

ReGENCY

YOUR COMPLETE OFFICE SOLUTION

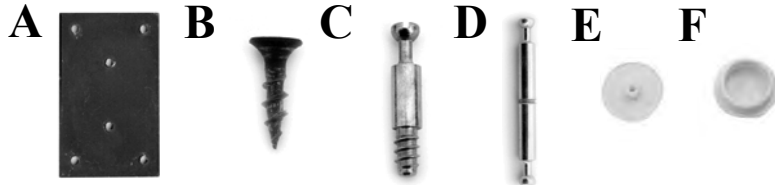
LCTRT14452, LCTRT19252, LCTRT24052, LCTRT28852 - INSTRUCTIONS VCTRT14452, VCTRT19252, VCTRT24052, VCTRT28852 - INSTRUCTIONS POWER INSTALLATION - INSTRUCTIONS

You will need 2 or more person(s) for this assembly.

You will need a Phillips Head Screw Driver and a Rubber Mallet to Assemble.

Hardware : SOME OF THE PARTS & HARDWARE WILL VARY DUE TO THE TABLE SIZE.

A: Flat Bracket • **B:** Screws • **C:** Cam Pins • **D:** Double Sided Cam Pins • **E:** Cam Cap • **F:** Cam Cover

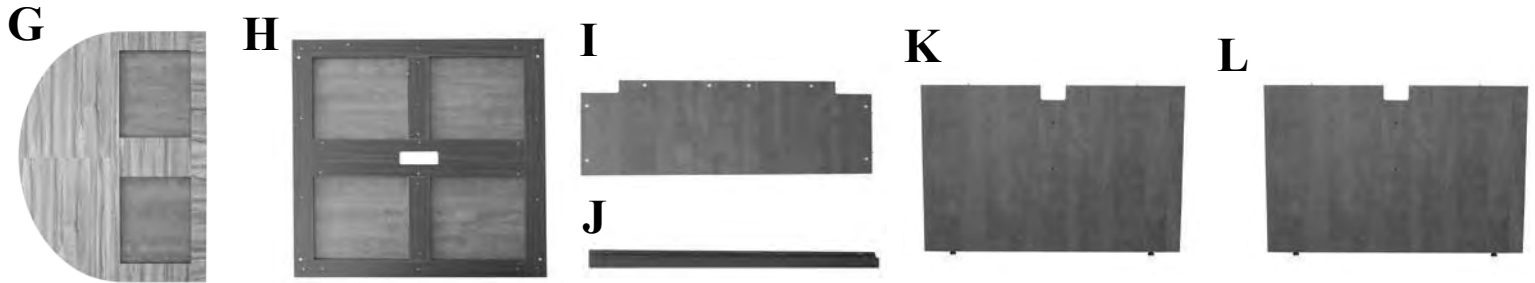


P: OPTIONAL POWER



Parts :

G: End Piece(2) • **H:** Center Piece • **I:** Stringer • **J:** Wire Trough • **K:** Center Leg • **L:** End Leg(2)

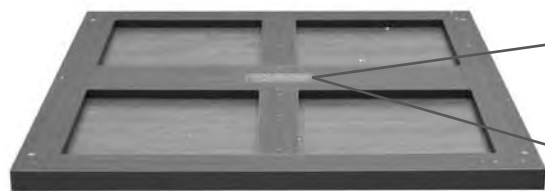


IF YOU ARE INSTALLING POWER, BEGIN WITH STEP 1. IF NOT, BEGIN WITH STEP 2.

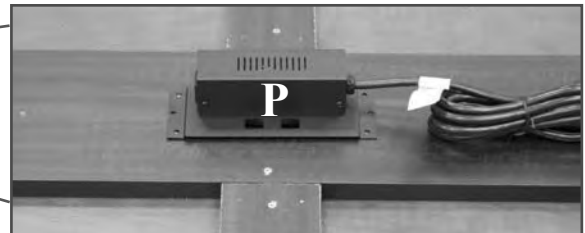
STEP 1a : Take Center Piece(H) that you are adding Power to and place it face down on a clean, flat surface.

