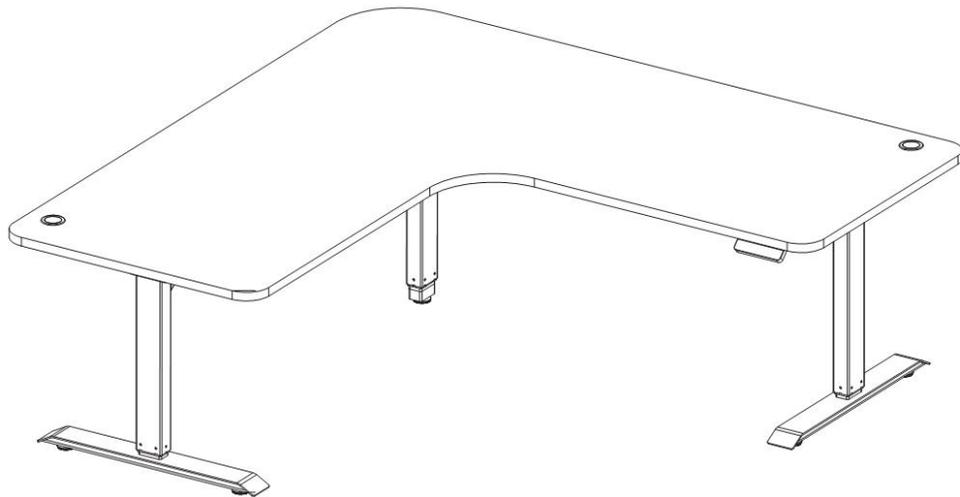




Assembly & Care Guide For Motorized Lift Desk

Model: HSD0451



Lift Desk Assembly Instructions

The model number of your desk is printed on the side of your carton.

Always use this number to identify your desk.

Thank you for your purchase of this quality office furniture. With proper use and care, your furniture will provide you with years of use. Please follow the instructions on how to assemble and disassemble your furniture. If you should have any problems with your furniture DO NOT return it to the place of purchase. Please refer to the trouble shooting section of this manual or call our toll free number: **877-397-5144** and a customer service representative will assist you.

Your Packages Includes:

1 Desktop, 3 Legs, 1 Motor & Assembly Hardware

Please read all instructions completely before assembling your desk.

Technical Specifications

Height Range: 23.5" – 49" (not including desktop)

Travel Speed: 1.5" per second (no load)

Weight Capacity: 528 lbs.

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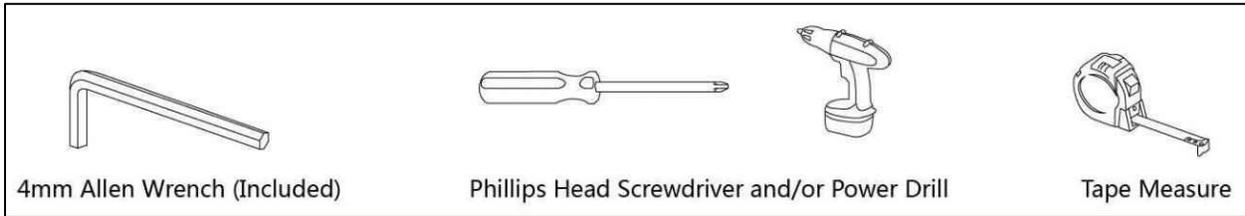
Safety Information

- Keep children away from motorized height adjustable desks, control units, and handsets to avoid risk of injury and electric shock.
- Keep all electrical components away from liquids.
- Do not sit or stand on the desk frame.
- Do not crawl or lie under the desk frame.
- Do not place any objects taller than 20" underneath the desk.
- Do not open any of the components; legs, control box, or switch box, to avoid the risk of injury or electric shock.
- In the event of a power outage or if the power cord is unplugged, a manual reset may be necessary. See Reset Procedure on page 9.
- This motorized adjustable desk has electric motors and is designed for use in dry areas only.
- The desk height is adjustable so that it can be positioned at the most ergonomically suitable height.
- Any other use it at user's risk.

