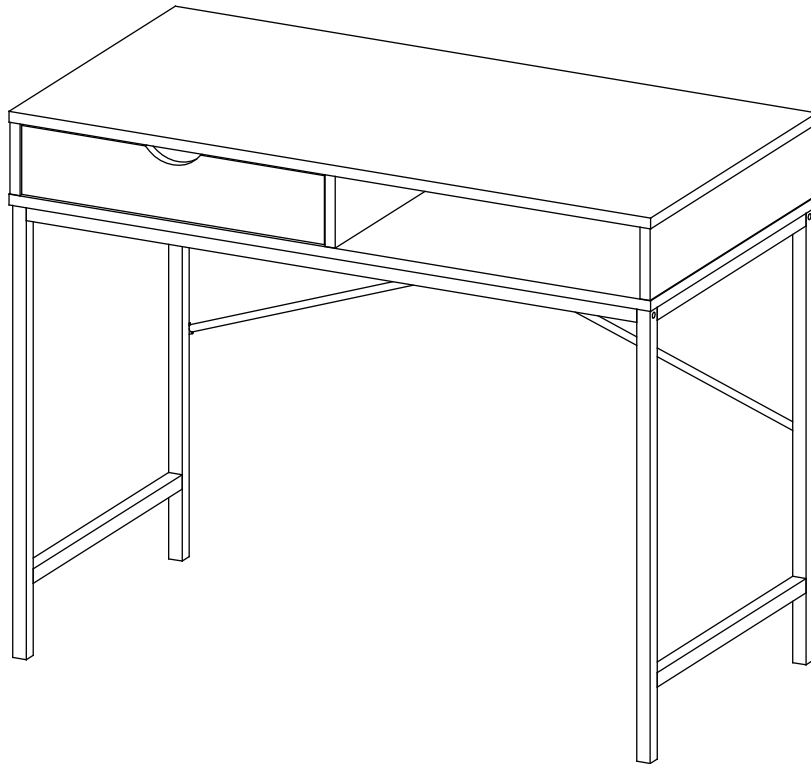


# TELFORD DESK ASSEMBLY INSTRUCTIONS

Thank you for purchasing the Telford Desk.

Please read the instructions carefully to ensure safe operation of this product.



Size: 95 x 48 x 76.5 cm (WDH)

Colour: Dark Oak/Black or Light Oak/Grey

Finish: Foil or Melamine

---

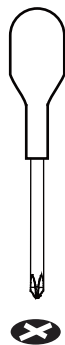
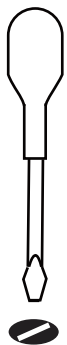
**PLEASE READ** this sheet prior to assembly to familiarise yourself with the various stages of construction.

Carefully open the pack supplied and check the contents against the parts and fittings check list. Do not destroy any of the packaging until you are certain that you have all the necessary parts for the assembly.

**CAUTION:** There are small components used in the construction of this unit. These loose items should be kept away from young children whilst assembling your unit to avoid the danger of choking.

---

## Tools Required



1 Hour  
Set Up

Version 1 - 200428

PO No: \_\_\_\_\_

Page 1 of 15

# TELFORD DESK ASSEMBLY INSTRUCTIONS

## **IMPORTANT - READ CAREFULLY - RETAIN THESE INSTRUCTIONS FOR FUTURE REFERENCE.**

### **INFORMATION**

- This product is designed to hold 20Kg in total, spread evenly over the whole unit.
- Do not exceed this weight.
- We recommend that this unit is assembled in the room intended for use.
- When you are ready to start, make sure that you have the right tools, plenty of space and a clean, dry area for assembly.
- Unwrap all packaging materials and place the components on top of the carton box or on a clean floor to prevent them from scratching.
- Check the pack and make sure you have all the parts listed.
- Ensure that this product is fully assembled as illustrated before use.
- Check all screws or bolts are tightened and inspect regularly
- Tools not included unless specified in parts list.

### **WARNINGS**

- This product should only be used on a firm and level floor.
- Keep small parts out of reach of children.
- Make sure the legs are always in contact with the floor.
- DO NOT use power tools to construct this product.
- DO NOT tighten screws until parts are assembled or as advised in this guide.
- DO NOT over tighten screws or bolts.
- DO NOT use this product if parts are missing, damaged or worn.
- DO NOT sit or stand on the product.
- The desk is free standing and very stable but we do supply wall connection brackets to stop the product tipping over in extreme circumstances. If you have young children in the home it is better that the desk is fixed safely to a wall to prevent any potential accidents - please refer to Step 14.
- N.B. When drilling the wall to fix the anti-tilt brackets, always make sure the area to be drilled is free from hidden electrical wiring or gas / water pipes .
- Carefully assess the suitability of the wall to ensure that the fastening device will withstand the load and forces generated. Walls can be quite different in construction so fixings are not supplied - choose the most suitable fixing for your wall type - if in doubt consult an expert.

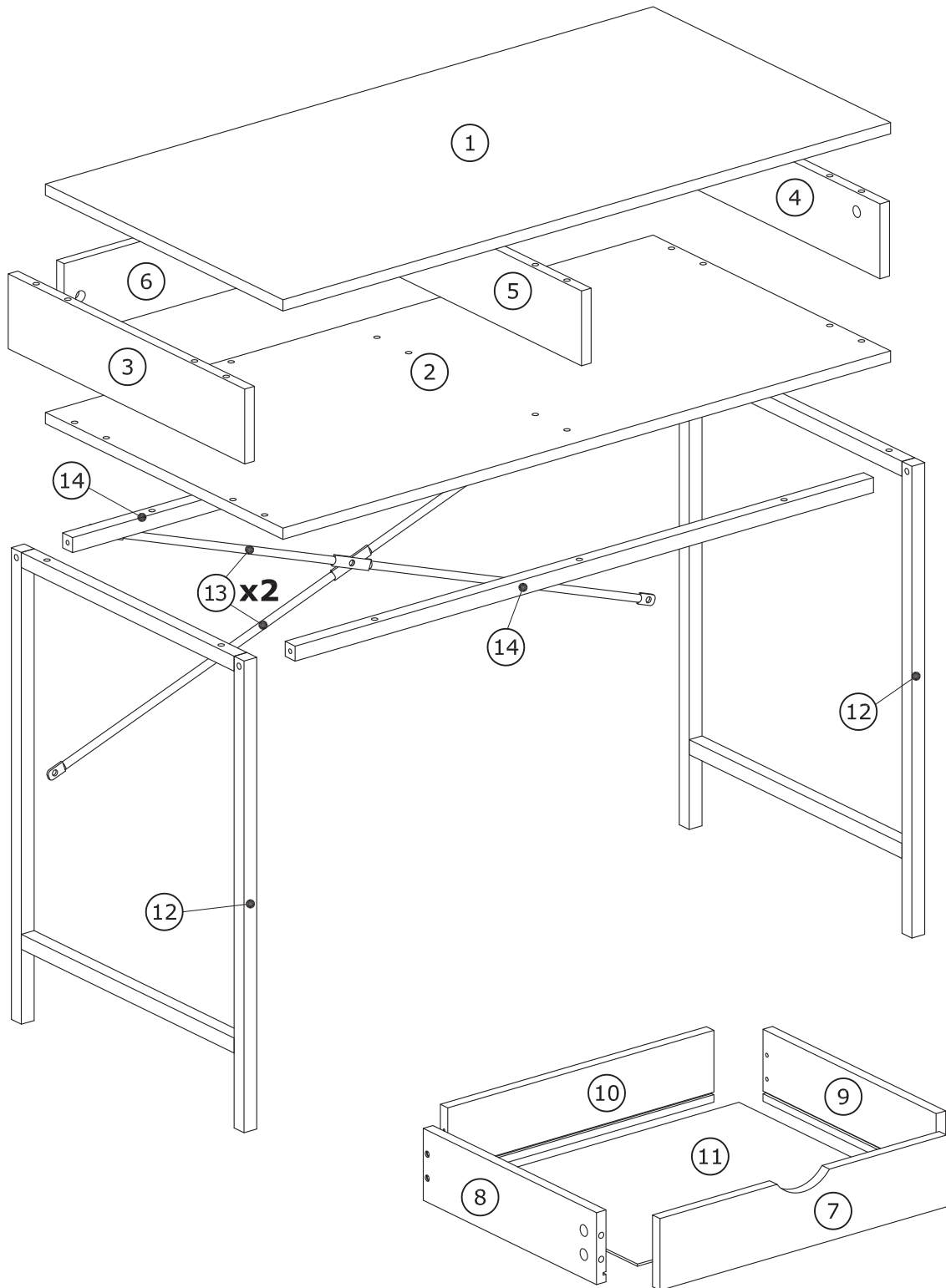
### **CARE INFORMATION**

- To clean, wipe with a damp cloth.
- Never use scourers, abrasives or chemical cleaners.
- Do not use solvent based cleaners or detergents as they can bleach or damage the product

## Parts and Fittings Checklist

Please check the pack contents before assembling the product. If any components are missing, please contact your retailer.

