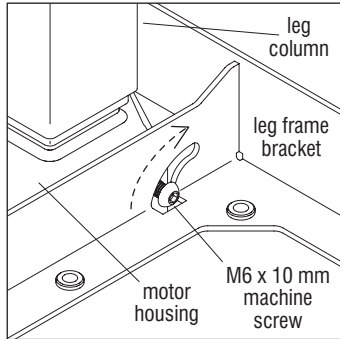


Assembly Instructions ■

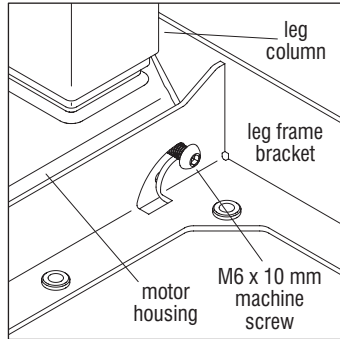
Passel™ Desking System

Adjustable-Height Tables

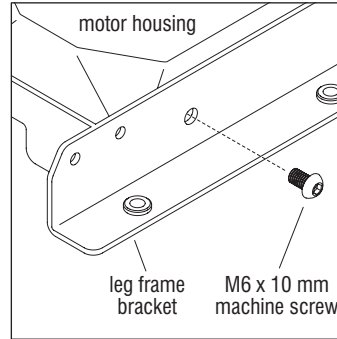
January 2025



Detail A



Detail B



Detail C

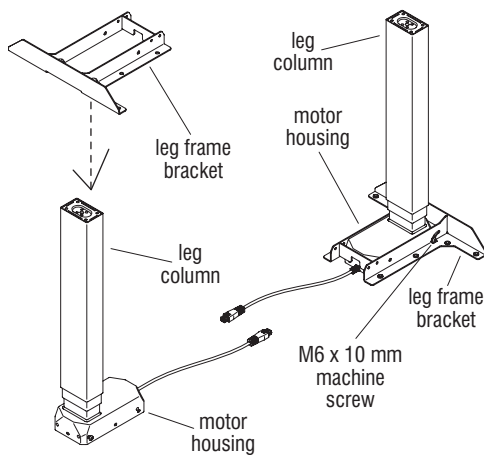


Figure 1

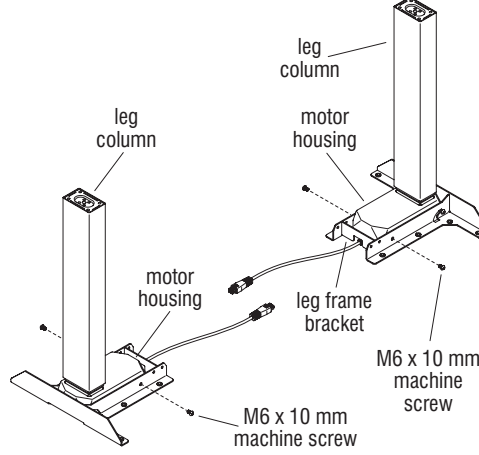
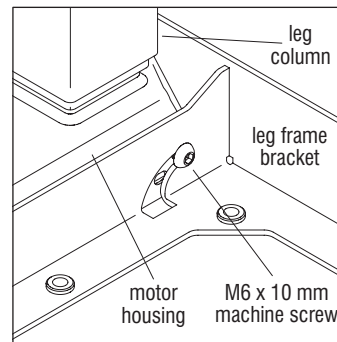


Figure 2

**Motor-Operated Furnishing
-FOR COMMERCIAL USE ONLY-**

ATTENTION: Following assembly, table must be “zero set” prior to being placed into service. Failure to do so can cause table to malfunction.

Table “Zero Setting”: Press and hold the Up button for two seconds then release. Next, press and hold the Down button until table has reached its lowest position then release. Then, press the Down button re-again and hold for approximately 10 seconds. The table now re-set at its “Zero Setting” position and is ready to operate.



Detail D



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.

Passel Adjustable-Height Tables Overview

Note: Although the figures throughout this instruction illustrate a Passel adjustable-height table with C-legs being assembled, the instructions also apply to Passel adjustable-height tables with T-legs. Your configuration may vary.

Adjustable-Height Base Assembly

1. Carefully remove contents from packaging and set out onto a soft, protective surface. Identify parts and hardware supplied.
2. Carefully place the leg columns upside down on a soft, protective surface with the motor housings facing each other as illustrated (Figure 1).
3. One leg column at a time, orient the leg frame bracket so the end with the cable notch is over the cable on the motor housing. Lower the bracket down the leg column, aligning the larger opening of the tapered slot on each side of the leg frame bracket with the M6 x 10 mm machine screws partially installed on each side of the motor housing (Figure 1 & Detail A).
4. Once the M6 x 10 mm machine screw on each side of the housing are in the openings of the tapered slots, move the leg frame bracket so the screws are guided to the smaller end of the slots (Detail B).
5. Align the mounting holes on the leg frame bracket with the mount holes on each side of the motor housing and secure using a M6 x 10 mm machine screw per side (Figure 2 & Detail C).
6. Finish securing the leg frame bracket to the motor housing by tightening the two M6 x 10 mm machine screws in the tapered slots (Detail D).

■ **Passel™ Desking System - Adjustable-Height Tables** 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.

Adjustable-Height Base Assembly (cont.)

Note: If the table being assembled contains C-legs, make sure both feet are oriented in the same direction when being installed.

- One foot at a time, position a foot over the mounting location on the leg column and secure using four M6 x 14 mm machine screws. Repeat this step to install the second foot on the second leg column (Figure 3).

Note: Stringers on adjustable-height tables consist of two parts, an inner and outer member. When the outer member is placed on top of the inner member, the stringer can expand from 48-66", adjusted in 6" increments. Detail F is provided as a guide to show which holes the screws may be installed into to match the table width being assembled (Detail F).

- Assembling one stringer at a time, locate one inner and one outer member. Orient both stringer components so the mounting holes on the side are facing opposite from each other as illustrated in Figure 4. Place the outer member on top of the inner member. Move the outer member left or right to achieve the desired stringer length (6" increments). Align the two alignment holes on the outer member with the two holes on the inner member and secure with two M6 x 10 machine screws. Repeat this process to assemble the second stringer (Figure 4 & Detail F).

- With both stringers completely assembled, place the stringers on opposite sides of the leg columns. One stringer at a time, align the mounting holes on the stringer with the mounting holes on the side of the leg frame bracket and secure using two M6 x 10 mm machine screws. Align the mounting holes on the opposite end of the stringer to the leg frame bracket on the opposite leg and secure using two M6 x 10 mm machine screws. Repeat this step to install the second stringer to other side of the leg frame brackets (Figure 5 & Detail G).

