

Collaborative Spaces

Effective June 2024 Canada



INSTALLATOIN MĀNUĀL
collaborative
spaces

COLLABORATIVE SPACES INSTALLATION

Spaces Info

Collaborative Spaces Table	2
Collaborative Spaces Table With Foot Rail	3
Collaborative Spaces Table Media Unit	4
Collaborative Spaces TV Mount	5
Collaborative Spaces Table Felt Modesty Panel	6
Collaborative Spaces Table Wire Mesh Storage Tray	7
Collaborative Spaces Table Mounted Bag Hook	8
Collaborative Spaces Felt Cable Tray	9
Collaborative Spaces Power Organizer Tray	10
Collaborative Spaces Recessed Power Tray	11
Collaborative Spaces Power Tray	12
Collaborative Spaces Coat Rack Cart	13
Collaborative Spaces Shelf Cart	14
Collaborative Spaces Media Cart	15
Collaborative Spaces Single Sided Whiteboard Cart	19
Collaborative Spaces Double Whiteboard Cart	21
Collaborative Spaces Combo Shelf-Whiteboard Cart	23
Collaborative Spaces Removable Whiteboard Cart	25
Collaborative Spaces Cart Mounted PET Felt Privacy Panels	26
Collaborative Spaces Removable Whiteboard Panel	27
Collaborative Spaces Hospitality Cart	28
Collaborative Spaces Laptop Table	29
Collaborative Spaces Occasional Tables	30

1 Boulevard, Required Installation Tools

Safety Glasses	#3 Robertson Screwdriver
Power Drill (var speed, rev)	Large 1/4" Blade Screwdriver
Magnetic drill bit holders	3/16" Diameter Punch
1/4" Nut-Driver	Utility Knife
5/16" Nut-Driver	48" Long Level
3/8" Nut-Driver	Tape Measure
#2 Robertson Screwdriver	Gloves

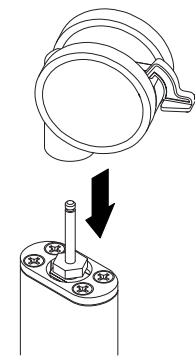
Additional items you may find useful:

#2 Phillips Screwdriver	Large Channel Lock Pliers
#3 Phillips Screwdriver	Fine tooth Saw (Hacksaw)
1/2" Wrench	General Purpose Prybar
9/16" Wrench	Frame Dolly
Adjustable 8" Wrench	Two wheel cart
Needlenose Pliers	Furniture Cart with Straps

Correct Product handling Tips

- Handle all of the furniture with care.
- Lift table completely off the ground when carrying; dragging may cause damage. When carting and/or staging surfaces, ensure they are placed face to face to avoid scratching.
- When staging surfaces, ensure the first surface is relatively close to the wall (just enough to stand on its own).
- Always protect walls and/or surfaces when leaning them.
- Watch for the sharp ends of staples when removing the packaging from around surfaces and metal parts.
- Always lay surfaces facedown onto a clean cardboard or clean surface when assembling to avoid any damage.

WIDTH RANGE	DEPTH RANGE	HEIGHT RANGE	BEAM SUPPORT - Y/N	STANCHION - Y/N
36",42"	18" to 48" (ALL)	WORK, CAFÉ, BAR	NO	NO
48" to 72"	18" to 48"	WORK, CAFÉ, BAR	YES	NO
78" to 96"	30" to 48"	WORK	YES	NO
78" to 96"	30" to 48"	CAFÉ, BAR (Small Radius)	YES	YES



For tables with casters, simply snap the casters onto the leg stud.

Please contact your Global Contract Service Representative at 416-739-5000 for any questions or concerns.

NOTE: Any alterations to listed components will void the manufacturer's warranty. The manufacturer will not be responsible for any damage or bodily harm caused by alterations in accordance with national or local electrical codes and manufac-

turer's specifications. In accordance with the manufacturer's policy of continual product improvement, the product presented in this document is subject to change without notice or obligation.

Collaborative Spaces Table - SCT

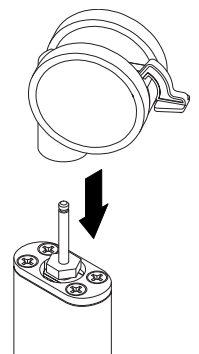
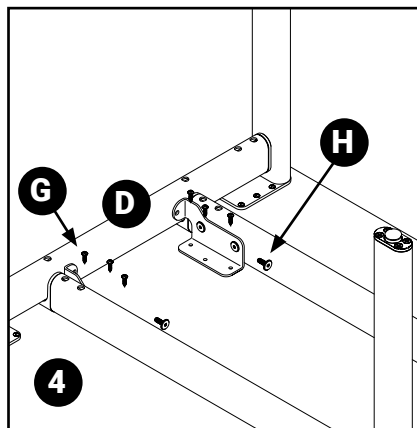
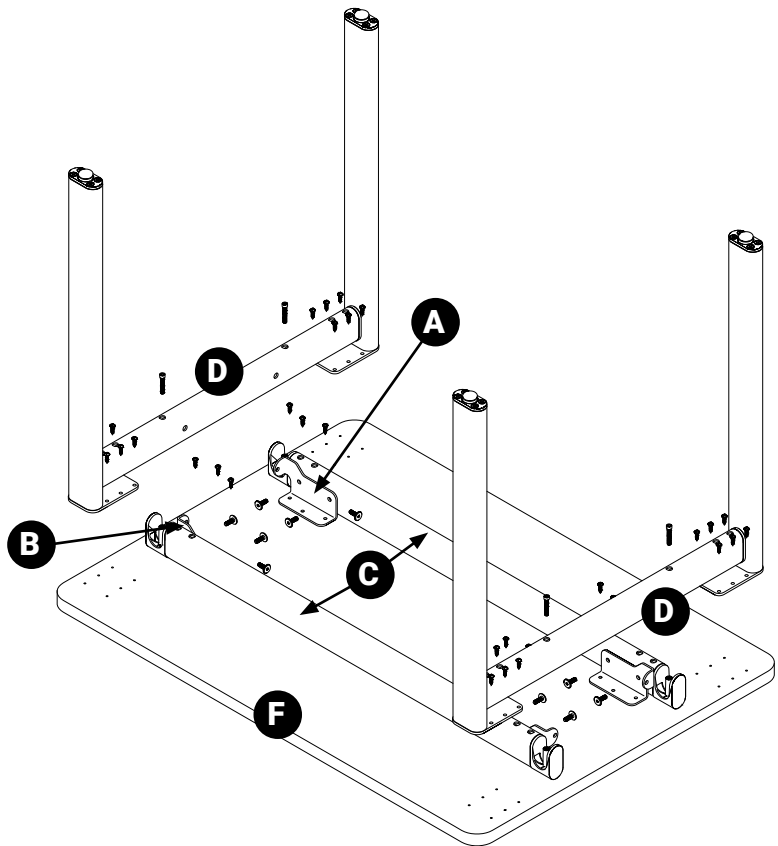
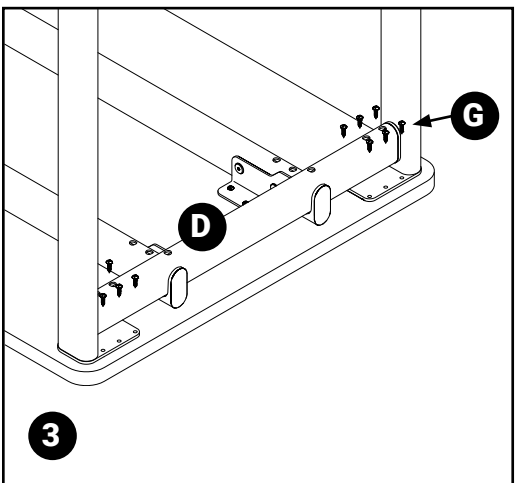
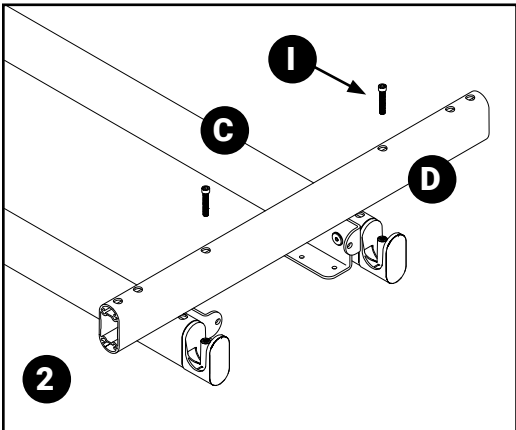
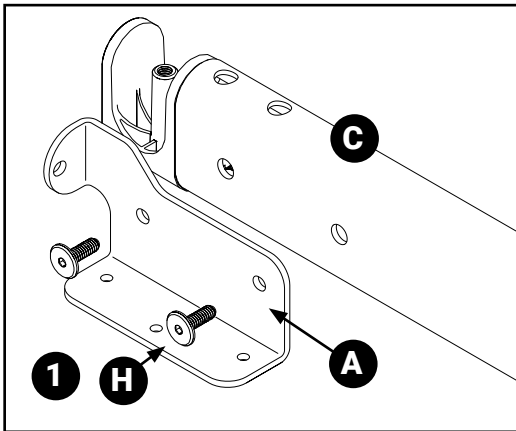
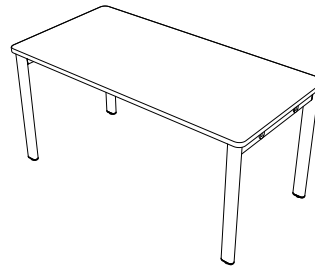
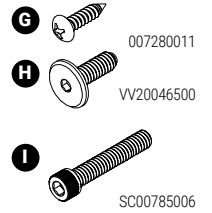
This installation shows a top up approach where the work surface is laid on the floor and the frame assembly is attached down onto it. The table can be assembled with the frame upright and the work surface placed down onto it.

STEP 1: Attach left (A) and right (B) beam support brackets to support beams (C) as shown in the image using fasteners (H).

STEP 2: Attach upper support beams (C) to gables (D) using fasteners (I). Secure beam support brackets (A&B) to gables (D) using fasteners (H).

STEP 3: Attach gables (D) to surface (F) using fasteners (G). Secure beam support brackets (A&B) to surface (F) using fasteners (G).

STEP 4: Secure beam support brackets (A & B) to gables using fasteners (H). Secure beam support brackets to surface (F) using fasteners (G).



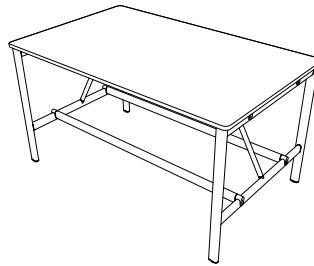
For tables with casters, simply snap the casters onto the leg stud.

COLLABORATIVE SPACES INSTALLATION

Collaborative Spaces Table With Foot Rail - SCT

This installation shows a top up approach where the surface is laid on the floor and the frame assembly is attached down onto it. The table can be assembled with the frame upright and the surface placed down onto it.

STEP 1. Attach left (A) and right (B) beam support brackets to support beams (C) as shown in the image using fasteners (H).

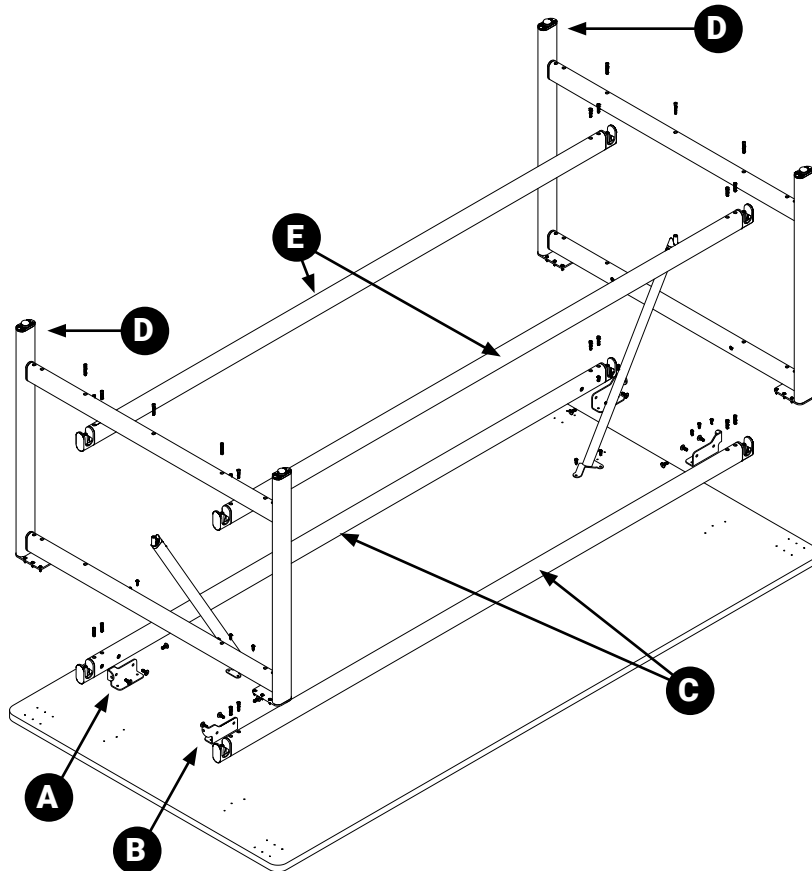
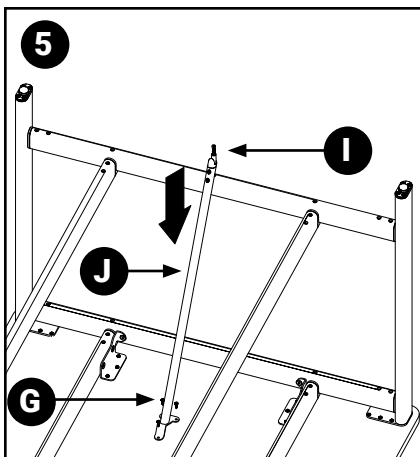
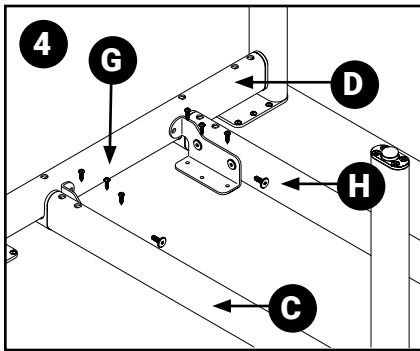
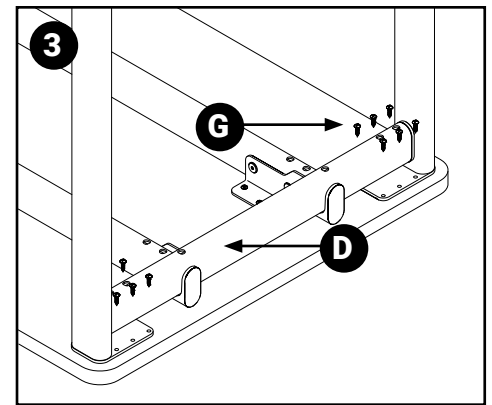
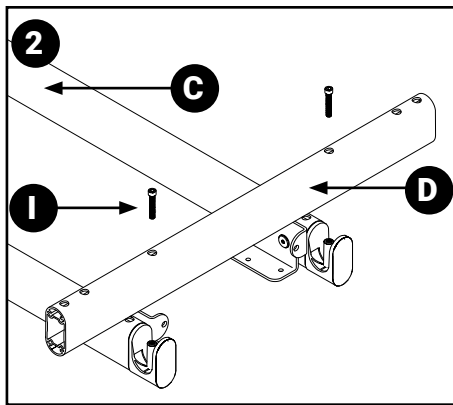
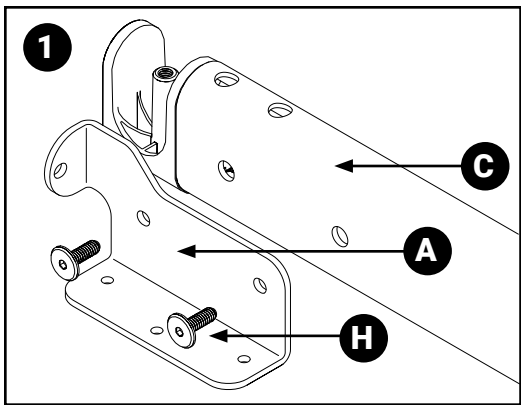
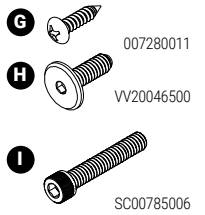


STEP 2. Attach support beams (C) to gables (D) using fasteners (I). Attach foot rests (E) to gables (D) using fasteners (I). Secure beam support brackets (A&B) to gables (D) using fasteners (H).

STEP 3. Attach gables (D) to work surface (F) using fasteners (G). Secure beam support brackets (A&B) to surface (F) using fasteners (G).

STEP 4. Secure beam support brackets (A & B) to gables using fasteners (H). Secure beam support brackets to work surface (F) using fasteners (G).

STEP 5. Tables 78" and longer include an angle support. Attach the angle support (J) to gables (D) using fasteners (I) and then attach it to the surface (F) using fasteners (G).



Collaborative Spaces Table Media Unit - SCTAM

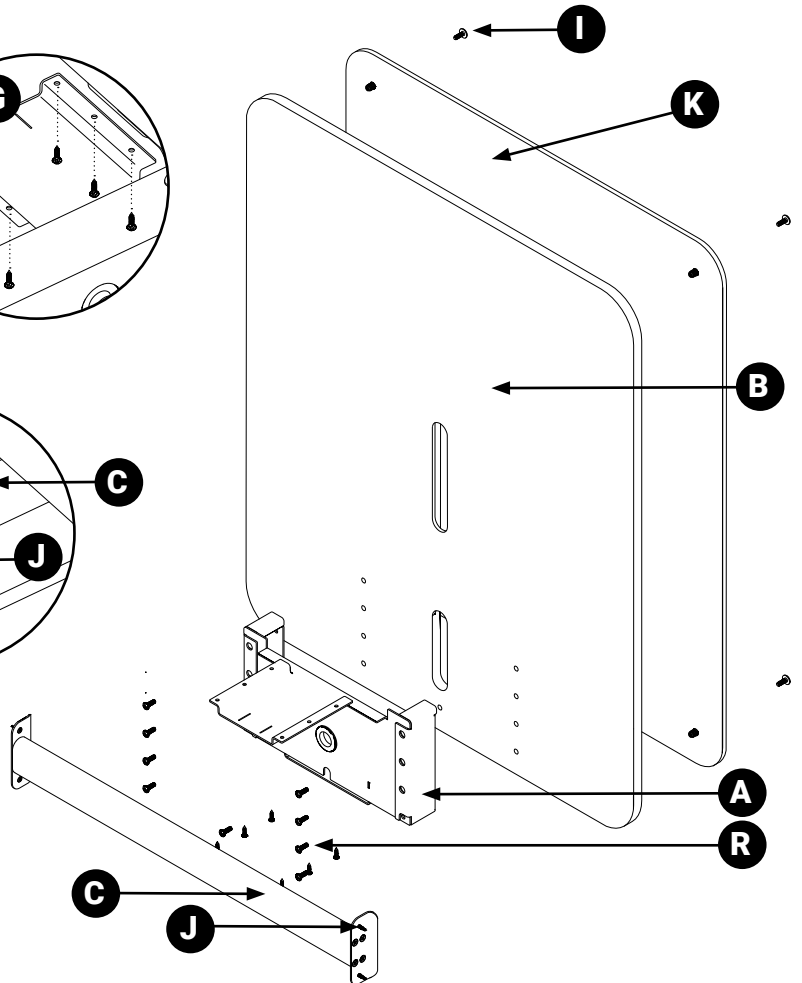
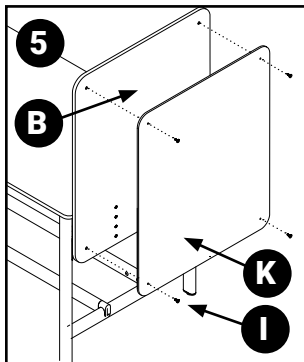
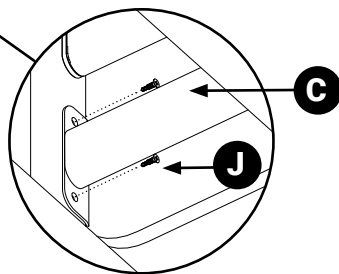
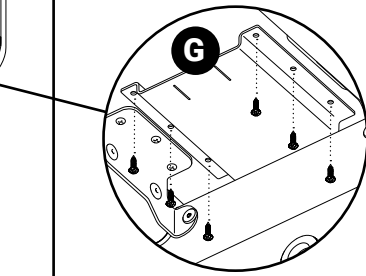
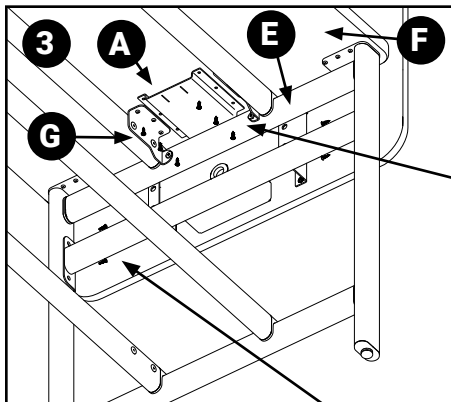
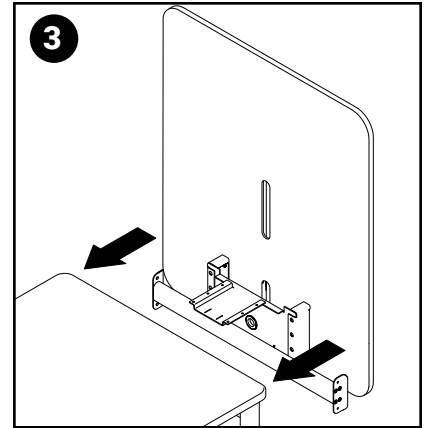
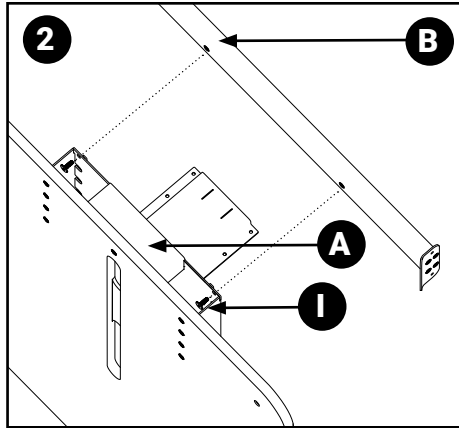
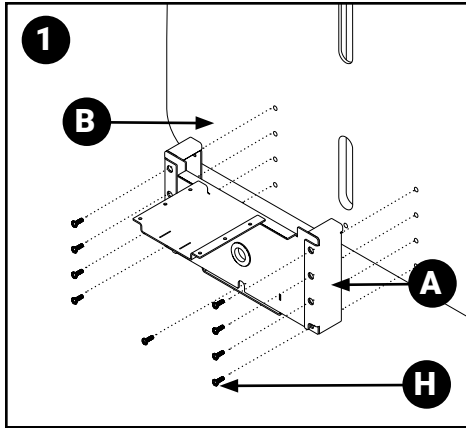
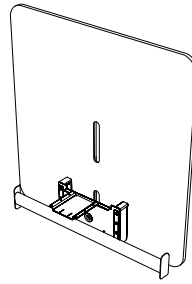
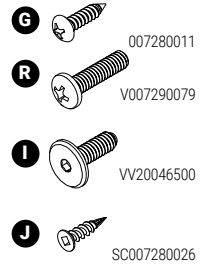
STEP 1: Attach bracket (A) to fascia (B) using 9 fasteners (R).

