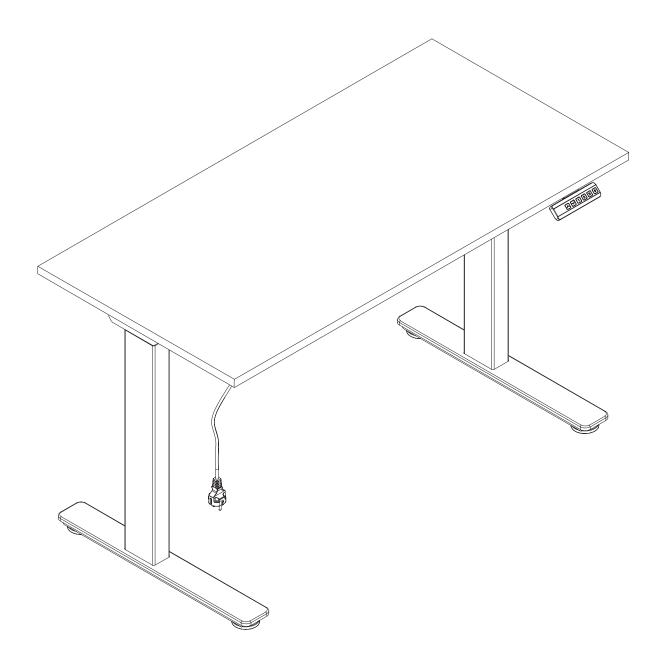


OTGHABASE3

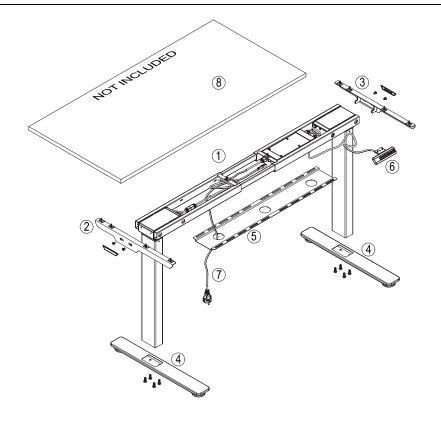


HEIGHT ADJUSTABLE TABLE BASE ASSEMBLY INSTRUCTIONS

Officesto**Go**

MODEL: OTGHABASE3

EXPLODED VIEW



HARDWARE LIST

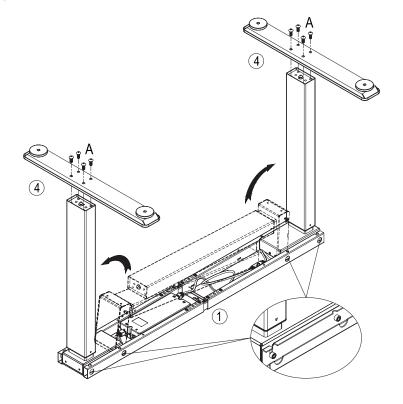
A x 8+2 (M8x20)	B x 4+2 (M6x10)	C x 4+2 (M6x8)	D x 10+2 (ST4.8 x 20)	E x 2+2 (ST3 x 19)
F x 1 (5mm)	G x 1 (4mm)	H x 10+2	l x 2	

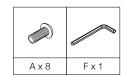


MODEL: OTGHABASE3

STEP 1 - Unfold legs + affix feet

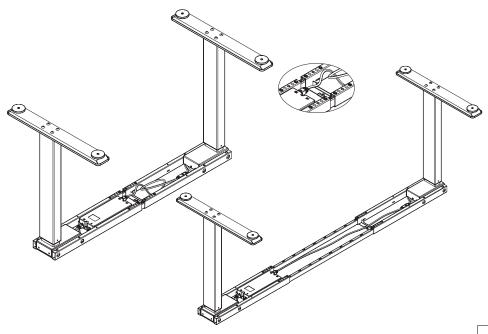
- Before unfolding legs, loosen (but do not remove) screws as shown in the inset below.
- Once legs are upright, tighten the screws.
- Affix feet with provided screws (Item A).





STEP 2 - Adjust frame width

- Loosen screws on the beam and adjust to desired width (see inset at right).
- Loosen screws on one side, adjust width to desired dimension then tighten screws.
- Repeat on the opposite side.
- NOTE: The inset beam has dimension markers on it for ease of use.



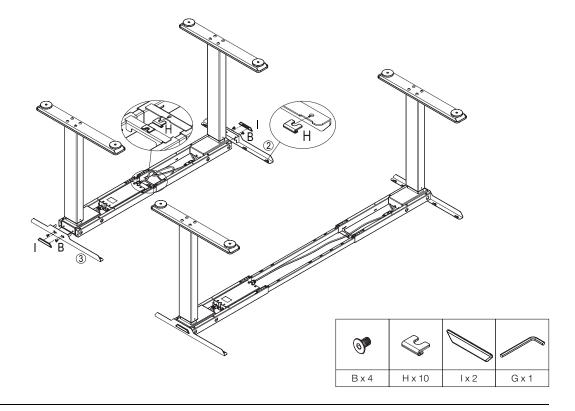
HEIGHT ADJUSTABLE TABLE BASE ASSEMBLY INSTRUCTIONS

Officesto**Go**

MODEL: OTGHABASE3

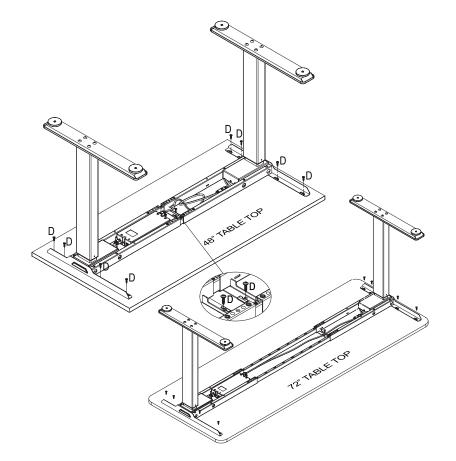
STEP 3 - Assemble brackets + insert spacers

- Plastic spacers (Item H) should be placed at all screw ports.
- Tighten all screws securely.



STEP 4 - Assemble table top

- Center frame (on all sides) on the bottom of the table top.
- Use screws (item D) to assemble base frame to the bottom of the table top.
- Tighten screws securely.
- NOTE: Table top should overhang base on the left and right side by a minimum of 1" and a maximum of 2.25".



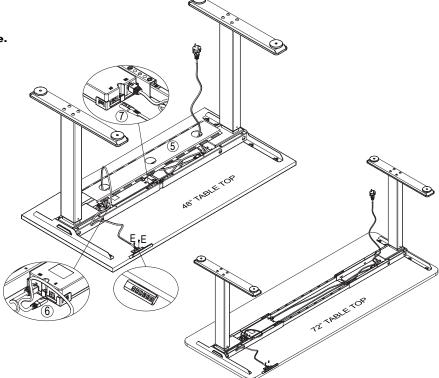




MODEL: OTGHABASE3

STEP 5 - Assemble power supply + handset

- Ensure all connections between the control box, legs + handset are secure.
- Tighten screws securely.





STEP 6 - Assemble wire management cover

- On smaller tables, thread cables through the holes in the wire management cover before affixing with screws.
- Tighten screws securely.

