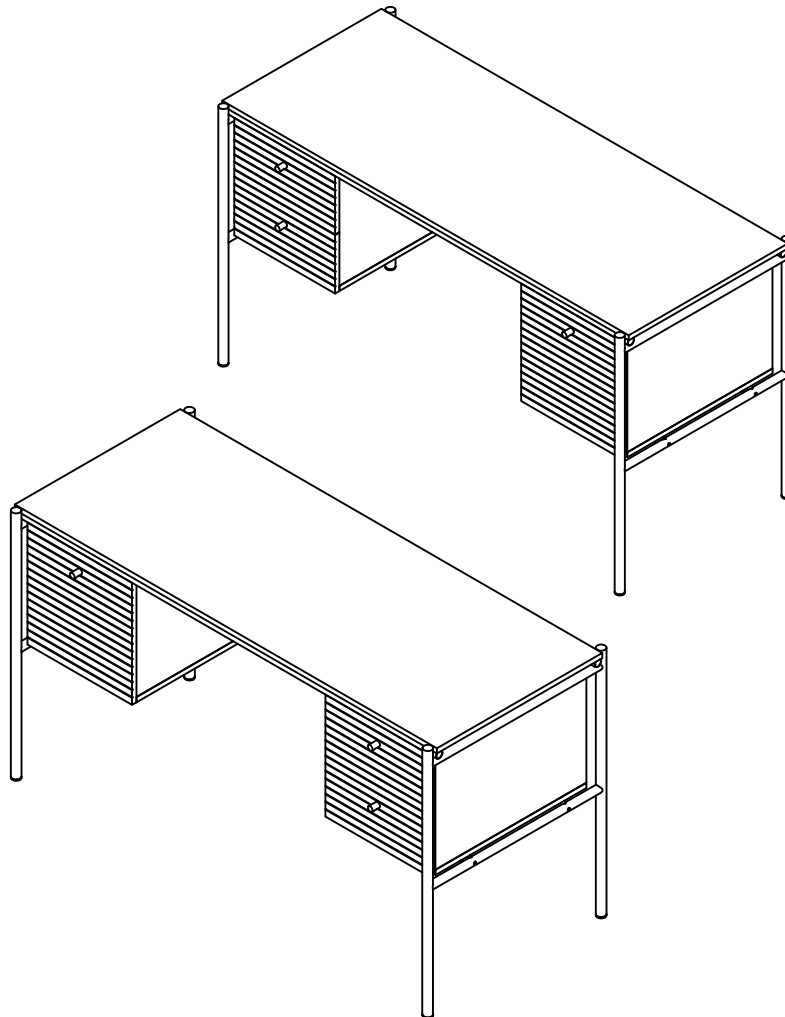


ASSEMBLY INSTRUCTIONS

FIORD DESK 1400MM

ITEM CODE: OTFIO140



This design and instruction booklet is subject to copyright
www.officeworks.com.au

2 Cartons

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

Important

Estimated Assemble Time: 70min

Assembly Video

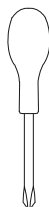
- To view an assembly video, go to <https://www.officeworks.com.au/>
- Search the product by item code or name:



- 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.

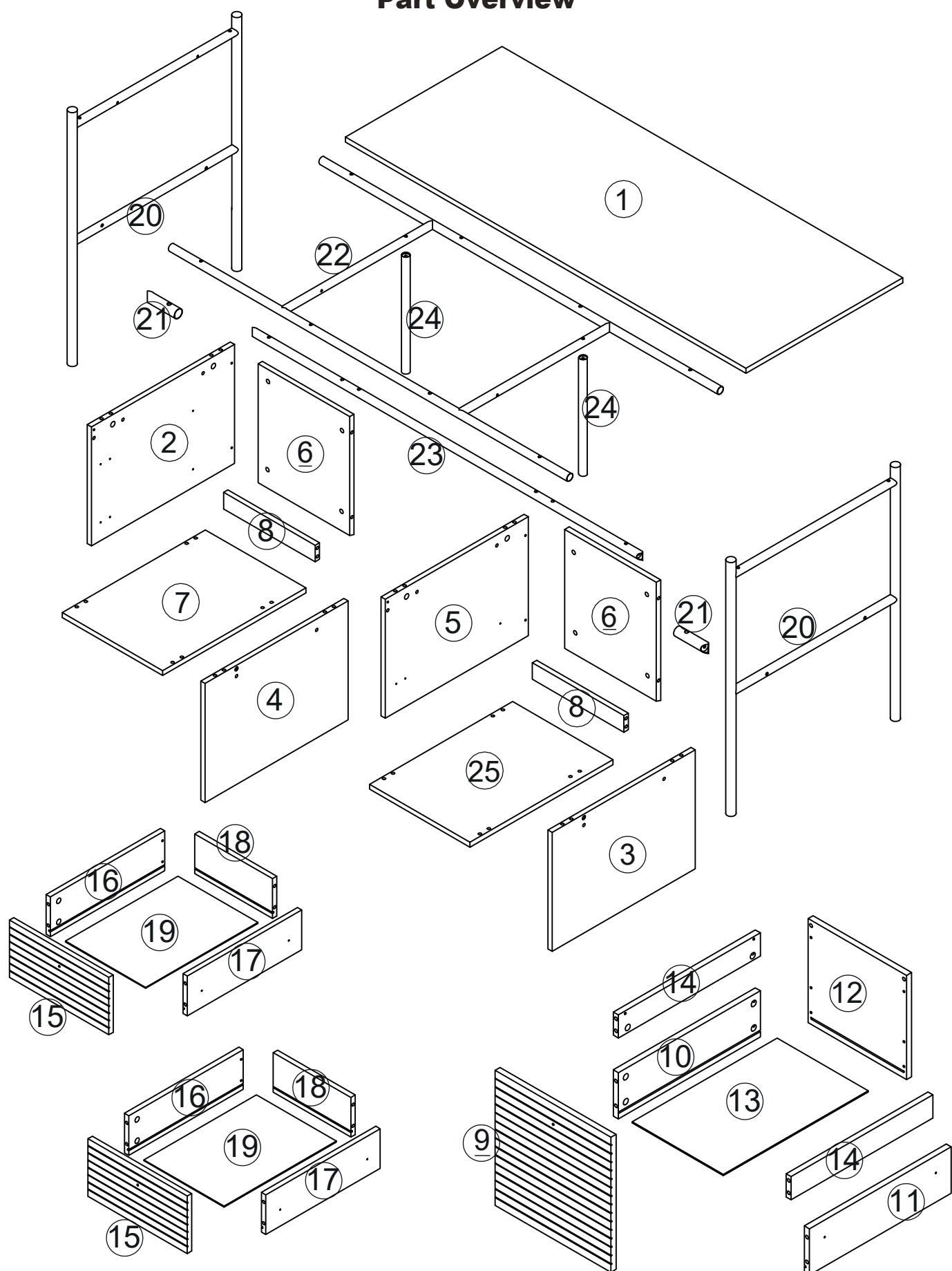
WARNING

- 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

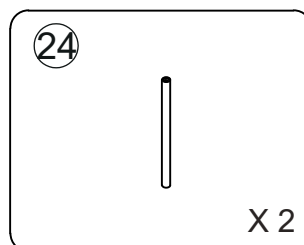
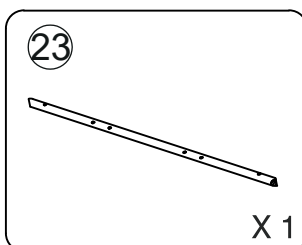
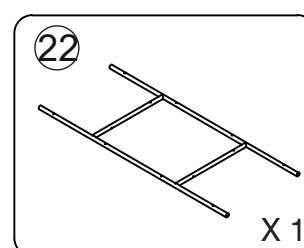
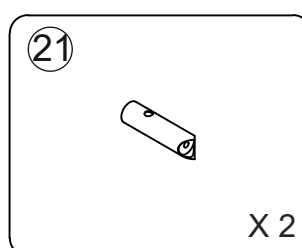
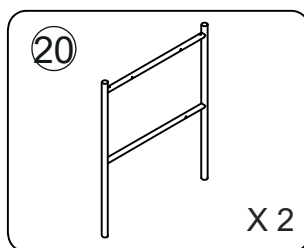
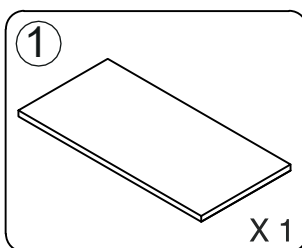
- CHILDREN MUST BE SUPERVISED.

Part Overview

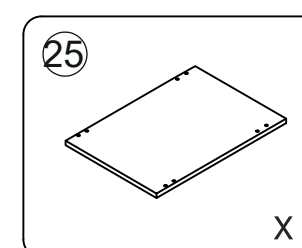
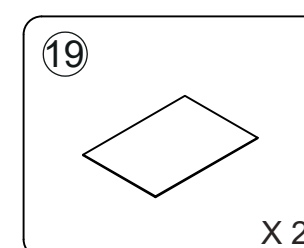
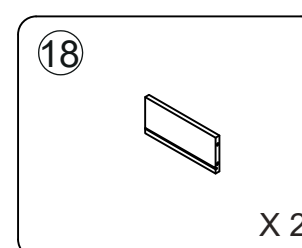
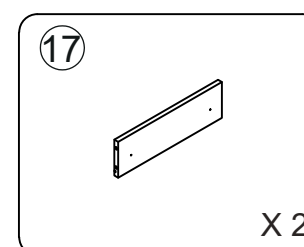
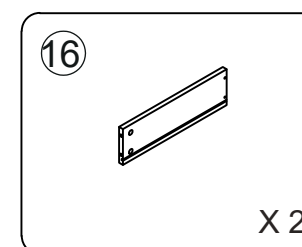
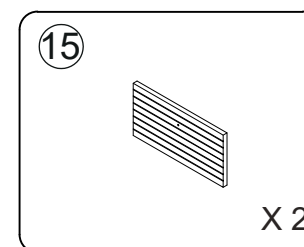
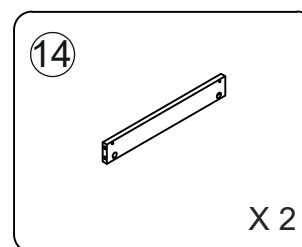
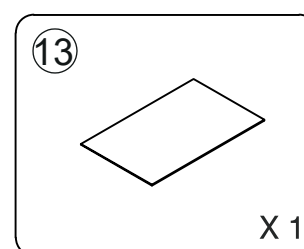
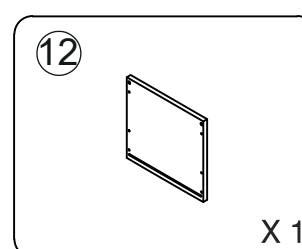
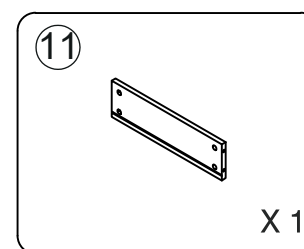
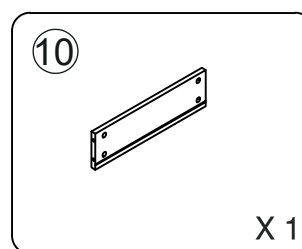
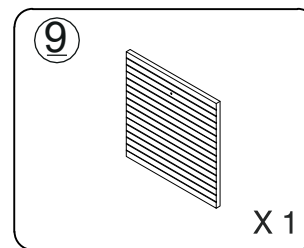
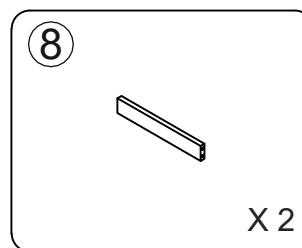
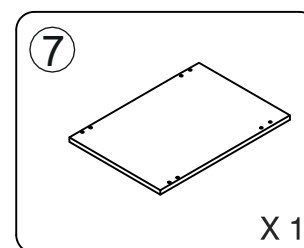
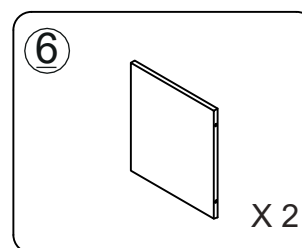
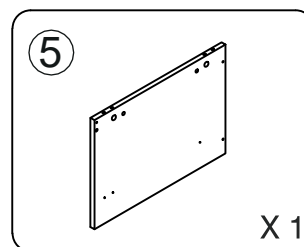
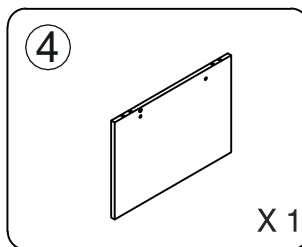
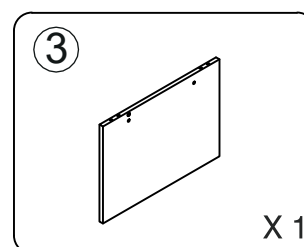
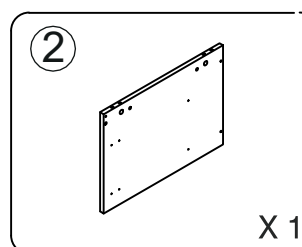


Part List

Parts located in Carton - OTFIO140C1

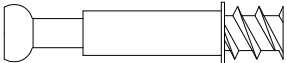


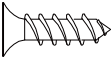
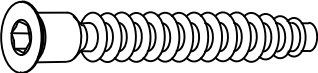
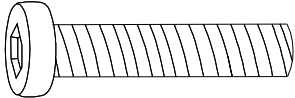
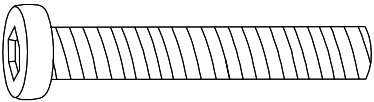

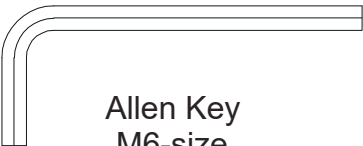


Parts located in Carton - OTFIO140C2

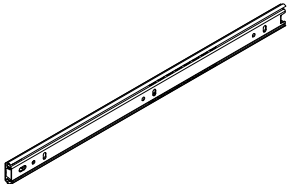
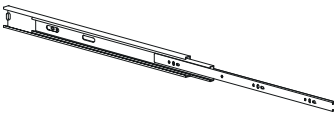
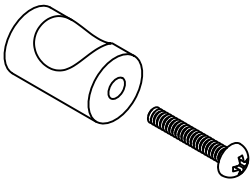


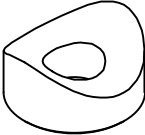


Hardware List

Hardware Pack located in Carton - OTFIO140C1

<p>A</p>  <p>(Ø6 x 35mm) X 48pcs</p>	<p>B</p>  <p>(Ø15 x 12mm) X 48pcs</p>	<p>C</p>  <p>(Ø7.8 x 30mm) X 24pcs</p>
<p>D</p>  <p>(Ø3.5 x 12mm) X 36pcs</p>	<p>G</p>  <p>(Ø7 x 40mm) X 8pcs</p>	<p>H</p>  <p>(M6 x 30mm) X 24pcs</p>
<p>I</p>  <p>(M6 x 40mm) X 8pcs</p>	<p>J</p>  <p>Sticker X 26pcs</p>	<p>O</p>  <p>Allen Key M6-size X 1pc</p>

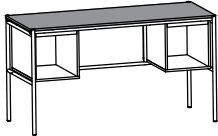
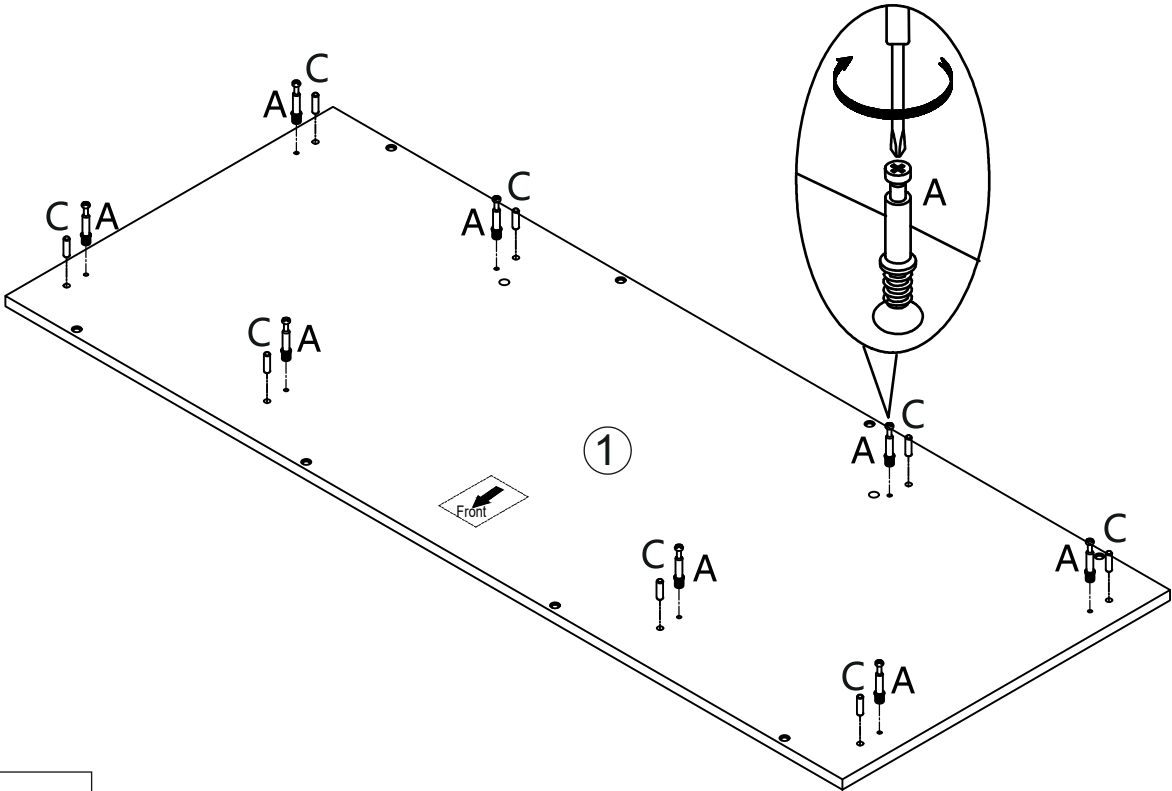
Other hardware located in Carton - OTFIO140C1

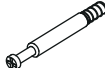

<p>E</p>  <p>2 Section Runner X 4sets</p>	<p>F</p>  <p>3 Section Runner X 2sets</p>	<p>K</p>  <p>Handle set X 3sets</p>
<p>L</p>  <p>Adjust Feet X 4pcs</p>	<p>M</p>  <p>Filing Rail X 2pcs</p>	<p>N</p>  <p>Spacer X 4pcs</p>

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

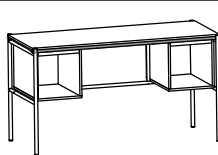
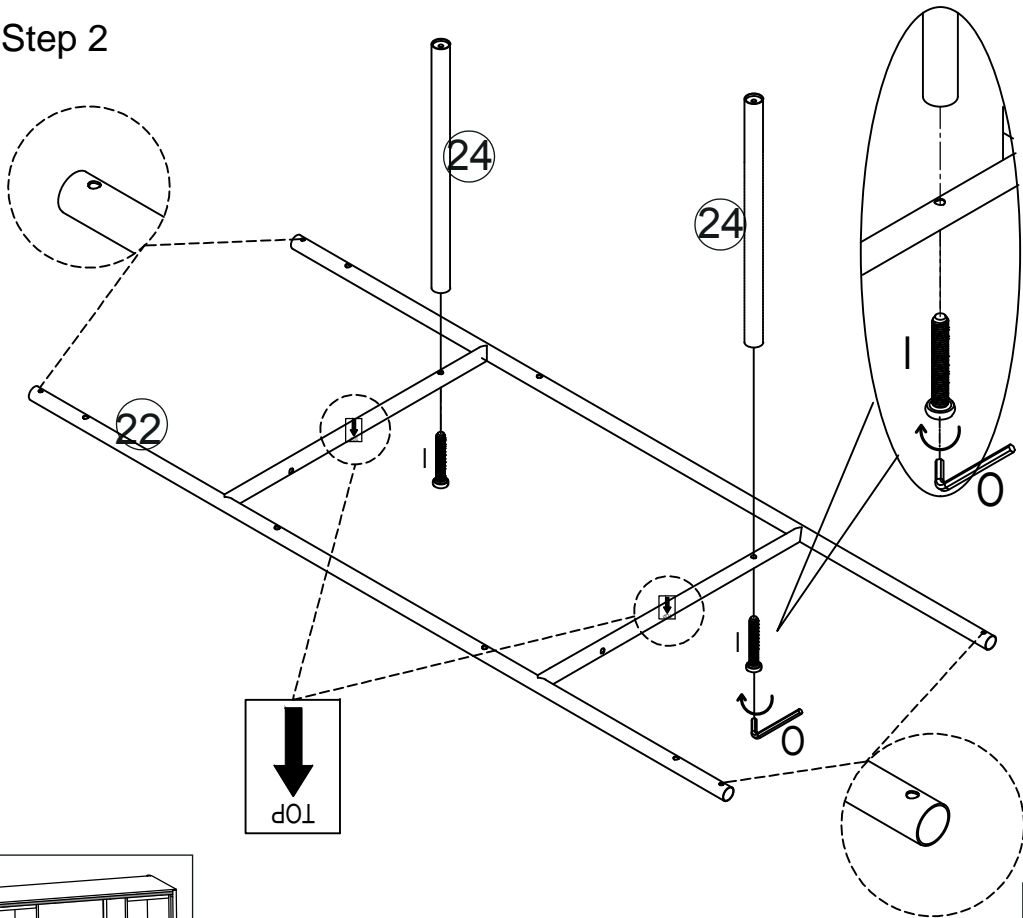
Assembly



