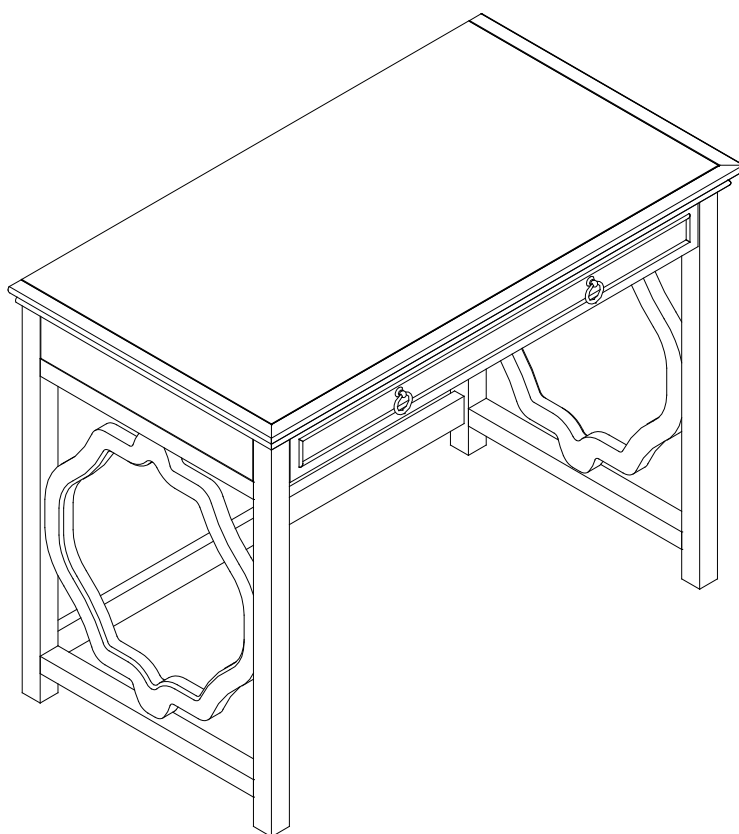


ELSIE CLASSIC DESK

ASSEMBLY INSTRUCTIONS



Important safety instructions:

- Please read all instructions carefully before assembling this Desk.
- For your safety, assembly by two or more adults is strongly recommended.
- Keep these instructions for future use.
- Use only vendor-supplied hardware to assemble this item. Using unauthorized hardware could jeopardize the structural integrity of the item.

Pre- assembly:

- Remove all parts and hardware from the box. Place all items on a carpeted or scratch-free work surface. The shipping box provides an ideal work surface.
- To avoid accidentally discarding small parts or hardware, please do not dispose of any contents until assembly is complete.
- Two people are recommended for your safety and ease of assembly.
- Prior to starting the assembly, use the parts and hardware lists to identify and separate each of the pieces included.
- The illustrations provided allow for easier assembly when used in conjunction with the assembly instructions.
- Note: Do not fully tighten any of the bolts until all parts are in place. Failure to follow these instructions may cause the bolts to misalign during assembly.
- Please use caution if using power tools to aid in assembly. Power tools can damage the hardware or split the wood.

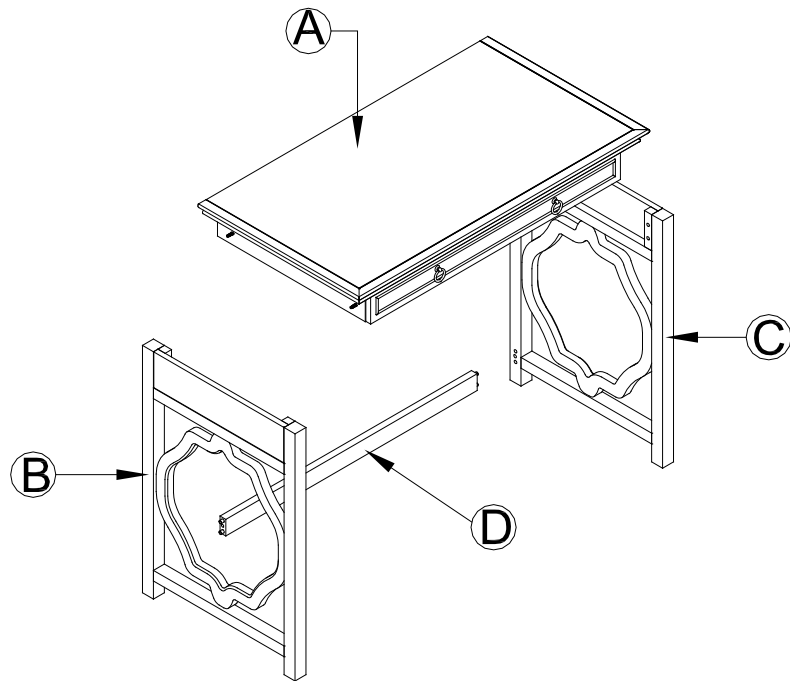
Parts included:

