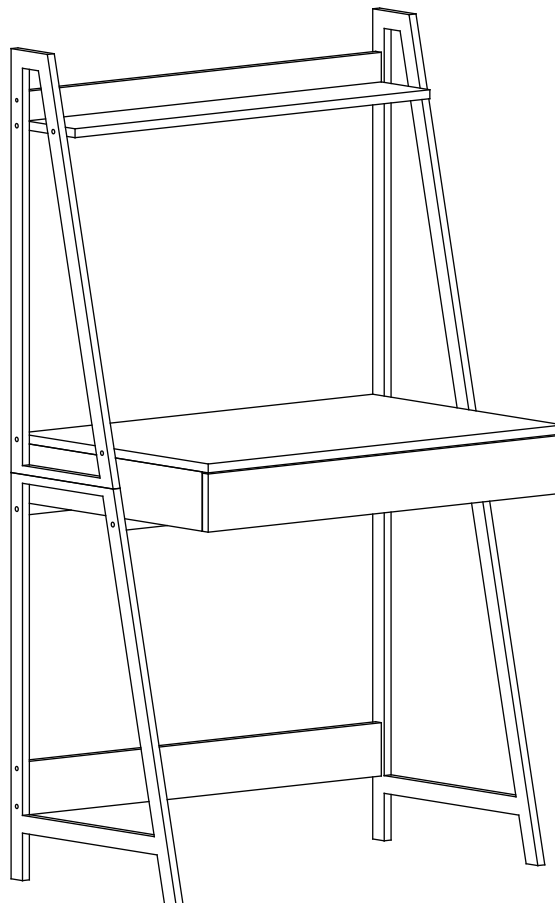


ASSEMBLY INSTRUCTIONS

**KOGE SMALL HUTCH 1 DRAWER 800MM
DESK OAK WHITE**

OTKOGEHOW



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www.officeworks.com.au

1 Carton

For spare parts or hardware call (03) 9310 3011 or email hardware@kyvas.com.au

Important

Estimated Assemble Time: 50min

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

Officeworks
make bigger things happen

- Click on the icon to watch the video.



People Required



More Than One Person Is Required
To Safely Assemble The Item

Customer Service Contact Details



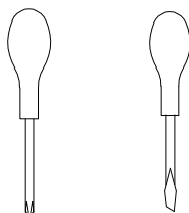
Spare Parts & Hardware
(03) 9310 3011

General Advice



Assemble On A Clear Flat
Surface

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.
- If you are missing any hardware, please contact Kyvas on (03) 9310 3011 or email hardware@kyvas.com.au
- Please ensure you have the item, required hardware 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.

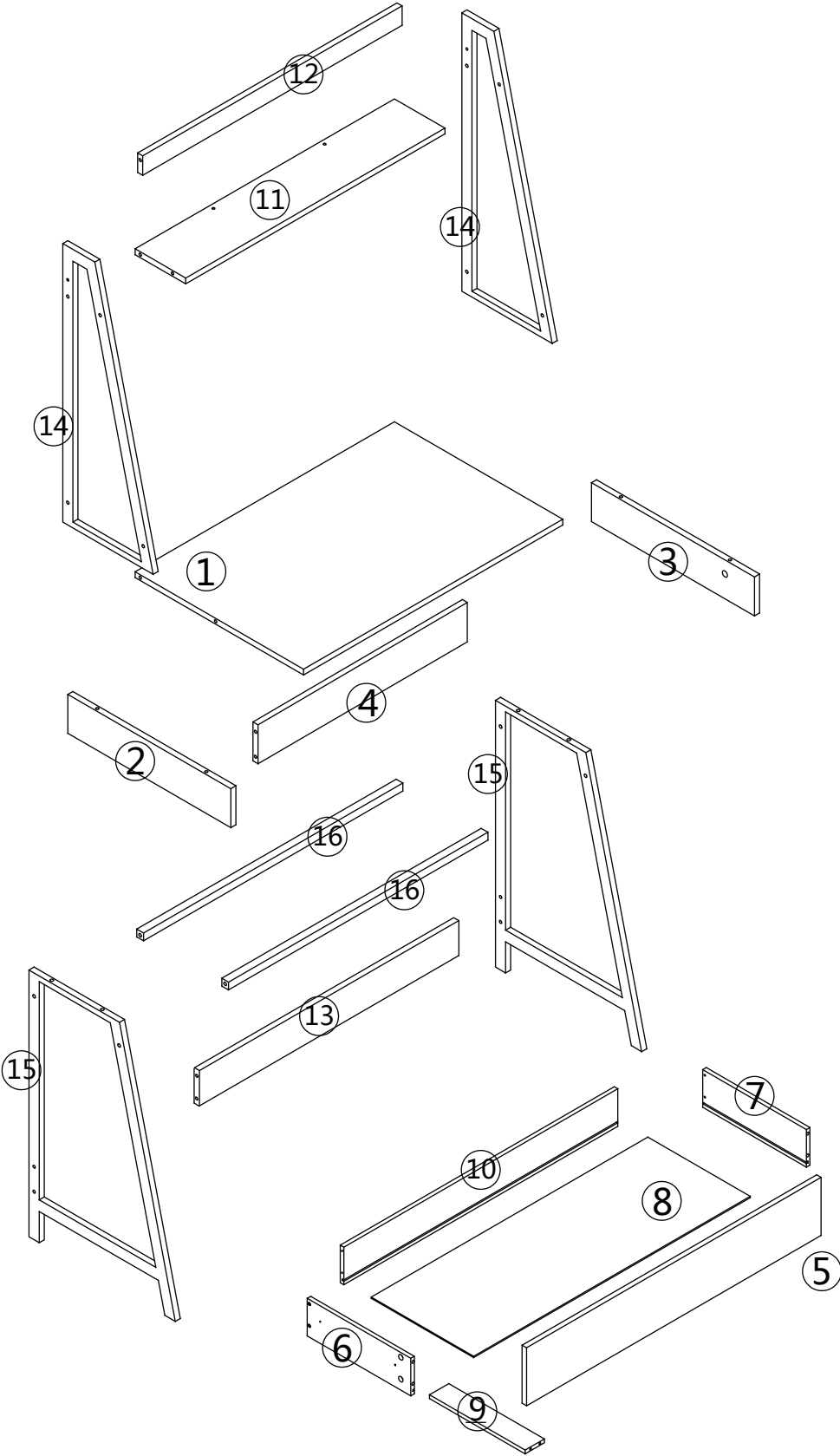
WARNING

- 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

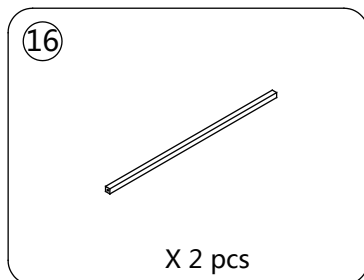
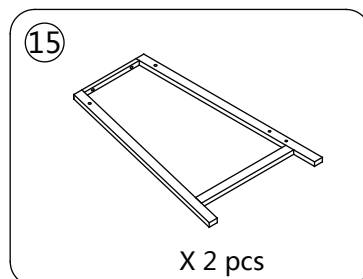
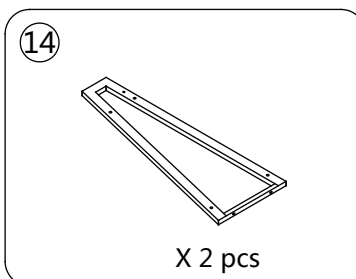
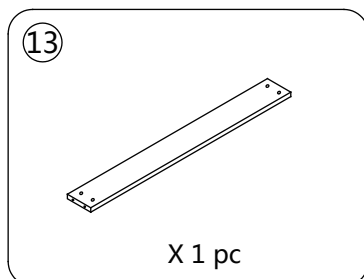
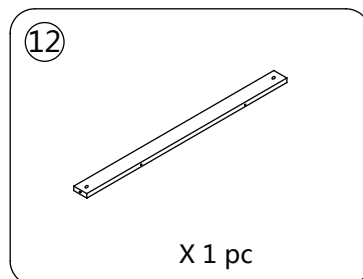
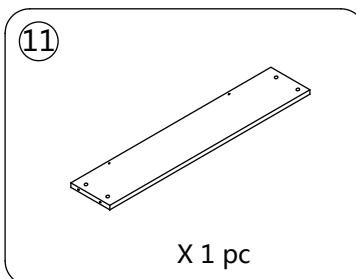
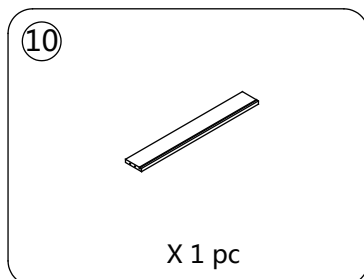
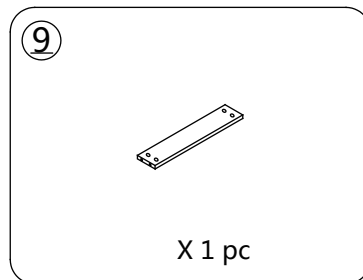
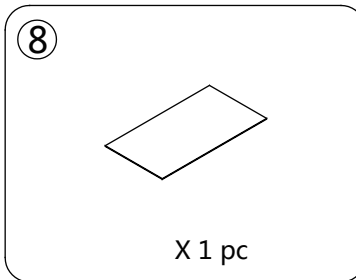
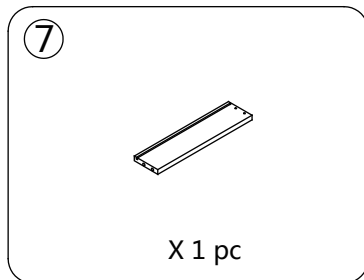
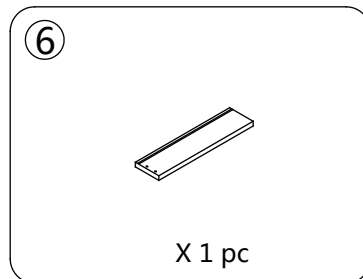
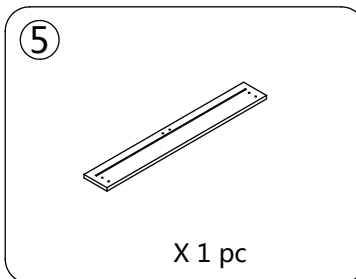
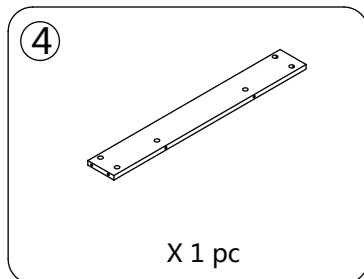
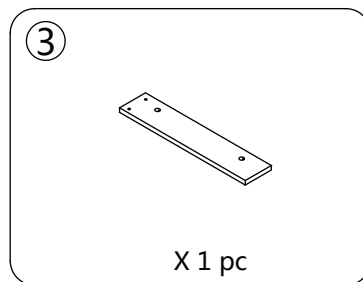
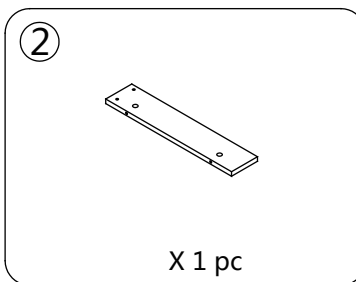
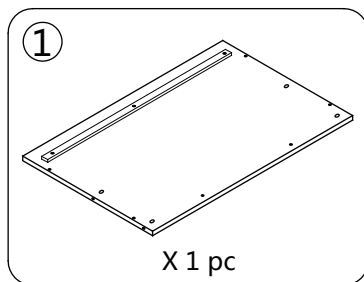
- **CHILDREN MUST BE SUPERVISED.**

