

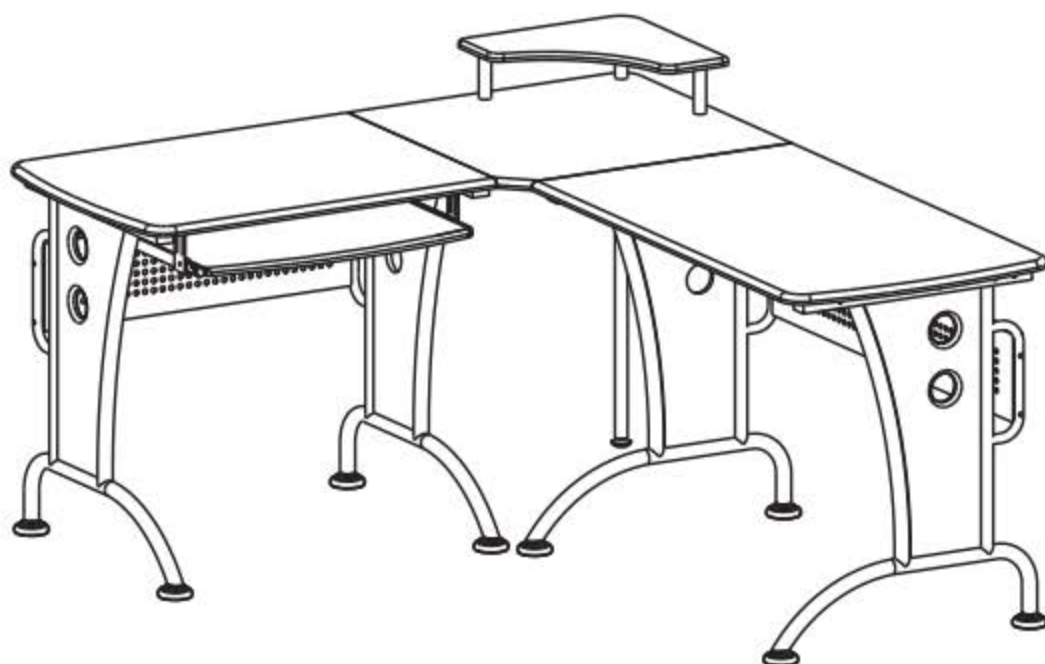
English

# ASSEMBLY INSTRUCTIONS



MODEL RTA - 3806

Thanks for purchasing one of our products.  
Please read carefully the assembly instructions before the installation.  
Please save this manual for future reference.



MODEL RTA-3806



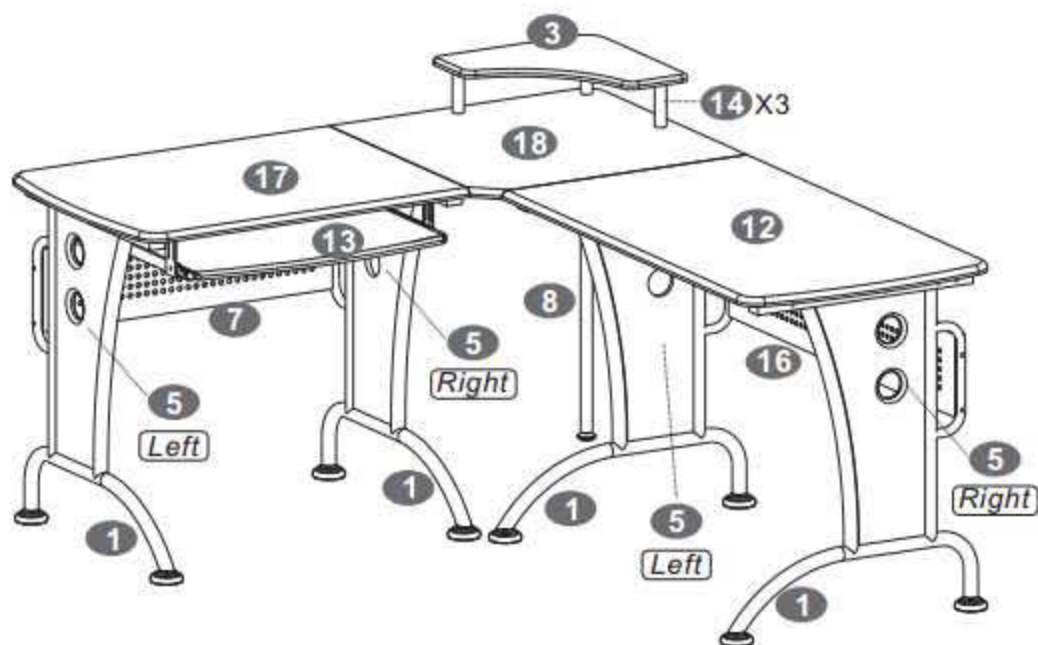
Spanish

# INSTRUCCIONES DE ENSAMBLAJE.



MODELO RTA - 3806

Gracias por comprar uno de nuestros productos.  
Por favor lea cuidadosamente las instrucciones de ensamblaje antes de instalar la unidad.  
Por favor guarde este manual para referencias futuras.