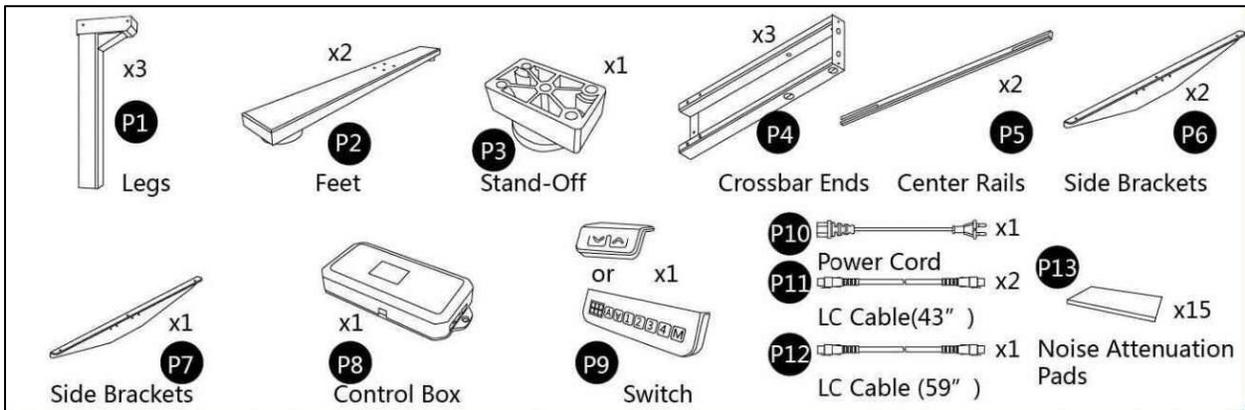
Parts List

Tools Required:

Note: Phillips Head Screwdriver, Power Drill, and Tape Measure are not included.



Parts Included:



Hardware Included:



Parts List:

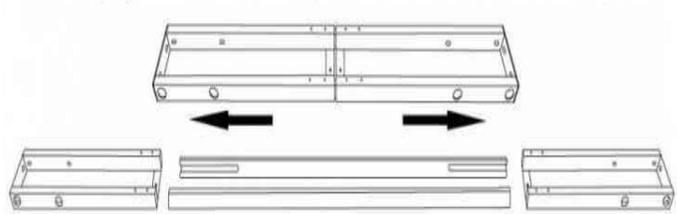
No.	Description	Qty
1.	Legs	3
2.	Feet with leveling Studs	2
3.	Stand-Off with Leveling Stud	1
4.	Crossbar Ends	3
5.	Crossbar Center Rails	2
6.	Side Brackets(575)	2
7.	Side Bracket (450)	1
8.	Control Box	1
9.	Switch	1
10.	Power Cord	1
11.	LC Cables (43 ")	2
12.	LC Cables (59 ")	1
13.	Noise Attenuation Pads	15
14.	Machine Screws: M6x14	36
15.	Machine Screws: M6x10	8
16.	Wood Screws: M5x20	12
17.	Wood Screws: M5x16	4
18.	Cable Clips	15

Assembly Instructions

Assembling the Base

NOTE: Lay out all components and hardware on a clean surface to ensure you have all components and hardware listed on the parts page.

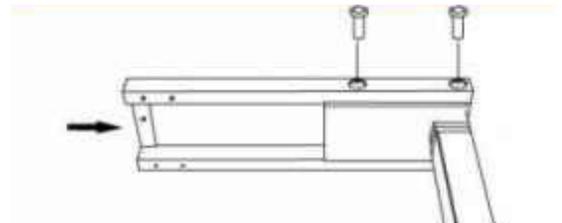
1. Fully separate the Crossbar Ends (P4). You will find the Crossbar Center Rails (P5) inside.



2. Position one of the Crossbar Ends (P4) on its side. Place one of the Legs (P1) into the Crossbar End (P4) ensuring the bar (arrow) is on top in relation to the Leg (P1). Line up the holes on each Leg (P1) with the holes on each Crossbar End (P4).



3. Using the supplied Allen Wrench, insert four M6*14 Machine Screws (P14) through the holes in each Crossbar End (P4) going into the Leg (P1) and rotate each screw just a few turns. You will need to flip the Crossbar over to gain access to all four screws. Repeat Step 3 with the other two Crossbars.



WARNING: DO NOT tighten the screws at this point.

NOTE: If you drop a screw inside the Crossbar End (P4), simply tilt to retrieve.

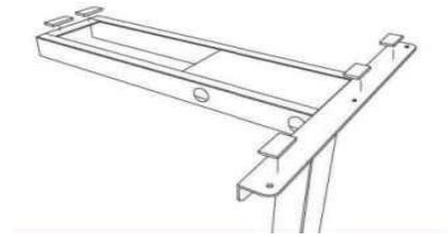
4. Prop up one of the Crossbars from Step 3, as shown. Insert four M6*14 Machine Screws (P14) through the four holes of the side bracket (P6 or P7) going into the Crossbar End/Leg assembly. Using the Allen Wrench, rotate each screw just a few turns. Repeat Step 4 with the other two Crossbars.



