

Effective September 2022



# priva

ASSEMBLY  
INSTRUCTIONS





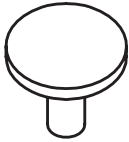
### PARTS LIST



**FS201** x16 - Self tapping screw for corner assemblies



**FS202** x30 - Self tapping screw for flat frame assembly



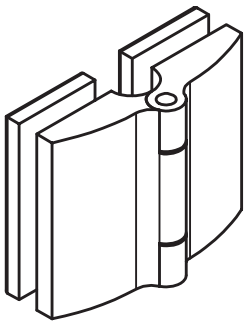
**FS203** x15 - Black screw M10 for glass assembly



**FS205** x10 - Black M6 screw for flat frame (door side) assembly

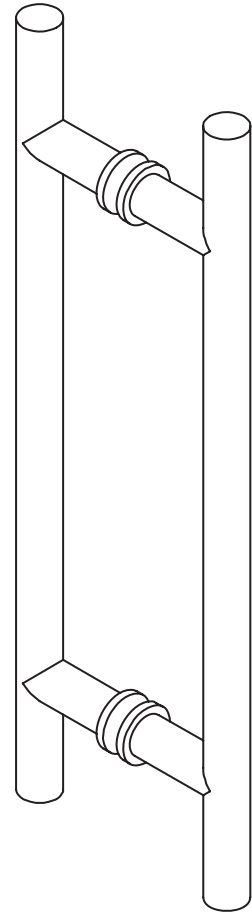


**FS206** x2 - Door magnets set



**Door Hinges** x2

**Door Handle set** x1



**Stand-off cap key**

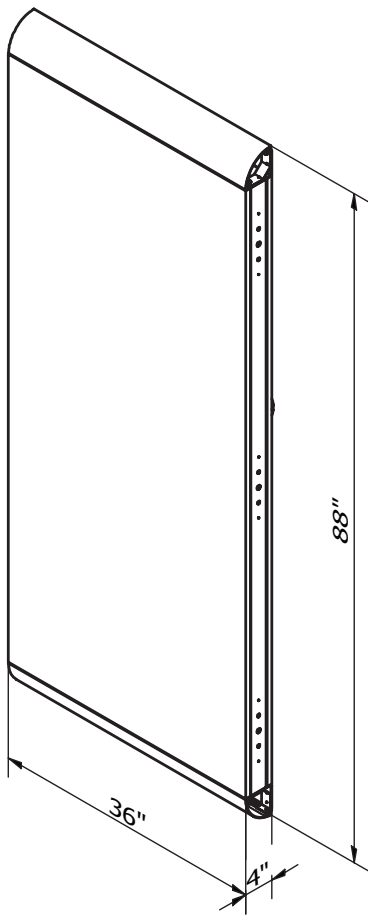




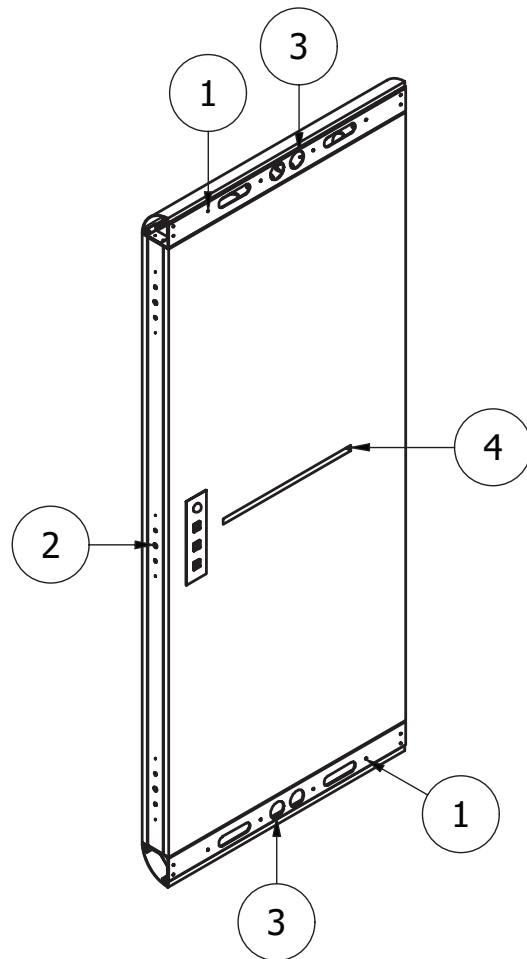
### WALL WITH SHELF

1. Holes for corner assembly.
2. Holes for metal frame and glass/door assembly
3. Cutouts for wiring
4. Cutout for shelf

Outside View



Inside View

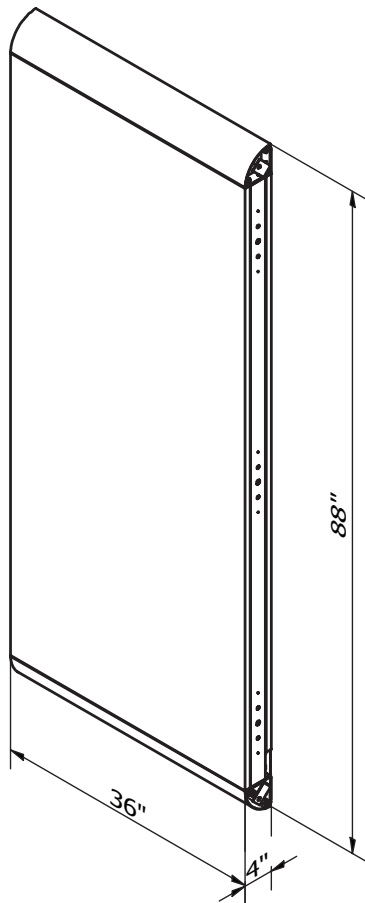




