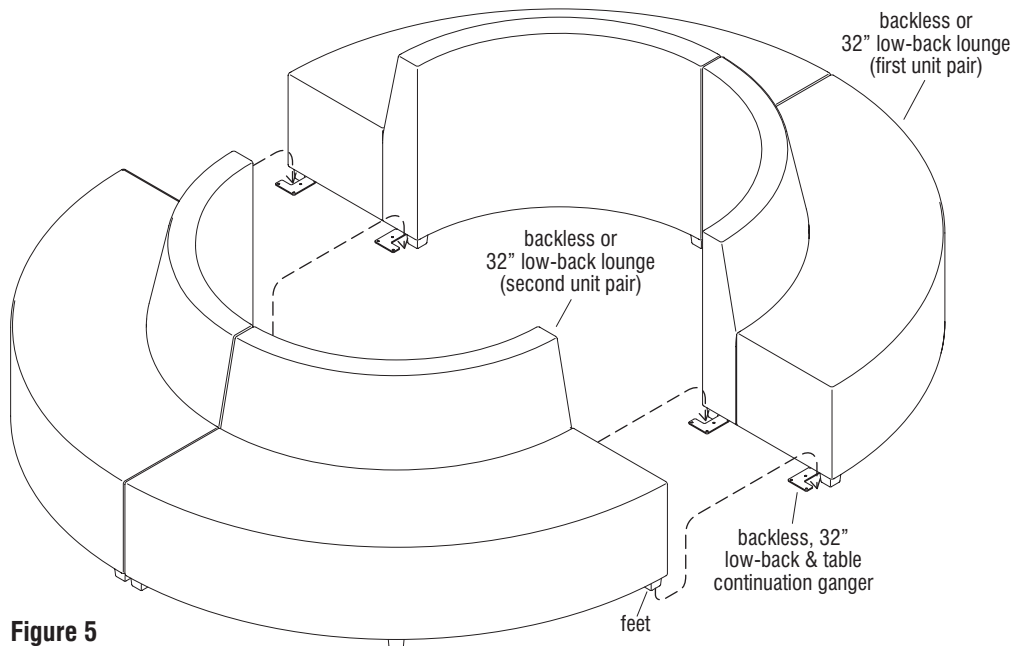


Figure 5

### Continuation Ganging

**Note:** Backless, 32" low-back & table continuation gangers attach fixed to one "fixed-ganged" unit pair at the front and back, and when all unit pairs are turned to the upright position, the continuation ganger is designed to capture the foot (more precisely), or the glide (less precisely) of the second unit pair, to help keep the units in configuration.

1. As illustrated, but following the intended final lounge seating configuration, carefully align and install a backless, 32" low-back & table continuation ganger to the front and back underside of each first unit pair, which is intended to join next to the second pair. (Figure 4).
2. When all lounge seating units are fixed-ganged and have appropriate continuous gangers added where required, carefully turn unit pairs to the upright position and move into final configuration position. At continuation gang locations, lift the unit pair end without a ganger over the installed ganger of the other pair to nest units together in configuration (Figure 5).

**Note:** If size and shape permit, and if appropriate number of helpers are available to carefully lift and align units, the continuation ganged units may be fixed ganged together from underneath using an additional three #14 x 1" Phillips screws as in step 2 on the previous page.

# MyPlace™ Lounge Furniture - Ganging

## Assembly Instructions



Assemble units as described herein only. To do otherwise may result in instability. All screws, nuts and bolts must be tightened securely and must be checked periodically after assembly. Failure to assemble properly, or to secure parts may result in assembly failure and personal injury.

### High-Back to Low-Back & Backless Ganger Kit Installation Tools Required:

- Phillips screwdriver or #2 Phillips bit and power driver.
- White or light colored marking pen or pencil.
- Utility knife or cutter to cut through cardboard.

**Note:** The high-back to low-back & backless ganger installation is a **PERMANENT** change that involves altering the upholstery of the backless or 32" low-back lounge unit being ganged to the 48" or 60" high-back lounge unit (Detail A).

**Caution:** The assistance of a second person may be required with the installation process of ganging the two units together, depending on the size and shape of the lounges.

**Note:** Backless and 32" low-back lounge units cannot be specified with pass-through power.

1. Identify which side the backless or 32" low-back lounge unit will be ganged to the high-back lounge (Figure 1). Carefully rotate the backless or low-back lounge unit upside down on a soft, protective surface (Figure 2).