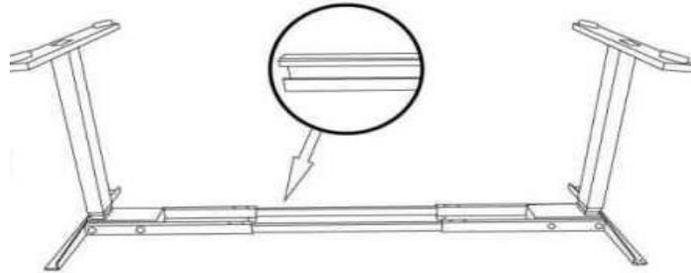
WARNING: If you are having difficulty inserting any of the screws from Step 3 or 4, it is because some of the screws are too tight.

5. Tighten all the screws from Step 3 and Step 4.

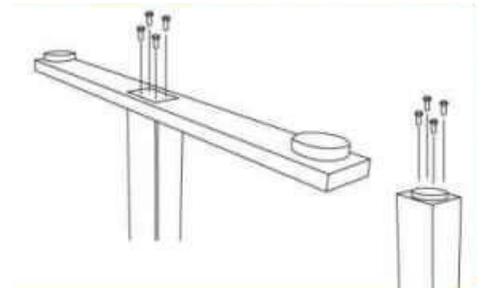
6. Remove backing from the Noise Attenuation Pads (P13) and position along the brackets as shown.



7. Slide the two Crossbar Center Rails (P5) into the two Crossbar Ends (P4) ensuring:
 - a. The Crossbar with the short Side Bracket (450)(P7) is placed on the side that will be the center leg of the desk base.
 - b. The slots in the Center Rails (P5) face inward.
 - c. The slots in the Center Rails (P5) are closer to the top edge when the assembly is upside down (see inset).



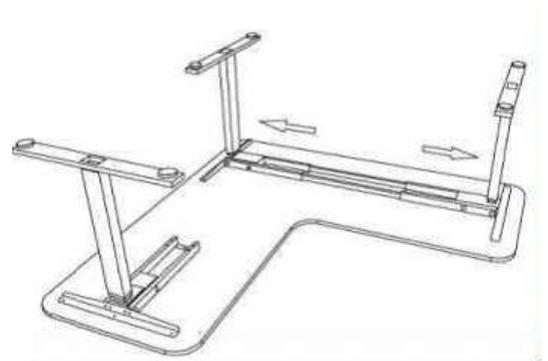
8. For the two Crossbars that will be the outer legs of the desk base, attach a Foot (P2) with four M6*14 Machine Screws (P14) and tighten the screws in a cross pattern.
9. For the one Crossbar that will be the center leg of the desk base, attach the Stand-Off (P3) with four M6*14 Machine Screws (P14) and tighten screws in a cross pattern.



Attaching The Desktop

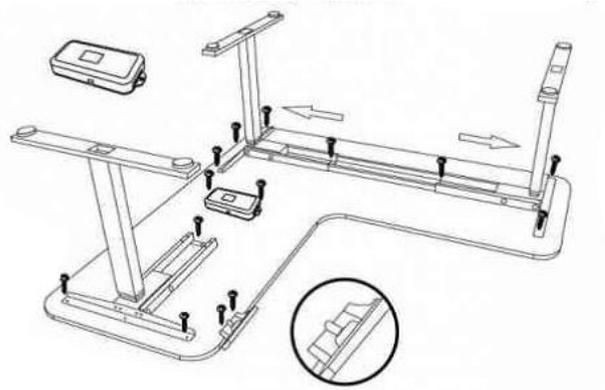
Note: Your desktop is pre-drilled. Check both sides of the desktop before placing the desk base on the underside of the desktop.

1. Place desktop face down on a clean surface.
2. Carefully place the upside down 2-leg desk base on the underside of the desktop on the longer side and/or the side with a seam in desktop as shown. Adjust the width of the 2-leg desk base to fit the pre-drilled desktop by sliding the two halves outward. Place the 1-leg desk base on the shorter end of the pre-drilled desktop.
3. Double check that the desk base is properly aligned with the pre-drilled holes on the underside of the desktop.



WARNING: Use caution that the screws are not overtightened so they do not puncture the top surface when screwed all the way in.

- a. Attach the 2-leg desk base to the underside of the desktop using eight M5*20 Wood Screws (P16).
 - i. 3 per Side Bracket (P6) – 6 total
 - ii. 1 per Crossbar End (P4) – 2 total
- b. Attach the 1-leg desk base to the underside of the desktop using four M5*20 Wood Screws (P16).
 - i. 3 per Side Bracket (P6) – 3 total
 - ii. 1 per Crossbar End (P4) – 1 total

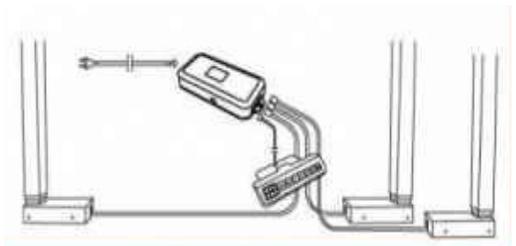


NOTE: It is recommended that you pre-drill any holes needed for fasteners connecting the Control Box (P8) and Switch (P9) to the desktop. Never use countersunk screws.