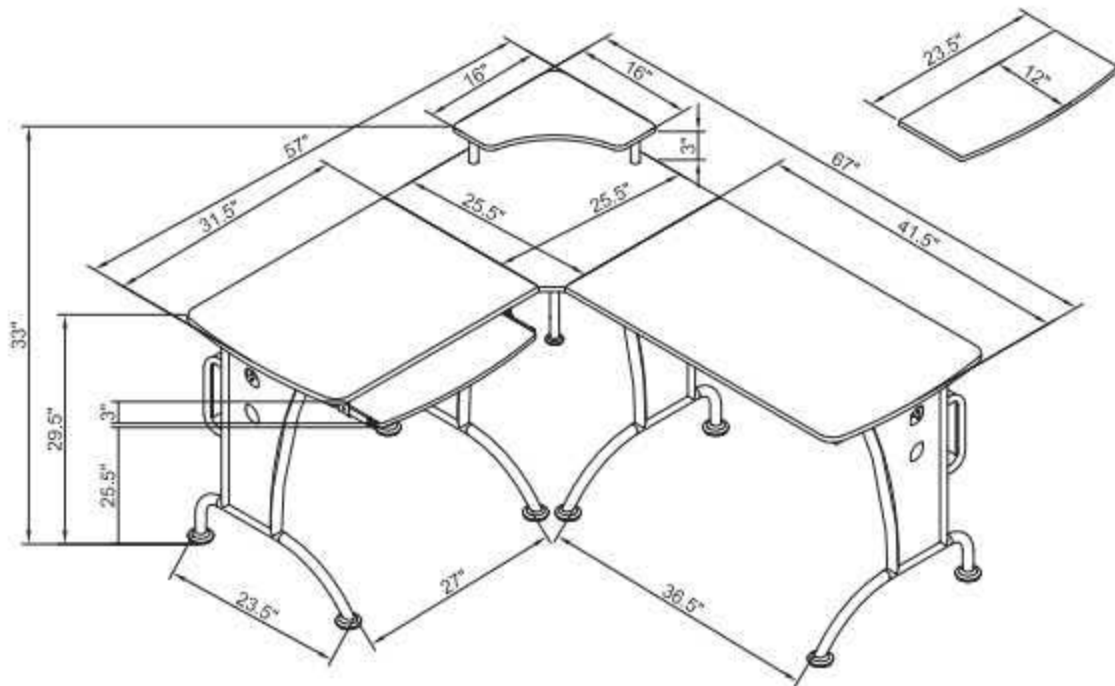


MODELO RTA-3806



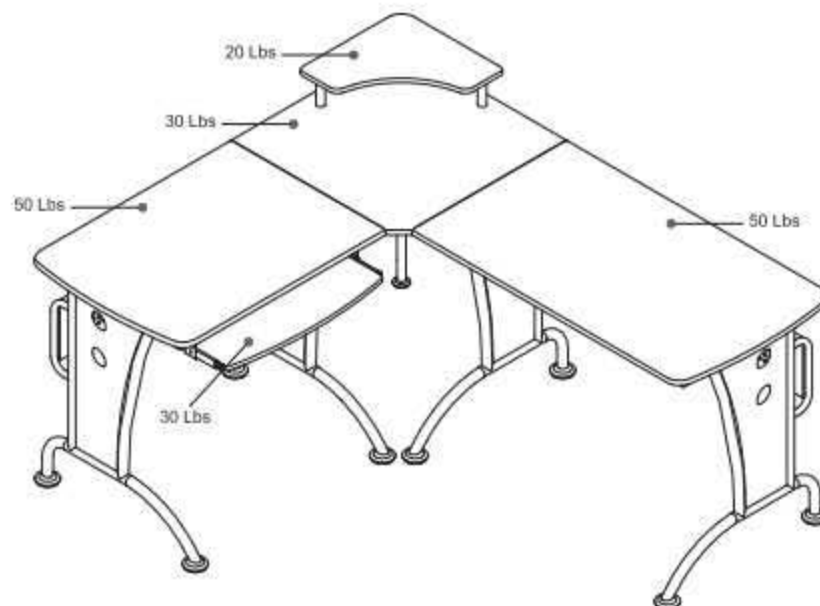
## RTA-3806

### DIMENSIONS



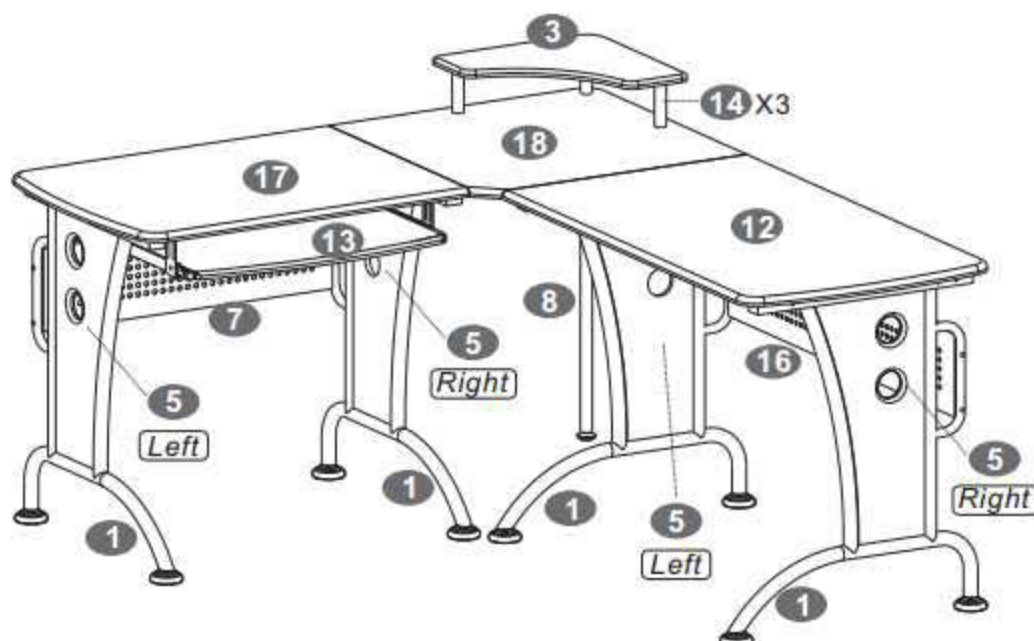
Product Size: 67"W x 57"D x 33"H

### MAXIMUM WEIGHT CAPACITIES



**DO NOT** exceed this limit  
Please use care and good judgement  
when placing objects on wood surface

■ PARTS LIST ■ LISTA DE PIEZAS



<p><b>1</b> <span style="float: right;"><b>x4</b></span></p> <p>■ Main Structure ■ Estructuras Principales</p>	<p><b>2</b> <span style="float: right;"><b>x1</b></span></p> <p>■ Stud For Vertical Tube ■ Tope para Tubo vertical</p>	<p><b>3</b> <span style="float: right;"><b>x1</b></span></p> <p>■ Auxiliary Panel ■ Panel Auxiliar</p>
<p><b>4</b> <span style="float: right;"><b>x8</b></span></p> <p>■ Studs ■ Tops</p>	<p><b>5</b></p> <p>■ Side Panels ■ Paneles Laterales</p> <p><b>x2 LEFT</b> <b>x2 RIGHT</b></p>	
<p><b>6</b> <span style="float: right;"><b>x1</b></span></p> <p>■ Short Horizontal Tubes ■ Tubos Horizontales cortos</p>	<p><b>7</b> <span style="float: right;"><b>x1</b></span></p> <p>■ Short Back Panel ■ Panel posterior corto</p>	<p><b>8</b> <span style="float: right;"><b>x1</b></span></p> <p>■ Vertical Tube ■ Tubo Vertical</p> <p><b>9</b> <span style="float: right;"><b>x4</b></span></p> <p>■ Connectors ■ Conectores</p>

