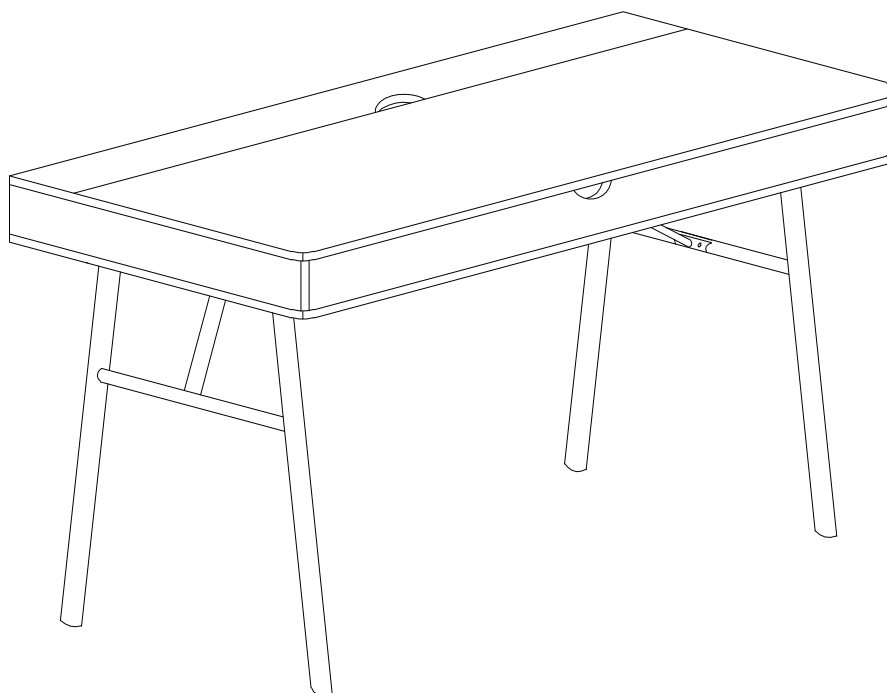




ASSEMBLY INSTRUCTIONS

WILLOW 1 DRAWER 1150MM DESK OTWILLOW



This design and instruction booklet is subject to copyright.
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: 20min

- 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.



Customer Service Contact Details



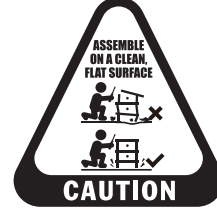
Spare Parts & Hardware
(03) 9310 3011

People Required



More Than One Person Is Required
To Safely Assemble The Item

General Advice



Assemble On A Clean Flat
Surface

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.