Part Overview



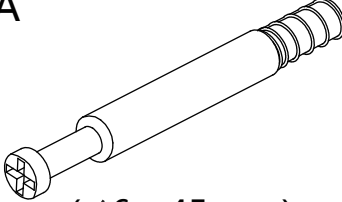
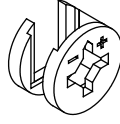
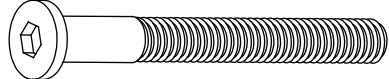
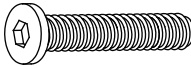
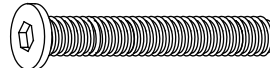
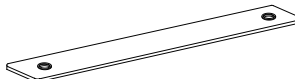
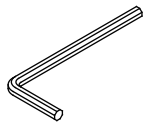
Part List

Parts located in Carton - ОТКОГЕHOW



Hardware List

Hardware Pack located in Carton - OTKOGEHOW

A  (Ø6 x 45 mm) X 18pcs	B  (Ø15 x 12 mm) X 18pcs	C  (Ø4 x 35 mm) X 6pcs
D  (Ø3.5 x 14 mm) X 8pcs	E  (Ø10 x 12 mm) X 14pcs	F  (Ø6 x 50 mm) X 14pcs
G  (Ø6 x 25mm) X 4pcs	H  (Ø6 x 35mm) X 4pcs	I  Strap X 1pc
J  (Ø4 x 30mm) X 1pc	K  (Ø3.5 x 12 mm) X 1pc	L  Washer X 2pcs
N  Allen Key M6-size X 1pc	O  Sticker X 6pcs	

Hardware List

Other hardware located in Carton - OTKOGEHOW

M

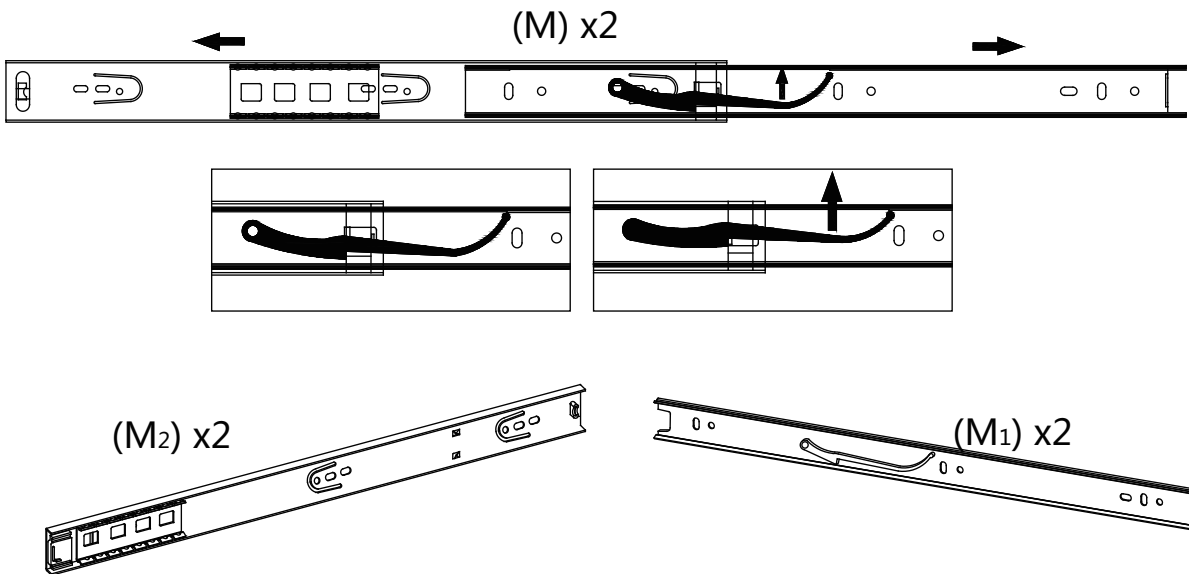


2 Section Runner
X 2sets

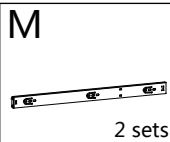
For missing hardware, please contact Kyvas on (03) 9310 3011 or email hardware@kyvas.com.au

Assembly

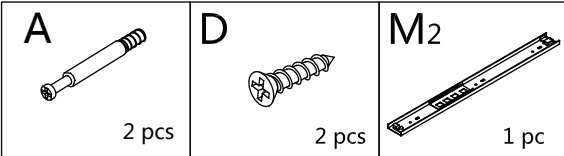
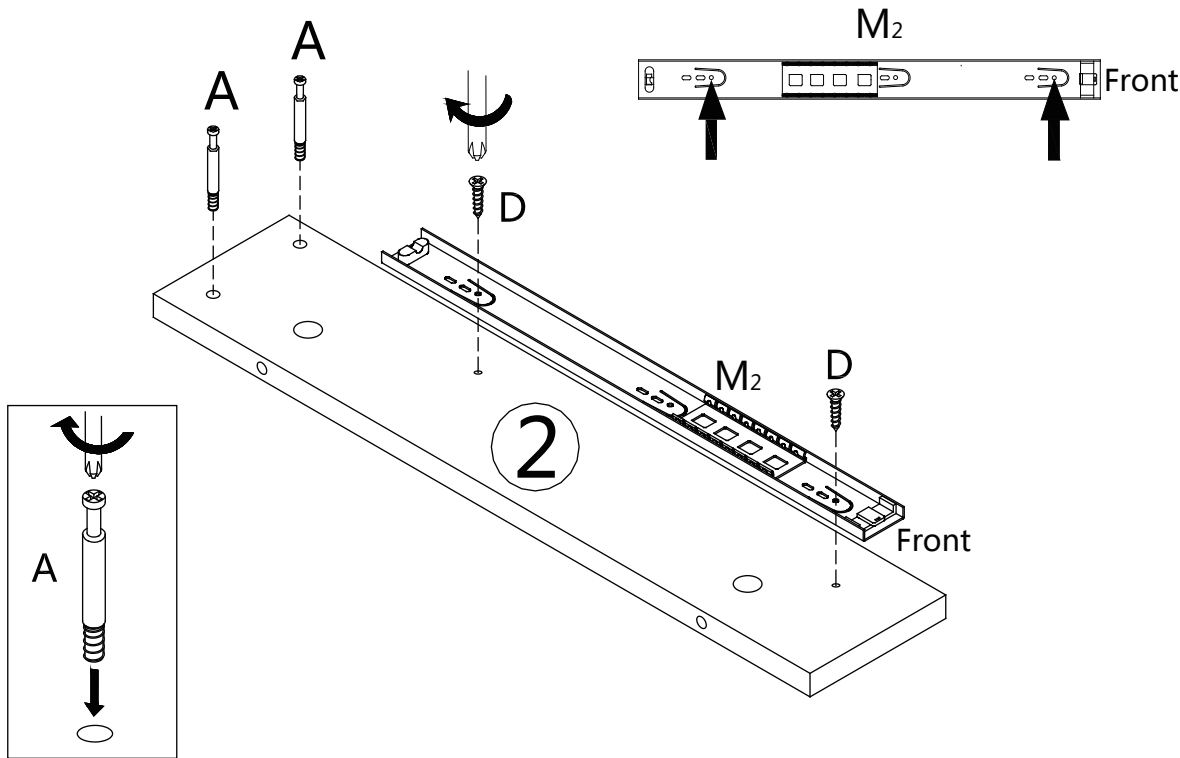
Step 1



