

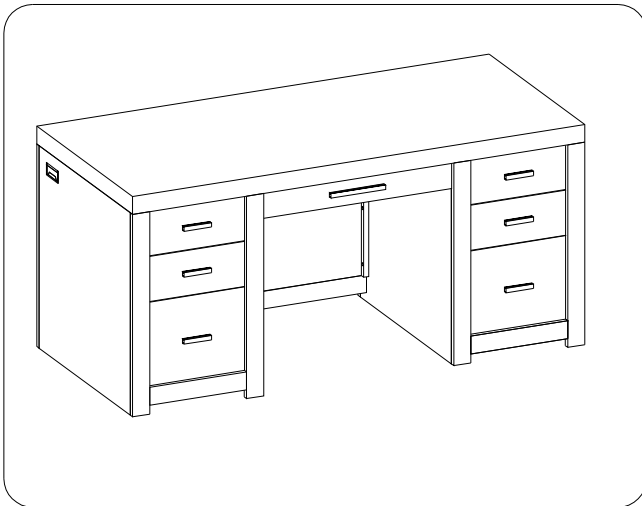


ITEM NO: IML-303-GRY Executive Desk

Thank you for purchasing this quality product. Be sure to check all packing material carefully for small parts that may come loose inside the carton during shipment.



**UNIT SHOULD BE INSTALLED BY 2 OR MORE PERSONS.**



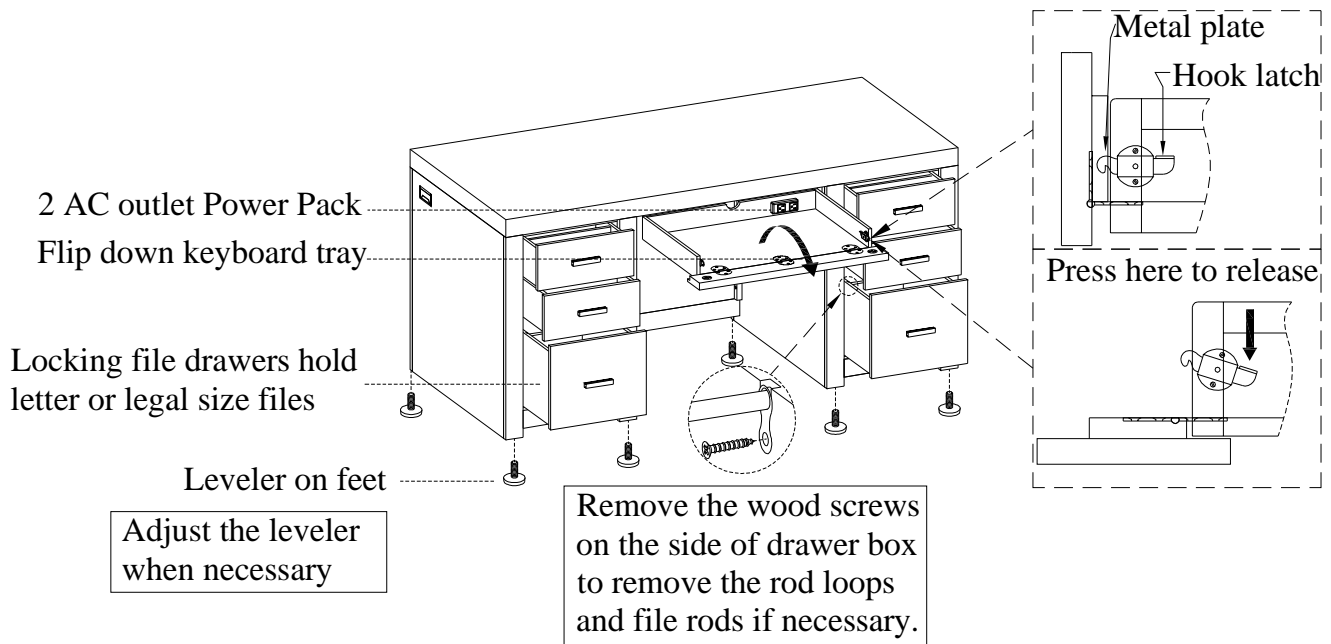
**TOOLS REQUIRED (NOT PROVIDED)**

**PHILLIPS SCREWDRIVER**

**HARDWARE LIST:**

No.	Description	Sketch	Quantity
A	Allen Wrench 4mm		1 PC

### FUNCTIONALITY INSTRUCTION



**BEFORE USING THIS PRODUCT PLEASE READ, UNDERSTAND, AND FOLLOW THESE INSTRUCTIONS.**  
Save these instructions for future reference.