A – Desktop (x1)


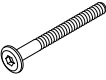




B – Left Side Panel (x1)

C – Right Side Panel (x1)

D – Stretcher (x1)

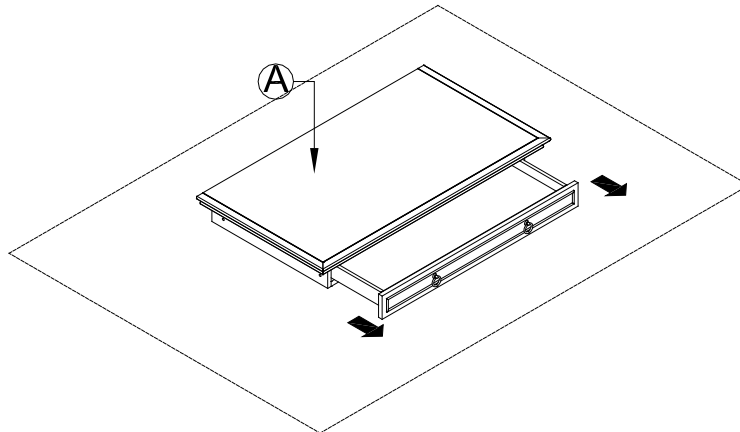


Hardware included:

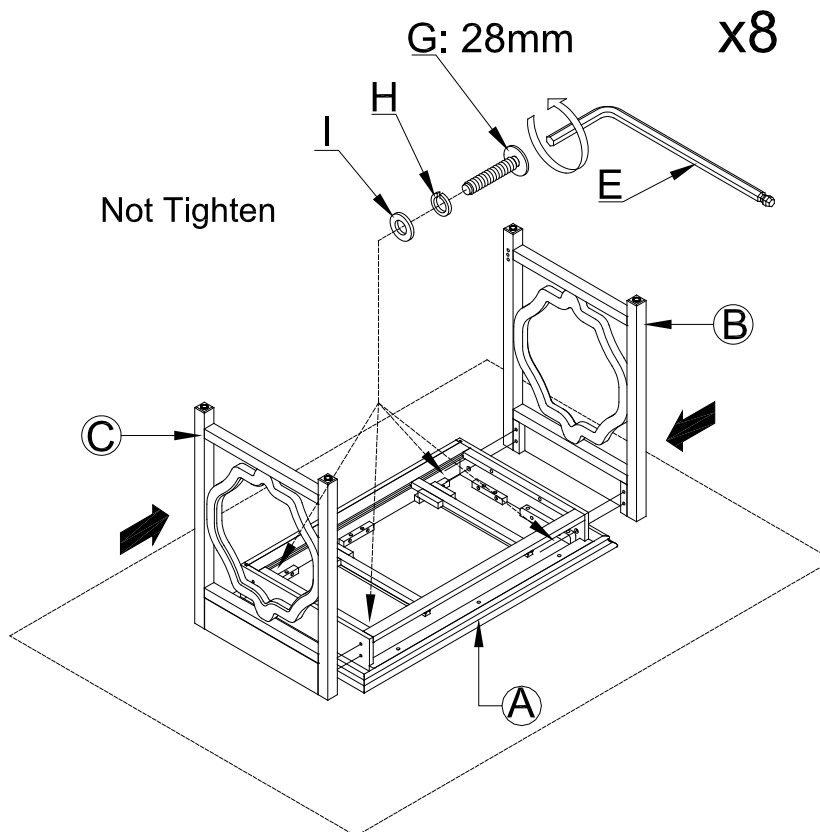
E – Ball Tip Allen Key	F – Long Allen Bolt	G – Short Allen Bolt	H – Spring Washer
			
4x95x30mm	1/4"x57xΦ13mm	1/4"x27xΦ13mm	1/4"x10x1.5mm
1pc	2pcs	8pcs	10pcs
I – Flat Washer	J – Half Moon Washer		
			