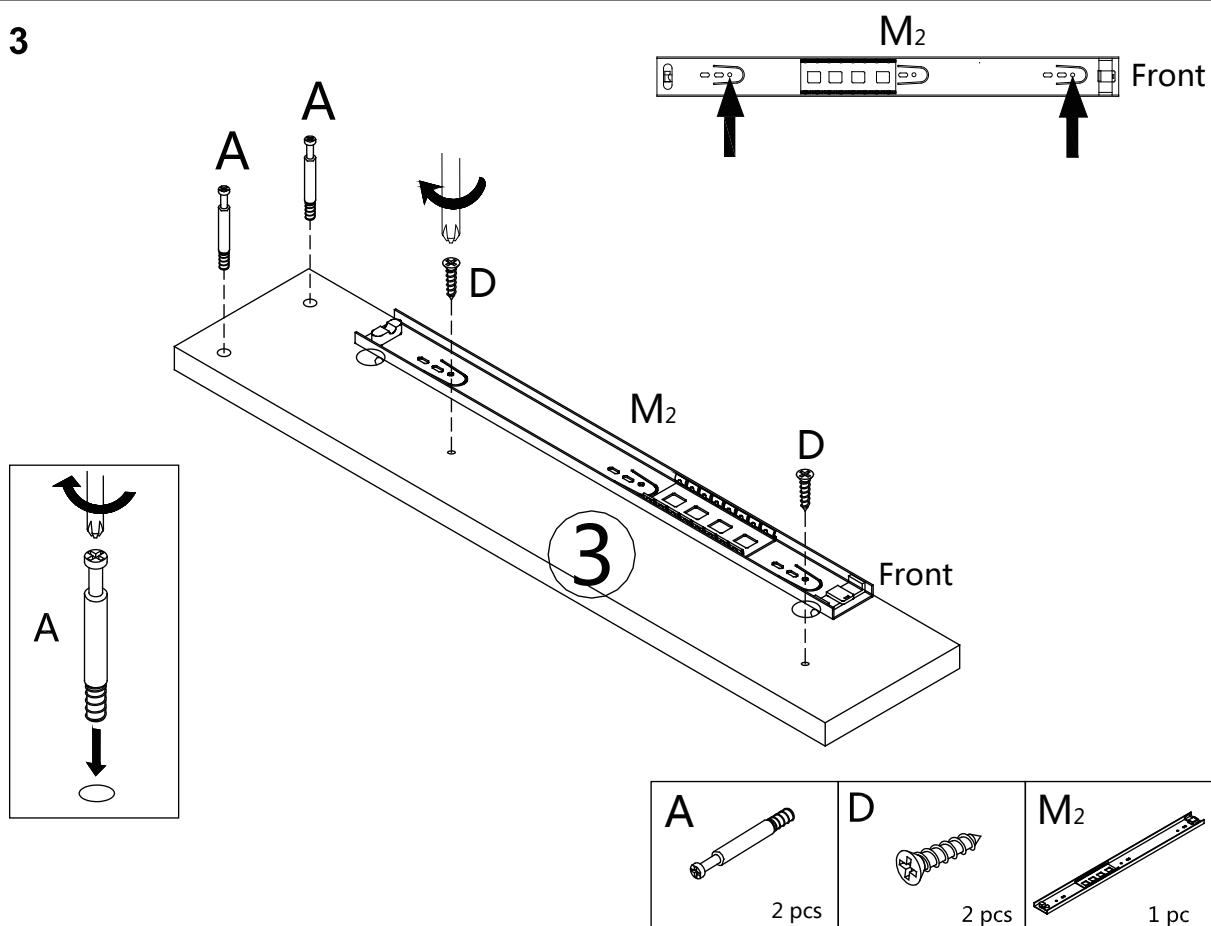
Remark:
Press the plastic slider in the indicated direction to separate drawer runner M₁ and M₂ before assembling



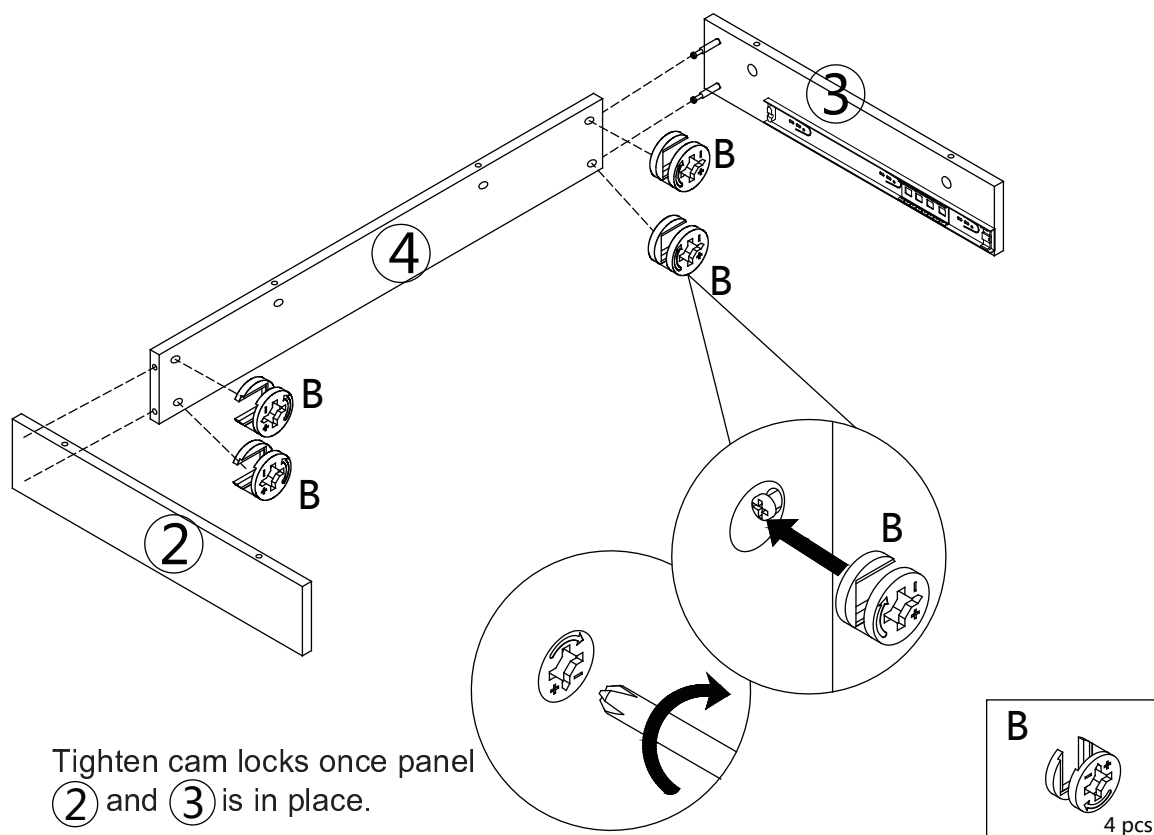
Step 2



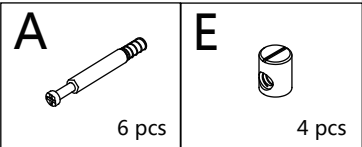
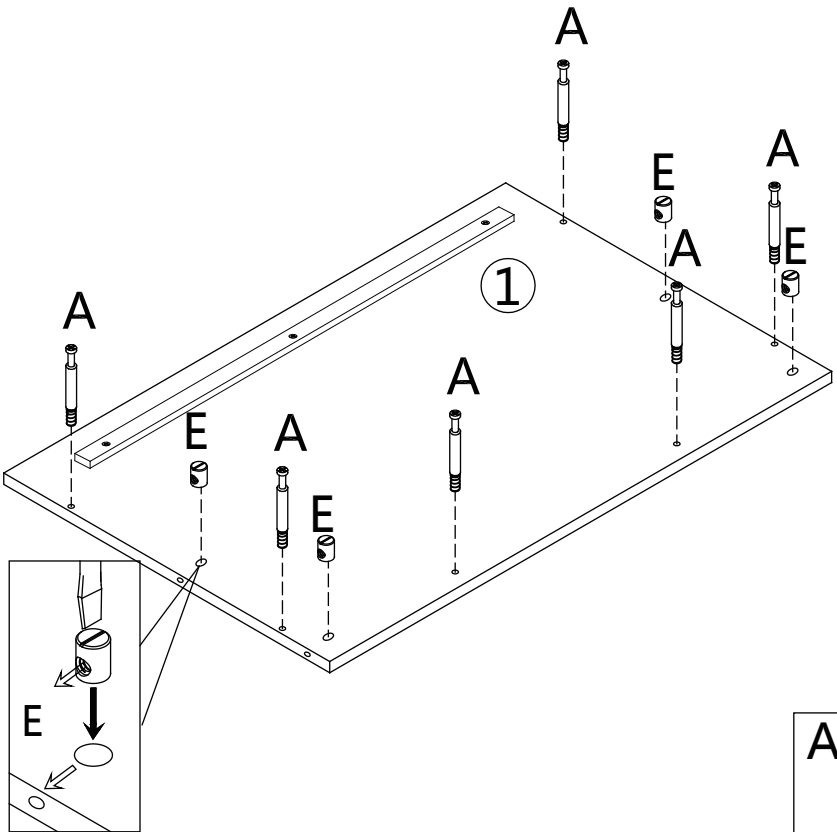
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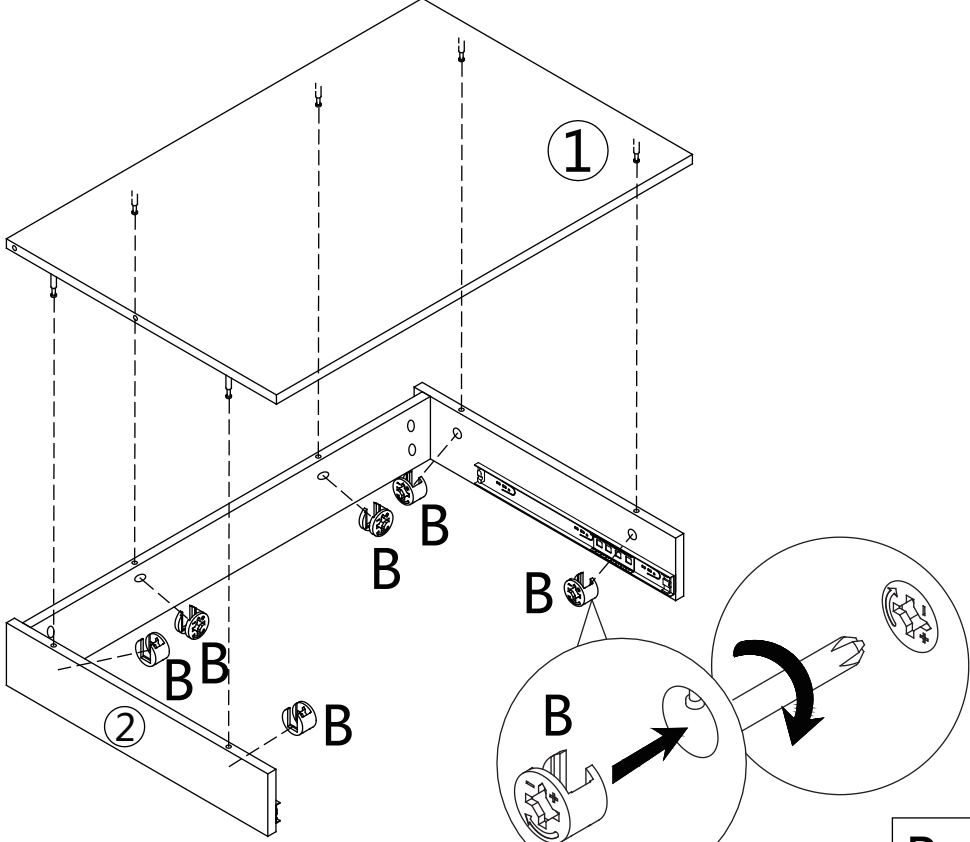
Step 4



