

ASSEMBLY INSTRUCTIONS

MEETING PLUS TABLES

NOTE: Please count and inspect all pieces before disposing of any carton or packing materials.

COMPONENTS

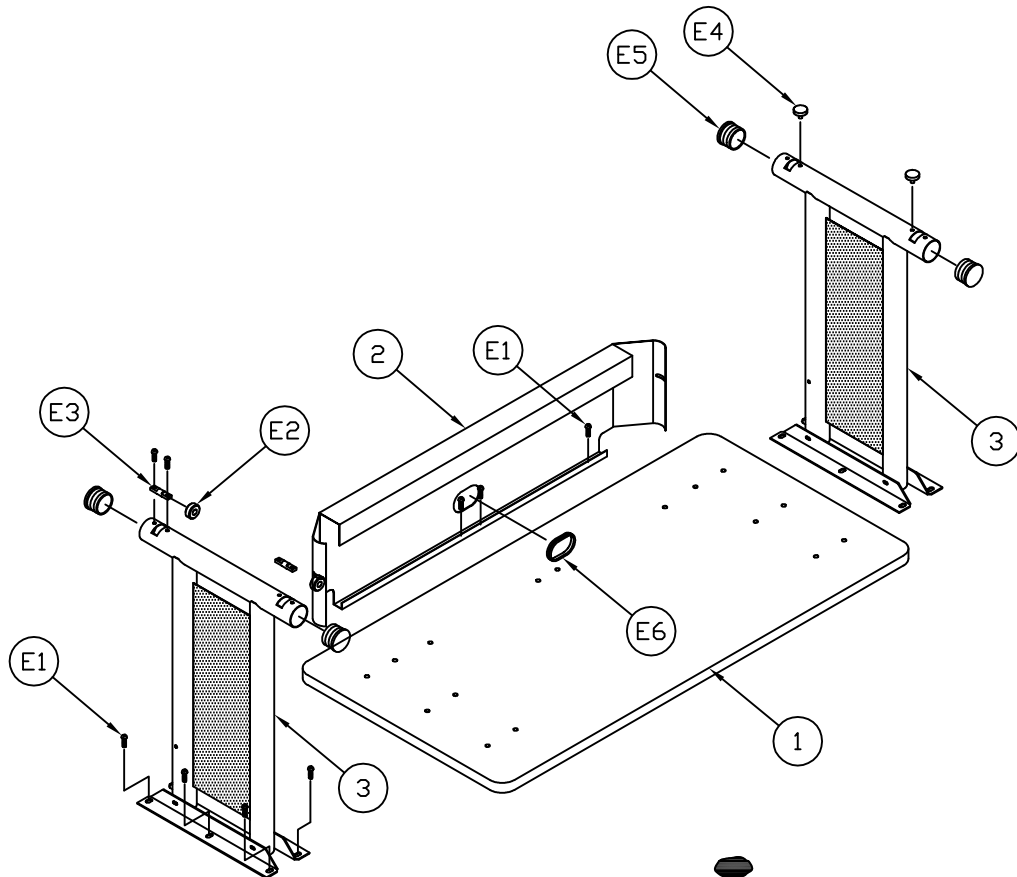
When ordering components, specific color and/or size information may be required. Contact a Mayline Customer Service Representative. 1-800-822-8037

<u>REF#</u>	<u>QTY.</u>	<u>DESCRIPTION</u>	<u>PART NO.</u>	
1	1	Top	CALL ~-**	** Denotes Color Code
2	1	Modesty Panel	CALL ~-**	~-Denotes Size
3	2	Leg Assembly	CALL ~-**	

HARDWARE BAG (Part No. A7550)

<u>REF#</u>	<u>QTY.</u>	<u>DESCRIPTION</u>	<u>PART NO.</u>	
E1	22	Screw, 1/4-20	700124 *	
E2	2	Caster Wheel	700229 *	
E3	2	Caster Axle	700230 *	
E4	2	Swivel Glide	700169 *	
E5	4	End Cap	600109 *	
E6	1	Rubber Grommet	700226 *	

* Individual Items, Order by part number.



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Assembly:

1. Locate two Rectangular Cutouts in the bottom of the round tube of the Leg Assembly (3) . Slide the Axle (E3) into the Wheel (E2) and align the holes in the Axle with the Threaded Holes on either side of the rectangular cutout. Secure the Wheel and Axle to the Tube using two Screws (E1). Repeat for the second wheel and axle position. Install End Caps (E5) into the Tube ends. See Fig. #1

2. Locate the inner most threaded holes on the other Leg Assembly (3) and assemble two Glides (E4). Install End Caps (E5) into the Tube ends. See Fig. #2

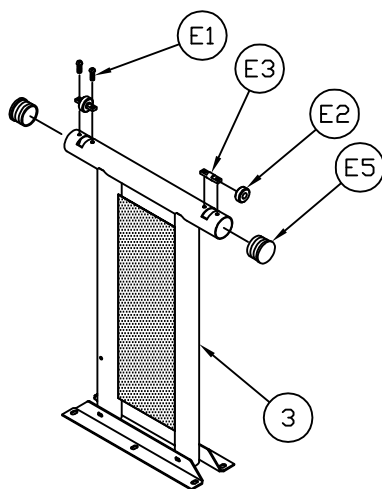


Fig. #1

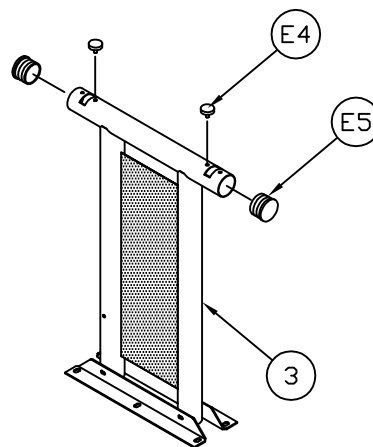


Fig. #2

3. Place Top (1) face down on a clean flat surface. Position the assembled Legs as shown. See Fig. #3

NOTE: Modesty Panel mounting hole in the Leg Assemblies must be located to the back side of the top.