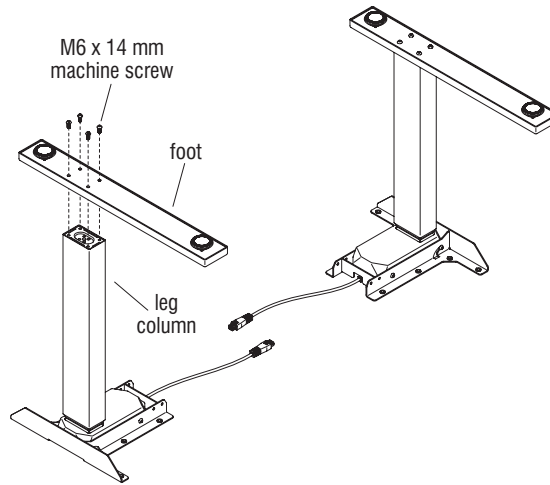


Figure 3

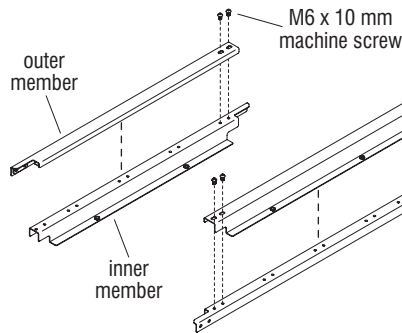


Figure 4 - (48" wide table shown)

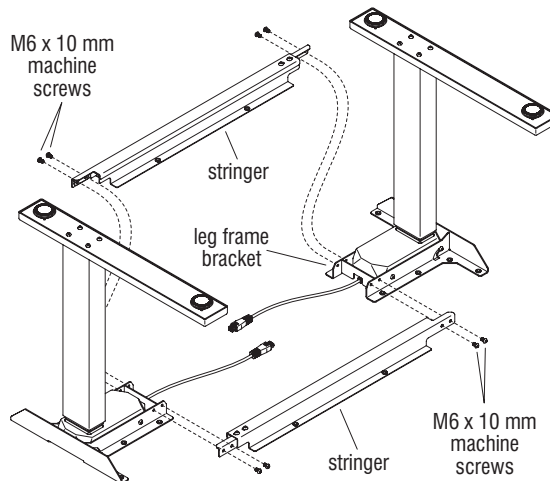
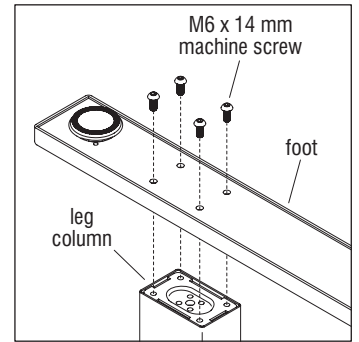
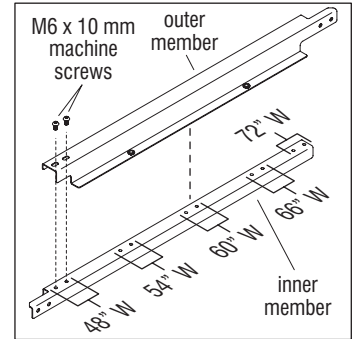