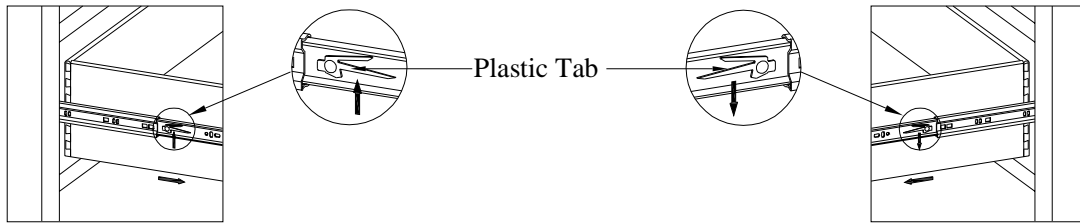
**FOR INDOOR USE ONLY**



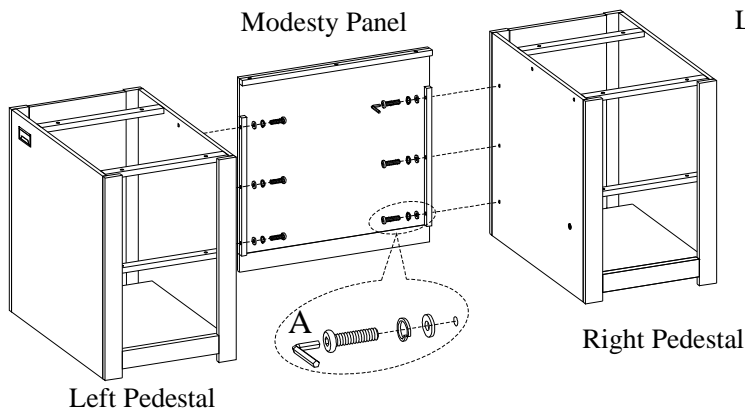
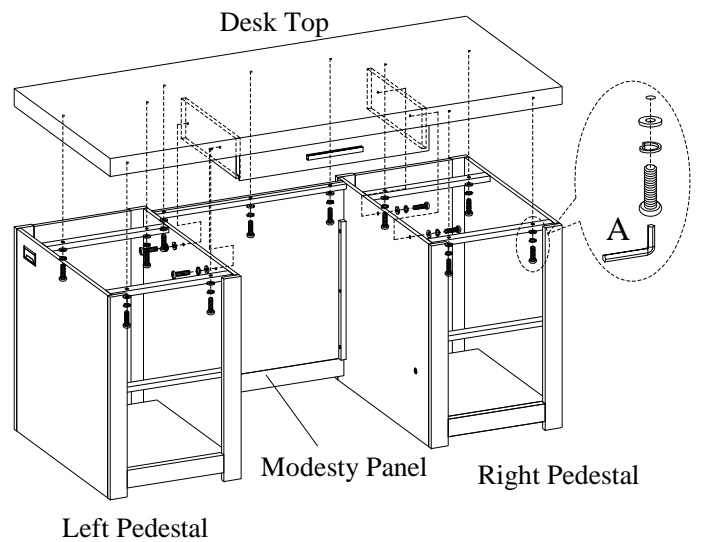
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### To dis-assemble desk (If necessary):

**STEP 1:** Remove the drawers from the pedestals: Fully extend the drawer, then press the plastic tab down on the right and up on the left at the same time as shown below. While holding the tabs pressed down/up, pull the drawer out.



**STEP 2:** Remove bolts, lock washers and flat washers from modesty panel (3 pcs), left pedestal (4 pcs) and right pedestal (4 pcs) to the desk top; Then remove bolts, lock washers, flat washers from pedestals (4 pcs) to center drawer frame. Take the desk top off.



**STEP 3:** Remove bolts, lock washers and flat washers from modesty panel to left pedestal (3 pcs) and right pedestal (3 pcs).

### To assemble desk

**Notes:** To reassemble the desk, perform STEP 3 then STEP 2 above before proceeding to STEP 4 below.

**STEP 4:** Replace all of the drawers in pedestals: Fully extend the slides from the case. Then align the slides on the drawer to the slides on the case as shown. Push the drawer back in. You may have to slide the drawer in and out several times in order to properly align the ball bearings.