Step 1



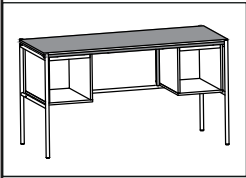
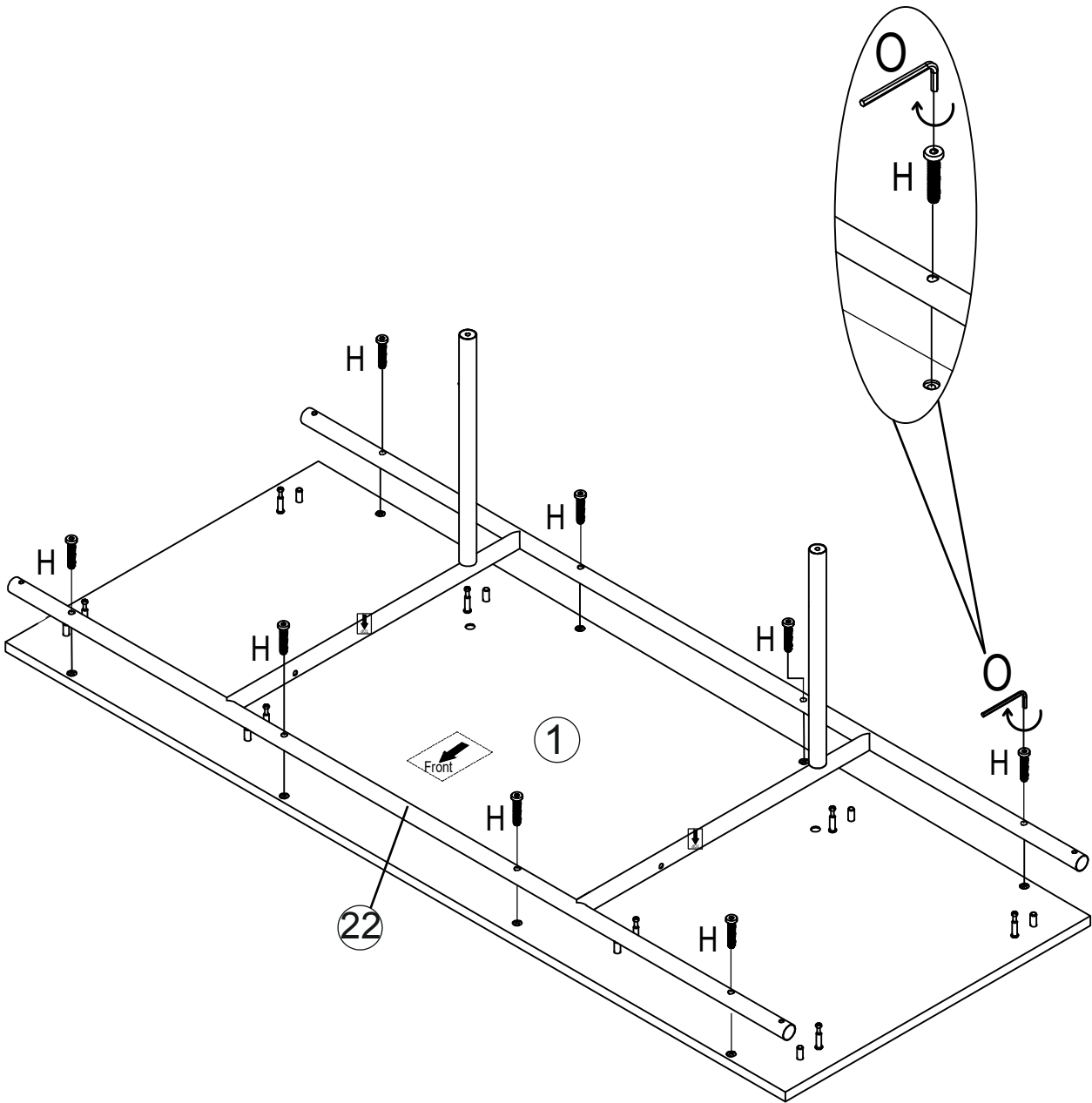
A	C
	
X 8pcs	X 8pcs



Step 2



I	O
	
X 2pcs	X 1pc

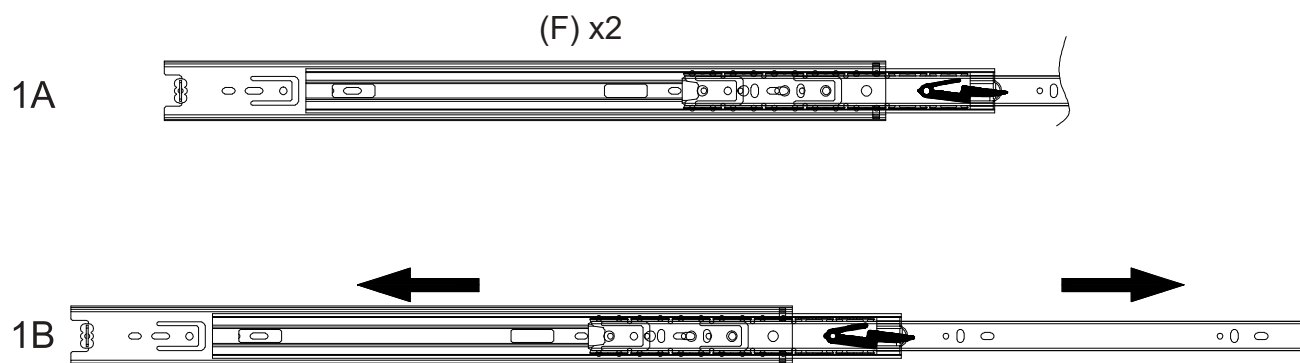
Step 3



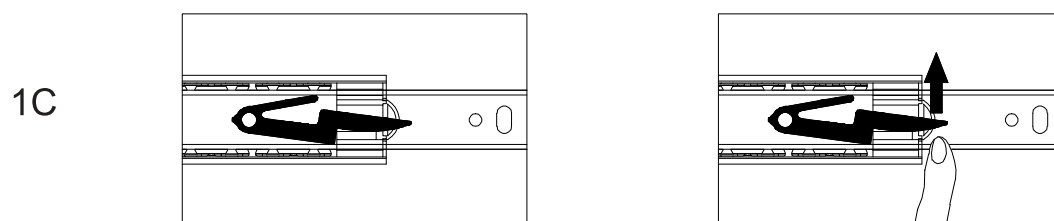
H	O
	
X8pcs	X 1pc

Step 4

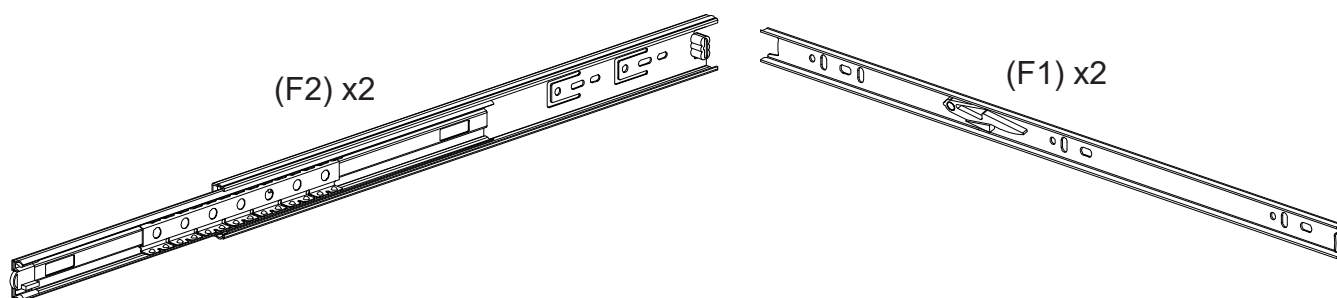
Separate slider components



Fully extend the sliders by pulling.

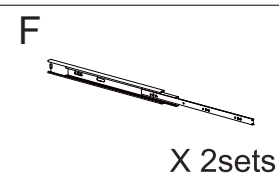


Locate tab and press as indicated whilst pulling sliders apart to release sections.



Separated components now become F1 and F2.

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

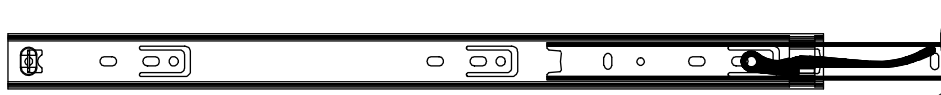


Step 5

Separate slider components

(E) x4

1A

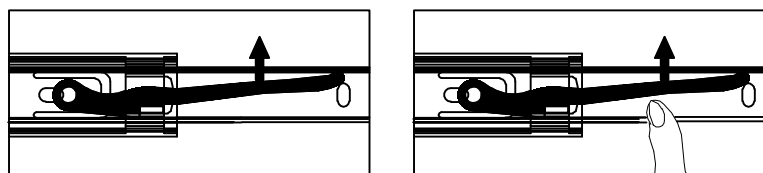


1B



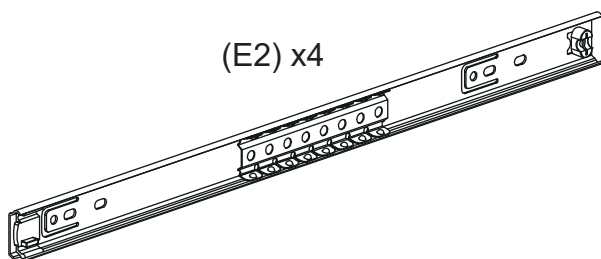
Fully extend the sliders by pulling.

1C

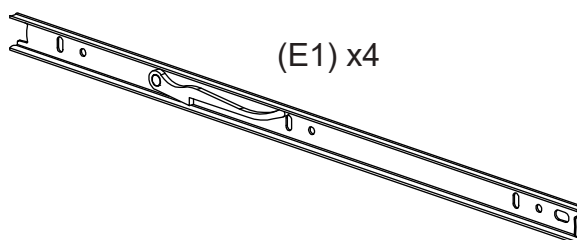


Locate tab and press as indicated whilst pulling sliders apart to release sections.

(E2) x4



(E1) x4

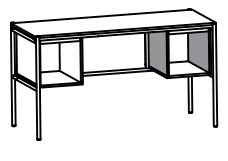
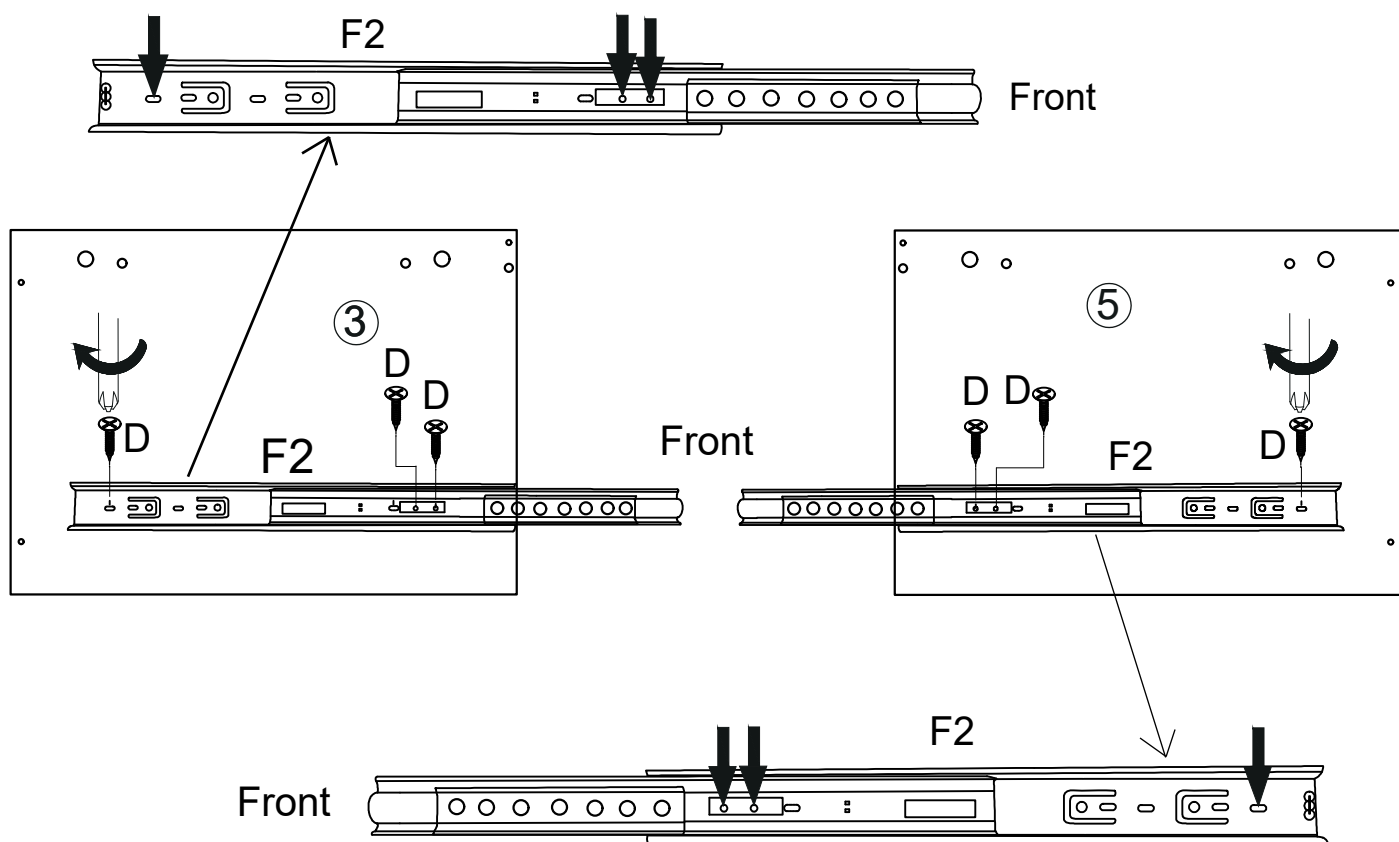




Separated components now become E1 and E2.

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

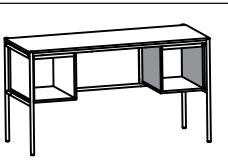
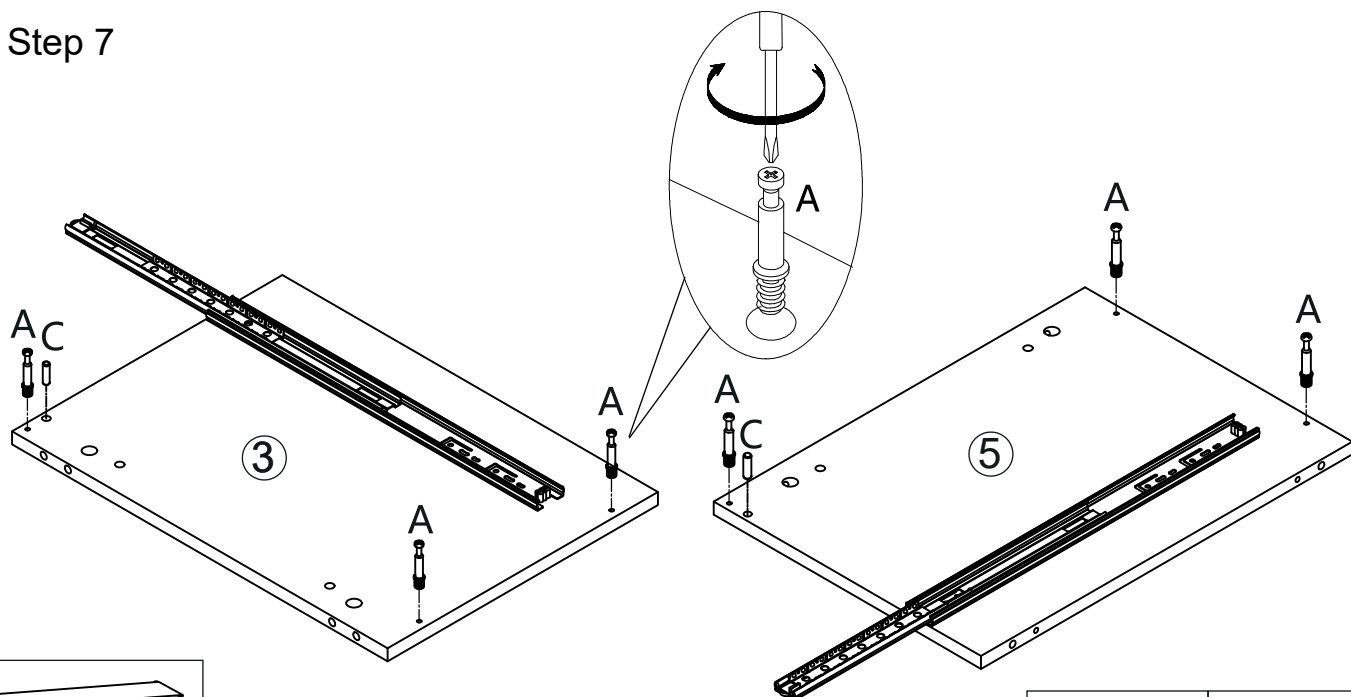
E
X 4sets