Step 5



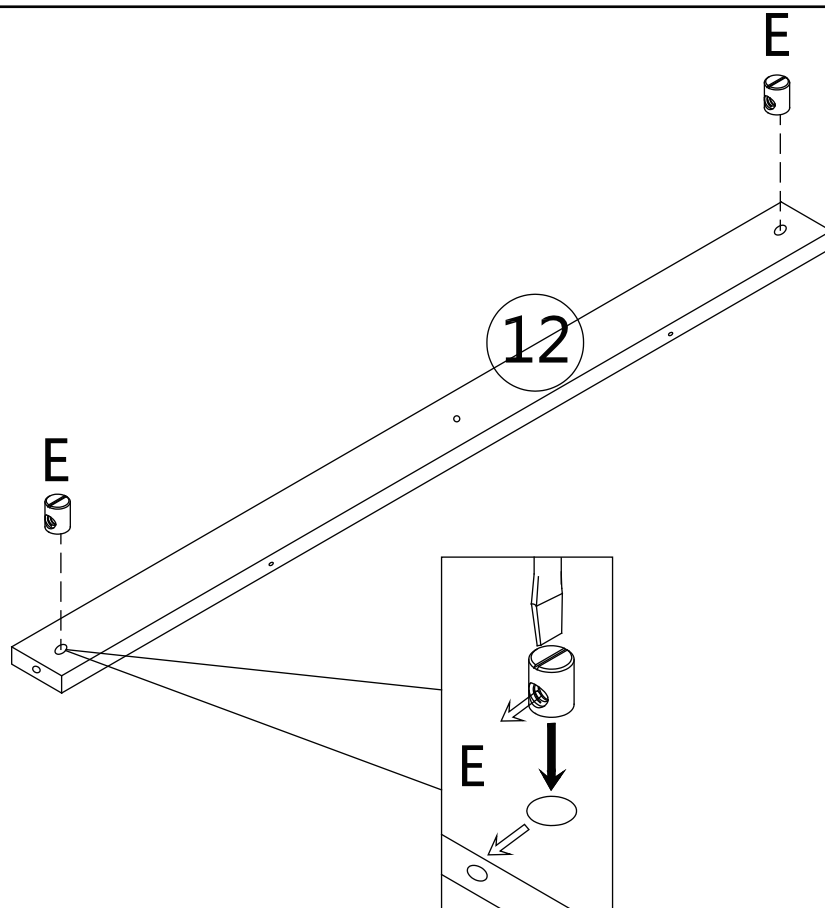
Step 6



Tighten cam locks once panel 1 is in place.

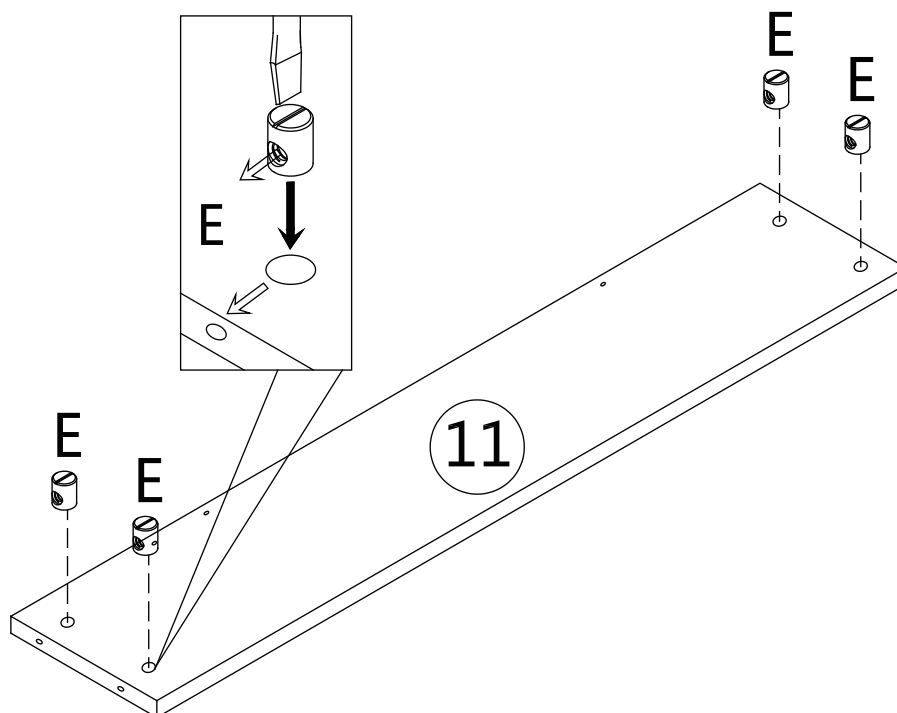


Step 7



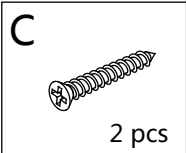
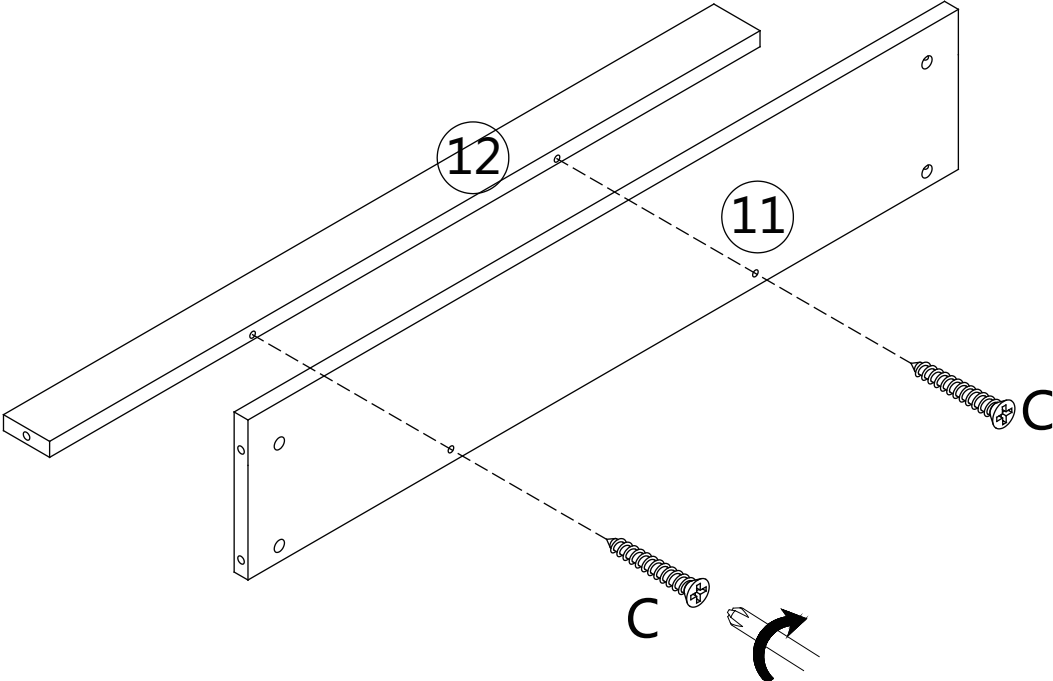
2 pcs

Step 8



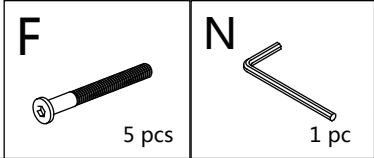
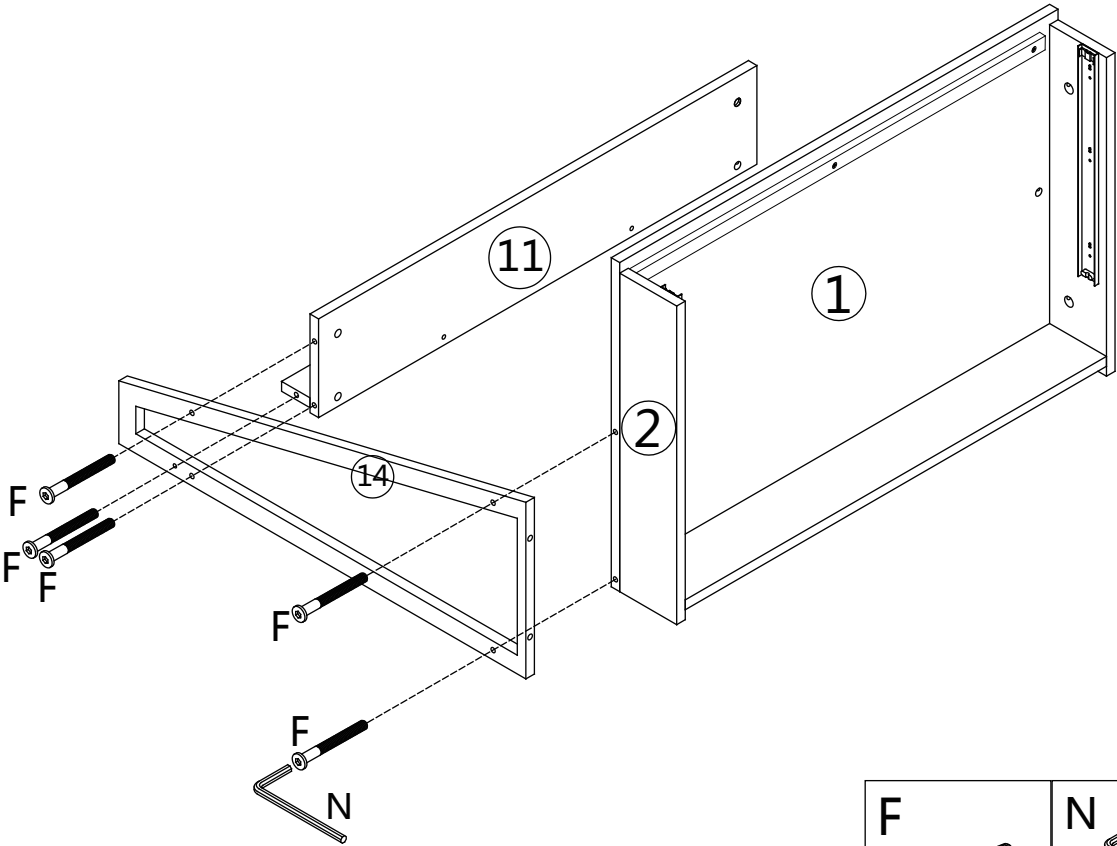
4 pcs

