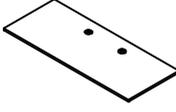


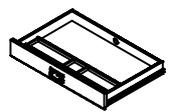
Hardware List (included in GCQ\GMB268FA)

	<b>6 PCS Machine Bolts(1-1/4")</b>		<b>2 PCS Metal Grommet</b>
	<b>2 PCS Keys For File Drawer Lock</b>		<b>3 PCS Long( 1-1/4") Flat Head Wood Screws</b>
	<b>4 PCS Wood Dowels ( ø8x25mm)</b>		<b>8 PCS Short (3/4") Flat Head Wood Screws</b>

GCQ\GMB268FT Parts List		
E	DESK TOP	1 PC
		

GCQ\GMB268FB Parts List		
B	PEDESTAL	1 PC
		

GCQ\GMB268FA Parts List

A	PEDESTAL	1 PC	C	BACKPANEL	1 PC	D	CROSS BAR	1 PC	F	DROP FRONT CENTER DRAWER	1 PC
											

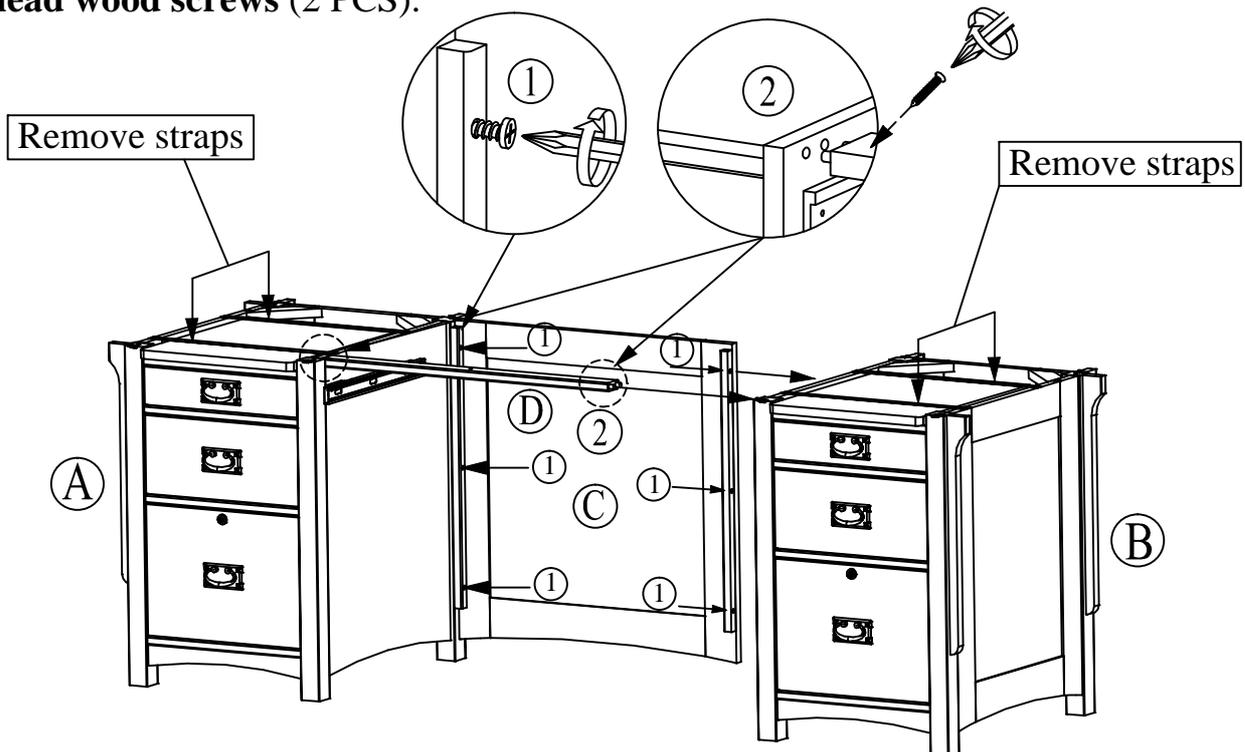
**Caution :** Please read instructions thoroughly before unpacking assembly parts. Sharp, exposed staple tips can cause injury, therefore, for your protection, please remove any exposed staples used in packing.