**Important:** The accuracy of the high-back to low-back & backless ganger locations is critical to align to the high-back lounge to the backless or low-back lounge properly.

2. Use a tape measure and pencil to locate and mark the high-back to low-back & backless ganger mounting locations on the underside of the backless or 32" low-back lounge unit referencing the suggested dimensions shown in figure 3. The marks will accurately locate the cuts that need to be made into the upholstery for the gangers (Figure 3).

3. If the backless or low-back lounge unit bottom is upholstery, use a utility knife to cut straight slits at the marked locations on the bottom

of the lounge unit as illustrated in detail B. If the lounge unit bottom is cardboard, use a utility knife to cut a "flap," created with three cuts per ganger location as illustrated in detail C.

4. Insert the first high-back to low-back & backless ganger into the cut, inside the upholstered seat frame and flush to the bottom of the seat. Re-measure to confirm the ganger is in the correct location and secure to the seat frame using a #10 x 3/4" Phillips flat head screw. Repeat this step to install the second ganger (Details D & E).

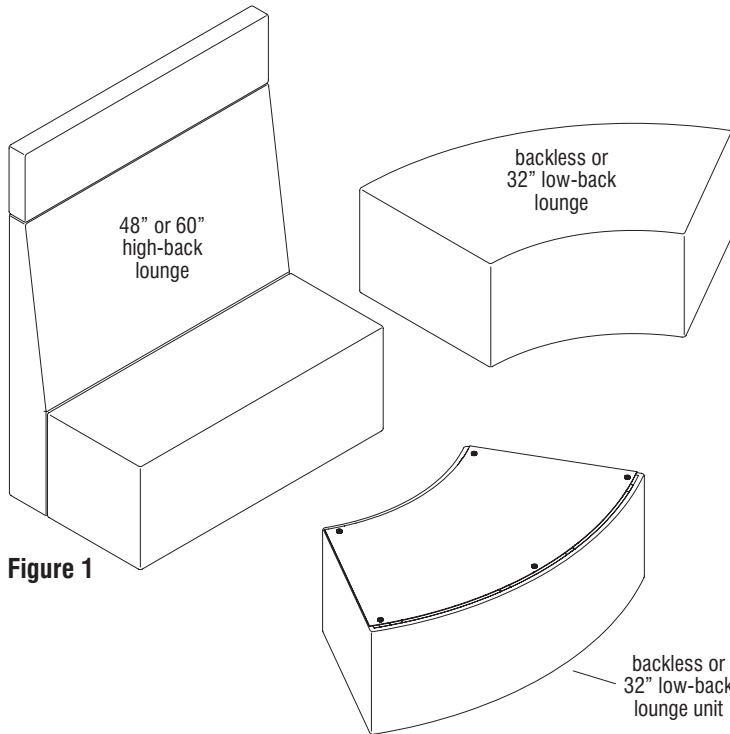


Figure 1

Figure 2

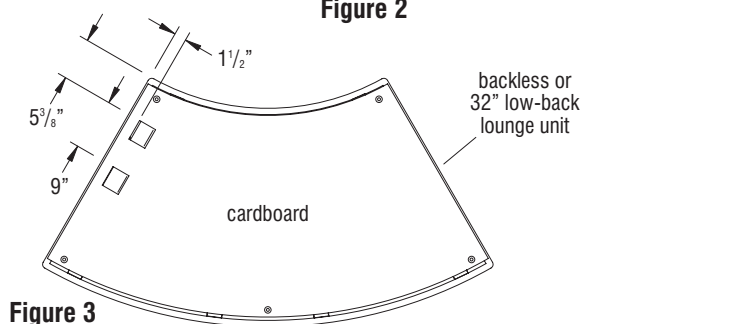
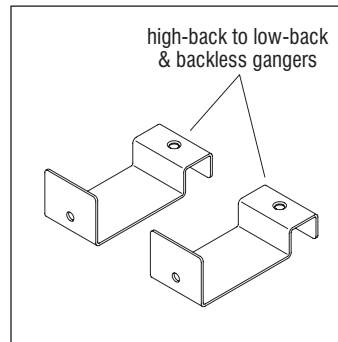
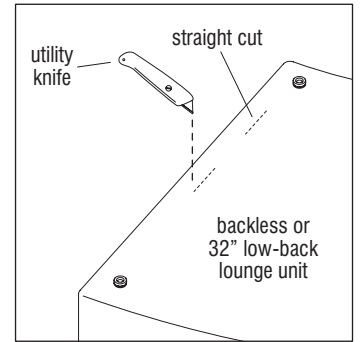