Step 9



2 pcs

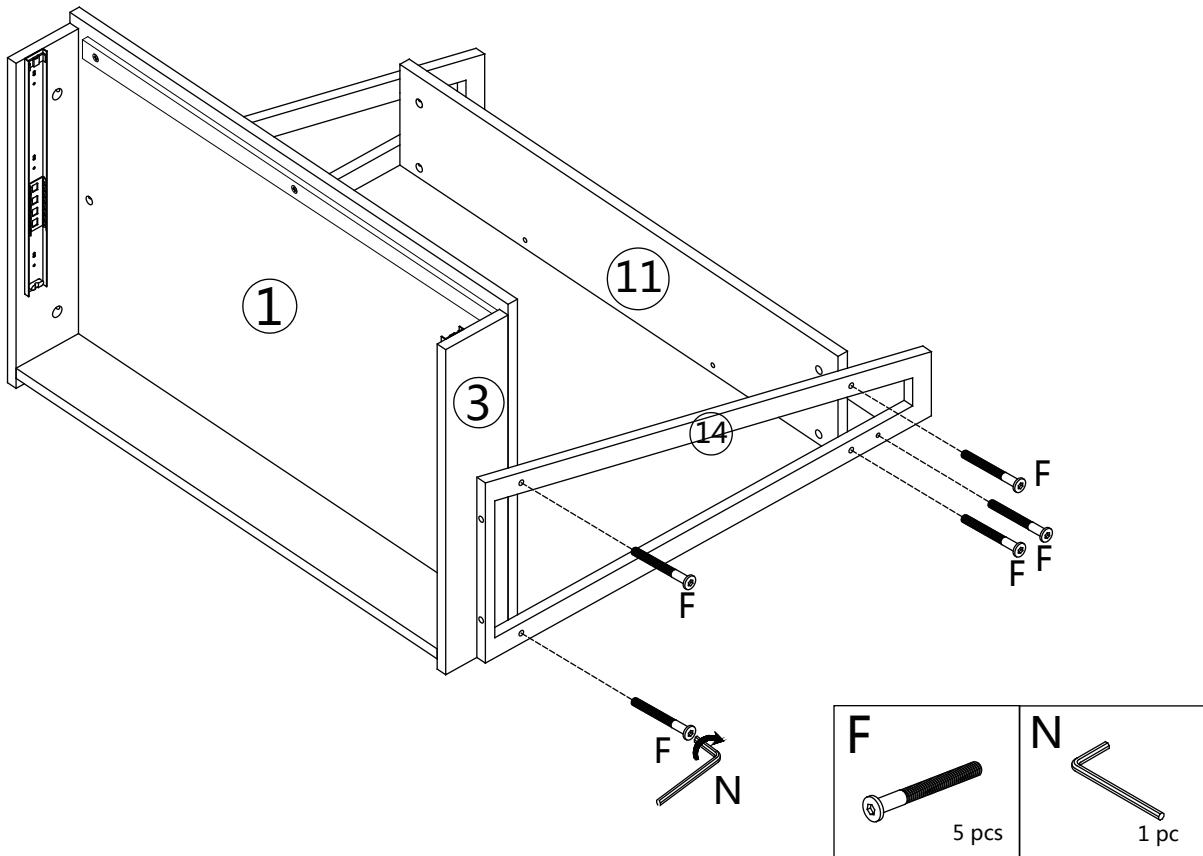
Step 10



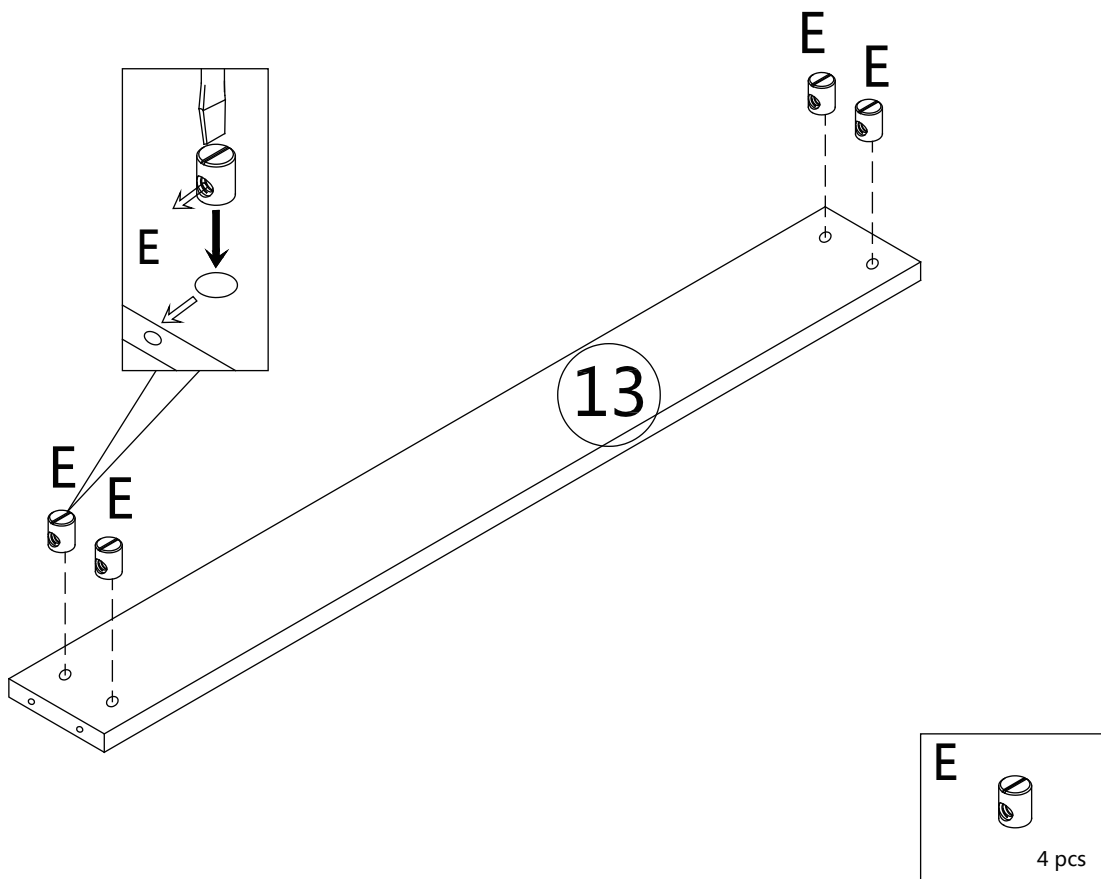
5 pcs

1 pc

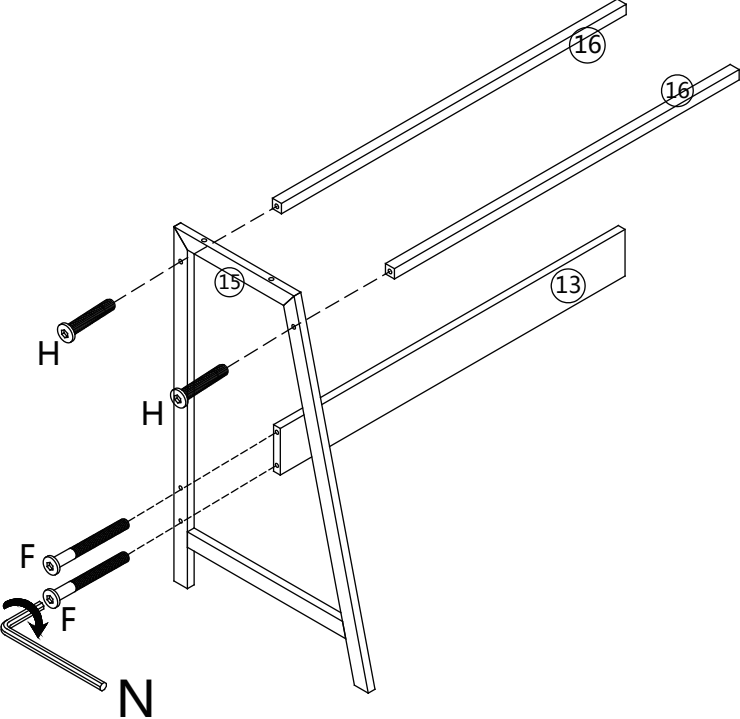
Step 11



Step 12

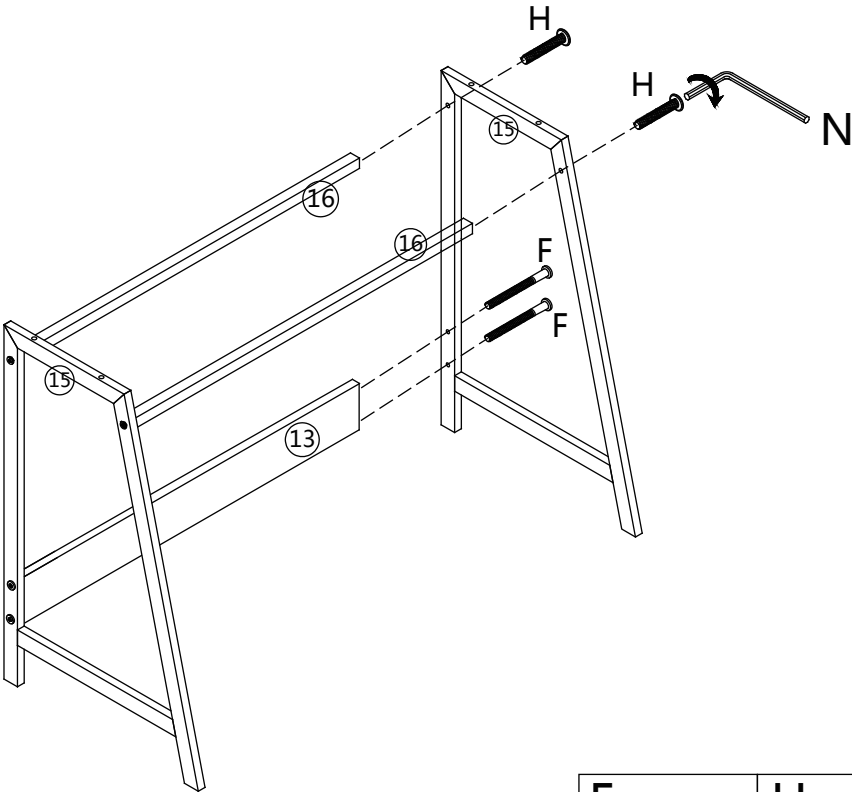


Step 13



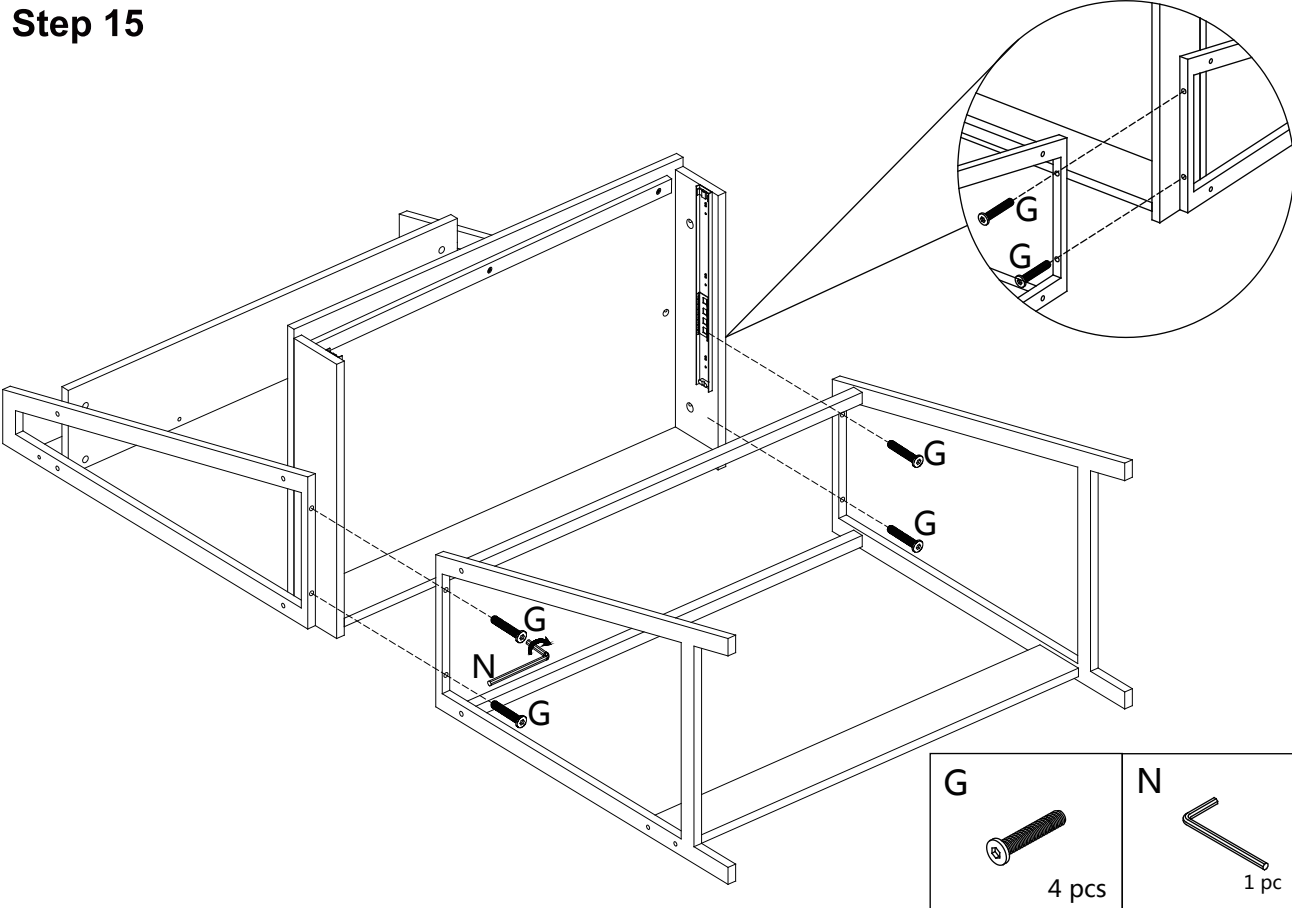
F  2 pcs	H  2 pcs	N  1 pc
--	---	--

Step 14

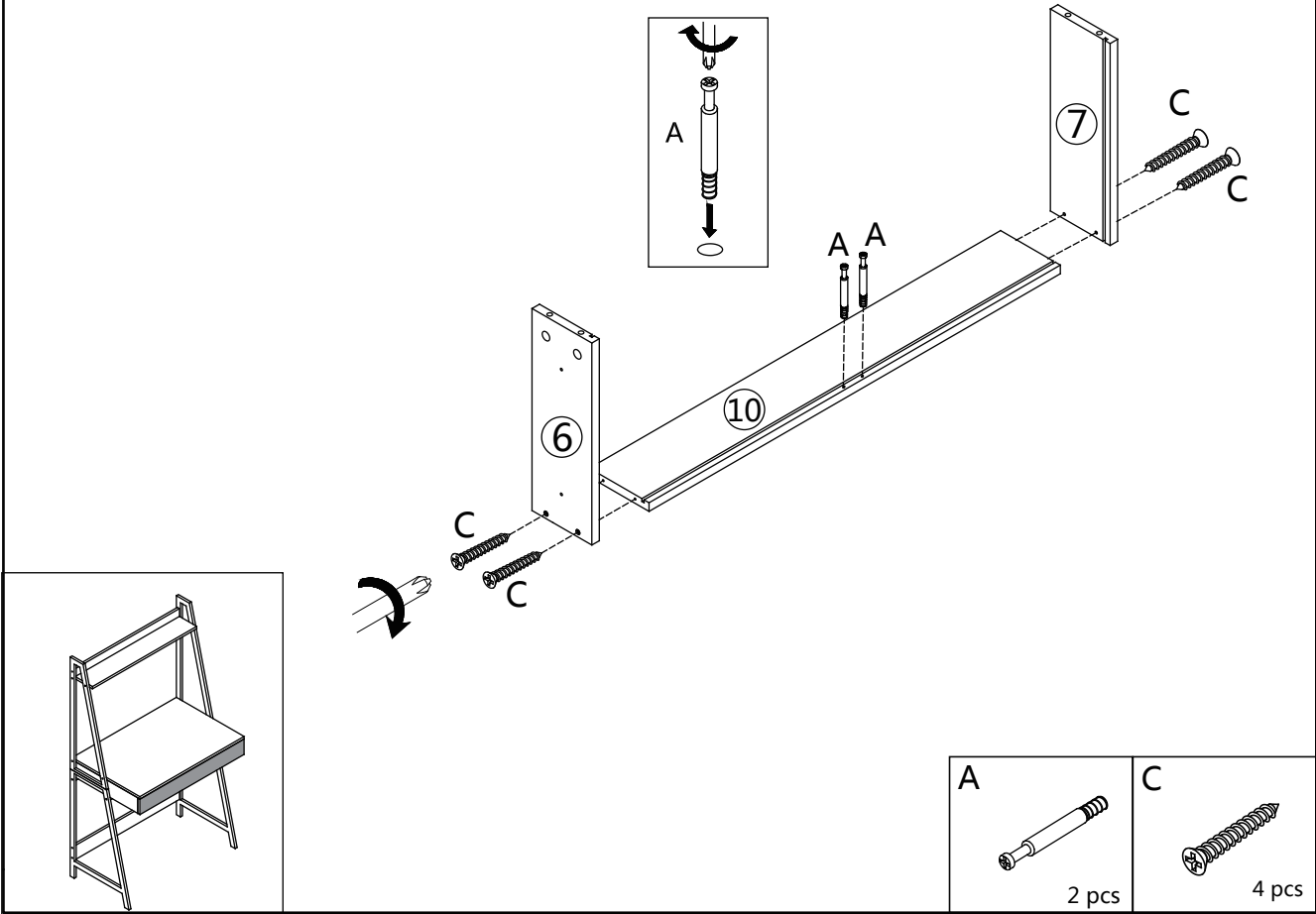


F  2 pcs	H  2 pcs	N  1 pc
---	--	---

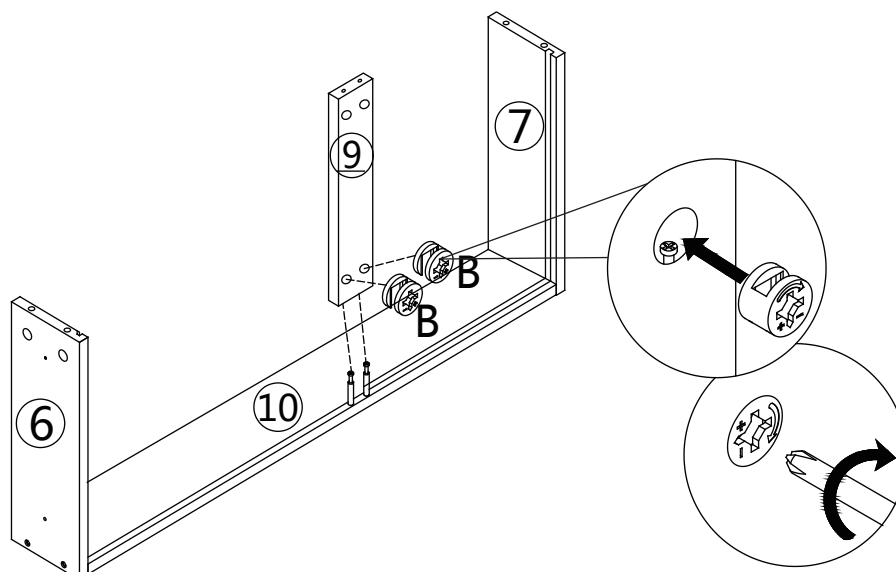
Step 15



Step 16



Step 17