Step 6



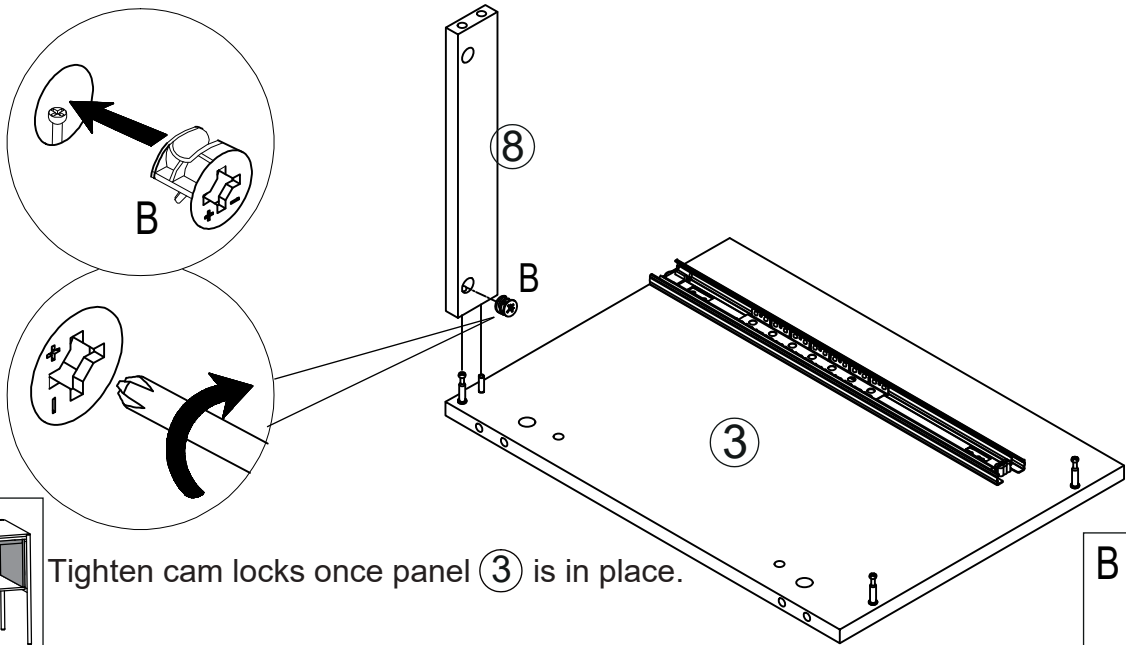
D	F2
	
X 6pcs	X 2pcs

Step 7



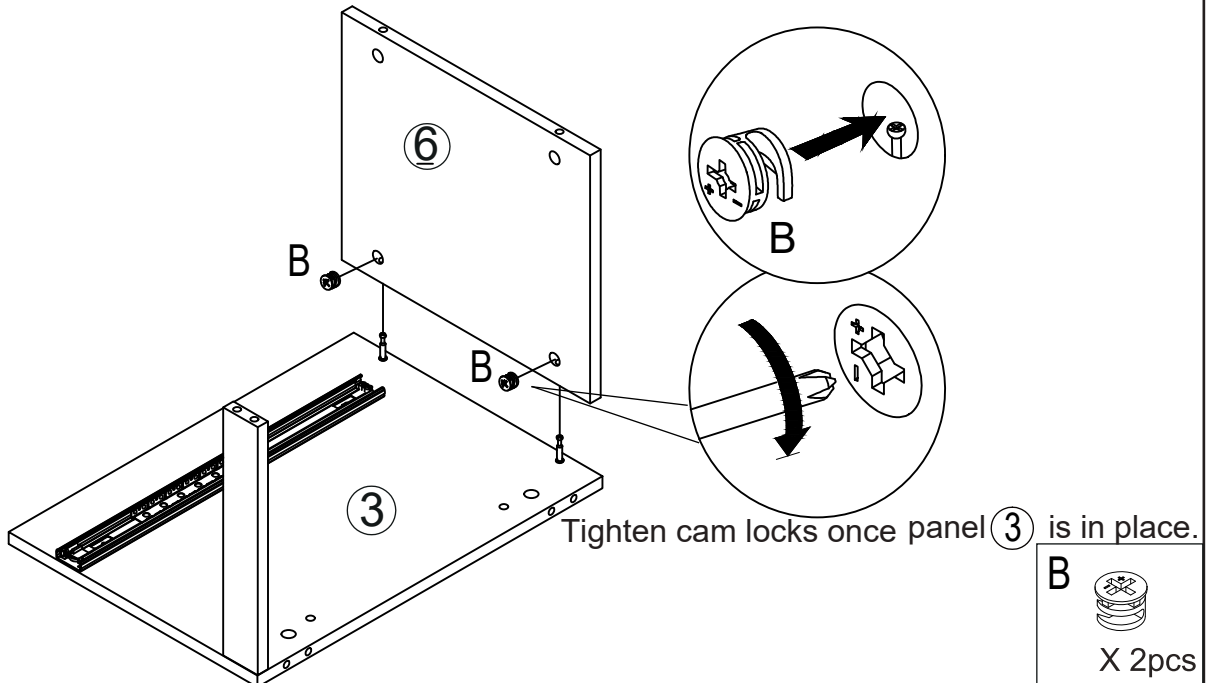
A	C
	
X 6pcs	X 2pcs

Step 8



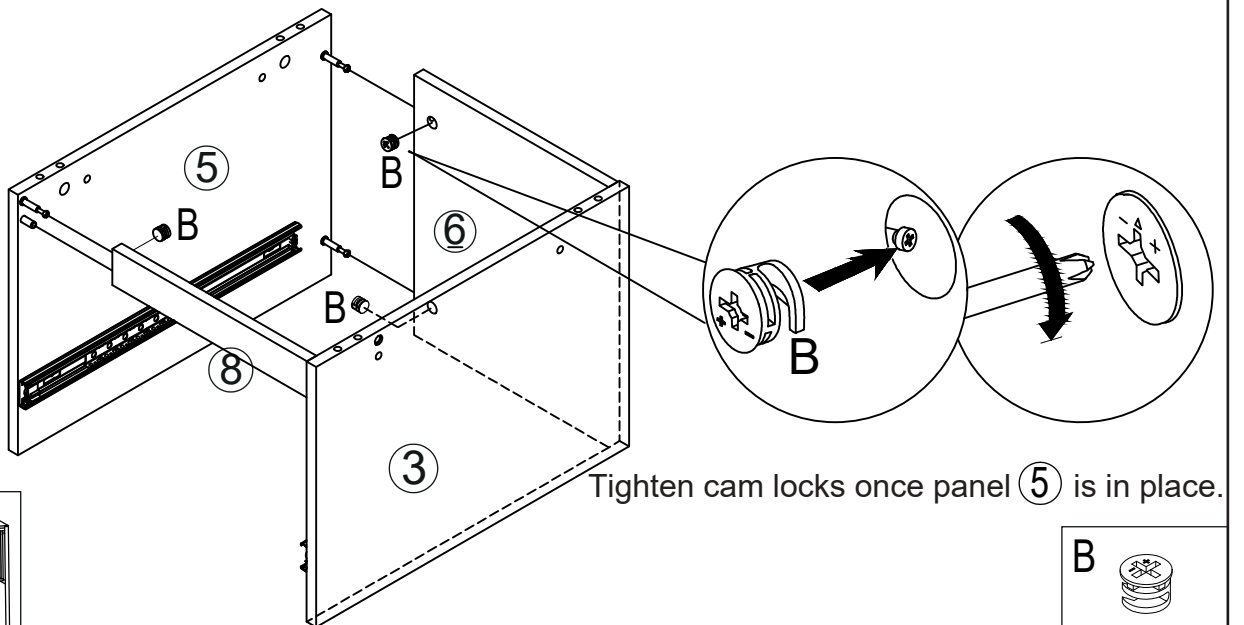
B
X 1pc

Step 9



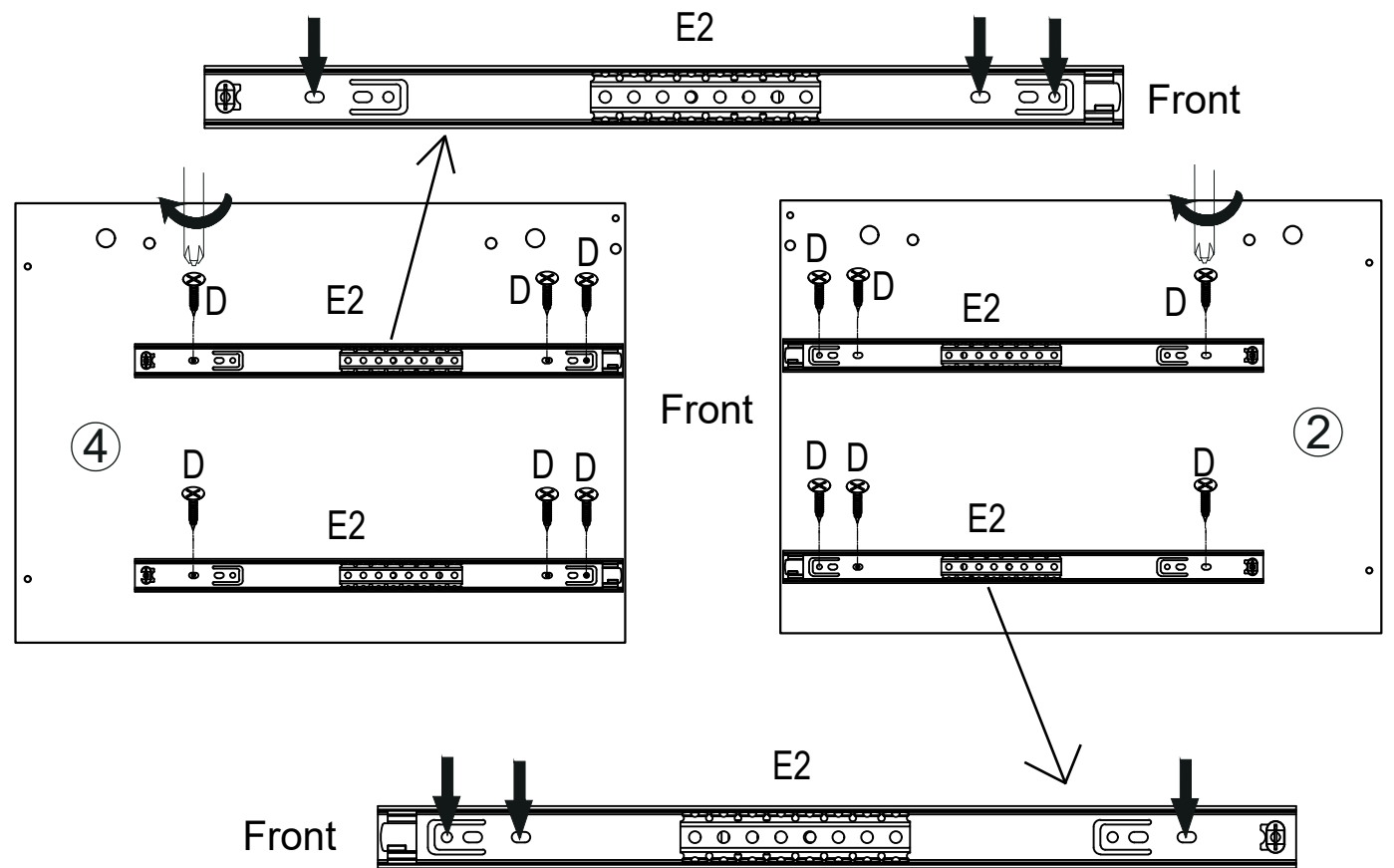
B
X 2pcs

Step 10

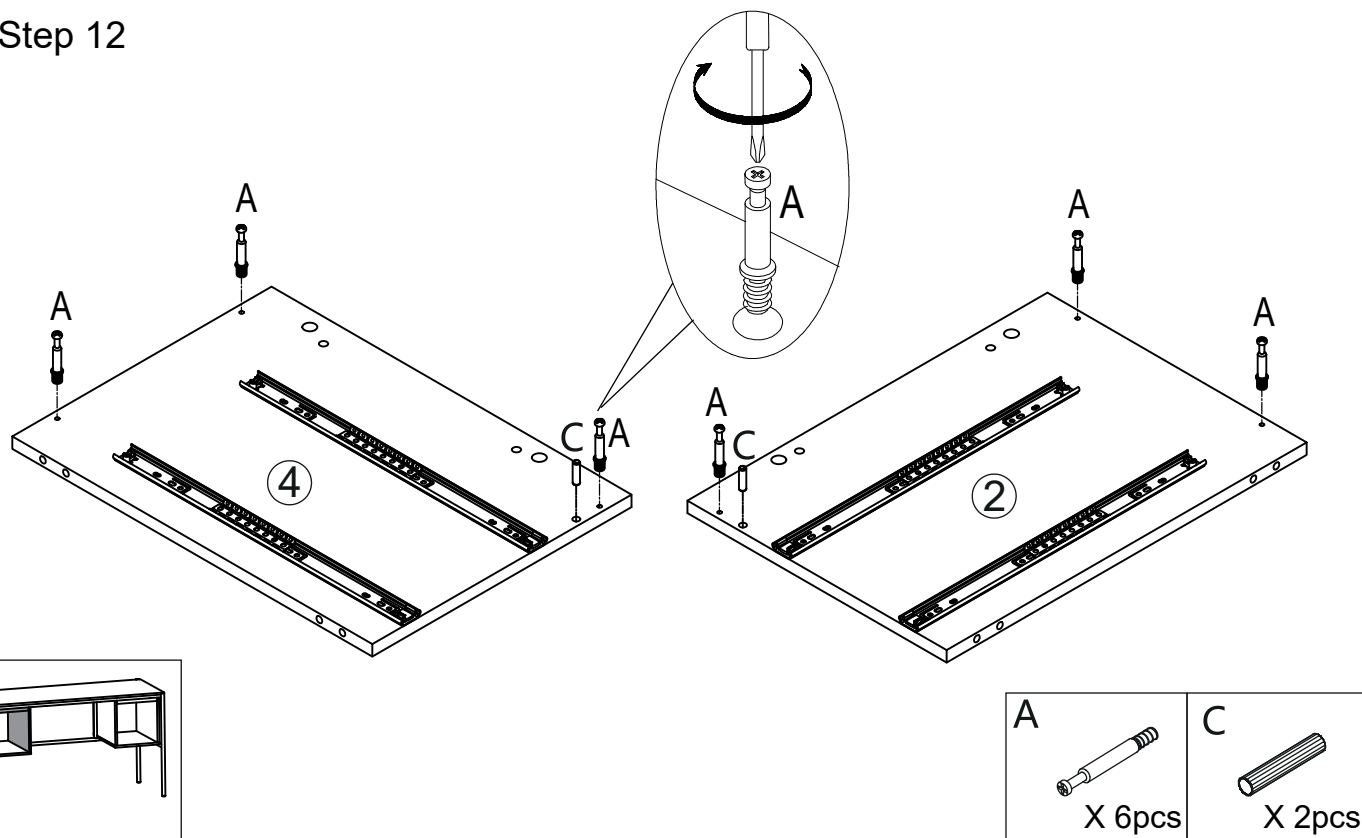


B
X 3pcs

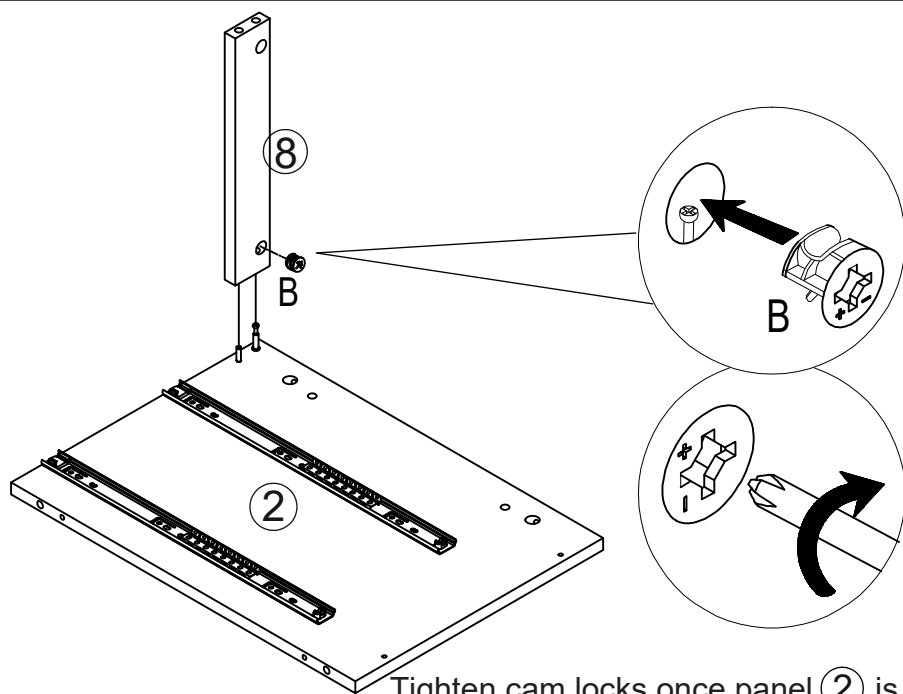
Step 11



Step 12



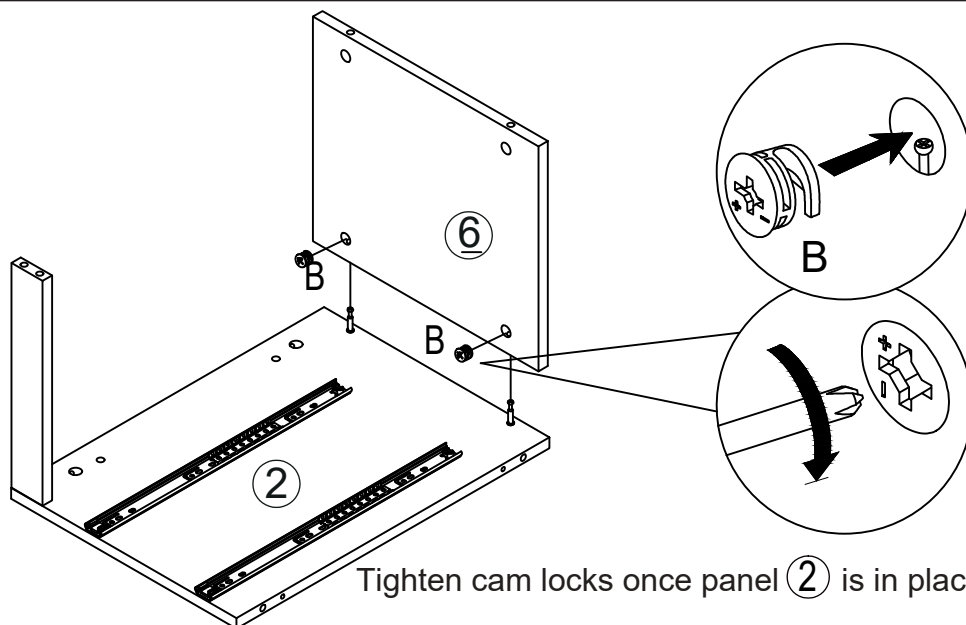
Step 13



Tighten cam locks once panel ② is in place.

B
X 1pcs

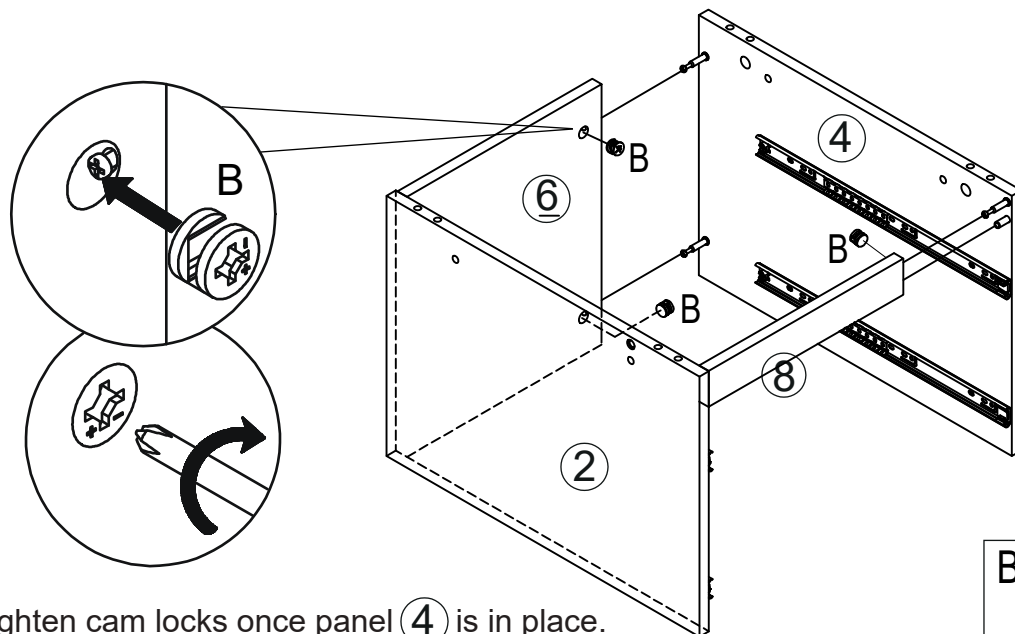
Step 14



Tighten cam locks once panel ② is in place.

B
X 2pcs

Step 15



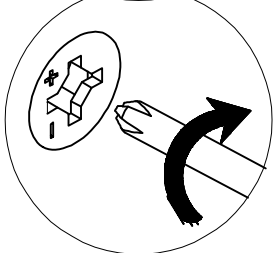
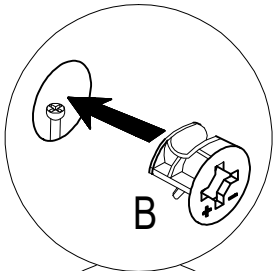
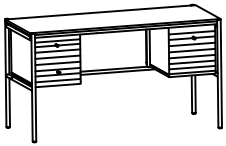
Tighten cam locks once panel ④ is in place.