10

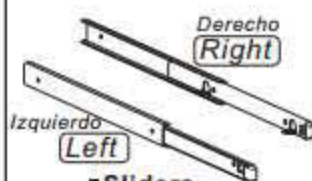
x4



- Slider's Base
- Base de Deslizadores

11

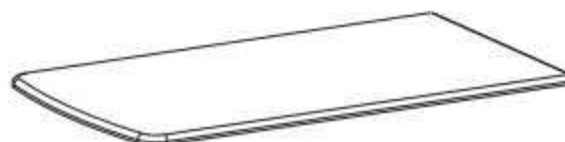
x1 SET



- Sliders
- Deslizadores

12

x1



- Long Tabletop
- Tope Largo

13

x1



- Keyboard Panel
- Panel Porta Teclado

14

x3



- Supporting Tubes
- Tubos de Soporte

15

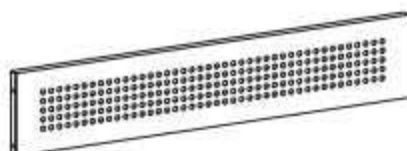
x1



- Long Horizontal Tube
- Tubo Horizontal Largo

16

x1



- Long Back Panel
- Panel Posterior Largo

17

x1



- Short Tabletop
- Tope Corto

18

x1

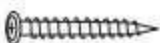













- Corner Tabletop
- Tope de Esquina





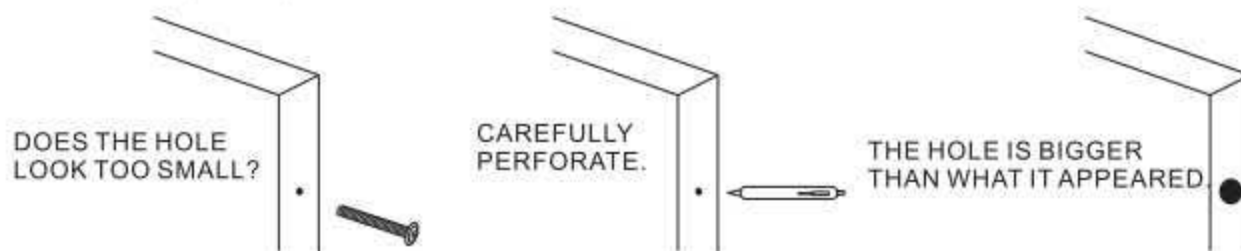
## ▪SCREWS LIST ▪TORNILLOS

PART	QTY.	ITEM	
<b>A</b>	16	5X45 MM	
<b>B</b>	4	6X50 MM	
<b>C</b>	12	6X45 MM	 
<b>D</b>	3	6X25 MM	
<b>E</b>	4	4X14 MM	
<b>F</b>	1	6X40 MM	
<b>G</b>	4	4X4 MM	

PART	QTY.	ITEM	
<b>H</b>	8	6X12 MM	
<b>I</b>	10	6X35 MM	
	1		
	1		

**GENERAL ASSEMBLY TIPS AND TROUBLESHOOTING DURING ASSEMBLY:**

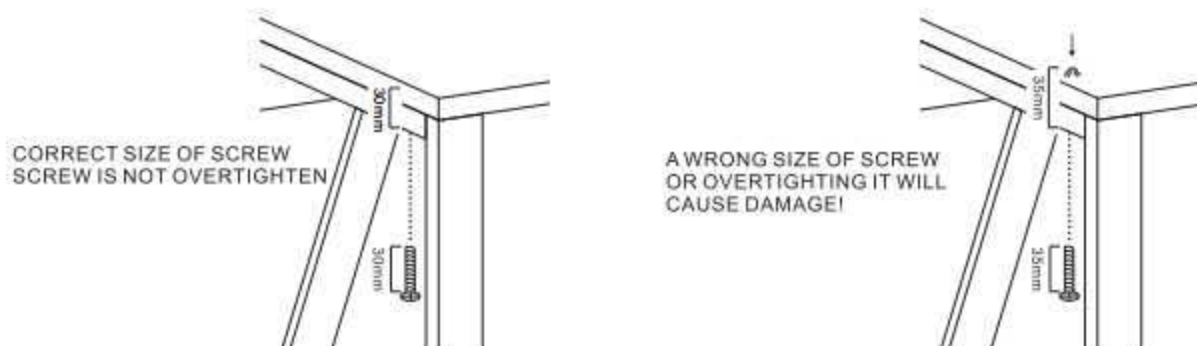
- \*Before you start assembling, make sure you have all the parts and necessary hardware by doing a quick inventory.**
- \*Follow the assembly instructions step by step, and do not skip any unless advised to do so by RTA PRODUCTS' Customer Service.**
- \*On each step, and to avoid misalignments, always leave screws loose, and do not tighten them until all are in place.**
- \*In wood panels, the laminate might be covering the holes.**  
If there are no visible holes: Pass the tip of your finger around the area where the hole should be, and press against the surface to feel the indentation.  
If the hole looks too small for the screw or bolt: carefully perforate the laminate with the tip of a pen.



- \*In wood panels, some might have inserts that look like screws. Those inserts are either nuts or cam locks. Make sure they are aligned to receive the screws or bolts.**



- \*Make sure to use the correct screws or bolts, and do not overtighten them.**  
Using wrong screws or overtightening them might cause damage to the parts, and such damage is not covered by the product's warranty.