The fittings pack contains small items that should be kept away from children.



# TELFORD DESK ASSEMBLY INSTRUCTIONS

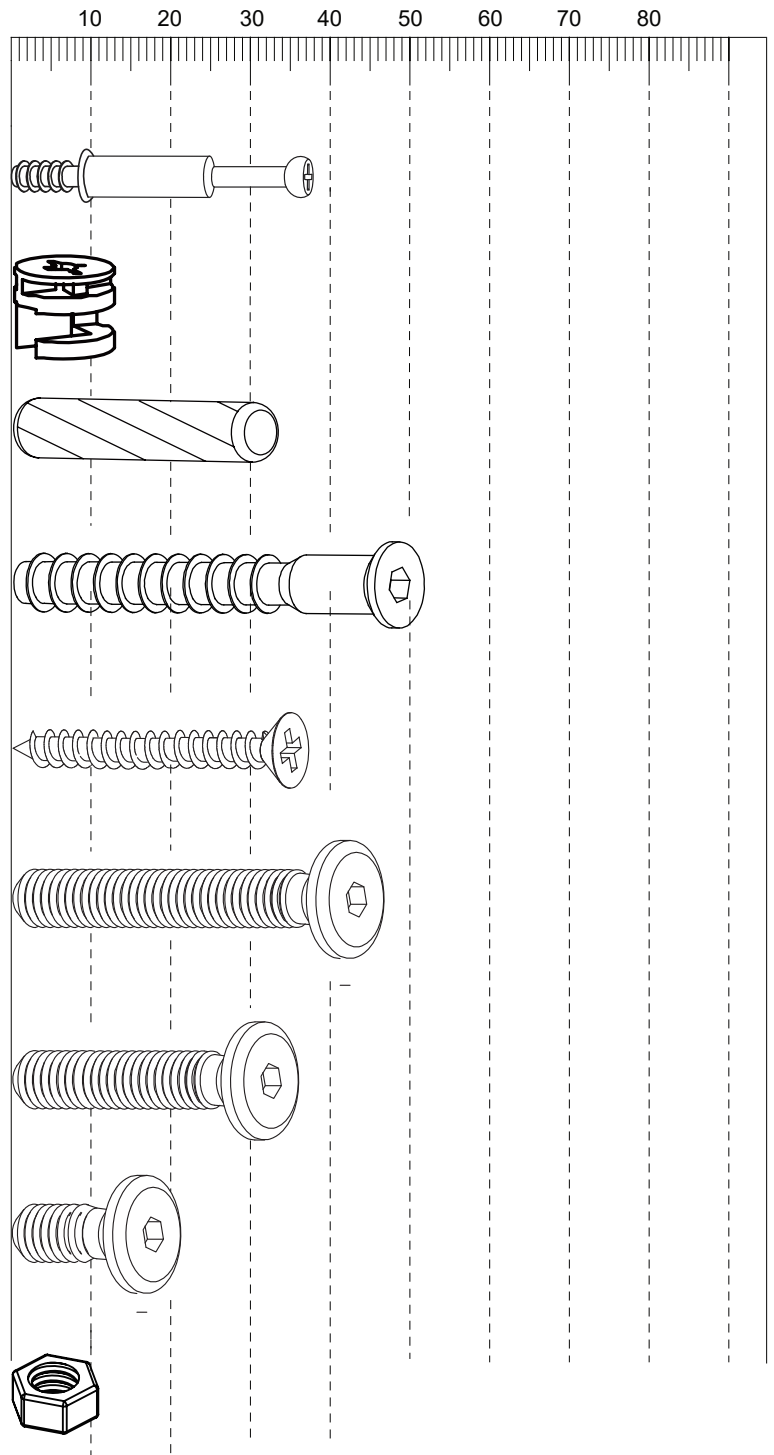
All parts are packed in one carton

1	2	3
Description: Top Panel Qty: 1 Size: 950 x 480 x 15 mm Carton No: 1/1	Description: Base Panel Qty: 1 Size: 950 x 480 x 15 mm Carton No: 1/1	Description: LH Side Panel Qty: 1 Size: 478 x 100 x 15 mm Carton No: 1/1
4	5	6
Description: RH Side Panel Qty: 1 Size: 478 x 100 x 15 mm Carton No: 1/1	Description: Centre Upright Qty: 1 Size: 462 x 100 x 15 mm Carton No: 1/1	Description: Back Panel Qty: 1 Size: 918 x 100 x 15 mm Carton No: 1/1
7	8	9
Description: Drawer Front Qty: 1 Size: 448 x 98 x 15 mm Carton No: 1/1	Description: LH Drawer Side Qty: 1 Size: 320 x 98 x 15 mm Carton No: 1/1	Description: RH Drawer Side Qty: 1 Size: 320 x 98 x 15 mm Carton No: 1/1
10	11	12
Description: Drawer End Qty: 1 Size: 416 x 95 x 15 mm Carton No: 1/1	Description: Drawer Base Qty: 1 Size: 424 x 313 x 3 mm Carton No: 1/1	Description: Metal Leg Frame Qty: 2 Size: 633 x 470 x 20 mm Carton No: 1/1
13	14	
Description: Back Brace Qty: 2 Size: Ø10 x 936 mm Carton No: 1/1	Description: Cross Bar Qty: 2 Size: 904 x 20 x 20 mm Carton No: 1/1	

# TELFORD DESK ASSEMBLY INSTRUCTIONS

## Fittings (to scale)

Code	Item	Quantity
A	Cam Bolt (38mm overall)	14
B	Cam Lock	14
C	Dowel 8x30mm	12
D	Carcass Screw for Fitting Centre Upright and Side Panels to Base Panel M7x50mm	8
E	Screw for Fitting Drawer Sides 4x35mm	4
F	Bolt for Fitting Cross Bars to metal Leg Frames M6x40mm	4
G	Bolt for Fitting Metal Legs and Cross Bar to Base Panel M6x28mm	10
H	Bolt for Fitting Back Bar to Metal leg and Cross Bar M6x12mm	5
P	Nut for M6 bolt	1



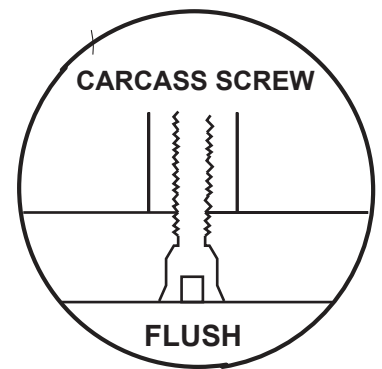
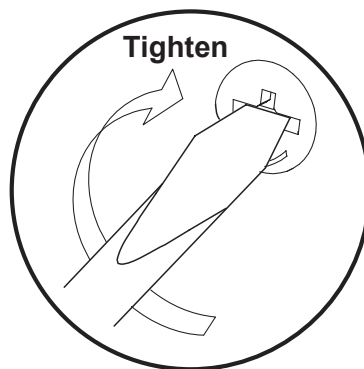
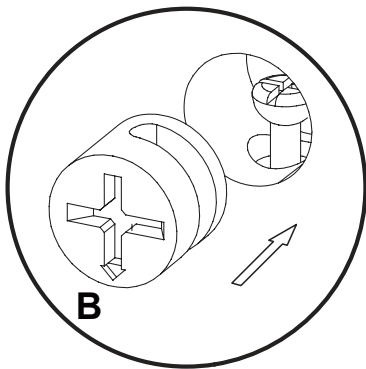
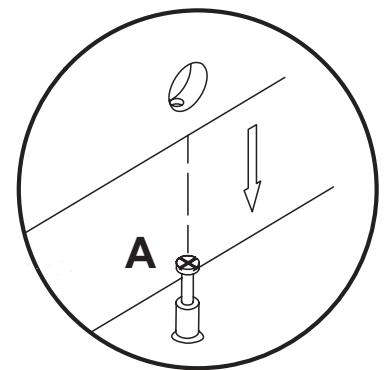
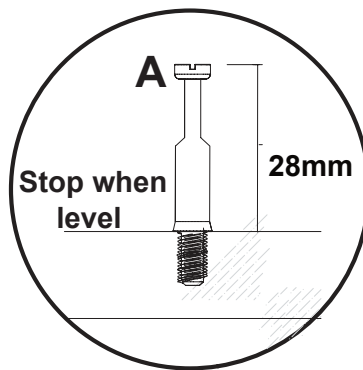
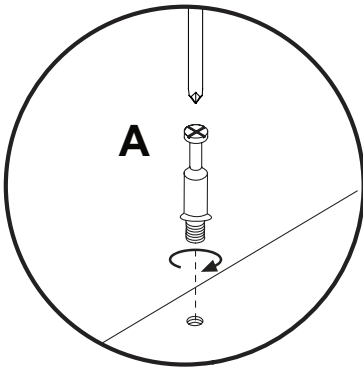
# TELFORD DESK ASSEMBLY INSTRUCTIONS