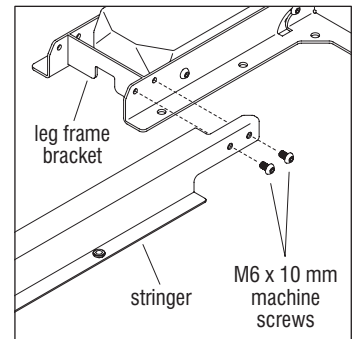
Figure 5



Detail E



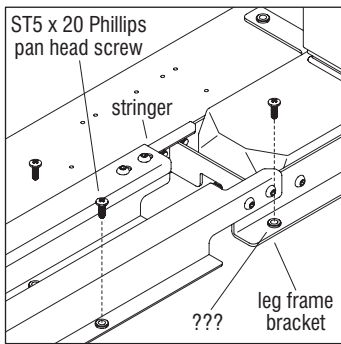
Detail F



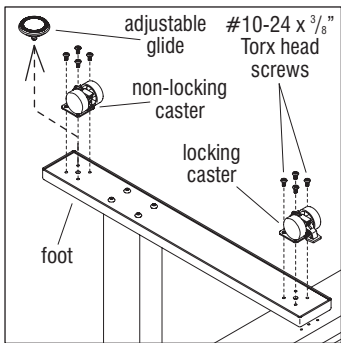
Detail G



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 H



Detail I

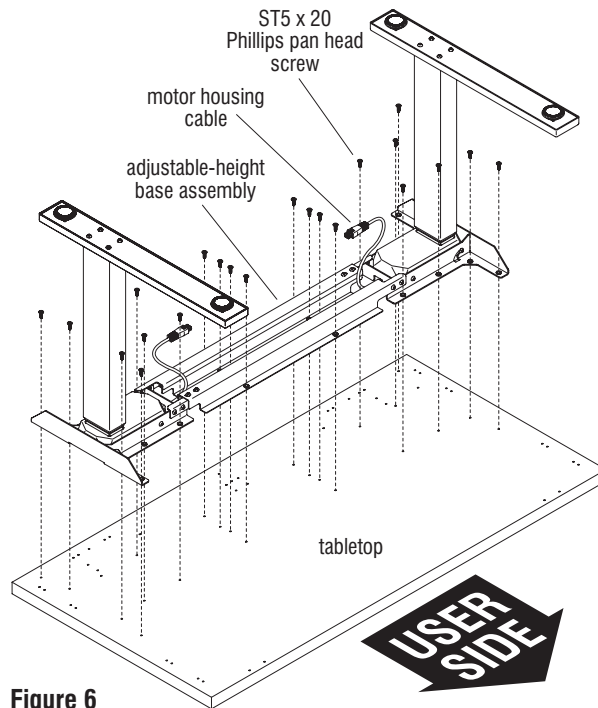


Figure 6

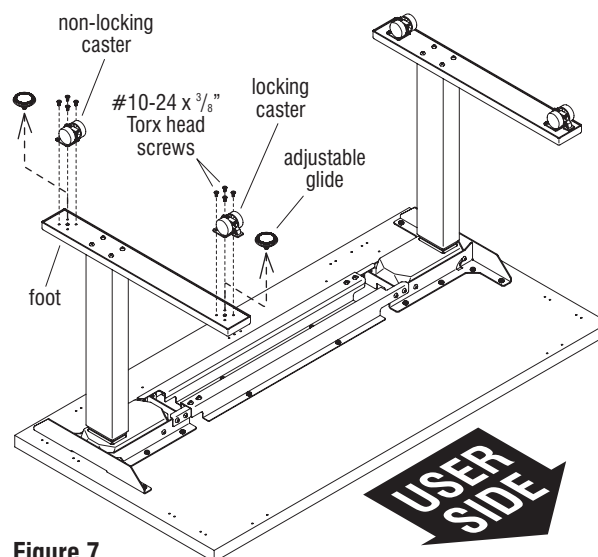


Figure 7

Adjustable-Height Base Installation

10. Carefully place the tabletop upside down on a soft, protective surface. Take note that the "user side" of the tabletop has a pair of pilot holes for the hand switch near the front edge on both sides (Figure 6).

Note: If the table being assembled contains C-legs, when placing the adjustable-height base assembly onto the tabletop, make sure the feet on the leg columns are oriented correctly toward the user side, as illustrated in Figure 6.

11. Carefully position the adjustable-height base assembly onto the tabletop, taking care so the stringers do not get placed on top of the motor housing cables. Align the mounting holes on the leg frame brackets and stringers with the mounting holes on the tabletop and secure using twenty-four ST5 x 20 Phillips pan head wood screws (Figure 6).

Caster Installation (optional)

Note: Casters are optional and must be ordered separately. If casters are required proceed to step 12 below, otherwise proceed to the next page.

12. If casters are required, twist both adjustable glides out of each foot. Locking and non-locking casters are supplied. Locking casters should be located toward the front, user side of the table for easy access while the non-locking casters are located to the back. Using four #10-24 x 3/8 inch Torx screws per caster, carefully secure the casters to the feet (Figure 7 & Detail I).

■ Passel™ Desking System - Adjustable-Height Tables 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.

CAUTION: If Channels (Wire Troughs) are used they are not to be used for routing extension cords. Power supply cords are not to be routed across or through more than one complete unit/worksurface.

Cable Tray Installation (optional)

Note: The cable tray is an optional accessory and must be ordered separately. If the table being assembled requires an optional cable tray, proceed to step 13 below, otherwise proceed to step 14.

13. Position the cable tray over the tabletop, with the opening facing the user side of the table. Align the cable tray mounting holes with the pre-drilled holes in the underside of the tabletop, and secure using three #10-16 x 5/8" Phillips truss head screws. Do not over-tighten (Figure 8 & Detail J).

Control Box Installation

14. Position the control box inside the cable tray (if present) and align the mounting holes of the control box with one of the two sets of pre-drilled mounting hole locations underneath the back, non user side of the tabletop as illustrated (Figure 9 & Details K, L & M). Secure the control box to the tabletop using two ST5 x 20 Phillips pan head wood screws. If the table being assembled has a cable tray, use the cable tray access holes to secure the control box to the tabletop using the two ST5 x 20 Phillips pan head wood screws (Figure 9 & Details K, L & M).

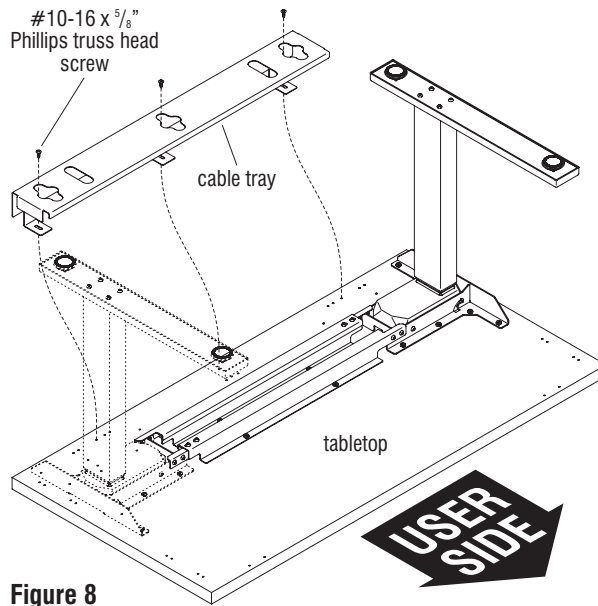


Figure 8

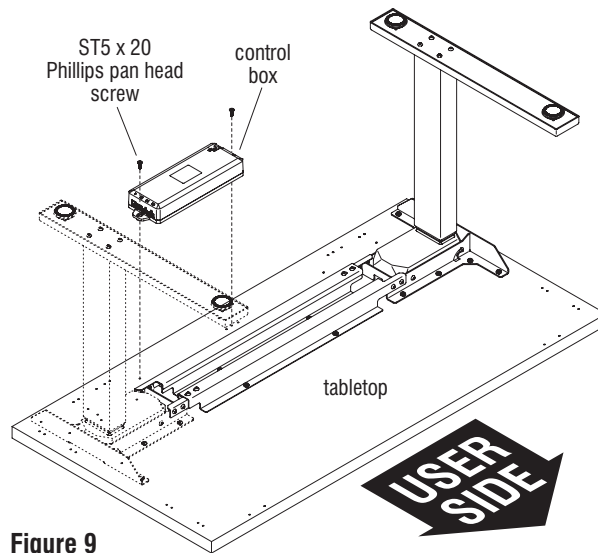
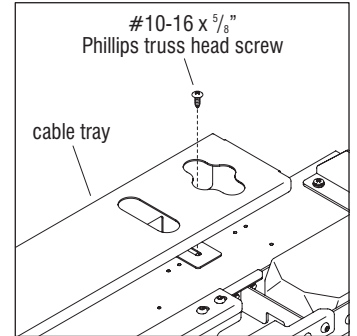
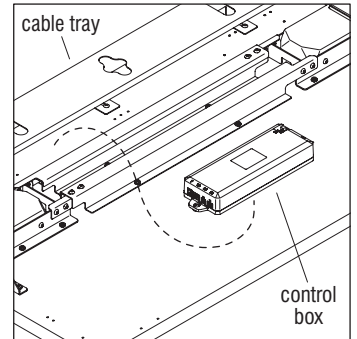


