

Corby Installation Manual 2018



REVISED: JANUARY 2018

ISO 9001:2008

ISO 14001:2004

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INSTALLATION GUIDELINES

PRODUCT INSTALLATION

ACTxxxHxx - Occasional table	02
ARxx32 - Peninsula table	02
ARTxxx - Freestanding work table	02
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ASxx & ACxxLB/ACxxHB - Stack-on bookcase with credenza	06

Please contact your Global Contract Service Representative at (905) 470-0010 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 manufacturer's

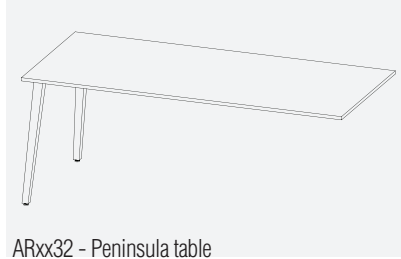
specifications. In accordance with the manufacturer's policy of continual product improvement, the product presented in this document is subject to change without notice or obligation.

INSTALLATION GUIDELINES

ACTxxxHxx - OCCASIONAL TABLE / ARxx32 - PENINSULA TABLE / ARTxxx - FREESTANDING WORK TABLE



ACTxxxHxx - Occasional table



ARxx32 - Peninsula table



ARTxxx - Freestanding work table

NOTE: Open and assemble one product at a time to avoid potential mix-up of parts and hardware.

It is advisable to assemble the unit on a clean padded surface to avoid scratches.

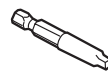
CAUTION: Do not drag the assembled furniture across the floor. Lift the unit completely off the floor, and move it to the desired location.

Required tools

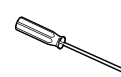
Safety glasses



Bit #2 Robertson



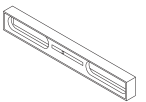
Screwdriver #2 Robertson



Cordless drill



Fluid leveler



Included hardware

Fully assembled leg

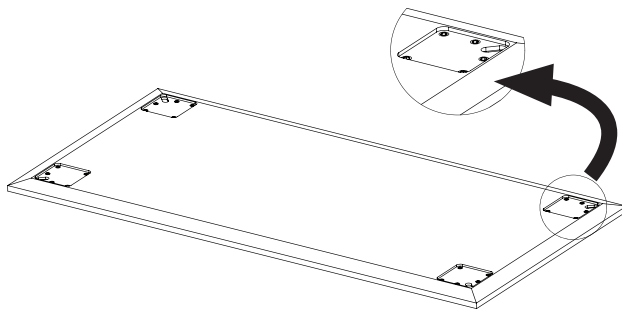


Countersunk FH screw
1/4-20 x 3/4

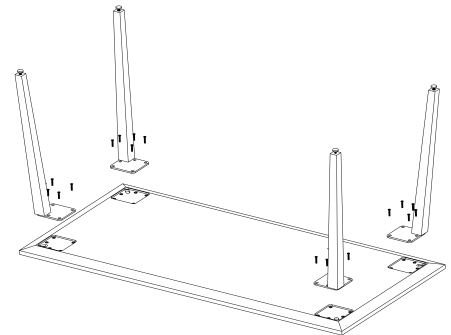


ASSEMBLY [FREESTANDING WORK TABLE SHOWN AS AN EXAMPLE]

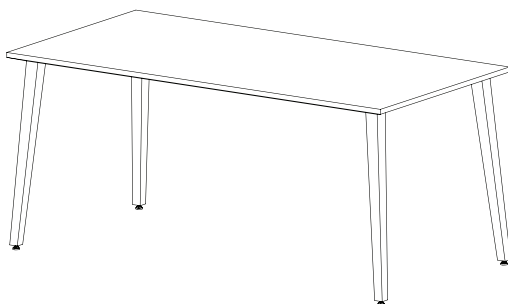
STEP 1: Place the worksurface upside down on a clean padded surface.



STEP 2: Position the preassembled legs to align the holes in the bracket with the preinstalled inserts in the worksurface. Secure each bracket to the worksurface with the provided countersunk-FH screws (1/4-20 x 3/4, Qty. 20).