## Fittings (not to scale)

Code	Item	Quantity
J	Allen Key - M6	1
K	Drawer Stop	2
N	Spanner for M6 Nut	1
Q	Cam Cover Sticker	7

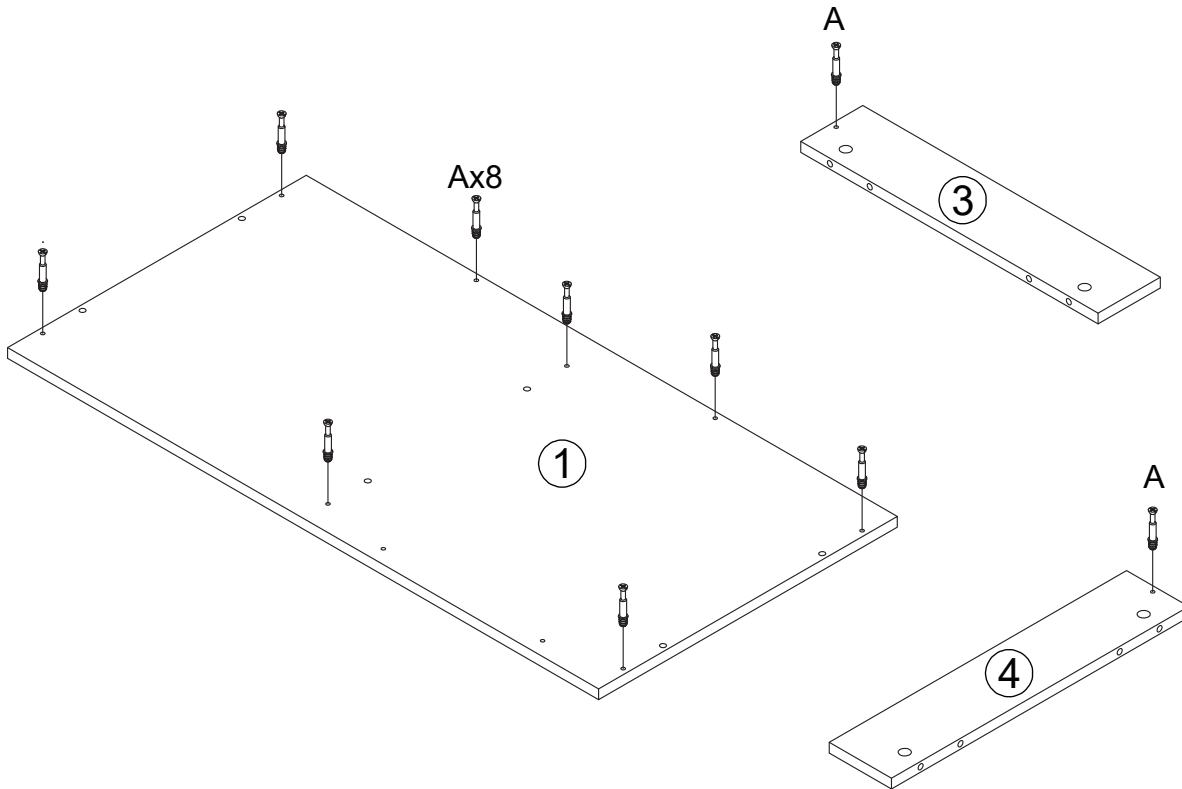


## General Hints & Tips

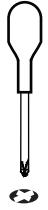


# TELFORD DESK ASSEMBLY INSTRUCTIONS

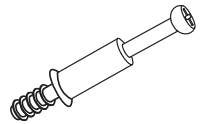
## STEP 1



For this step:  
**Tools required**

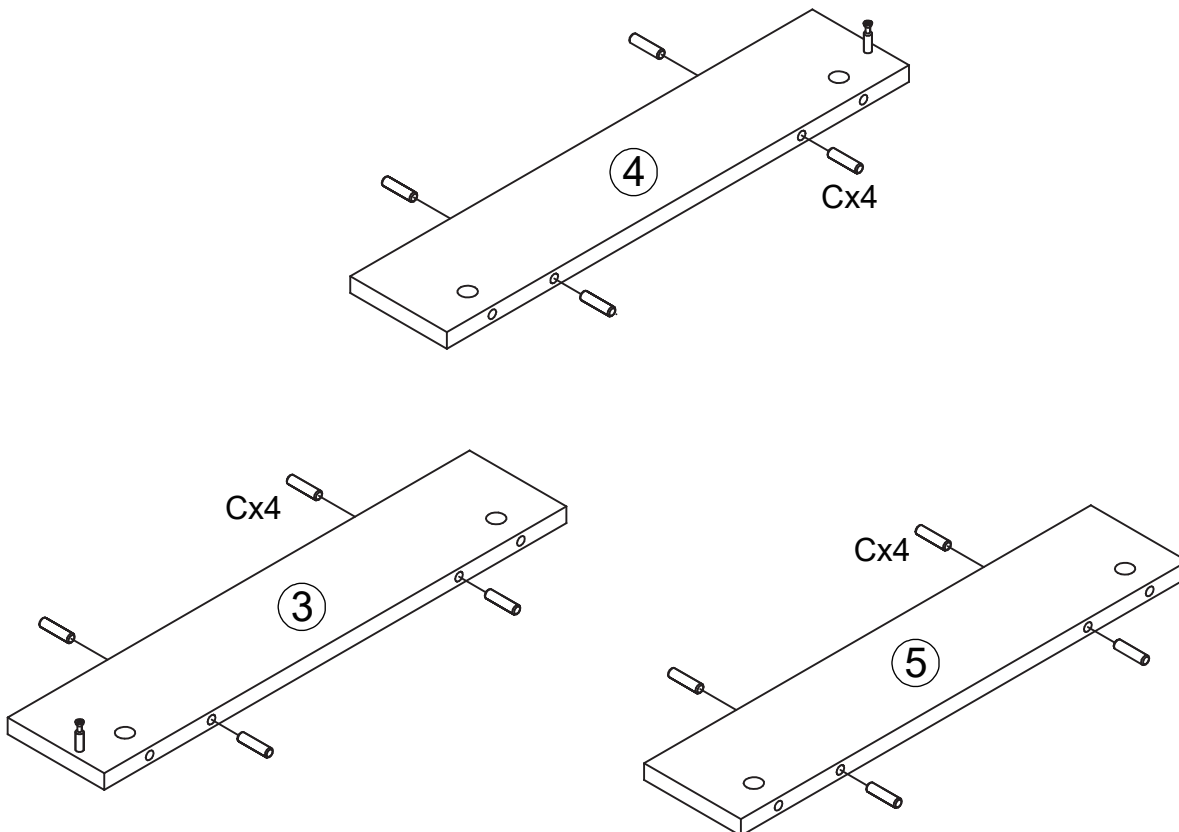


**Fittings required**



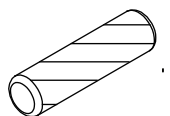
A x10

## STEP 2



For this step:  
**Tools required**

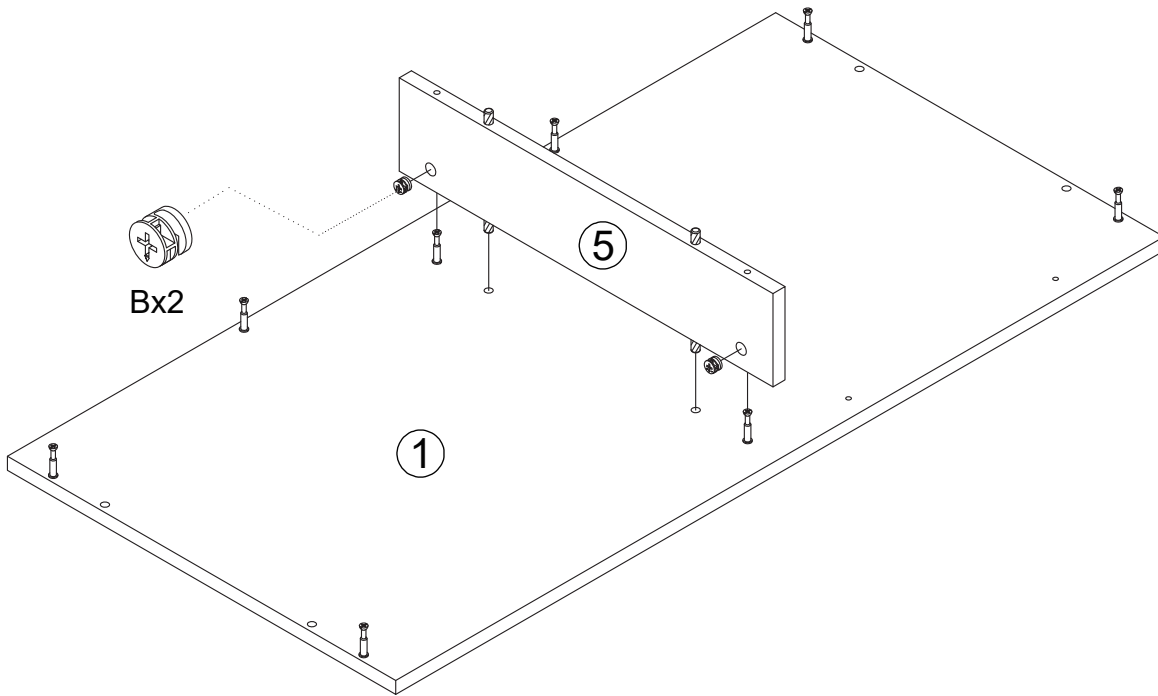
