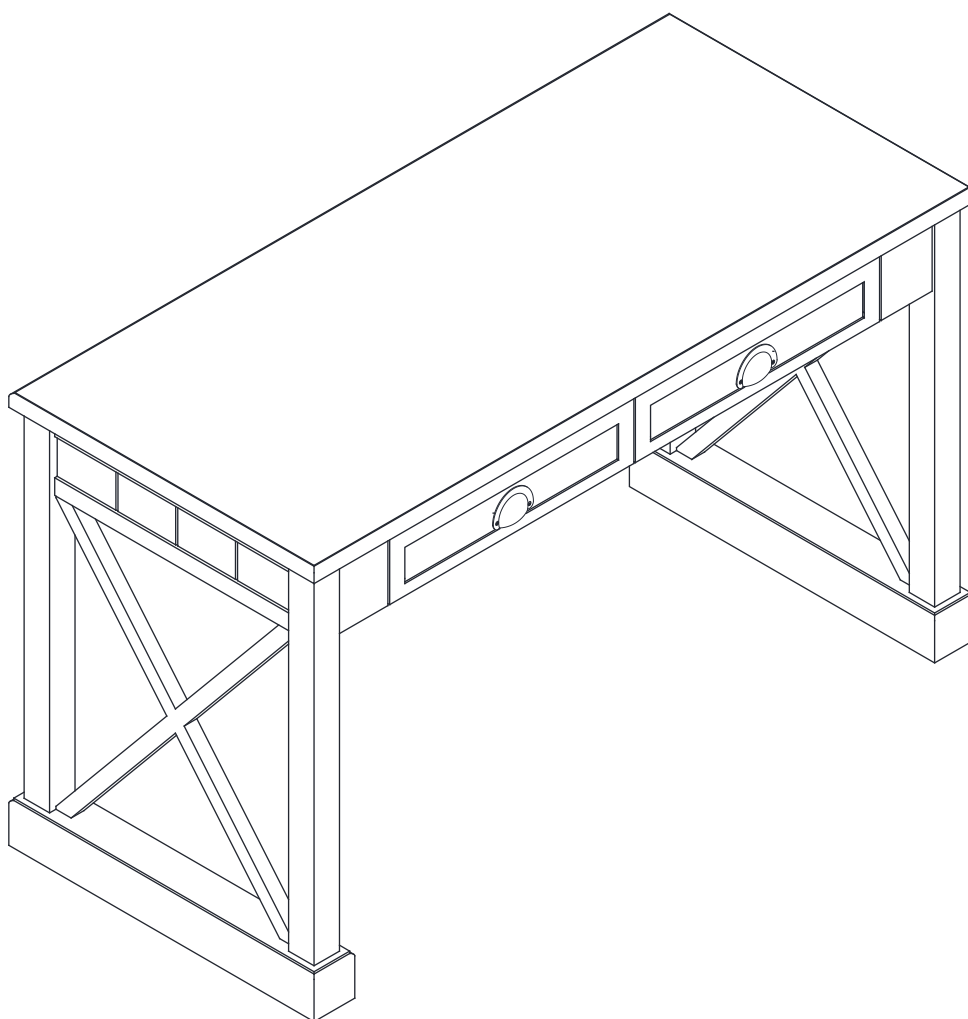




ASSEMBLY INSTRUCTIONS

CALYPSO DESK 1300MM

ITEM CODE: OTCAL130W



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www.officeworks.com.au

2 Cartons

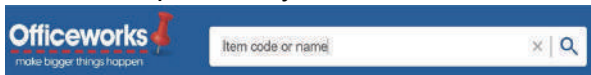
For spare parts or hardware email hardware@kyvas.com.au

Important

Estimated Assembly Time: 80min

Assembly Video

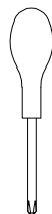
- To view an assembly video, go to <https://www.officeworks.com.au/>
- Search the product by item code or name:



- Click on the icon to watch the video.



Tools Required



CAUTION: Do not use tools other than those required, as this can damage your new item.

NOTE

- Please check you have all hardware before assembling.
- Missing hardware, please contact Kyvas on 0456 456 547 or hardware@kyvas.com.au
- Please ensure you have the item name, batch number, required part and quantity.
- Please retain your receipt as proof of purchase to validate your warranty.

CAUTION

- Do not tighten screws before all screws are in the right place.
- Do not use this product unless all bolts, screws and knobs are firmly secured.
- Check that all bolts, screws and knobs are securely tightened at least every 4 months.

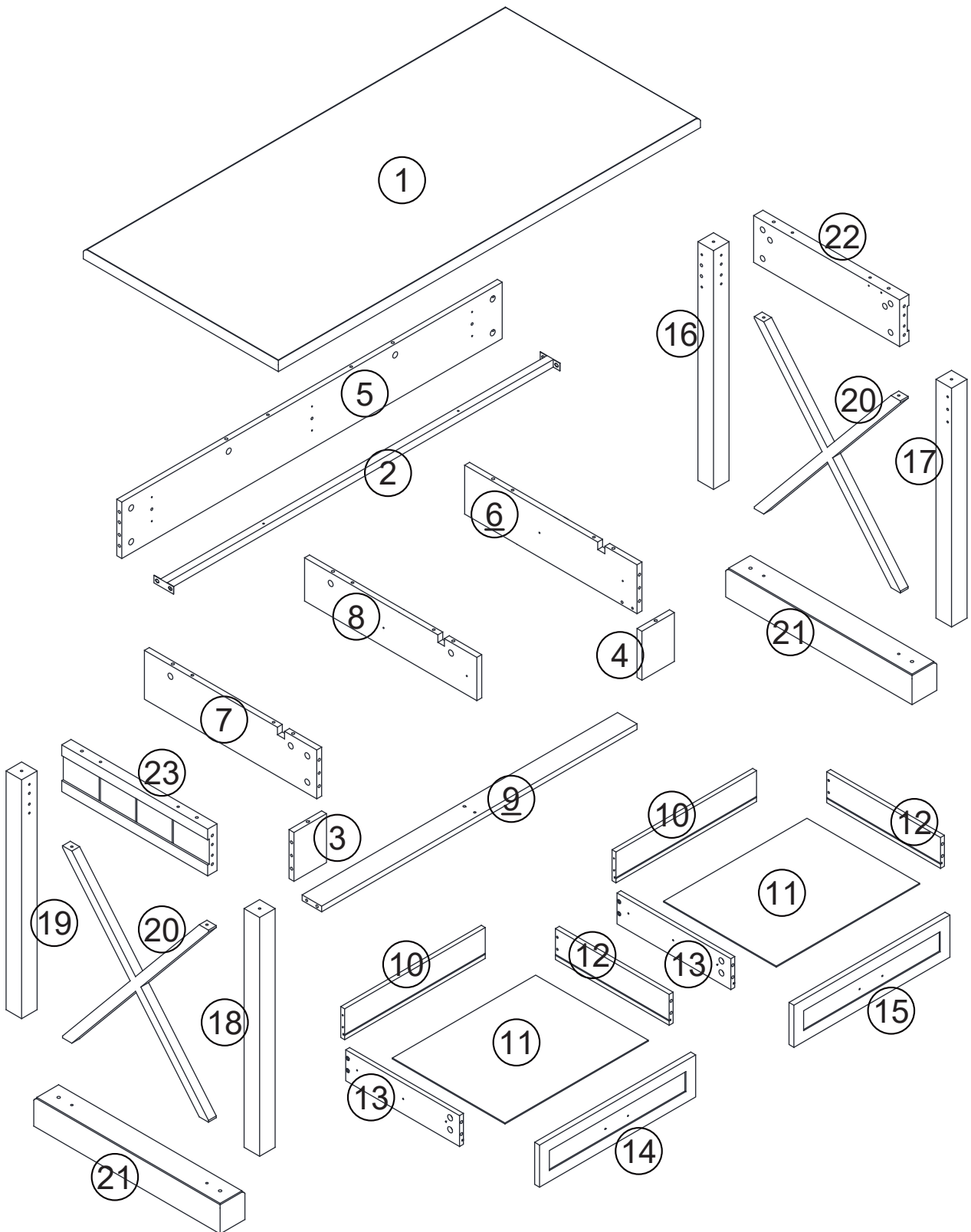
WARNING

- If parts are missing, broken, damaged or worn stop using the product until all repairs are made using manufacturer authorised parts.
- Keep children and animals away from the assembly area. This furniture contains small parts that could cause choking if swallowed.
- Keep all plastic wrapping materials away from babies and children to avoid danger of suffocation.
- This item is not for outdoor use – unless stated otherwise.
- Failure to follow these warnings could result in serious injury.

DANGER

- CHILDREN MUST BE SUPERVISED.

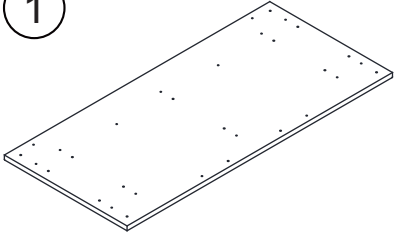
Part Overview



Part List

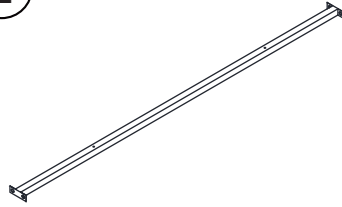
Parts located in Carton - OTCAL130C1

1



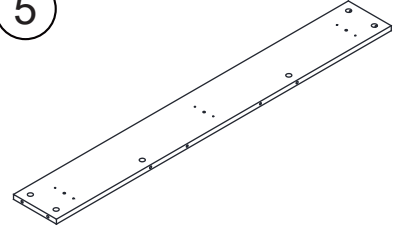
X 1

2



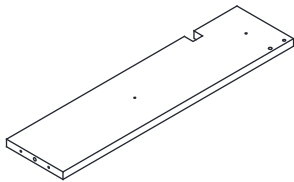
X 1

5



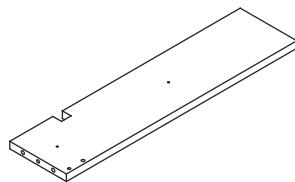
X 1

6



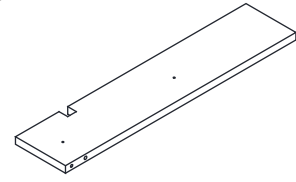
X 1

7



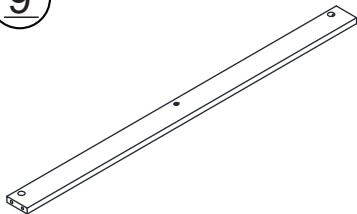
X 1

8



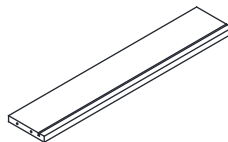
X 1

9



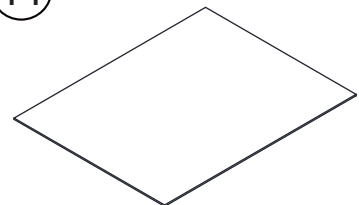
X 1

10



X 2

11

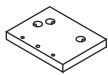


X 2

Part List

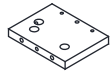
Parts located in Carton - OTCAL130C2

3



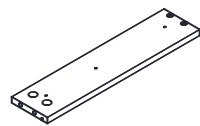
X 1

4



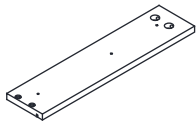
X 1

12



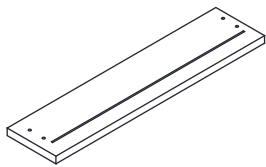
X 2

13



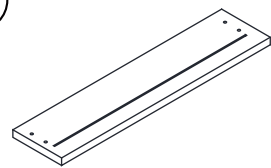
X 2

14



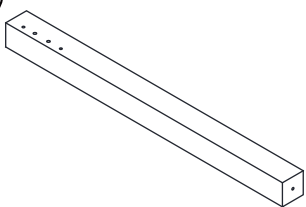
X 1

15



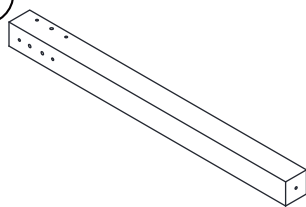
X 1

16



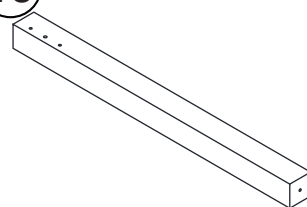
X 1

17



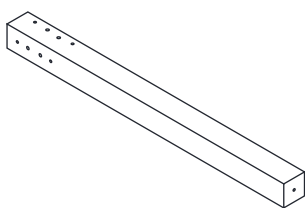
X 1

18



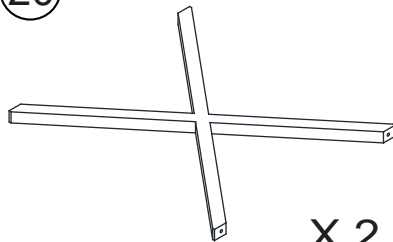
X 1

19



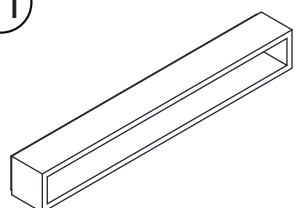
X 1

20



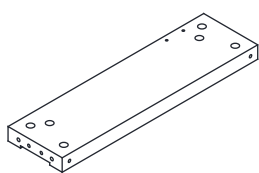
X 2

21



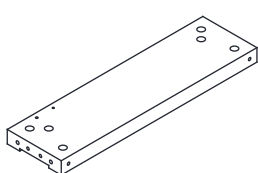
X 2

22



X 1

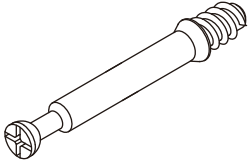
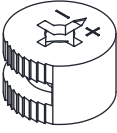
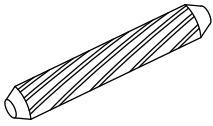
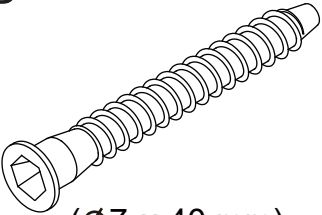
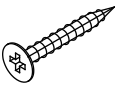
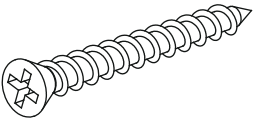
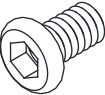
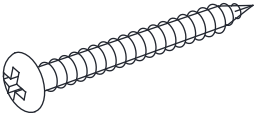
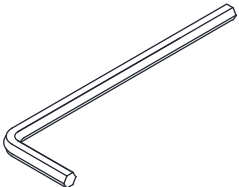
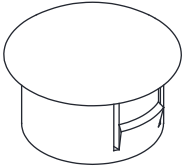
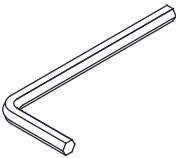
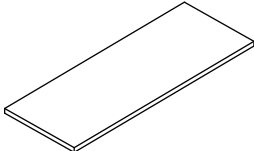
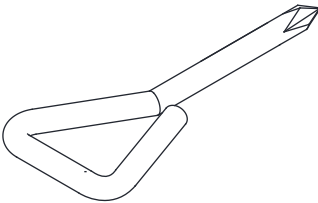
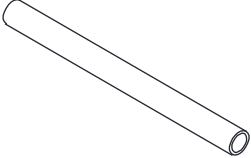
23



X 1

Hardware List

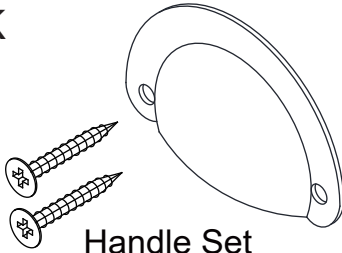
Hardware Pack located in Carton - OTCAL130C2

