

# Assembly Instructions

## Flip Top Tubular T-Base Tables



Before you begin, please make sure all parts and proper quantities are included. (See Part Identifier Key) Any parts damaged during shipment must be reported within 24 hours of receipt. To report information regarding damages or if you have any questions, please call 800.242.2303.

### Step 1:

- Place table worksurface face down on protected flat surface so threaded inserts are facing up.

### Step 2:

- Remove flip top mechanism from box and place on the worksurface, making sure you align the holes in the mechanism with threaded inserts in the worksurface.
- Using a 4mm Allen wrench or 4mm hex bit, secure mechanism (base plate) to table top with (8) 10-24 x 1" joint connector bolts. Repeat for the second mechanism (base plate).

### Step 3:

- Place leg on mechanism (base plate). Using a  $\frac{5}{32}$ " ball end Allen wrench extension and battery operated hand drill, secure flat head screws (in assembly kit) into place. **DO NOT FULLY TIGHTEN**. See image to right, screws are circled in red.
- Use a normal "L" shaped Allen wrench to firmly tighten screws. **Do NOT use "T" shaped Allen wrench** since they twist and do not tighten screws properly.
- Repeat for other base.

### Step 4:

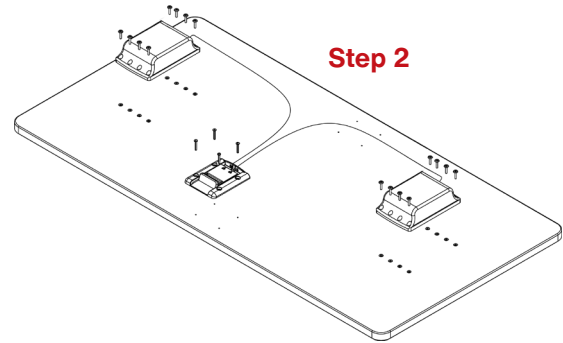
- Align the holes in the handle release with the pre-drilled pilot holes in the worksurface.
- Using #2 square bit, secure handle release to the worksurface with (4) #10 x 1  $\frac{1}{4}$ " square pan head screws.

### Step 5:

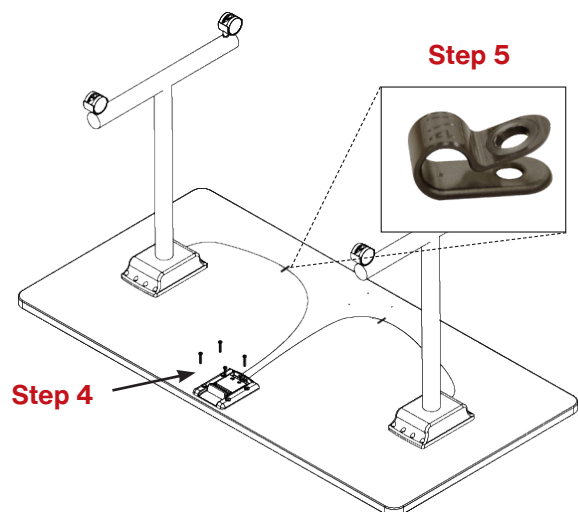
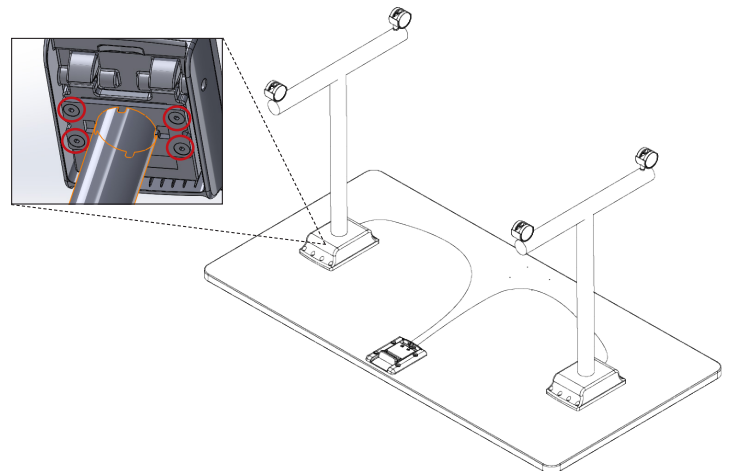
- Thread cables through the cable clips (1 per wire).
- Using a Phillips head screwdriver and Phillips head screws, attach cable clips to the worksurface. See image to right for location of clips.
- The cord should be fluid without any kinks.

### Step 6:

- With someone's help, turn table to the upright position.










Step 3



### Tools Required

- $\frac{5}{32}$ " Ball End Allen wrench extension
- Normal "L" shaped  $\frac{5}{32}$ " Allen wrench
- Screw gun
- $\frac{5}{32}$ " hex bit
- 4mm Allen wrench OR
- 4mm hex bit
- Phillips head screwdriver
- #2 square bit

## Part Identifier Key

Part #	Description	Qty.	
0401158	10-24x1" joint connector bolts <b>(Used to attach mechanism (base plate) top top)</b>	16	
	Flat head screw <b>(Used to attach leg on mechanism (base plate))</b>	8 <small>(included in hardware pack located in leg box)</small>	
Hardware Pack 0404239	#10x1 1/4" pan head screw <b>(Used to attach handle release to worksurface)</b>	4	
	Cable Clips <b>(Used to hold down cable to worksurface)</b>	4 (min of 2 at installation)	
	Phillips head screws <b>(Used to attach cable clips to worksurface.)</b>	4	
04009399 OR 04009880	Tubular T-Base Legs	2	
	Handle Release	1	
Flip top mechanism	2		
	60mm wheel caster OR self leveling glide	4	