**Fittings required**



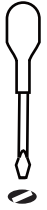
C x12

# TELFORD DESK ASSEMBLY INSTRUCTIONS

## STEP 3



For this step:  
**Tools required**

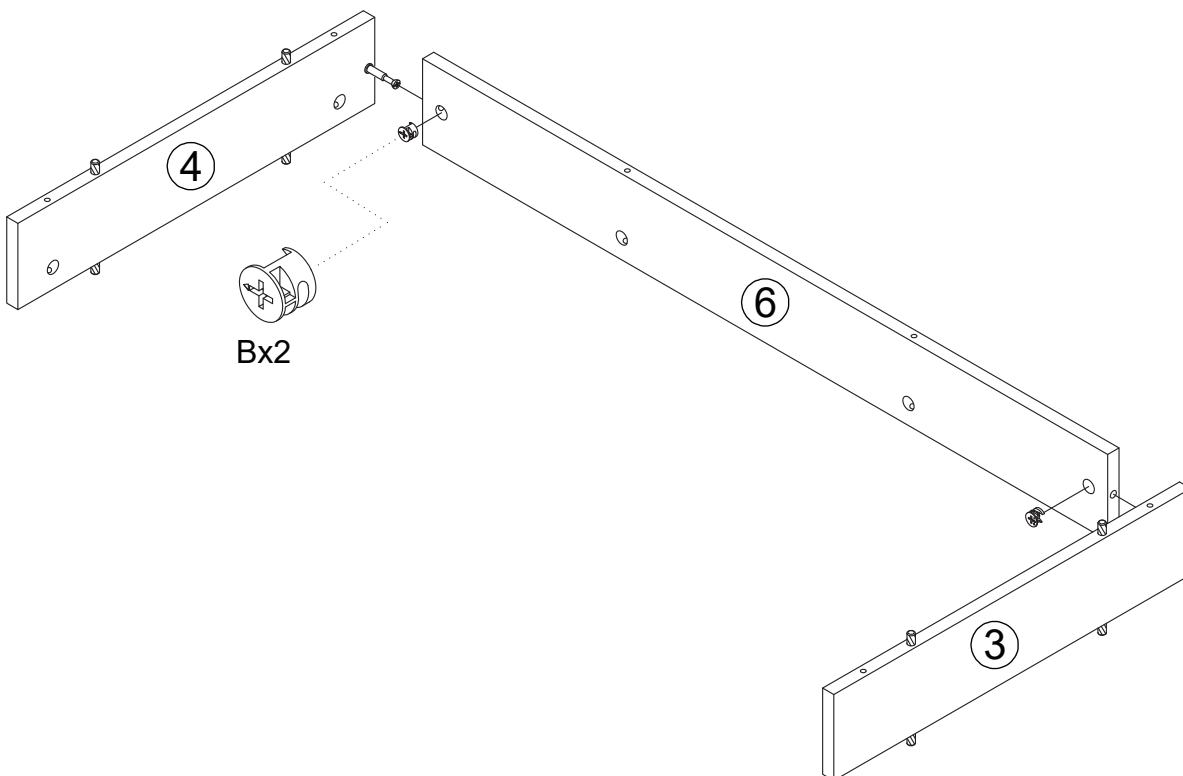


**Fittings required**



B x2

## STEP 4



For this step:  
**Tools required**



**Fittings required**

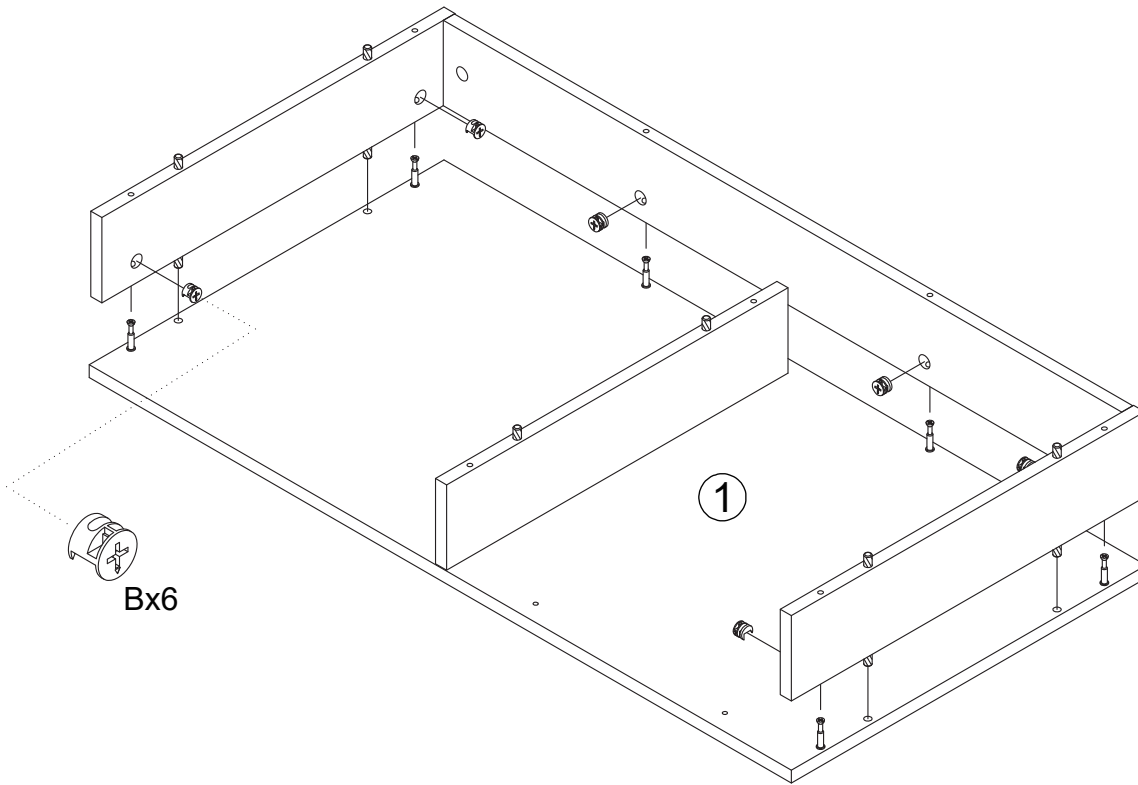


B x2

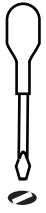


# TELFORD DESK ASSEMBLY INSTRUCTIONS

## STEP 5



For this step:  
**Tools required**

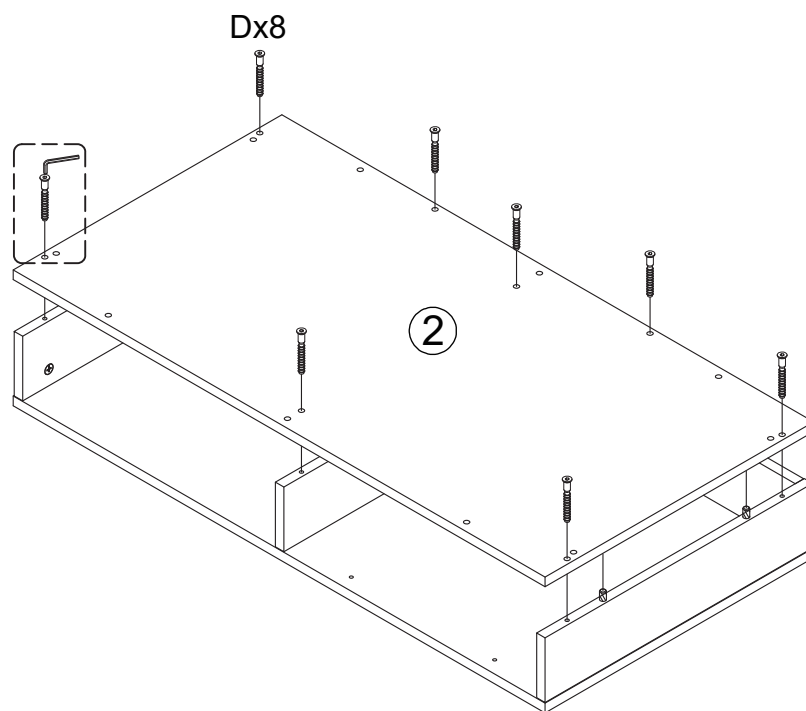
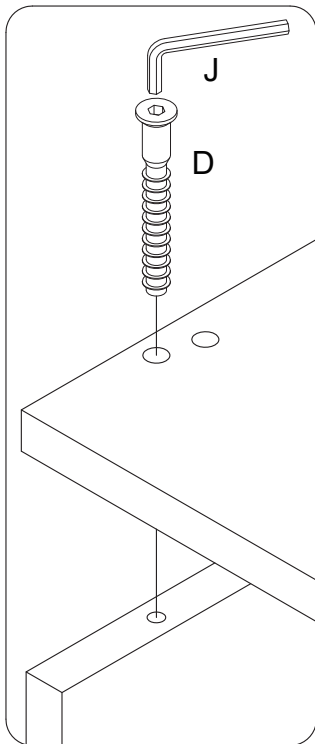