<p>A</p>  <p>(Ø6 x 35 mm) X 44pcs</p>	<p>B</p>  <p>(Ø15 x 10 mm) X 44pcs</p>	<p>C</p>  <p>(Ø6 x 30 mm) X 44pcs</p>
<p>D</p>  <p>(Ø7 x 40 mm) X 4pcs</p>	<p>E</p>  <p>(Ø3 x 12 mm) X 20pcs</p>	<p>F</p>  <p>(Ø4 x 35 mm) X 15pcs</p>
<p>G</p>  <p>(Ø6 x 10 mm) X 4pcs</p>	<p>H</p>  <p>(Ø4 x 35 mm) X 2pcs</p>	<p>I</p>  <p>Allen Key M4-size (L 100mm) X 1pc</p>
<p>J</p>  <p>PP plug X 6pcs</p>	<p>L</p>  <p>Allen Key M4-size (L 60mm) X 1pc</p>	<p>M</p>  <p>Feet Pad X 8pcs</p>
<p>N</p>  <p>Driver X 1pc</p>	<p>P</p>  <p>(Ø9 x 103 mm) X 1pc</p>	

Hardware List

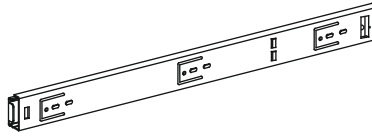
Other hardware located in Carton - OTCAL130C2

K



Handle Set
X 2sets

O



2 Section Runner
X 4sets

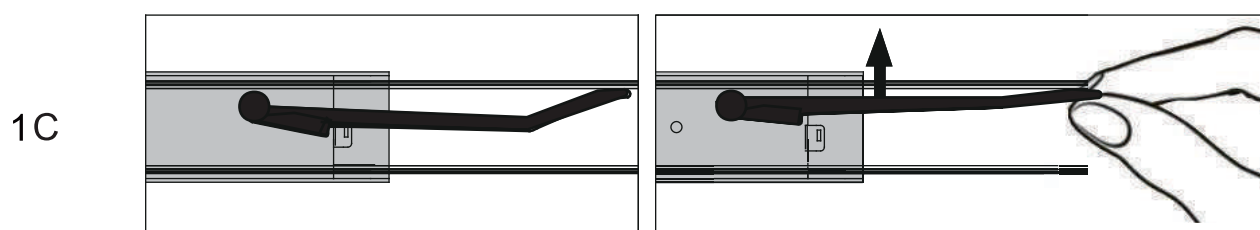
If you are missing hardware, please contact Kyvas at hardware@kyvas.com.au

Step 1

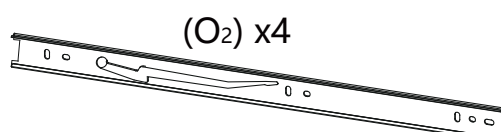
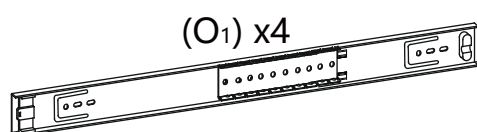
Separate slider components



Fully extend the sliders by pulling.

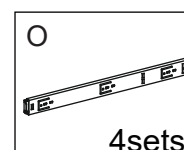


Locate tab and press as indicated whilst pulling sliders apart to release sections.

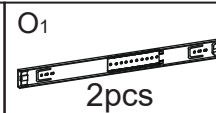
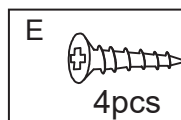
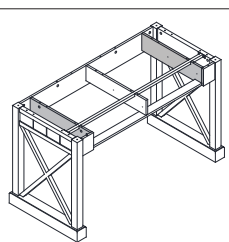
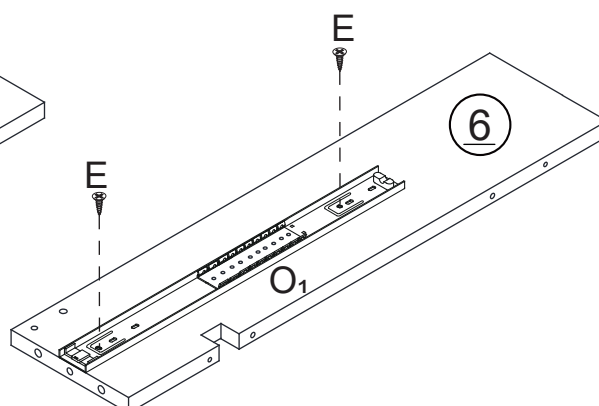
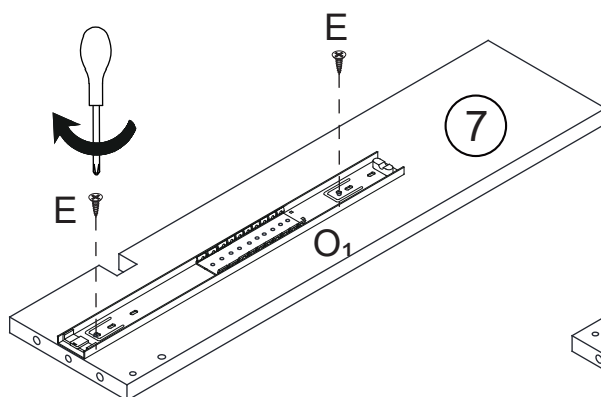
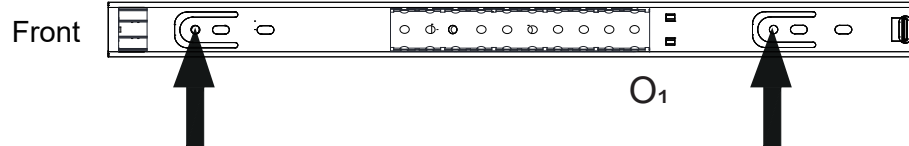


Separated components now become O₁ and O₂.

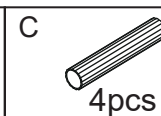
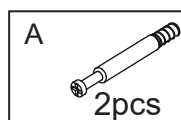
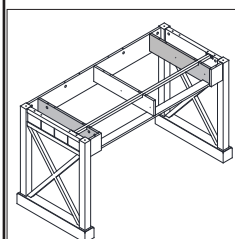
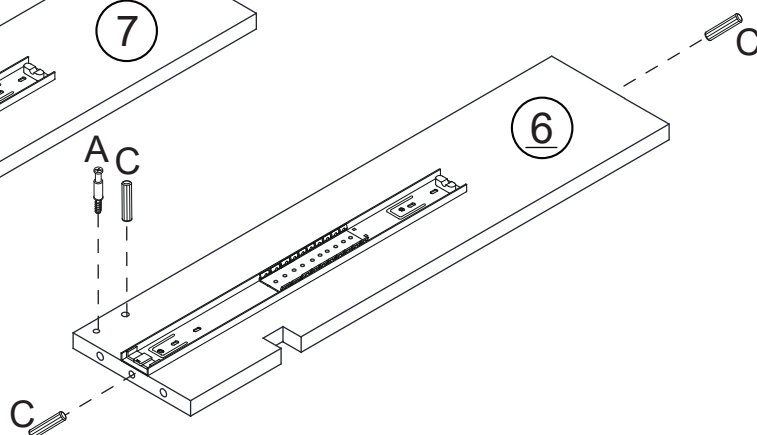
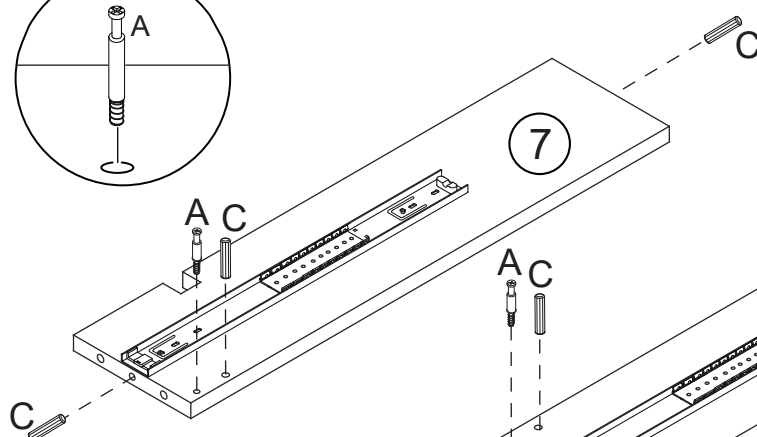
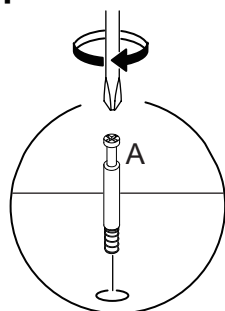
This procedure can be viewed in the assembly video. Video details on Page 2 of this booklet.