B
X 3pcs

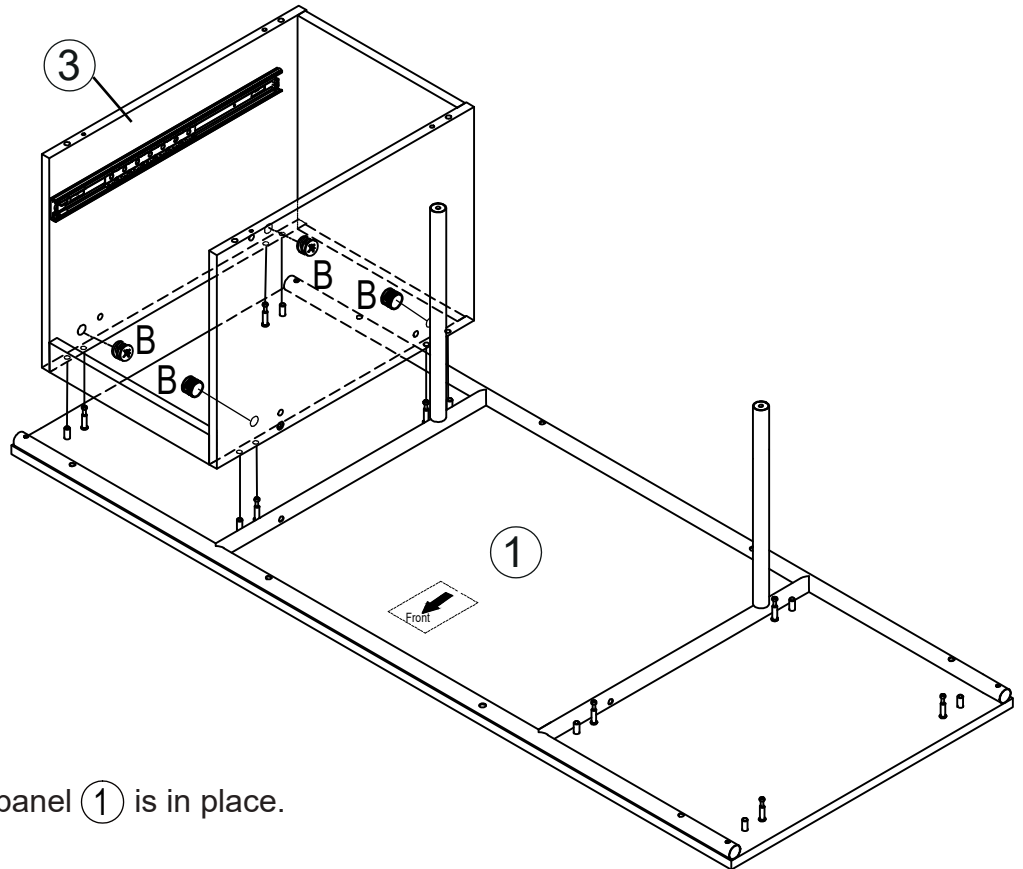
Step 16

*Note: You can assemble the Desk by 2 different options

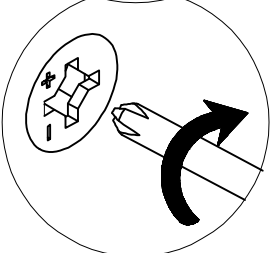
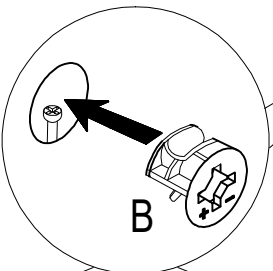
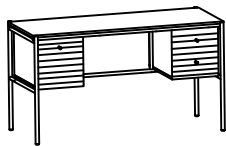
Option 1



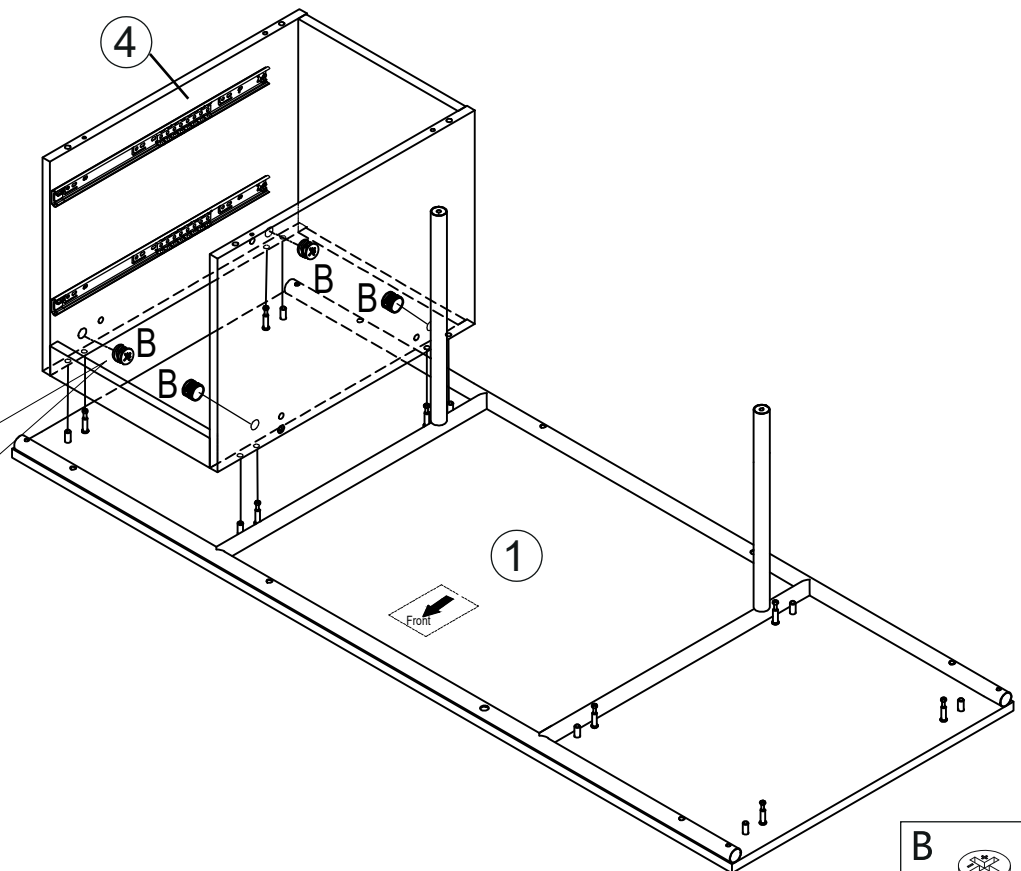
Tighten cam locks once panel ① is in place.



Option 2



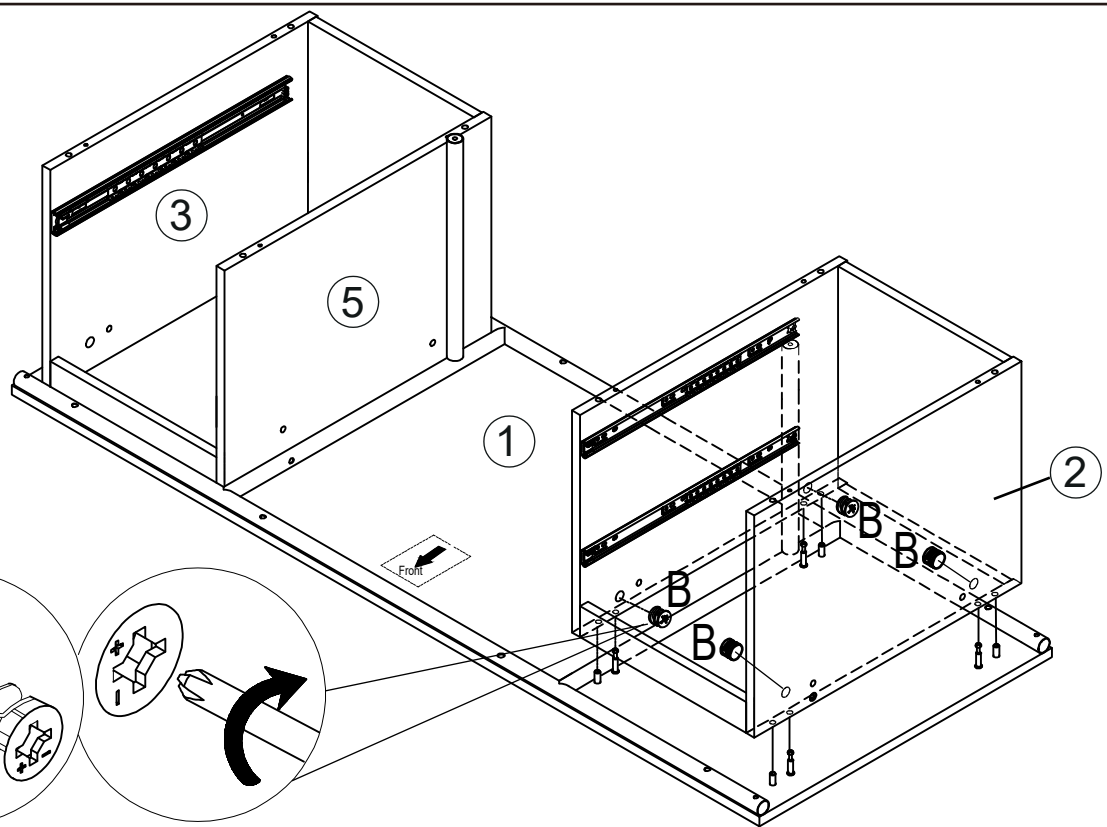
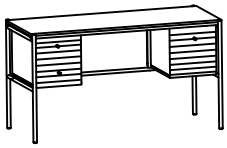
Tighten cam locks once panel ① is in place.



B
X 4pcs

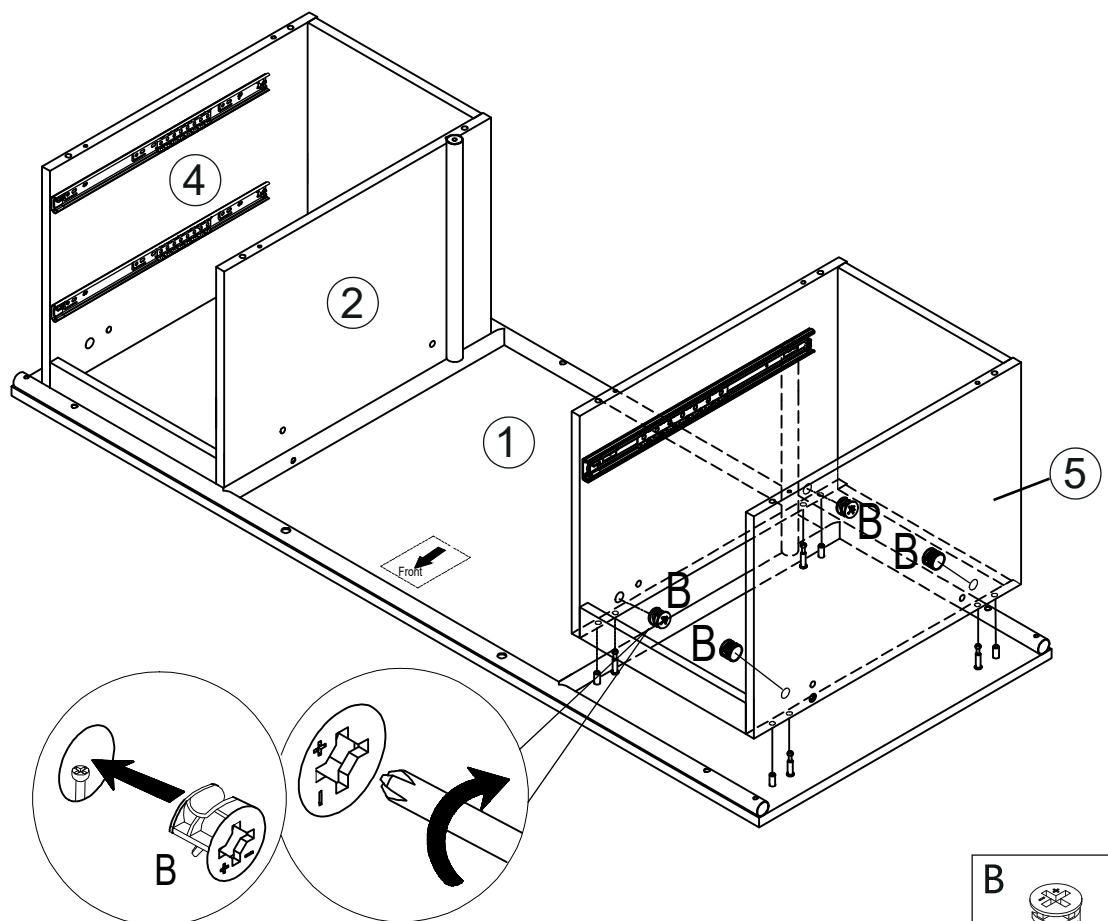
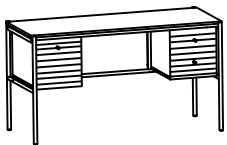
Step 17

Option 1



Tighten cam locks once panel ① is in place.

Option 2

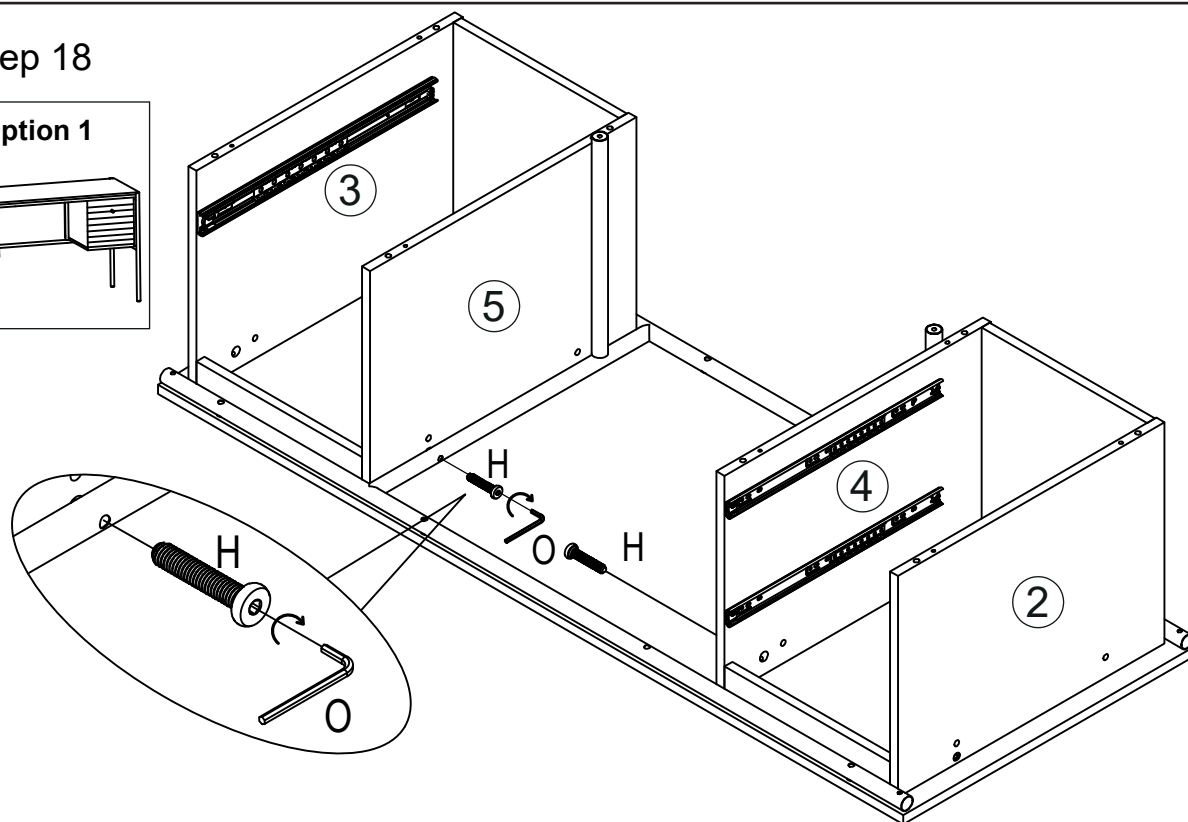
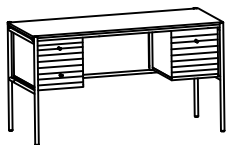


Tighten cam locks once panel ① is in place.

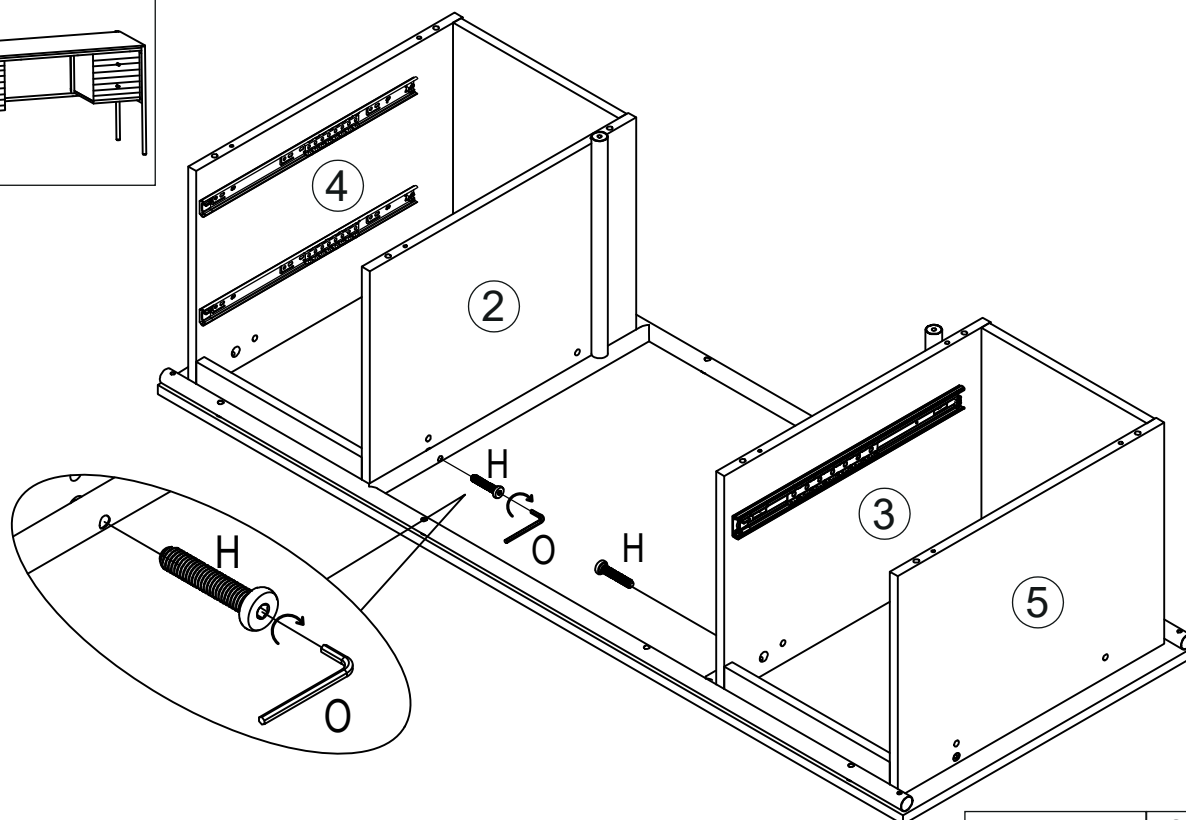
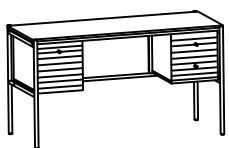
B
X 4pcs