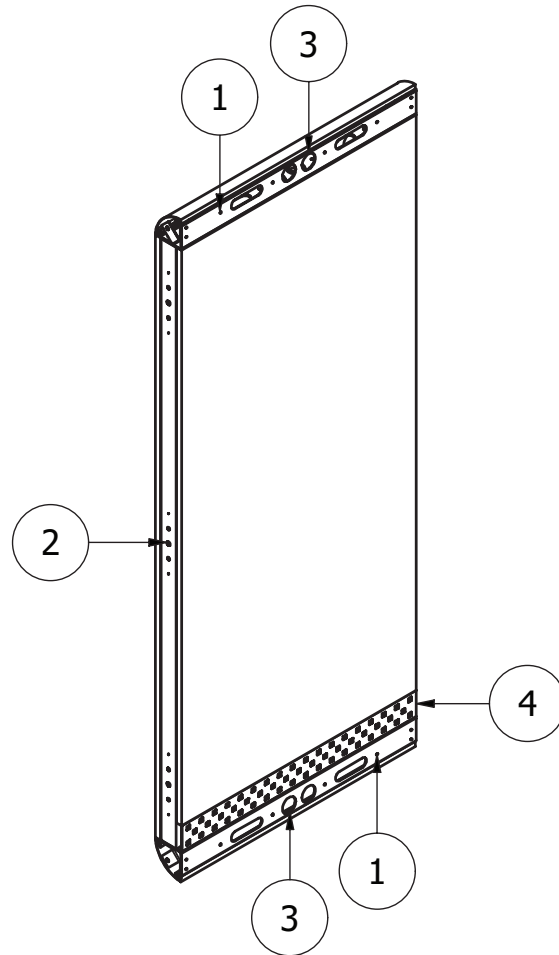
### WALL WITH AIRFLOW GRILL

1. Holes for corner assembly.
2. Holes for metal frame and glass/door assembly
3. Cutouts for wiring
4. Airflow grill

Outside View



Inside View

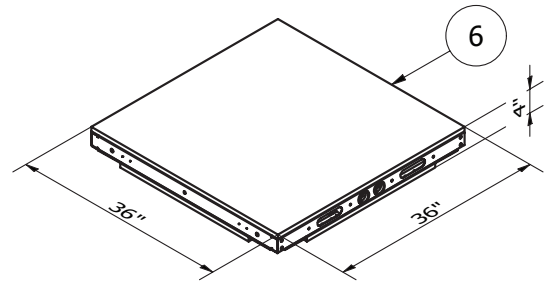




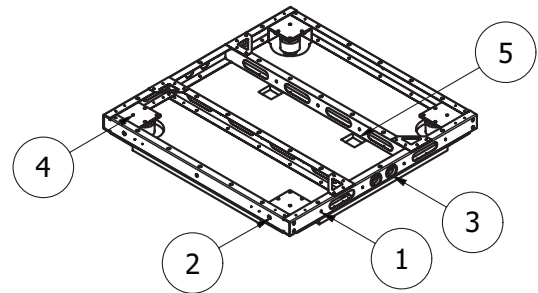
### BASE UNIT

1. Holes for corner assembly.
2. Holes for metal frame and glass/door assembly
3. Cutouts for wiring
4. Casters with leveler
5. Cutouts for seismic bracket  
*(brackets not provided)*
6. Floor access panel

As delivered



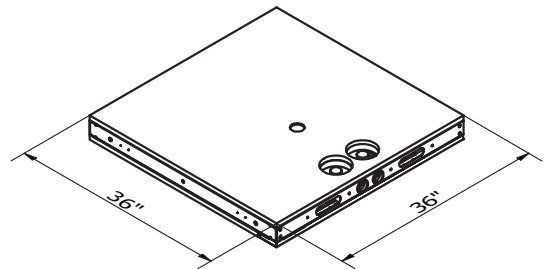
Floor access panel removed



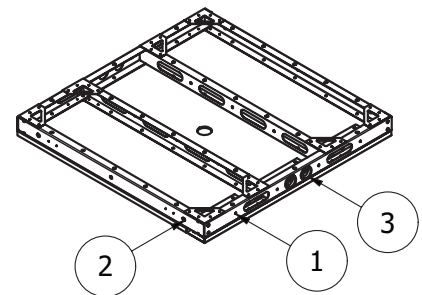
### CEILING UNIT

1. Holes for unit corner assembly.
2. Holes for metal frame and glass/door assembly
3. Cutouts for wiring
4. Roof access panel
5. Cutouts for fans
6. Knock out hole for sprinkler (optional)