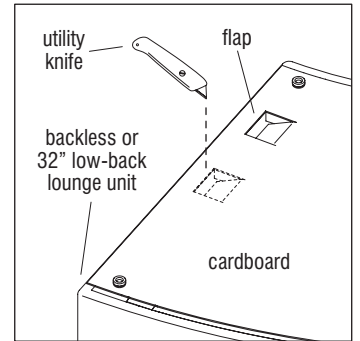
Figure 3



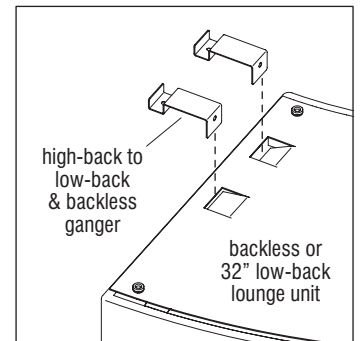
Detail A



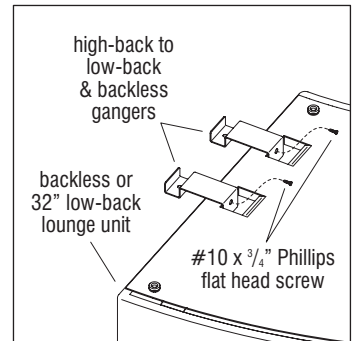
Detail B



Detail C



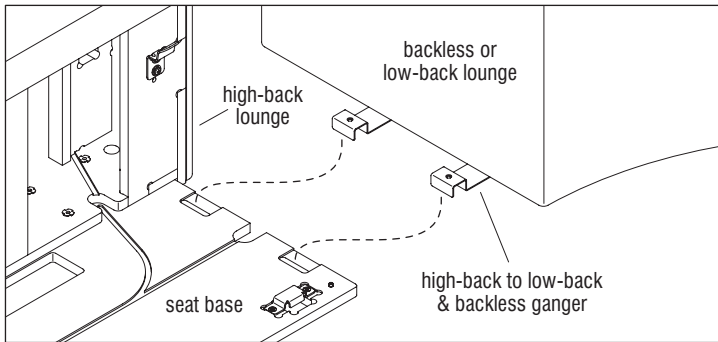
Detail D



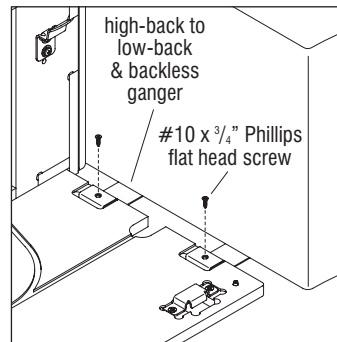
Detail E



Assemble units as described herein only. To do otherwise may result in instability. All screws, nuts and bolts must be tightened securely and must be checked periodically after assembly. Failure to assemble properly, or to secure parts may result in assembly failure and personal injury.



Detail F



Detail G

5. Carefully turn the backless or low-back lounge unit into the upright position and move the backless or low-back lounge unit next to the side of the high-back lounge unit (Figure 4).

**Note:** If the high-back lounge unit that will be ganged to the backless, or low-back lounge unit has an upholstered seat installed, remove the seat at this time. Reference MyPlace Lounge Furniture - 48" & 60" High-Back Lounge - Operating Instructions (KI-01-000013) to remove the seat before proceeding to the next step.