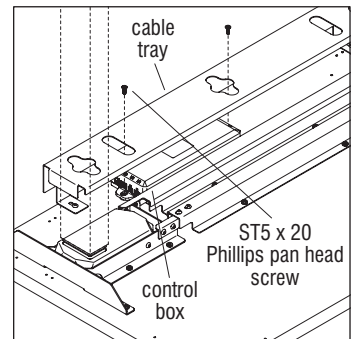
Figure 9



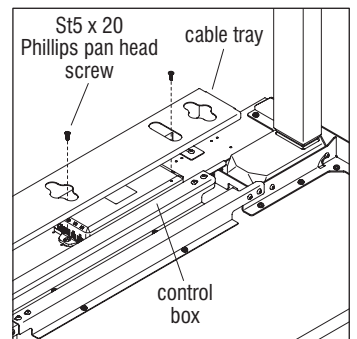
Detail J



Detail K



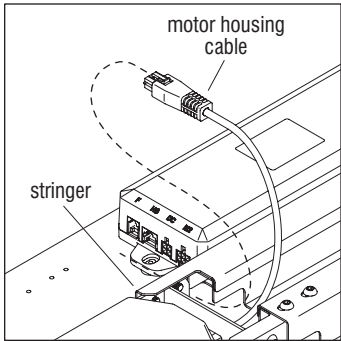
Detail L - Mounting Location



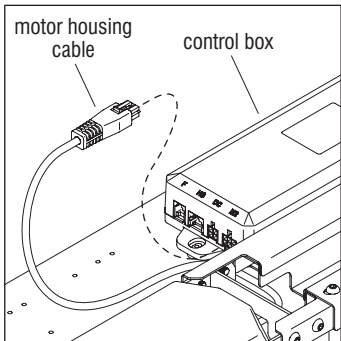
Detail M - Mounting Location



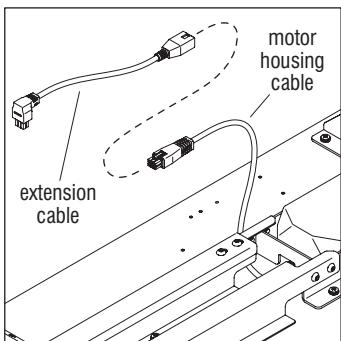
Assemble units as described herein only. To do otherwise may result in instability. All screws, nuts and bolts must be tightened securely and must be checked periodically after assembly. Failure to assemble properly, or to secure parts may result in assembly failure and personal injury.



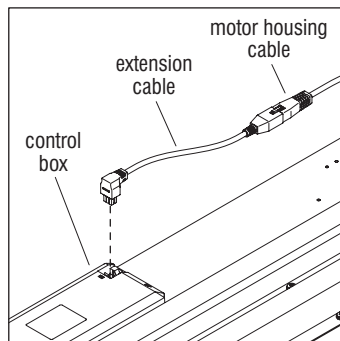
Detail N



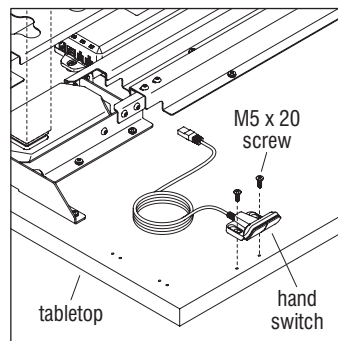
Detail O



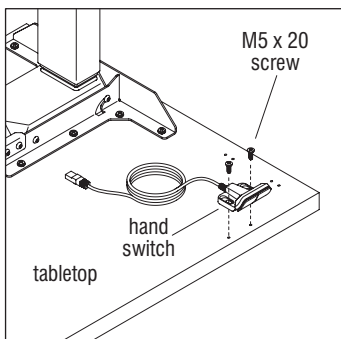
Detail P



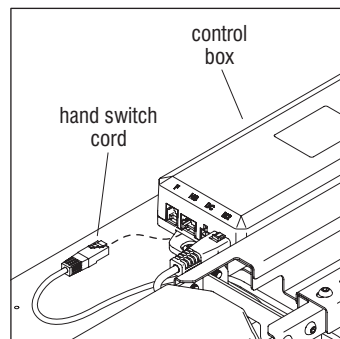
Detail Q



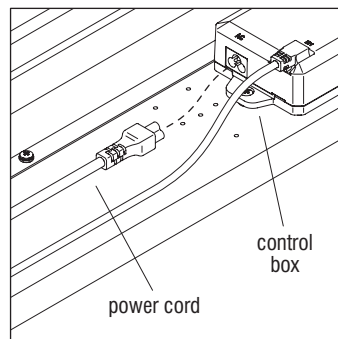
Detail R - Mounting Location



Detail S - Mounting Location



Detail T



Detail U

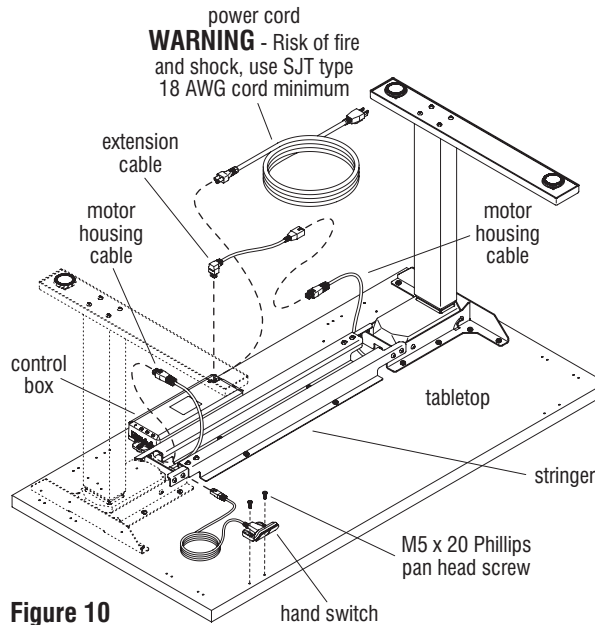


Figure 10

Leg Control Cable (short) Installation

15. Route the motor housing cable closest to the control box to the back, non-user side of the table through the opening formed by the motor housing and the stringer. Plug the end of the cable into the open socket marked M1 or M2 (Figure 10 & Details N & O).

Leg Control Cable (long) Installation

16. Route the motor housing cable farthest from the control box to the back, non-user side of the table through the opening formed by the motor housing and the stringer. Plug the end of the motor housing cable into the extension cable in order to reach the control box. Plug the angled end of the extension cable into the open socket marked M1 or M2 (Figure 10 & Details N, P, & Q).