As delivered



Roof access panel removed





### FLAT METAL FRAMES

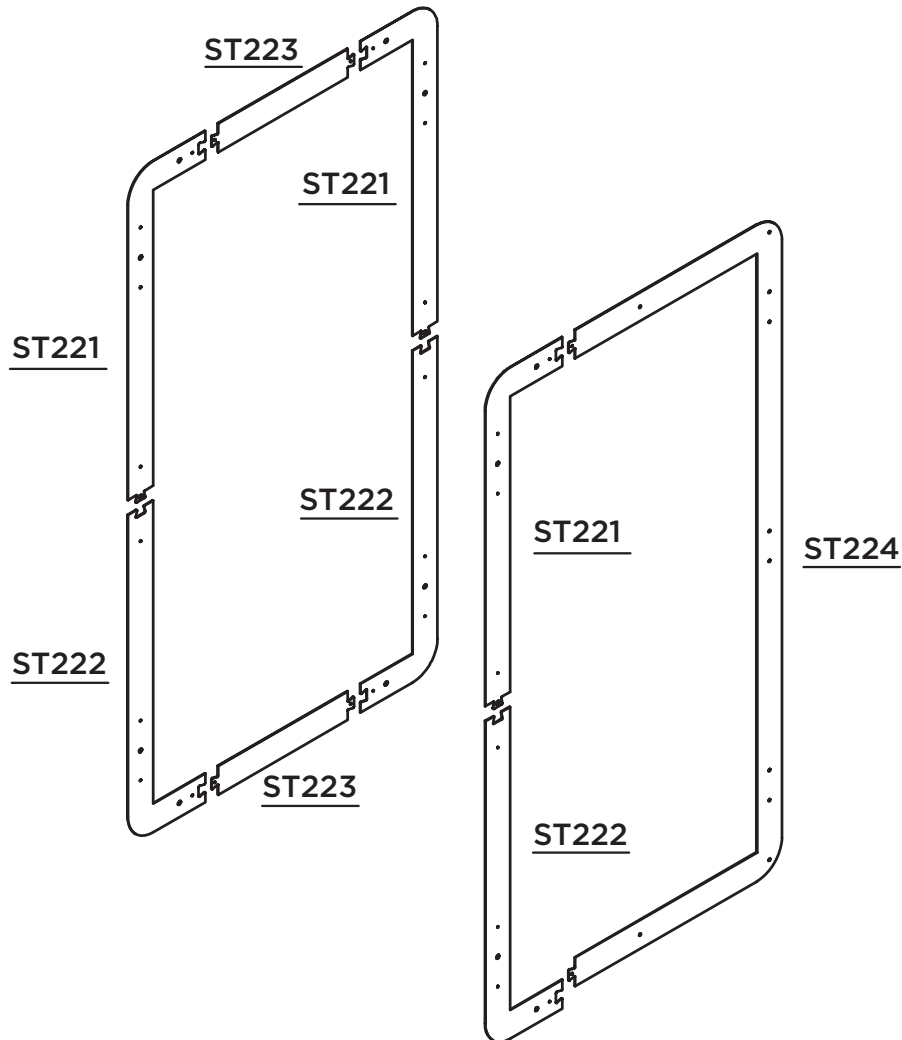
**ST221** - Metal frame (1 on front, 2 on back), with self-tapping screws (**FS201** x8) per piece.  
This part has 5 holes for glass assembly.

**ST222** - Metal frame (1 on front, 2 on back), with self-tapping screws (**FS201** x8) per piece

**ST223** - Metal frame (2 on back) with M6 screws (**FS205** x10)

**ST224** - Metal frame (1 on front) with M6 screws (**FS205** x10)

All parts have plastic gaskets on the edges.