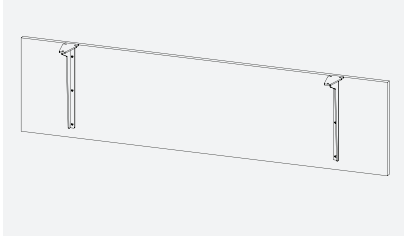
STEP 3: Flip the assembled table upright. Adjust the glides to level the worksurface.



NOTE: Occasional tables and Freestanding work tables have four legs. Peninsula tables have two legs.

INSTALLATION GUIDELINES

ACMPWxxHxx - MODESTY PANEL

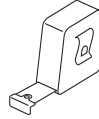


Required tools

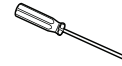
Safety glasses



Measuring tape



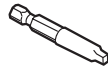
Screwdriver #2 Robertson



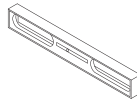
Cordless drill



Bit #2 Robertson



Fluid leveler



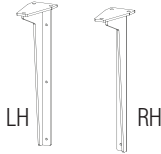
NOTE: Open and assemble one product at a time to avoid potential mix-up of parts and hardware.

It is advisable to assemble the unit on a clean padded surface to avoid scratches.

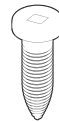
CAUTION: Do not drag the assembled furniture across the floor. Lift the unit completely off the floor, and move it to the desired location.

Included hardware

Modesty panel bracket
Qty. 1 set



Robertson PH screw
#8 x 1", Qty. 6

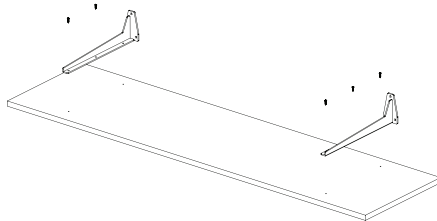


Robertson PH screw
#8 x 5/8", Qty. 6

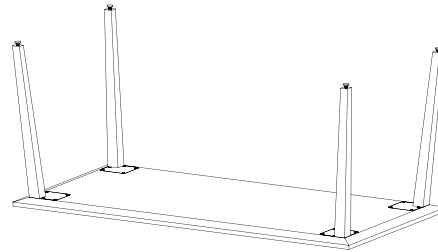


ASSEMBLY [FREESTANDING WORK TABLE SHOWN AS AN EXAMPLE]

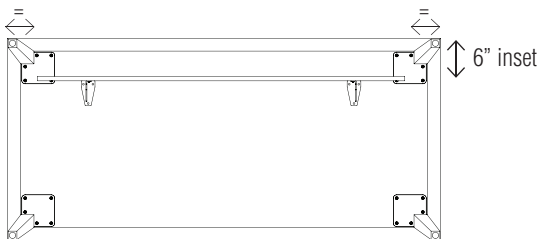
STEP 1: Place the modesty panel flat on a clean padded surface. Attach brackets to the modesty panel with provided screws. (#8 x 5/8", Qty. 6)
(Pilot holes on modesty panel indicate the location)



STEP 2: Place the assembled table upside down on a clean padded surface.

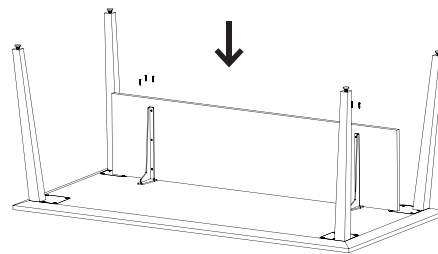


STEP 3: Place the assembled modesty panel on the bottom surface of the table.
Align the modesty panel 6" inset from the edge and ensure equal spacing on either side.

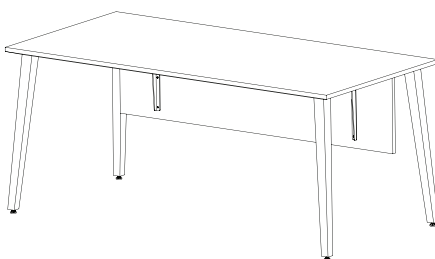


BOTTOM VIEW

STEP 4: Mount screws (#8 x 1", Qty. 6) through the brackets into the bottom surface of the table.