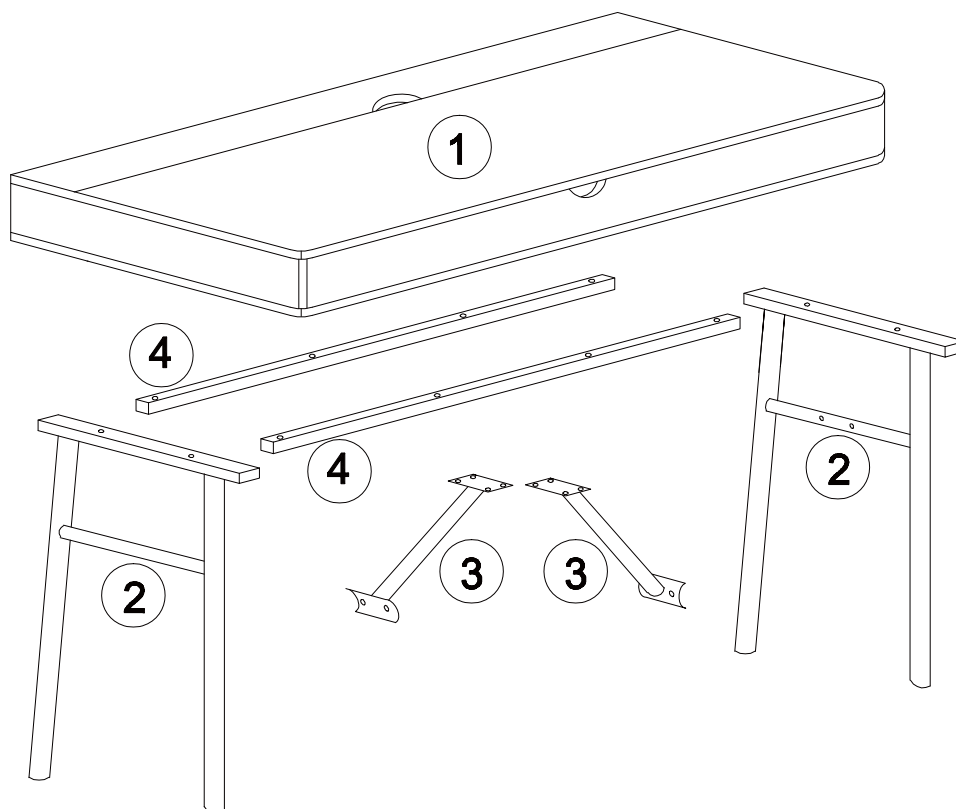
WARNING

- 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

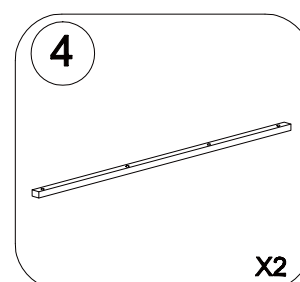
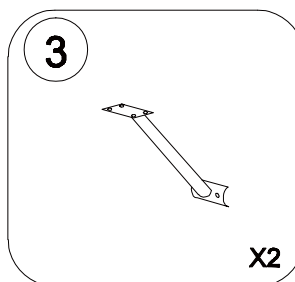
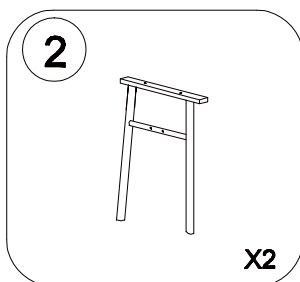
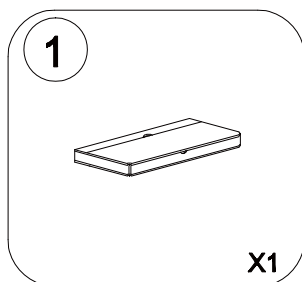
- CHILDREN MUST BE SUPERVISED.

Part Overview



Part List

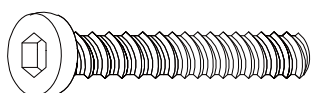
Parts located in Carton - OTWILLOW



Hardware List

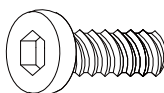
Hardware Pack located in Carton - OTWILLOW