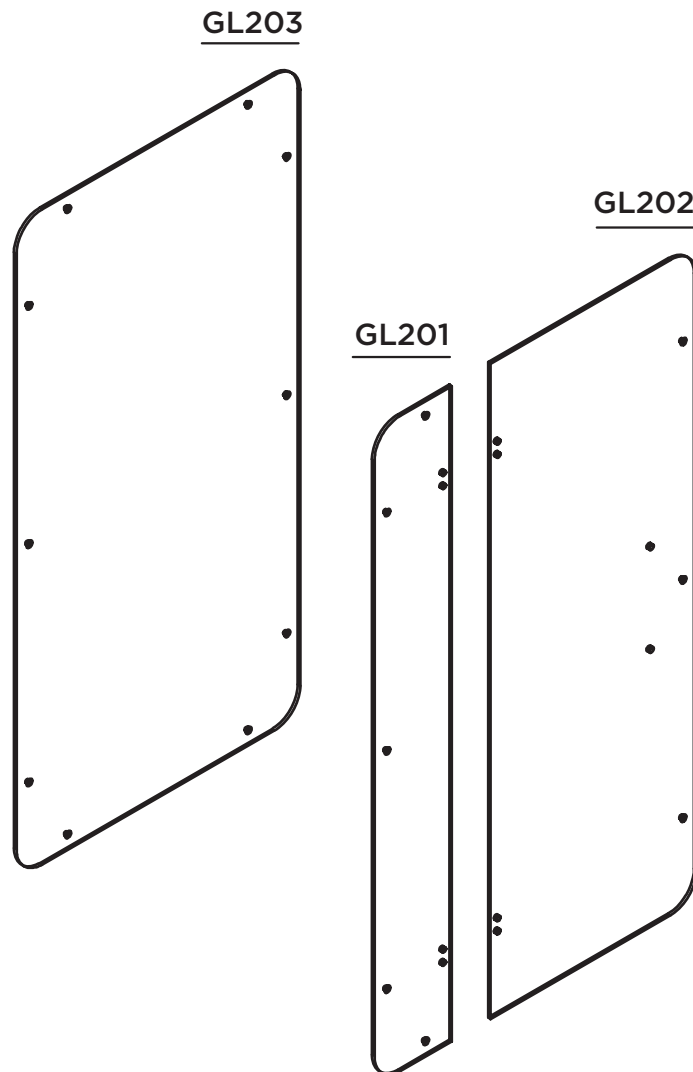


### GLASS PANELS

**GL201** - Sidelight glass panel has 5 holes for assembly by M10 countersunk screw **FS203** with plastic socket cap **FS204** and 2 pairs of holes for door hinge assembly.

**GL202** - Door glass panel has 2 pairs of holes for door hinges, a pair of holes for handles, and 3 holes for magnets.

**GL203** - Back glass panel has 10 holes for assembly by M10 countersunk screw **FS203** with plastic socket cap **FS204**.

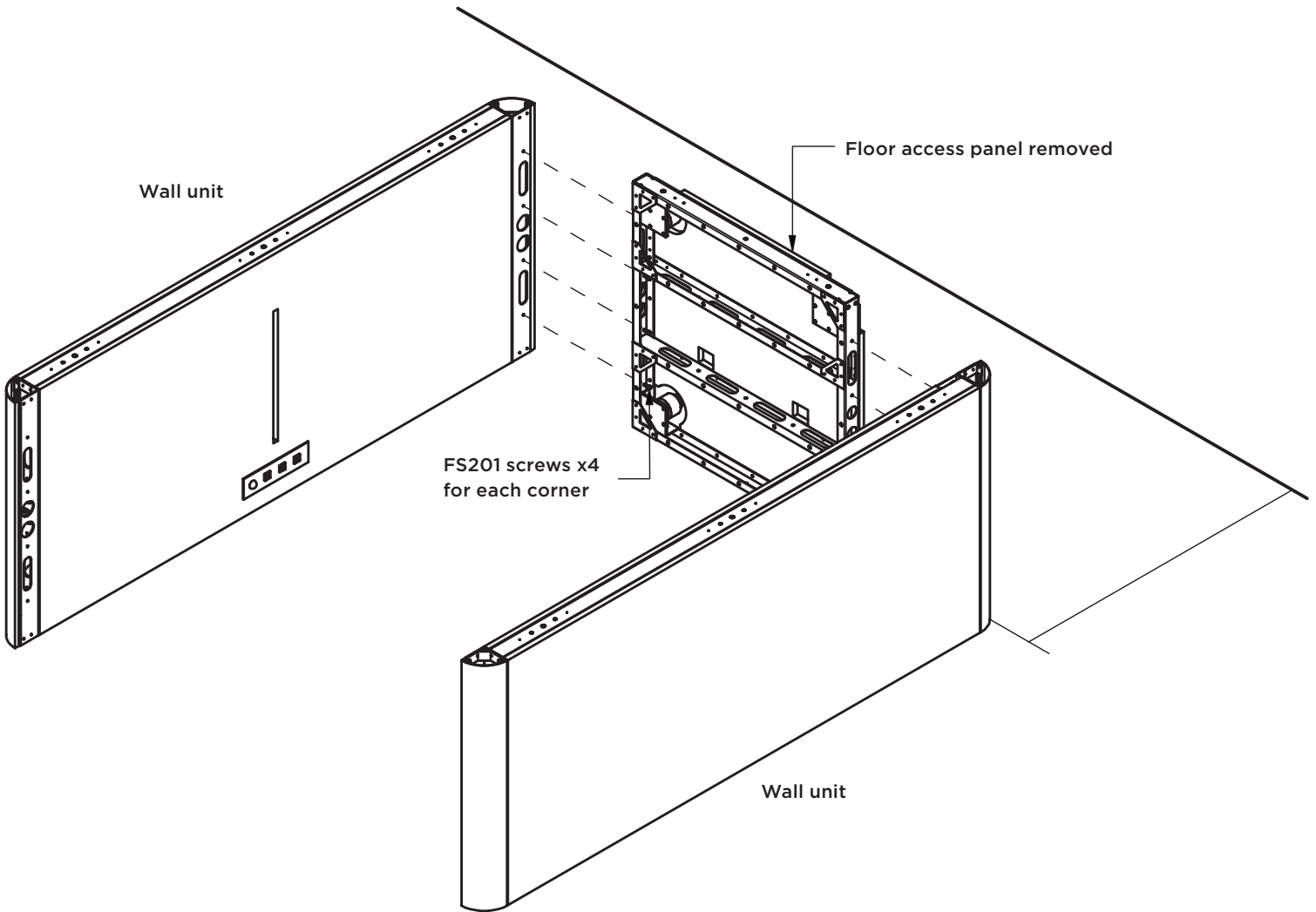




### UNIT ASSEMBLY (ON FLOOR)

**Note:** Place a large blanket or soft material under the panels before beginning work to prevent scratches and damage to the unit.