Step 18

Option 1

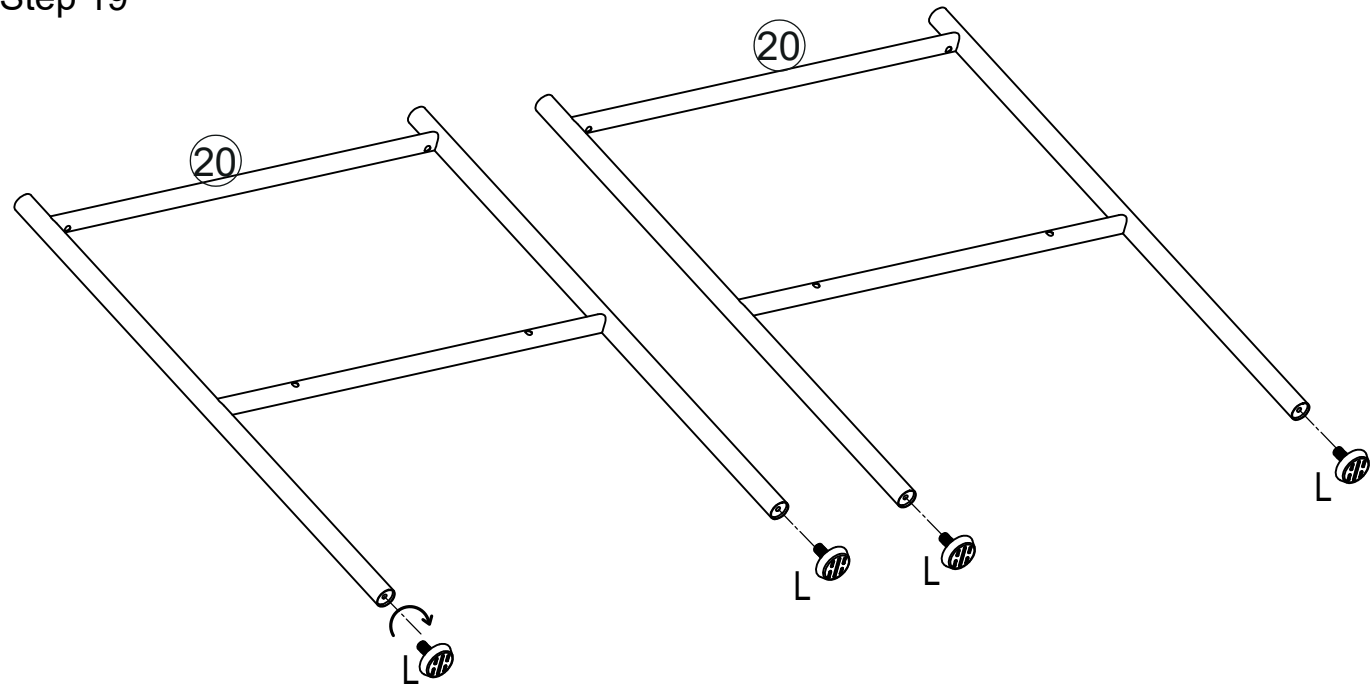



Option 2



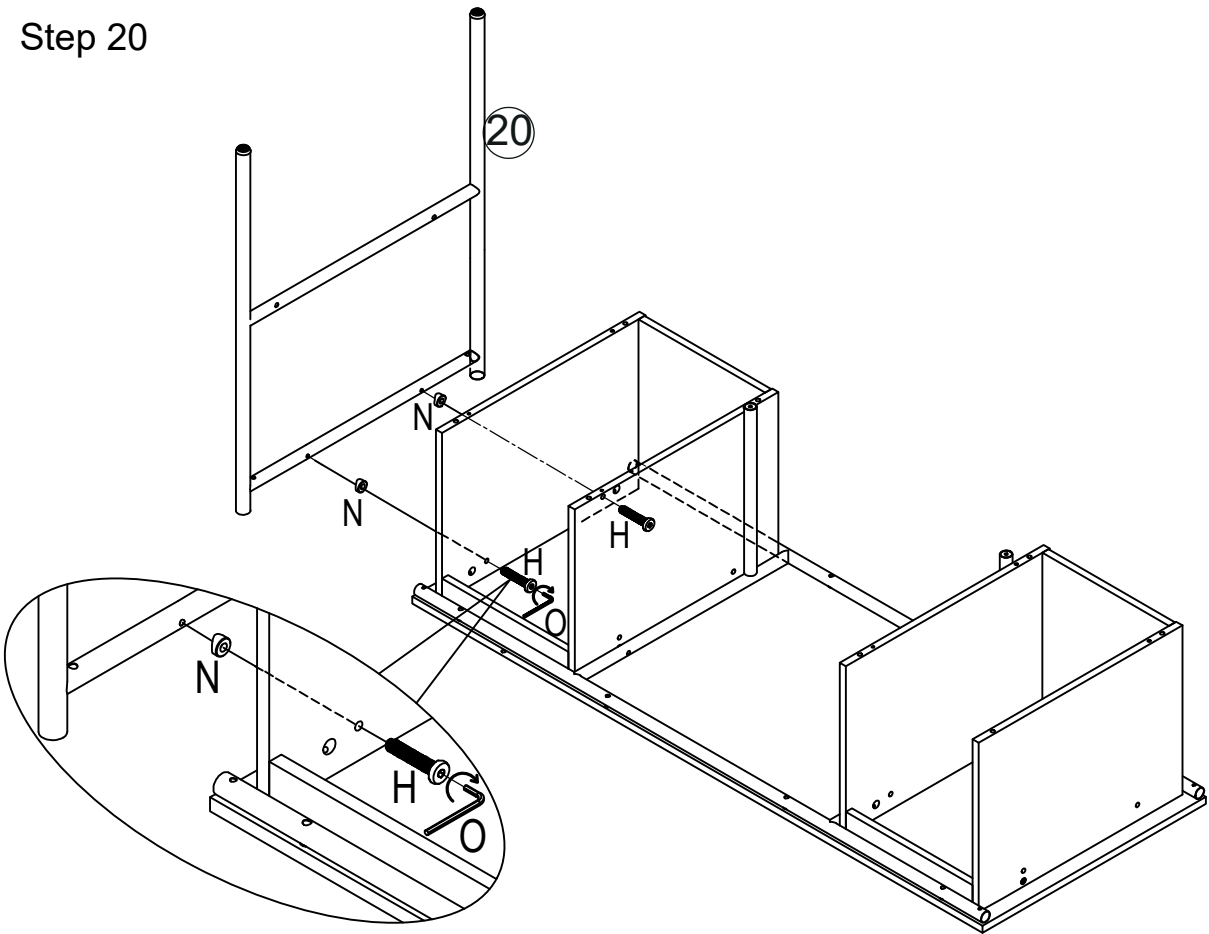
<p>H</p>  <p>X 2pcs</p>	<p>O</p>  <p>X 1pc</p>
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Step 19