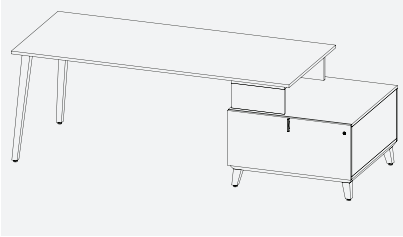


STEP 5: Flip the assembled table upright. Adjust the glides to level the worksurface.



INSTALLATION GUIDELINES

ARxx32 & APxxLB32 - PENINSULA TABLE WITH LOW BASE (LB) PEDESTAL 32"D

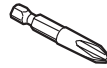


Required tools

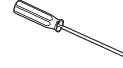
Safety glasses



Bit #6 Phillips



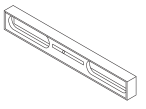
Screwdriver #6 Phillips



Cordless screwdriver



Fluid leveler

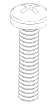


NOTE: Open and assemble one product at a time to avoid potential mix-up of parts and hardware. It is advisable to assemble the unit on a clean padded surface to avoid scratches.

CAUTION: Do not drag the assembled furniture across the floor. Lift the unit completely off the floor and move it to the desired location.

Included hardware

Phillips PH screw
1/4-20 x 1 1/4", Qty. 2



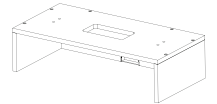
Washer plate
Ø 1/4", Qty. 2



Double-sided adhesive tape
Qty. 1



Riser box (*sold separately*)
Qty. 1

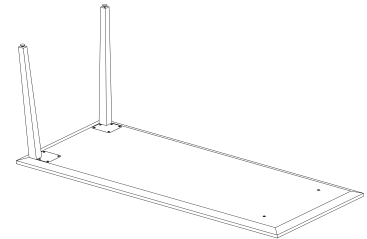


ASSEMBLY

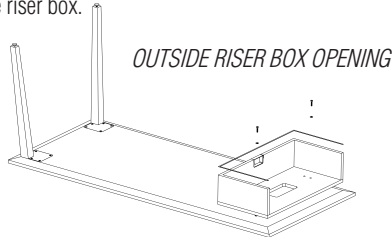
STEP 1: Clean the top surface of the pedestal with a damp cloth, followed by a soft dry cloth in the direction of grain.



STEP 2: Place the peninsula table upside down on a clean padded surface.

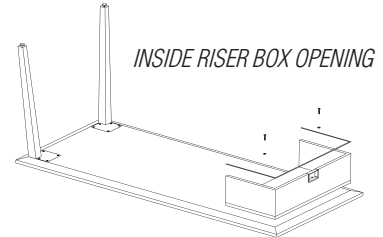


STEP 3: Attach the riser box to the peninsula table with Phillips PH screws (1/4-20 x 1 1/4", Qty. 2) and washer plates (Ø 1/4", Qty. 2). Apply double-sided adhesive tape to the bottom of the riser box.



OUTSIDE RISER BOX OPENING

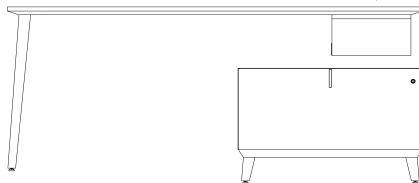
← or →



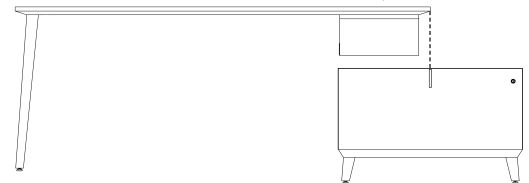
INSIDE RISER BOX OPENING

STEP 4: Flip the assembled peninsula table and the riser box and set them on the low base (LB) pedestal as per chosen configuration (see below). Apply moderate pressure from the top of the peninsula table (at least one minute for the pressure sensitive double sided tape to adhere).

