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NBF Conference Table

INSTALLATION INSTRUCTIONS

TOOLS REQUIRED:

- #2 Phillips Screwdriver or Powerdriver
- 10mm Open End Wrench
- Level
- Rubber Mallet

PARTS REQUIRED:

- Racetrack or Rectangular Conference Table Top(s)
- #10x5/8" Pan Head Phillips Screws
- #14x3/4" Pan Head Phillips Screws
- SIZCLM Column Legs
- Hat Section (s), if Required
- Connecting Bolts (Screw, C-Shaped Brackets, & Hex Nut), if Required
- Splice Brackets, if Required

NOTE:

TWO OR MORE PEOPLE ARE REQUIRED TO ASSEMBLE THE CONFERENCE TABLE.

COLUMN LEG INSTALLATION:

1. Place the Tabletop upside down on a clean non-marring surface.
2. If the Table Top has more than one piece, place the screw through the (2) C-shaped Brackets and fasten the Hex Nut on the end of the Screw. This creates the Connecting Bolt. (**FIG. 1**)
3. Install the Connecting Bolts at each table joint to hold the pieces together and hand tighten the Hex Nut.
4. If the Table Top has more than one piece, place the Splice Brackets on the bottom side of the Table Top and align them with the pre-drilled mounting holes at the seams of the pieces. Drive (4) # 14x 3/4" Pan Head Phillips Screws into each Splice Bracket, being sure not to strip the hole. (**FIG. 2**)
5. Tighten each Hex Nut with the 10mm Open End Wrench.
6. Place the Column on the bottom side of the Table Top and align it with the pre-drilled mounting holes. Drive 8#14x3/4" Pan Head Phillips Screw into each of the Columns, attaching it to the Table Top, being sure not to strip the hole. (**FIG. 3**)
7. Screw a Glide into the threaded hole in the bottom of the Column. Adjust the Glides so that 1/2 inch of the thread is visible so that leveling the table when it is assembled will be easier. Repeat for each Support Column.

FIG. 1

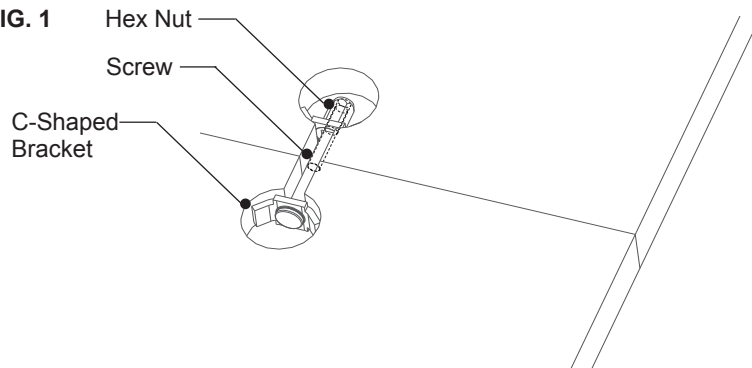


FIG. 2

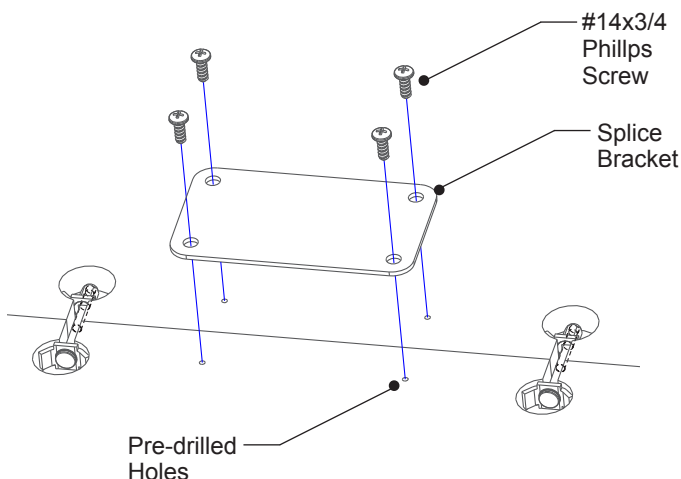
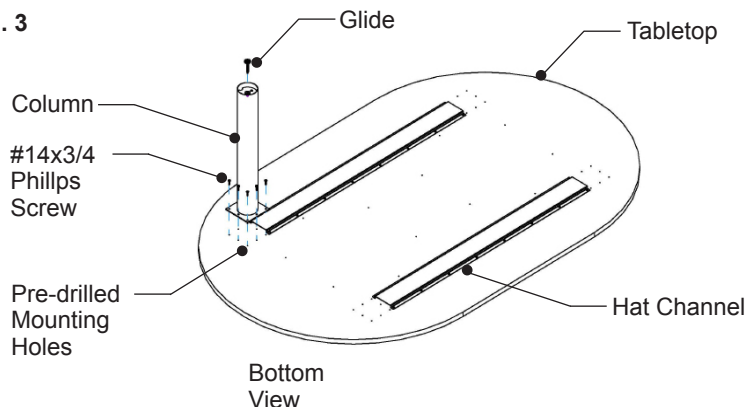


FIG. 3



8. Position the Hat Channel on the bottom side of the Table Top using the pre-drilled mounting holes. Attach using #10x5/8" Pan Head Phillips particle board screws, being sure not to strip the hole. **(FIG. 3)**
9. Using 2 or more people carefully turn the table over and level it by adjusting the Glides in or out.
10. If the Table Top has more than one piece feel along the seam (s) to locate uneven areas. **(FIG. 4)** Loosen the connection hardware, in the uneven area.

Lightly tap with Rubber Mallet on high side of seam fill flush, then retighten Connecting hardware. Continue the procedure till entire seam (s) are properly adjusted.

11. If electrical pop-ups are required, install them to the top of the tables in the routed locations. **(FIG. 5)**

FIG. 4

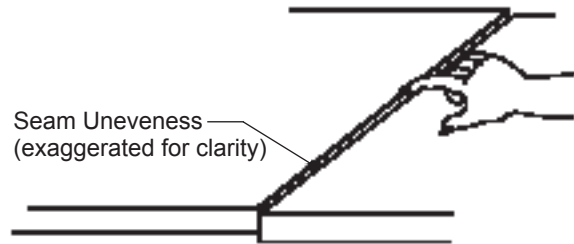


FIG. 5