Hand Switch Installation

17. Align the mounting holes of the hand switch with one of the two sets of pre-drilled mounting hole locations on the front, user side of the tabletop as illustrated (Figure 10 & Details R & S). Secure the switch to the tabletop with two M5 x 20 Phillips pan head screws at 1.5 ft/lb. Do not overtighten the screws (Figure 10 & Details R & S).
18. Route the end of the hand switch cable to the back, non-user side of the table through the openings formed by the motor housing and stringers. Plug the end of the hand switch cable into the open socket end marked HS (Figure 10 & Detail T).

Power Cord Installation

19. Plug the power cord into the open socket marked AC. **Do not plug the power cord into a power source at this time** (Figure 10 & Detail U).

■ Passel™ Desking System - Adjustable-Height Tables

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.

IMPORTANT: Power module is an ETL Listed Furniture Power Distribution Unit. Passel Adjustable-Height Table is a UL Listed Motor-Operated Furnishing-For Commercial Use Only.

Undermounted R8 Power Module Installation (optional)

Note: The undermounted R8 power module is an optional accessory and must be ordered separately. If the table being assembled requires an optional R8 power module, proceed to step 1 below, otherwise proceed to "Undersurface Wire Manager Installation" instructions on this page.

Note: The undermounted R8 power module can be mounted to the underside of the Passel tabletop in one of two pre-drilled locations, however one location will be covered by the control box. If desired, the undermounted power module's four mounting holes can be used as a template underneath the tabletop to mark, then drill holes (to $\frac{3}{4}$ " depth max.) for an alternative mounting location.

1. Position the undermounted R8 power module to the underside of the tabletop at the desired pre-drilled mounting location. Assure that the power cord can be routed easily to a power source (Figure 11 & Detail V).
2. Align the pre-drilled mounting holes of the R8 power module with the drilled mounting holes underneath the tabletop. Secure the R8 power module to the tabletop using four #8 x $\frac{3}{4}$ " wood screws. Take care to not over tighten (Figure 11 & Detail V).
3. Once the power module is secured, **do not plug the undermounted R8 power module into a power source at this time.**

Undersurface Wire Manager Installation (optional)

Note: If the table being assembled requires an optional undersurface wire manager, proceed to step 1 below, otherwise proceed to the next page.

1. Position the undersurface wire managers in the desired locations to hold the cables for the hand switch, control box, or undermounted R8 power module cord in place (Figure 12 & Detail W).

2. Remove the tape backing on the wire manager to expose the adhesive surface and apply firm pressure to the wire manager to set the adhesive (Figure 12 & Detail W).
3. Use the undersurface wire managers to strap the cables and cord to the underside of the tabletop (Detail X).

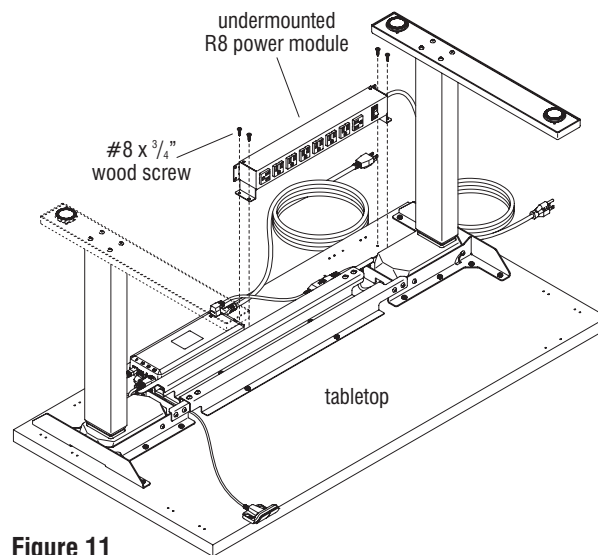


Figure 11

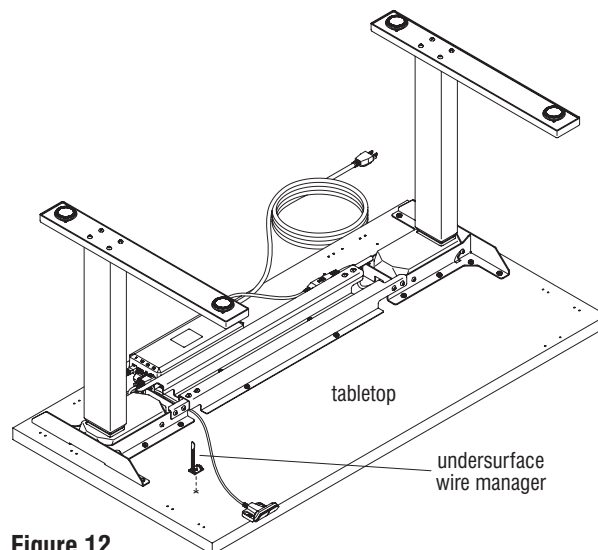
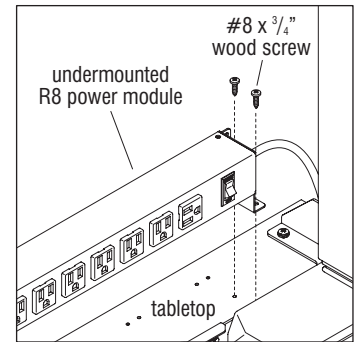
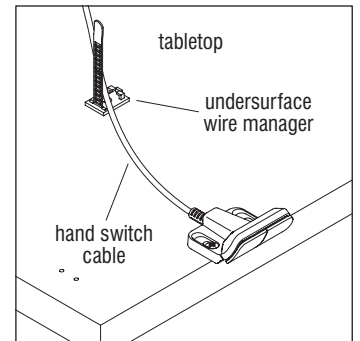