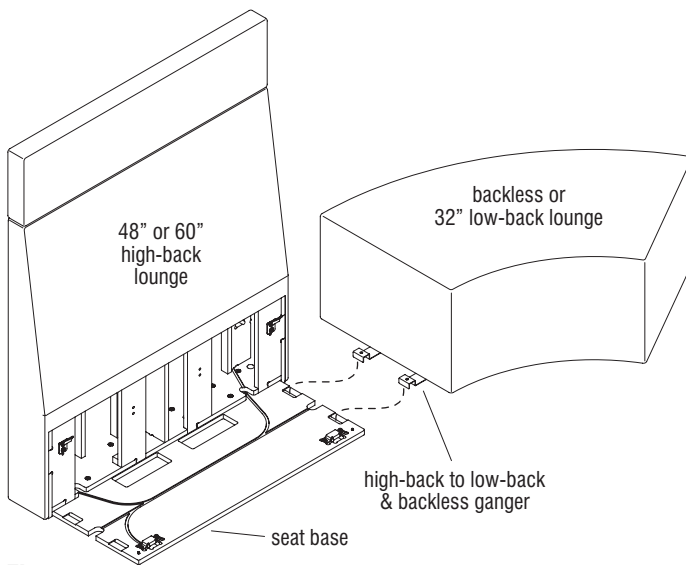


Figure 4

6. Lift the backless or low-back lounge unit above the slots of the high-back lounge seat base. Carefully lower the lounge unit while guiding the high-back to low-back gangers on the lounge unit into the high-back lounge seat base slots (Figure 4 & Detail F).
7. Confirm that the backs of both lounges are flush. Align the gangers straight and secure to the high-back lounge using one #10 x 3/4" Phillips flat head screw per ganger (Figure 5 & Detail G).
8. Reference MyPlace Lounge Furniture - 48" & 60" High-Back Lounge - Operating Instructions (KI-01-000013) to install the upholstered seat assembly back onto the high-back lounge.

**Note:** If moving ganged lounges is desired, the assistance of two or more people is required to help move the units without damaging the gangers or lounges. Use care when moving any ganged lounge units.

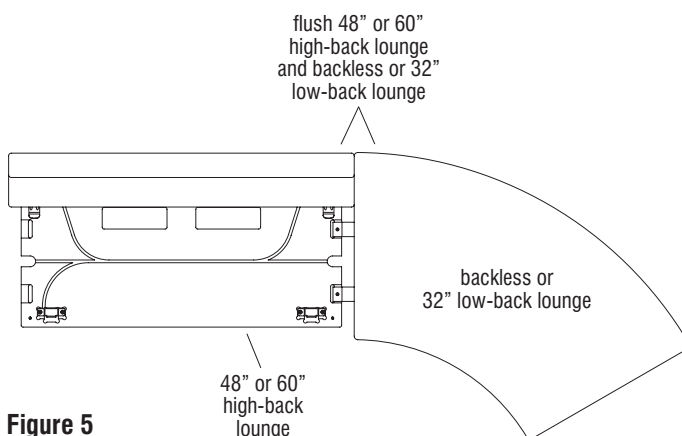


Figure 5

9. If the ganged lounge units have been moved away from their final installation location to install the gangers, with the assistance of two or more people, carefully move the ganged lounges back to their final location.

# MyPlace™ Lounge Furniture - Ganging

## Assembly Instructions



Assemble units as described herein only. To do otherwise may result in instability. All screws, nuts and bolts must be tightened securely and must be checked periodically after assembly. Failure to assemble properly, or to secure parts may result in assembly failure and personal injury.

### High-Back, Back-to-Side Ganger Kit Installation

#### Tools Required:

- Phillips screwdriver or #2 Phillips bit and power driver.
- White or light colored marking pen or pencil.
- Small adjustable wrench.

**Note:** Most high-back lounges may be ganged back-to-side, but with a few exceptions when curved lounge units are present. The back-to-side ganger installation does involve a **PERMANENT** change to the seat base of the lounge units but does not alter the appearance of the lounges once complete. To help clarify when referring to individual lounge units in the following instructions, the lounges will be referred to as "side" and "back" lounge (Figure 1 & Detail A).

**Note:** Routing of electrical cables between back-to-side lounge units is not permitted.

1. Remove the upholstered seat assembly on the "side" lounge before proceeding to the next step if required. Reference MyPlace Lounge Furniture - 48" & 60" High-Back Lounge - Operating Instructions (KI-OI-000013) (Figure 1).

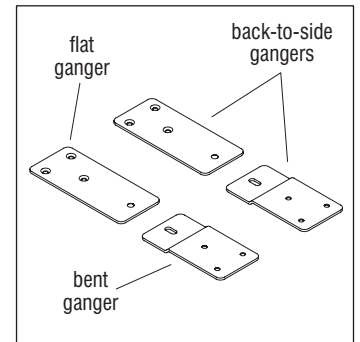
2. Carefully rotate the "back" lounge onto it's side and the "side" lounge onto it's back on a soft, protective surface (Figure 2).

**Important:** The accuracy of the ganger locations are critical to align the lounges properly. The location of the gangers, when the lounges are planned together, must occur within the area of the base of the "side" lounge with the seat removed (Figures 2 & 3).