A



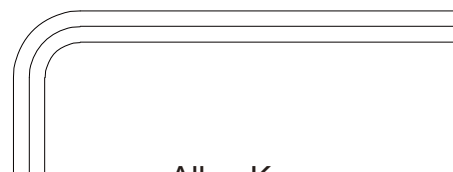
(M6 x 30mm)
X 12pcs

B



(M6 x 12mm)
X 12pcs

C

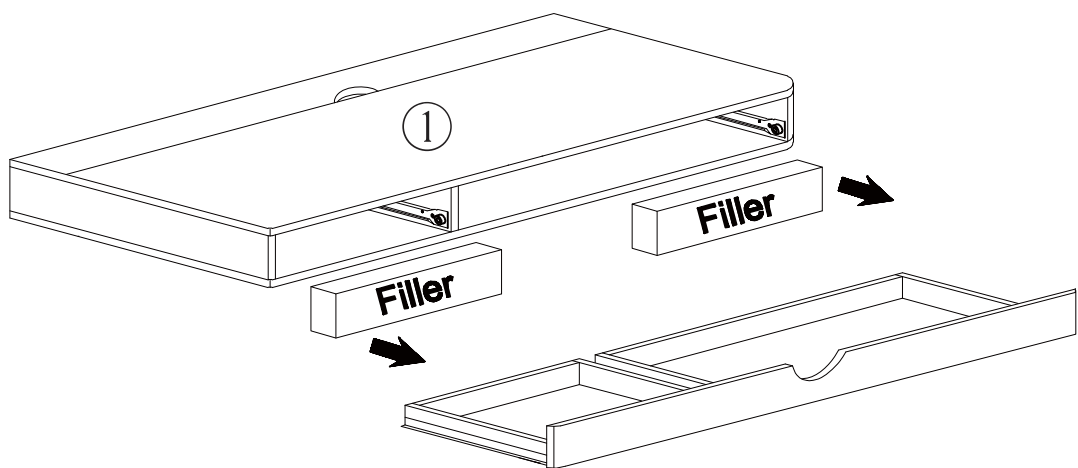


Allen Key
M6-size
X 1pc

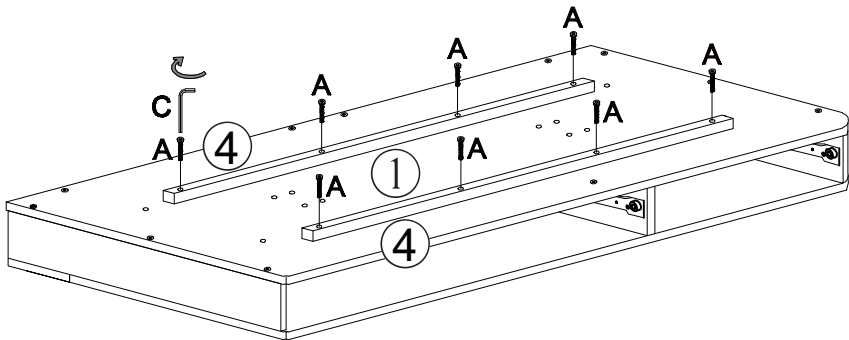
For missing hardware, please contact Kyvas on (03) 9310 3011 or email hardware@kyvas.com.au

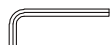
Assembly

Step 1 Disassemble the drawer section from part ① in order to take the fillers out.