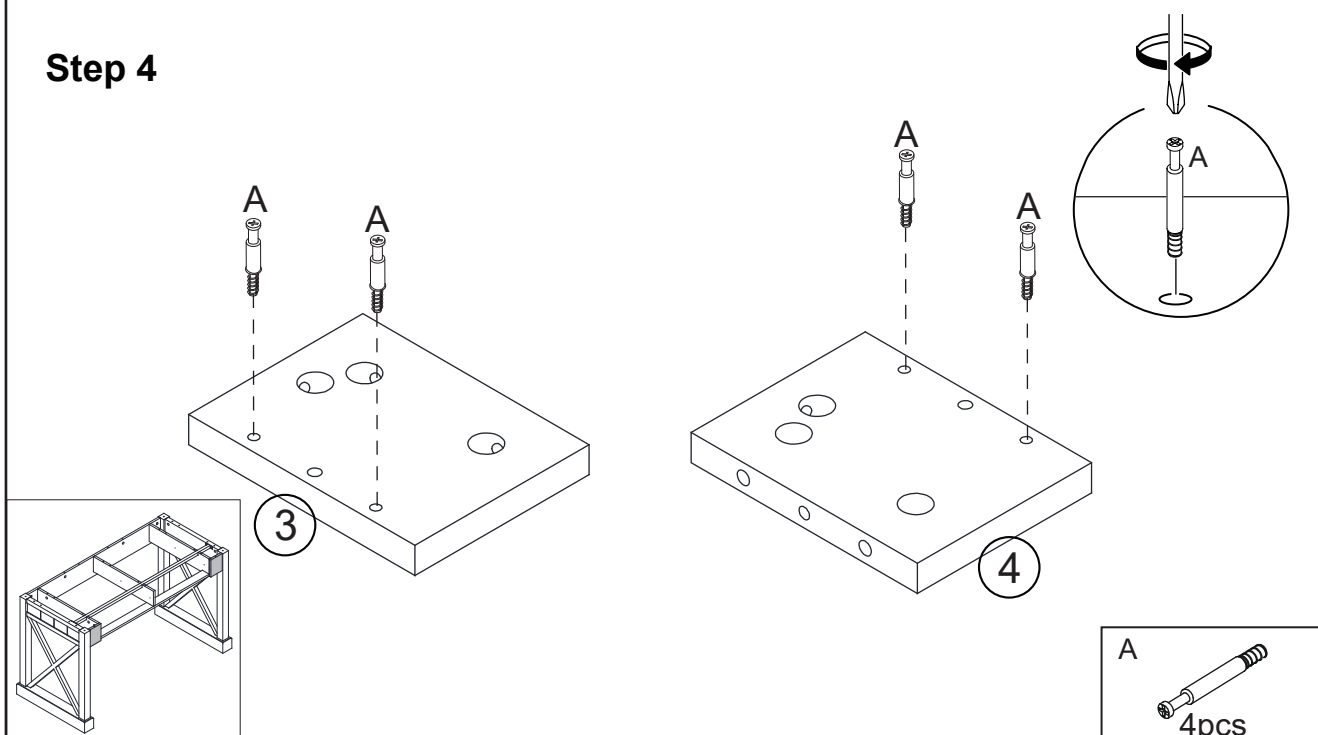
Step 2



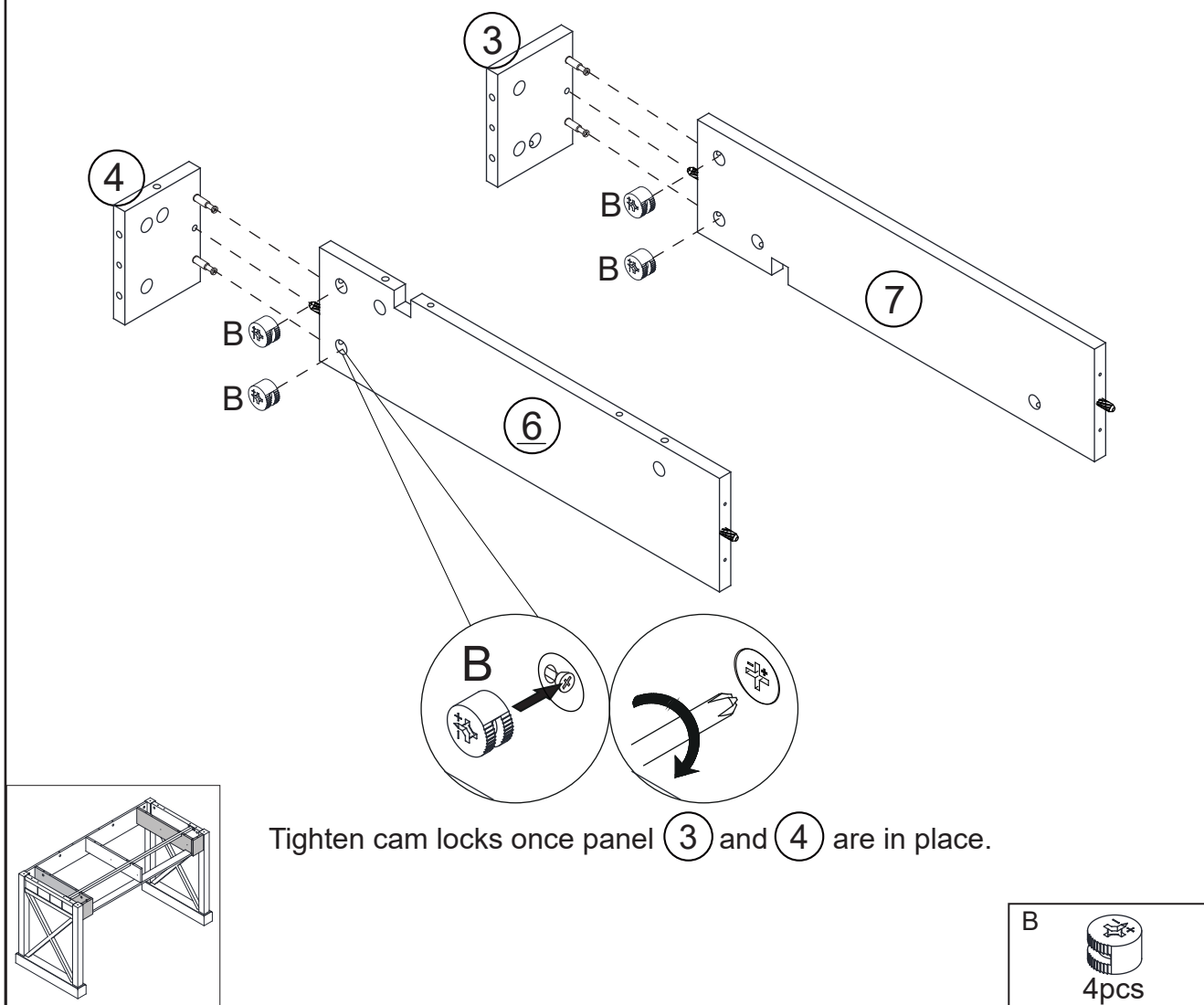
Step 3



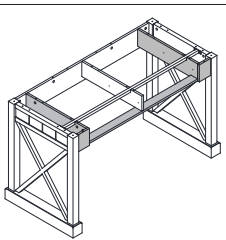
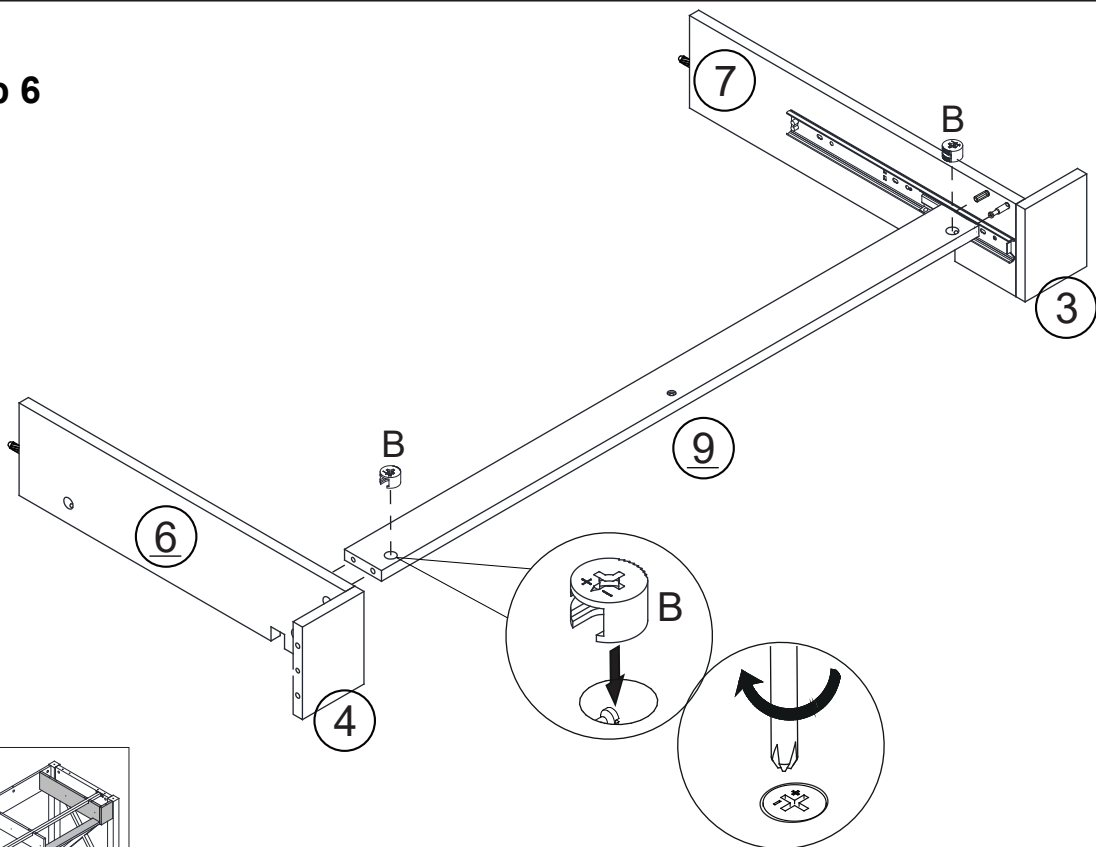
Step 4



Step 5



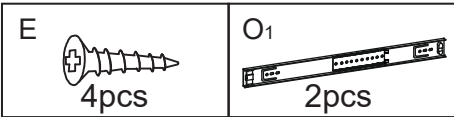
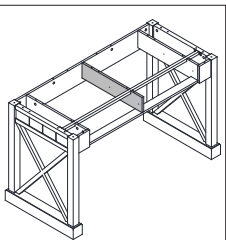
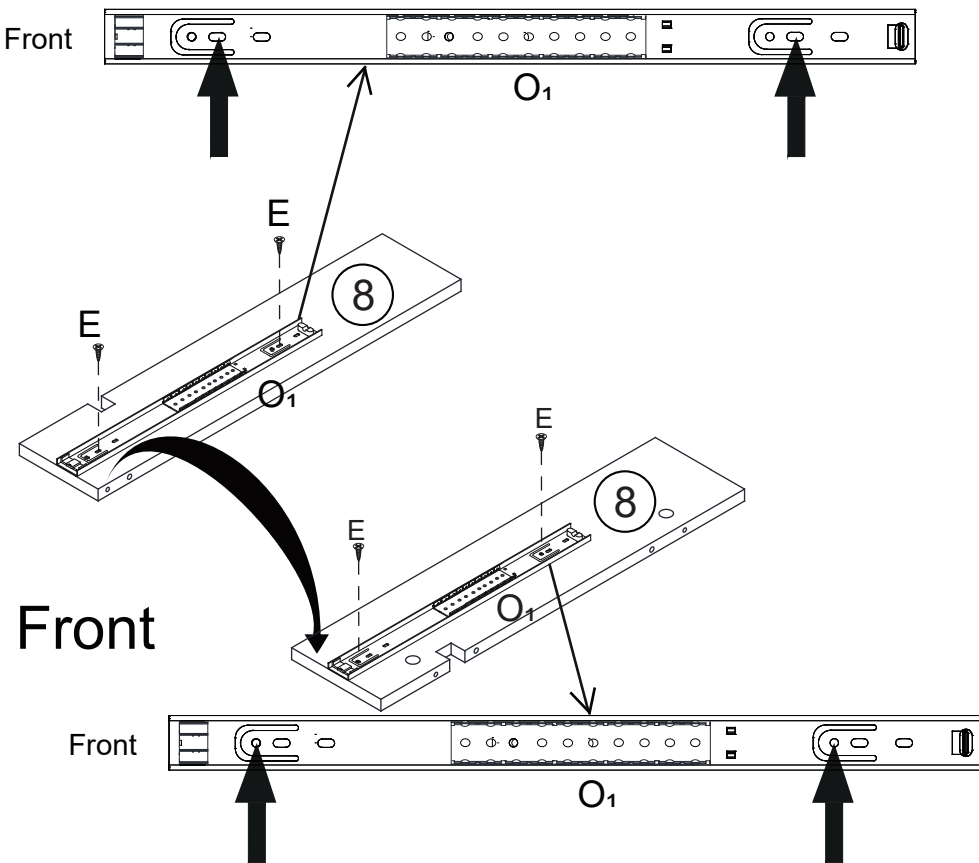
Step 6



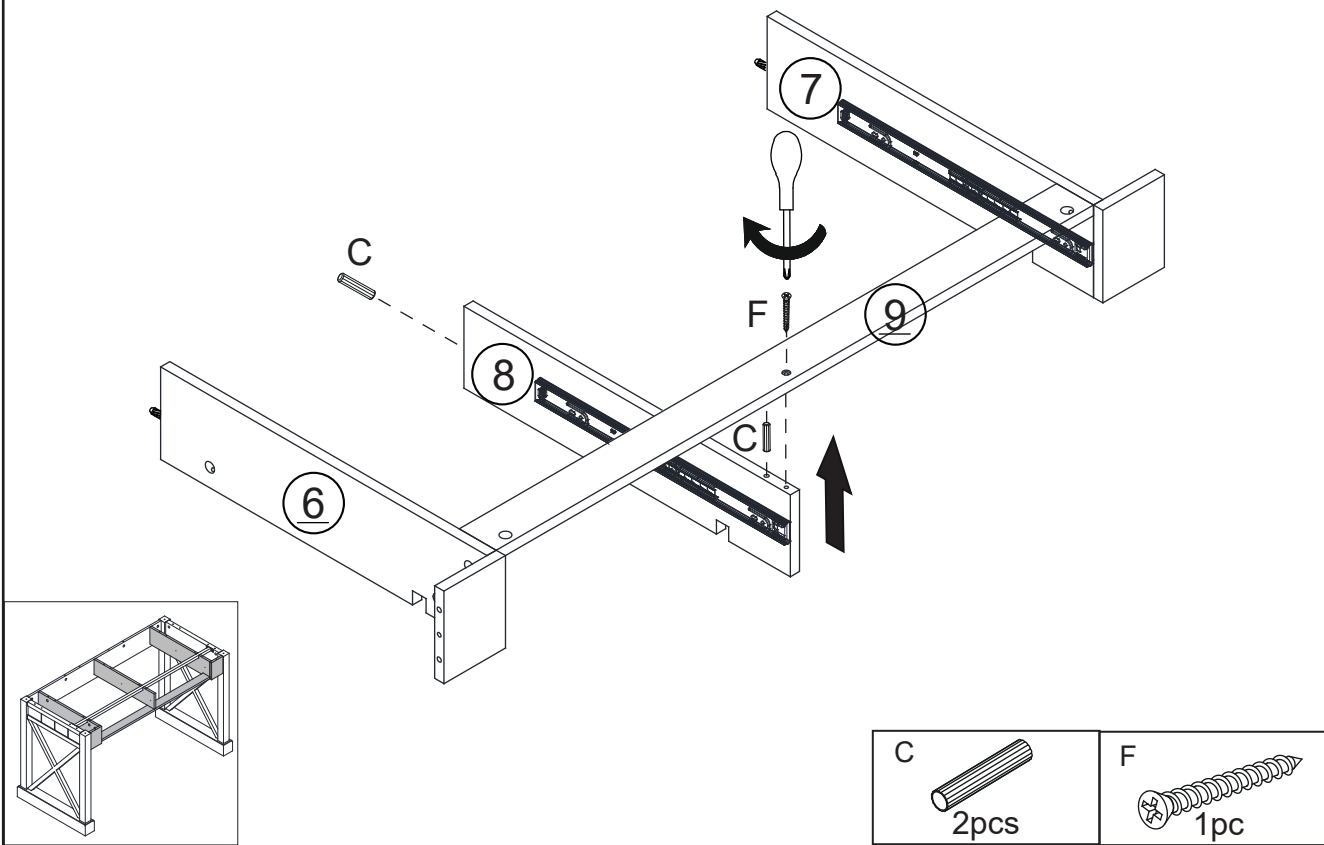
Tighten cam locks once panel ⑥ and ⑦ are in place.