STEP 2: Attach brace bar (C) to bracket (A) using fasteners (I).

STEP 3: Slide media unit assembly into table over the gable top rail (E). Attach bracket (A) to surface (F) using fasteners (G). Attach the brace bar (C) to the table legs using fasteners (J).

STEP 4: Mount TV in desired position. run cables through the fascia (B) upper hole and back through the lower hole.

STEP 5: Attach the PETfelt back (K) onto the fascia (B) using fasteners (I).



COLLABORATIVE SPACES INSTALLATION

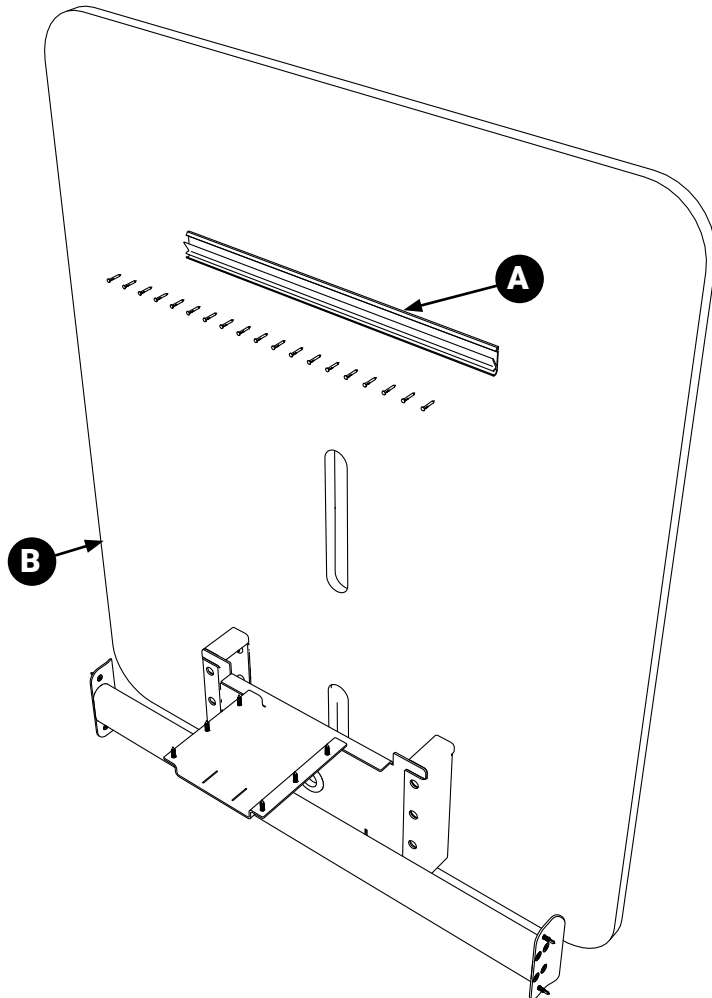
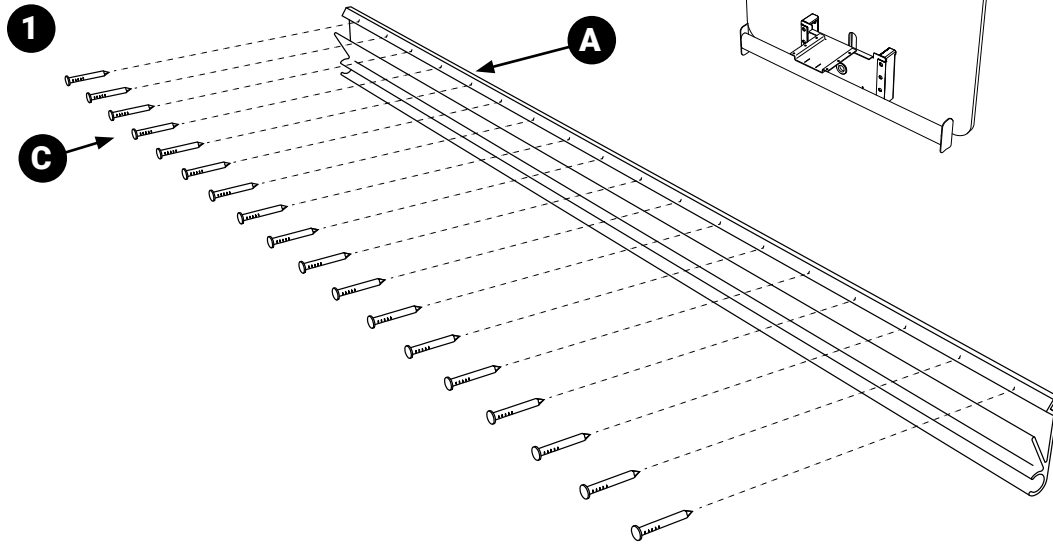
Collaborative Spaces TV Mount - SCTAM

STEP 1: Position the TV mount bracket (A) on the Table Media Unit (B). Use the supplied 3/4" long nails (C).



SC00785031

DO NOT use the nails that are included with the TV Mount.

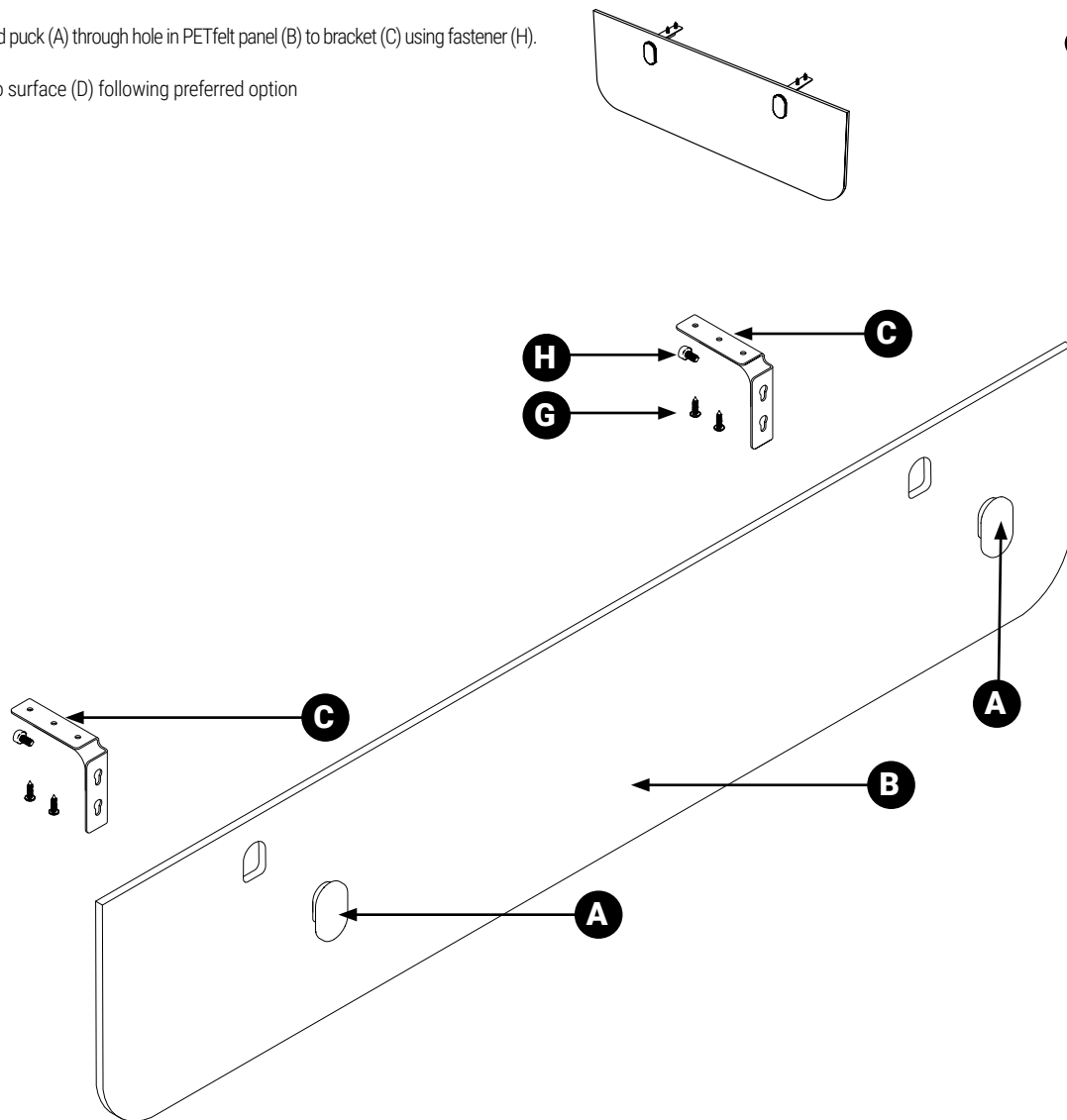
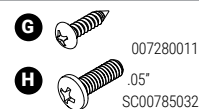


Collaborative Spaces Table Felt Modesty Panel - SCTAP

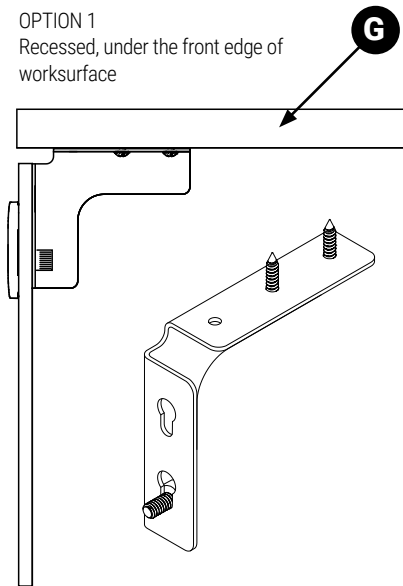
STEP 1: Choose preferred option (see bottom of page)

STEP 2: Attach end puck (A) through hole in PETfelt panel (B) to bracket (C) using fastener (H).

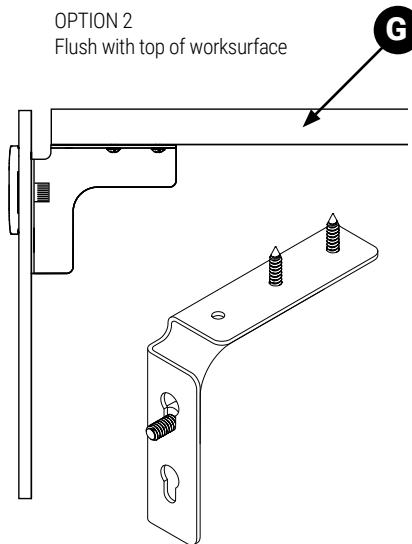
STEP 3: Attach to surface (D) following preferred option



OPTION 1
Recessed, under the front edge of
worksurface



OPTION 2
Flush with top of worksurface



COLLABORATIVE SPACES INSTALLATION

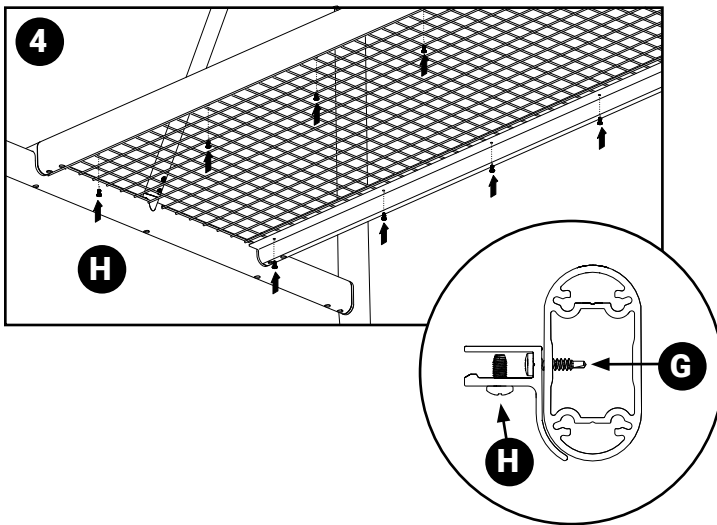
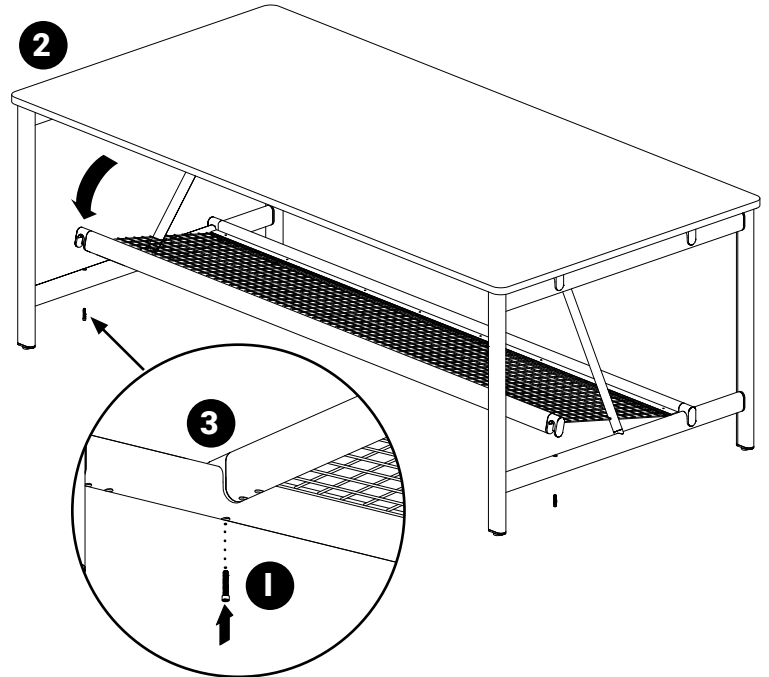
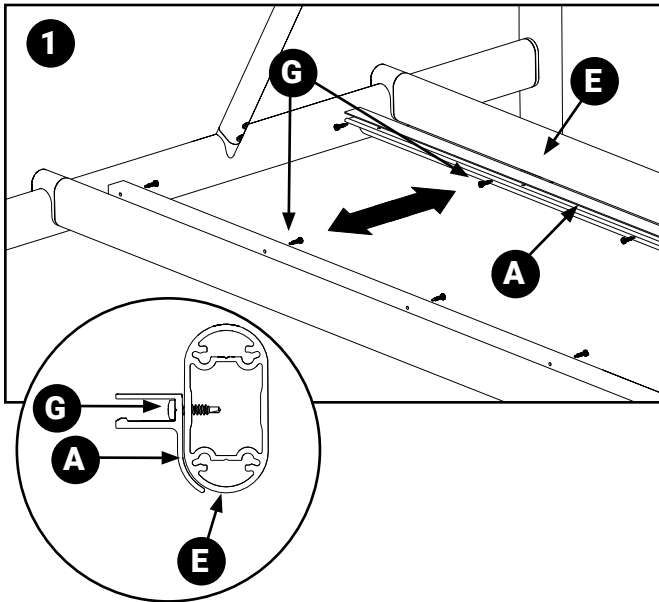
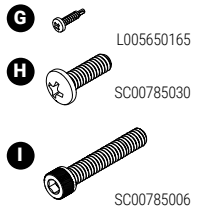
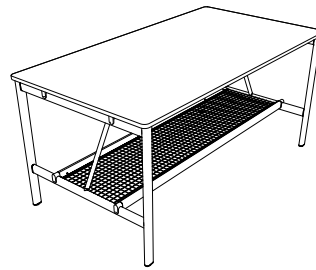
Collaborative Spaces Table Wire Mesh Storage Tray - SCTAT

This installation shows a retrofit wire mesh shelf on a finished table.

STEP 1: Attach the capture extrusion (A) to the foot rests (E) using fasteners (G).

STEP 2: Detach one footrest (E). Slide wire mesh storage tray (B) into the capture extrusion (A) on the footrest attached to the table. Bring in the loose footrest (E). Slide the capture extrusion attached to the loose footrest into the wire mesh storage tray (B) securing the mesh storage tray between the capture extrusions.

STEP 3: Attach the loose footrest (E) to the gables (C) using fasteners (I).

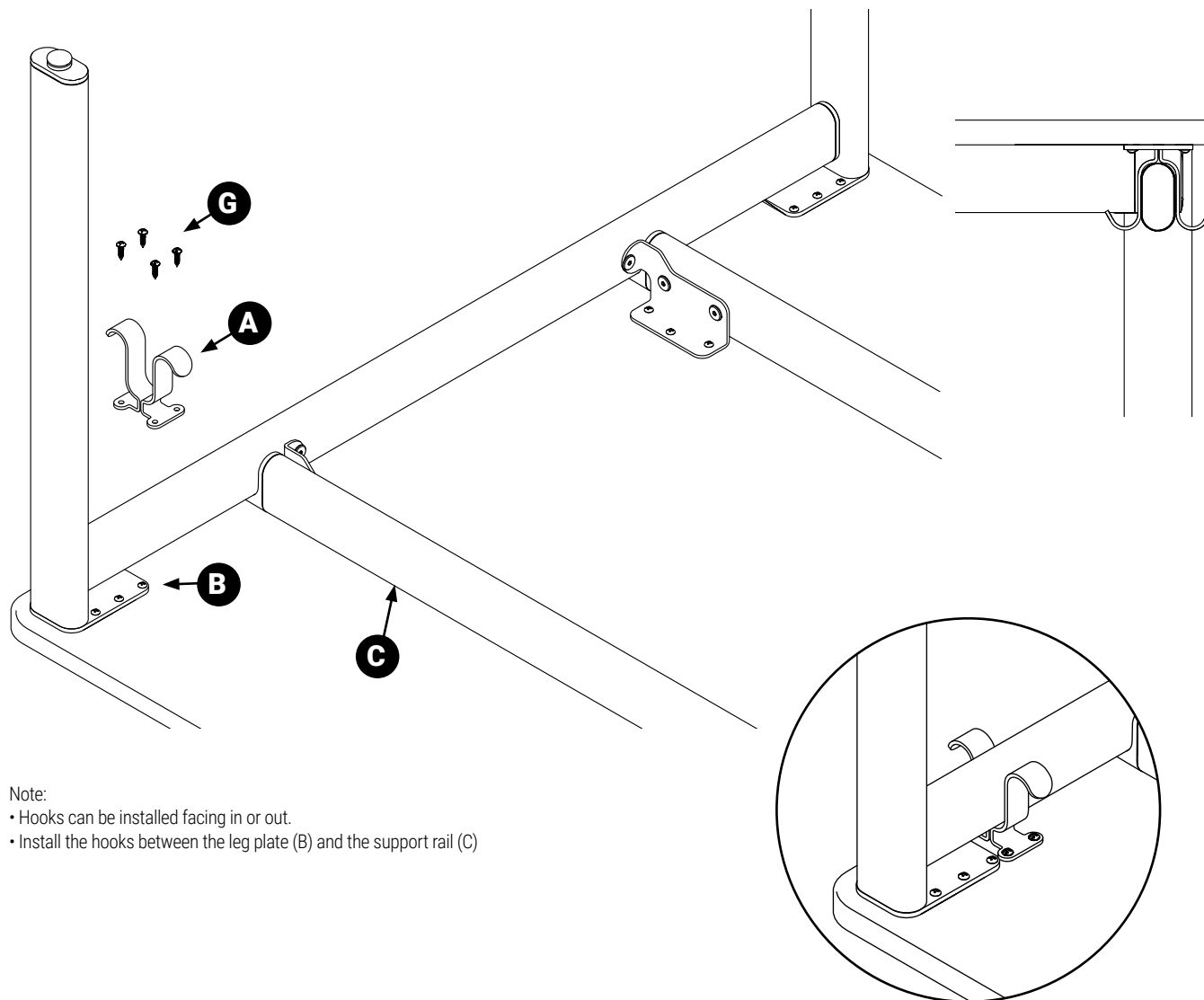
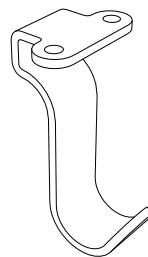


Collaborative Spaces Table Mounted Bag Hook - SCTAH

STEP 1. Attach the Hook (A) to the work surface using fasteners (G).