**Fittings required**

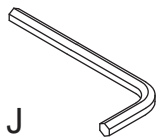


B x6

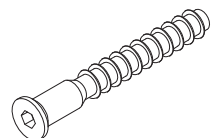
## STEP 6



For this step:  
**Tools required**



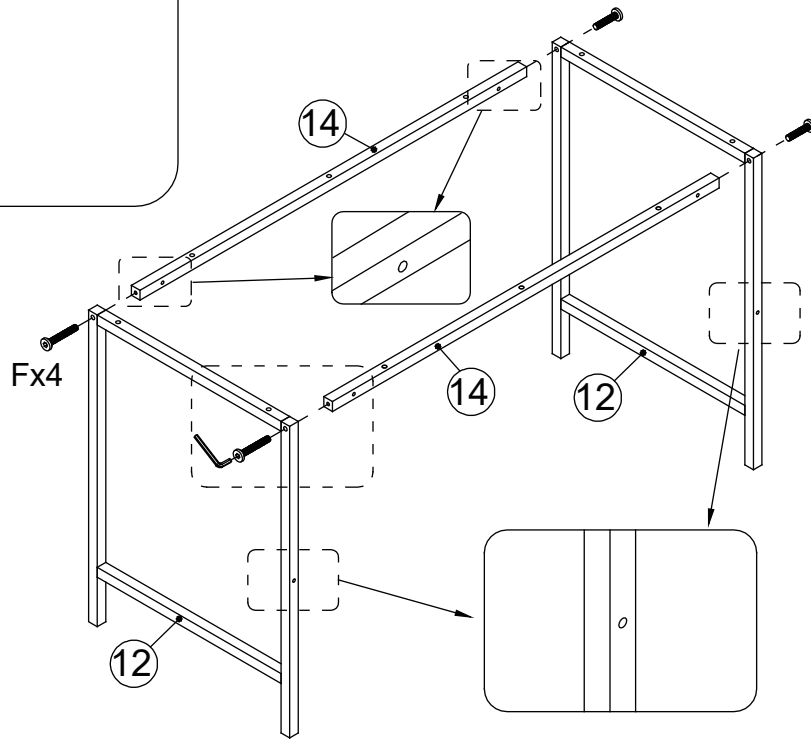
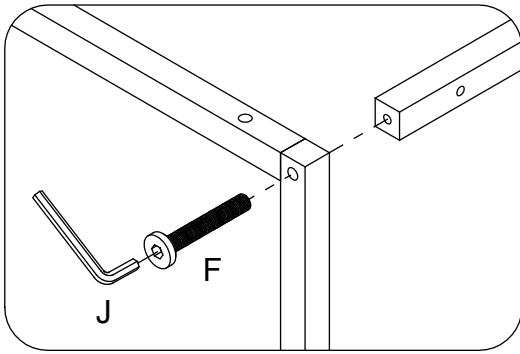
**Fittings required**



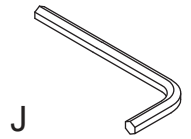
D x8

# TELFORD DESK ASSEMBLY INSTRUCTIONS

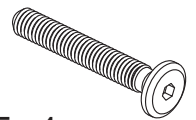
## STEP 7



For this step:  
**Tools required**

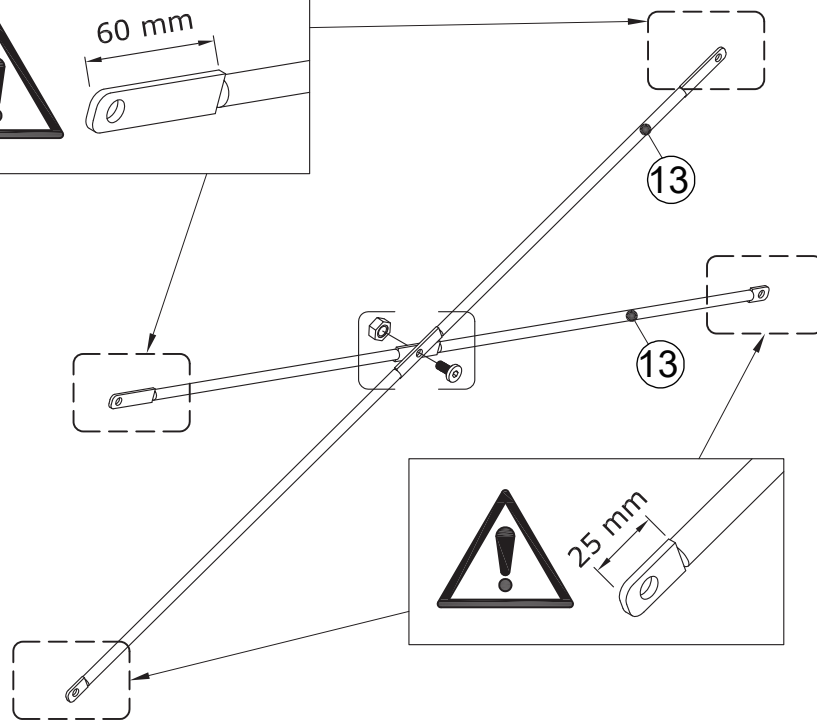
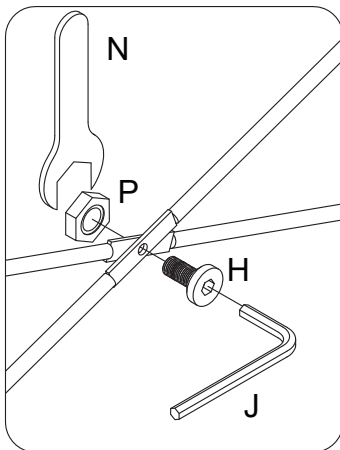
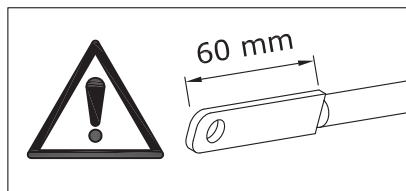


