# Assembly Instructions

**Mira Series Presentation Board Model No. MWB4848**

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**Parts List**

<table>
<thead>
<tr>
<th>Qty</th>
<th>Part Name</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>CTMBHB</td>
<td>M6 x 20mm</td>
</tr>
<tr>
<td>2</td>
<td>HB</td>
<td>Foam Spacer</td>
</tr>
<tr>
<td>6</td>
<td>C</td>
<td>Mounting Bracket</td>
</tr>
<tr>
<td>1</td>
<td>B</td>
<td>Foam Bracket</td>
</tr>
<tr>
<td>1</td>
<td>D</td>
<td>Mounting Bracket</td>
</tr>
</tbody>
</table>

Items with HB are in the hardware box. **Denotes Color Code**

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**Call 1-800-822-8037 for Assistance**
Place foam spacer (part C) at white line on the backside of the presentation board prior to attaching bracket (part D). Attach the bracket to the bottom of the presentation board using screw (part F). Then attach the bracket to the wall using screw (part A).

Note: Screws provided are for wood stud installation only. Use proper fasteners and anchors for drywall or metal stud installations.

**IMPORTANT**

Review ALL instructions before beginning assembly. These instructions are provided to avoid problems that may occur from improper assembly. May the end user be responsible for failure resulting from improper assembly or installation. Moreover, all warranties are void for failure to follow these assembly instructions. For failure to follow these assembly instructions, the end user will be responsible for all costs involved.
**Real Office Care Instructions**

If you have any additional questions, please contact our customer service department at 1-800-822-6037.

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### Proper Care of Wood Surfaces

1. **Finish Color Matching**
   - Choose colors that complement the wood finish. Use a color chart to select a finish that matches the color of your furniture.
   - Apply the finish according to the manufacturer’s instructions.

2. **Cleaning**
   - Use a soft cloth to clean the wood surfaces. Do not use abrasive cleaners or solvents.
   - Avoid exposure to extremes of heat and cold, or to wide humidity variances.

3. **Waxing**
   - Apply a thin layer of furniture wax to the wood surfaces to protect them from scratches.
   - Avoid using furniture polish, solvents, or household cleaners on the wood surfaces.

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### Pre-Assembled Replacement Part List

<table>
<thead>
<tr>
<th>Part #</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>REALS312</td>
<td>Hinge Plane</td>
</tr>
<tr>
<td>REALS255</td>
<td>Part 4</td>
</tr>
<tr>
<td>REALS096</td>
<td>Part 4</td>
</tr>
</tbody>
</table>

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**Guidelines Whenever You Have a Question**

- Avoid exposure of finishes to harsh solvents (e.g., paint thinner, acetone).
- Wash moving parts before you fit them to the woodwork. The woodwork, the finish, and the parts can be scratched or damaged if the woodwork is wet or sticky when the parts are fitted.
- When painting, use a flat brush rather than a roller, and avoid using paint thinner or other solvents on the wood surface.
- Avoid contact with other finishes, as they may react with the wood finish.
- Use a soft cloth to clean the wood surfaces, and avoid using abrasive cleaners or solvents.

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*Note: This document contains information on proper care and maintenance for the furniture.*

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*Source: Mayline Group*