STEP 1b : Place Power(P) over grommet cutout and attach using 4 screws(B).

STEP 1c : Repeat STEPS 1a-b for every power unit.



H



IMPORTANT NOTICE:

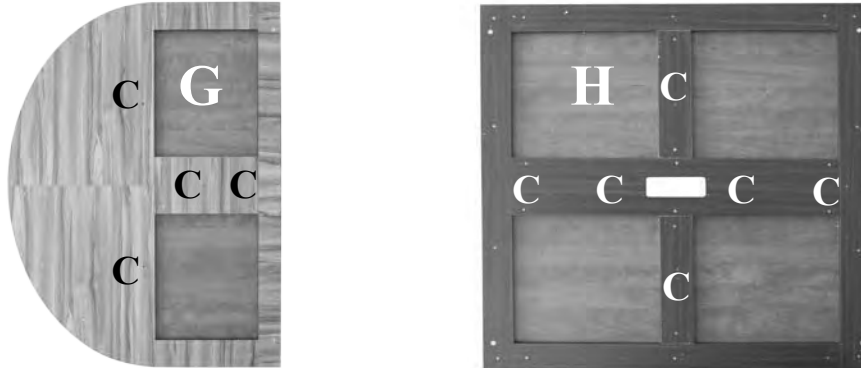
- Place all wooden parts on a clean and smooth surface such as a rug or carpet to avoid the parts from being scratched.
- Check to be sure that you have all parts and hardware.
- Remove all wrapping materials, including staples & packing straps before you start to assemble.
- Do not tighten all screws/bolts until completely assembled.
- Keep all hardware parts out of reach of children.

Any problems or questions call Regency Office Furniture at 1-866-816-9822

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You will need 2 or more person(s) for this assembly.
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STEP 2 : Insert 4 Cam pins(C) into each End Piece(G) and 6 Cam Pins(C) into each Center Piece(H) .



STEP 3a : On a clean flat surface, place End Piece(G) and Center Piece(H) face down. Insert 2 Double Sided Cam Pins(D) into Center Piece(H). See *Figure A*. Slide Center Piece(H) toward End Piece(G) and insert double cam pins into corresponding holes on End Piece(G). Lock Double Sided Cam Pins into place (*Figure 1*).

Figure 1: To open Cam, point arrow toward Cam Pin hole. To lock Cam, turn clockwise.

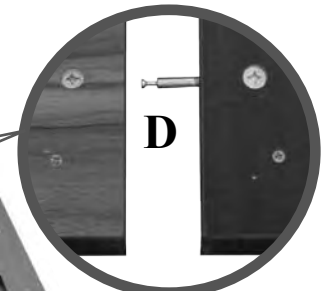
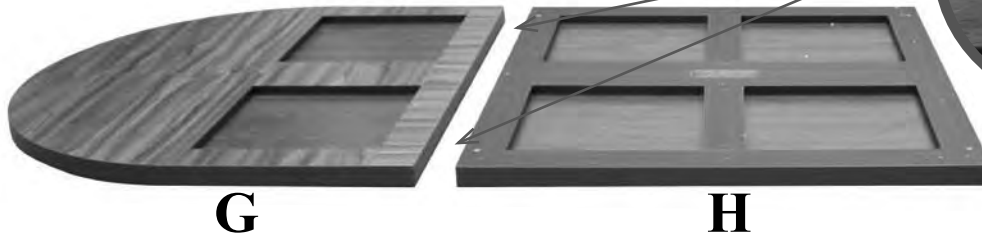


Figure A



STEP 3b : If you have more that one center piece, use the method in STEP 3a to connect all center pieces using 2 Double Sided Cam Pins(D) per center Piece. Once all center pieces have been connected, complete tabletop assembly by repeating STEP 3A for second End Piece(G).