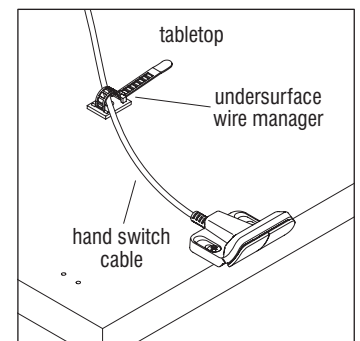
Figure 12



Detail V



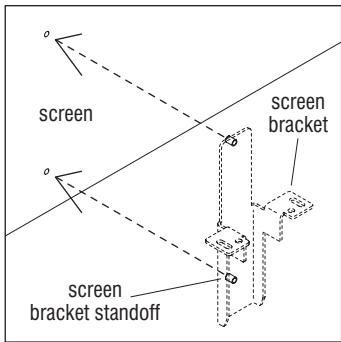
Detail W



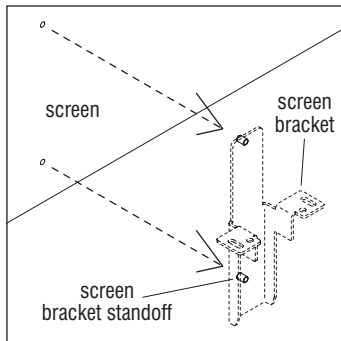
Detail X



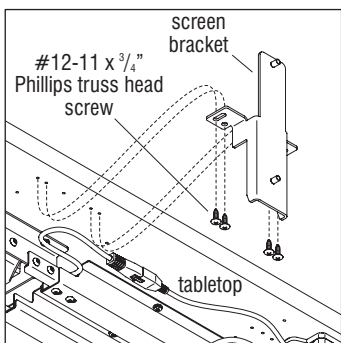
Assemble units as described herein only. To do otherwise may result in instability. All screws, nuts and bolts must be tightened securely and must be checked periodically after assembly. Failure to assemble properly, or to secure parts may result in assembly failure and personal injury.



Detail A



Detail B



Detail C - (underside view)

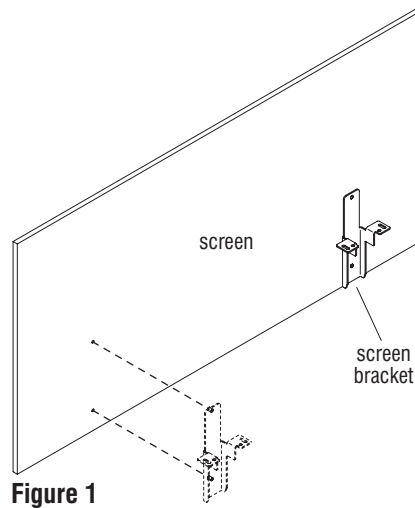


Figure 1

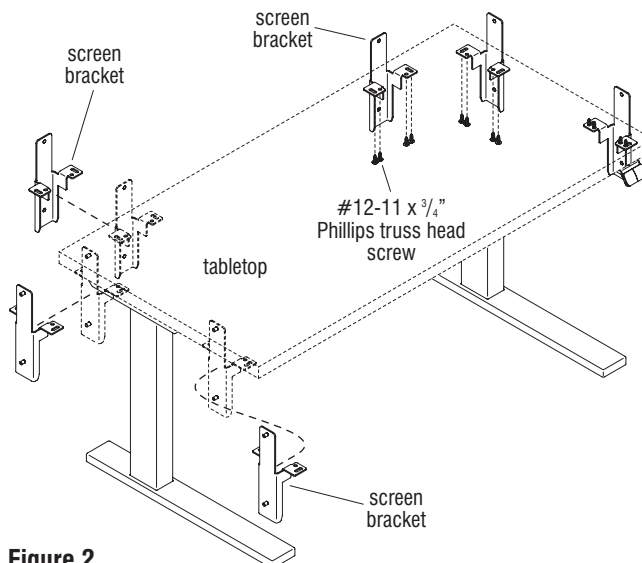


Figure 2

Tabletop Screen Installation (optional)

Note: Tabletop screens are an optional accessory and must be ordered separately. If the table being assembled requires optional tabletop screens, proceed to step 1 below, otherwise proceed to "Connections to Power Source" instructions on page 10.

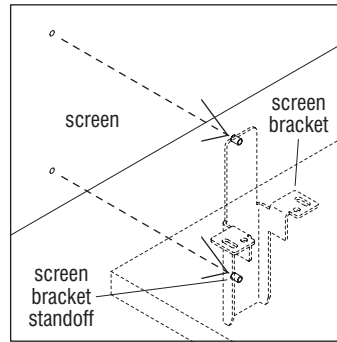
1. Carefully remove contents from packaging and set out onto a soft, protective surface. Identify parts and hardware supplied.
2. For ease of installation, screen bracket standoffs should be pre-pressed into the screens to widen the mounting holes. This will make it less difficult when installing the screens onto brackets that will be mounted to the tabletop. Align the screen bracket standoffs with the mounting holes on the screen and press fit. Remove the bracket. Repeat this process to widen the other bracket mounting hole locations on the screens (Figure 1 & Details A & B).
3. Carefully turn the table to the upright position (Figure 2).
4. Locate a screen bracket and position the mounting tabs to align with the pre-drilled holes on the underside of the tabletop. Secure the bracket to the underside of the tabletop using four #12-11 x 3/4" Phillips truss head screws. Screens installed to tables 60" or greater have three screen brackets per assembly. Repeat this process to secure the remaining brackets to the underside of the table (Figure 2 & Detail C).



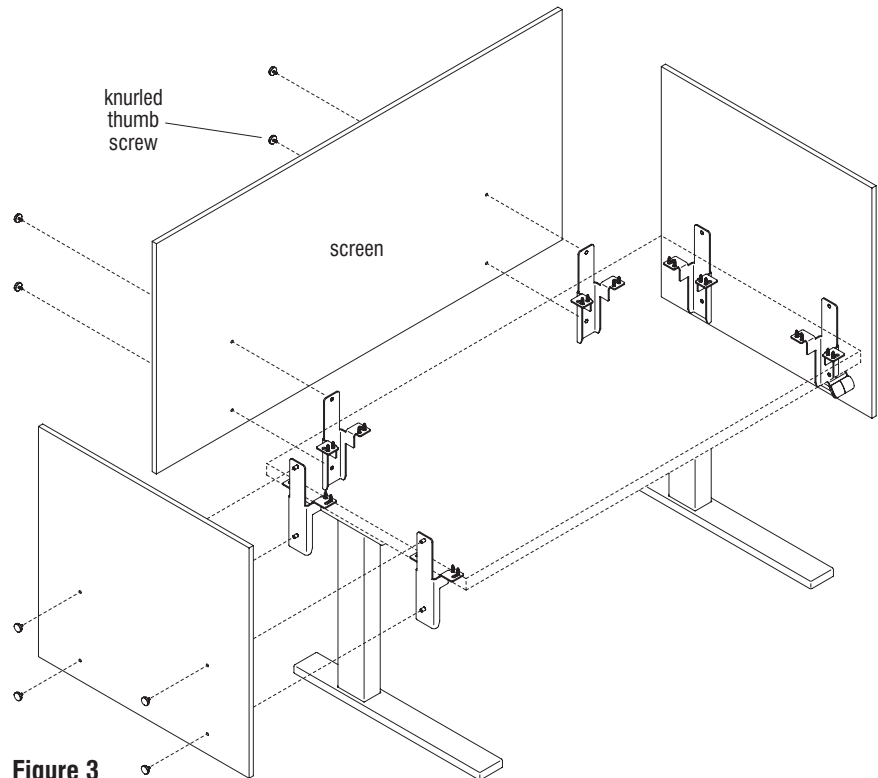
Assemble units as described herein only. To do otherwise may result in instability. All screws, nuts and bolts must be tightened securely and must be checked periodically after assembly. Failure to assemble properly, or to secure parts may result in assembly failure and personal injury.