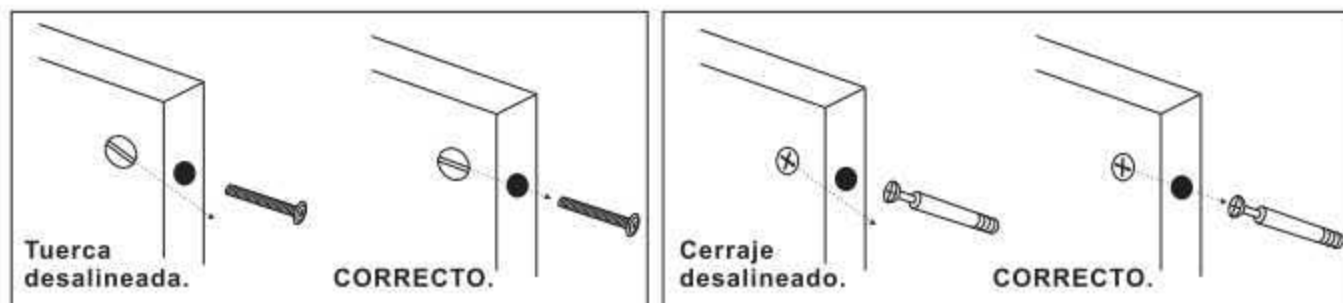


**CONSEJOS PARA RESOLVER PROBLEMAS DURANTE EL ENSAMBLAJE:**

- \*Antes de comenzar, haga un inventario rápido para asegurarse de tener todas las partes y tornillos necesarios.
- \*Siga las instrucciones paso por paso, y no se salte ninguno a menos que se lo aconseje un representante de Servicio al Cliente de RTA PRODUCTS.
- \*Para evitar desalineamientos, en cada paso que haga deje los tornillos medio puestos, y no los apriete hasta que todos estén colocados en sus lugares.
- \*En paneles de madera, el laminado podría cubrir las perforaciones.  
Si no ve los hoyos: Pase la punta del dedo por el área y presione contra la superficie para encontrar el hoyo.  
Si el hoyo luce muy pequeño para el tornillo o perno: Con cuidado perforo el laminado con la punta de un lapicero (bolígrafo, pluma).



- \*Algunos paneles pueden tener insertados lo que parecen tornillos, pero son tuercas o cerrajes: Asegúrese que estén alineados para recibir el tornillo o perno.



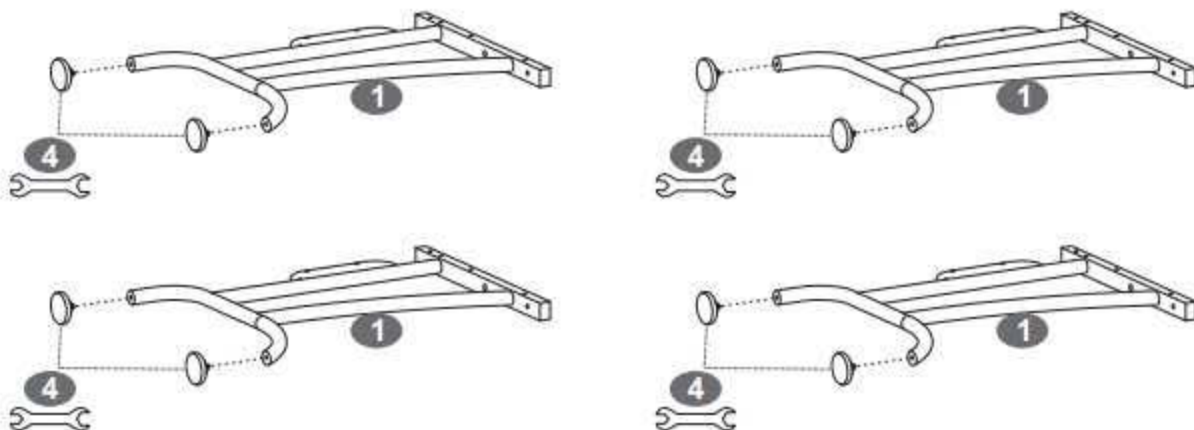
- \*Asegúrese de usar los tornillos y pernos correctos, y no los apriete demasiado. Usar tornillos/pernos de tamaño incorrecto o sobre-apretarlos puede causar daño a las partes, lo cual no es cubierto por la garantía del producto.





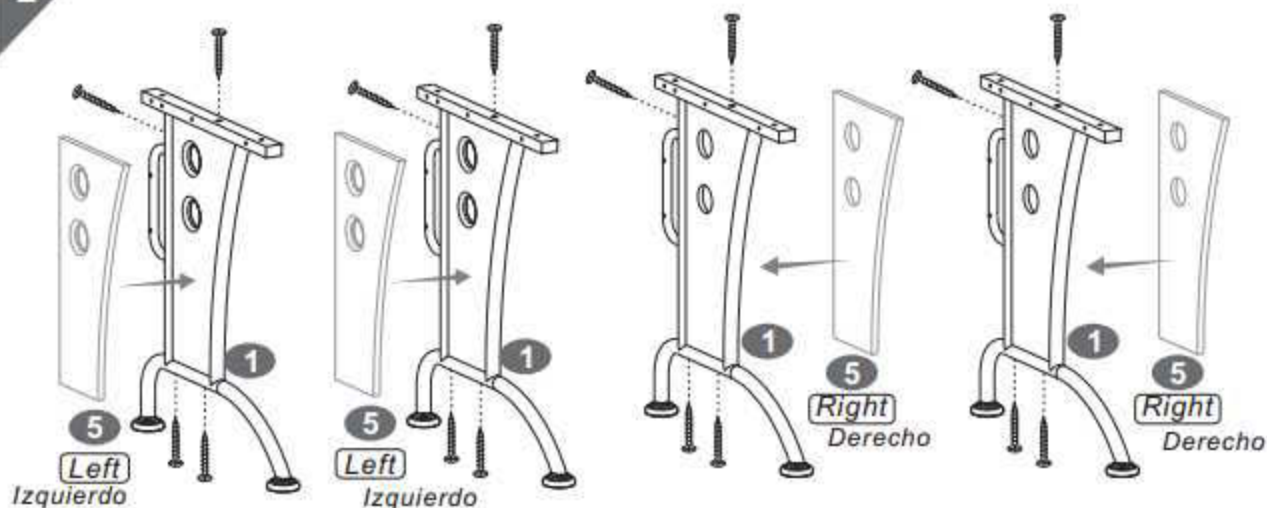
# ▪ STEPS    ▪ PASOS

1



- Screw in the Studs(4) to the Main Structures(1) and tight them well .
- Inserte los Topes (4) en las estructuras Principales (1) y ajustelos bien.