STEP 4 : Refer to *Figure B* and use 6 Screws(B) per Flat Bracket(A) to reinforce the Table top connection near all double sided cam Pins(D).

NOTE: The Flat Bracket(A) should bridge the table tops.

Figure B



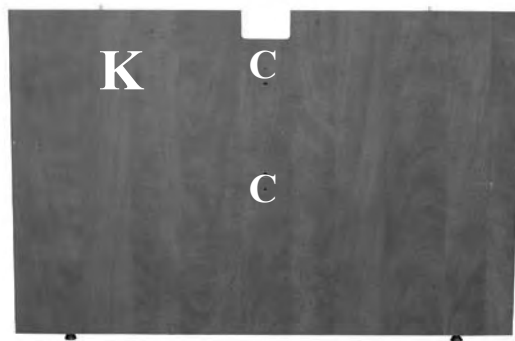
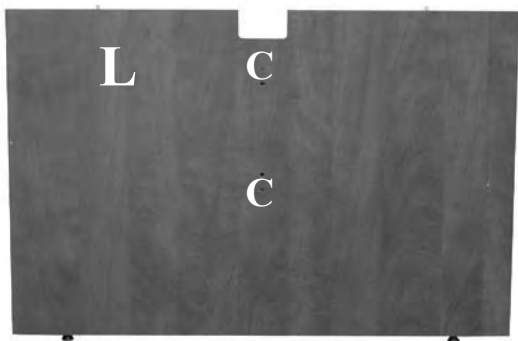
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You will need 2 or more person(s) for this assembly.
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STEP 5 : Insert 2 Cam pins(C) into each End Leg(L) and 2 Cam Pins(C) into each side of the Center Leg(K).



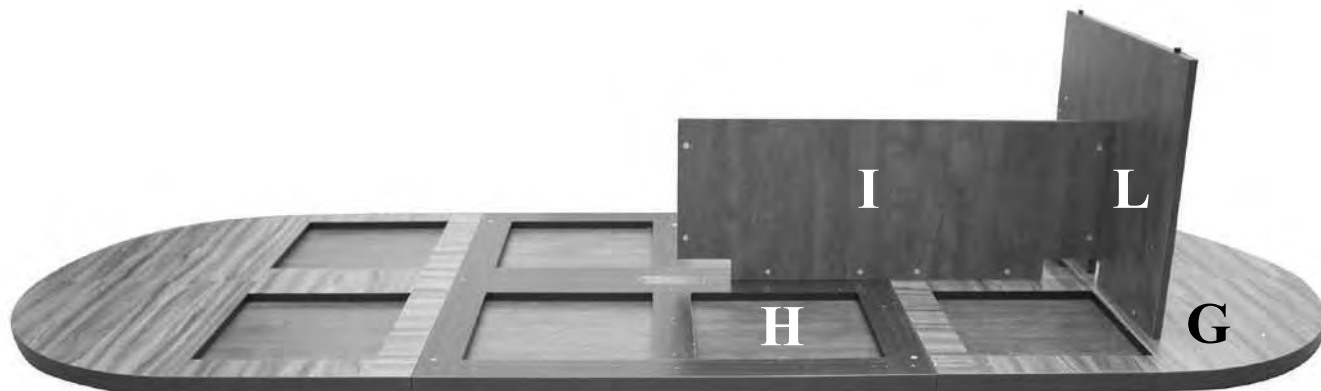
STEP 6 : Attach one End Leg(L) to the End Piece(G) by inserting cam pins into Cam Locks.

NOTE: DO NOT tighten cam locks until ALL Legs and Stringers are in place.



STEP 7 : Attach one Stringer(I) to the Leg and Table by inserting cam pins into Cam Locks.