007280011



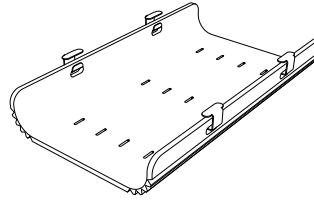
Note:

- Hooks can be installed facing in or out.
- Install the hooks between the leg plate (B) and the support rail (C)

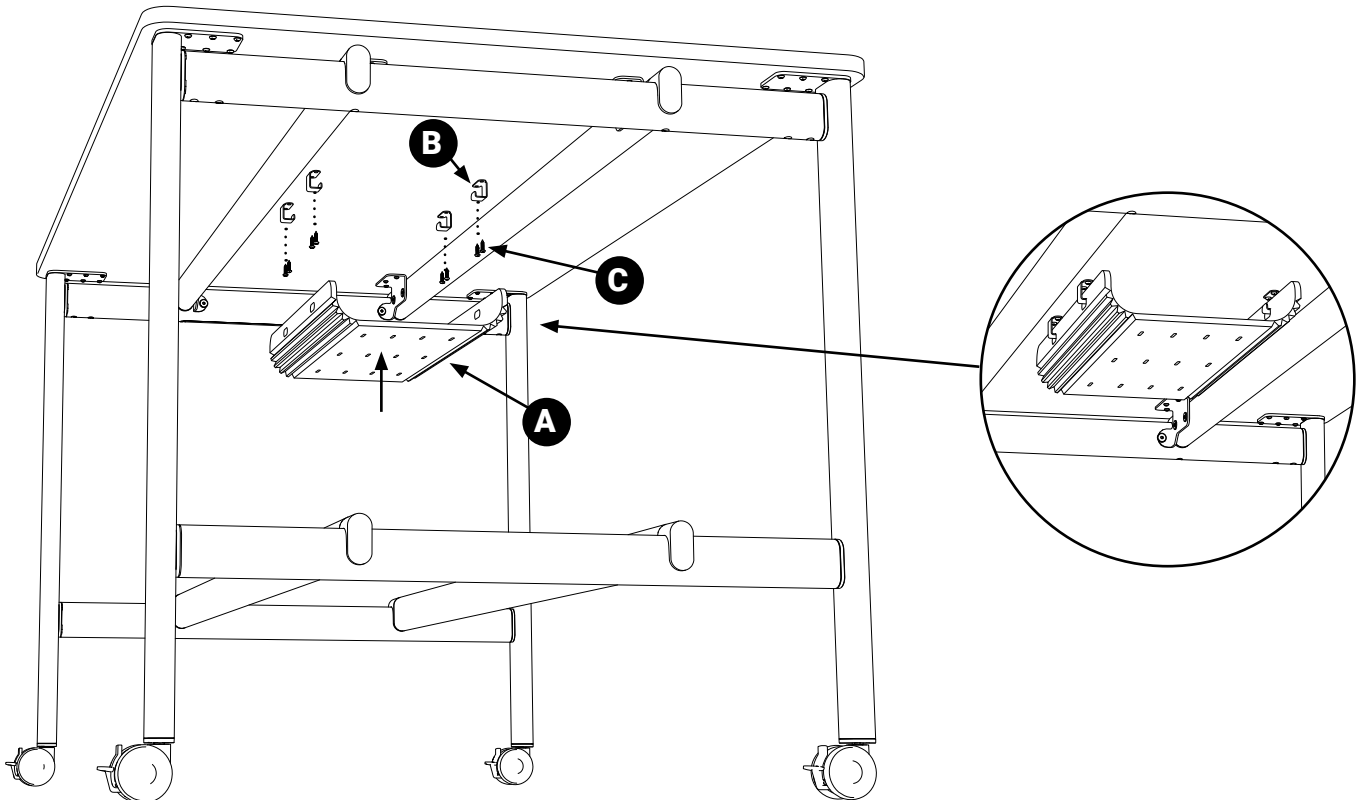
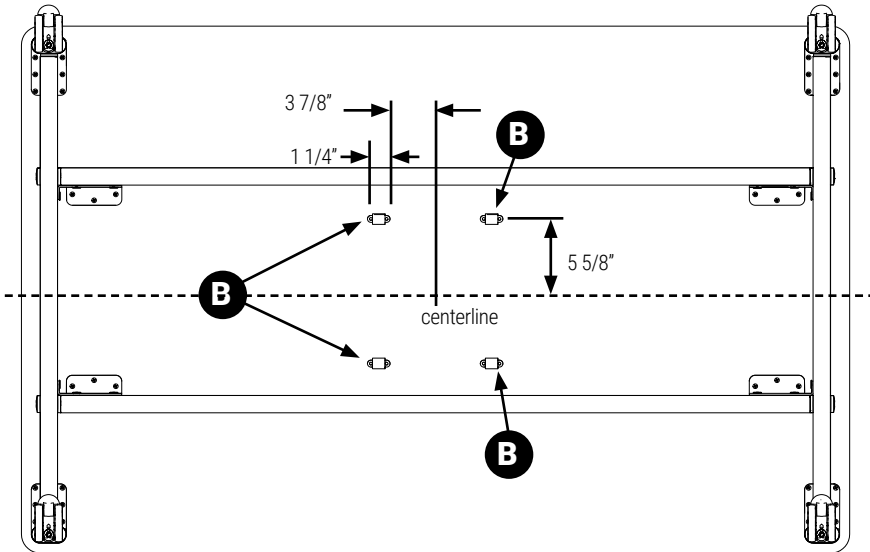
COLLABORATIVE SPACES INSTALLATION

Collaborative Spaces Felt Cable Tray - SCTACT

STEP 1: Measure the center point on the bottom of the work surface. From the center point, measure $5\frac{5}{8}$ " towards the rails or parallel to the gables. Measure $3\frac{7}{8}$ " towards the gables or parallel to the rails. That is the first hole for the first bracket (B). Measure $1\frac{1}{4}$ " in the same direction and that is the second hole for the first bracket (B). Secure the bracket with screws (C). Repeat this for the other brackets.



STEP 2: Once all the brackets are installed, hook in the Felt Cable Tray (A). Velcro straps are included to secure cables.



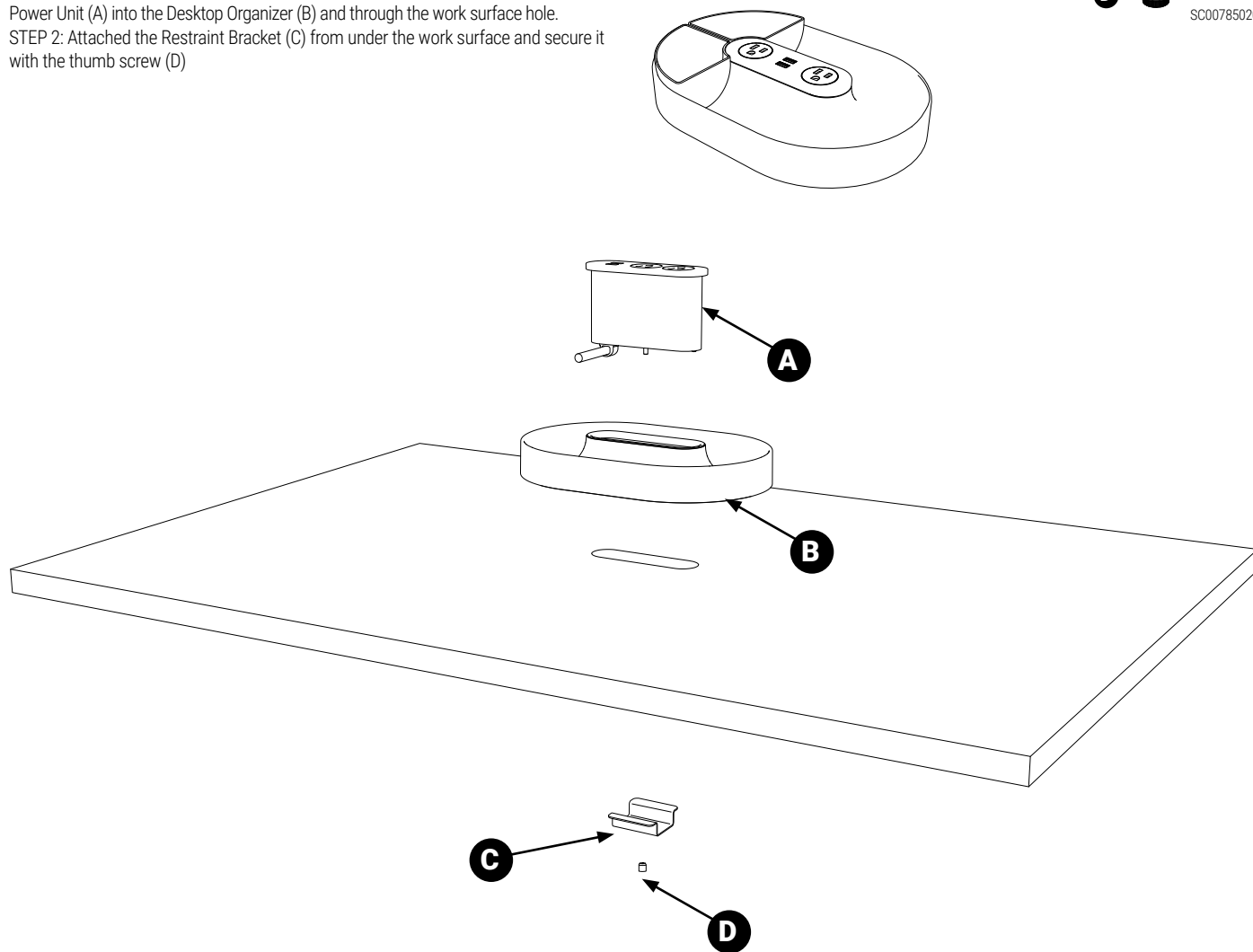
Collaborative Spaces Power Organizer Tray - SCTA0T

STEP 1: Locate the Desktop Organizer (B) over the hole in the work surface. Place the Power Unit (A) into the Desktop Organizer (B) and through the work surface hole.

STEP 2: Attached the Restraint Bracket (C) from under the work surface and secure it with the thumb screw (D)



SC00785020



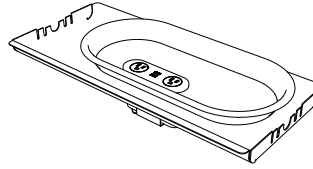
COLLABORATIVE SPACES INSTALLATION

Collaborative Spaces Recessed Power Tray - SCTAPR

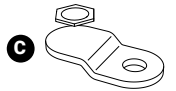
STEP 1: Attach 4 brackets (C) to Trim Ring (B) with screws (I). Keep the brackets (C) loose so you can rotate them out of the way as you drop the Trim Ring (B) into the work surface (D) hole. Secure the Trim Ring (B) by rotating the brackets (C) outside the hole and Tighten the screws (I).

STEP 2: Attached the Power Tray (E) under the work surface (D) using the screws (F) into the pre-drilled holes.

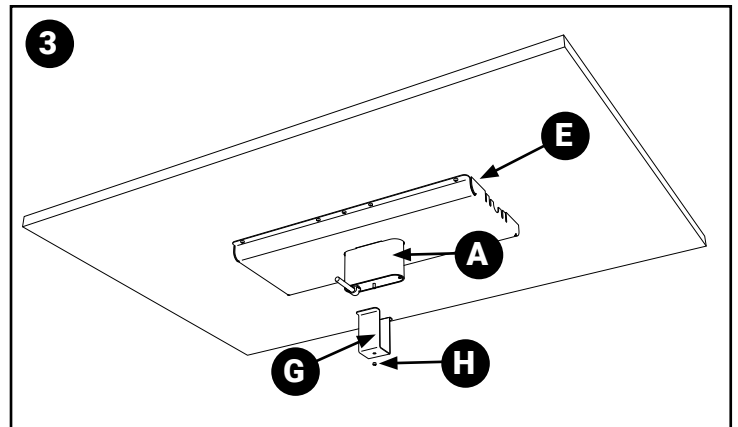
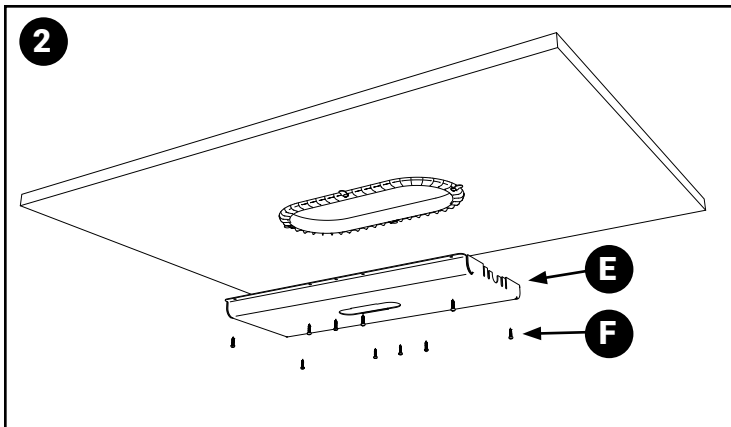
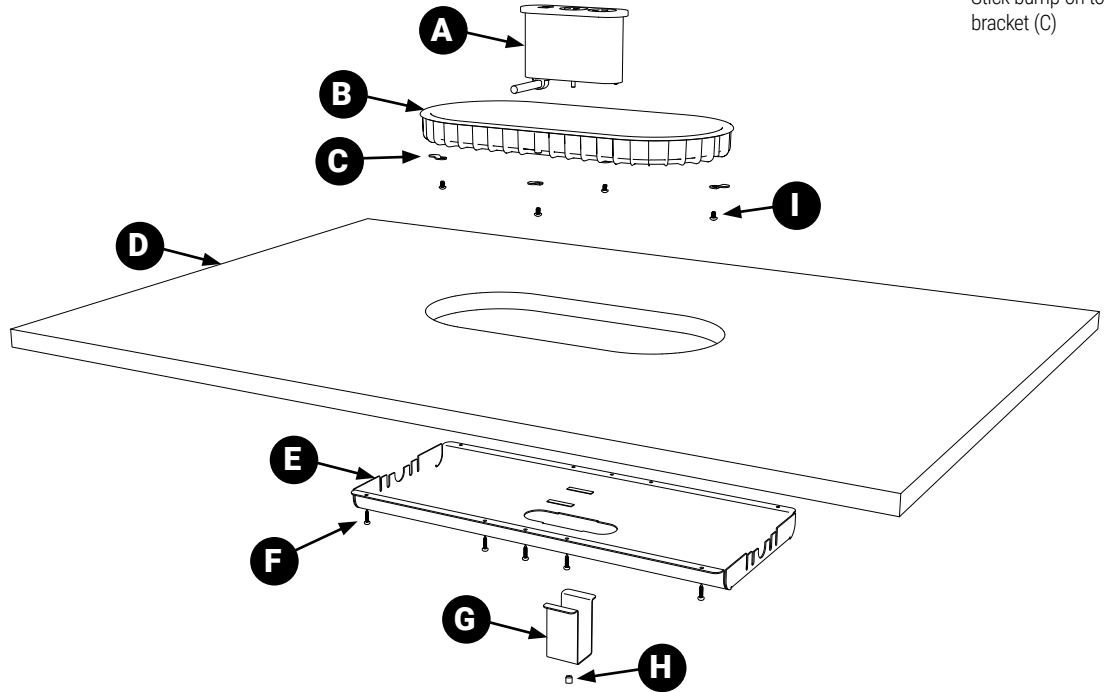
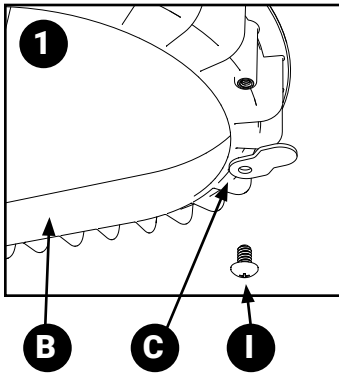
STEP 3: Install the Power unit (A) into the hole in the Power Tray (E). Secure the Power unit (A) with the Restraint Bracket (G) using the thumb screw (H)



- F** 007280061
- I** SC00785022
- H** SC00785020



Stick bump-on to bracket (G)



COLLABORATIVE SPACES INSTALLATION

Collaborative Spaces Power Tray - SCTAPT

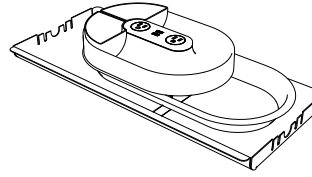
STEP 1: Attach 4 brackets (H) to Trim Ring (F) with screws (I). Keep the brackets (H) loose so you can rotate them out of the way as you drop the Trim Ring (F) into the work surface (G) hole. Secure the Trim Ring (F) by rotating the brackets (H) outside the hole and Tighten the screws (I).




STEP 2: Install the Baffle Plate (E) by twisting it into the Trim Ring (F).

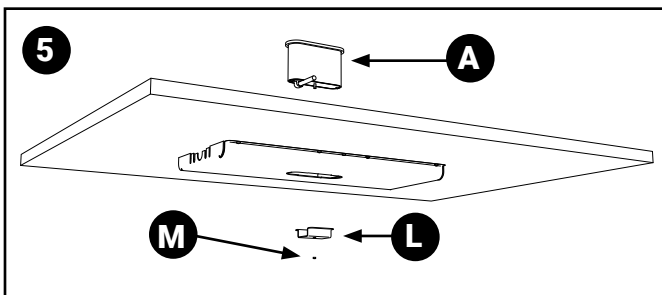
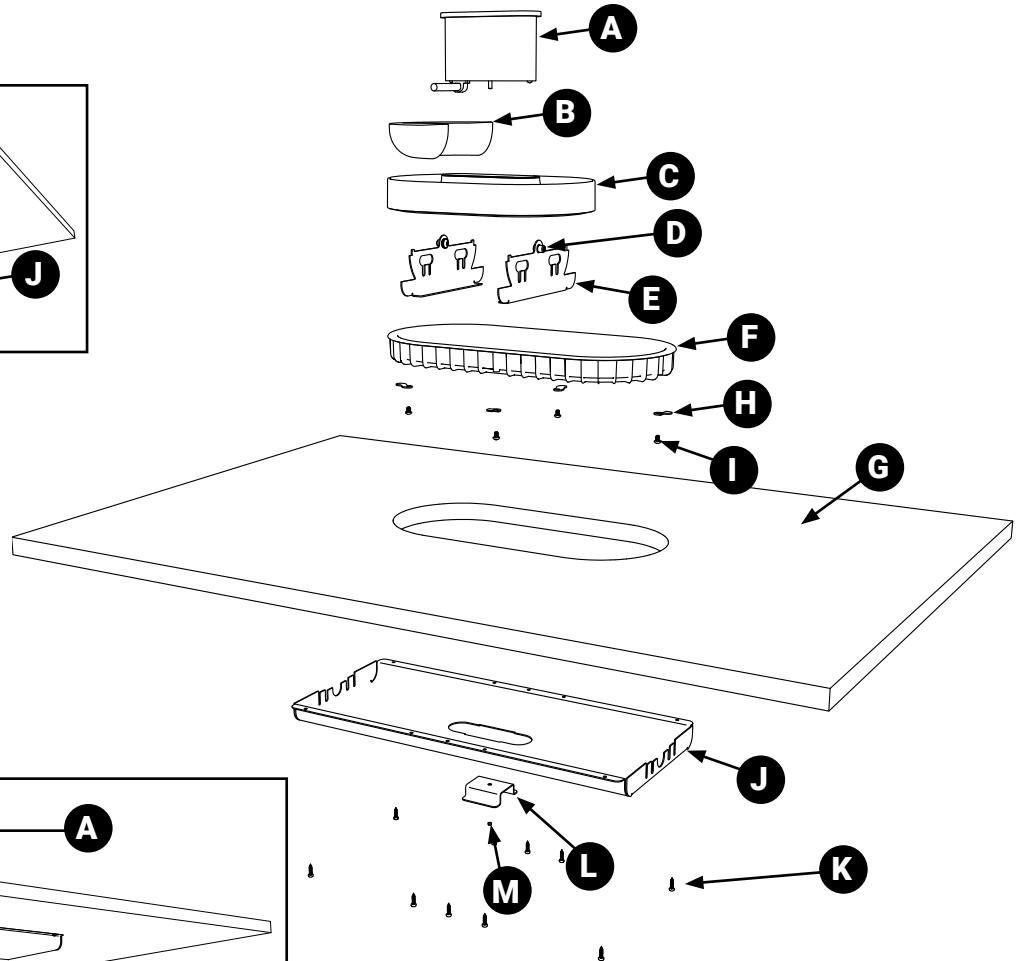
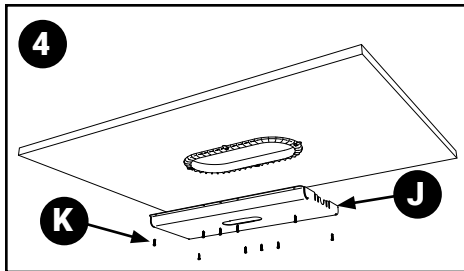
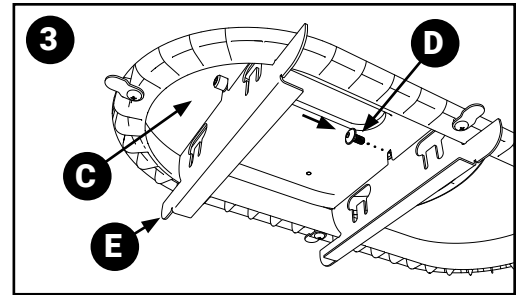
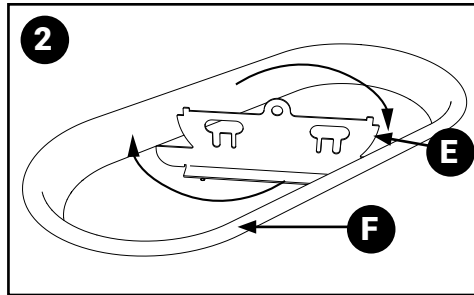
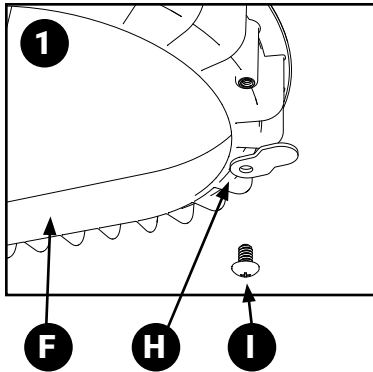
STEP 3: Place the Organizer Tray (C) over the Trim Ring (F) to one side as shown in the step 3 image. Secure the Baffle plate (E) into the slots in the Organizer Tray (C) with the screw (D).