2



- Use Screws A to Assemble the four Side Panels(5) with the corresponding Main Structures(1).
- Use Tornillos A para ensamblar los Paneles Laterales (5) con las correspondientes Estructuras Principales (1).

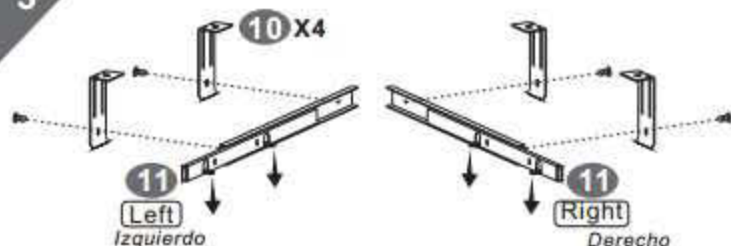
## ▪ SCREWS ▪ TORNILLOS

A 5X45 MM

16PCS



3



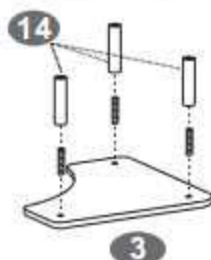
- Use Screws G to fix the Sliders (11) to the Slider's Bases (10).
- Use Tornillos G para fijar los Deslizadores (11) a las bases de los Deslizadores (10).

**■ SCREWS ■ TORNILLOS**
**G** 4X4 MM

4PCS



4

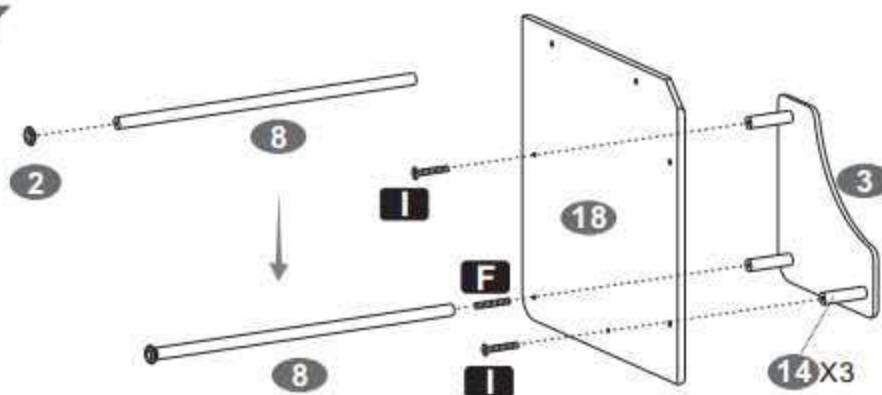


- Use Screws D to fix the Supporting Tubes (14) to the back face of the Auxiliary Panel (3).
- Use Tornillos D para fijar los Tubos de Soporte (14) a la cara posterior del Panel Auxiliar (3).

**■ SCREWS ■ TORNILLOS**
**D** 6X25 MM

3PCS

5



- Fix the Stud For Vertical Tube (2) to the Vertical Tube (8).
- Use 2 Screws I to fix the Supporting Tube (14) to the Corner Tabletop (18) in the positions shown in the drawing. Then insert the Screws F to the last Supporting Tube (14), then at the same time use it to fix the Vertical Tube (8) to the Corner Tabletop (18).
- Fije el Tope para Tubo Vertical (2) al Tubo Vertical (8).
- Siguiendo el Dibujo use dos Tornillos I para fijar los Tubos de Soporte (14) al Tope de Esquina (18). Luego inserte el Tornillos F al Tubo de Soporte que quedo libre y use el Tornillos para simultáneamente fijar el Tubo Vertical (8) al Tope de Esquina.

**■ SCREWS ■ TORNILLOS**
**F** 6X40 MM

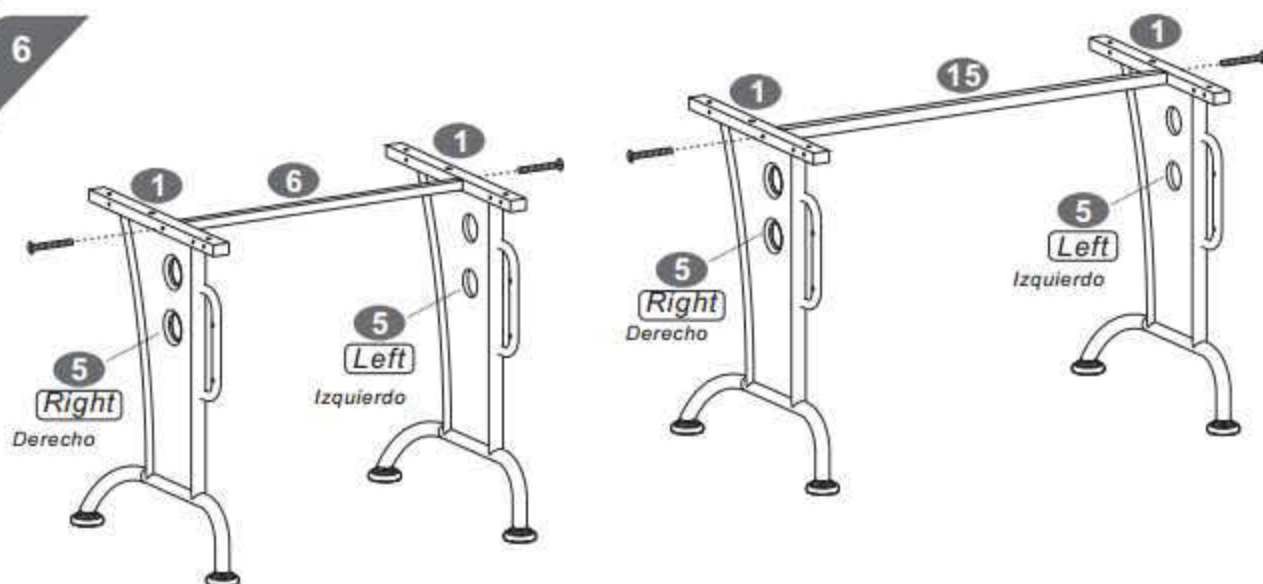
1PC

**I** 6X35 MM

2PCS



6



- Use Screws B to assemble the Short Horizontal Tube (6) between two pieces of Main Structures (1). Use Screws B to assemble the Long Horizontal (15) between the other two pieces of Main Structure (1). Please check the direction of the legs.