3. Use a tape measure and pencil to locate and mark the back-to-side ganger mounting locations on the underside of the "back" lounge referencing figure 3. Secure the flat half of each ganger to the "back" lounge base per the dimensions shown using three #10 x 1" flat head screws per ganger. Gangers must be mounted to not interfere with the seat base screws (Figure 3).
4. Use a tape measure and pencil to locate and mark the back-to-side ganger mounting locations on the underside of the "side" lounge, referencing the suggested dimensions in figure 3 as they will match the intended final ganged alignment of the lounges to each other. Secure the bent half of each

ganger to the "side" lounge base per the dimensions shown using three #10 x 1" flat head screws per ganger (Figure 3).

5. If more than two lounge units are to be ganged together in the back-to-side configuration, the remaining lounges can be prepared to be ganged to the group, referencing the dimensions in figure 3. Careful planning and measurements of the mounting locations of the gangers is necessary to correctly align the lounge units to one another. Repeat steps 1 through 4 on each lounge set of two that will be ganged to one another before proceeding to the next step.



Detail A

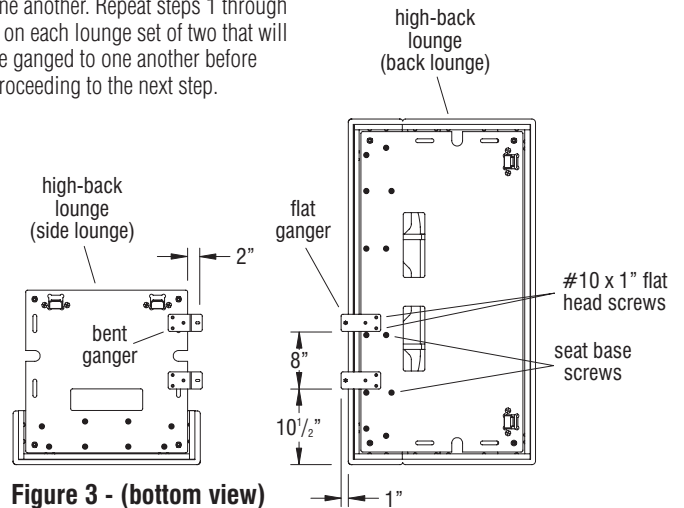


Figure 3 - (bottom view)