STEP 4: Attached the Power Tray (J) under the work surface (G) using the screws (K) into the pilot holes.

STEP 5: Install the Power unit (A) into the Power Tray (J). Secure the Power unit (A) with the Restraint Bracket (L) using the thumb screw (M).



- K**  007280061
- I**  SC00785022
- D**  SC00785021
- M**  SC00785020



COLLABORATIVE SPACES INSTALLATION

Collaborative Spaces Coat Rack Cart - SCCR

Note: Assemble on back, then tilt up on casters to position.

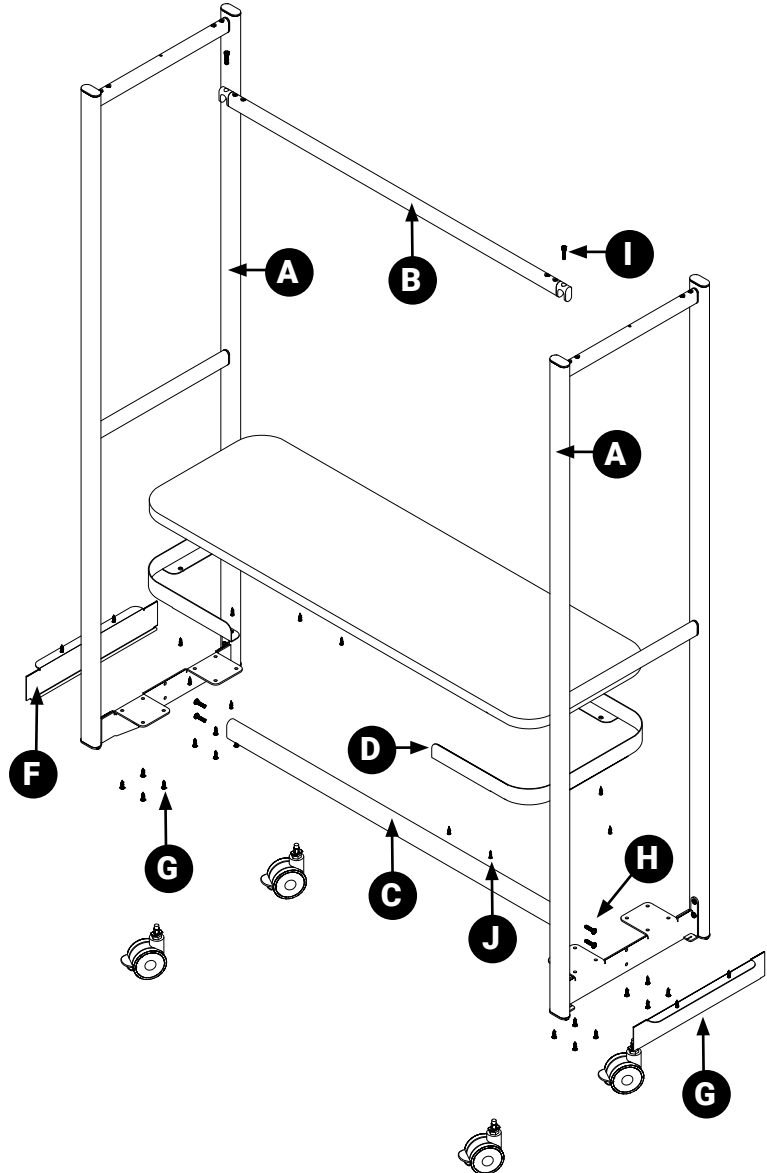
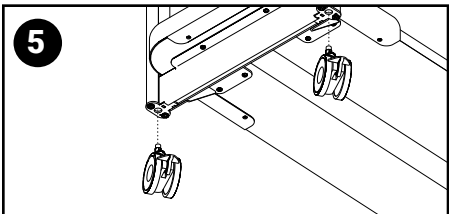
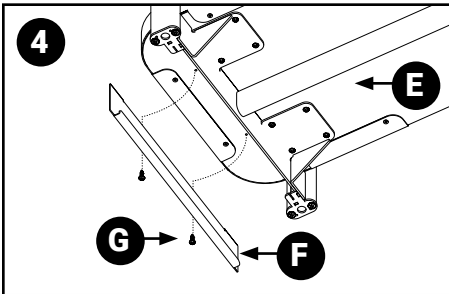
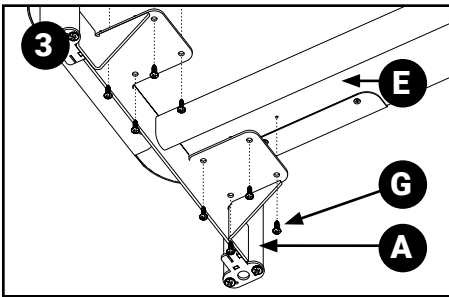
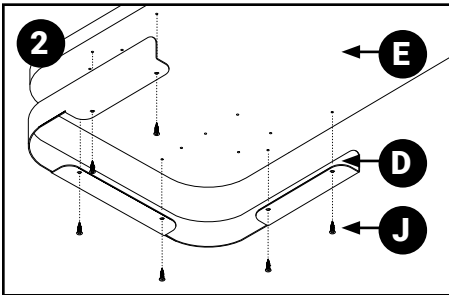
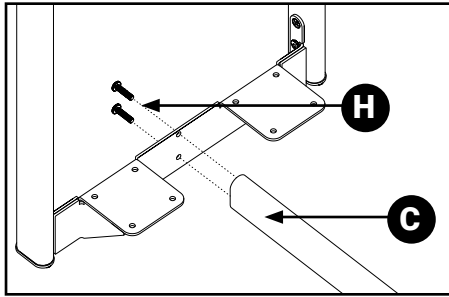
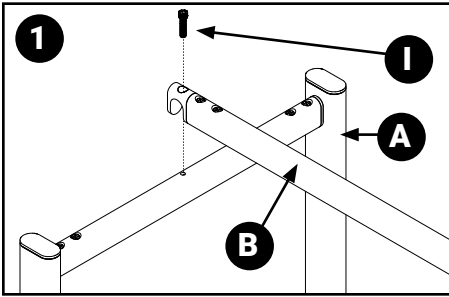
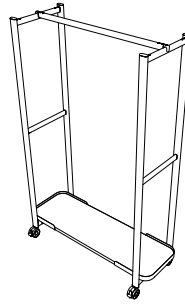
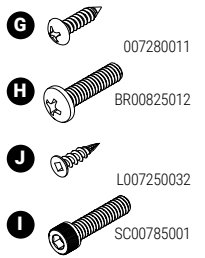
STEP 1: Attach the top rail (B) to the gables (A) using fasteners (I). Attach the bottom beam (C) to the gables (A) using fasteners (H).

STEP 2: Attach the shelf rims (D) to the shelf (E) using fasteners (J)

STEP 3: Attach the shelf (E) to the gables (A) using fasteners (G).

STEP 4: Attached the end stretcher (F) to the shelf (E) using fasteners (G).

STEP 5: Snap in the casters



Collaborative Spaces Shelf Cart - SCCS

Note: Assemble on back, then tilt up on casters to position.

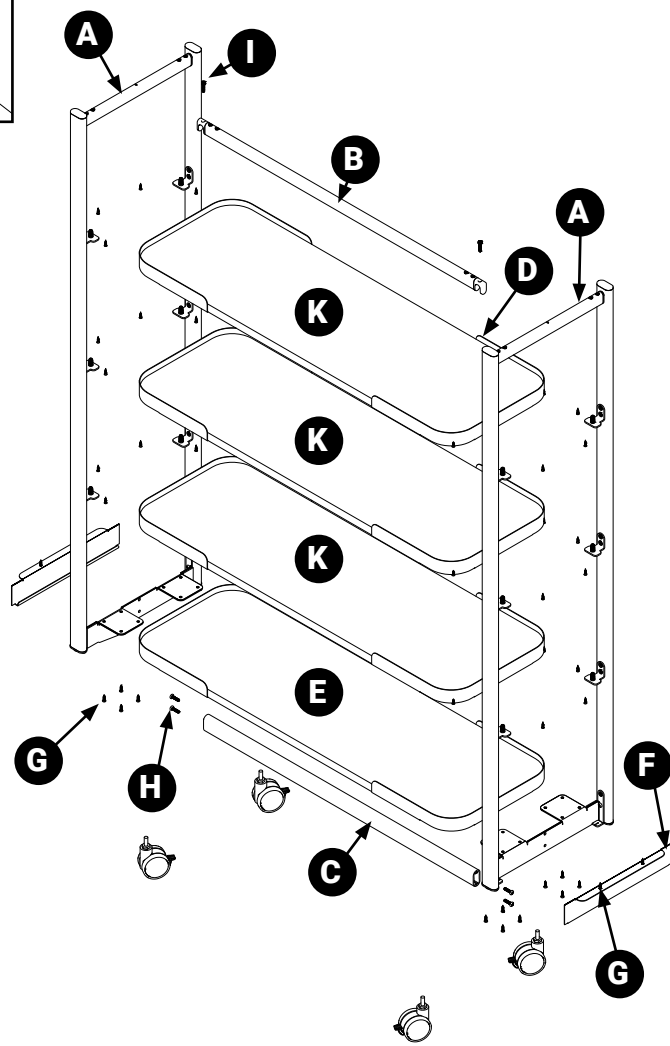
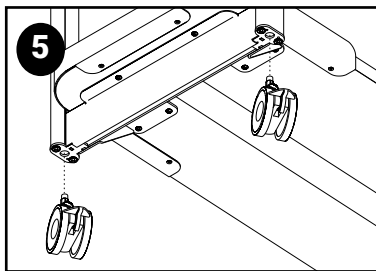
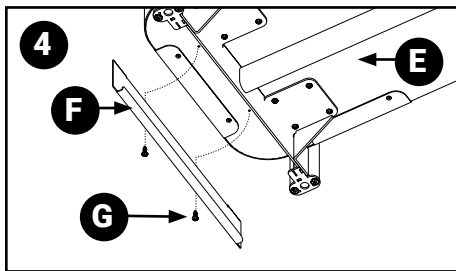
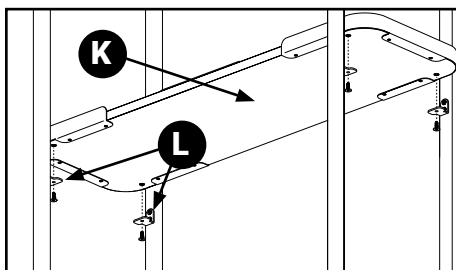
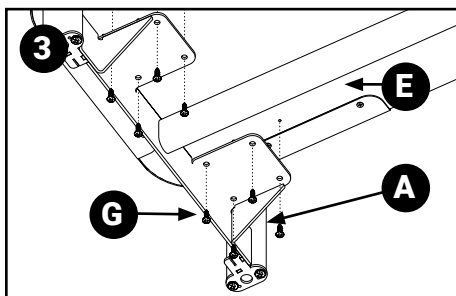
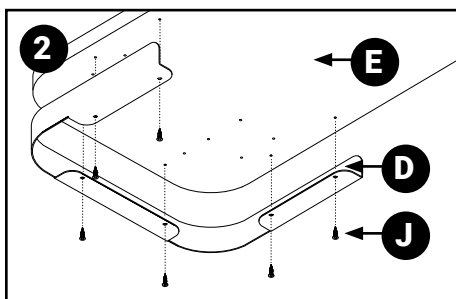
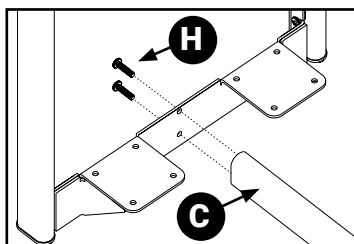
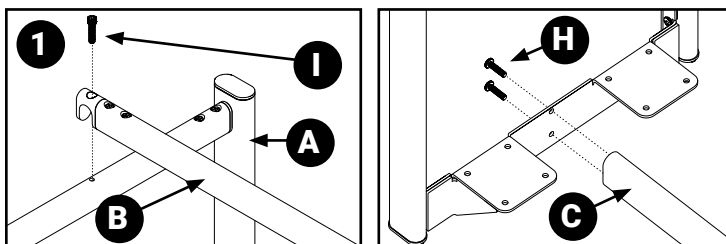
STEP 1: Attach Top Rail (B) to the Gables (A) using fasteners (I). Attach Bottom Beam (C) to Gables (A) using fasteners (H).

STEP 2: Attach Shelf Rims (D) to all the Shelves using fasteners (J)

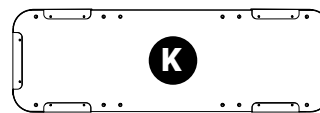
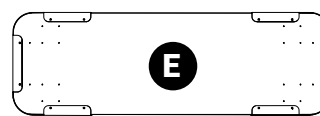
STEP 3: Attach Shelf (E) to the bottom of Gables (A) using fasteners (G). Attach shelves (K) to Gables (A) using fasteners (L).

STEP 4: Attached End Stretcher (F) to the Shelf (E) using fasteners (G).

STEP 5: Snap in the Casters



Shelf Identification



COLLABORATIVE SPACES INSTALLATION

Collaborative Spaces Media Cart - SCCMEP

Note: Assemble on back, then tilt up on casters to position.

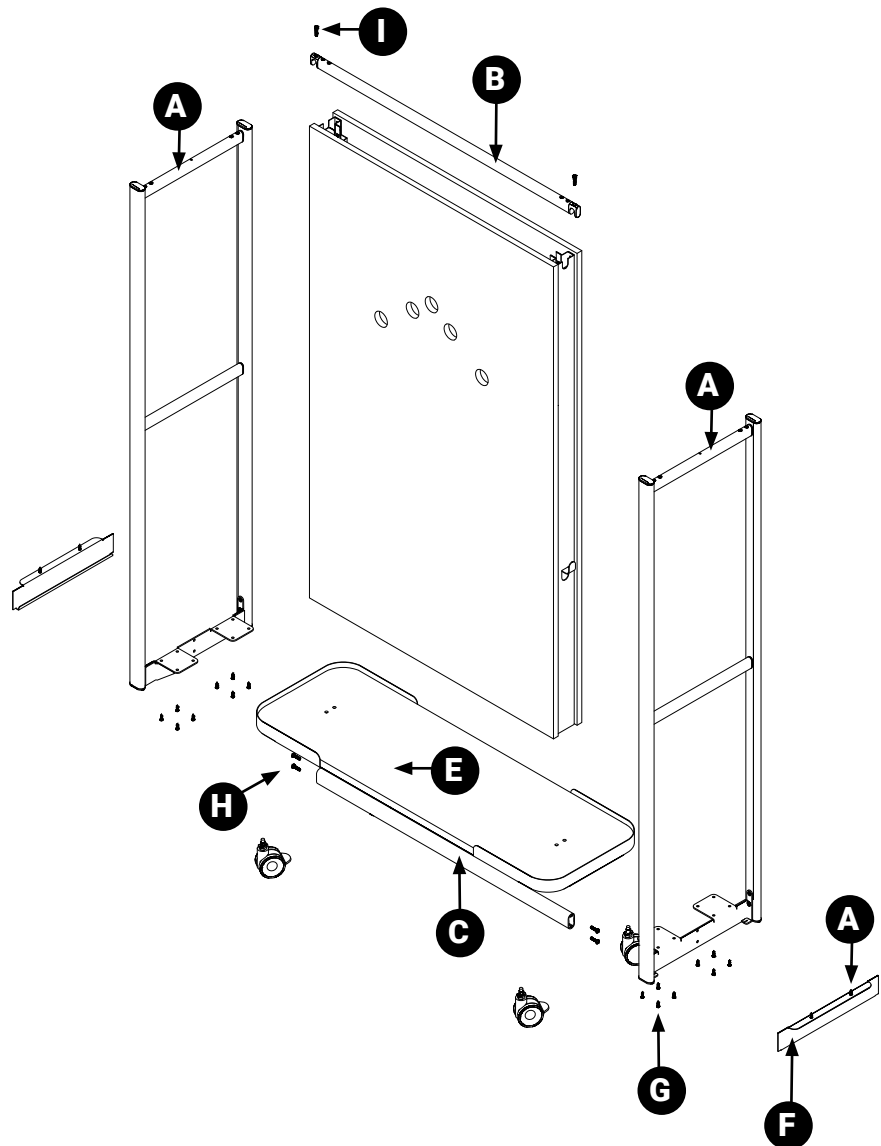
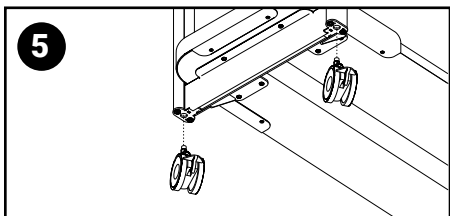
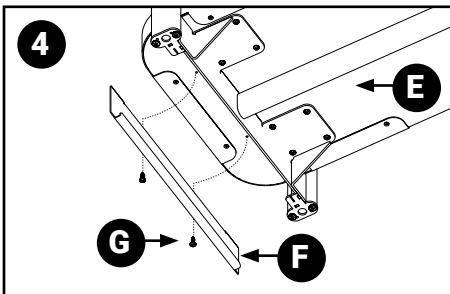
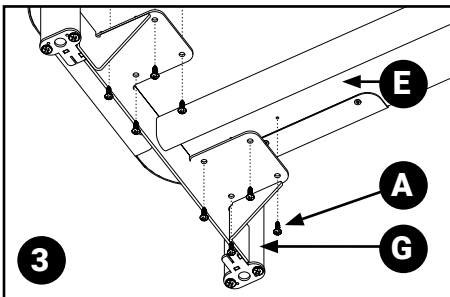
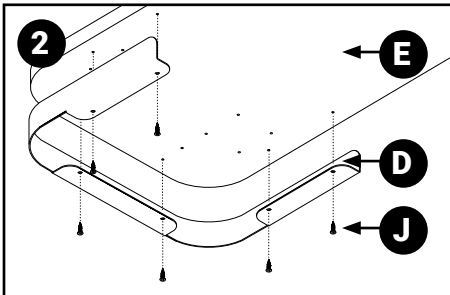
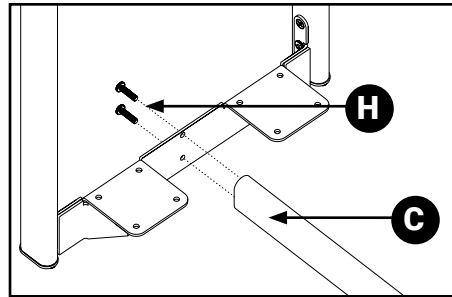
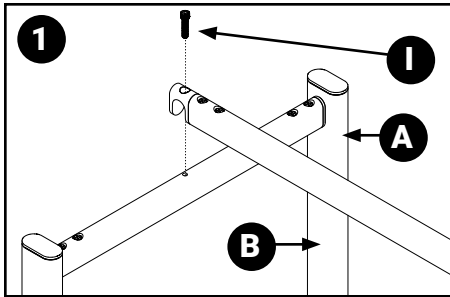
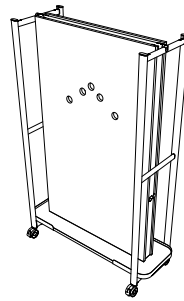
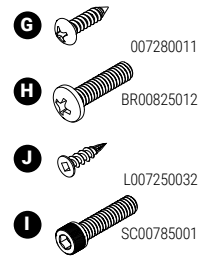
STEP 1: Attach top rail (B) to the gables (A) using fasteners (I). Attach bottom beam (C) to gables (A) using fasteners (H).

STEP 2: Attach shelf rims (D) to shelf (E) using fasteners (J)

STEP 3: Attach shelf (E) to the bottom of gables (A) using fasteners (G).