Ensure a minimum of 48" area is left clear behind the unit to allow the unit to be stood up



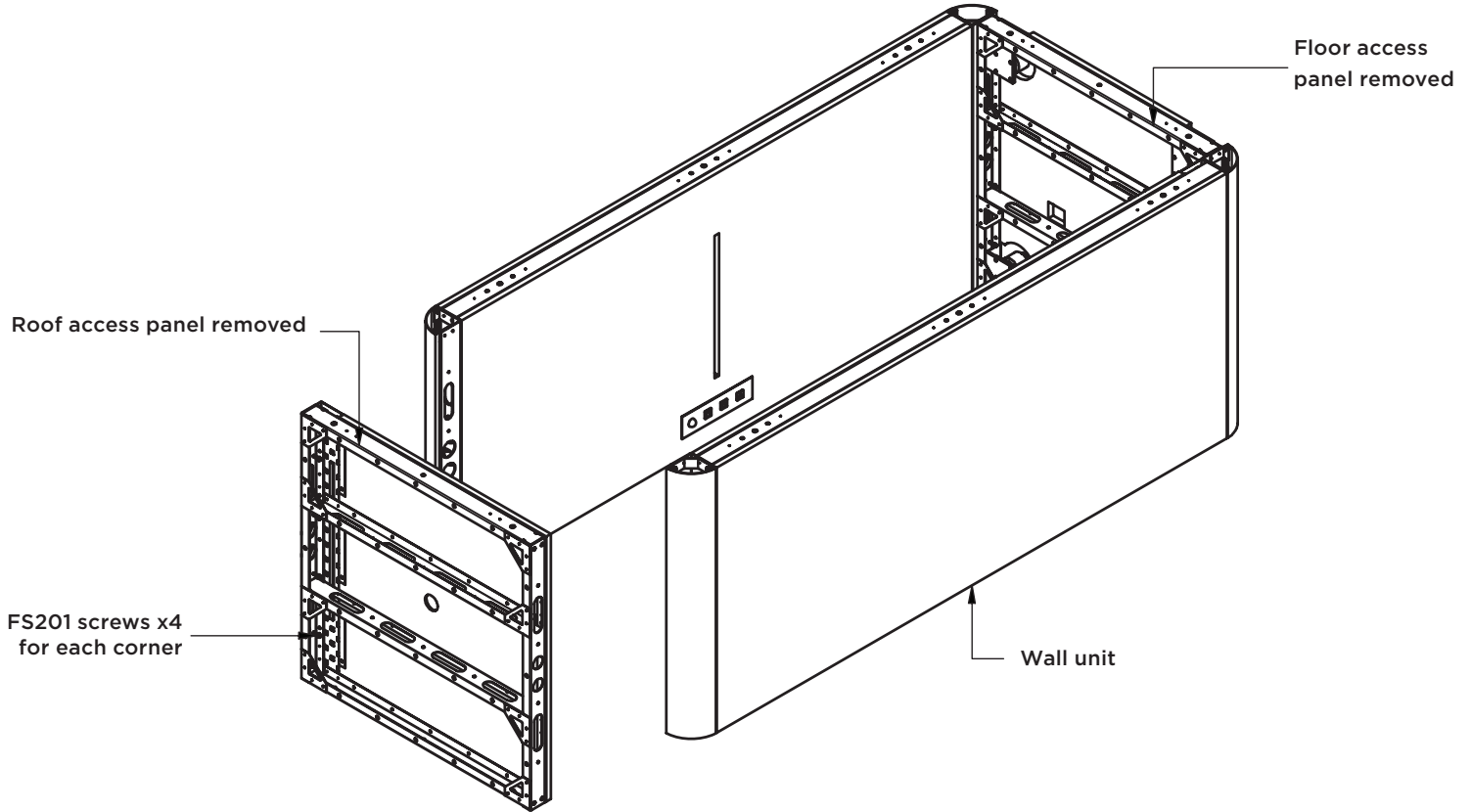




# PRIVA ASSEMBLY INSTRUCTIONS

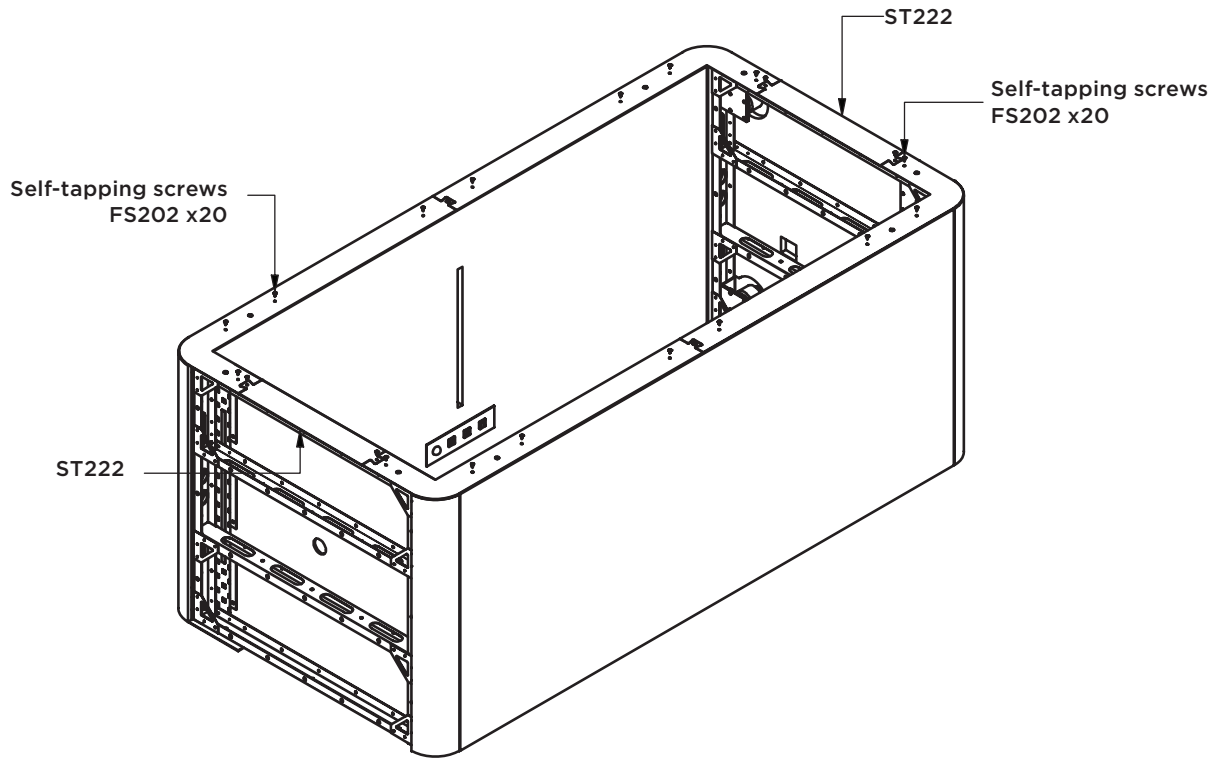
## POD1L, POD1G

### UNIT ASSEMBLY (ON FLOOR)

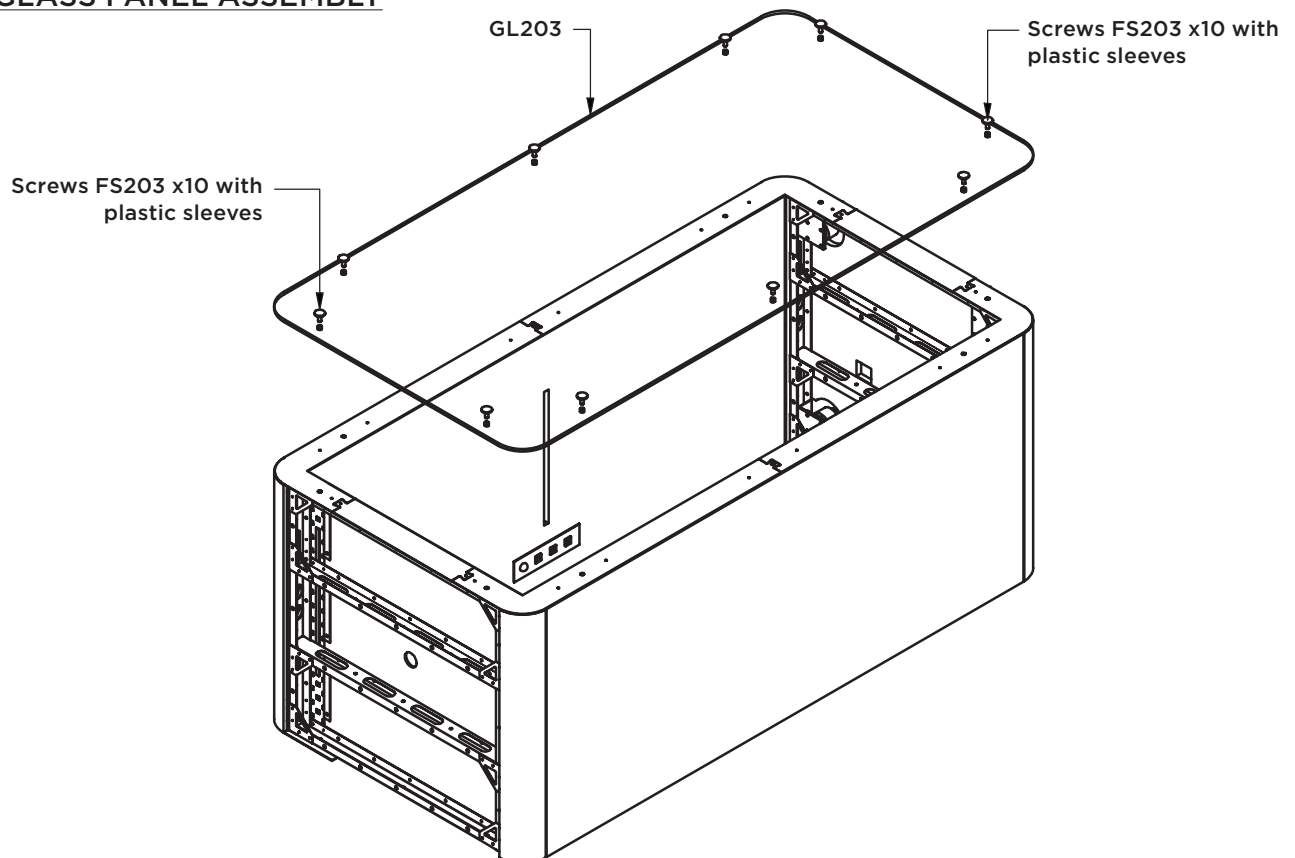