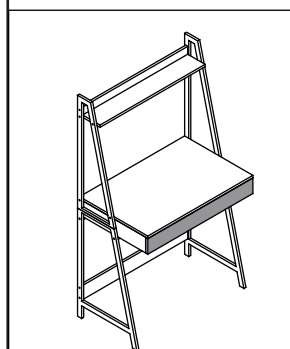
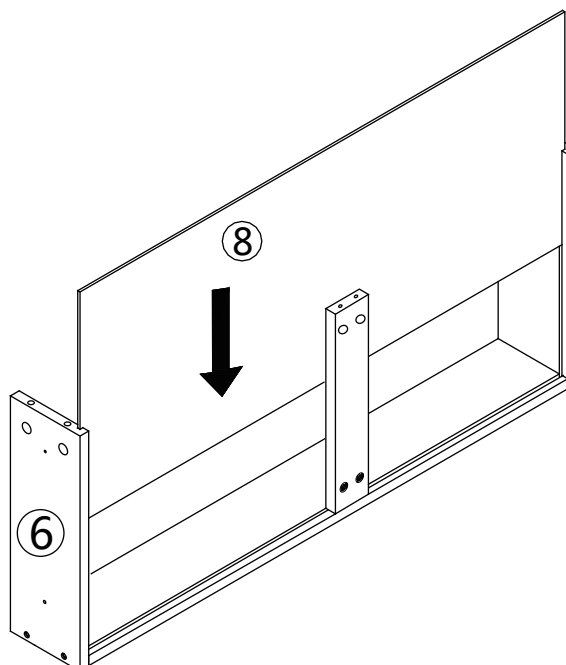
Tighten cam locks once panel ⑩ is in place.

B

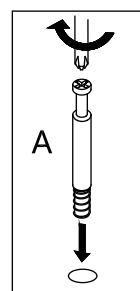
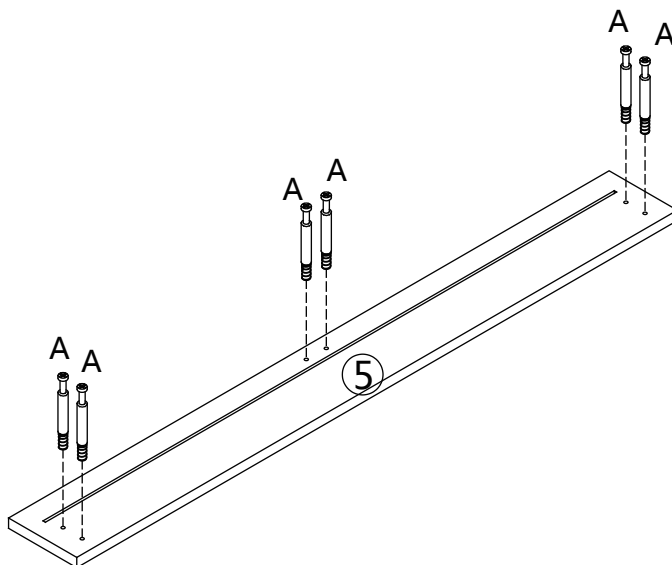
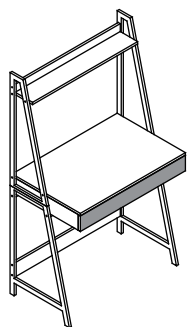


2 pcs

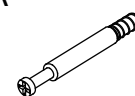
Step 18



Step 19

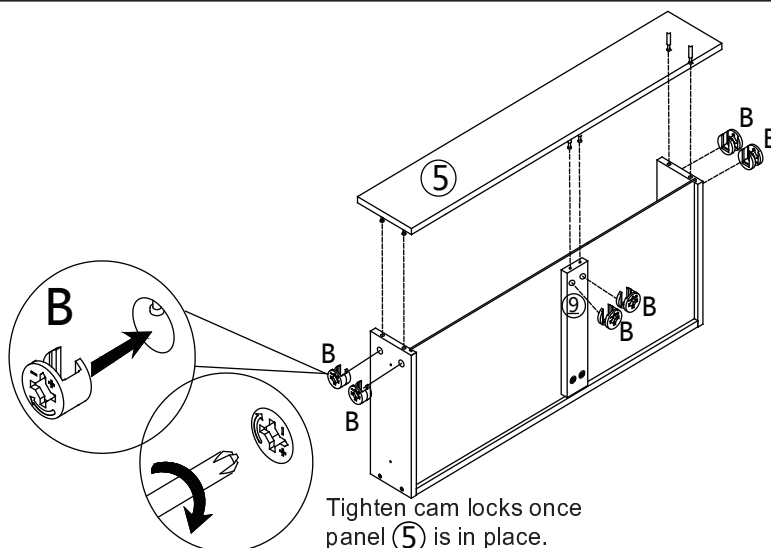
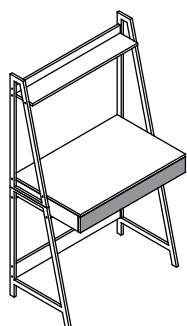


A



6 pcs

Step 20



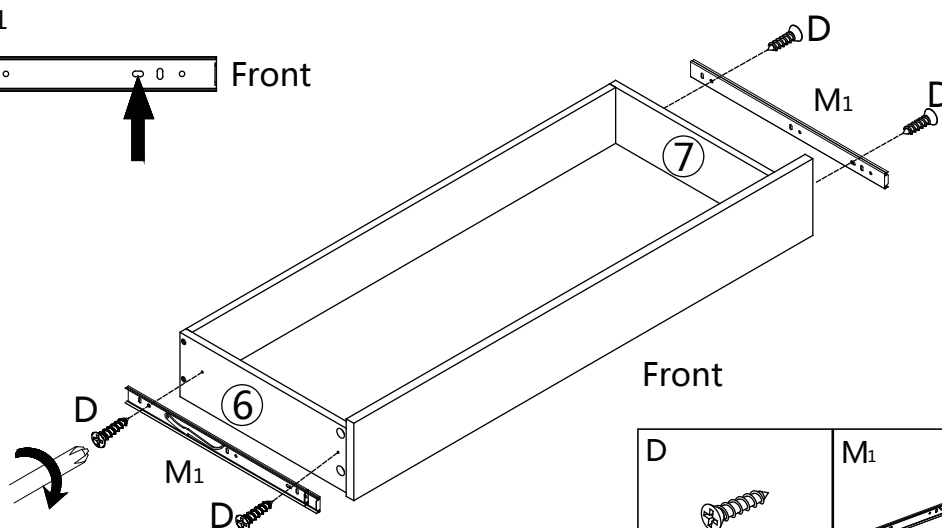
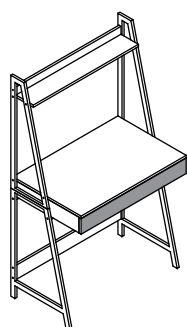