STEP 4: Attach end stretcher (F) to the shelf (E) using fasteners (G).

STEP 5: Snap in the casters



COLLABORATIVE SPACES INSTALLATION

Collaborative Spaces Media Cart - SCCMEP

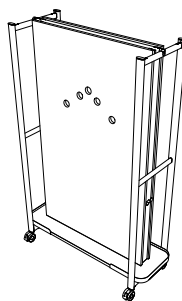
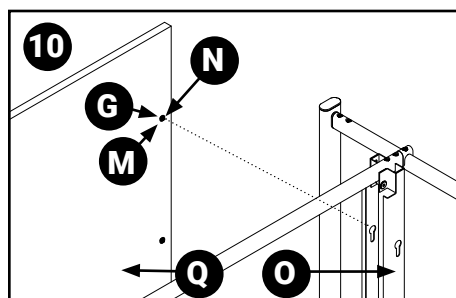
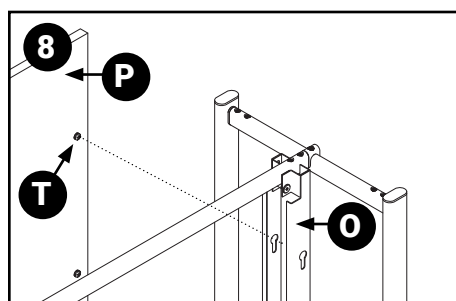
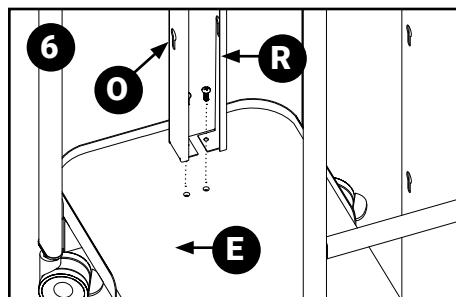
STEP 6: Attach vertical channel (O) to shelf (E) using fasteners (H).

STEP 7: Clamp vertical channel (O) to Top Rail (B) using fasteners (S) and (L). Do not tighten.

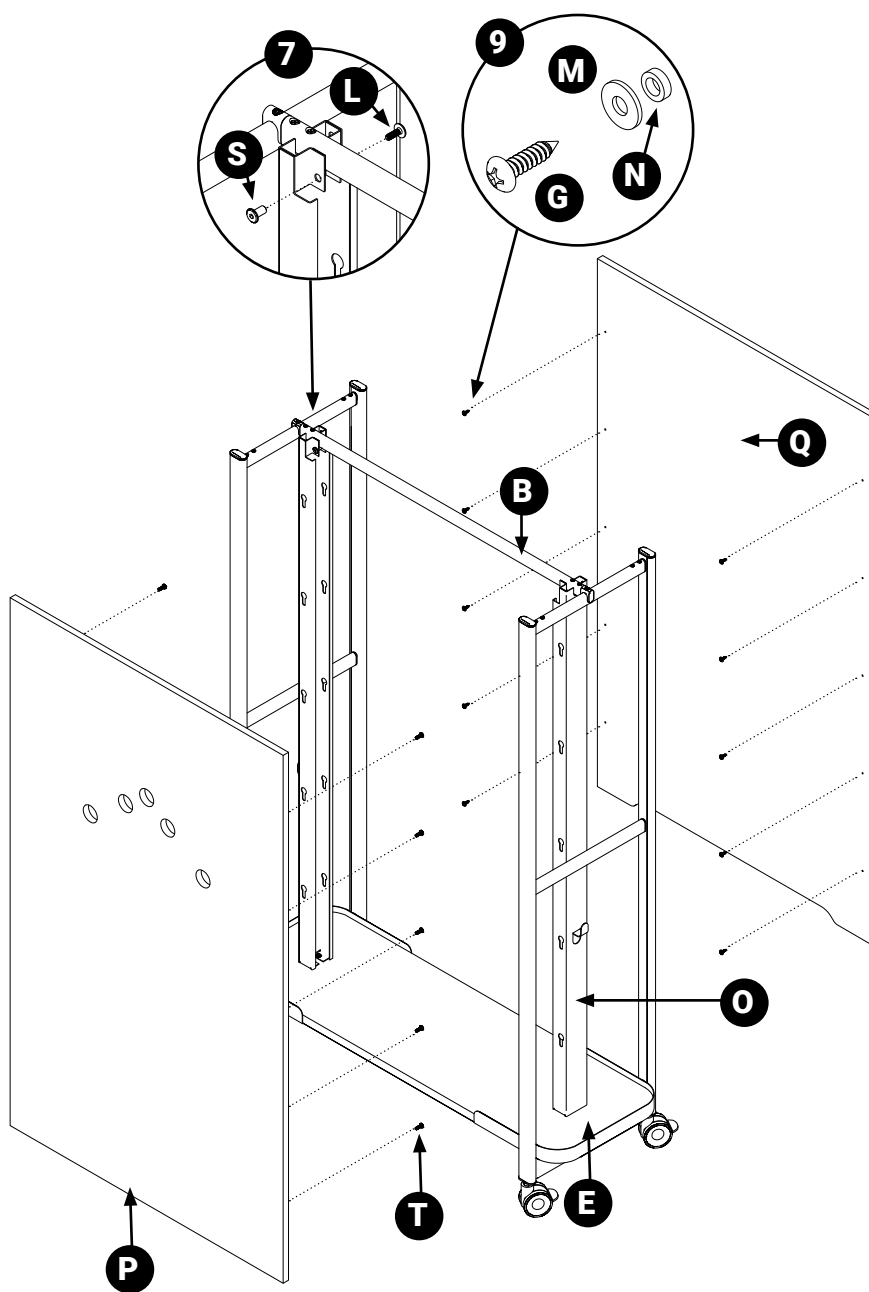
STEP 8: Screw fasteners (T) into the inserts in TV Fascia (P). Be sure to leave some space between the screws and the TV fascia. Place TV fascia (P) onto vertical channels (O) using the keyholes. Tighten fasteners (T). Tighten vertical channel (O) to top rail (B)

STEP 9: Screw fasteners (G,M,N) into back board (Q)

STEP 10: Place back board (Q) onto vertical channels (O).



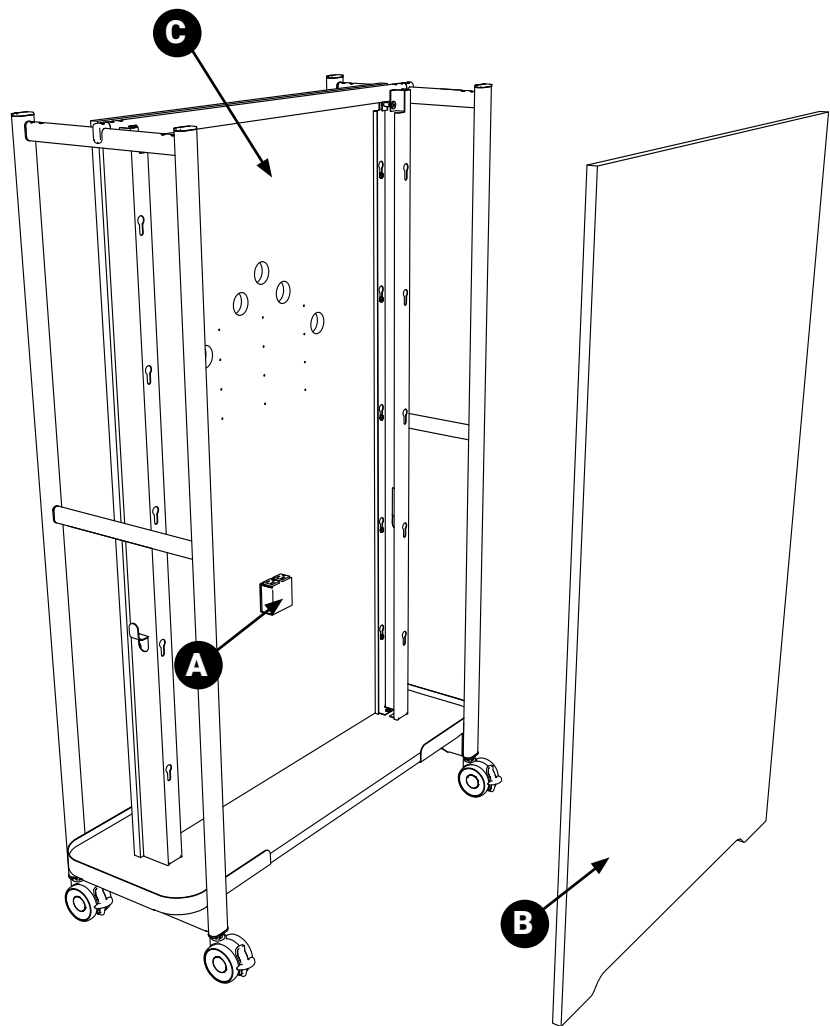
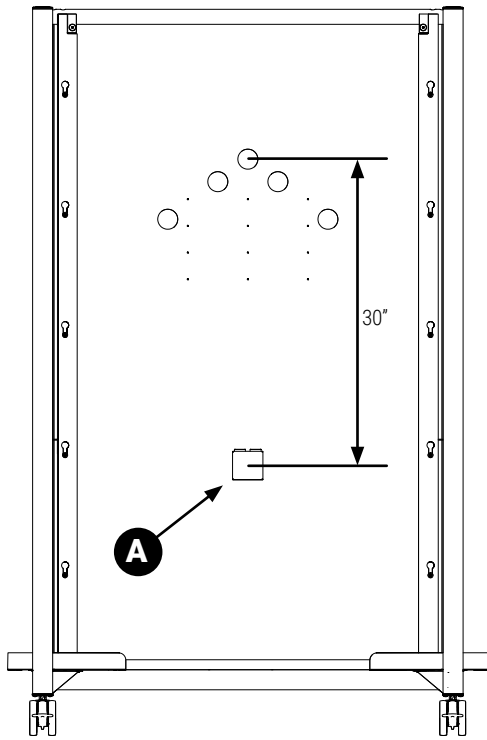
- G** 007280101
- H** 1" BR00825012
- T** 0.5" V007290079
- S** BR00825007
- L** BR20046520
- M** SC00785027
- N** SC00785008



COLLABORATIVE SPACES INSTALLATION

Collaborative Spaces Concealed Power Unit - SCCMEP /SCCAMP

STEP 1: The Concealed Power Unit (A) is installed between the Front panel (C) and the Back Panel (B). Position the Concealed Power Unit (A) down roughly 30 inches from the top hole and secure it with the included screws.



Collaborative Spaces Media Tray - SCCMEP / SCCAMT

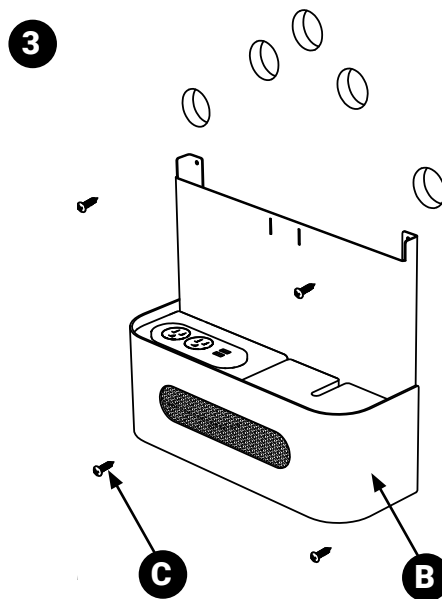
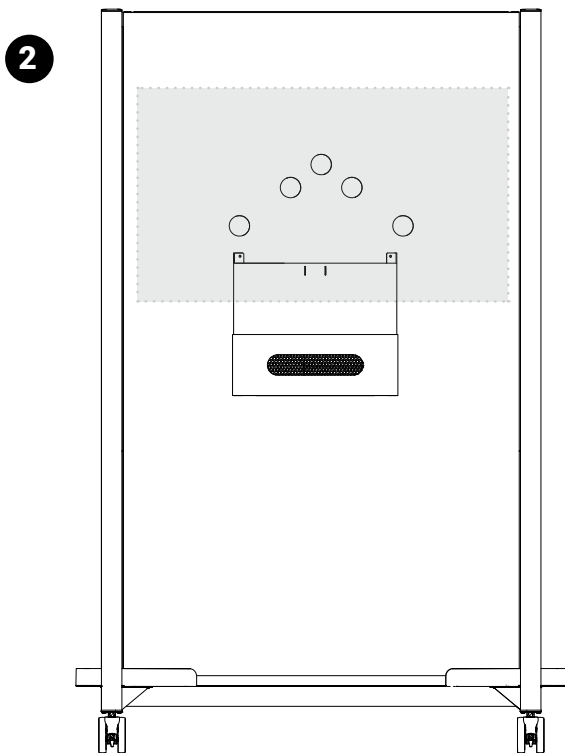
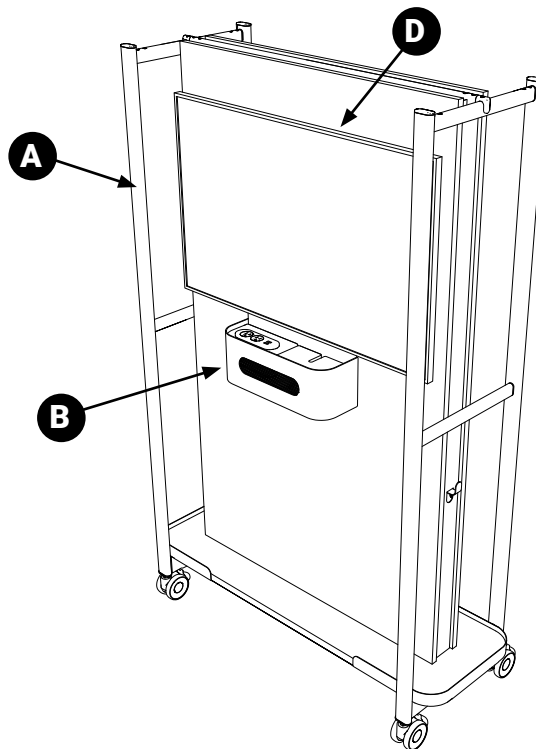
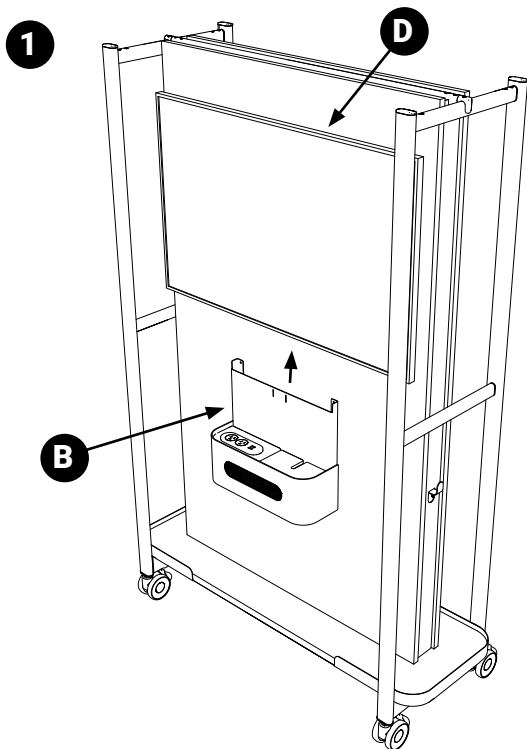
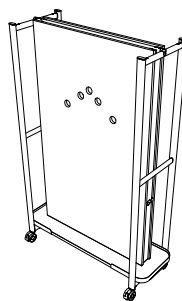
STEP 1: Hold up the TV (D) in its fixed position and measure where the bottom will be on the Media Cart (A) wall.



007280101

STEP 2: Hold the Media Tray (B) in the center of the Media Cart (A) and position it so that it sits behind the TV (D). There is no exact position behind the TV because all TVs are different. Use your best judgment to locate the Media Tray (B).

STEP 3: Secure the Media Tray (B) to the Media Cart (A) wall with screws (C).



COLLABORATIVE SPACES INSTALLATION

Collaborative Spaces Single Sided Whiteboard Cart - SCCSW

Note: Assemble on back, then tilt up on casters to position.

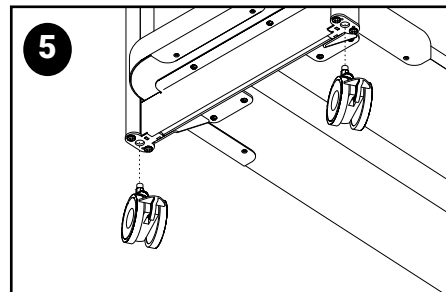
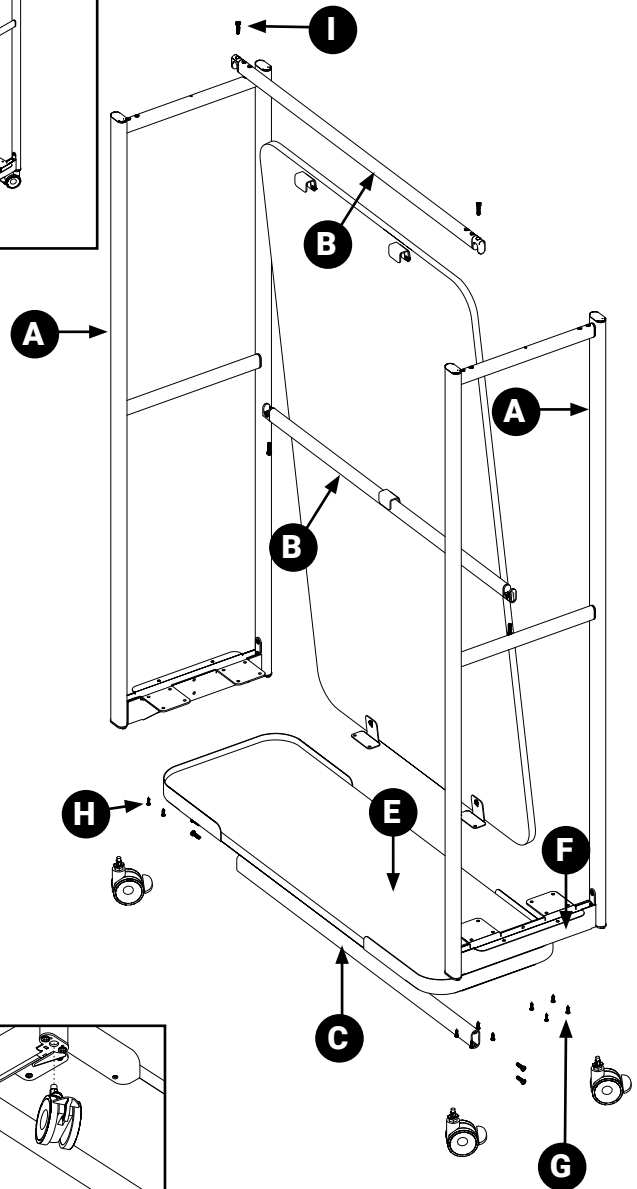
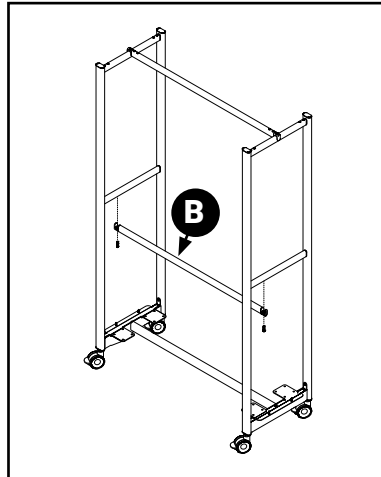
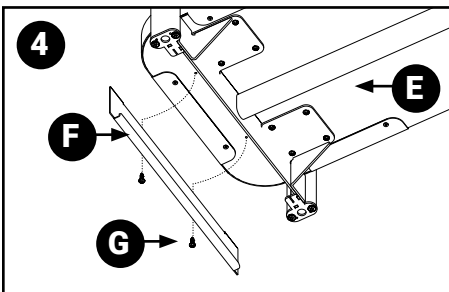
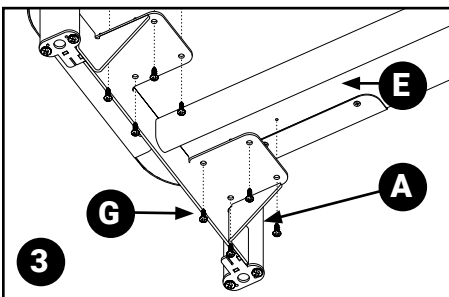
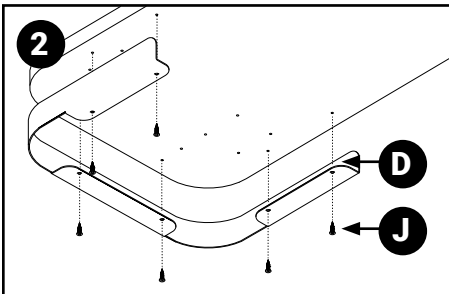
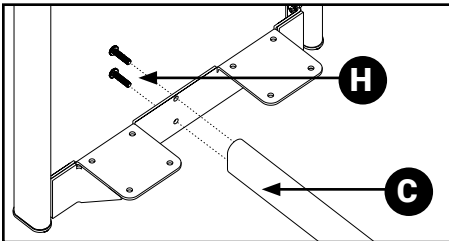
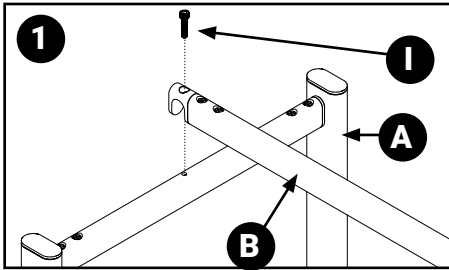
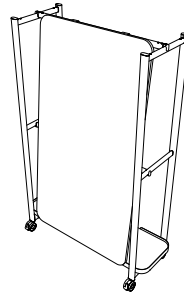
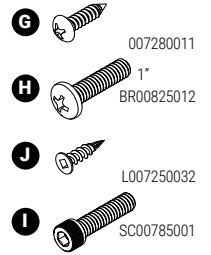
STEP 1: Attach rail (B) to the gables (A) using fasteners (I). Attach the second rail (B) to gable (A) from the bottom using fasteners (I). Attach bottom beam (C) to gables (A) using fasteners (H).