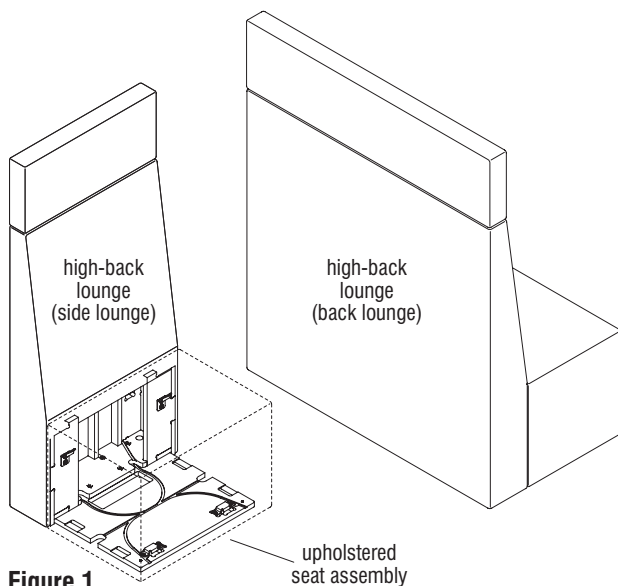


Figure 1

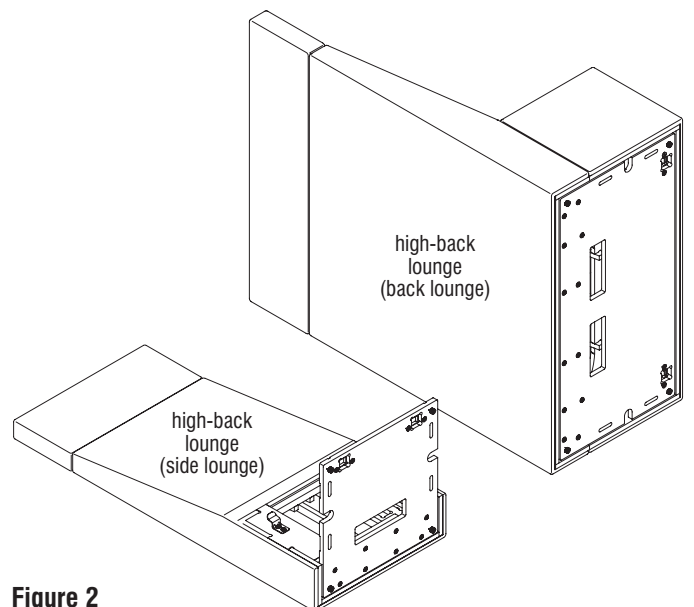
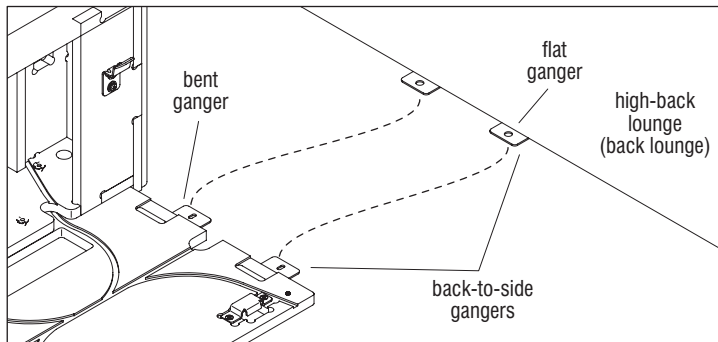


Figure 2

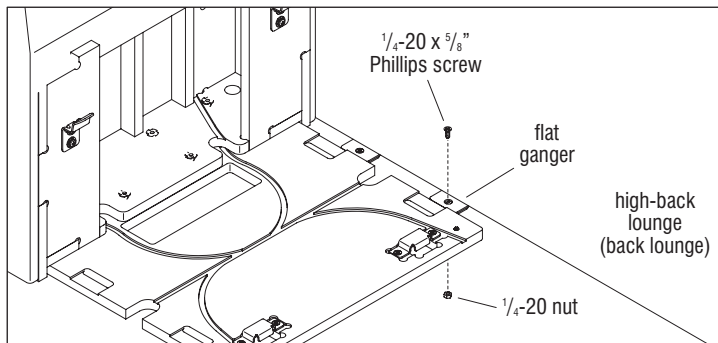




Assemble units as described herein only. To do otherwise may result in instability. All screws, nuts and bolts must be tightened securely and must be checked periodically after assembly. Failure to assemble properly, or to secure parts may result in assembly failure and personal injury.



**Detail B**



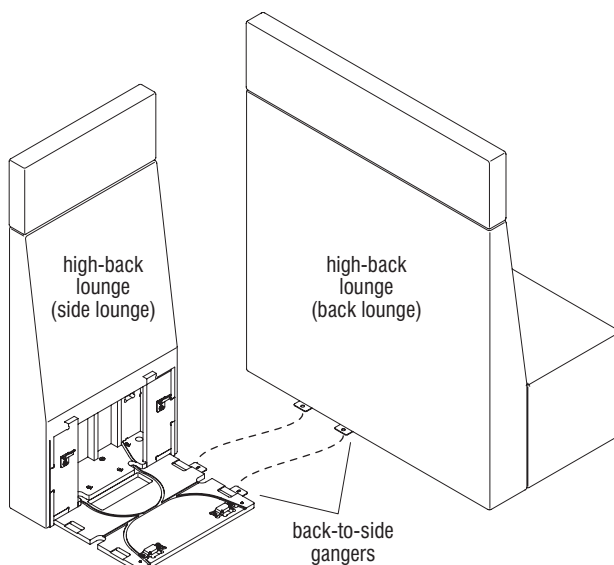
**Detail C**

6. Carefully turn all lounge units into the upright position. Move the "side" lounge next to the back of the "back" lounge, placing the bent half of the back-to-side gangers above the flat half of the gangers (Figure 4).

7. Align the mounting holes of the back-to-side gangers and secure using 1/4-20 flat head screw and hex nut per pair of gangers as illustrated in detail C. Using a small adjustable wrench to hold the nuts in place, tighten the screws securely (Details B & C).

**Note:** If moving ganged lounges is desired, the assistance of two or more people is required to help move the units without damaging the gangers or lounges. Use care when moving any ganged lounge units.

8. If the ganged lounge units have been moved away from their final installation location to install the gangers, with the assistance of two or more people, carefully move the ganged lounges back to their final location.



**Figure 4**

■ **MyPlace™ Lounge Furniture - Ganging**  
Assembly Instructions