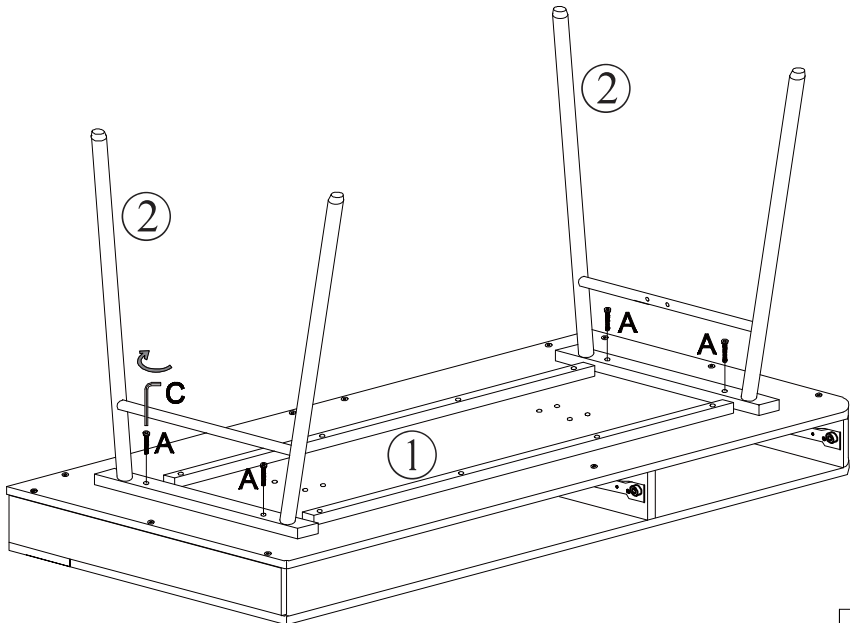


Step 2



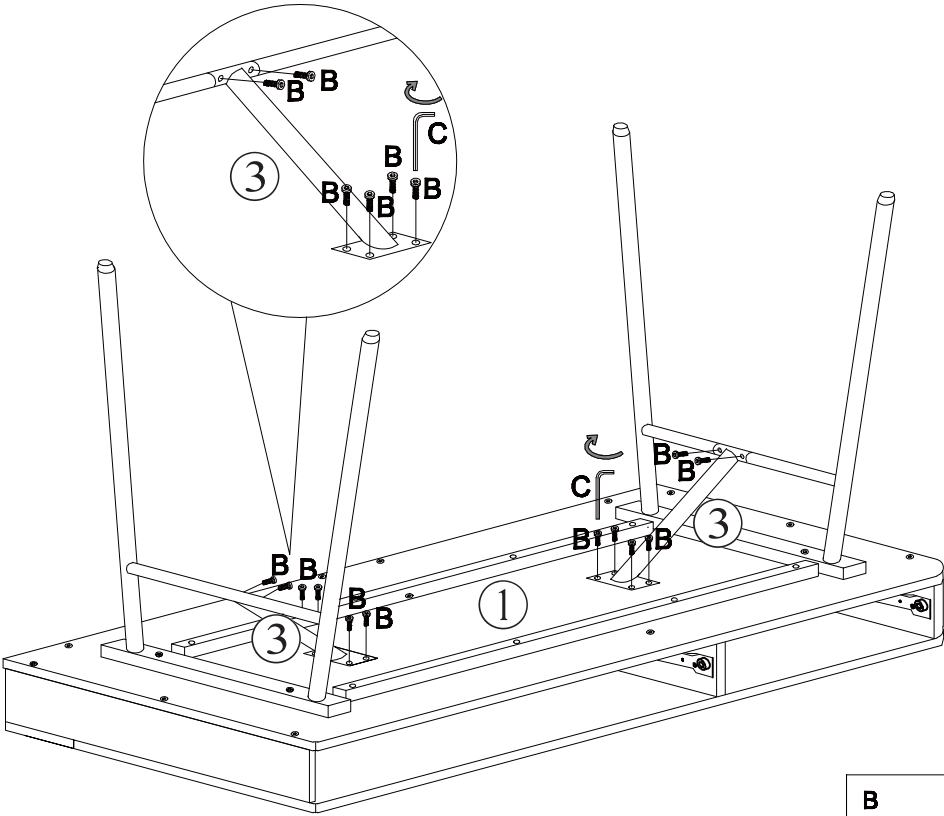
A	C
	
8pcs	1pc

Step 3 *Note: Do not tighten the screw A fully until you have completed Step 4 !