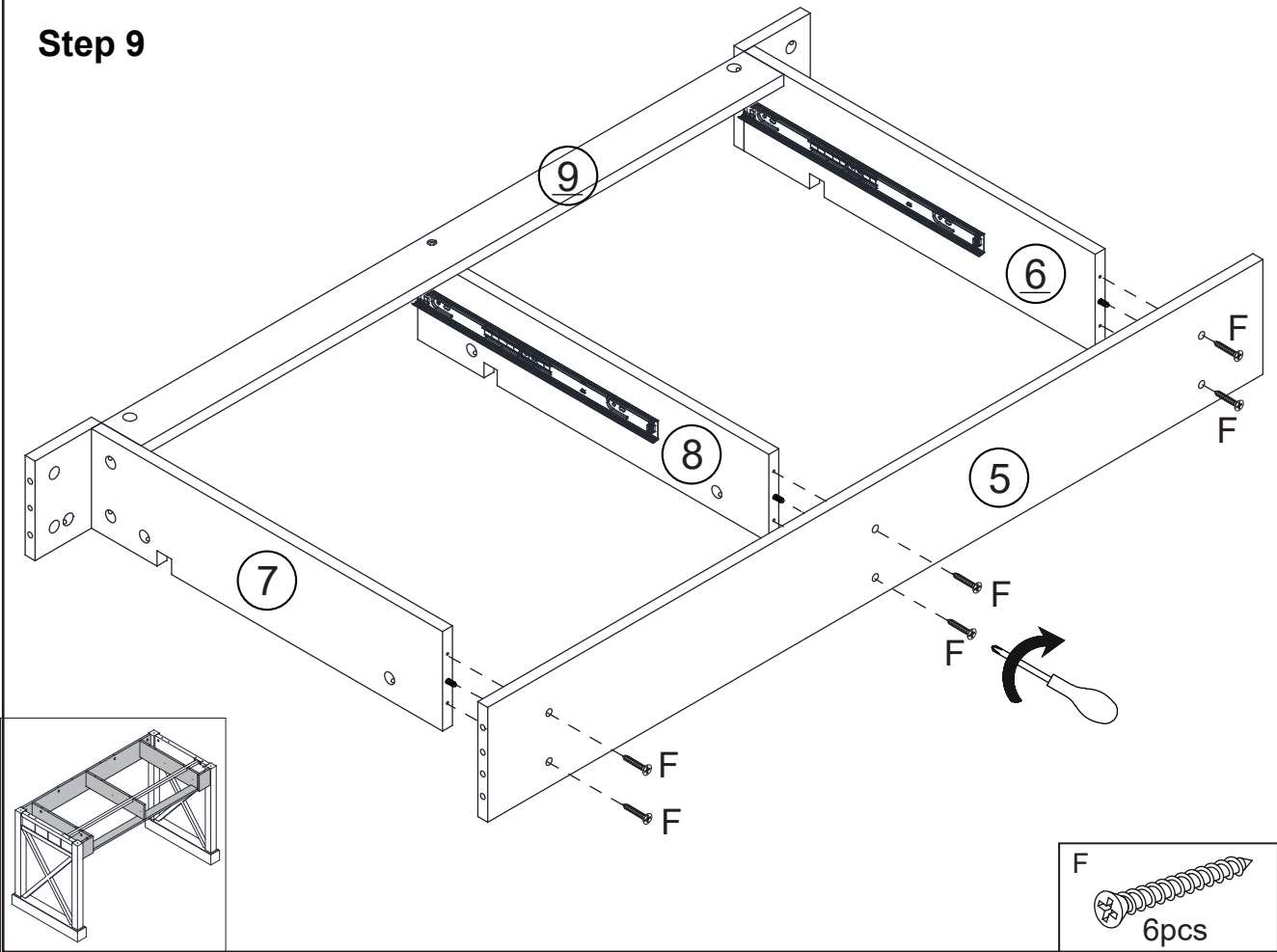
Step 7



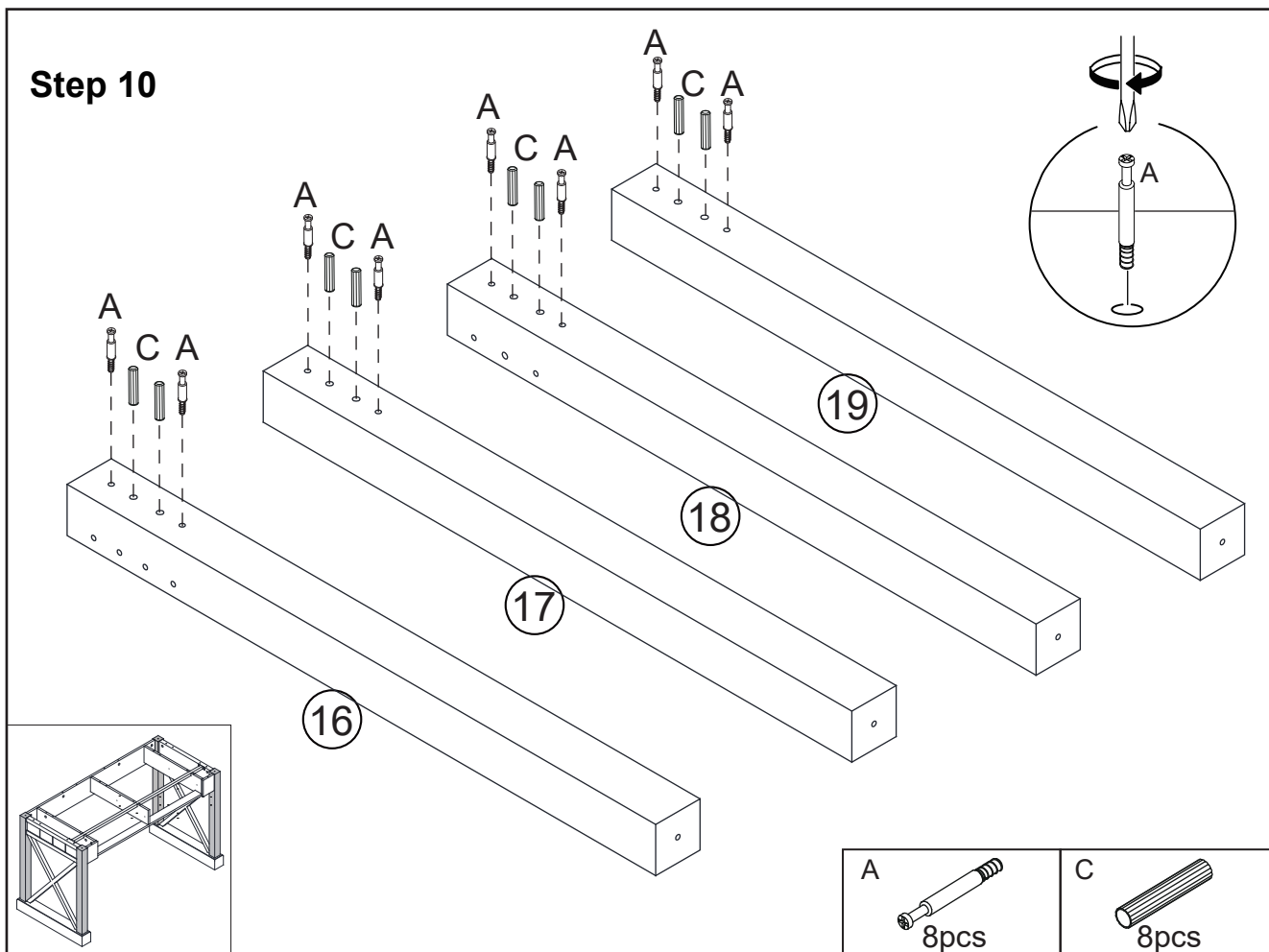
Step 8



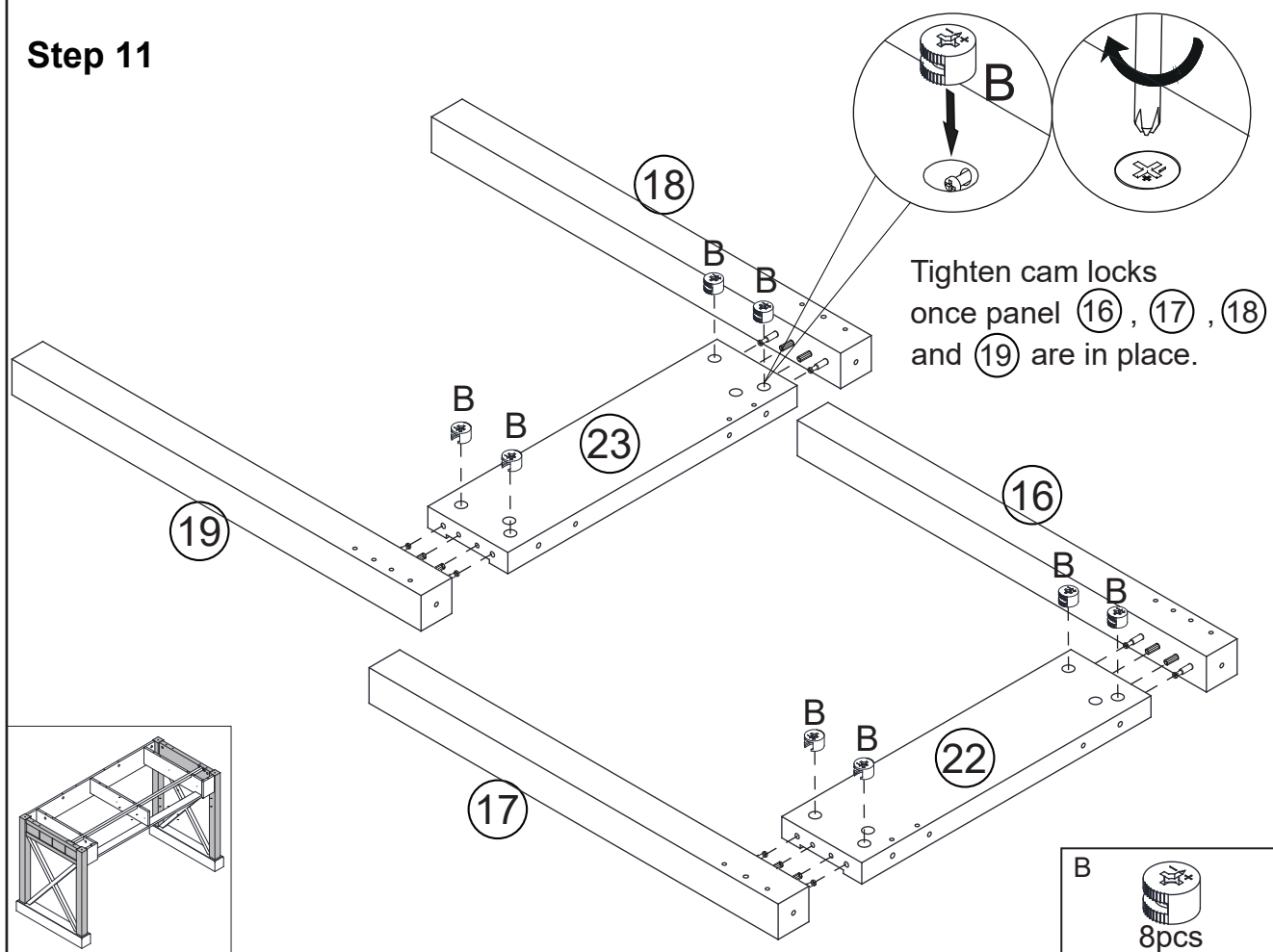
Step 9



Step 10

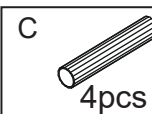
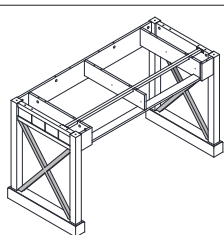
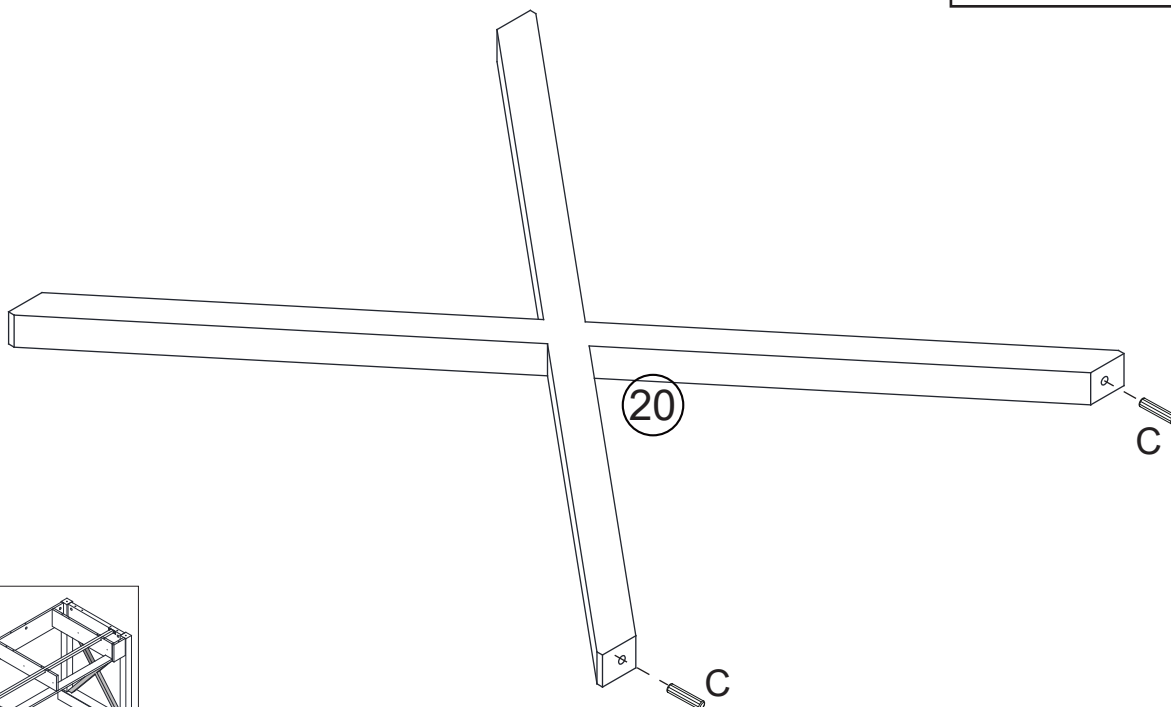


Step 11

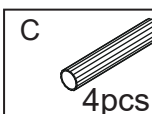
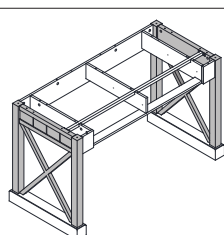
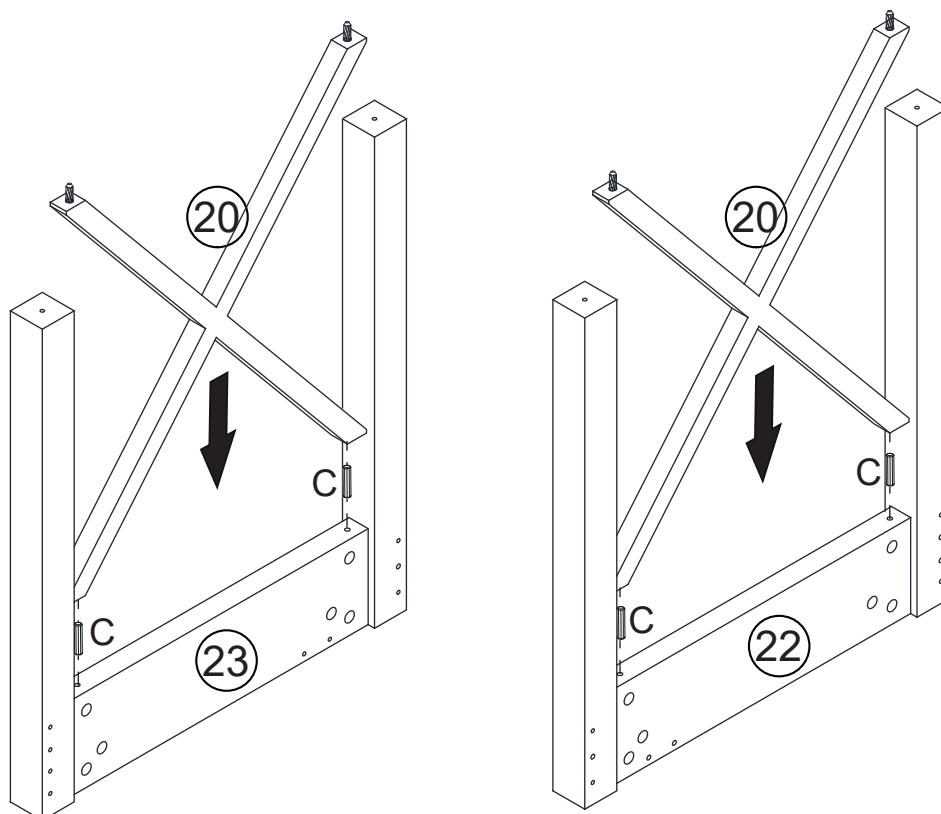


Step 12

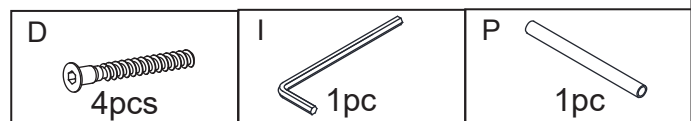
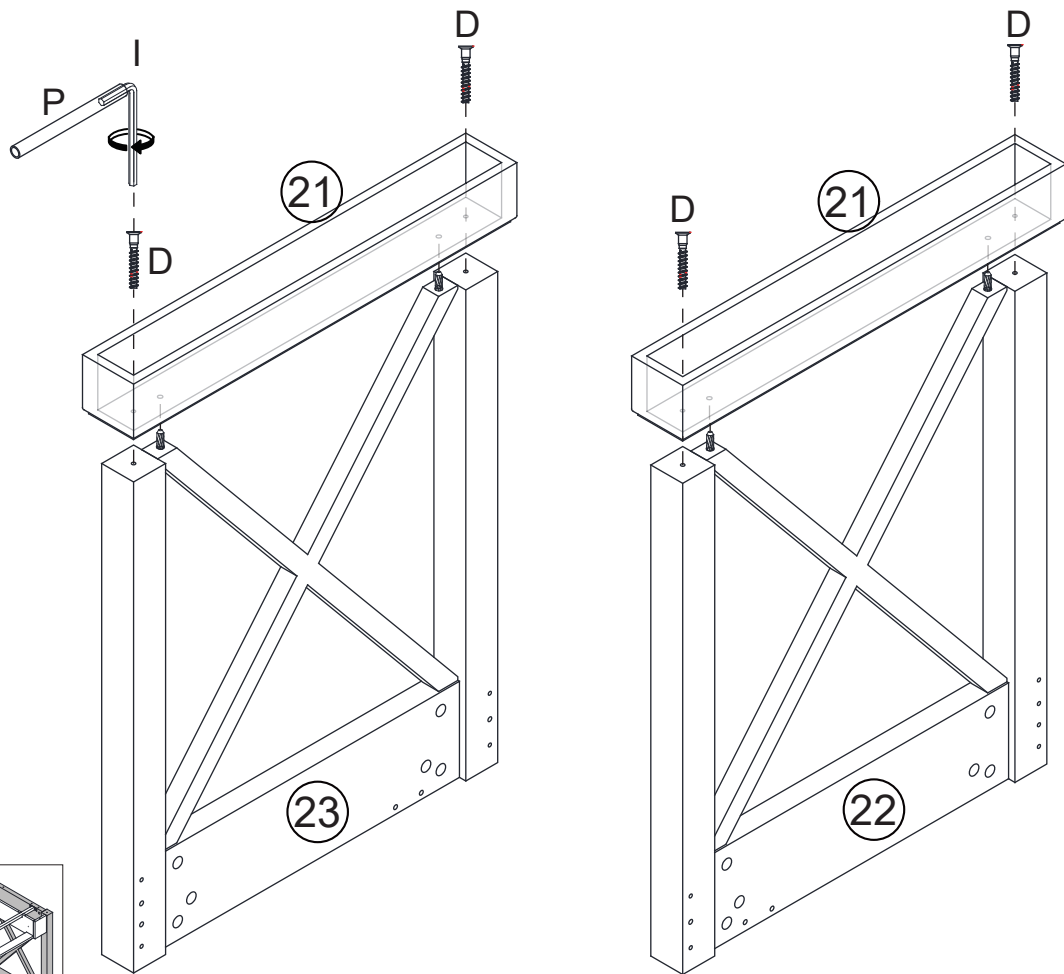
2x