Tabletop Screen Installation (optional)(cont.)

5. One screen at a time, align the mounting holes on the screen with the standoffs on the screen brackets. Once the screen has been placed on the screen brackets, secure the screen to the brackets using two knurled thumb screws per bracket (Figure 3 & Detail D).

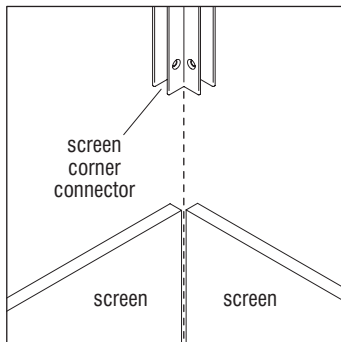


Detail D

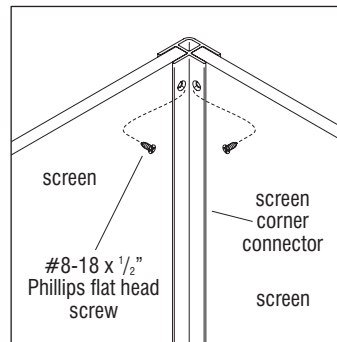




Assemble units as described herein only. To do otherwise may result in instability. All screws, nuts and bolts must be tightened securely and must be checked periodically after assembly. Failure to assemble properly, or to secure parts may result in assembly failure and personal injury.



Detail E



Detail F

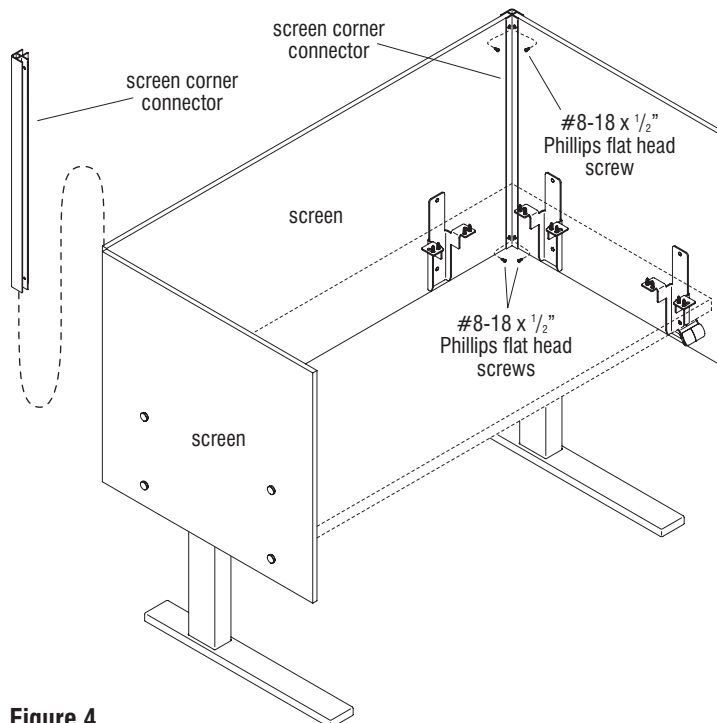


Figure 4

Screen Corner Connector Installation

Note: The screen corner connector is an optional accessory when multiple screens form a L- or U-shaped configuration. If the table being assembled requires at least one screen corner connector, proceed to step 6 below, otherwise proceed to "Connections to Power Source" instructions on the next page.

6. Place the screen corner connector above two screens at the corner location. Align the two openings on the connector with both screen ends, then slide the connector down until the connector reaches the bottom of the screens (Figure 4 & Detail E).

Note: Two different colored sets of #8-18 x 1/2 inch Phillips flat head screws are provided to secure the screen corner brackets to the screens. The provided screws come in black or a silver appearance. Consult with the end user regarding which colored screws are preferred.

7. Secure the screen corner connector to the screens using four #8-18 x 1/2 inch Phillips flat head screws (Figure 4 & Detail F).
8. Repeat steps 6 through 7 to secure any additional screen corner connectors.

■ Passel™ Desking System - Adjustable-Height Tables - Connections to Power Source

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.

GROUNDING INSTRUCTIONS

This product is for use on a nominal 120-volt circuit and has a grounding plug that looks like the plug illustrated in Detail A. Make sure that the product is connected to an outlet having the same configuration as the plug. No adapter should be used with this product.

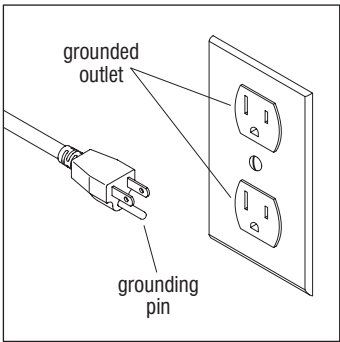
Connections to Power Source - Control Box Power Cord

1. Carefully turn the table to the upright position if it is not already upright. Move the table to the final location of use (Figure 1).
2. Plug the power cord into an outlet only after all other components have been installed.
3. The table must be “zero set” prior to being placed into service. Refer to table “zero setting” instructions in the trouble shooting guide on the next page.
4. If the table is not operating properly, see the trouble shooting guide on the next page.

Connections to Power Source - Power Module with 3-Prong Plug (optional)

CAUTION: Risk of electrical shock. Do not plug into another relocatable power tap or an extension cord.