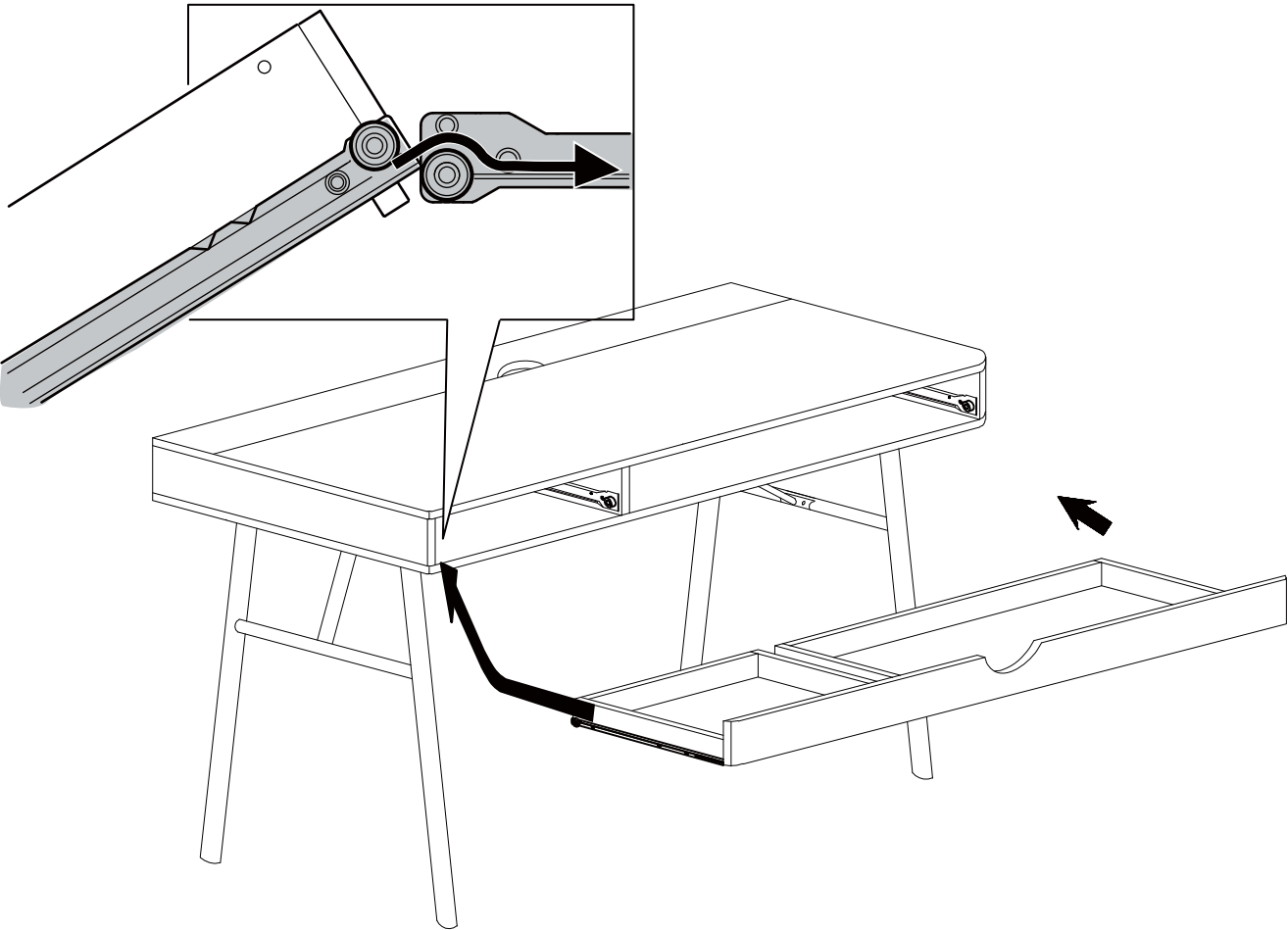
A	C
	
4pcs	1pc

Step 4



B		C	
	12pcs		1pc

Step 5

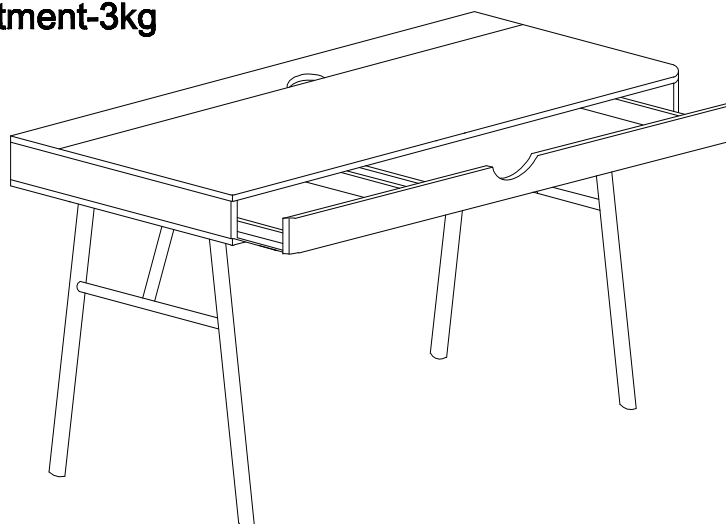


Maximum Load Capacity :

Desk Top-40kg

Each Drawer-5kg

Storage Compartment-3kg



**Your WILLOW 1 DRAWER 1150MM DESK
is now complete and ready for use!**

Care Advice

Care Instructions - PVC/ Melamine Finish Desk

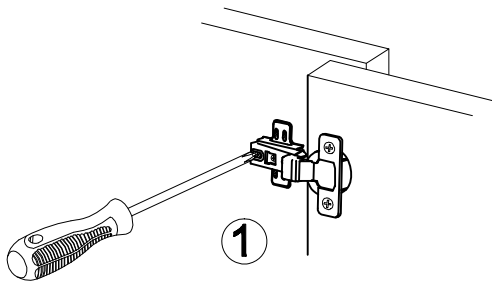
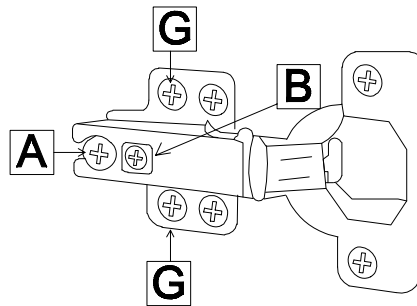
- Keep away and protect from direct sunlight and heat.
- Do not place sharp materials(knife,fork,etc) directly onto your furniture as sharp material may scrape and damage the finish.
- Clean up spills quickly. Water left over a prolonged period of time may cause damage. Alcohol, perfume, nail polishes, 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

- **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.

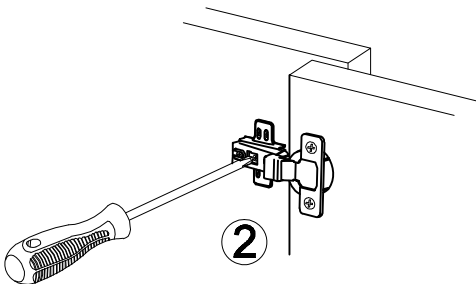
Hinge adjustment

If the doors do not appear square or aligned, loosen or tighten the appropriate screws on each case hinge as illustrated.



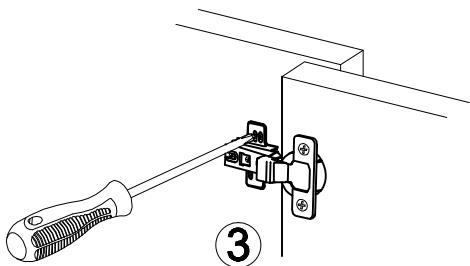
1) Side to side adjustment:

Loosen screw **A**, adjust gap with screw **B** and re-tighten screw **A**.



2) Depth adjustment:

Loosen screw **A**, push hinge arm forwards or backwards, re-tighten screw **A** and secure screw **B** with a 1/4 turn clockwise.



3) Height adjustment:

Loosen screw **G**, adjust door height and re-tighten screw **G**.

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.