- Use Tornillos B para ensamblar el Tubo Horizontal Corto (6) entre dos piezas de la Estructura Principal (1) fijándose que la dirección de las patas sea la correcta.

Use Tronillos B para ensamblar el Tubo Horizontal Largo (15) entre las otras dos piezas de la Estructura Principal (1) fijándose que la las patas sea la correcta.

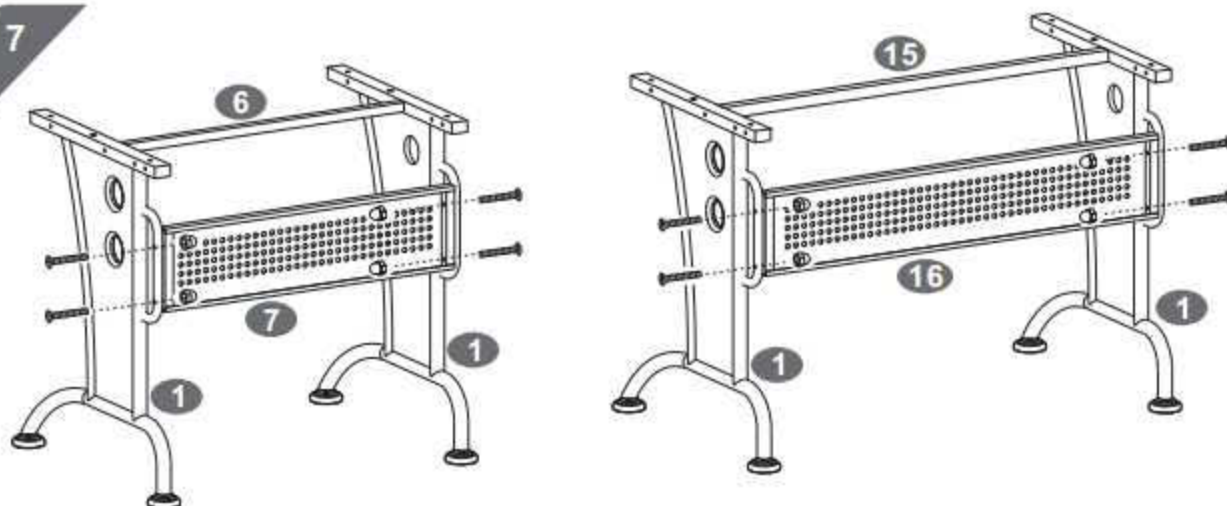
■ SCREWS ■ TORNILLOS

**B** 6X50 MM

4PCS



7



- Use Screws C to fix the Short Back Panel (7) to the Main Structure (1) that have been assembled in the step 6.

Use Screws C to fix the Long Back Panel (16) to the Main Structure (1) that have been assembled in the step 6.

- Use Tornillos C para fijar el Panel Posterior Corto (7) a las Estructuras Principales (1) ensambladas en el Paso 6.

Use Tornillos C para fijar el Panel Posterior Largo (16) a las Estructuras Principales (1) ensambladas en el Paso 6.

■ SCREWS ■ TORNILLOS

**C** 6X45 MM

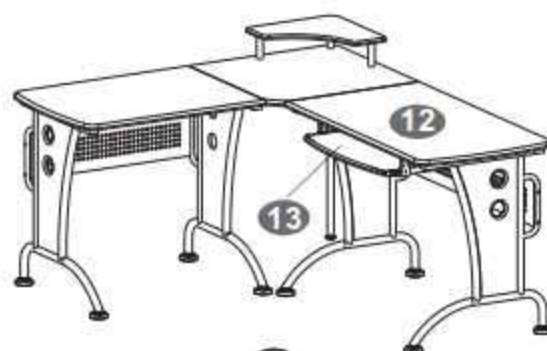
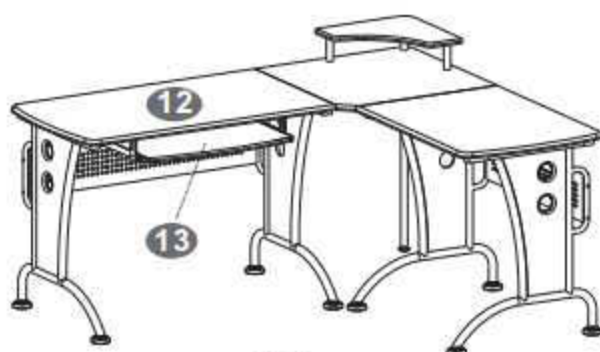
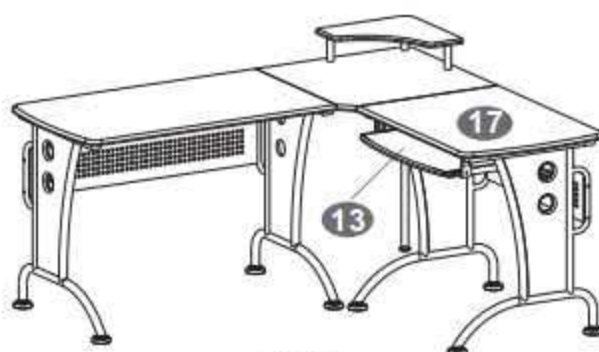
8PCS