*Please keep all hardware parts out of the reach of children.*

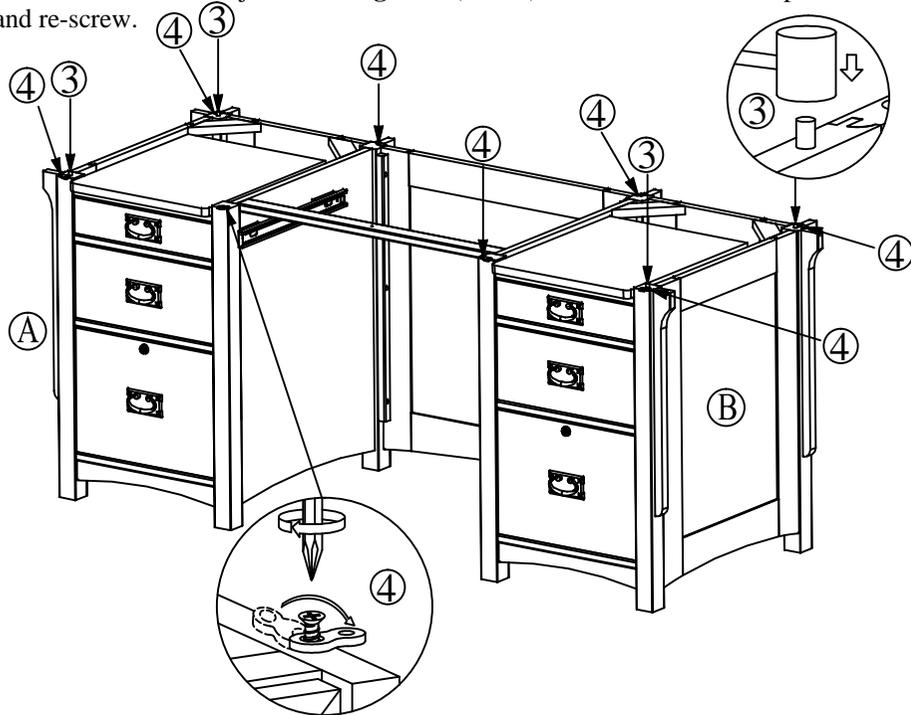
1. We recommend that you should assemble this product with the assistance of another person; this will make assembly easier, and will help to eliminate damage to the product or injury to persons during assembly.
2. Be sure to check all packing materials carefully for small parts that may have come loose inside the carton during shipment.
3. Please do not over tighten screws or bolts.
4. Please put all parts on a non-abrasive floor before assembly, and follow the assembly steps to assemble your newly purchased product correctly and efficiently.

**Instructions:**

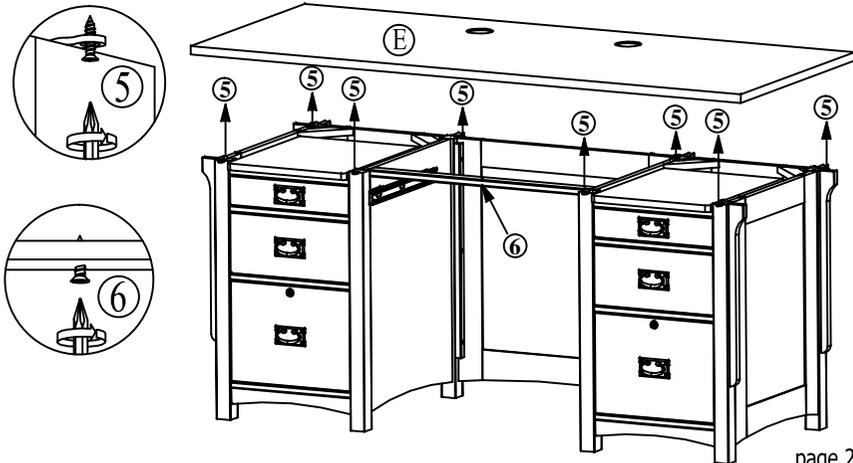
- ① Move the pedestals (A)(B) to the desired location , insert and tighten **machine bolts (1-1/4")** (6 PCS) to connect backpanel (C) to the pedestals (A)(B).
- ② Insert center Cross Bar (D) to the pedestals (A)(B) , tighten with **(1-1/4") flat head wood screws (2 PCS)**.