1. Plug the power modules into an outlet only after all other components have been installed.



Detail A

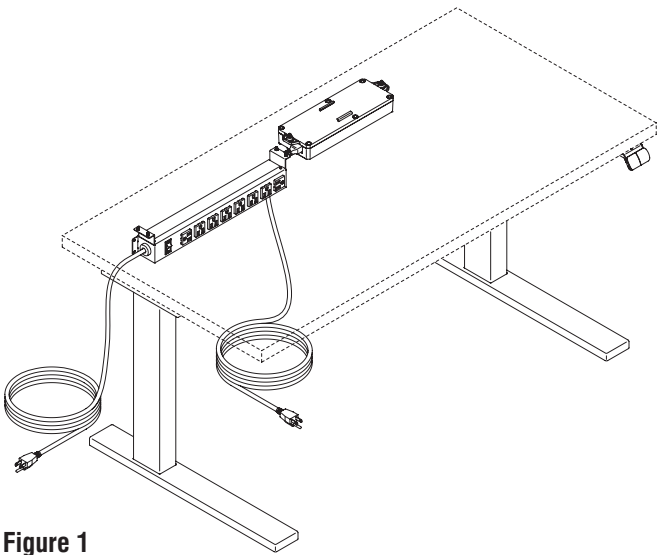


Figure 1

Passel Adjustable-Height Tables with 1 1/4" Thick Tabletops			
Model Number	Top Weight (approx.)	Base Only Operating Capacity	Maximum Operating Capacity
PKFFA2448	40 lb	250 lb	200 lb
PKFFA2454	45 lb	250 lb	200 lb
PKFFA2460	50 lb	250 lb	195 lb
PKFFA2466	55 lb	250 lb	190 lb
PKFFA2472	60 lb	250 lb	185 lb
PKFFA3048	50 lb	250 lb	195 lb
PKFFA3054	56 lb	250 lb	190 lb
PKFFA3060	63 lb	250 lb	180 lb
PKFFA3066	69 lb	250 lb	175 lb
PKFFA3072	75 lb	250 lb	170 lb

Passel Adjustable-Height Tables with 3/4" Thick Tabletops			
Model Number	Top Weight (approx.)	Base Only Operating Capacity	Maximum Operating Capacity
PKAFA2448	24 lb	250 lb	220 lb
PKAFA2454	27 lb	250 lb	215 lb
PKAFA2460	30 lb	250 lb	215 lb
PKAFA2466	33 lb	250 lb	210 lb
PKAFA2472	36 lb	250 lb	210 lb
PKAFA3048	30 lb	250 lb	215 lb
PKAFA3054	34 lb	250 lb	210 lb
PKAFA3060	38 lb	250 lb	215 lb
PKAFA3066	42 lb	250 lb	205 lb
PKAFA3072	45 lb	250 lb	200 lb

SAVE THESE INSTRUCTIONS

IMPORTANT SAFETY INSTRUCTIONS

When using an electrical furnishing, basic precautions should always be followed, including the following:

Read all instructions before using (this furnishing).

DANGER: To reduce the risk of electric shock:

1. Always unplug this furnishing from the outlet before cleaning or servicing.

WARNING: To reduce the risk of burns, fire, electric shock, or injury to persons:

1. Unplug from outlet before putting on or taking parts off parts.
2. **WARNING:** RISK OF INJURY - Not to be used in locations where children, or people with cognitive disabilities are anticipated to be.
3. Use this furnishing only for its intended use as described in these instructions. Do not use attachments not recommended by the manufacturer.
4. Never operate this furnishing if it has a damaged cord or plug, if it is not working properly, if it has been dropped or damaged.
5. Keep the cord away from heated surfaces.
6. **WARNING:** Risk of Electric Shock-Connect this furnishing to a properly grounded outlet only. See Grounding Instructions.
7. **WARNING:** Risk of Electric Shock, Fire, and Injury - Review instructions to confirm all critical components are installed and function safely.
8. Do not use outdoors.



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.

Electrical Rating:

Input: 120V/60Hz/350W

Output: 30Vdc/5A

WARNING: Risk of Injury-Do not exceed maximum operating capacity. See Table Operating Capacity Chart on page 10.

Duty Cycle: 10% per hour. 2 minutes "ON" and 18 minutes "OFF", at continuous operation under load.

This table is not designed for continuous operation. Table operation must not exceed duty cycle.

Passel Adjustable-Height Table Troubleshooting Guide

** Table "Zero Setting"

Press and hold the Up button for two seconds then release. Next, press and hold the Down button until table has reached its lowest position then release Down button. Then, press the Down button again and hold for approximately 10 seconds. The table now re-set at its "Zero Setting" position and is ready to operate. **Note:** Intellect System Protection (ISP) detection is disabled during "Zero Setting" Operation.

Warning: In spite of Intelligent System Protection (ISP) being in place, there may still be a risk of pinching in exceptional cases, as it is not only the control unit, but also the interaction between the mechanical and electrical systems that is responsible for cutting out the motor. In addition, the mechanical components, motor and ambient conditions all affect cut-out sensitivity. KI and the control unit manufacturer, cannot therefore eliminate this residual risk completely or accept any liability.

Symptom	Reason	Corrective Measure
Table does not move.	<ul style="list-style-type: none"> • Incorrect or no voltage. • Table requires "Zero Setting". • One or more component connectors has come disconnected, or are not fully connected. • Damaged components or connectors. • Table has exceeded its duty cycle. 	<ul style="list-style-type: none"> • Verify there is power to the table. Make sure the table is properly plugged into a functioning power source. Make sure the power cord is fully engaged into the socket on the control box. • Perform Table "Zero Setting" **. • Verify all connectors are securely connected to legs and to control box. Disconnect and re-connect each one to ensure it is properly seated, then perform a Table "Zero Setting" **. • Check for visible damage to all connectors and connector receptacles. • Allow table to cool.
Table Base moves erratically or is tilted (one leg moves, one does not).	<ul style="list-style-type: none"> • Control box is not properly synchronized with the legs. 	<ul style="list-style-type: none"> • Ensure that all cables connections are fully seated. Then perform a Table "Zero Setting" **.
Table base stops and will only move down (or up).	<ul style="list-style-type: none"> • Table may be at its highest (or lowest) position (range 26" at the lowest to 52" at the highest) and then can only go down (or up). • Table or an object on the table is colliding with an obstruction. • Table is overloaded or the weight on the table is not evenly distributed. • Control box is not properly synchronized with the legs. 	<ul style="list-style-type: none"> • Press the other switch button. • Perform a visual check and clear any obstructions. • Reduce load and attempt to adjust the table. • Ensure that all cable connections are fully seated. Then perform a Table "Zero Setting" **.
All above corrective measures have been applied and table still does not move.	<ul style="list-style-type: none"> • Control Box is damaged. 	<ul style="list-style-type: none"> • Forward the part number (P/N) off the control box label (located next to receptacles) to your Customer Service Representative.
Table does not reach its correct highest (52") or lowest (26") position.	<ul style="list-style-type: none"> • Table limits may need to be programmed. 	<ul style="list-style-type: none"> • Contact your customer service representative.

■ **Passel™ Desking System - Adjustable-Height Tables**
Assembly Instructions