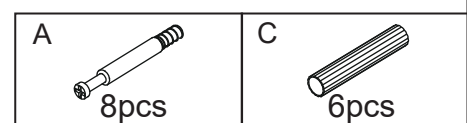
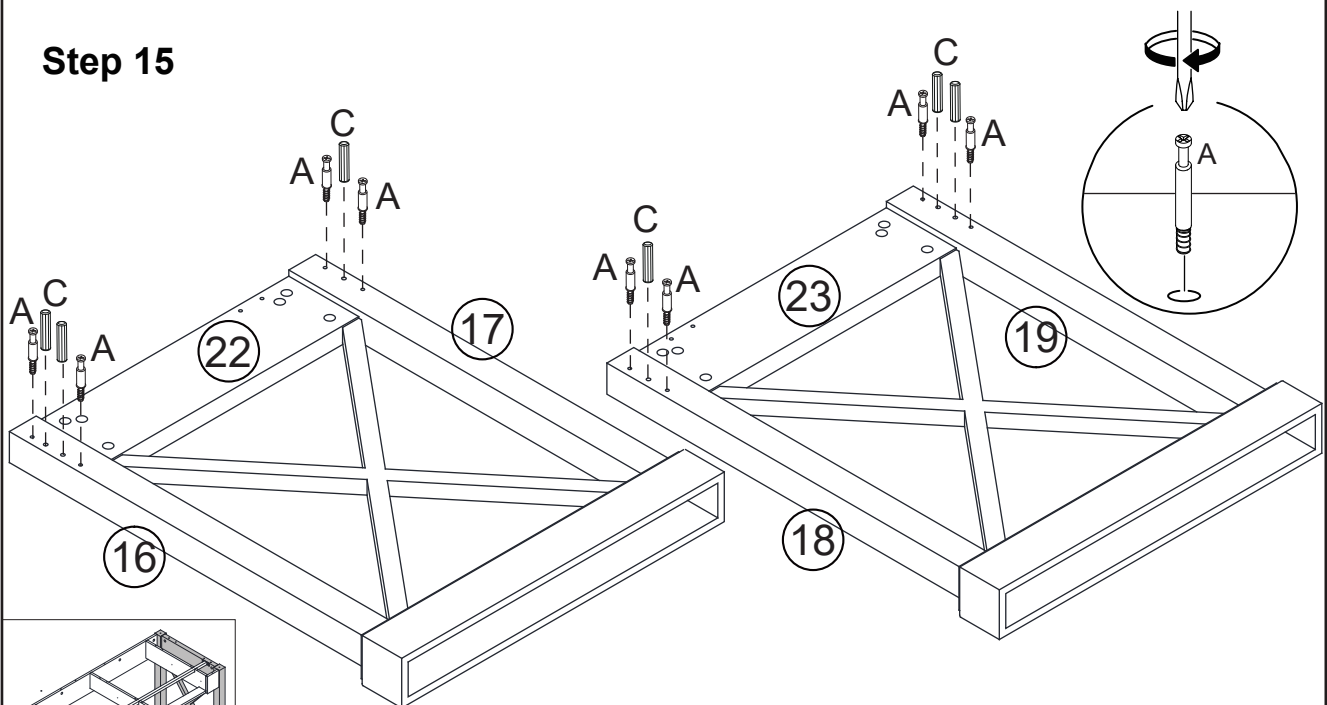
Step 13



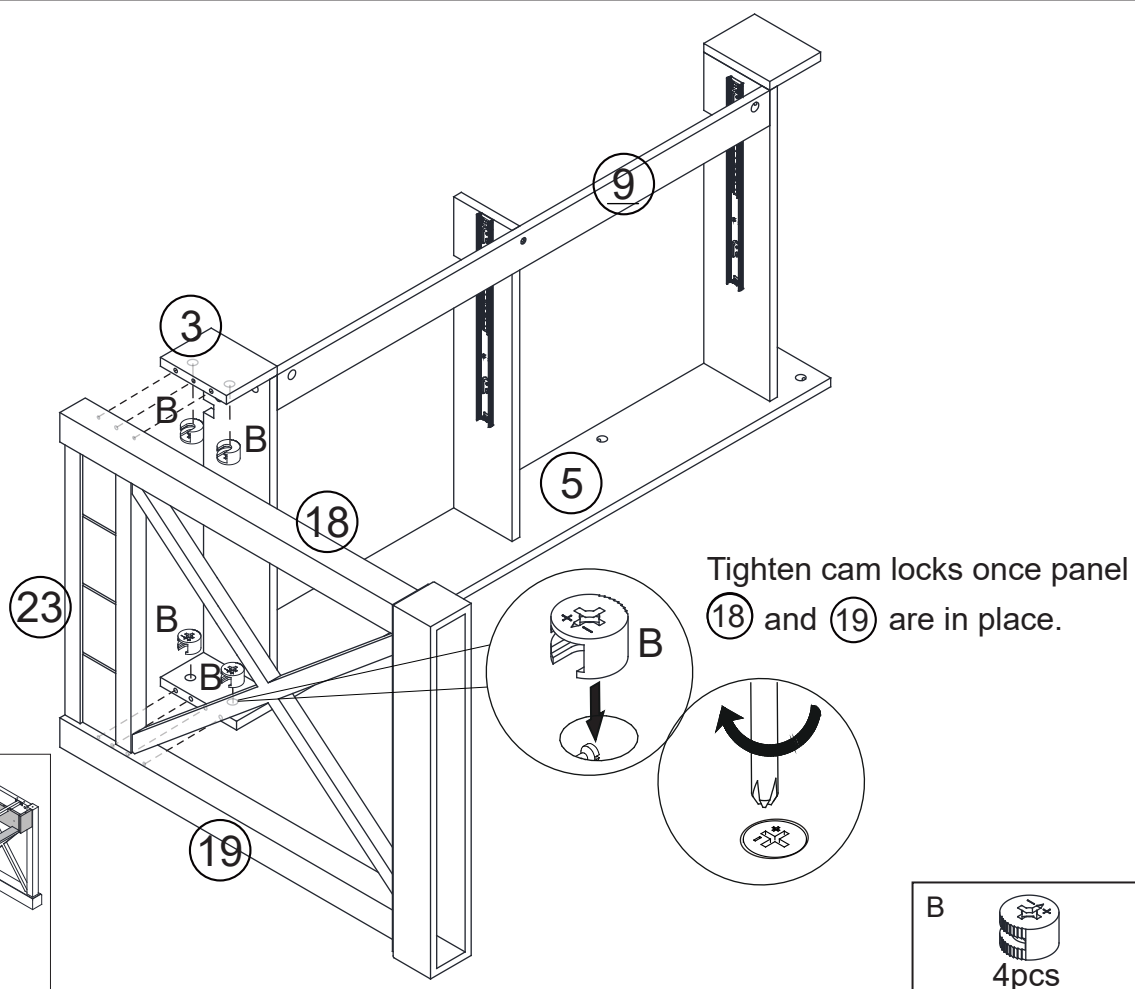
Step 14



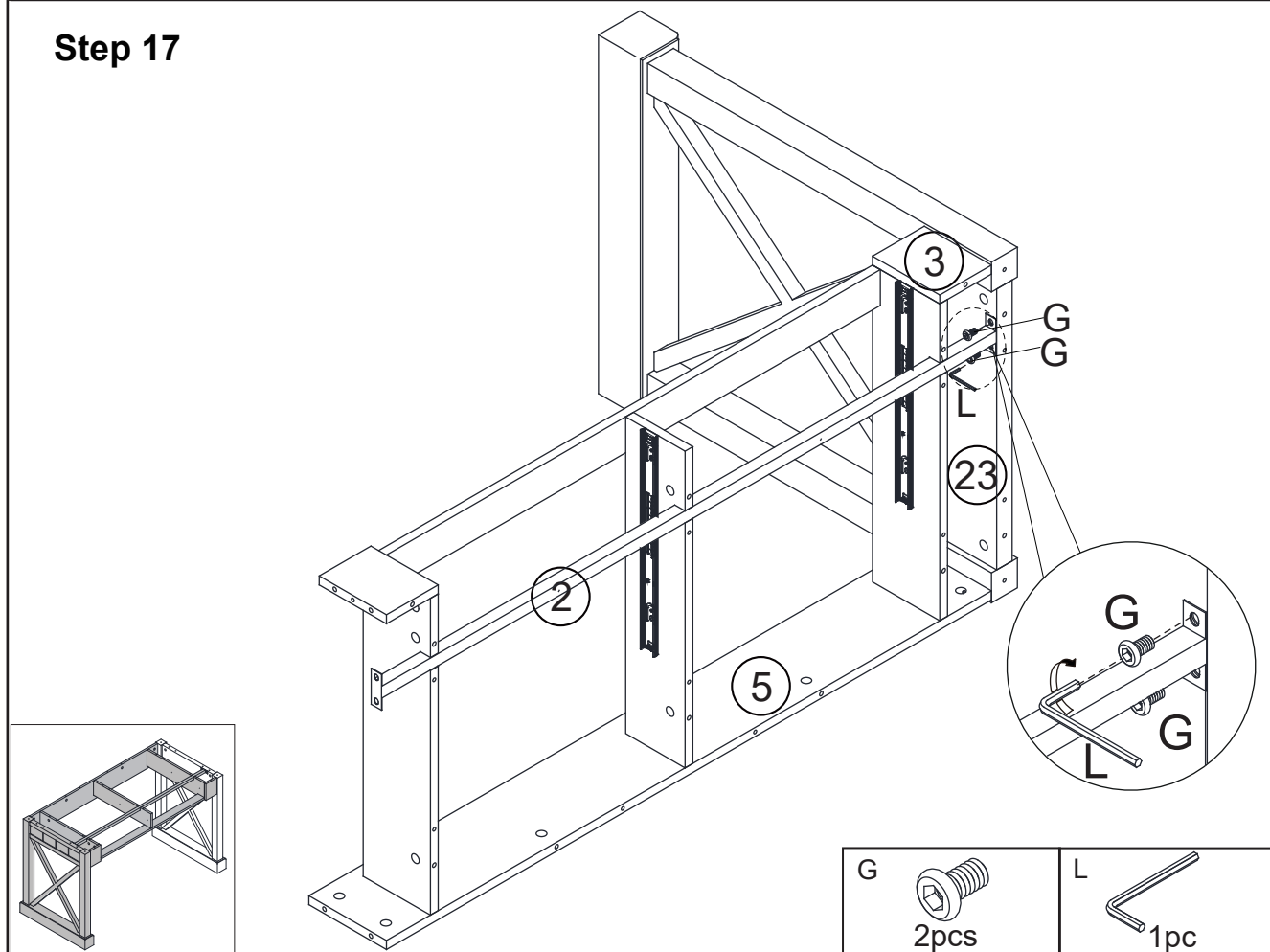
Step 15



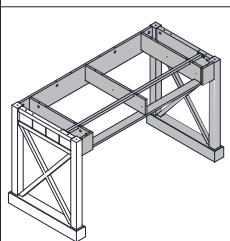
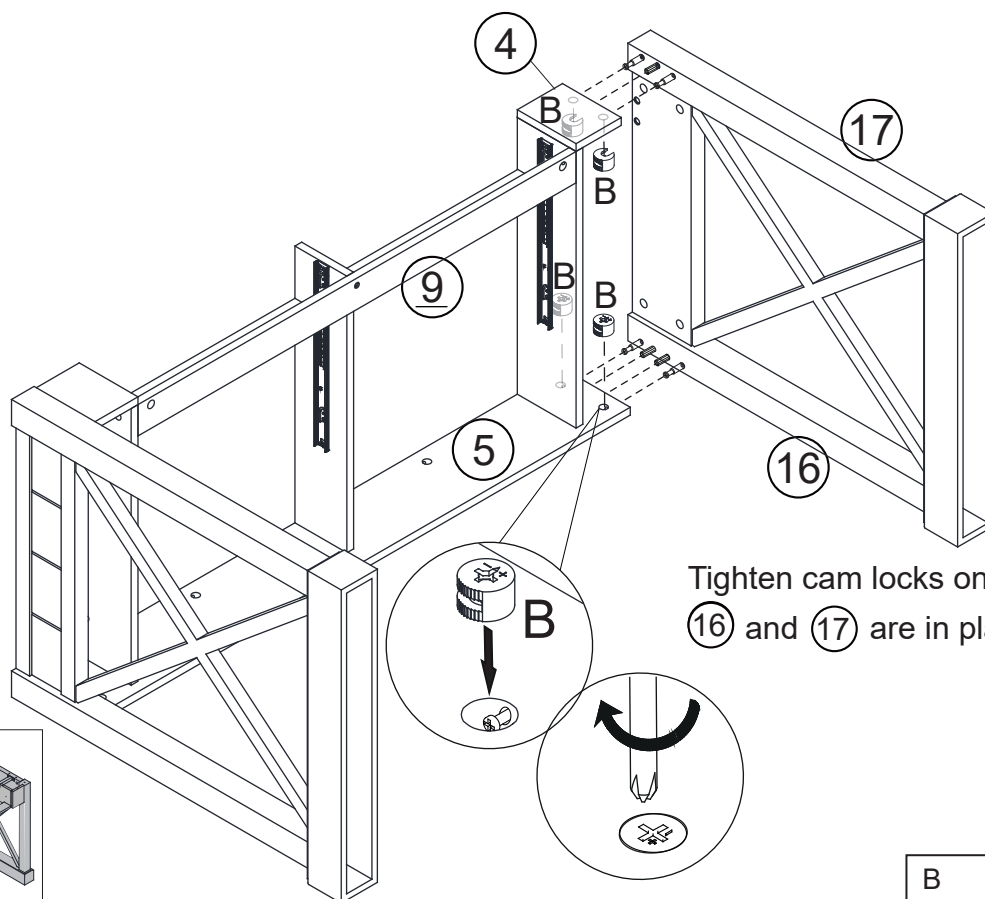
Step 16



Step 17

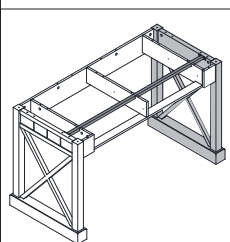
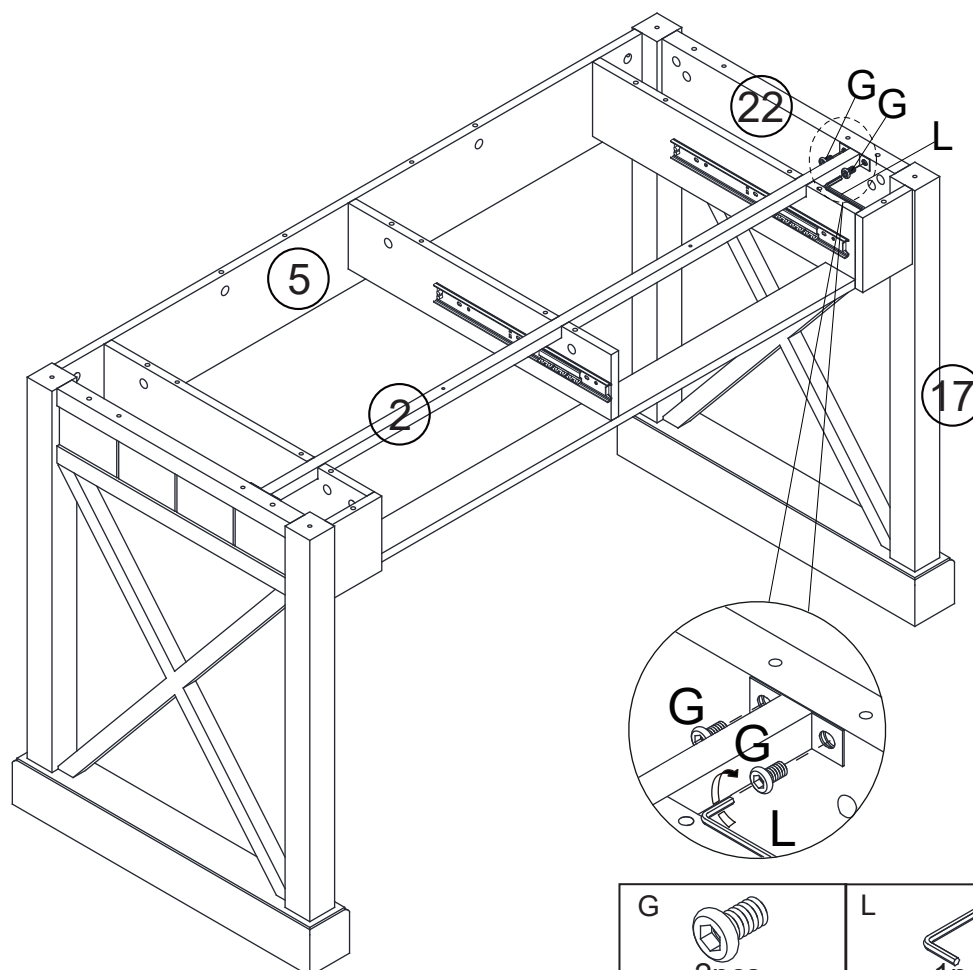