STEP 2: Attach shelf rims (D) to shelf (E) using fasteners (J)

STEP 3: Attach shelf (E) to the bottom of gables (A) using fasteners (G).

STEP 4: Attach end stretcher (F) to the shelf (E) using fasteners (G).

STEP 5: Snap in the casters

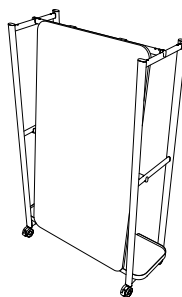
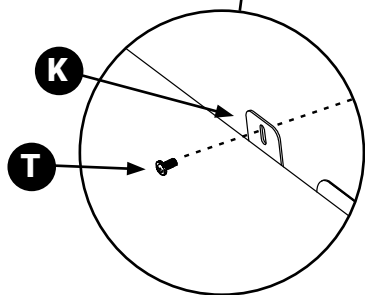
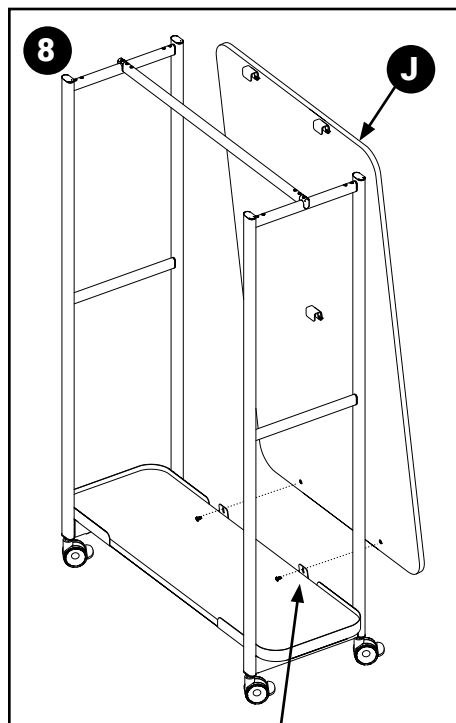
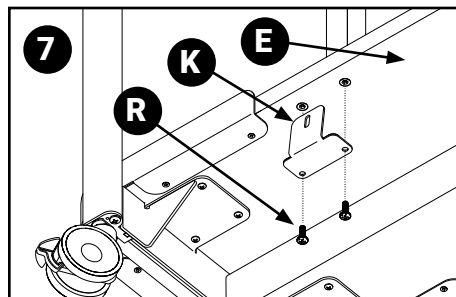
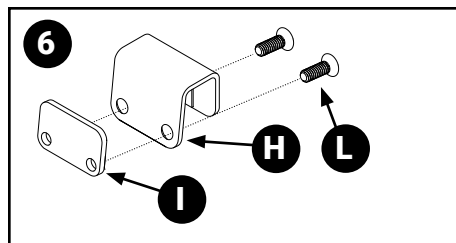


Collaborative Spaces Single Whiteboard Cart - SCCSW

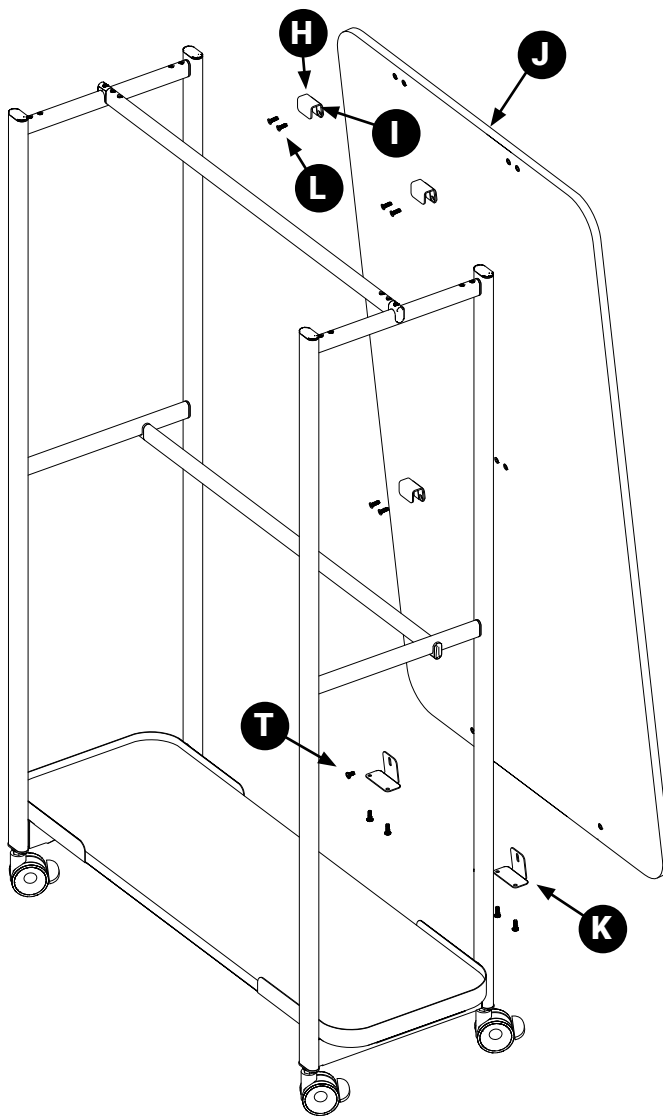
STEP 6: Attach hooks (H) and hook spacers (I) to whiteboard panel (J) using fasteners (L).

STEP 7: Attach bottom brackets (K) to shelf (E) using fasteners (R)

STEP 8: Hook whiteboard panel assembly onto cart and align the bottom brackets to the inserts on the whiteboard panel. Use fasteners (R) to secure the whiteboard panel. Repeat for the other side.



- H** 1" BR00825012
- R** 0.75" 007280021
- L** V007290003
- T** 0.5" V007290079



COLLABORATIVE SPACES INSTALLATION

Collaborative Spaces Double Whiteboard Cart - SCCDW

Note: Assemble on back, then tilt up on casters to position.

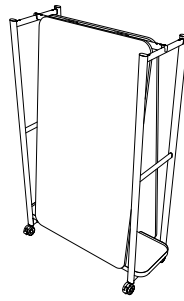
STEP 1. Attach top rail (B) to the gables (A) using fasteners (I). Attach bottom beam (C) to gables (A) using fasteners (H).




STEP 2. Attach shelf rims (D) to shelf (E) using fasteners (J)

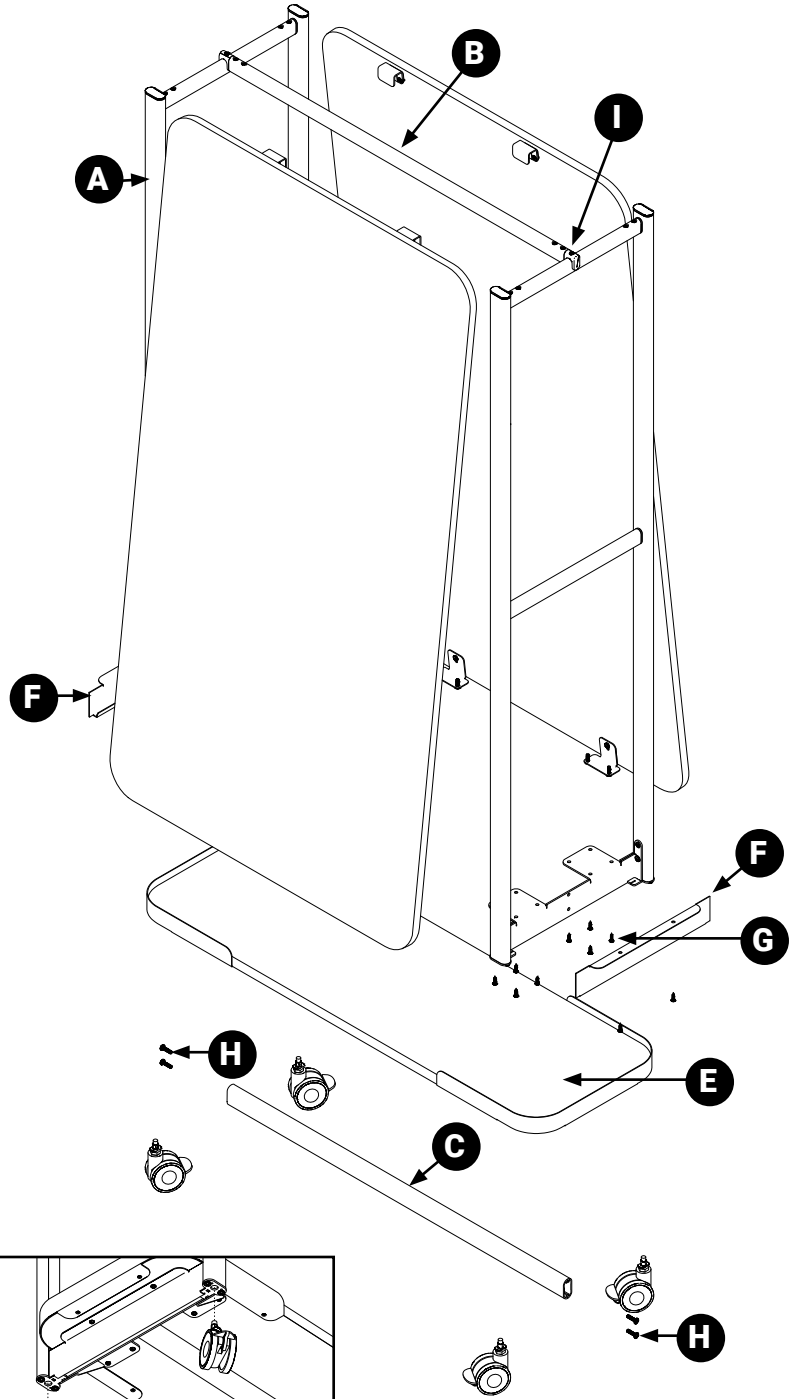
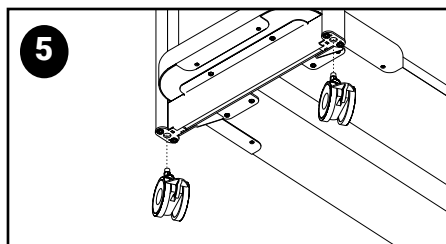
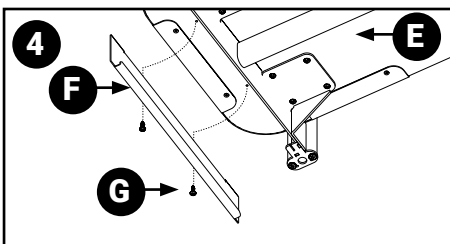
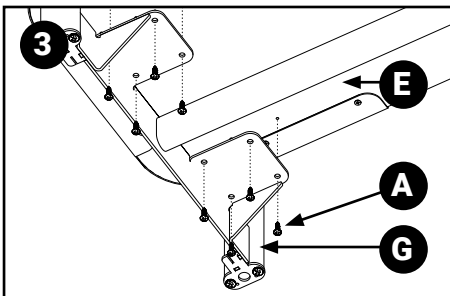
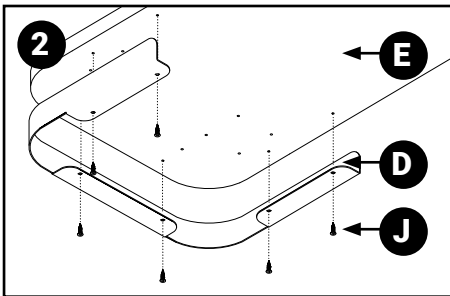
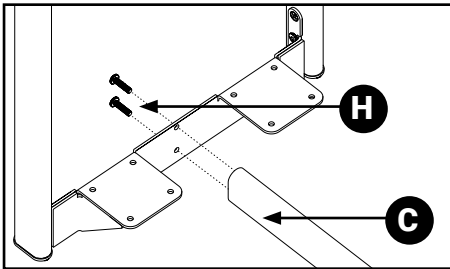
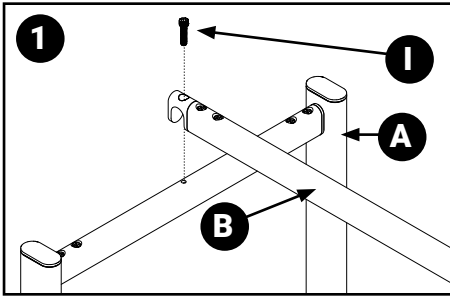
STEP 3. Attach shelf (E) to the bottom of gables (A) using fasteners (G).

STEP 4. Attach end stretcher (F) to the shelf (E) using fasteners (G).

STEP 5. Snap in the casters



- G**  007280011
- H**  BR00825012
- I**  SC00785001
- J**  L007250032







Collaborative Spaces Double Whiteboard Cart - SCCDW

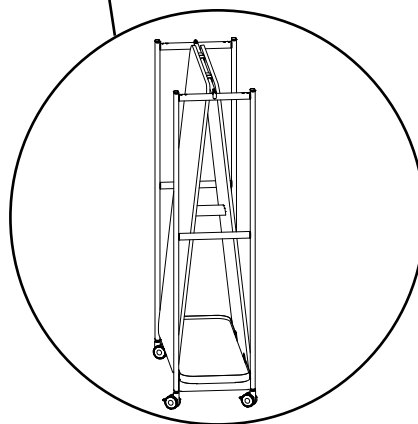
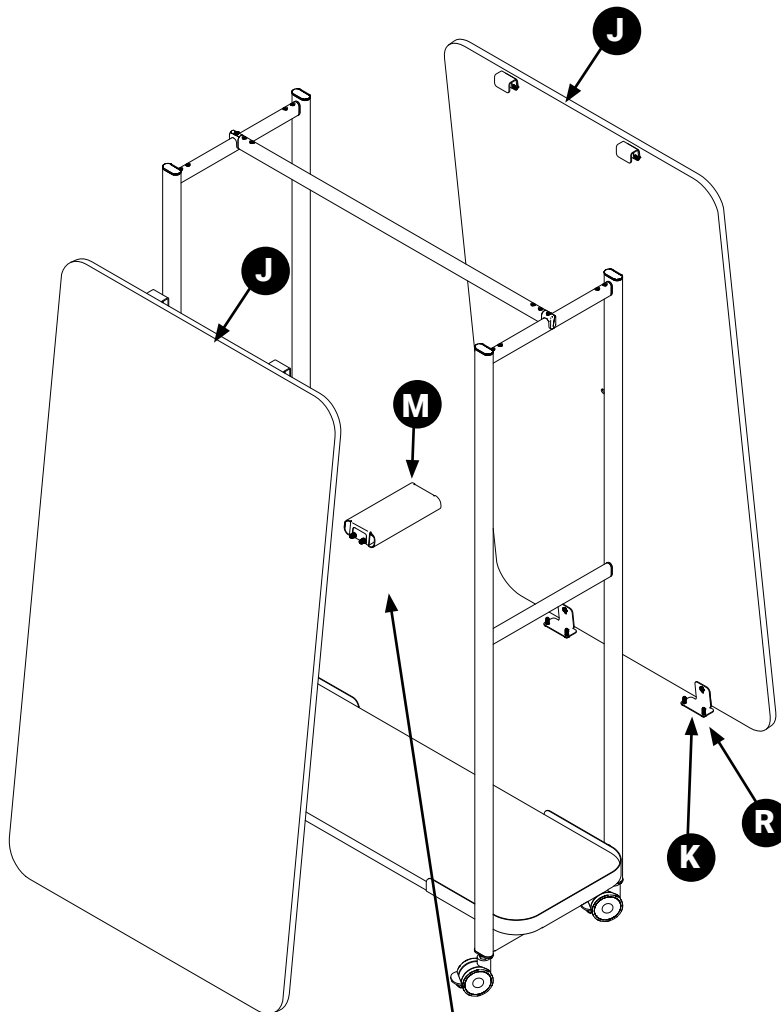
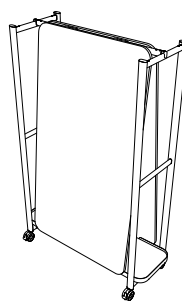
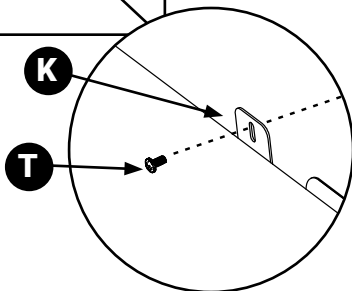
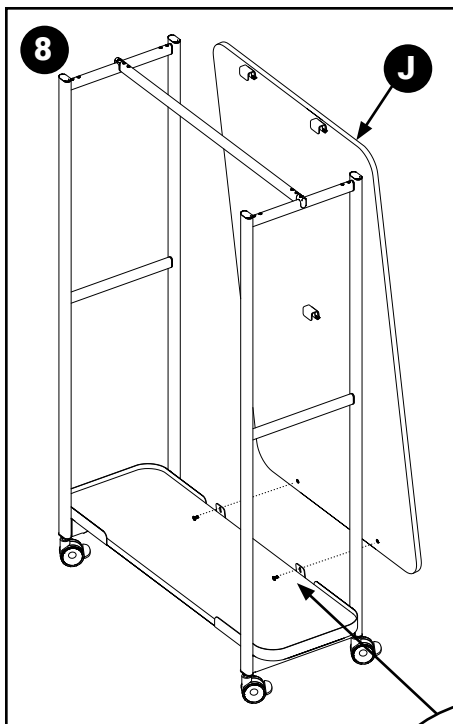
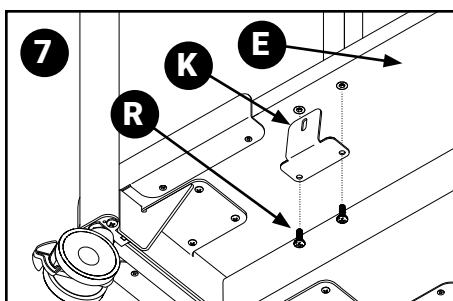
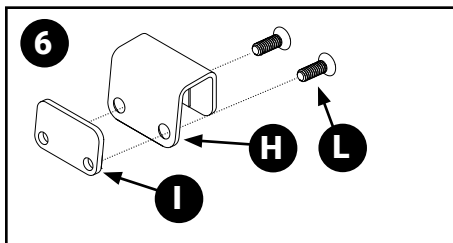
STEP 6. Attach hooks (H) and hook spacers (I) to whiteboard panel (J) using fasteners (L).

STEP 7. Attach bottom brackets (K) to shelf (E) using fasteners (R)

STEP 8. Hook whiteboard panel assembly onto cart and align the bottom brackets to the inserts on the whiteboard panel. Use fasteners (T) to secure the whiteboard panel. Repeat for the other side.

STEP 9. Slide in brace (M) over Hooks (H) as should in image.

- H**  1" BR00825012
- R**  0.75" 007280021
- L**  V007290003
- T**  V007290079



COLLABORATIVE SPACES INSTALLATION

Collaborative Spaces Combo Shelf-Whiteboard Cart - SCCCW

Note: Assemble on back, then tilt up on casters to position.

STEP 1. Attach top rail (B) to the gables (A) using fasteners (I). Attach bottom beam (C) to gables (A) using fasteners (H).