**BACK METAL FRAME ASSEMBLY**



**BACK GLASS PANEL ASSEMBLY**





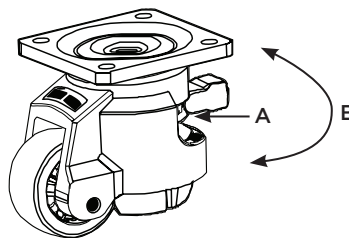
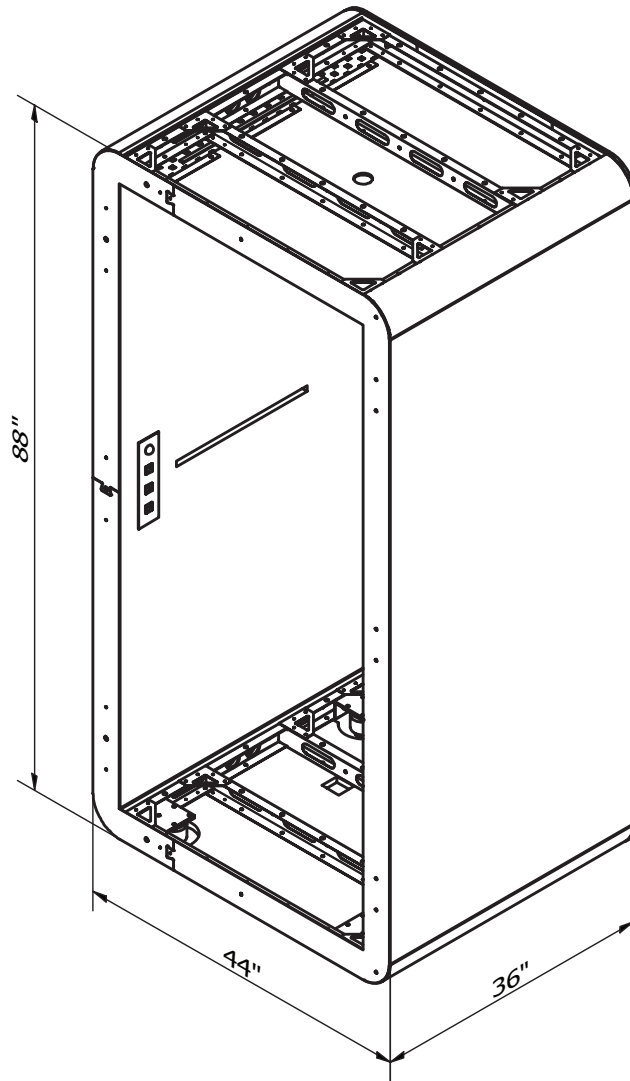
### POD ASSEMBLY (RAISED VERTICALLY)

Ensure levelers have been retracted so that wheels are exposed. This will allow the unit