Insert and start twelve Screws (E1) through the Leg Mounting Brackets into the metal inserts in the Top. DO NOT TIGHTEN AT THIS TIME.

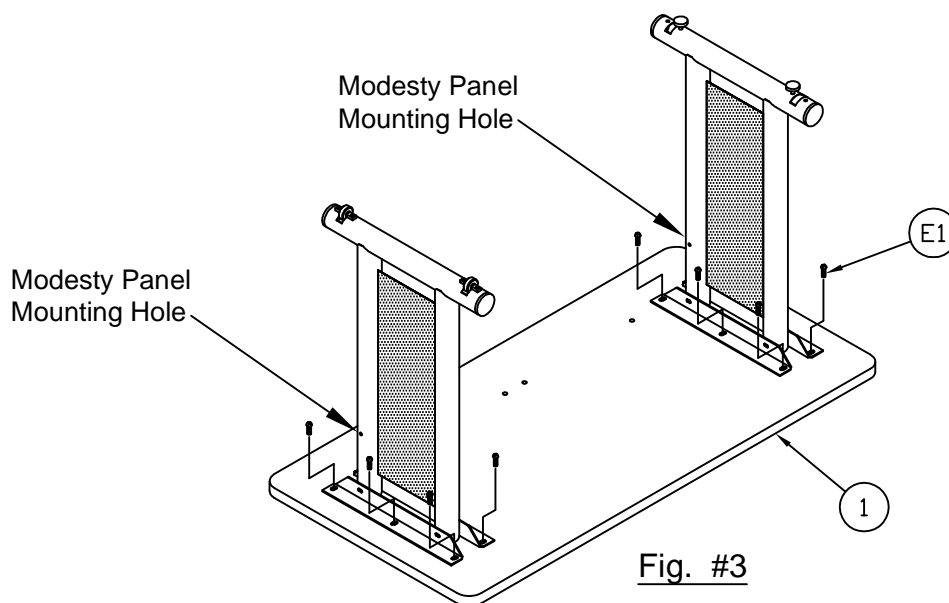


Fig. #3

4. Locate and position the Modesty Panel (2) as shown. Insert and start two Screws (E1) through the Modesty Panel and into the holes in the Leg Assemblies. Do Not Tighten Screws. Insert and start four Screws (E1) through the Modesty Panel and into the metal inserts in the Top. See Fig. #4

5. Tighten all six screws (E1).

6. Insert Rubber Grommet (E6) into opening in Modesty Panel (2).

7. Turn table to an upright position.

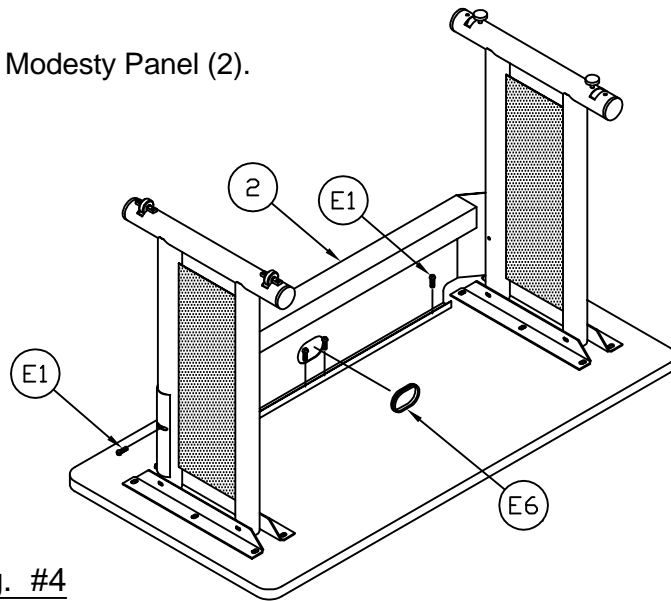
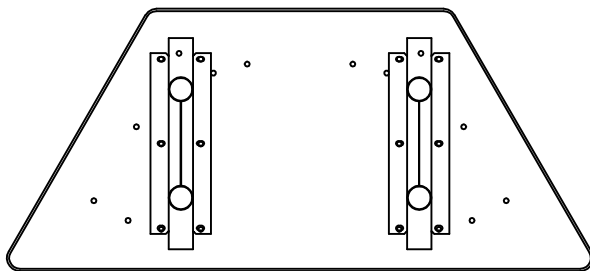


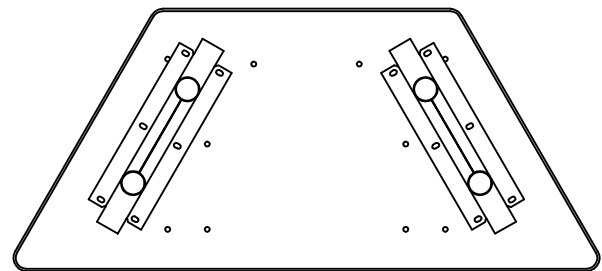
Fig. #4

NOTICE

All units assemble in the same manner, however Crescents and Trapezoids are designed for two possible leg positions. An inboard position for stand alone units, or an outboard position when tables are secured to other units. See Fig. #5



**INBOARD
POSITION**



**OUTBOARD
POSITION**

Fig. #5