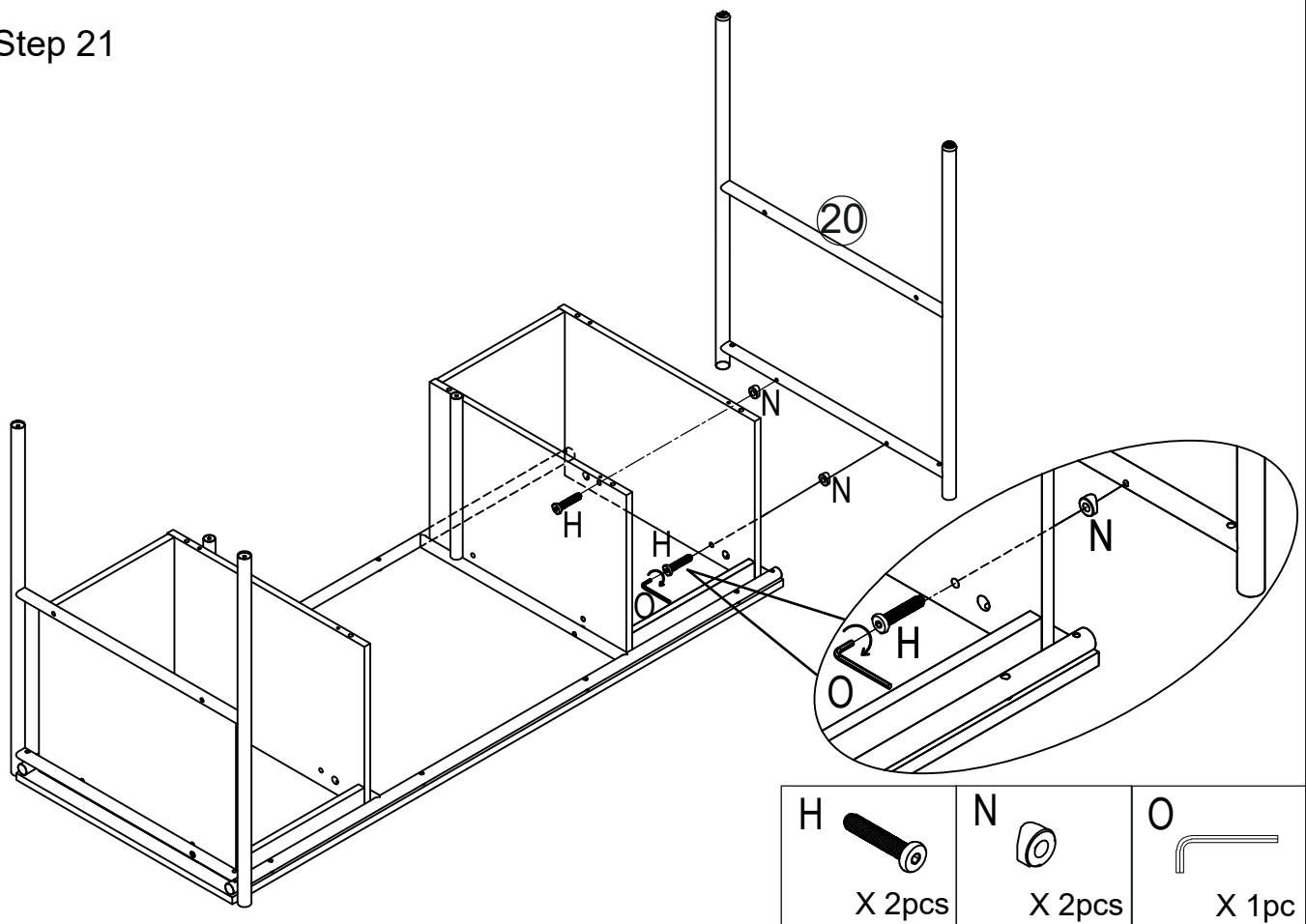
L 
X 4pcs

Step 20

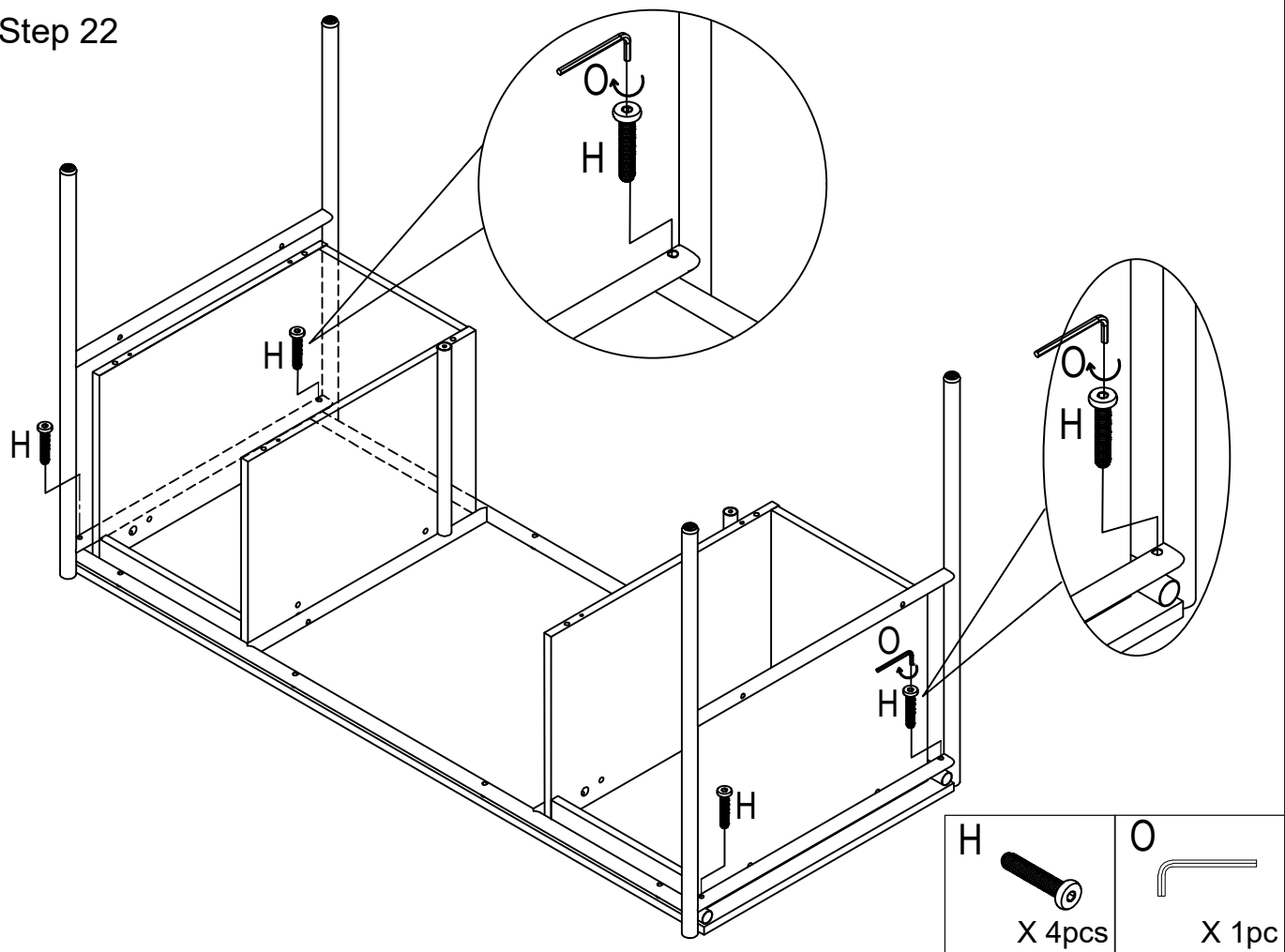


H 	N 	O 
X 2pcs	X 2pcs	X 1pc

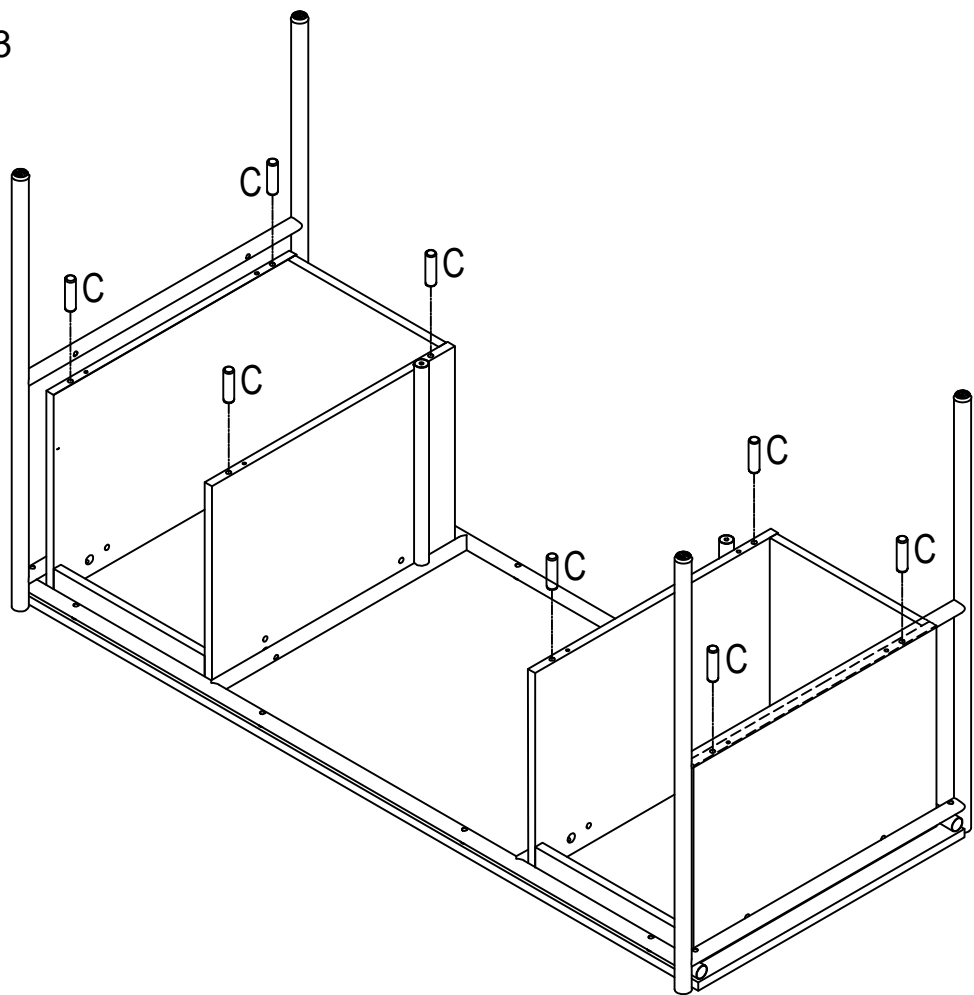
Step 21



Step 22

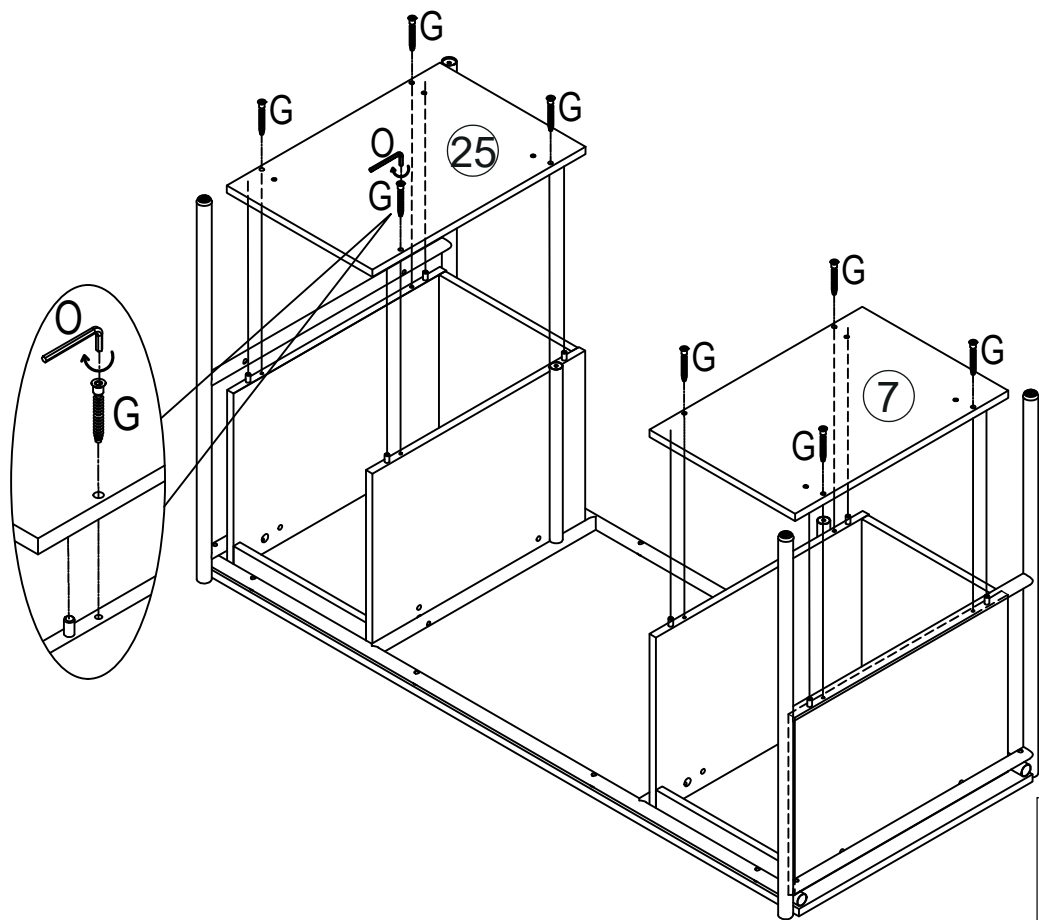


Step 23



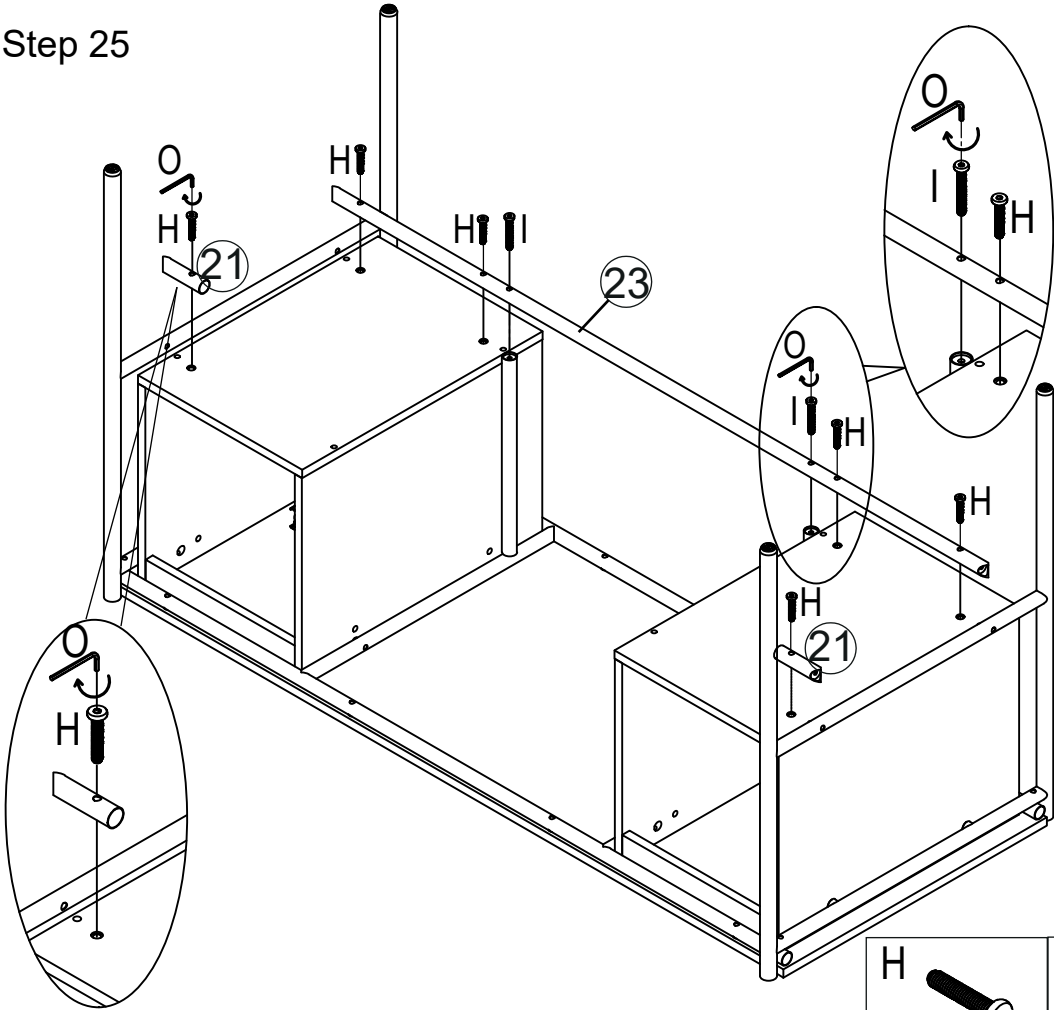
C
X 8pcs



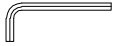
Step 24



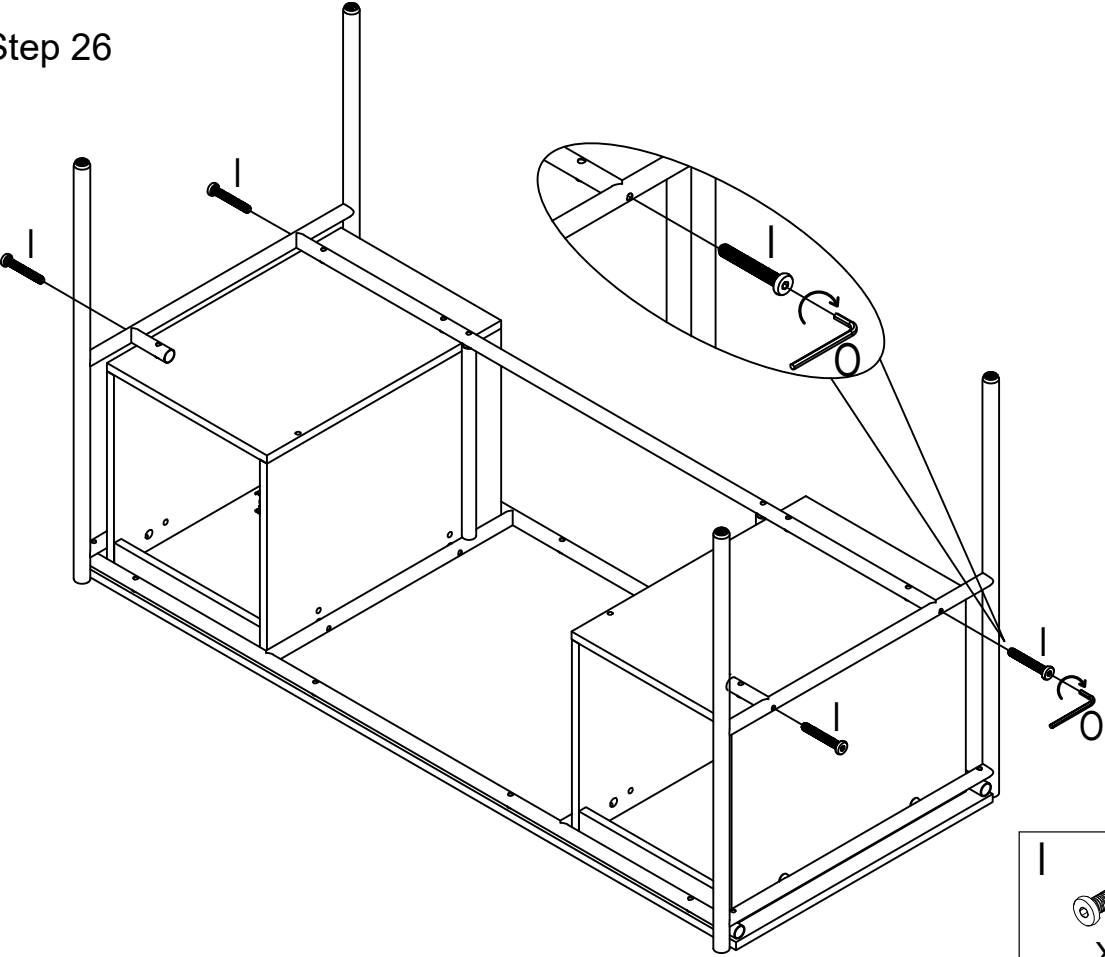
G X 8pcs	O X 1pc
-------------	------------