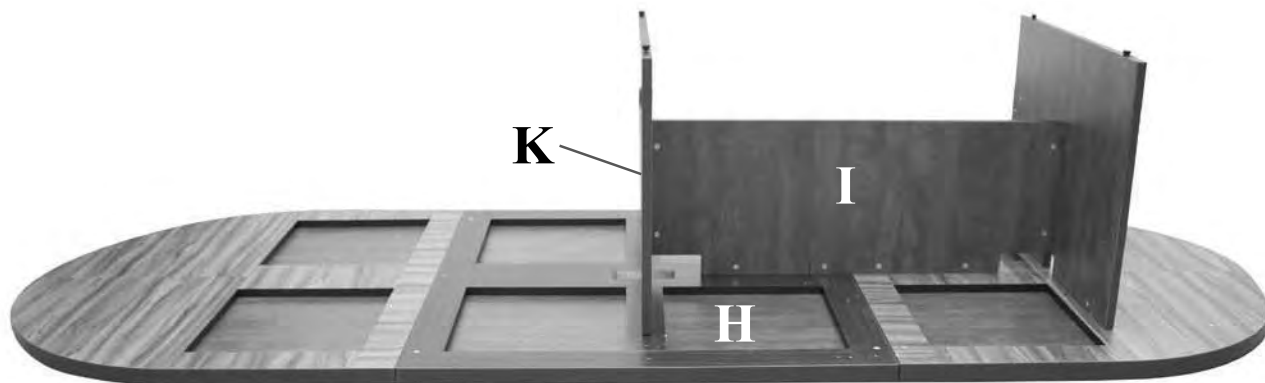
NOTE: DO NOT tighten cam locks until ALL Legs and Stringers are in place.



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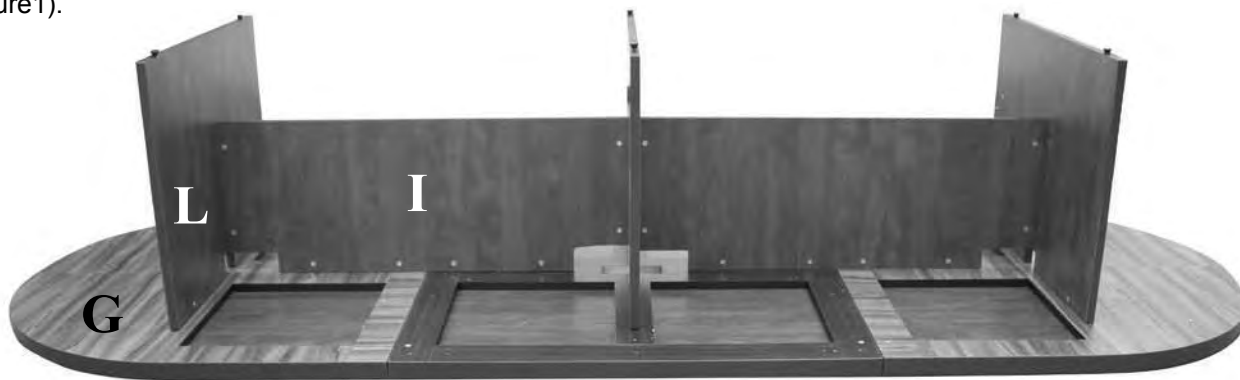
You will need 2 or more person(s) for this assembly.
You will need a Phillips Head Screw Driver and a Rubber Mallet to Assemble.

STEP 8a : Attach one Center Leg(K) to the Center Piece(H) and Stringer(I) by inserting cam pins into Cam Locks.
NOTE: DO NOT tighten cam locks until ALL Legs and Stringers are in place.



OPTIONAL STEP 8b : Repeat Steps 7-8a for all Center Legs and Stringers.

STEP 9a : Attach second End Leg(L) to End Piece(G) and Stringer(I) by inserting Cam Pins into Cam Locks. Now, Lock all Cams(Figure1).



STEP 9b : Place all Cam Caps and Cam Cover.

OPTIONAL STEP 10 : Attach Wire Trough(J) to Stringer(I) using 4 Screws(B). Repeat this for all Wire Troughs.