Step 18




B 
4pcs

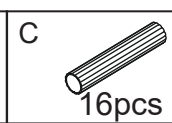
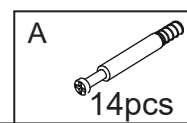
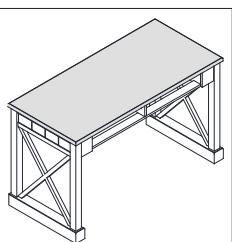
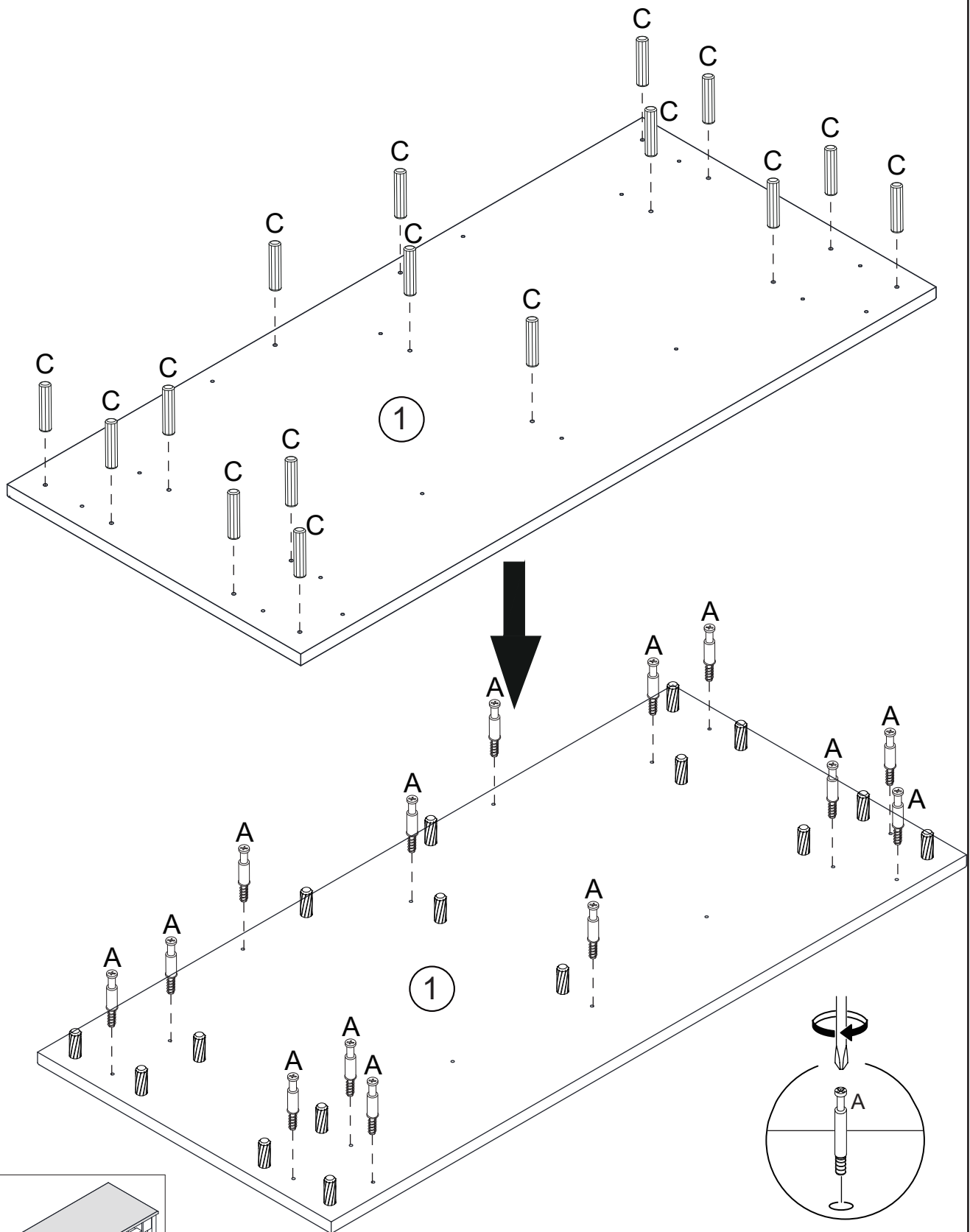
Step 19



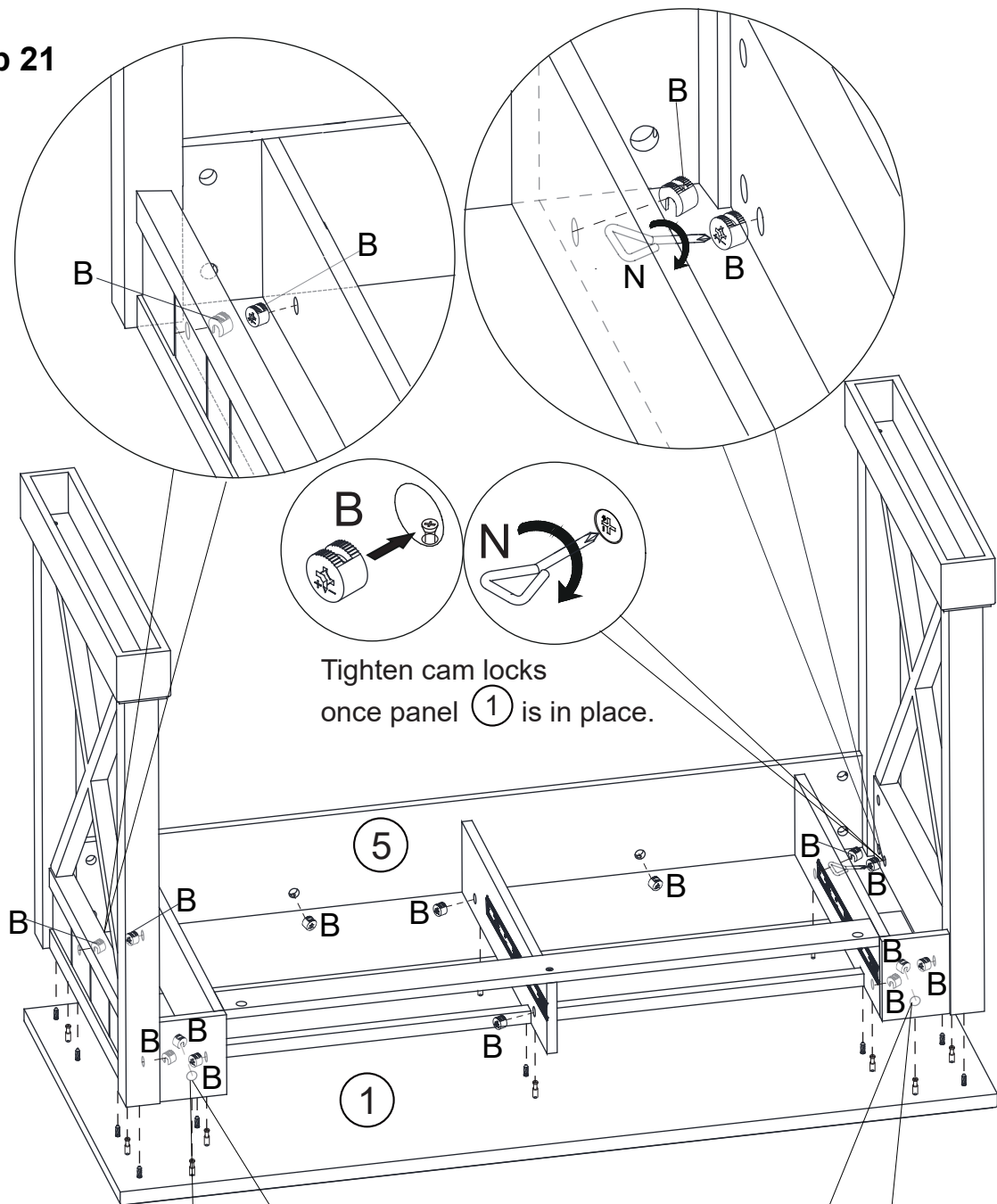
G 
2pcs

L 
1pc

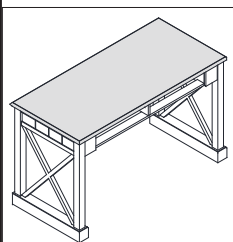
Step 20





Step 21

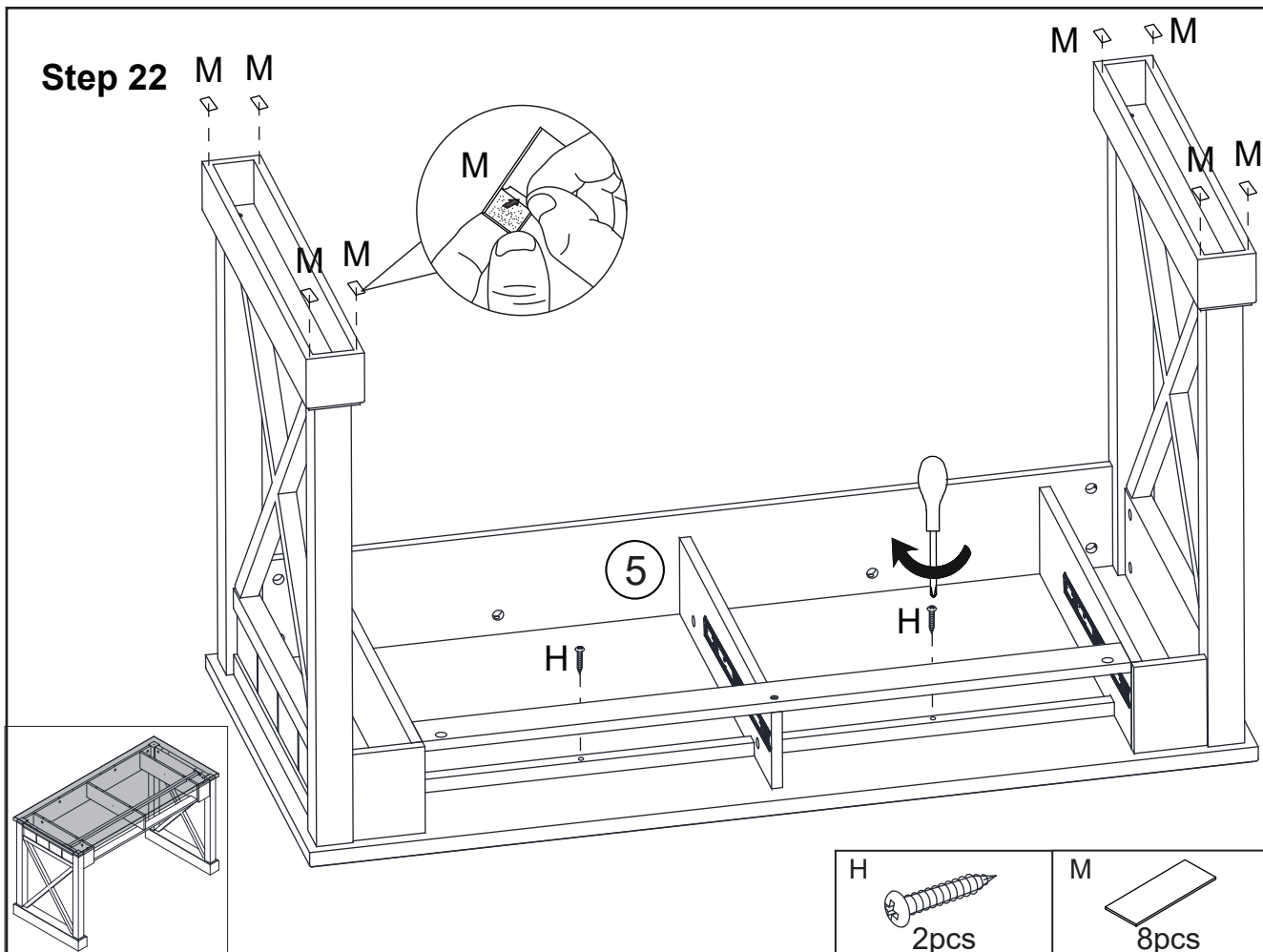


Tighten cam locks
once panel ① is in place.