**Fittings required**

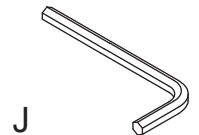


F x4

## STEP 8



For this step:  
**Tools required**

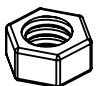


N

**Fittings required**



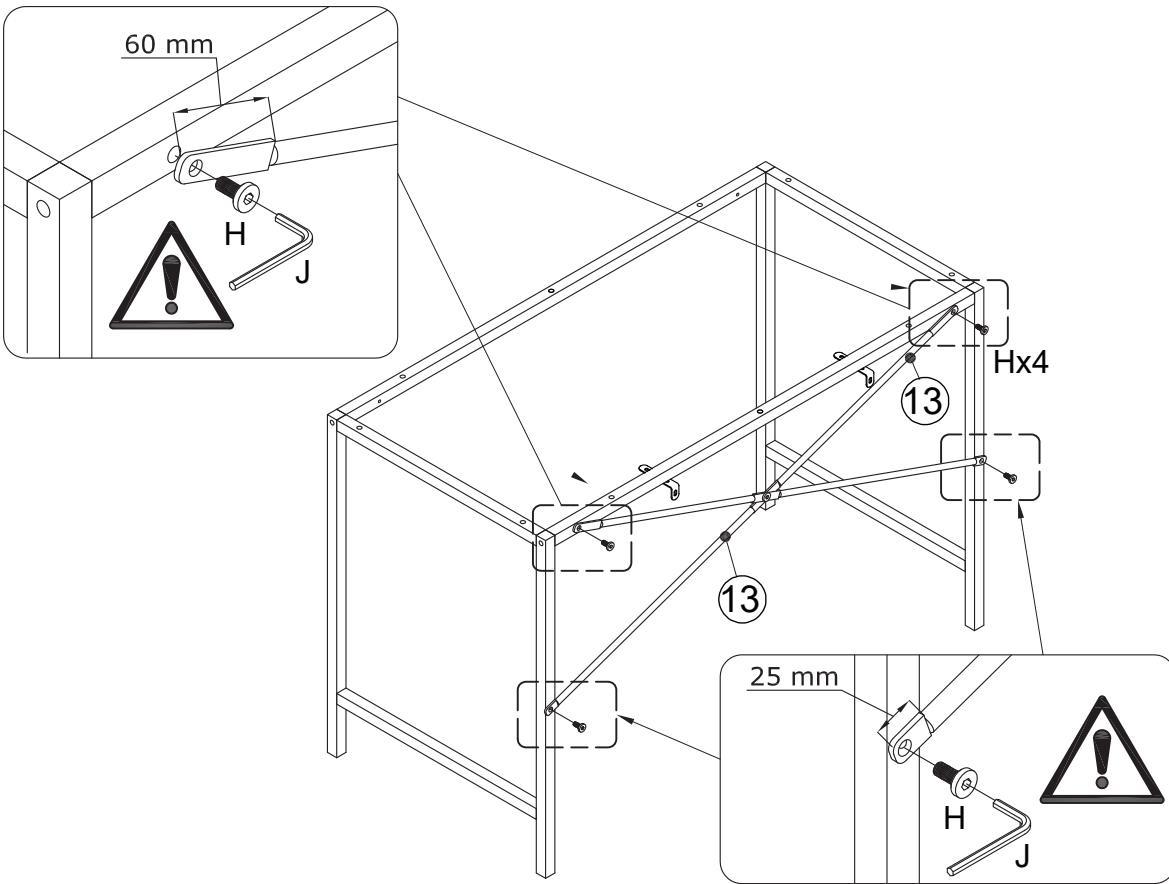
H x1



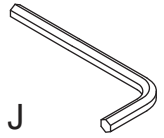
P x1

# TELFORD DESK ASSEMBLY INSTRUCTIONS

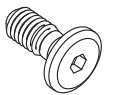
## STEP 9



For this step:  
**Tools required**

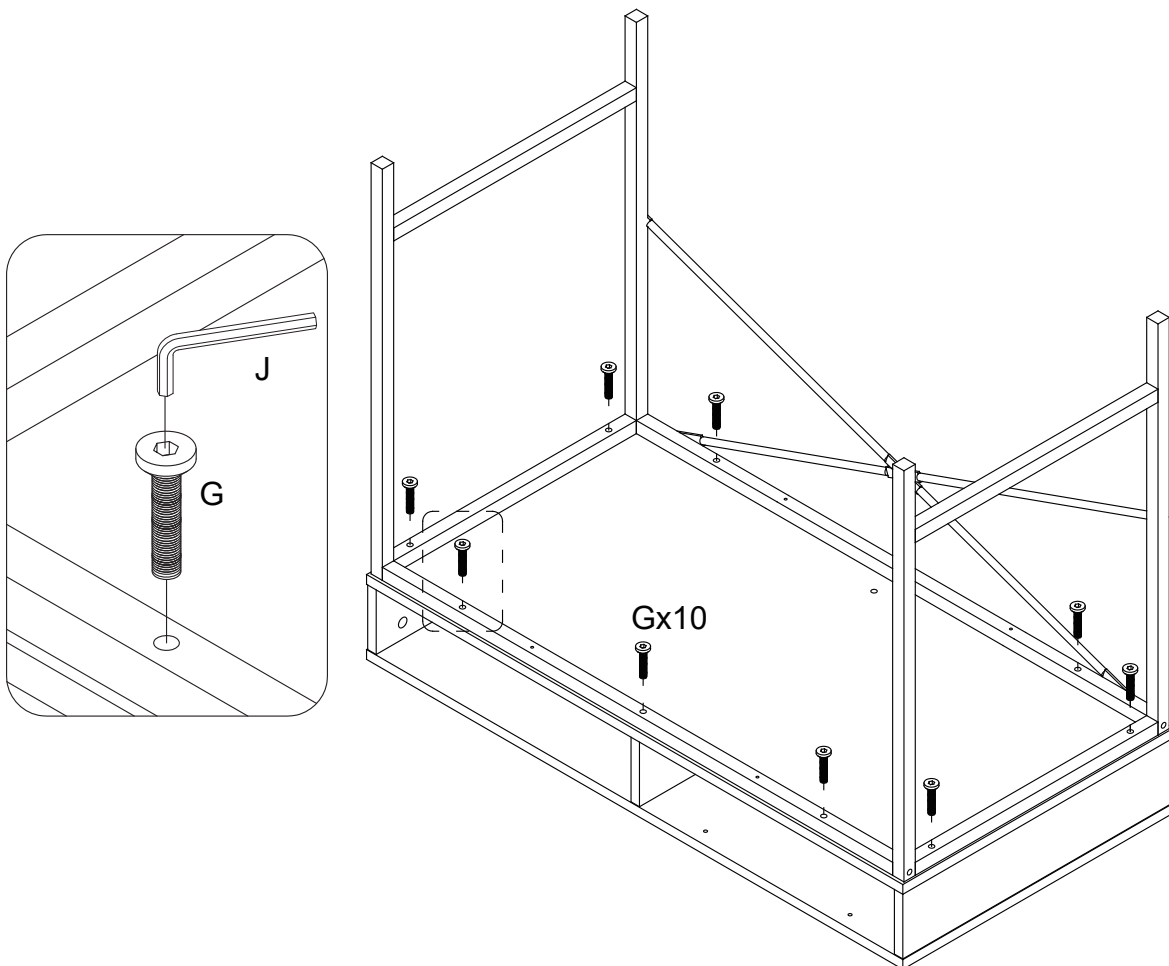


**Fittings required**

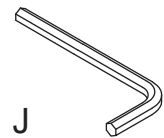


H x4

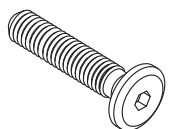