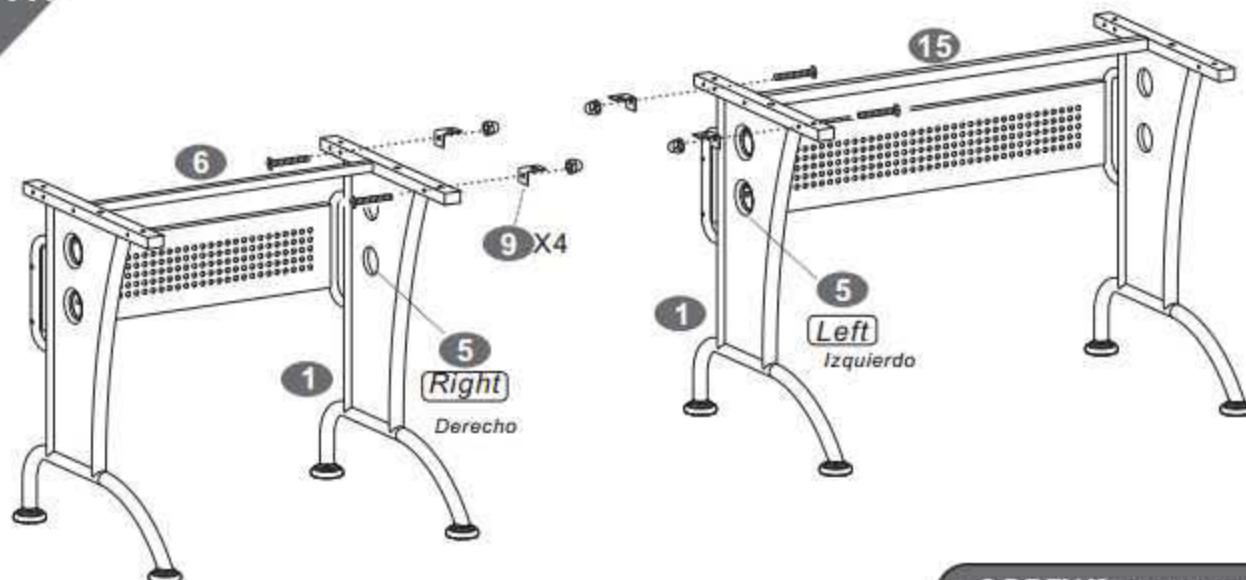
**\*\*There are 4 options to assemble your desk, please choose it according to your preference, and follow the next steps A/B/C/D.**

***\*\*Hay 4 opciones para ensamblar su escritorio, por favor escoja una de acuerdo a su preferencia, y continúe con los siguientes pasos A/B/C/D.***

**A**A1-A6**B**B1-B6**C**C1-C6**D**D1-D6



A1



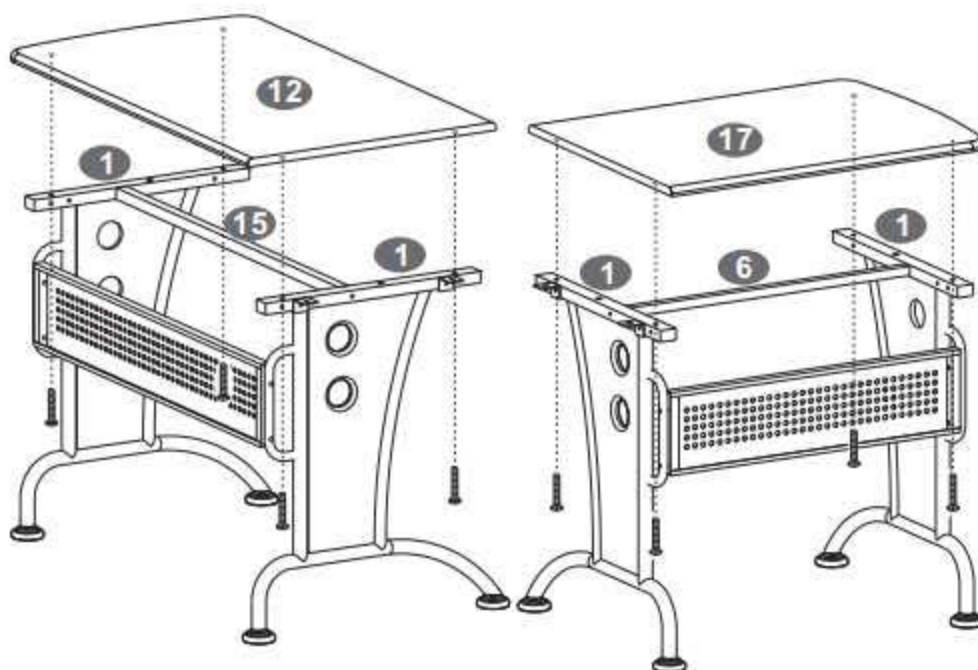
- Use Screws C to fix the Connectors (9) to the Main Structure (1) as illustrated.
- Use Tornillos C para fijar los Conectores (9) a la Estructura Principal (1) según se muestra en el dibujo.