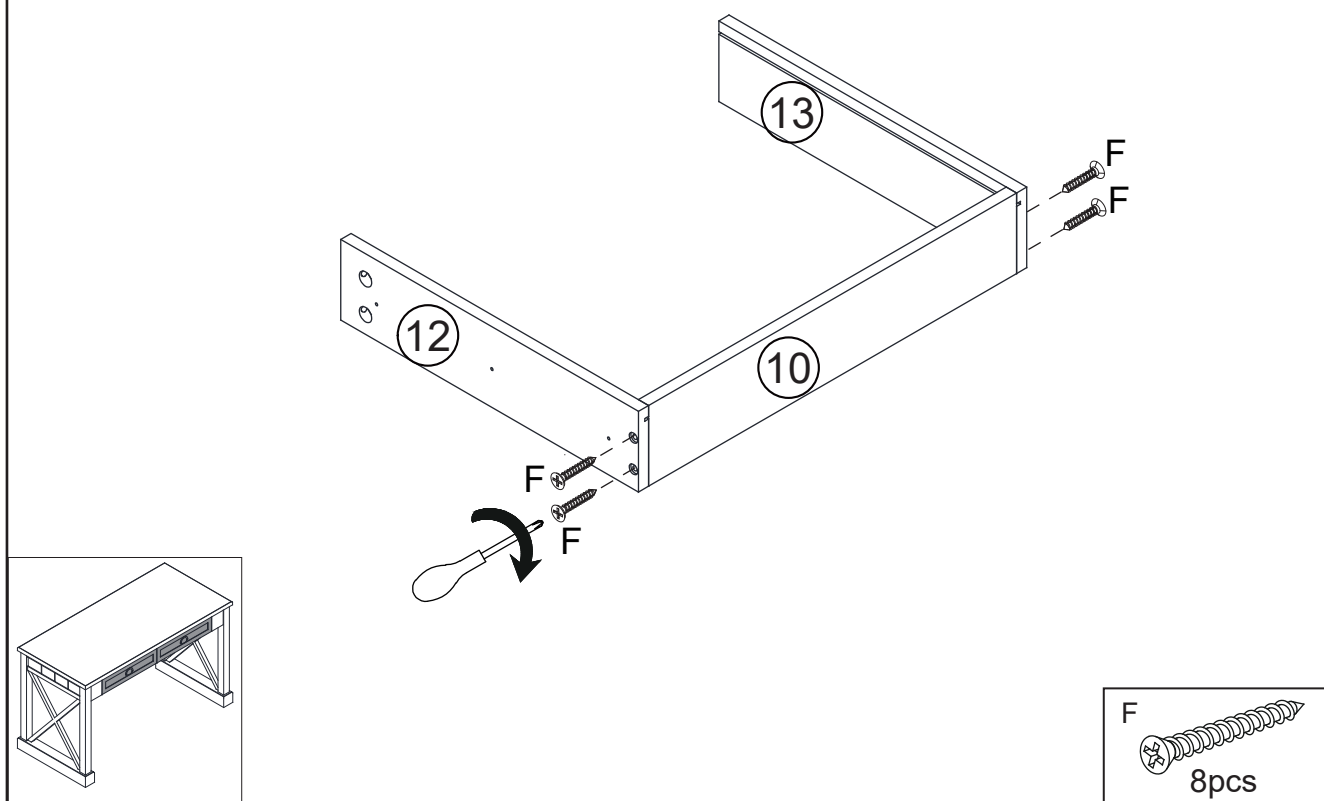
<p>B</p>  <p>14pcs</p>	<p>N</p>  <p>1pc</p>
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Step 22



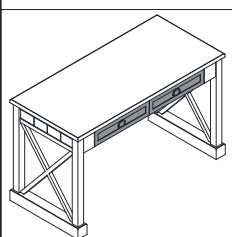
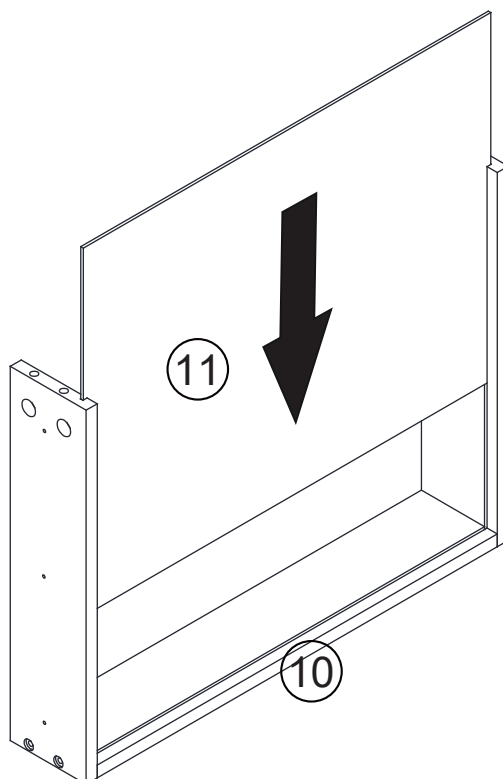
Step 23

2x

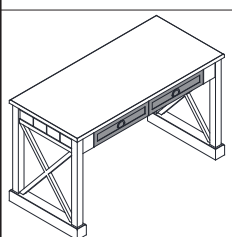
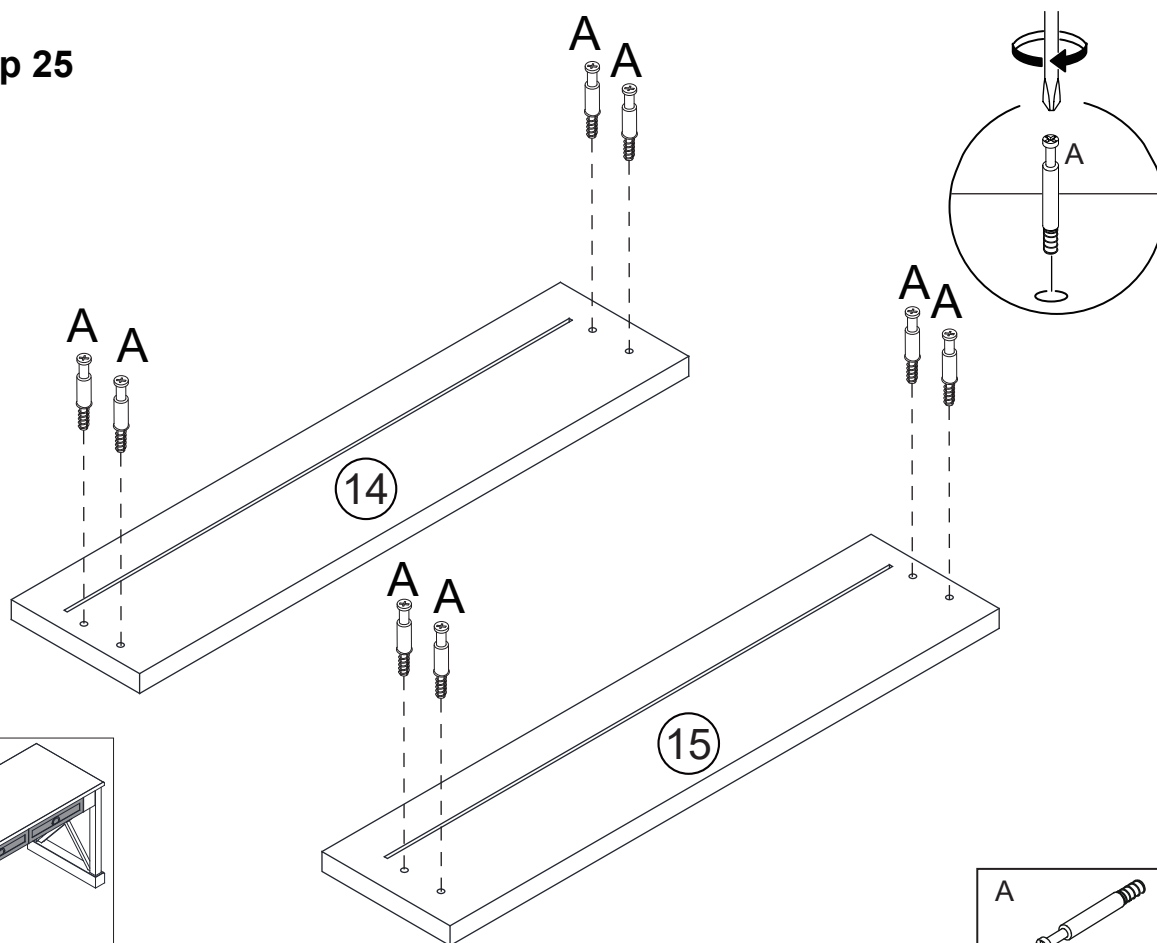


Step 24

2x

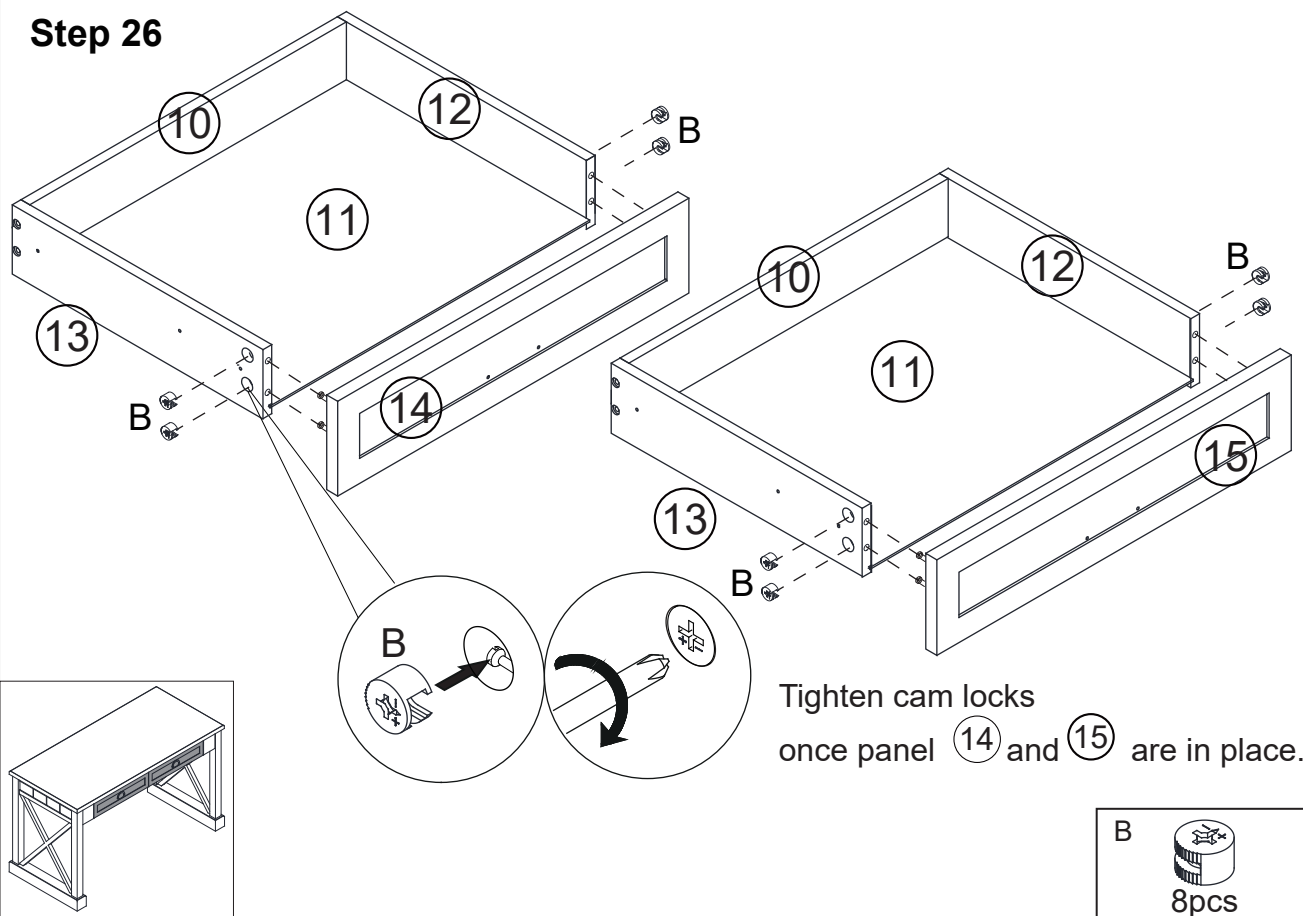


Step 25

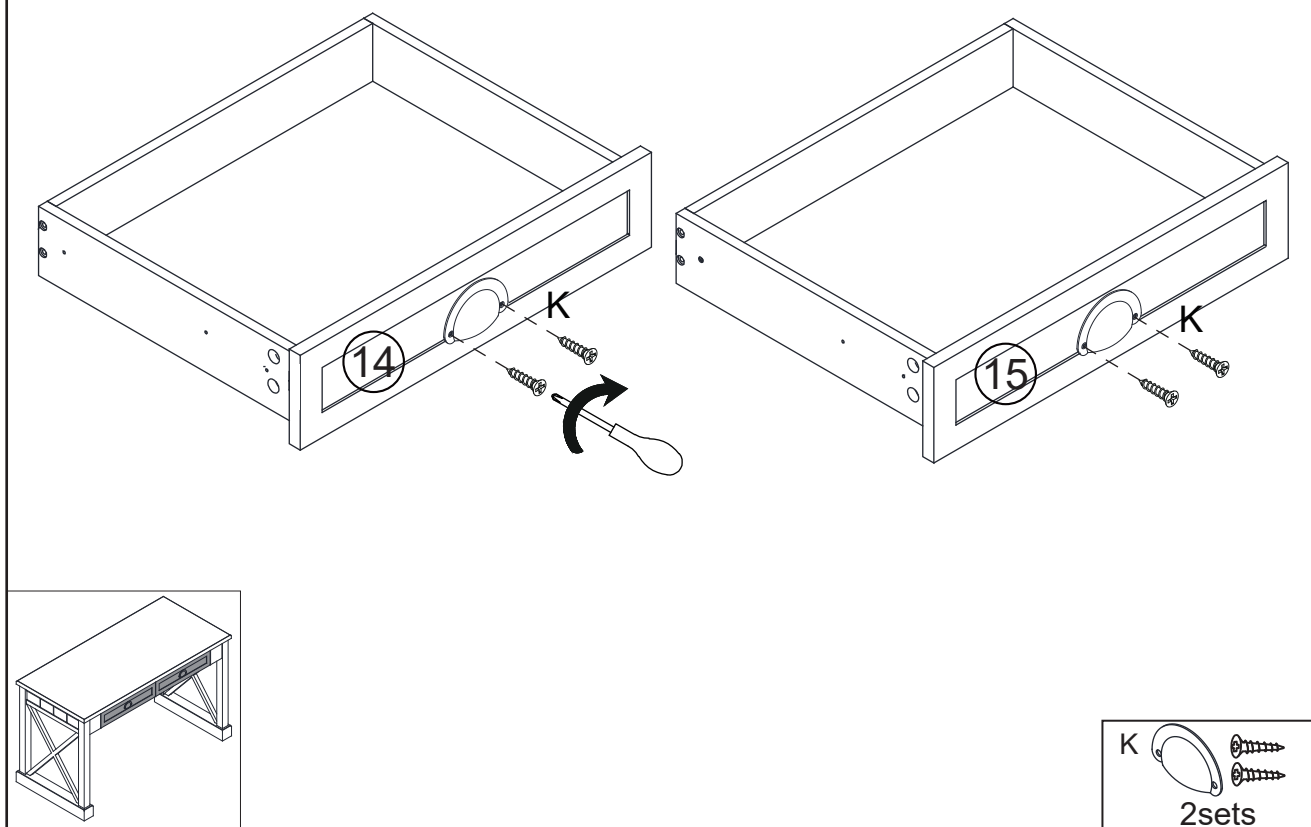


A
8pcs

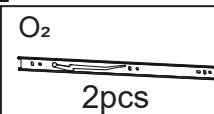
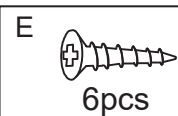
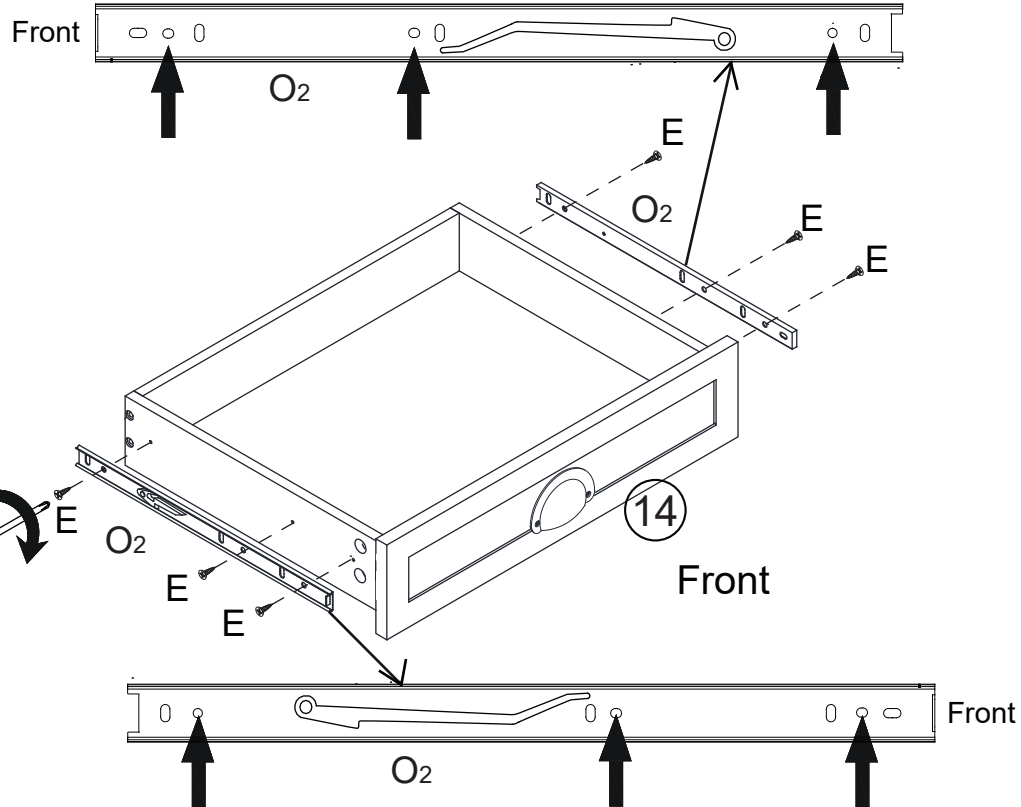
Step 26