FLUSH CONFIGURATION



OFFSET CONFIGURATION



STEP 5: Adjust the glides to level the assembled unit. (*Configuration shown for outside riserbox opening*)

FLUSH CONFIGURATION

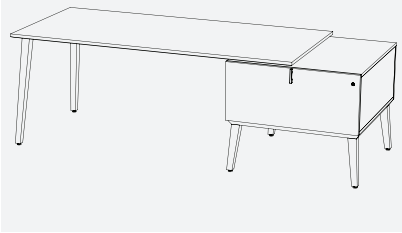


OFFSET CONFIGURATION



INSTALLATION GUIDELINES

ARxx32 & APxxHB32 - PENINSULA TABLE WITH HIGH BASE (HB) PEDESTAL 32"D

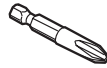


Required tools

Safety glasses



Bit #6 Phillips



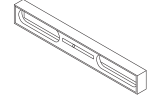
Drill bit 10mm



Cordless drill/screwdriver



Fluid leveler



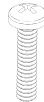
NOTE: Open and assemble one product at a time to avoid potential mix-up of parts and hardware. It is advisable to assemble the unit on a clean padded surface to avoid scratches.

CAUTION: Do not drag the assembled furniture across the floor. Lift the unit completely off the floor and move it to the desired location.

Included hardware

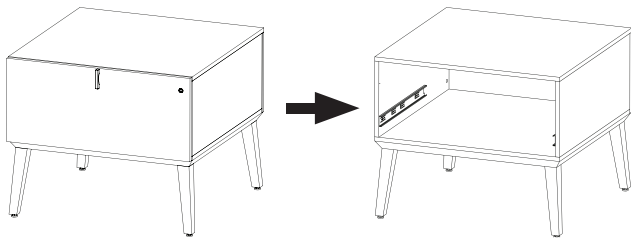
Phillips PH screw
1/4-20 x 1 1/4", Qty. 2

Washer plate
Ø 1/4", Qty. 2

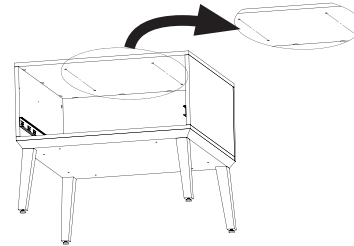


ASSEMBLY

STEP 1: Remove the drawer from the pedestal (if any).

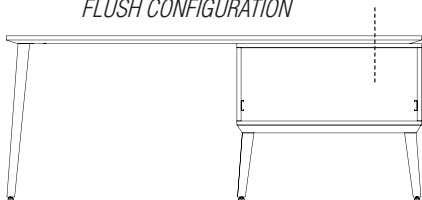


STEP 2: Four (4) predrilled holes in the pedestal top are provided. Depending on the configuration (*as shown in step 3*), two (2) holes must be drilled all the way through the top of the unit.

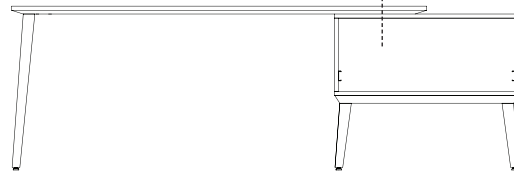


STEP 3: Type of configuration

FLUSH CONFIGURATION

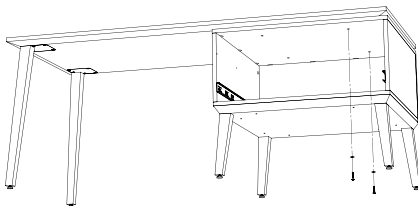


OFFSET CONFIGURATION

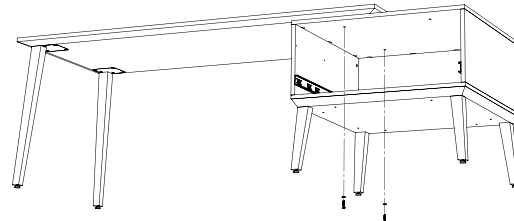


STEP 4: Place the peninsula table on the pedestal to align the two (2) predrilled holes in the pedestal with the two (2) inserts installed in the bottom of the worksurface. Mount Phillips PH screws (1/4-20 x 1 1/4", Qty. 2) through the bottom of the pedestal top.

