V-Desk, Glass Top
Model No. 1001VTG

ASSEMBLY INSTRUCTIONS
CALL 1-800-822-8037 FOR ASSISTANCE

P/N 1001VTG Rev 1 5/23/16 www.mayline.com
## SCREWS LIST

<table>
<thead>
<tr>
<th>PART</th>
<th>QTY.</th>
<th>ITEM</th>
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</thead>
<tbody>
<tr>
<td>A</td>
<td>14</td>
<td>6x40 MM</td>
</tr>
<tr>
<td>B</td>
<td>38</td>
<td>3x15 MM</td>
</tr>
<tr>
<td>C</td>
<td>8</td>
<td>4x35 MM</td>
</tr>
<tr>
<td>D</td>
<td>4</td>
<td>4x20 MM</td>
</tr>
<tr>
<td>E</td>
<td>16</td>
<td>4x14 MM</td>
</tr>
<tr>
<td>F</td>
<td>18</td>
<td>6x15 MM</td>
</tr>
<tr>
<td>G</td>
<td>4</td>
<td>6x35 MM</td>
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<td>6x20 MM</td>
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<tr>
<td>I</td>
<td>2</td>
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<tr>
<td>J</td>
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<td>Ø16 MM</td>
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<tr>
<td>K</td>
<td>14</td>
<td>Ø15 MM</td>
</tr>
<tr>
<td>L</td>
<td>8</td>
<td>8x30 MM</td>
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*For Replacement Hardware Box order Part# 1001HB

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Thanks for purchasing one of our products, please carefully read the assembly instructions before beginning the installation.

### General Care:
- Keep your furniture out of direct sunlight.
- Use desk pads and coasters to protect the surface from dents, scratches, and moisture from hot or cold liquids.

### Cleaning:
- For cleaning, wipe the surface with a damp (not wet) cloth or wipe dry with a clean lint free cotton cloth.
- Window cleaning liquid or a similar cleaning liquid can be used to clean glass surface.

### 6x40MM BOLT INSTALLATION AS BELOW:

1. Adjust connecting piece direction if condition as illustrated
2. Insert bolt when Connecting piece under Such condition
**ASSEMBLY STEPS:**

1. 
   - SCREWS
   - B 3x15 MM
   - 4PCS

2. 
   - SCREWS
   - F 6x15 MM
   - 2PCS

3. 
   - SCREWS
   - C 4x35 MM
   - 4PCS

4. 
   - SCREWS
   - D 4x20 MM
   - 2PCS
move the lock lever on the inner rail as shown and separate the outer rail (27A) and inner rail (27B) from the 2 file drawer slides (27)
9

- SCREWS
  B 3x15 MM
  6PCS

10

- SCREWS
  B 3x15 MM
  8PCS

11

- SCREWS
  C 4x35 MM
  4PCS
Make sure inner silver ball bearing slide is at the front of the slide mount and in lock position.

Align both sides of slide runners to slide mounts'openings, then slide all the way in. Apply small force to insert completely if needed.
Please hang files on the movable metal hook part 28 or part 29