- ③ Insert two **wood dowels** (4 PCS) in each pedestal (A)(B).
- ④ Loosen the screw to adjust **metal figure 8** (8 PCS) of its direction of the panel and re-screw.



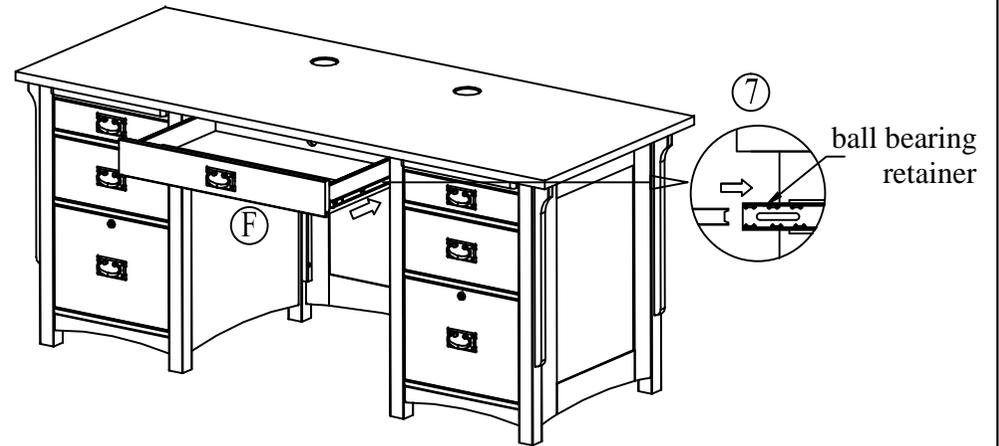
- ⑤ Insert **short (3/4") flat head wood screws** (8 PCS) through metal figure 8 to connect Desk Top (E) and pedestals.
- ⑥ Use long (1-1/4") flat head wood screw (1 PC) to connect crossbar (D) to the Desk Top (E).



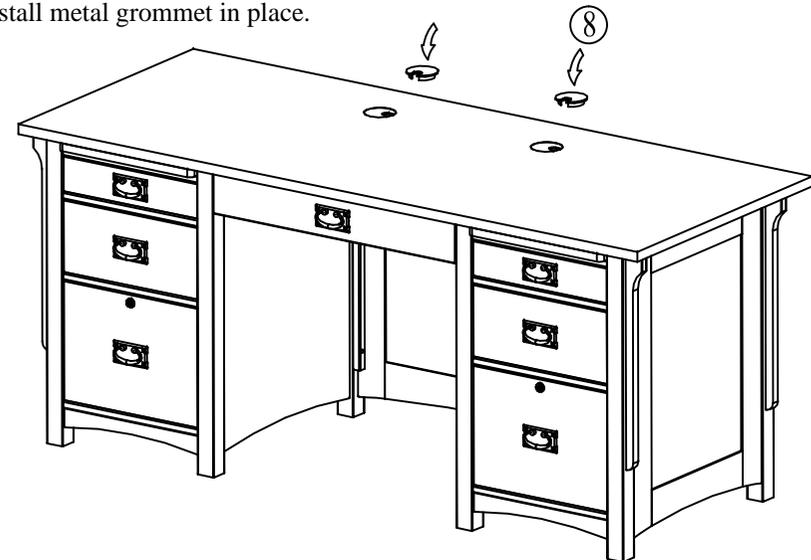
- ⑦ Install the Drop Front Center Drawer (F) in place.

**Important:**

(Be sure to move the ball bearing retainer all the way to the front of the glide and carefully slide the rails into the glides and ball bearing retainer.)



- ⑧ Install metal grommet in place.



Assembly is now complete.