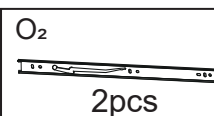
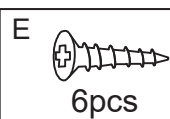
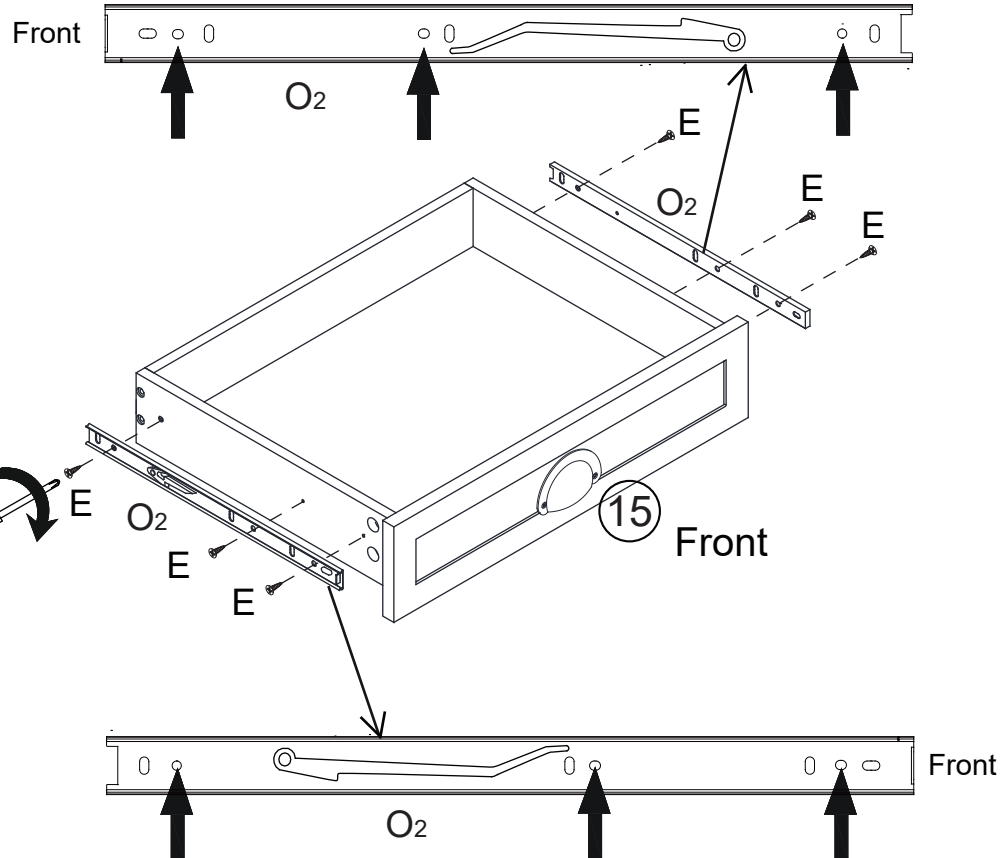
Step 27



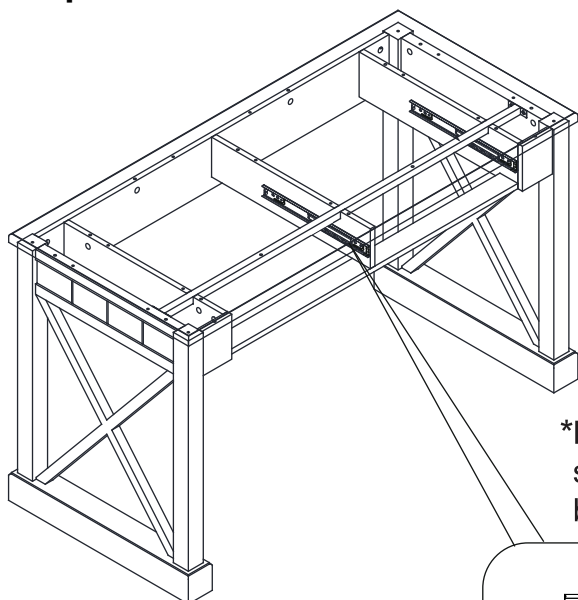
Step 28



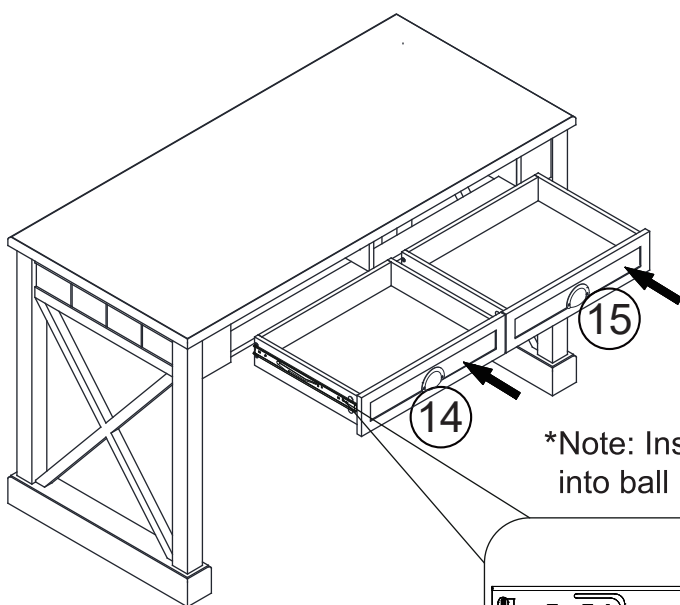
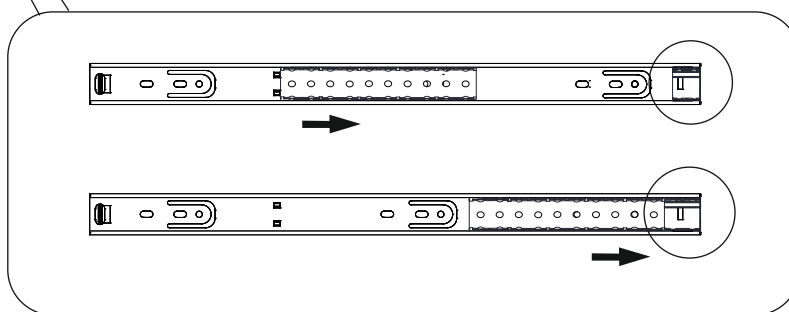
Step 29



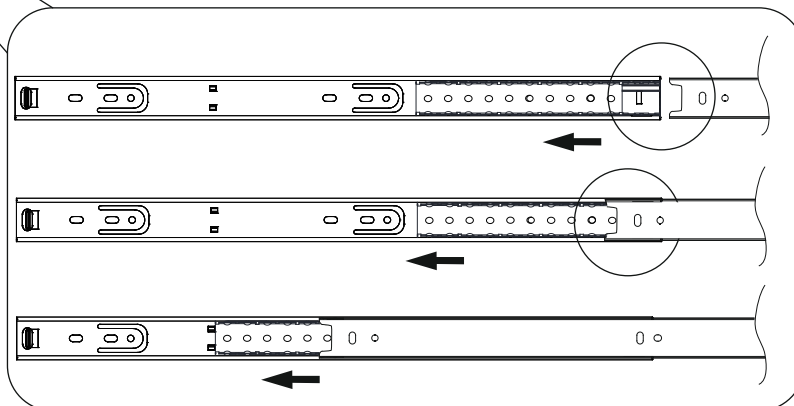
Step 30



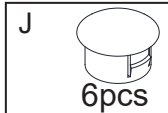
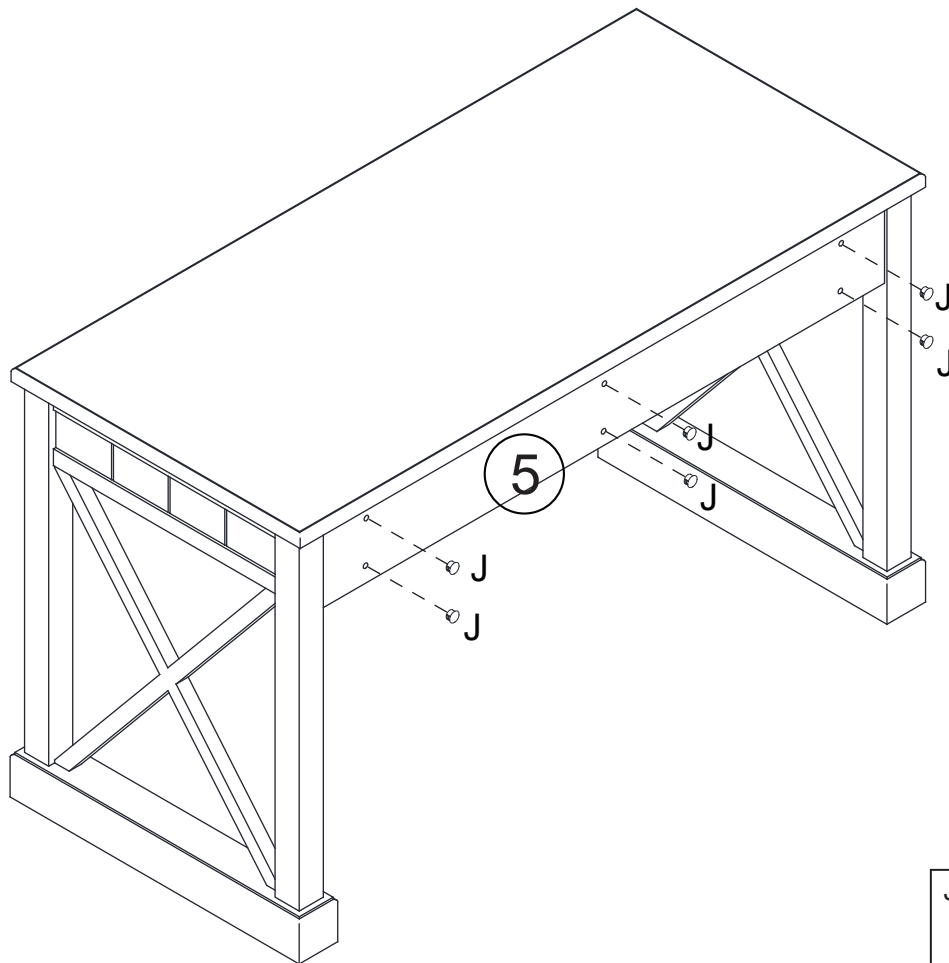
*Note: Move the inner ball bearing part as shown below to the front end on both sides before inserting the drawer.



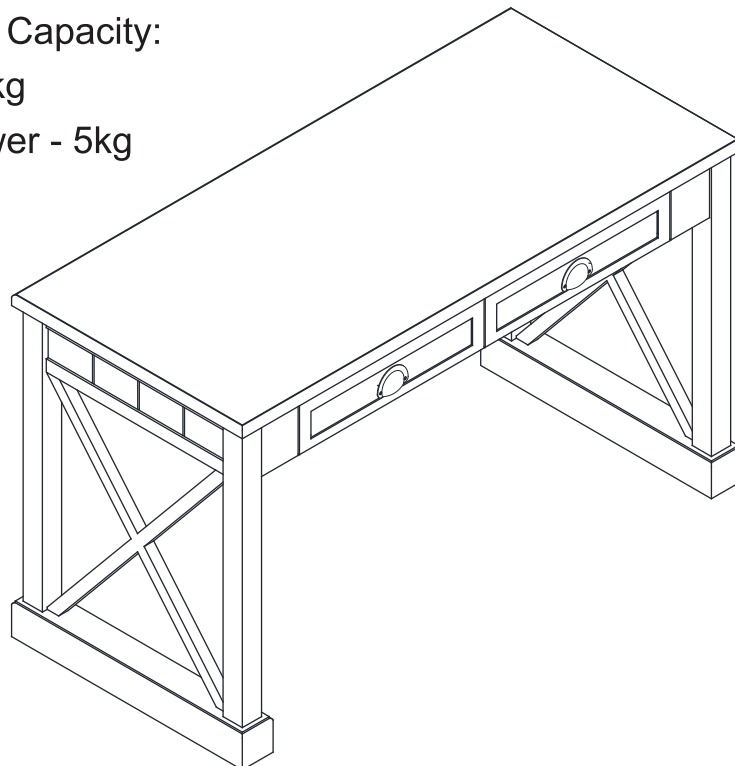
*Note: Insert the sliding part (at drawer section) into ball bearing part gently as shown below.



Step 31



Maximum Load Capacity:
Desk Top - 40 kg
Stationery Drawer - 5kg



Your **CALYPSO DESK 1300MM** is now complete and ready for use!

Care Advice

Care Instructions - UV Painting Finish Desk

- Keep away and protect from direct sunlight and heat.
- Do not place sharp materials (knife, fork, etc) directly onto your furniture as sharp material may scrape and damage the finish.
- Clean up spills quickly. Water left over a prolonged period of time may cause damage. Alcohol, perfume, nail polishes, aftershave and some medication may cause severe finish damage if not cleaned immediately.
- Use a clean, soft, dry, lint free absorbant cloth to clean your furniture. Do not use any detergent as they may contain ingredients that may react and damage the finish.
- Avoid of using corrosive or abrasive cleaner as this will void the product warranty.
- Clean, check and tighten all parts regularly.

Safety Warning

- **WARNING** – Put locking devices on all drawers to prevent children opening them and using them as steps.
- **CAUTION** – This product is intended to hold the maximum weight indicated. Exceeding the maximum weight will result in instability and may cause injury.

Warranty 3 years

Product Warranty – valid for Australian customers only

Officeworks Ltd warrants that this product will be free from defects and work as intended for 8 years from the date of purchase by the original customer.

If the product has any defects or does not work as intended during the Warranty Period, Officeworks will, at its election and at its expense, repair or replace the product.

This warranty does not apply:

- to cosmetic damage;
- to damage caused by consumables used in connection with the product (such as cleaning products);
- where the product has not been used in accordance with all provided instructions;
- to damage arising from fair wear and tear;
- where the product has not been subject to reasonable use;
- where the product has been intentionally or negligently damaged; and/or
- if the customer has attempted to repair the product.

To make a claim under this warranty, please return your product with your receipt or proof of purchase to your nearest Officeworks store or contact 1300 633 423.

This warranty is provided in addition to any rights you may be entitled to under the Competitions & Consumer Act 2010.

Our goods come with guarantees that cannot be excluded under the Australian Consumer Law. You are entitled to a replacement or refund for a major failure and compensation for any other reasonably foreseeable loss or damage. You are also entitled to have the goods repaired or replaced if the goods fail to be of acceptable quality and the failure does not amount to a major failure.



Thank you for your purchase. Please retain your receipt to validate warranty.
If you would like to know more about our furniture products, please visit www.officeworks.com.au