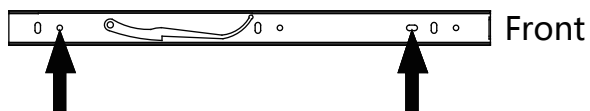
B



6 pcs

Step 21

M₁



Front

D



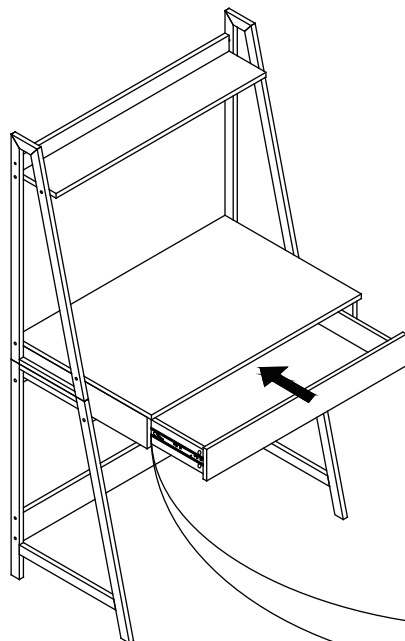
4 pcs

M₁

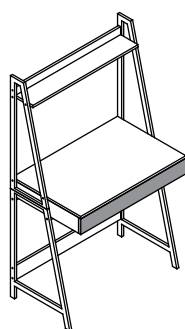
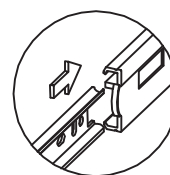
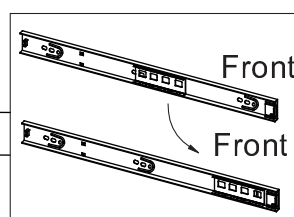


2 pcs

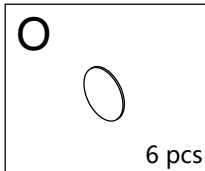
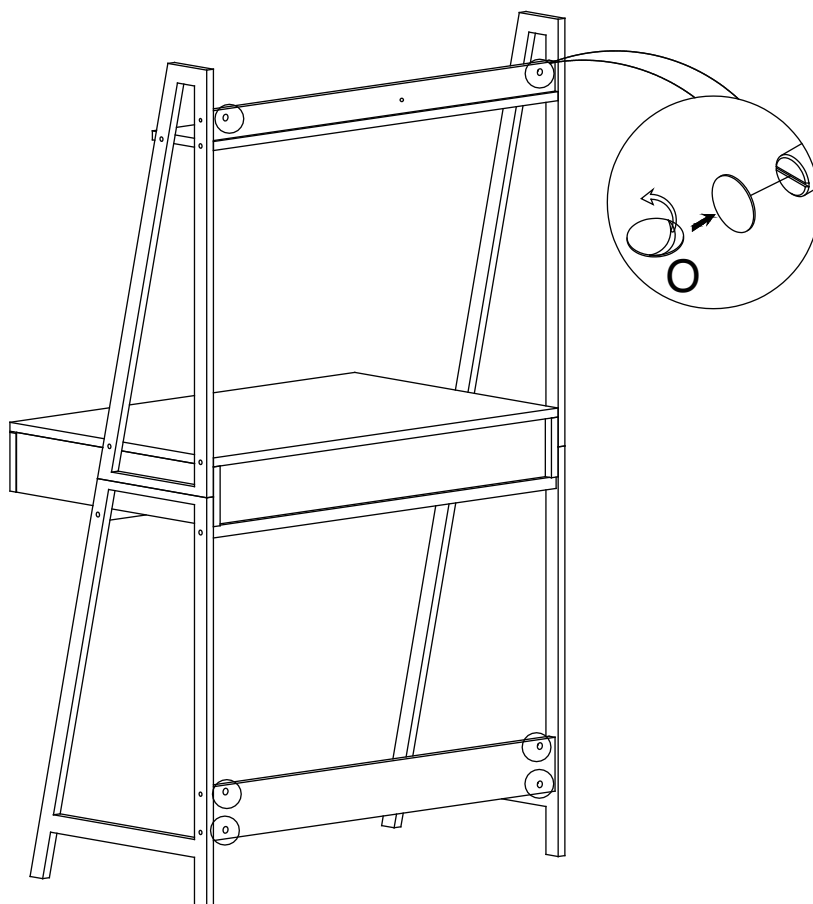
Step 22



Note: Move the sliding part as shown below to the front end on both sides before inserting the drawer. This will assist for easier assembly.