## STEP 10



For this step:  
**Tools required**

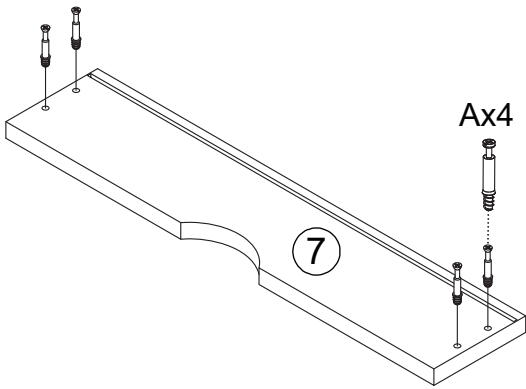


**Fittings required**

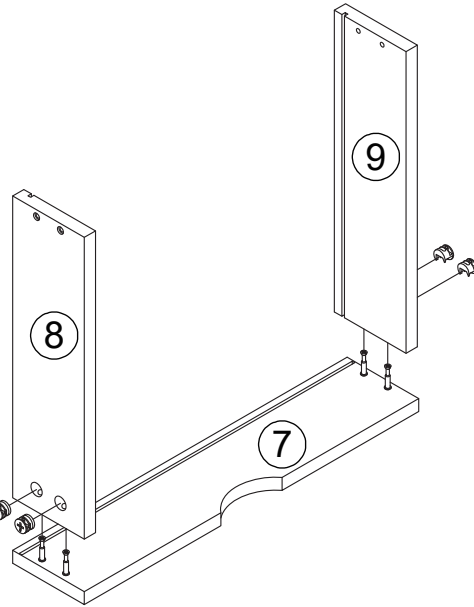


G x10

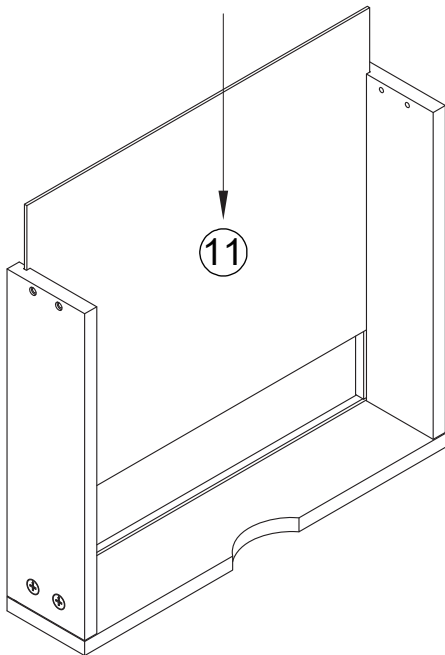
**STEP 11**



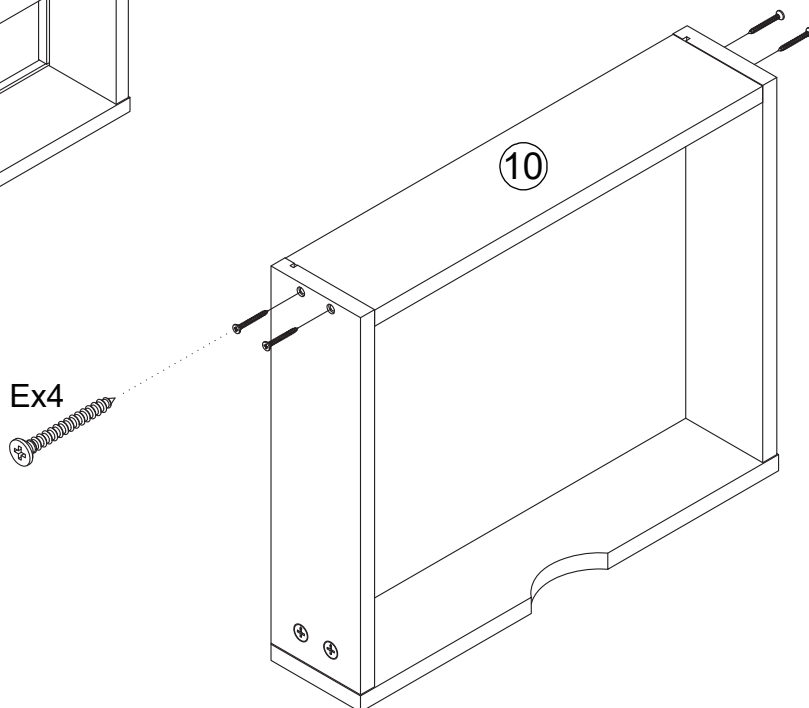
Ax4



Bx4

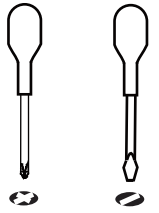


11

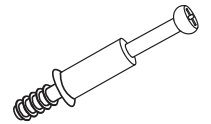


Ex4

For this step:  
**Tools required**



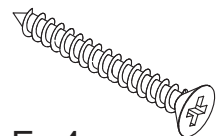
**Fittings required**



A x4



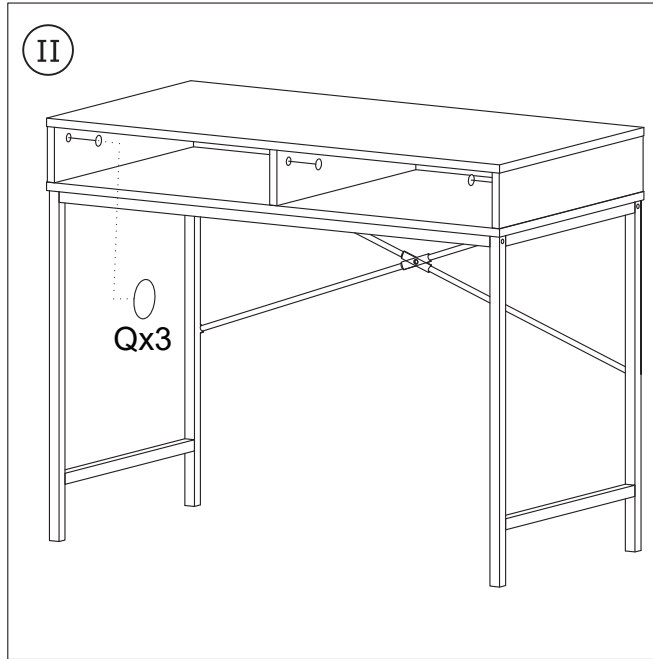
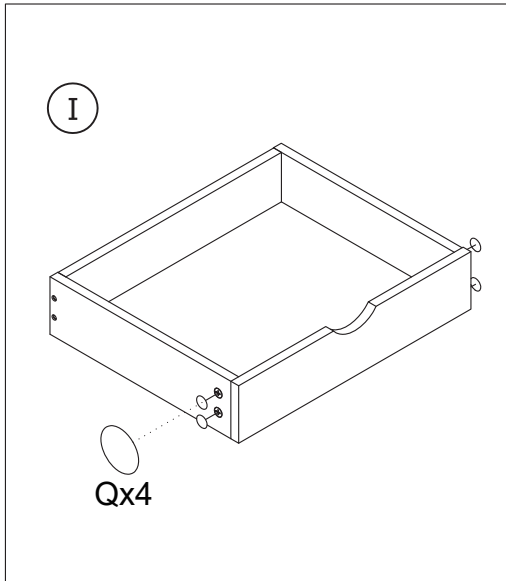
B x4