1/4"x12x1.5mm	1/4"x24x8mm		
10pcs	2pcs		

Assembly instruction steps:

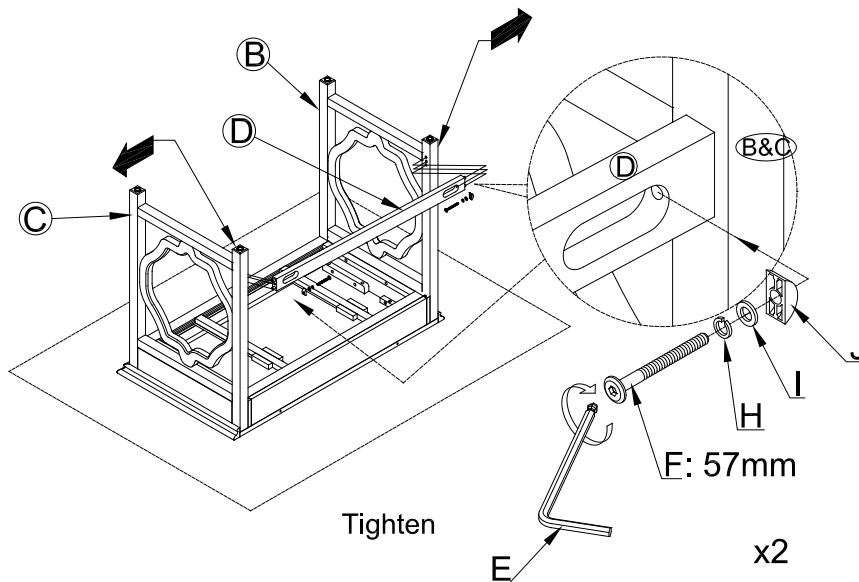
1. Place Desk (A) down on a soft, scratch-free surface such as a rug or carpet, as seen in the illustration below.
2. Unlock the runners and remove the drawers, as seen in the illustration below. Save the drawers for later use.



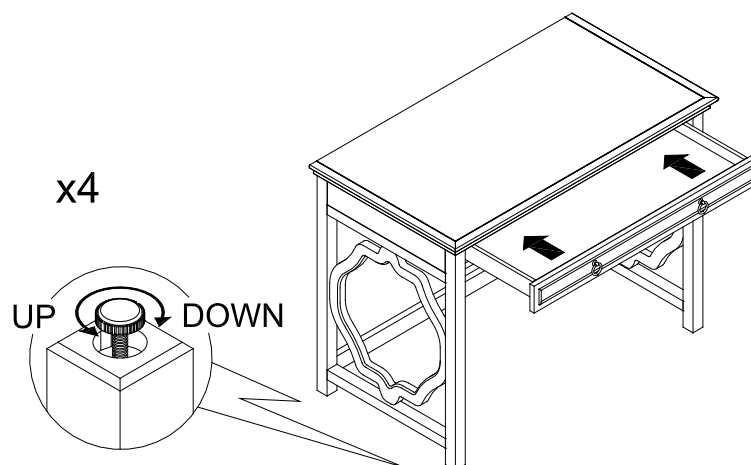
3. Attach the Left and Right Side Panels (B & C) to Desktop (A), as seen below.
4. Secure by inserting the Flat Washer (I), Spring Washer (H) followed by Short Allen Bolt (G) to the inner pre-drilled holes of the Desktop (A) and into the metal inserts of the Side Panels (B & C), as seen below.
5. Tighten all the bolts with Ball Tip Allen Key (E), but do not over tighten.



6. Insert the Stretcher (D) into the pre-drilled holes of the back legs of the Left & Right Side Panels (B&C). Secure by inserting the Half Moon Washer, Flat Washer, Spring Washer followed by the Long Allen Bolt into the pre-drilled holes of the Stretcher (D). Tighten it by using the round tip of the Ball Tip Allen Key (E) as shown below.



7. Turn the Desk (A) upright and put the drawers back, as shown in the illustration below.
8. Adjust the levelers found on the bottom of the legs (either up or down) to keep the Desk level.



CARE INSTRUCTIONS:

- Dust often using a clean, soft, dry, and lint-free cloth.
- Blot spills immediately and wipe with a clean, damp cloth.
- We do not recommend the use of chemical cleansers, abrasives, or furniture polish on our lacquered finish.
- Hardware may loosen over time. Periodically check to make sure all connections are tight. Re-tighten if necessary.