Step 25



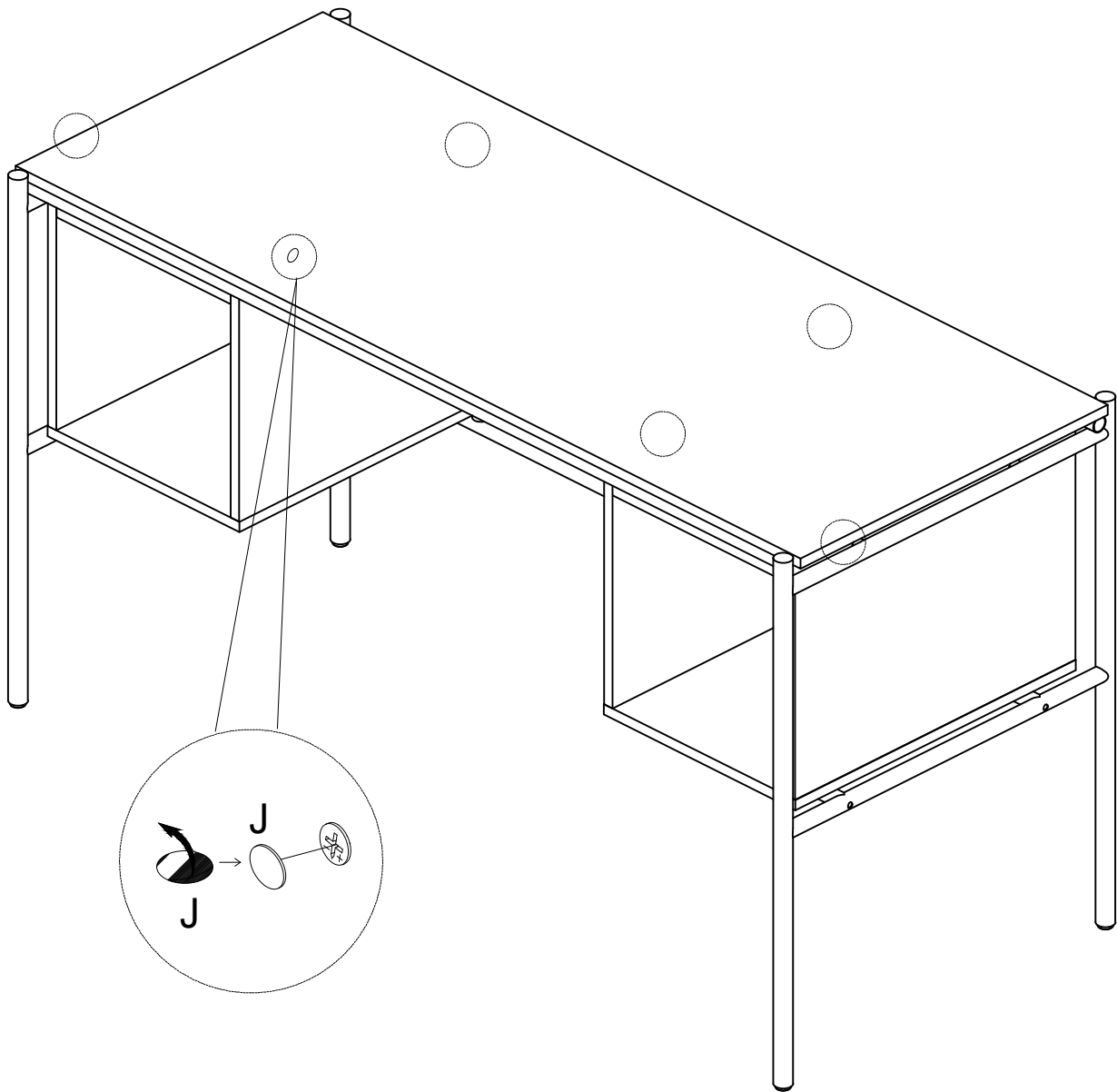
H	I	O
		
X 6pcs	X 2pcs	X 1pc

Step 26




I	O
	
X 4pcs	X 1pc

Step 27

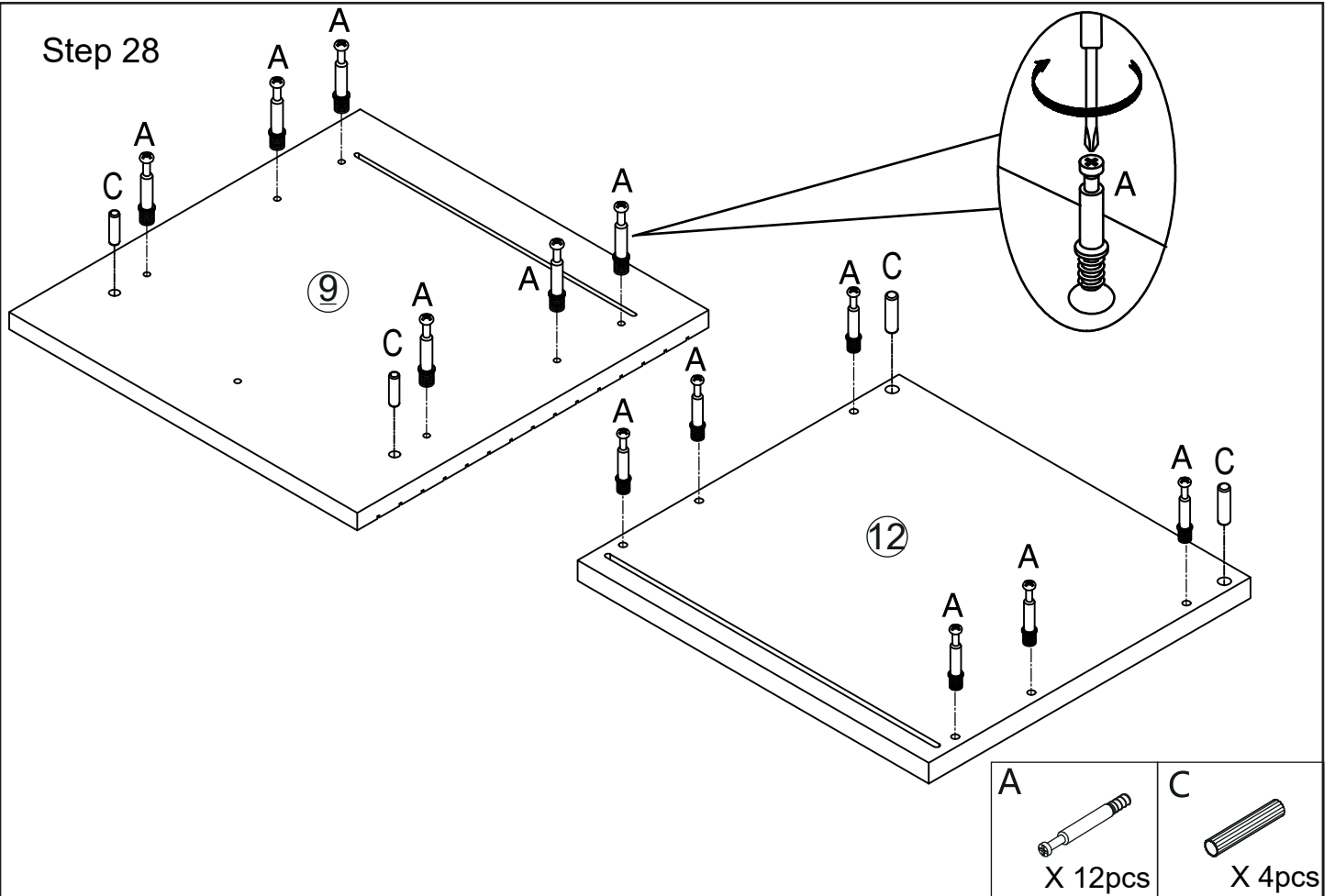


J

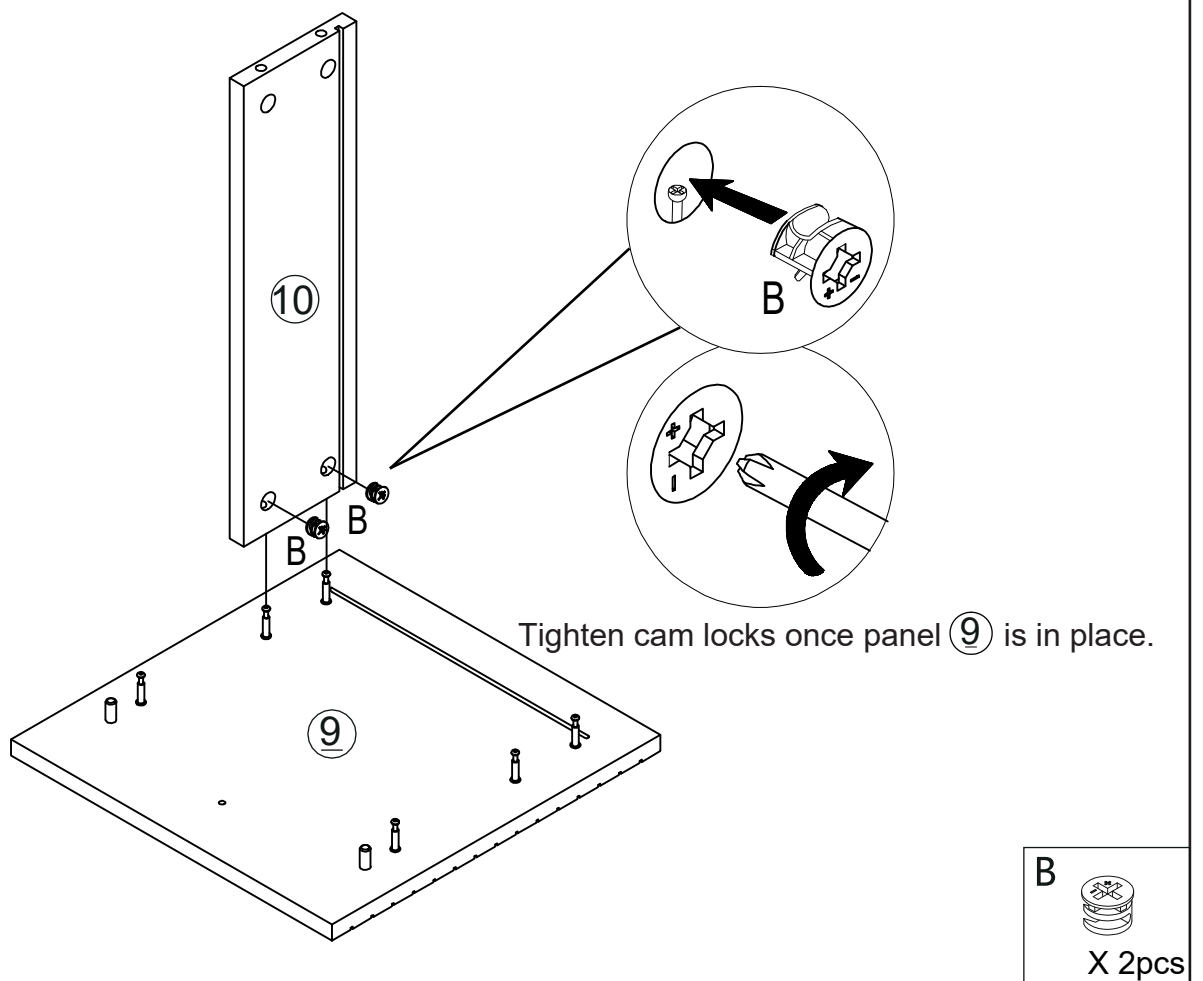


X 6pcs

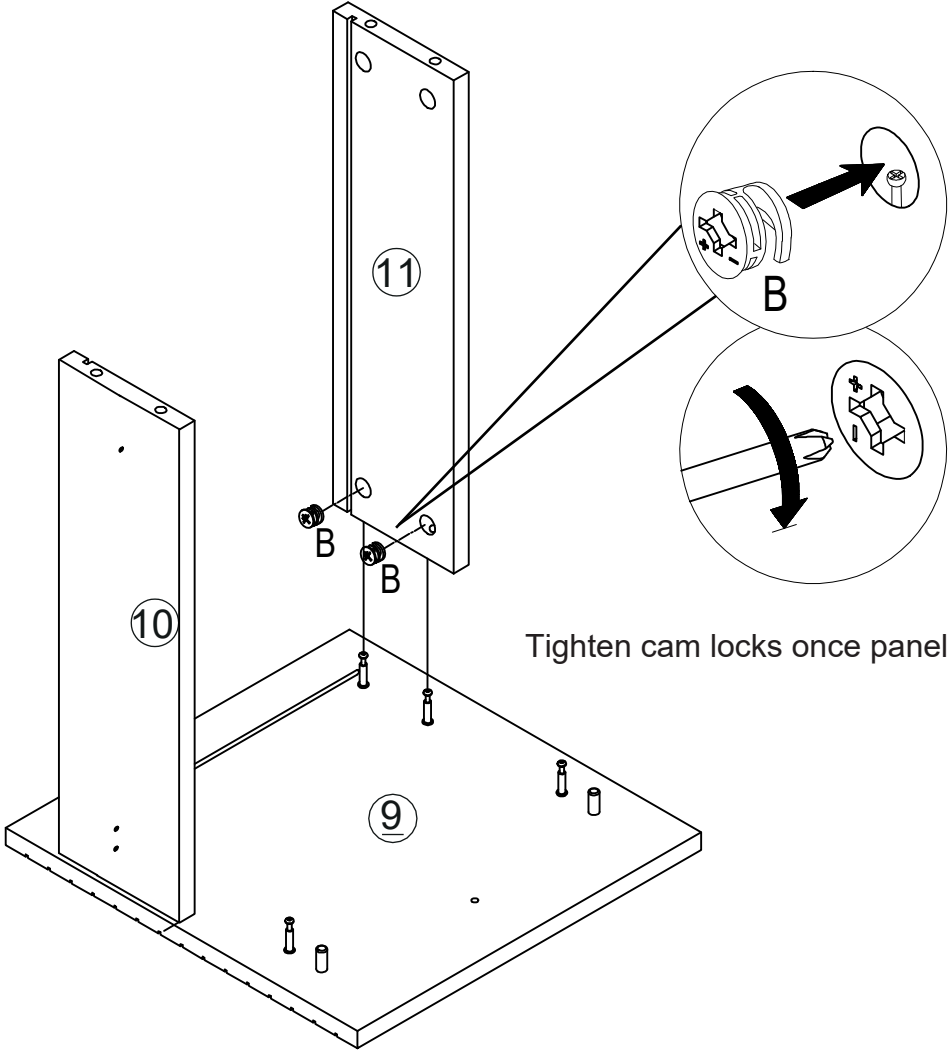
Step 28



Step 29

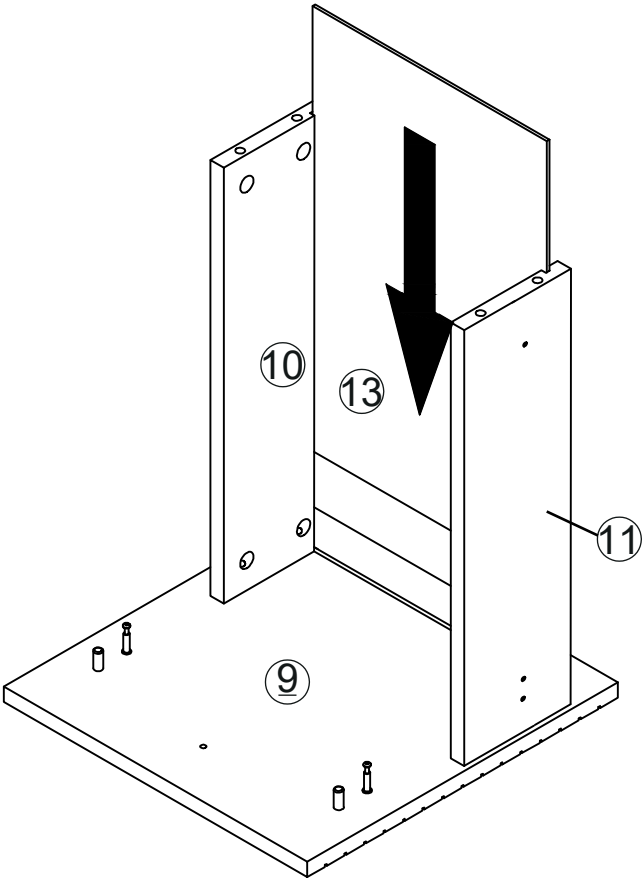


Step 30

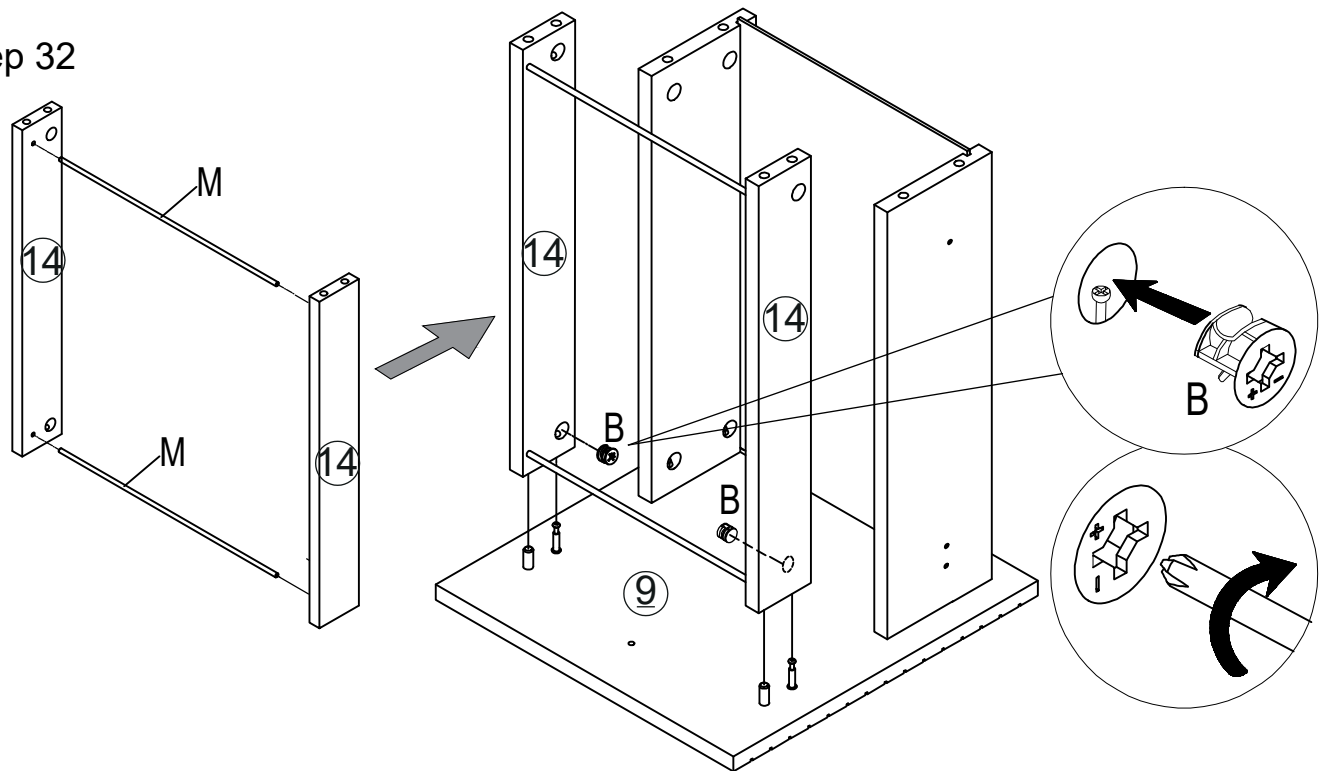


B
X 2pcs


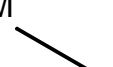
Step 31



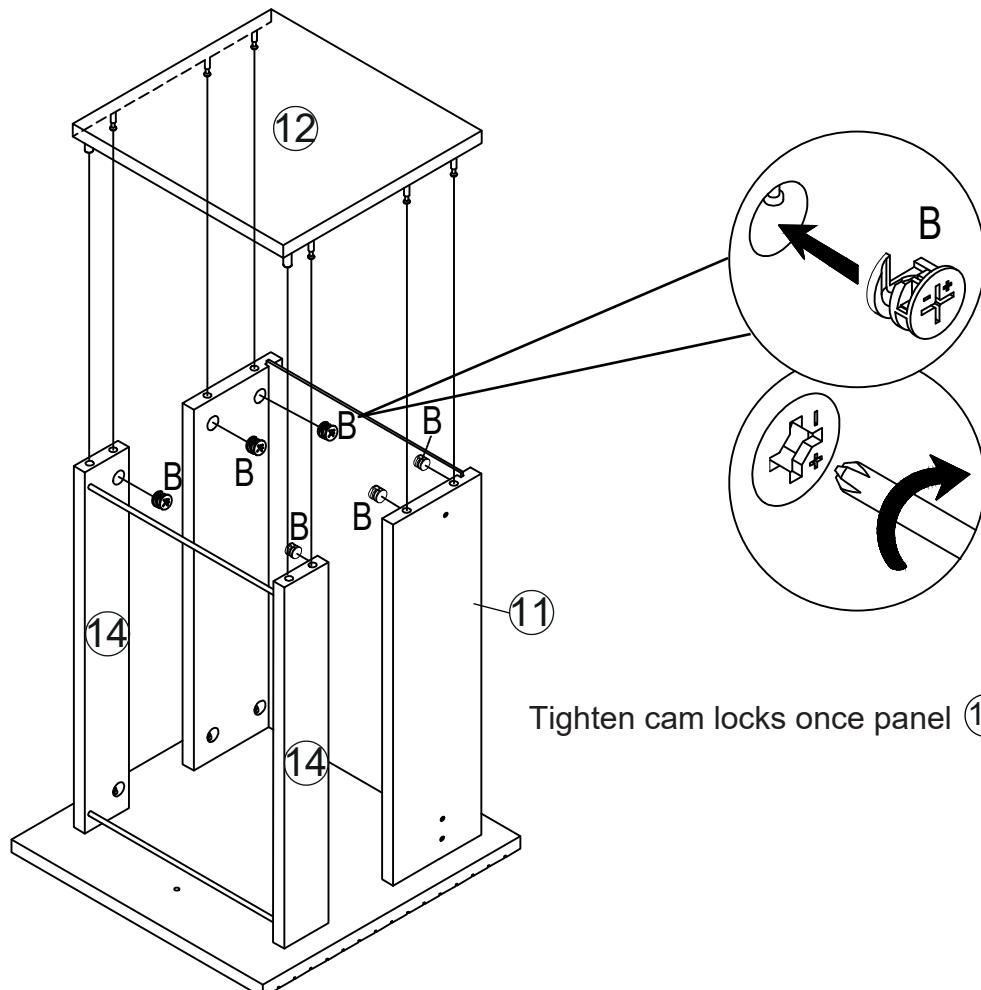
Step 32




Tighten cam locks once panel ⑨ is in place.

B	M
	
X 2pcs	X 2pcs

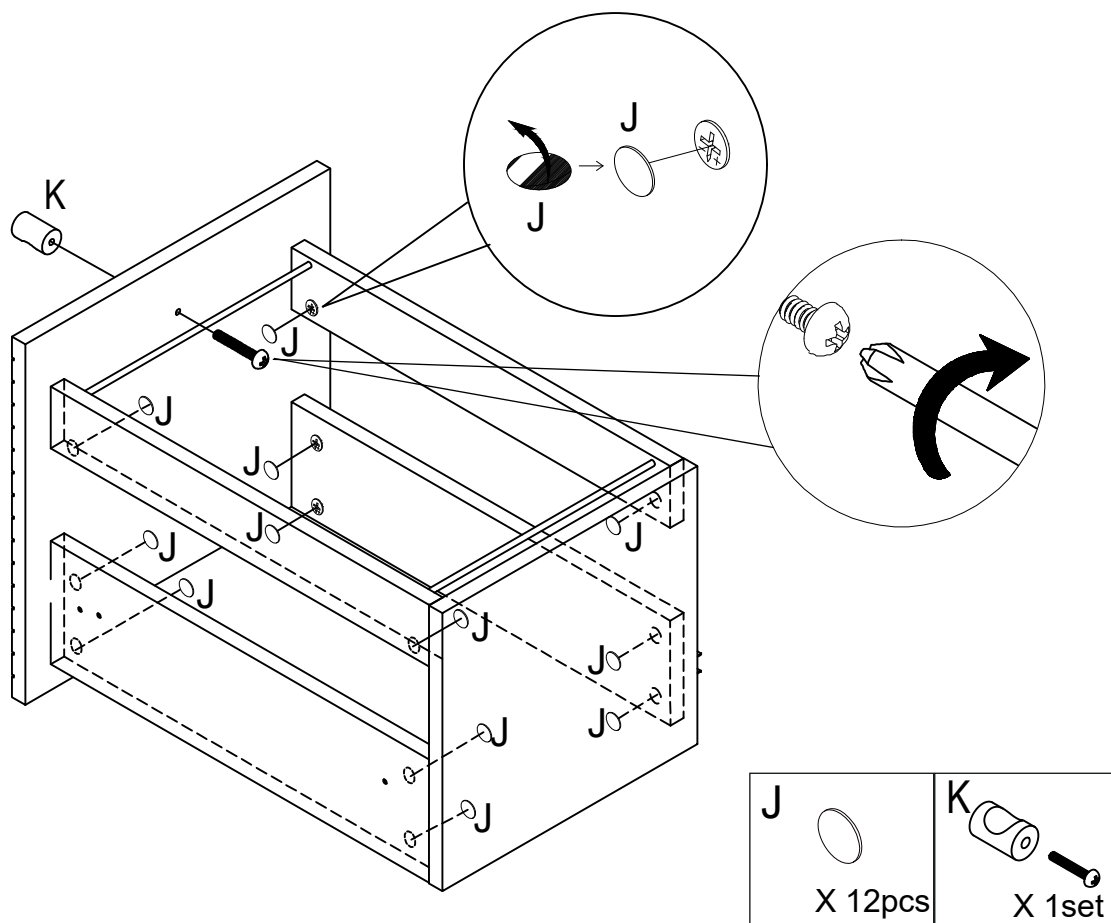
Step 33



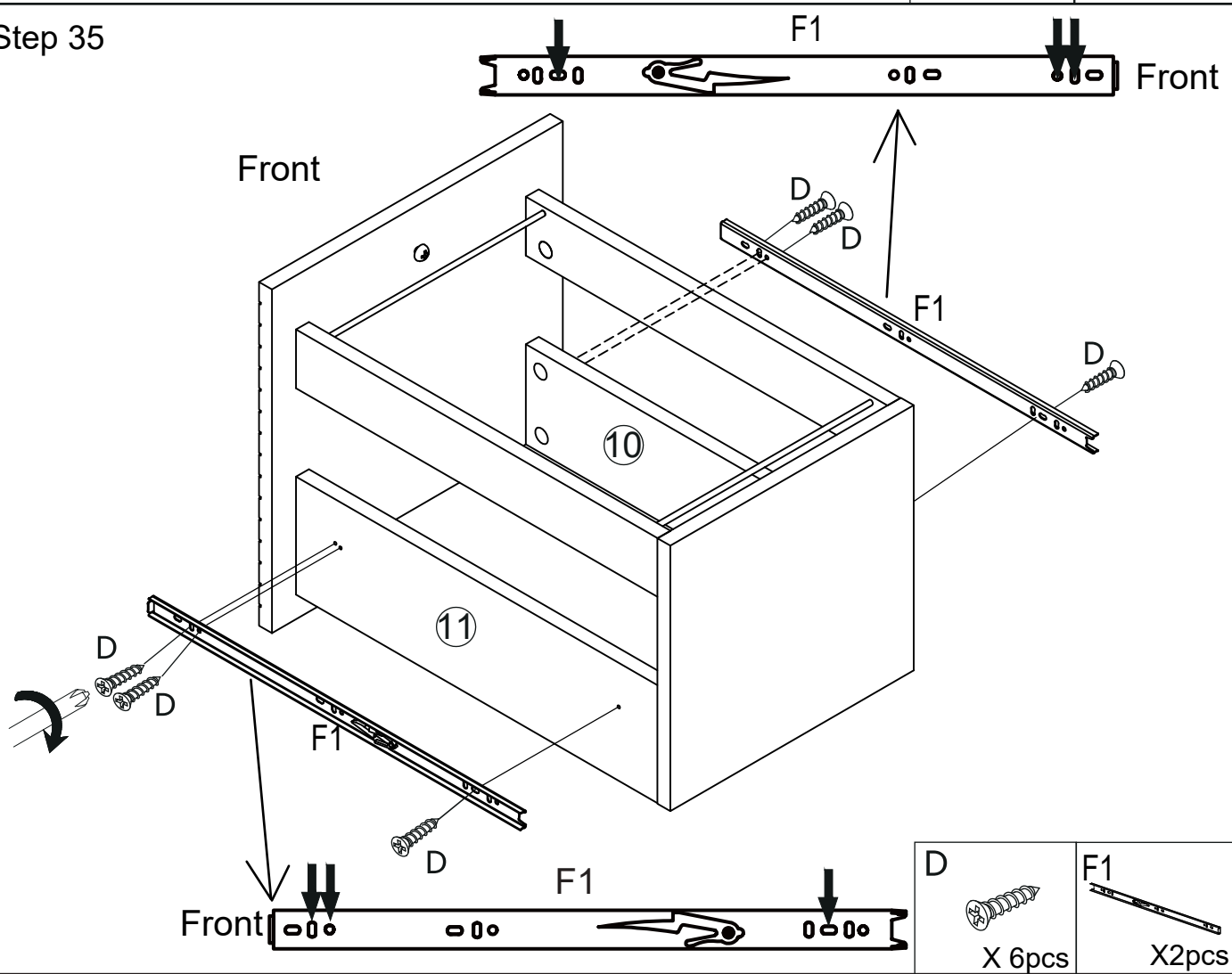
Tighten cam locks once panel ⑫ is in place.