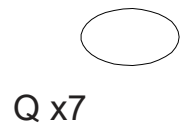
E x4

**STEP 12**

For this step:  
**Tools required**

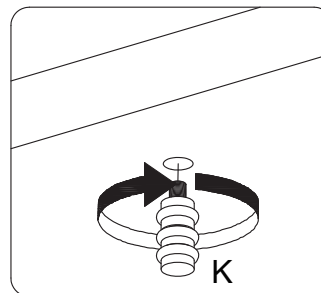
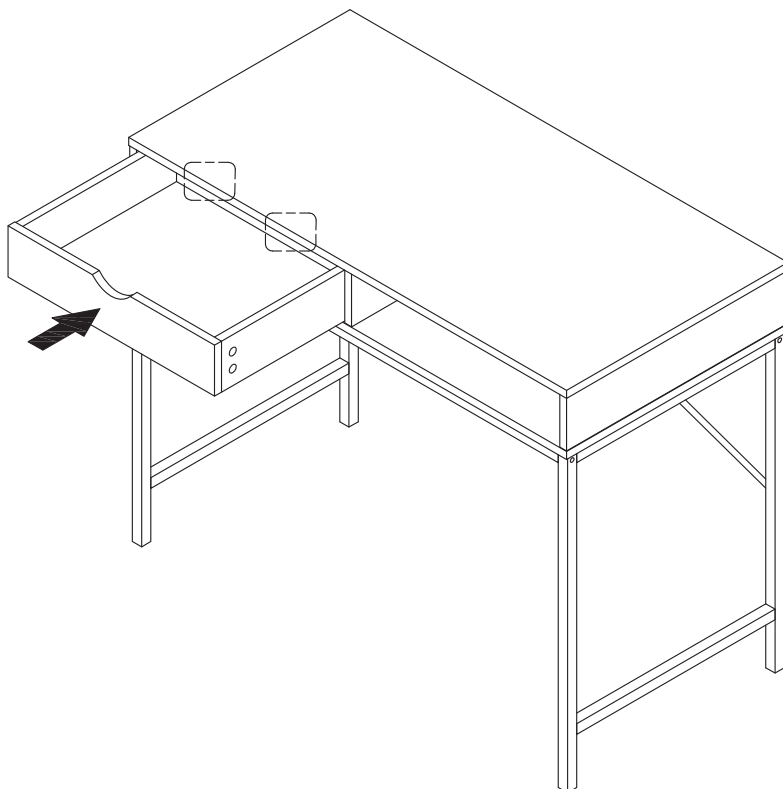


**Fittings required**

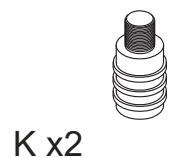


**STEP 13**

For this step:  
**Tools required**



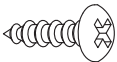
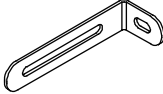
**Fittings required**



## STEP 14

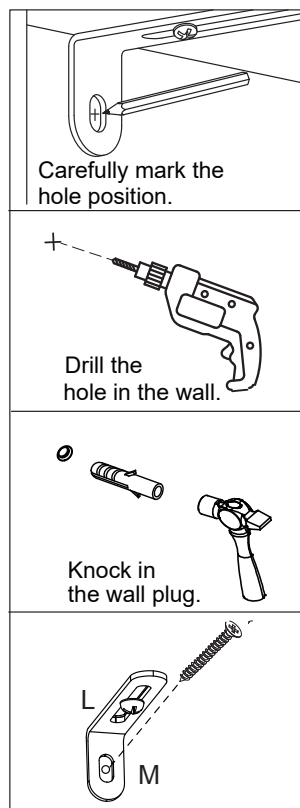
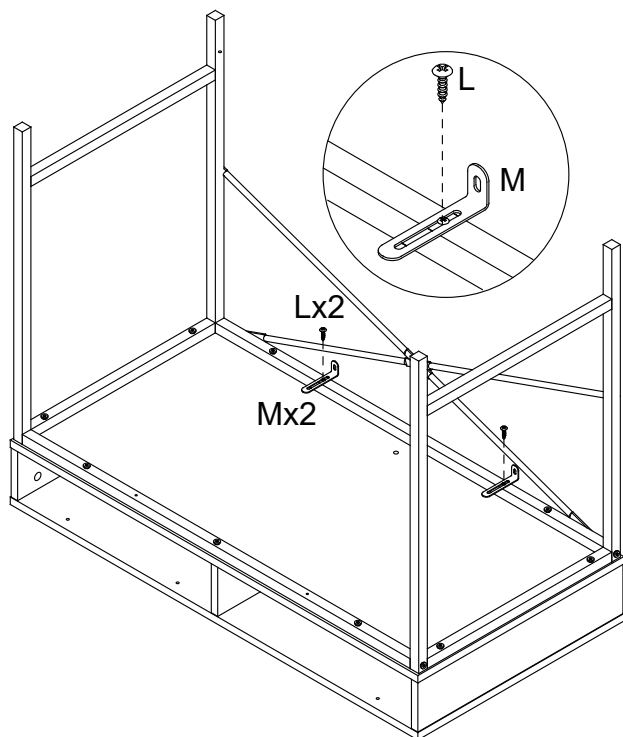
**WE RECOMMEND FIXING THIS DESK TO THE WALL**

**Warning: Always ensure the area to be drilled is free from hidden electrical wires, water and gas pipes.**

L	Screw for Fitting Anti-tilt Bracket 4x12mm	2	
M	Anti-tilt Bracket	2	

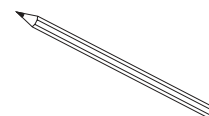
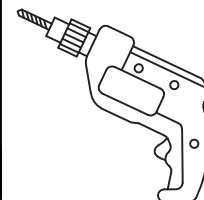
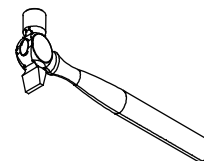
**CHOOSE SUITABLE FIXINGS TO SUIT THE WALL  
IN YOUR HOME - IF IN DOUBT CONSULT AN EXPERT**

Fix the two brackets to underside of the rear cross-bar as shown. In the final position the desk is going to be used, first place it next to the wall. Loosen screw (L) a little then place rear of the desk close to the wall and push bracket (M) so the short leg touches the face of the wall. From underside of the top carefully mark the wall with a sharp pencil, dead-centre of the hole in the short leg of the metal anti-tilt bracket then follow the steps below.



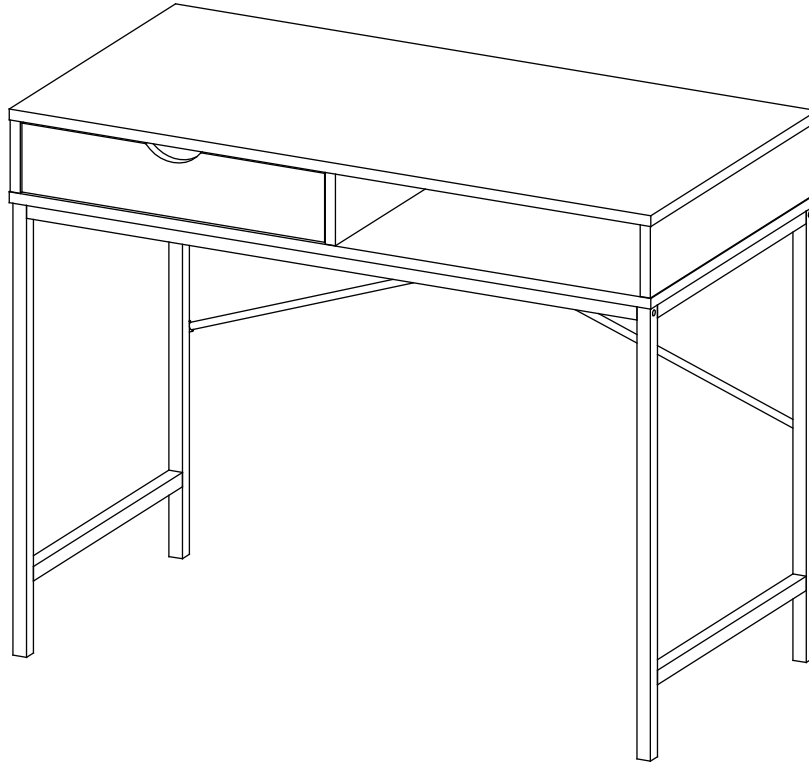
When you are satisfied with the position and the method chosen holds each bracket firmly in position, tighten screws (L).

For this step:  
**Tools recommended**



## Assembly Completed

Your Telford Computer Desk is now completely assembled.  
Periodically check to ensure that the components are in their proper position, free from damage.  
Also, make sure the connectors are tight and secure.



**Keep instructions for future reference**