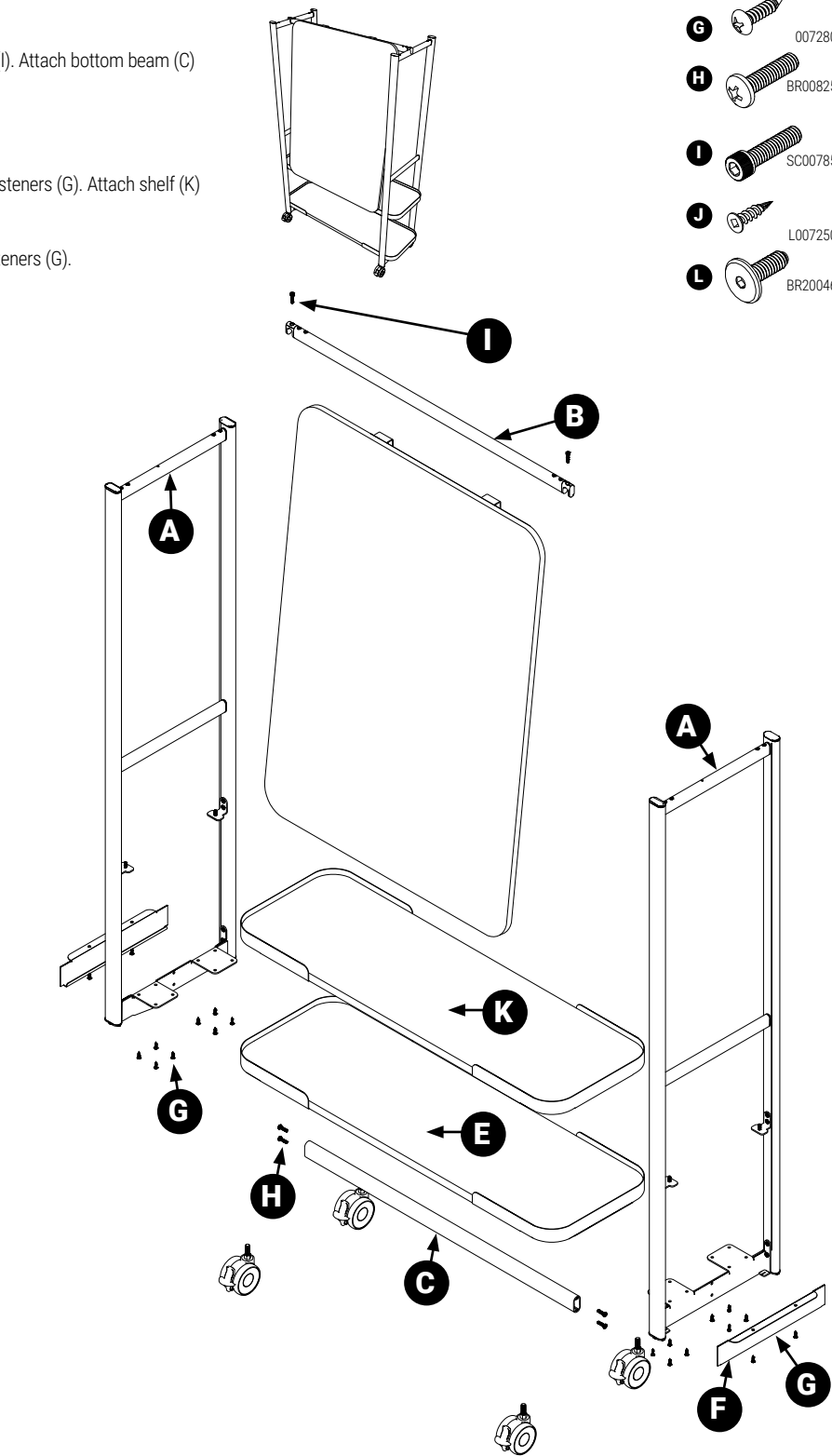
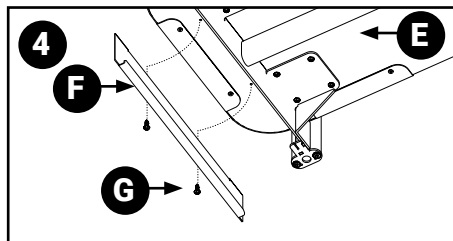
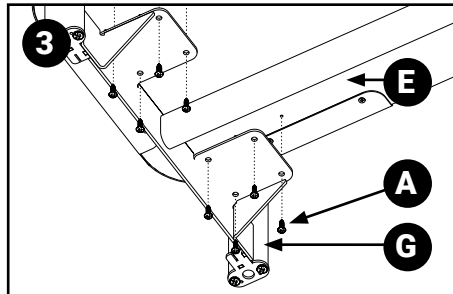
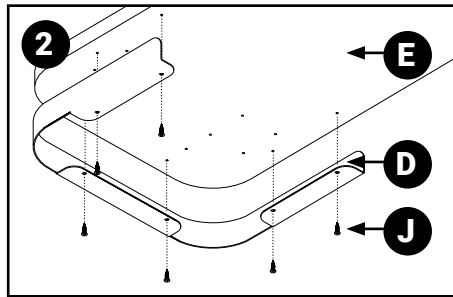
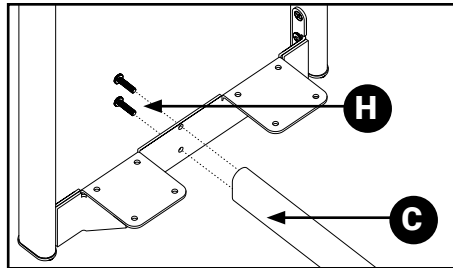
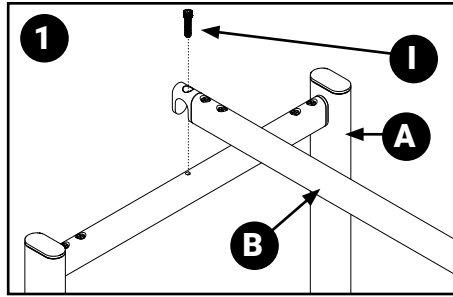
STEP 2. Attach shelf rims (D) to shelf (E) using fasteners (J)

STEP 3. Attach shelf (E) to the bottom of gables (A) using fasteners (G). Attach shelf (K) to gables (A) using fasteners (L).

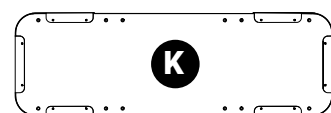
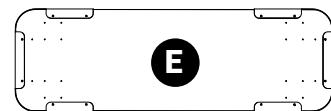
STEP 4. Attached end stretcher (F) to the shelf (E) using fasteners (G).

STEP 5. Snap in the casters

- G** 007280011
- H** BR00825012
- I** SC00785001
- J** L007250032
- L** BR20046520



Shelf Identification

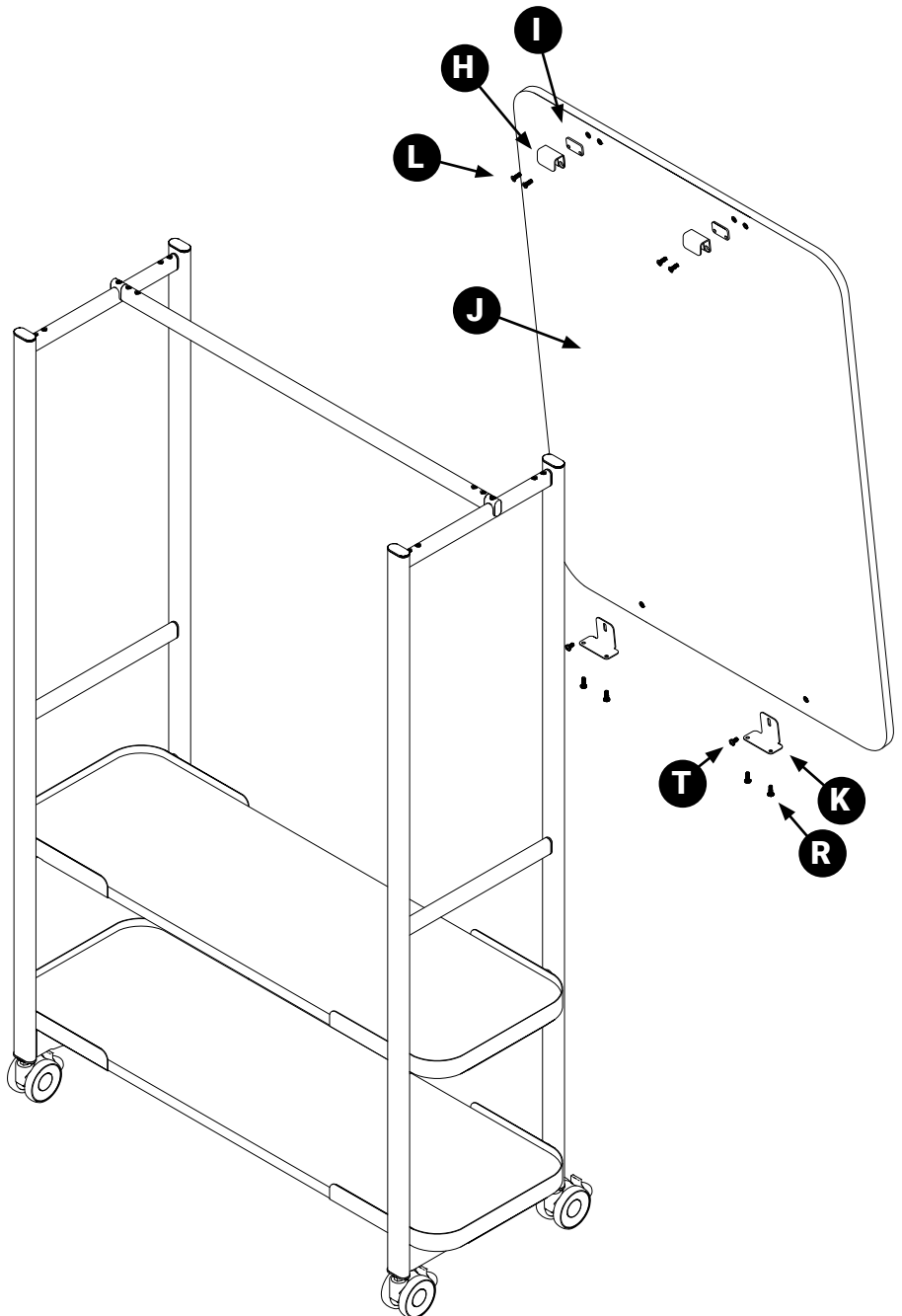
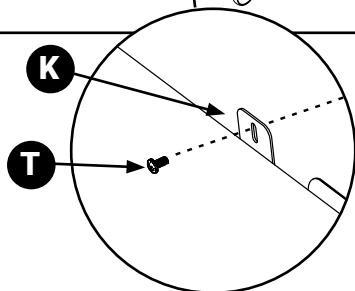
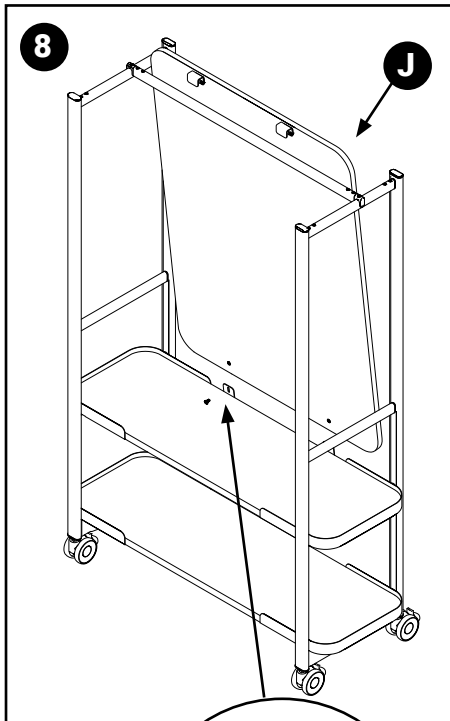
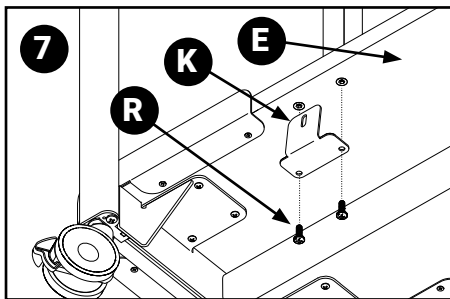
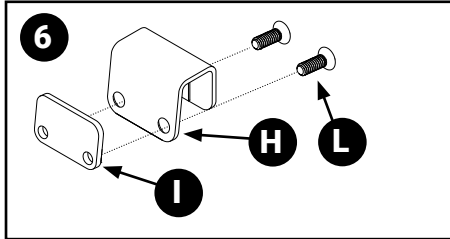
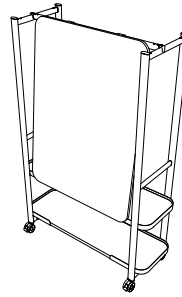


Collaborative Spaces Combo Shelf-Whiteboard Cart - SCCCW

STEP 6. Attach hooks (H) and hook spacers (I) to whiteboard panel (J) using fasteners (L).

STEP 7. Attach bottom brackets (K) to shelf (E) using fasteners (R)

STEP 8. Hook whiteboard panel assembly onto cart and align the bottom brackets to the inserts on the whiteboard panel (J). Use fasteners (R) to secure the whiteboard panel (J).



COLLABORATIVE SPACES INSTALLATION

Collaborative Spaces Removable Whiteboard Cart - SCCRW

Note: Assemble on back, then tilt up on casters to position.

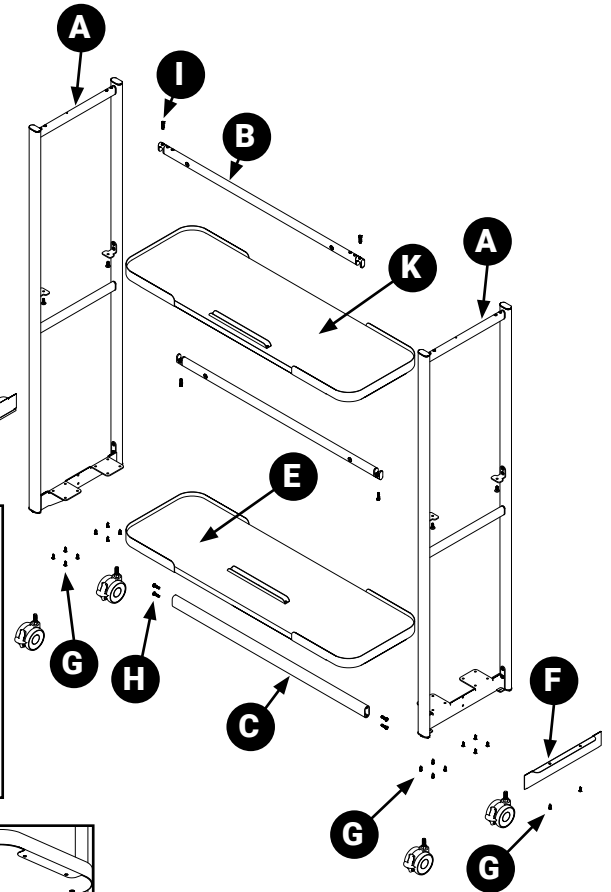
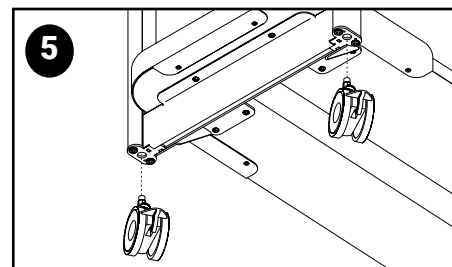
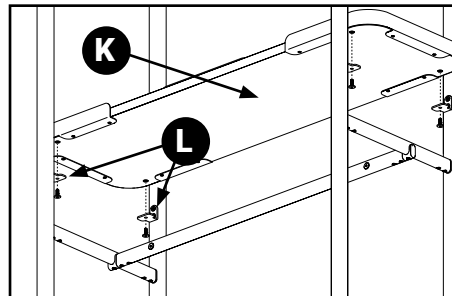
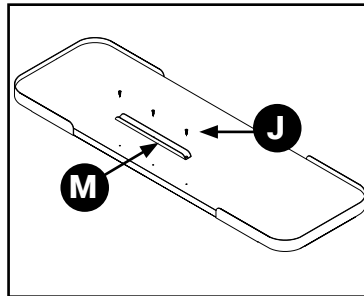
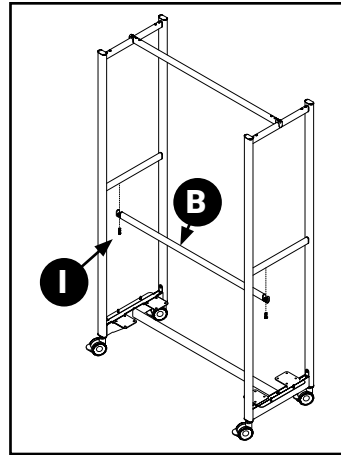
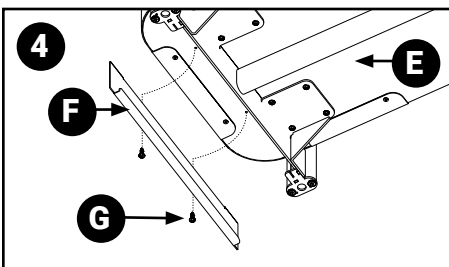
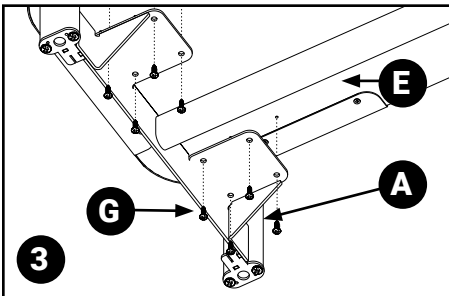
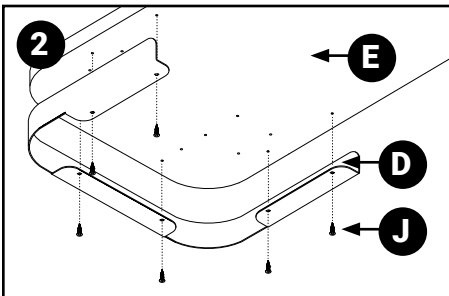
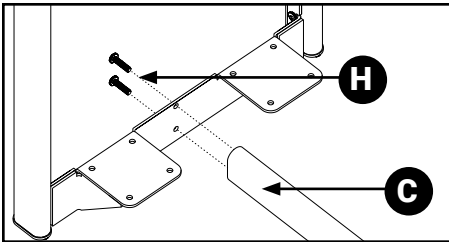
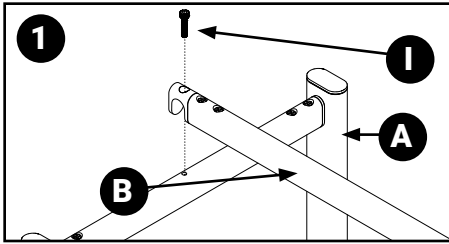
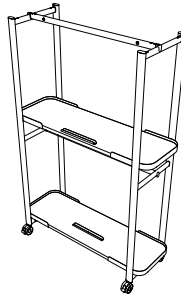
STEP 1: Attach rail (B) to the gables (A) using fasteners (I). Attach the second rail (B) to gable (A) from the bottom using fasteners (I). Attach bottom beam (C) to gables (A) using fasteners (H).

STEP 2: Attach shelf rims (D) to shelves (E) and (K) using fasteners (J). Attach bracket (N) to shelves (E) and (K) using fasteners (J).

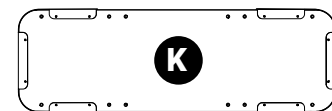
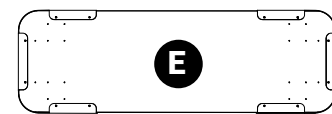
STEP 3: Attach shelf (E) to the bottom of gables (A) using fasteners (G). Attached shelf (K) to gables (A) using fasteners (L).

STEP 4: Attached end stretcher (F) to the shelf (E) using fasteners (G).