B

X 6pcs

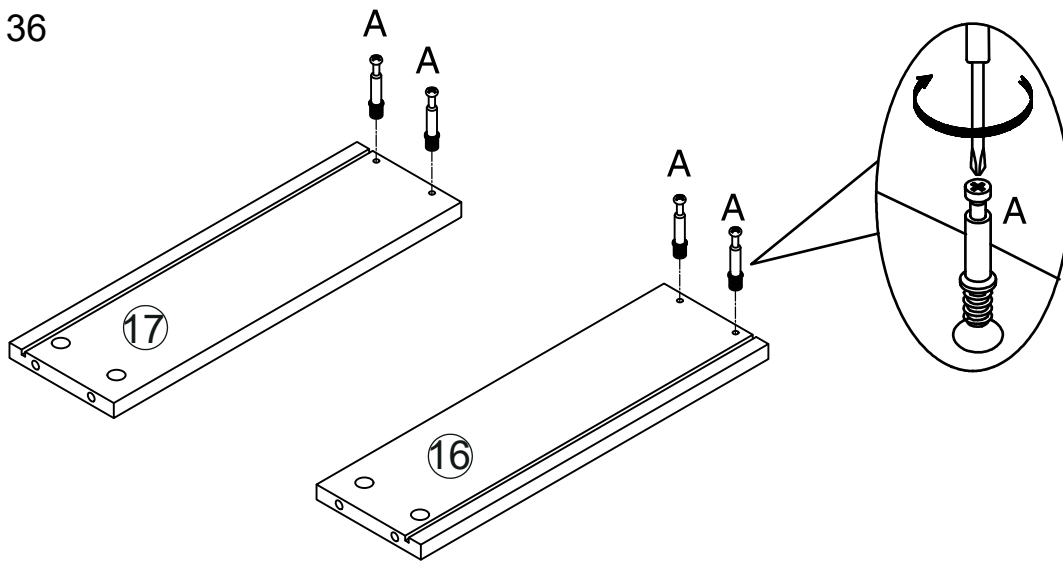
Step 34



Step 35



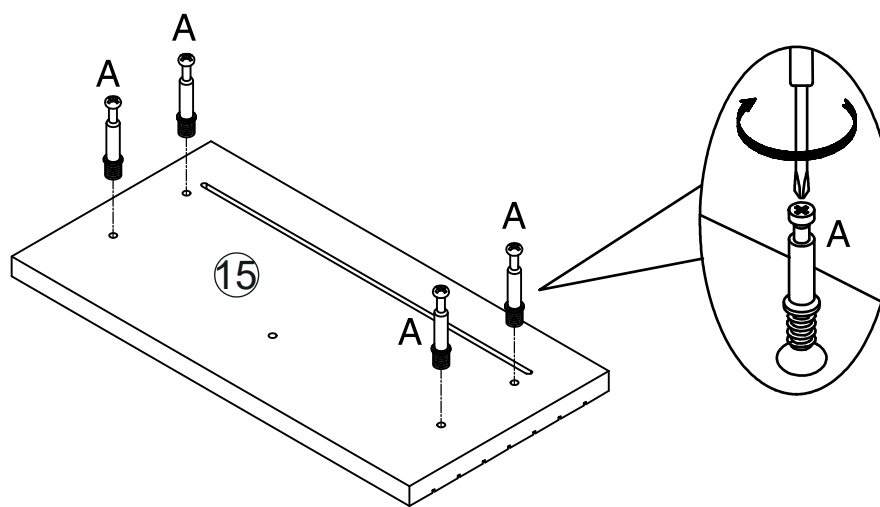
Step 36



2X

A
X 8pcs

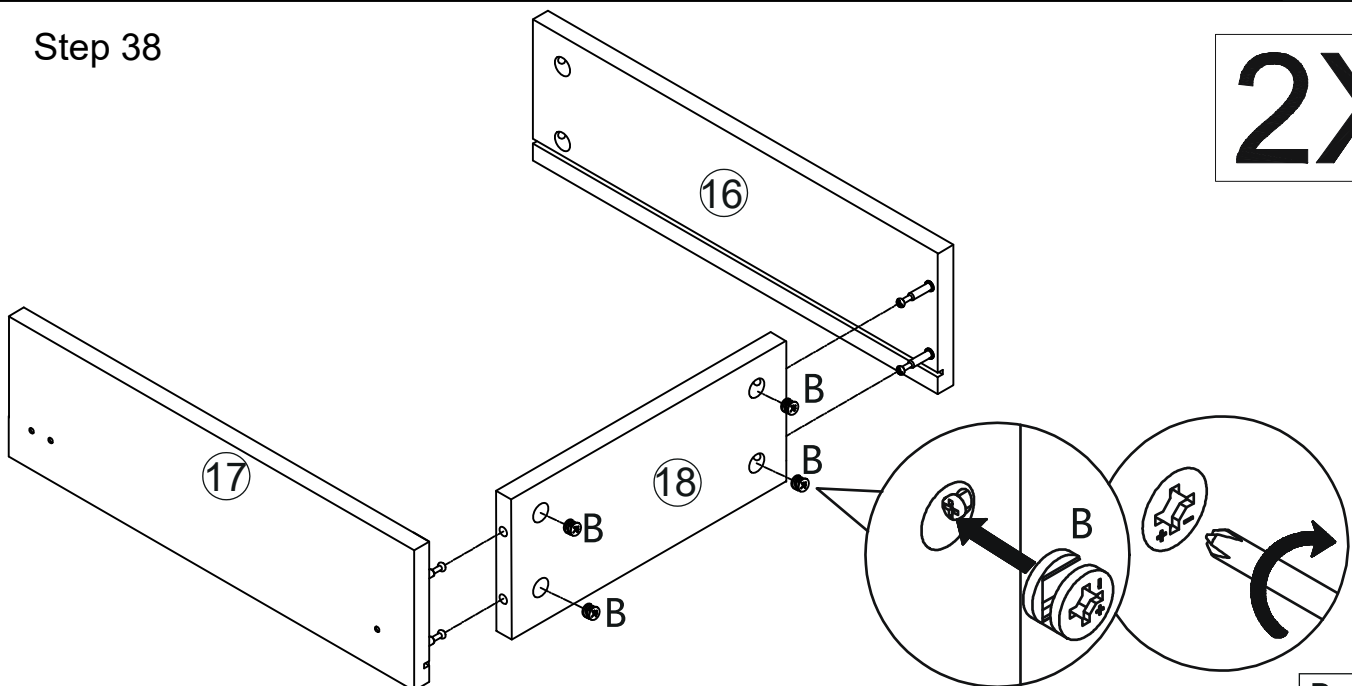
Step 37



2X

A
X 8pcs

Step 38



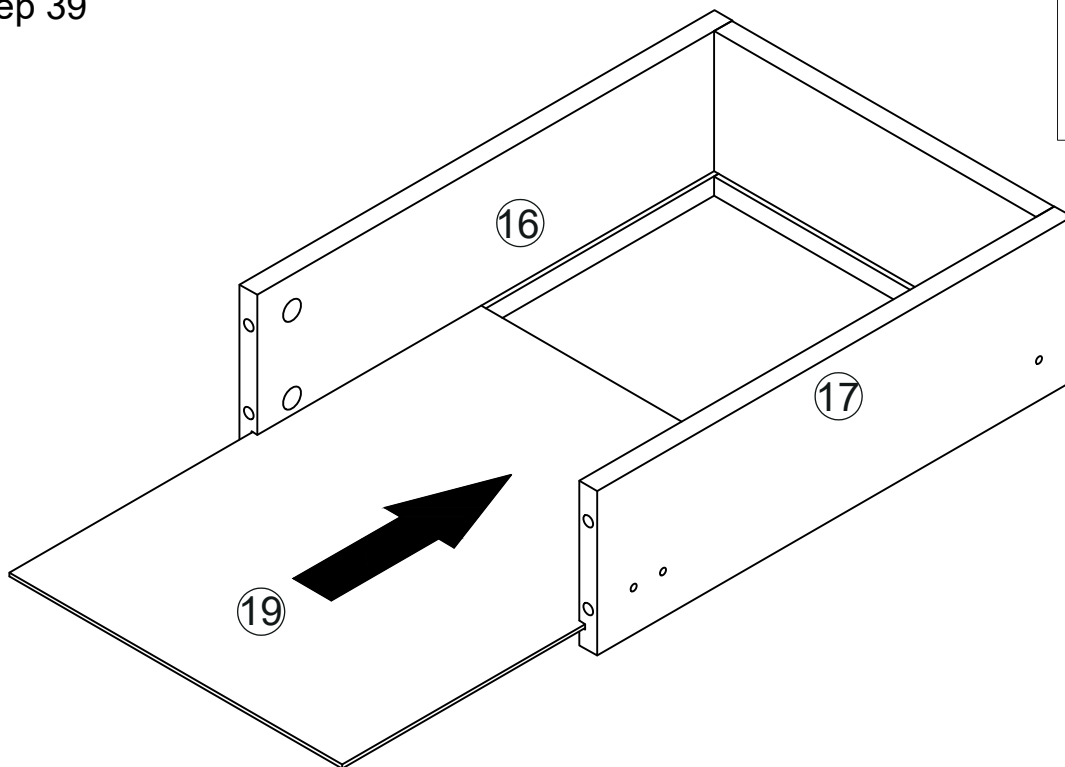
2X

Tighten cam locks once panel ⑯ and ⑰ are in place.

B
X 8pcs

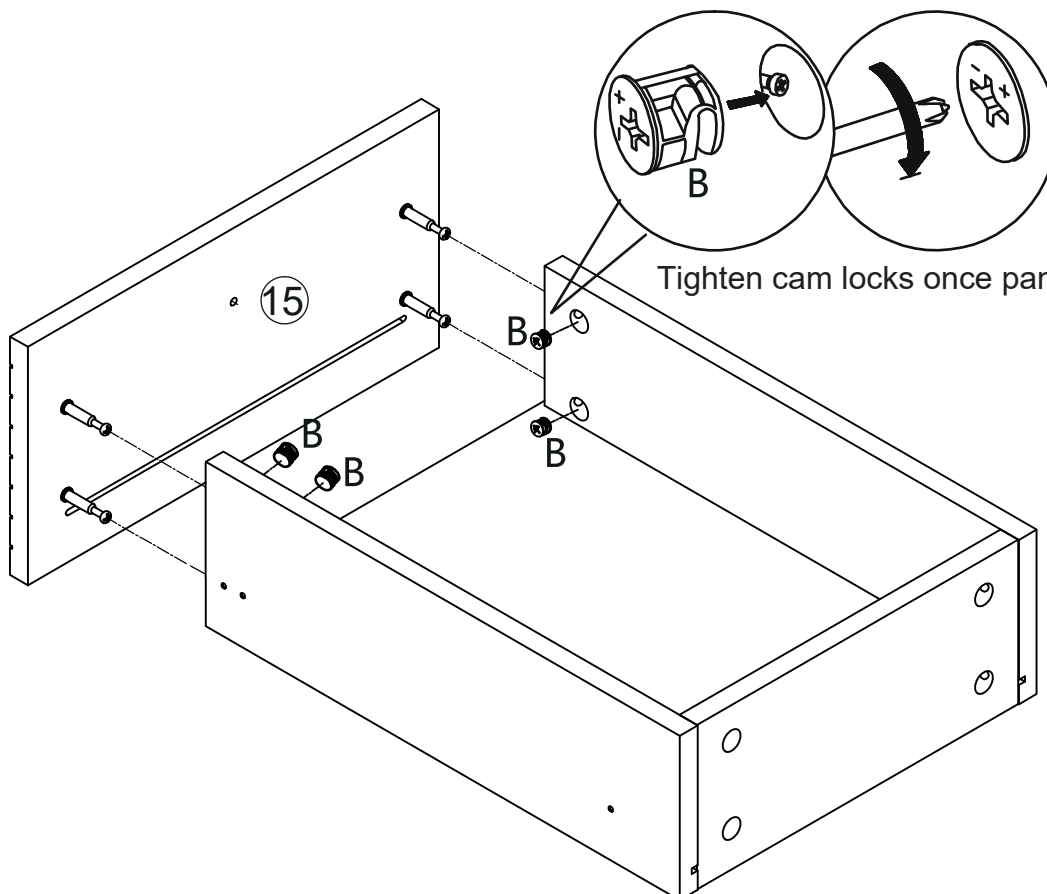
Step 39

2X



Step 40

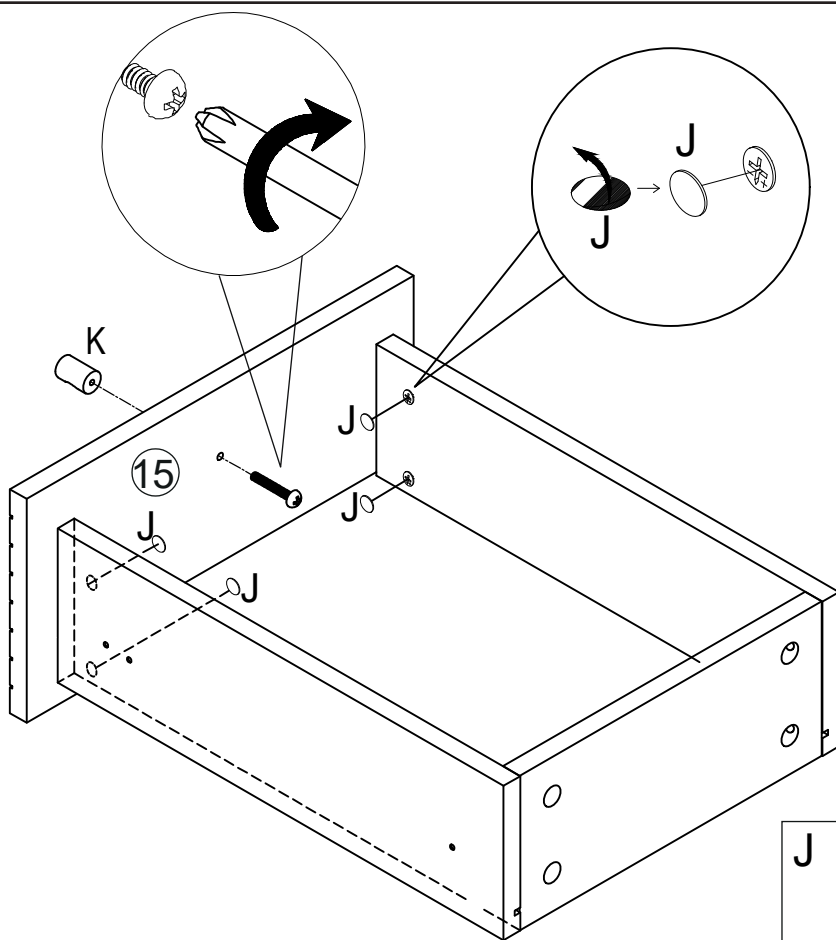
2X




B
X 8pcs

Step 41

2X

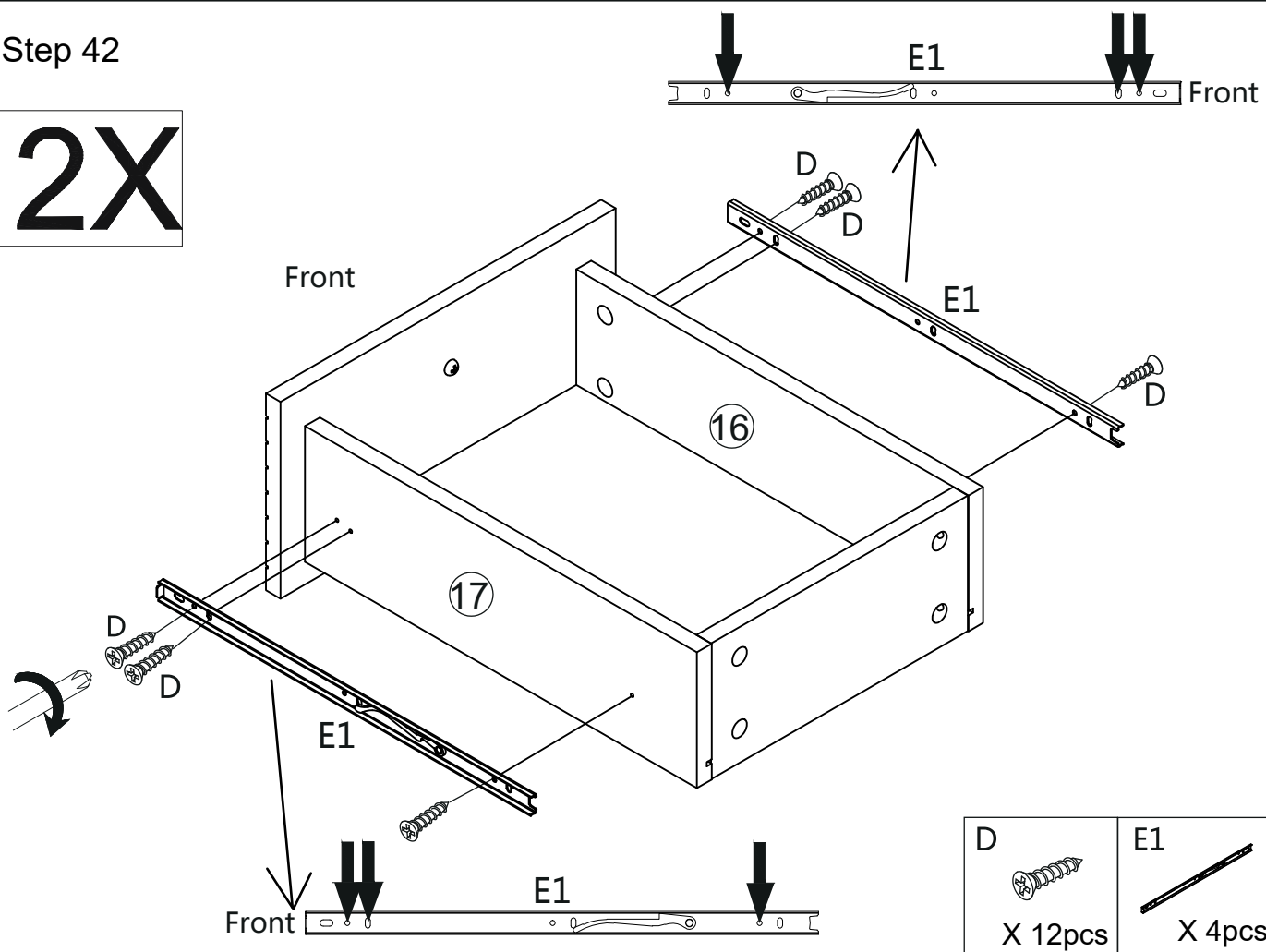


J  X 8pcs


K
X 2sets

Step 42

2X



D



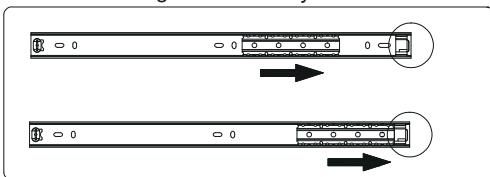
X 12pcs

E1
X 4pcs

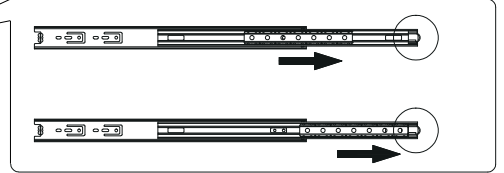
Step 43

Option 1

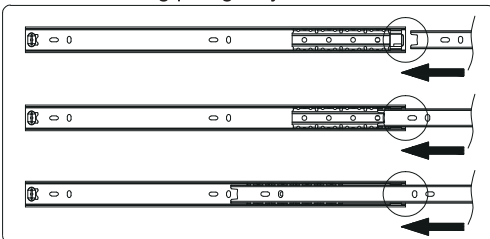
Note: Move the inner ball bearing sliding part as shown below to the front end on both sides before inserting the Stationery drawer.



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



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

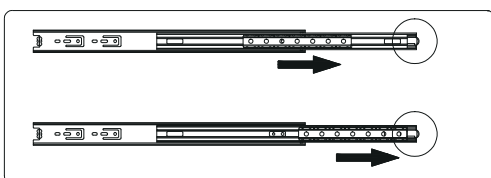


Note: Insert the sliding part (at drawer section) into ball bearing part gently as shown below.

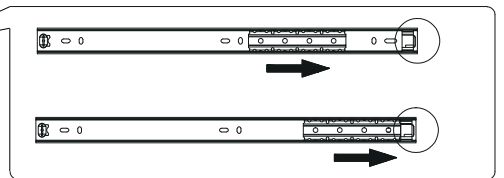


Option 2

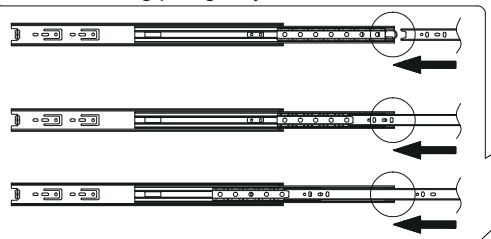
Note: Move the inner ball bearing sliding part as shown below to the front end on both sides before inserting the Filing drawer.



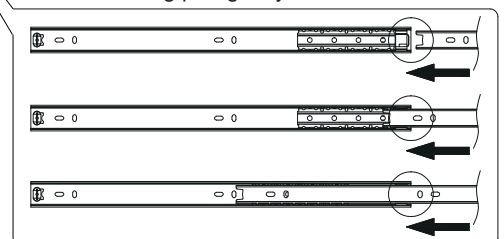
Note: Move the inner ball bearing sliding part as shown below to the front end on both sides before inserting the Stationery drawer.



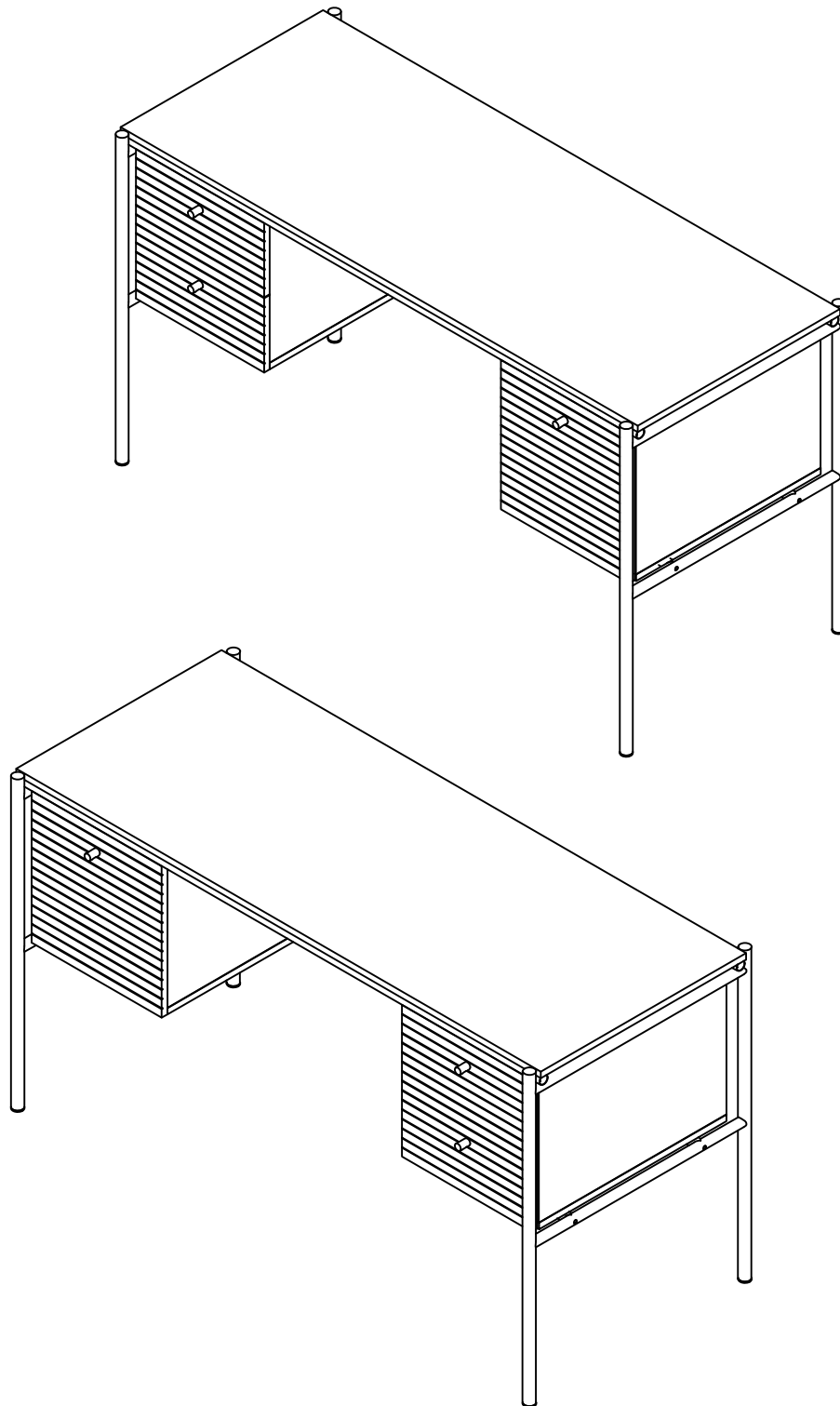
Note: Insert the sliding part (at drawer section) into ball bearing part gently as shown below.



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



Maximum Load Capacity:
Desk Top - 40 kg
Stationery Drawer - 5 kg
Filing Drawer - 12 kg



Your **FIORD DESK 1400MM** is now complete and ready for use!

Care Advice

Care Instructions - PVC/ Melamine 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 3 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