Step 23



6 pcs



CAUTION

IMPORTANT: To prevent furniture from tilting forward it is recommended that you:

1. Prevent small children from climbing onto desk.
2. Securely attach the anti tilt straps provided to your wall.



CAUTION

IMPORTANT: For your safety when attaching the anti tilt straps:

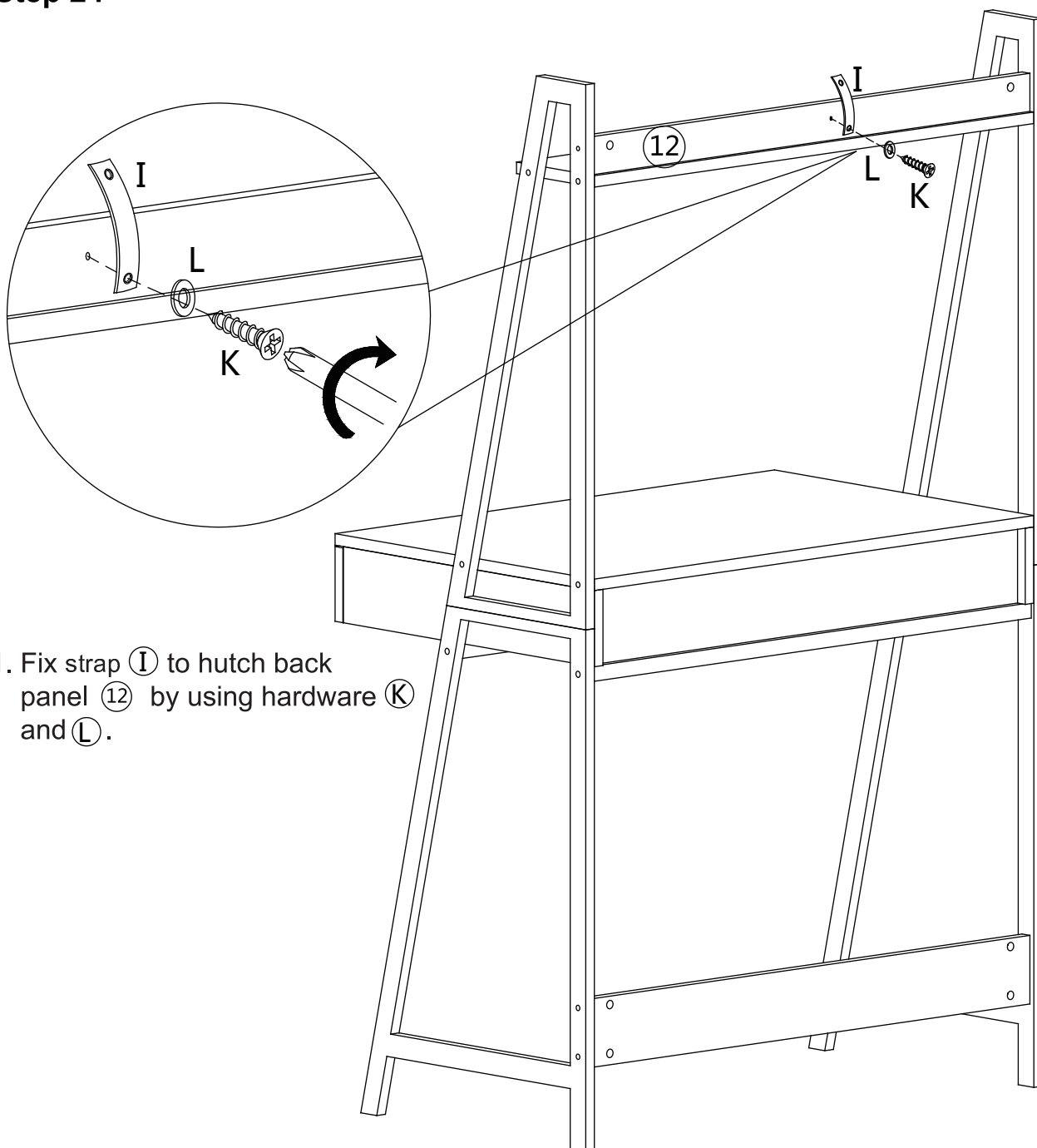
1. Check for any electrical wires or plumbing inside the wall before drilling any holes. If you are unsure please seek professional advice.
2. Walls are constructed from different materials such as masonry (solid brick) or plaster board lined cavity walls (hollow). It is important that you use the appropriate wall fixings for your wall type. Your local hardware store will have the necessary drills and fixings and can offer advice if needed.

Anti-tilt furniture strap installation

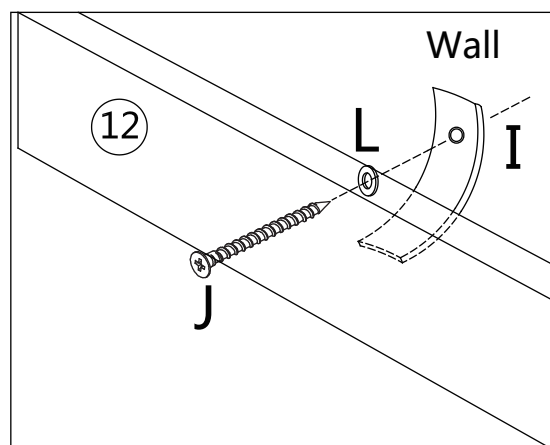
IMPORTANT: The wall fixing hardware supplied is for attaching to wall stud behind plaster board. For fixing directly to plaster board only or masonry please source the appropriate fixings from your local hardware store.

No	Name of Hardware	Q.ty
I	Strap 	1pc
J	Screw(Ø4 x 30 mm) 	1pc
K	Screw(Ø3.5 x 12 mm) 	1pc
L	Washer 	2pcs

Step 24



1. Fix strap ① to hutch back panel ⑫ by using hardware ⑥ and ⑦.



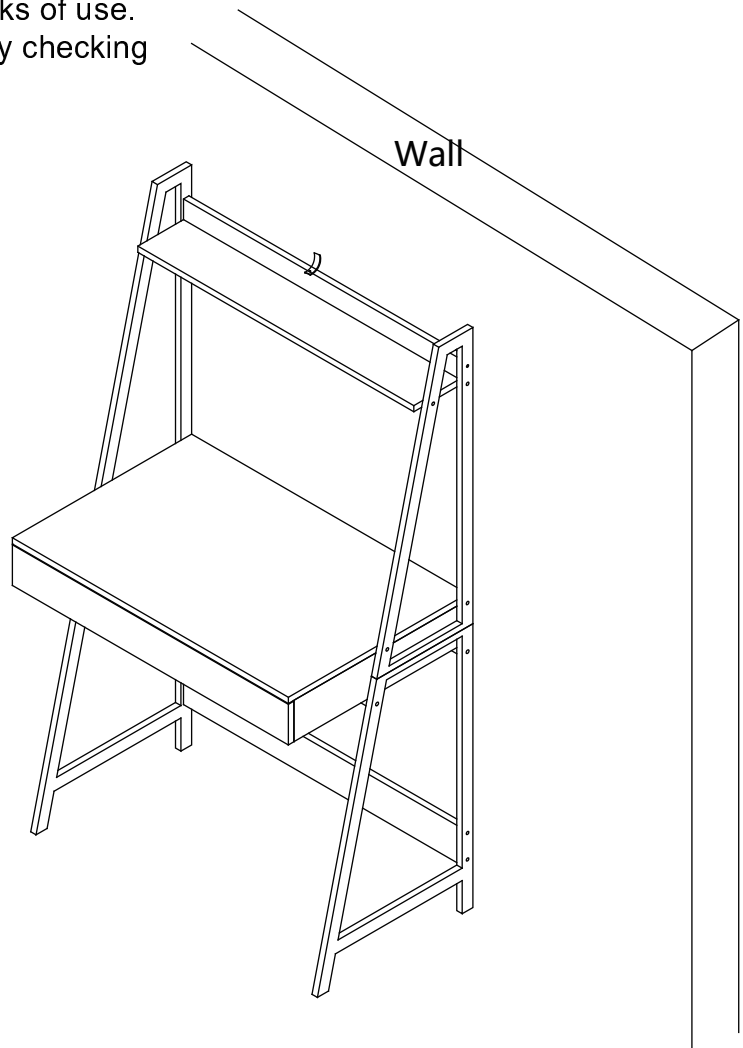
2. Position wall stud is in same level as hutch back panel. Screw strap ① into stud using hardware ⑧ and ⑦.

Important Note

Do not push or pull the desk to reposition.
This may result in broken legs.

Always lift with a minimum of 2x people. Damage
caused by dragging will void warranty.
Tighten screws and bolts after two weeks of use.
Ensure screws and bolts remain tight by checking
them several times a year.

Maximum Load Capacity:
Desk Top - 30kg
Drawer - 5kg
Hutch shelf - 10kg



Your KOGE SMALL HUTCH 1 DRAWER 800MM DESK OAK WHITE 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.
- Clean, check and tighten all parts regularly.

Safety Warning

- DANGER – To prevent furniture from toppling attach, mount, bolt or otherwise secure to walls and floors. Do not put heavy items on top shelves of bookcases. Do not place unstable furniture near where children play.



- WARNING – Put locking devices on all drawers to prevent children opening them and using them as steps.
- WARNING – 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