4. Attach the Control Box (P8) to the underside of the desktop using two M5*16 Wood Screws (P17). Ensure enough clearance to the wire ports for the cable connections.
5. Place the Switch (P9) so the front of the Switch is flush with the front desktop edge. The Switch may be placed anywhere along the front edge of the desktop but the recommended placing is toward the end so it does not interfere with your chair when seated. Use two M5*16 Wood Screws (P17) to attach the Switch to the desktop.

WARNING: Use caution that the screws are not overtightened. Overtightening could cause damage to the wood desktop or other components.

6. Connect the LC Cables (P11 & P12), Switch Cable (P9), and the Power Cord (P10) to the Control Box (P8) as per the diagram. The adhesive-backed Cable Clips (P18) can be used to secure the Cables and Switch Cable so they do not hang.



7. With at least two people hold the Desk Base (NOT THE DESKTOP) and turn the desk right side up. Adjust the pre-installed Leveling Studs on the Feet (P2) and the Stand-Off (P3) as needed to level the desk.

Connecting The Power

Plug the Power Cord (P10) into an 110V-240V outlet.

WARNINGS:

- Do not locate the desktop directly against any walls.
- Make sure there are no obstacles in the desk's path.
- Make sure all cords are appropriate length to accommodate the change in height.

NOTE: You must reset the desk prior to use.

Reset Procedure: Press and hold the DOWN button on the Switch (P7) until the desk reaches the lowest position. Release the DOWN button. Press and hold the DOWN button again until the LED display reads "RST". Release the DOWN button. Press and hold the DOWN button again until the desk again lowers then slightly rises and stops. Release the DOWN button. Your desk is now ready to use.

Programming Presets: Use the up/down buttons to find a desired height, then press "M" followed by a number 1-4.

CAUTION: Once a preset button is pushed, the desk will move to the programmed height (see warnings above).

Troubleshooting

- If your desk is not functioning properly it may need to be reset. Unplug the power cord for 20 seconds. Plug the power cord back in and follow the Reset Procedure outlined above.
- If your desk display reads "RST" (reset), perform the Reset Procedure outlined above.
- If your desk displays an error message confirm that all wired connections are secure (legs to cables, cables to control box). Then perform the reset procedure outlined above.
- If your desk displays "HOT", let the base cool down for 20 minutes.

Hanover Office Furniture

2-Year Limited Warranty Program

For a period of two (2) years after purchase, Hanover Products ("Manufacturer") will either repair or replace defective components in accordance with this Limited Warranty. This warranty is between Manufacturer and the original purchaser and is valid only when accompanied by the original purchaser's sales receipt showing original date of purchase and location of purchase. Replacements under this warranty revert back to the date of original purchase for future warranty.

Manufacturer or its authorized dealer can accept or reject warranty claims based on its findings. This warranty applies in normal office use only and is not intended for industrial or public use. Manufacturer can make substitutions as required of materials, components, and sub-components of comparable value and utility. This warranty is limited to product repair or replacement (to be determined solely by Manufacturer). Warranty replacement is limited to only the single affected component.

This warranty covers only manufacturing defects and does not cover normal wear and tear, abuse or misuse, exposure to extreme heat or cold, abrasion or excessive weight. This product is intended to be used in standard installations only. This warranty is invalid if the product is not used for intended purpose. Manufacturer disclaims liability for any aspect of installation and any inconvenience caused by a defective part of a component.

Certain items are not covered by this warranty. These include, but are not limited to the following:

1. Components subjected to abuse, including abuse intended to simulate failure.
2. Damages caused by retailer, shipper or installation crew (such as scratches, dents, tears, chips, etc.).
3. Any part which merely exhibits normal wear yet functions essentially as new, including chips, scratches or stretching of materials and stitching.
4. Tears, punctures, scratches or any damage caused by improper installation or use.
5. Damage to frames/welds resulting from improper assembly is not covered. General frame rusting is not covered.
6. Fading and/or discoloration of fabrics resulting from exposure to the elements, chemicals, oils, fluids or any other cause are not covered.

To make a claim, call the toll-free number below. Please have available a copy of the original sales receipt along with a brief description of the problem. Please also provide your email address and daytime telephone or cell phone #. All items may be charged actual freight costs plus \$15 for handling. Repairs or replacement will be made at the Manufacturer's option. ***Sales and use taxes, plus shipping and handling charges are the responsibility of the consumer.***

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