to be rolled into its final location. Then level the unit.

A.) Engage gear on the small handle by pushing inward

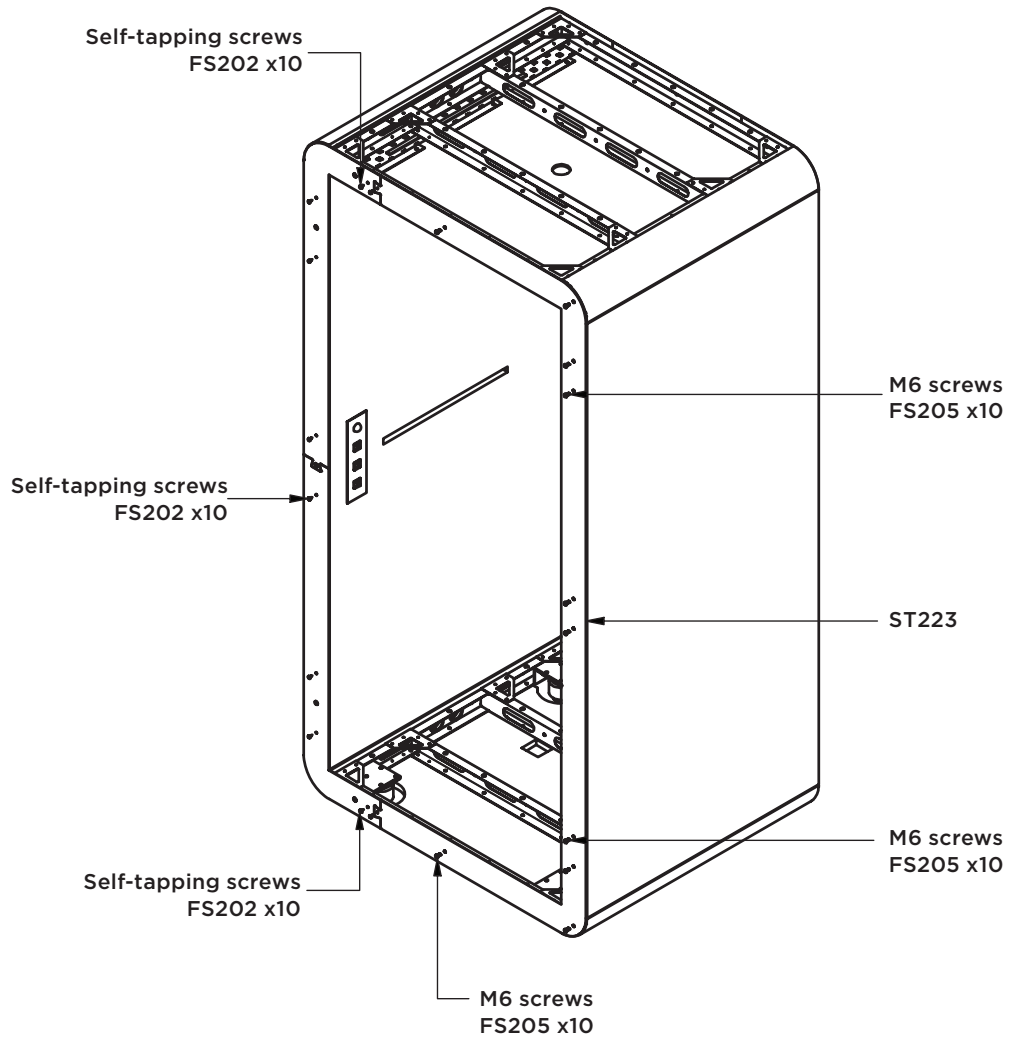
B.) Move handle repeatedly back and forth (left to right) until the leveler is raised and only the caster is touching the surface