FLUSH CONFIGURATION

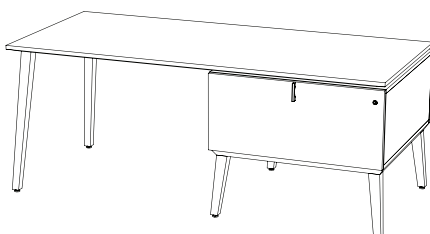


OFFSET CONFIGURATION



STEP 5: Slide the drawers back into the pedestal (if any). Adjust the glides to level the assembled unit.

FLUSH CONFIGURATION



OFFSET CONFIGURATION



INSTALLATION GUIDELINES

ASxx & ACxxLB/ACxxHB - STACK-ON BOOKCASE WITH CREDENZA

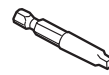


Required tools

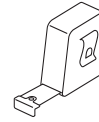
Safety glasses



Bit #2 Robertson



Measuring tape



Cordless screwdriver



NOTE: Open and assemble one product at a time to avoid potential mix-up of parts and hardware. It is advisable to assemble the unit on a clean padded surface to avoid scratches.

CAUTION: Do not drag the assembled furniture across the floor. Lift the unit completely off the floor and move it to the desired location.

Included hardware

Double sided adhesive tape
Qty. 1



Optional hardware

L-bracket
Qty. 2

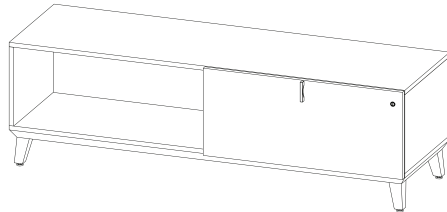


Robertson PH screw
#8 x 5/8, Qty. 8

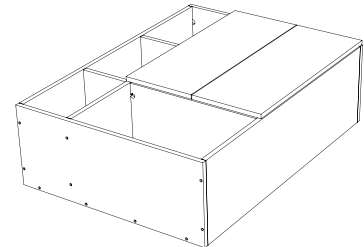


ASSEMBLY

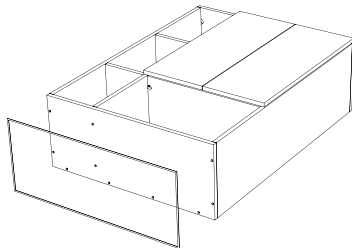
STEP 1: Clean the top surface of the credenza with a damp cloth, followed by a soft dry cloth in the direction of grain. Adjust the glides to level the unit.



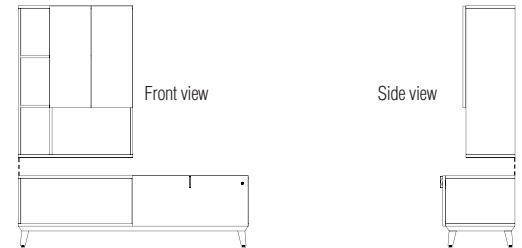
STEP 2: Place the stack-on bookcase flat on a clean padded surface.



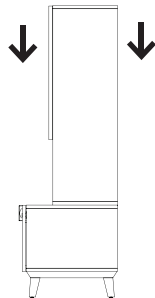
STEP 3: Apply double sided adhesive tape to the bottom edges of stack-on bookcase



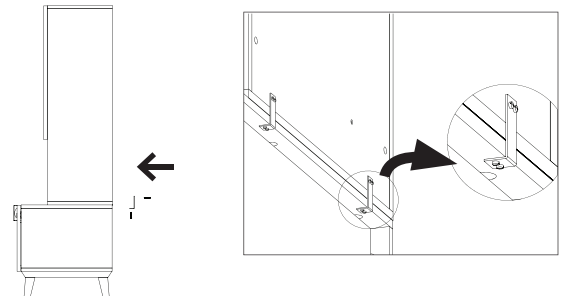
STEP 4: Align the stack-on bookcase on the credenza on any desired corner.



STEP 5: Apply moderate pressure from the top of the stack-on bookcase (at least one minute for the pressure sensitive double sided tape to adhere).



STEP 6: [OPTIONAL] To further secure stack-on bookcase, optional L-bracket may be installed using screws (#8 x 5/8, Qty. 8)



STEP 7: Re-level the unit if necessary.



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