STEP 5: Snap in the casters

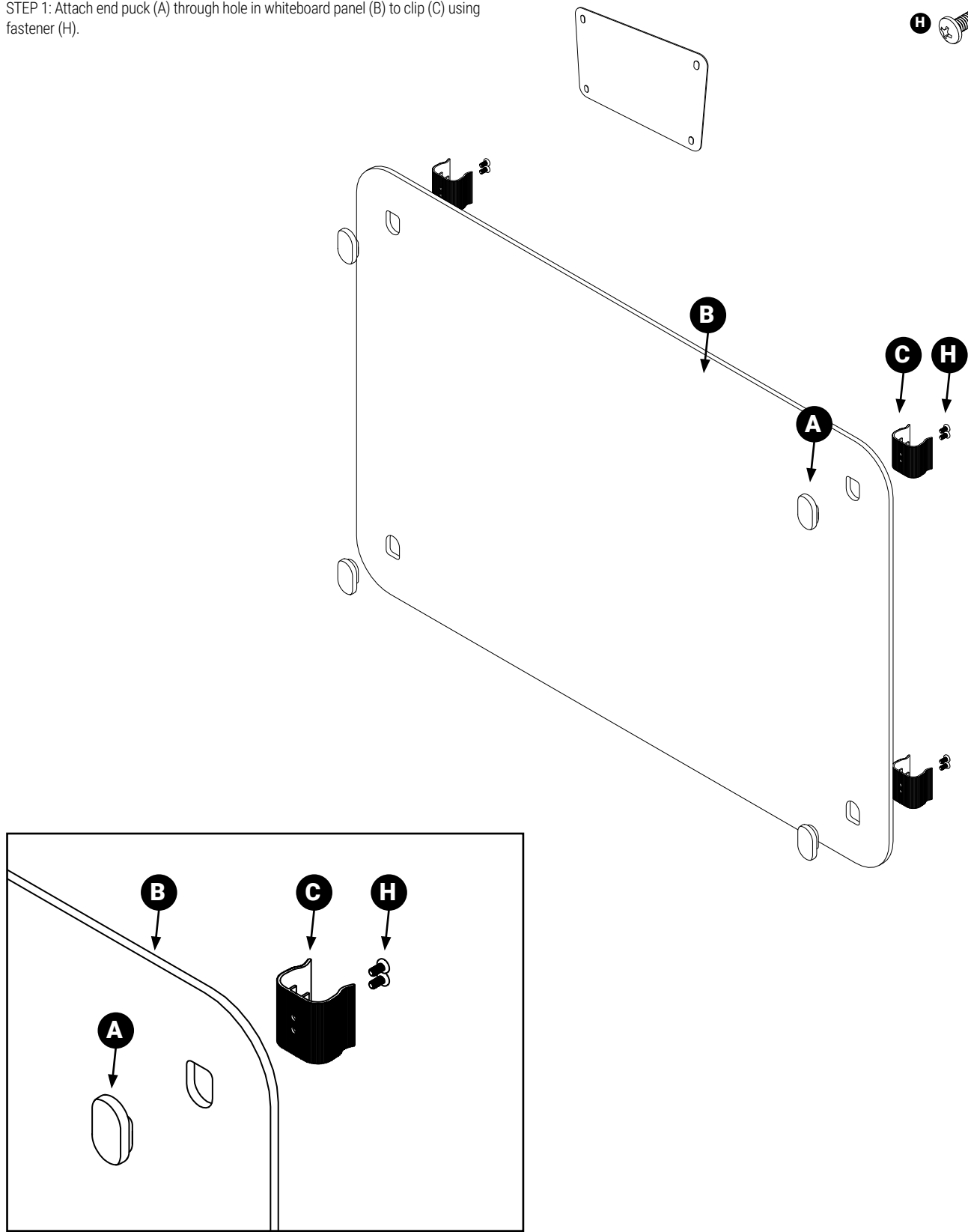


Shelf Identification



Collaborative Spaces Cart Mounted PET Felt Privacy Panels - SCCAPP

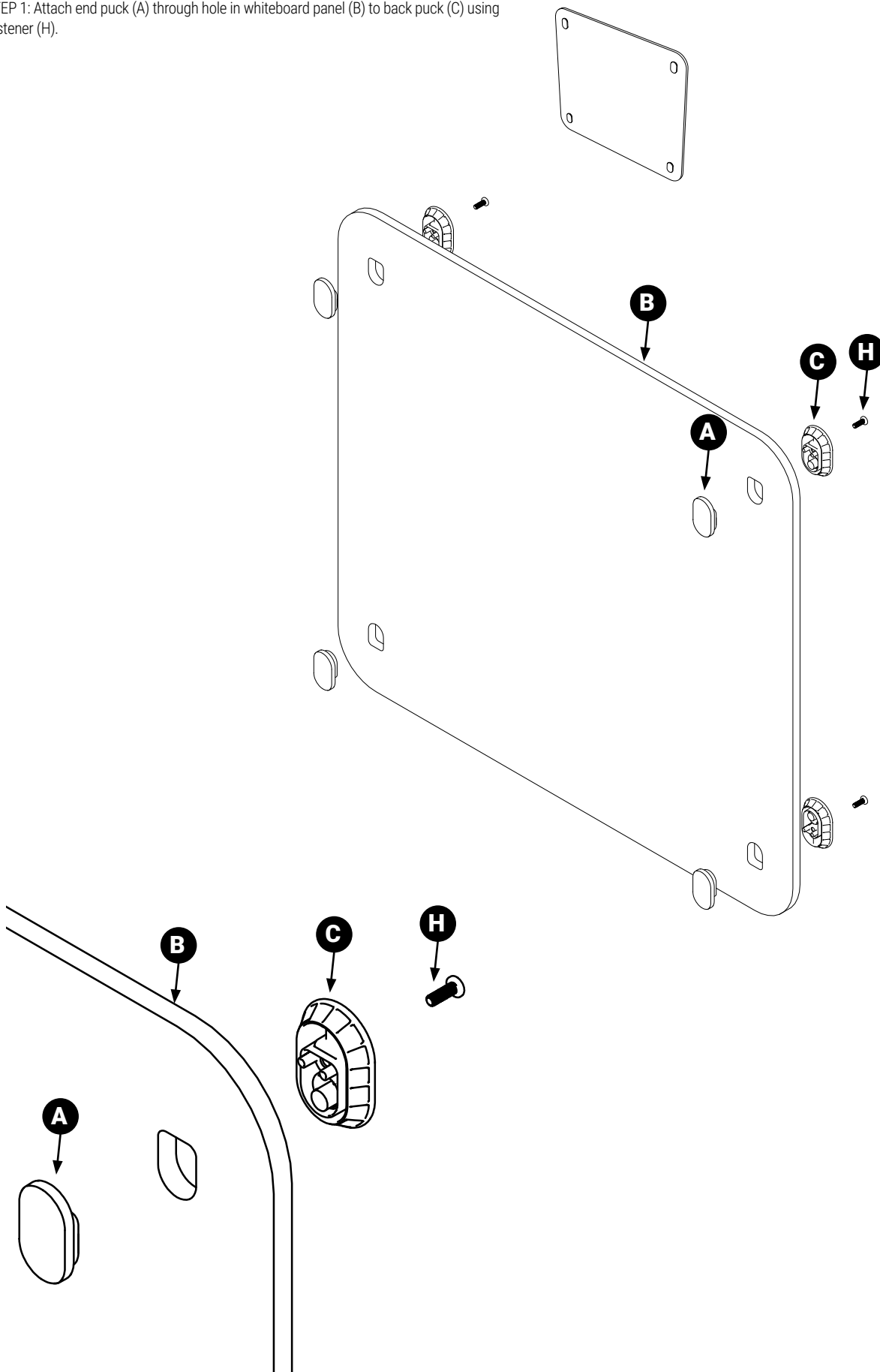
STEP 1: Attach end puck (A) through hole in whiteboard panel (B) to clip (C) using fastener (H).



COLLABORATIVE SPACES INSTALLATION

Collaborative Spaces Removable Whiteboard Panel - SCCAWB

STEP 1: Attach end puck (A) through hole in whiteboard panel (B) to back puck (C) using fastener (H).



Collaborative Spaces Hospitality Cart - SCHC

Note: Assemble on back, then tilt up on casters to position.







STEP 1. Attach bottom beam (C) to the gables (A) using fasteners (H).

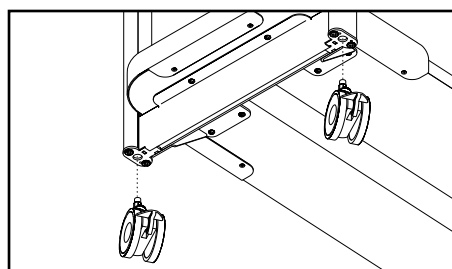
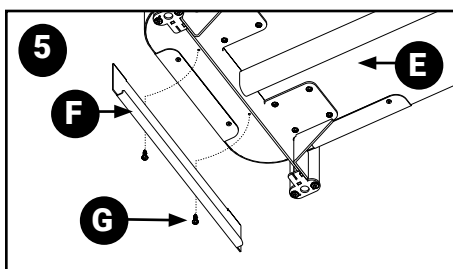
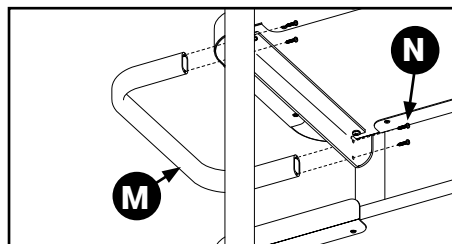
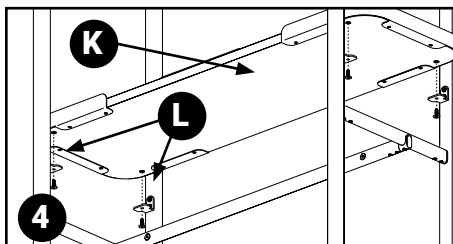
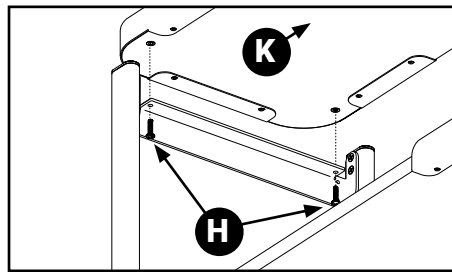
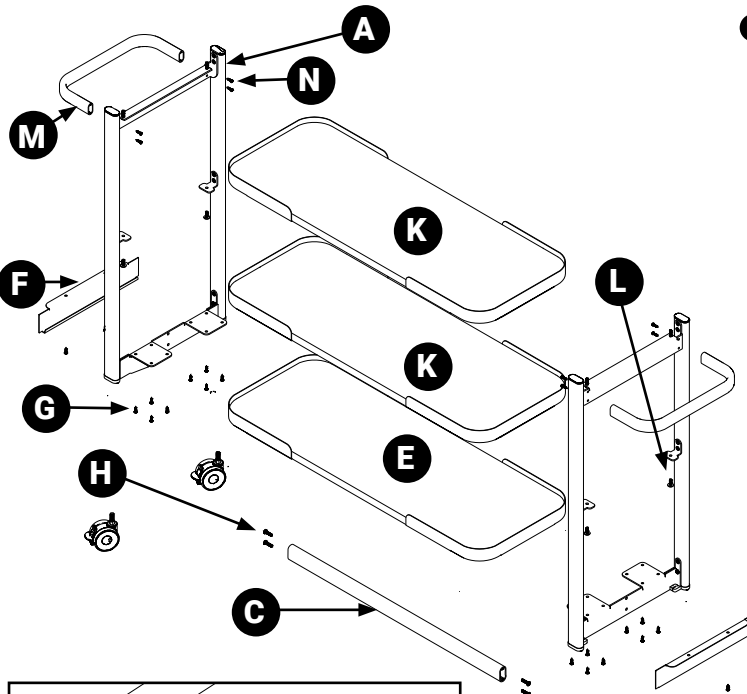
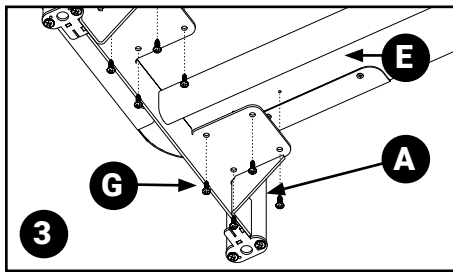
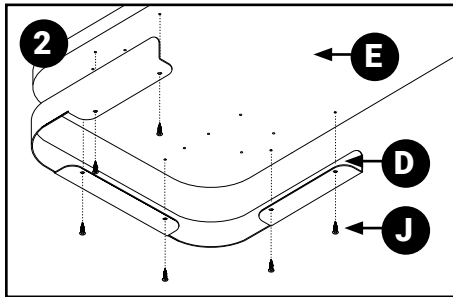
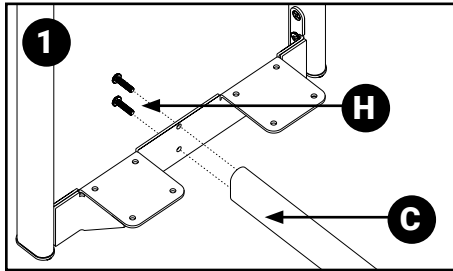
STEP 2. Attach shelf rims (D) to the shelf (E) using fasteners (J).

STEP 3. Attach shelf (E) to the gables (A) using fasteners (G). Attach shelf (K) to the gables (A) using fasteners (H).

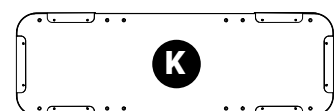
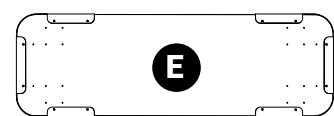
STEP 4. Attach shelf (K) to gables (A) using fasteners (L). Attach handle (M) to gable (A) using fasteners (N).

STEP 5. Attached the end stretcher (F) to the shelf (E) using fasteners (G). Snap in the casters

- G**  007280011
- H**  1" BR00825012
- I**  SC00785001
- J**  L007250032
- L**  BR20046520
- N**  007280061



Shelf Identification



COLLABORATIVE SPACES INSTALLATION

Collaborative Spaces Laptop Table - SCL

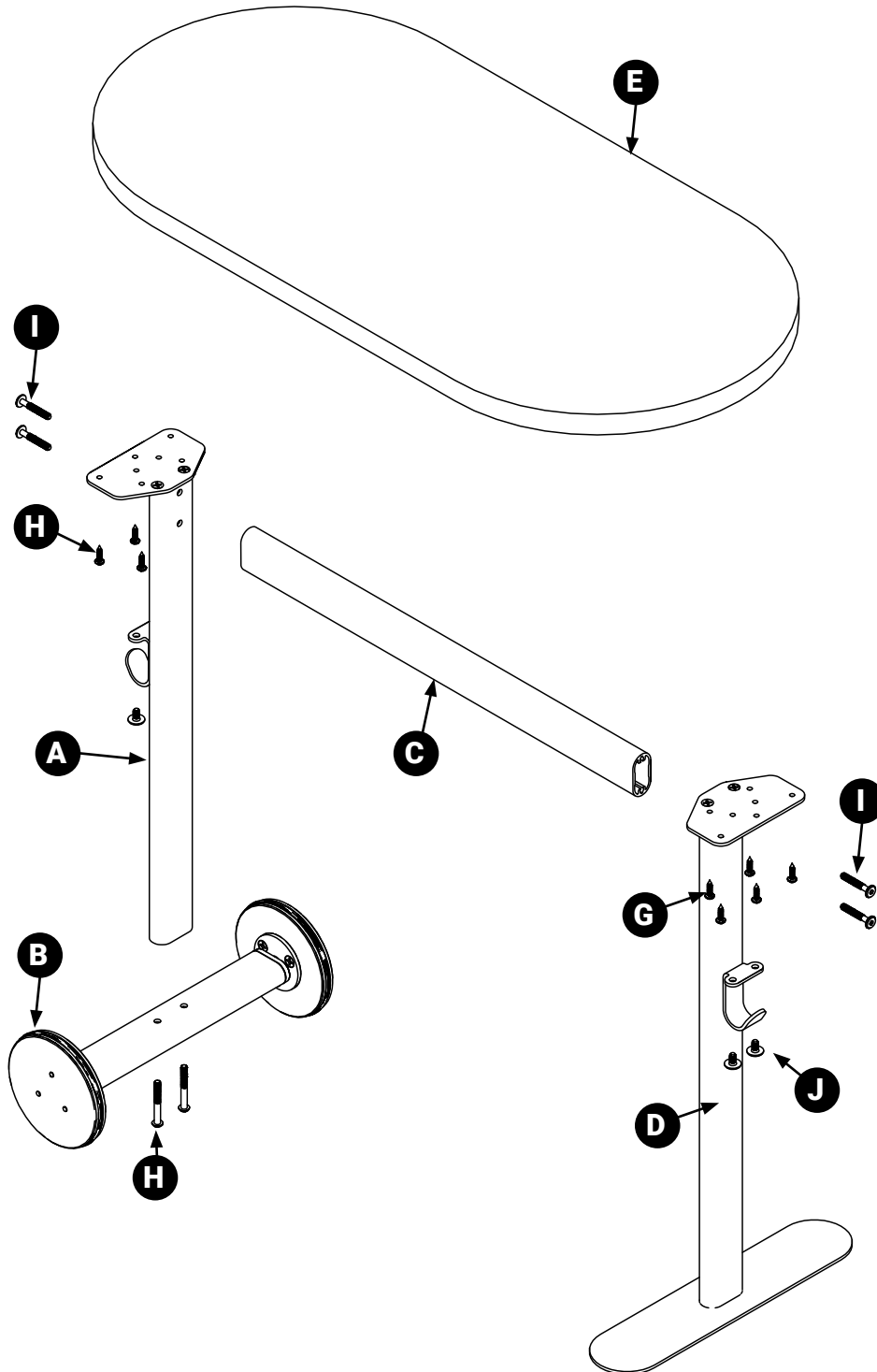
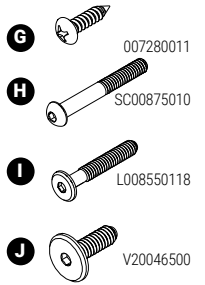
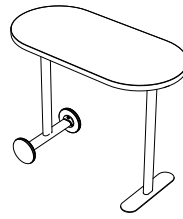
STEP 1. Attach leg (A) to wheel assembly (B) using fasteners (H).

STEP 2. Attach leg (A) to rail (C) using fasteners (I).

STEP 3. Attach leg (D) to rail (C) using fasteners (I).

STEP 4. Attach the top (E) to the frame assembly using fasteners (G).

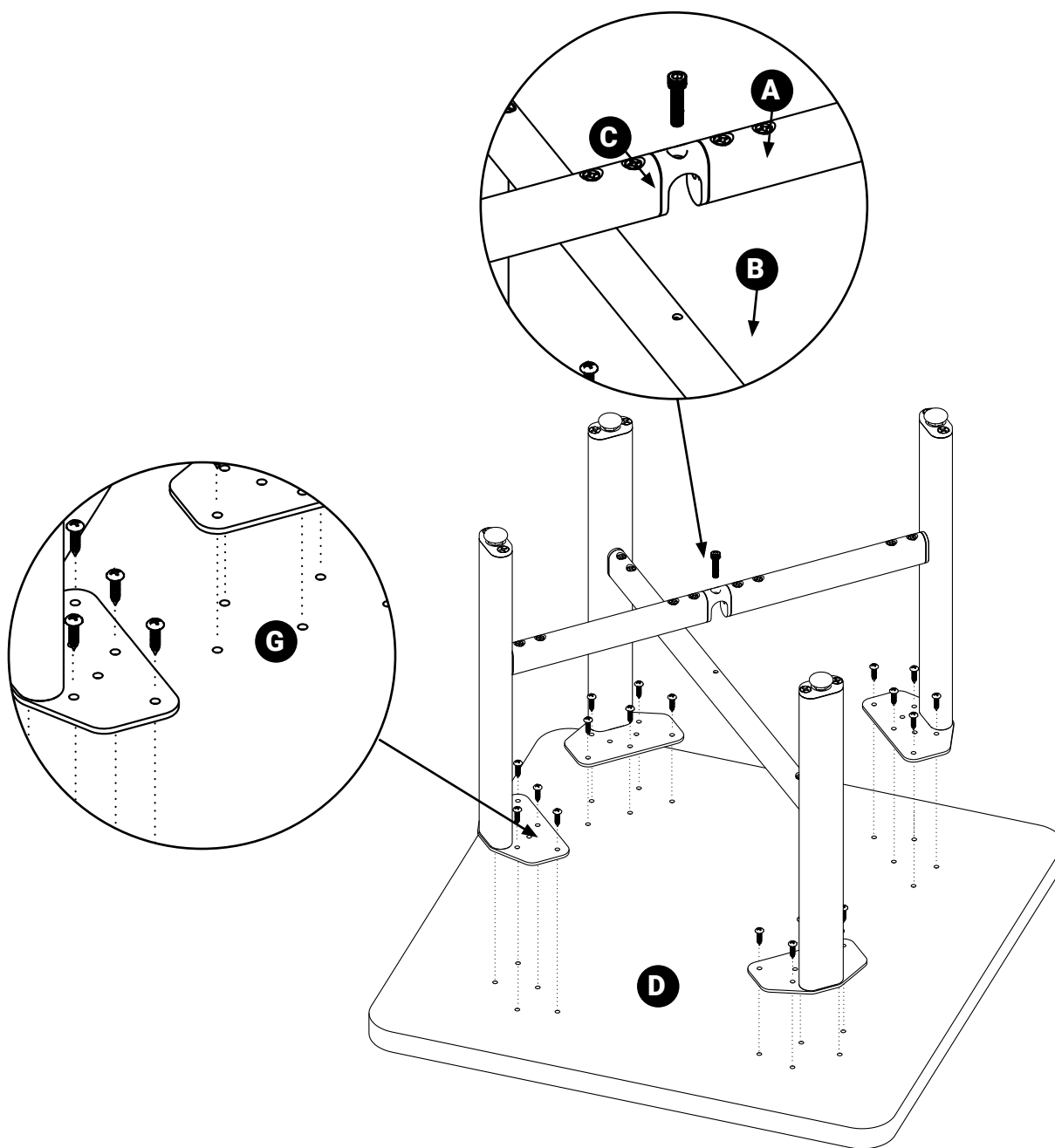
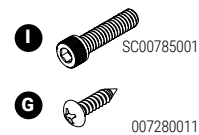
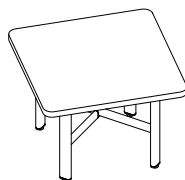
STEP 5. Attach the Hooks to the frame assembly using fasteners (J)



Collaborative Spaces Occasional Tables - SCO

STEP 1: Attach leg gable (A) to leg gable (B) using fastener (H). Be very careful not to over tighten the connector, as it may brake (C).

STEP 2: Attach the leg assembly to the top (D) using fasteners (G).



Global offices in Canada

Head Office

560 Supertest Road
Toronto, Ontario
M3J 2M6
T (416) 650-6500

Toronto Sales Office

1350 Flint Road
Toronto, Ontario
M3J 2J7
T (416) 661-3660

Moncton

268 Coverdale Road
Riverview, New Brunswick
E1B 3J2
T (506) 858-8383

Showrooms

Calgary

237 8 Avenue SE, Suite 302
Calgary, Alberta
T2G 5C3
T (403) 250-7770

Montreal

(Temporary location)
2020 Trans Canada Highway, Suite 306
Dorval, Quebec
H9P 2N4
T (514) 866-4331

Ottawa

251 Laurier Avenue West, Suite 400
Ottawa, Ontario
K1P 5J6
T (613) 234-2881
Please call ahead to book an appointment.

Edmonton

10158 103 Street NW, Suite 201
Edmonton, Alberta
T5J 0X6
T (780) 444-8922

Toronto

1350 Flint Road
Toronto, Ontario
M3J 2J7
T (416) 661-3660

Vancouver

675 West Hastings Street, Suite 1000
Vancouver, British Columbia
V6B 1N2
T (604) 432-1701

Halifax

1061 Marginal Road, Suite 120
Halifax, Nova Scotia
B3H 4P7
T (902) 422-7434

Toronto - The Blueprint

(MetroCentre)
200 Wellington Street West, Suite 1602
Toronto, Ontario
M5V 3C7

Winnipeg

111 Lombard Avenue, Suite 220
Winnipeg, Manitoba
R3B 0T4
T (204) 925-3350