- Disengage gear and repeat to drop the leveler in to place once the booth is in it's final position



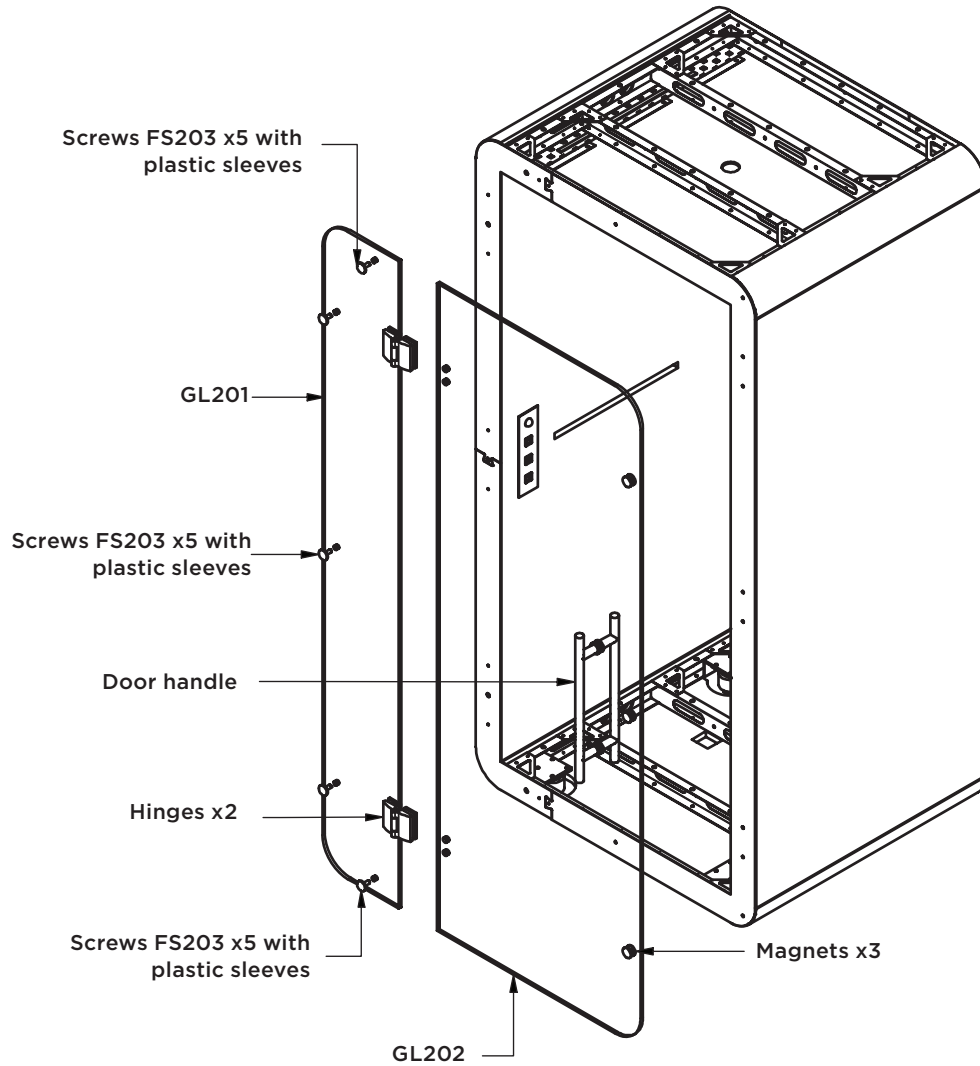


**FRONT METAL FRAME ASSEMBLY**





**FRONT GLASS PANEL AND DOOR ASSEMBLY**





**CABIN ASSEMBLY (COMPLETION)**