■ SCREWS ■ TORNILLOS

**C** 6X45 MM

4PCS

A2



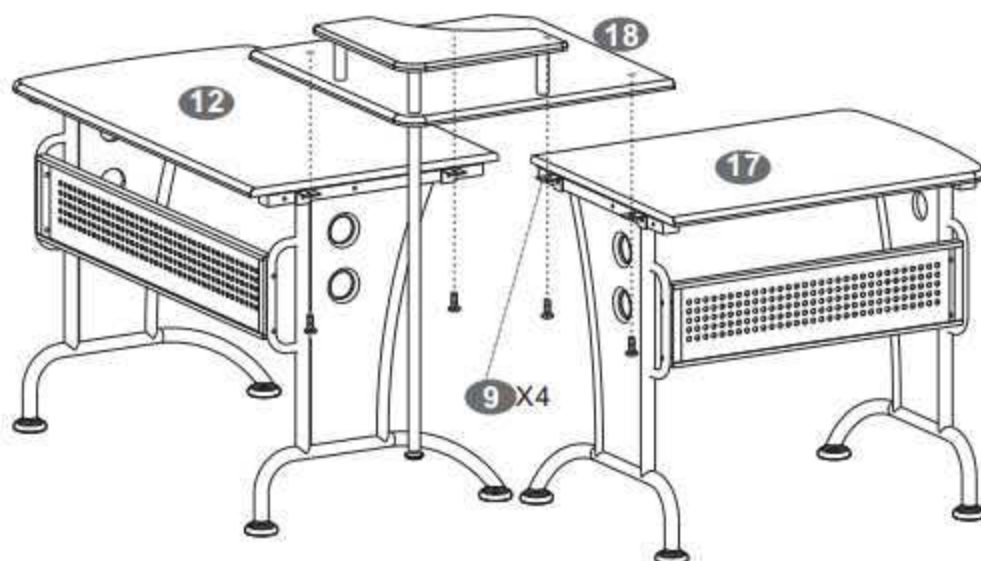
- Use Screws I to fix the Short Tabletop (17) and the Long Tabletop (12) to the Main Structure (1).
- Use Tornillos I para fijar el Tope Corto (17) y Tope Largo (12) a las Estructuras Principales (1).

■ SCREWS ■ TORNILLOS

**I** 6X35 MM

8PCS

A3



- Place the Corner Tabletop (18) over the Conectors (9) and fix them from below with Screws H.
- Coloque el Tope de Esquina (18) sobre los conectores (9) de ambos lados y fíjelos por debajo con tornillos H.

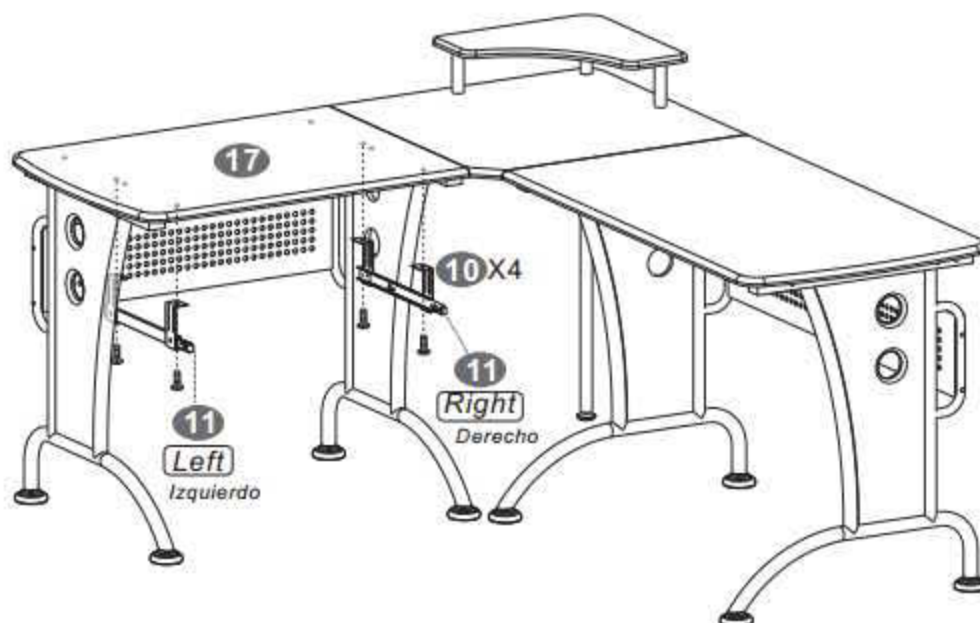
■ SCREWS ■ TORNILLOS

H 6X12 MM

4PCS



A4



- Use Screws H to fix the Slider's Bases (10) to the back face of the Short Tabletop (17).
- Use Tornillos H para fijar las bases de los deslizadores (10) en la cara posterior del Tope corto (17).

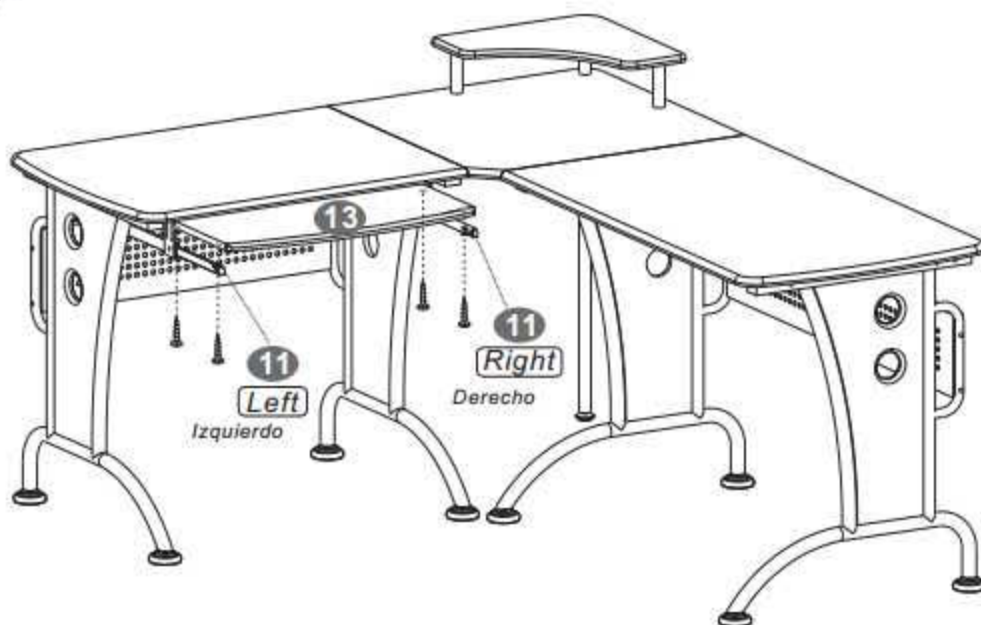
■ SCREWS ■ TORNILLOS

H 6X12 MM

4PCS



A5



- Place the Keyboard Panel (13) over the Sliders (11) and fix them from below with Screws E.

- Coloque el Panel Porta Teclado sobre los deslizadores, haga coincidir los orificios y fíjelos desde abajo con Tornillos E.

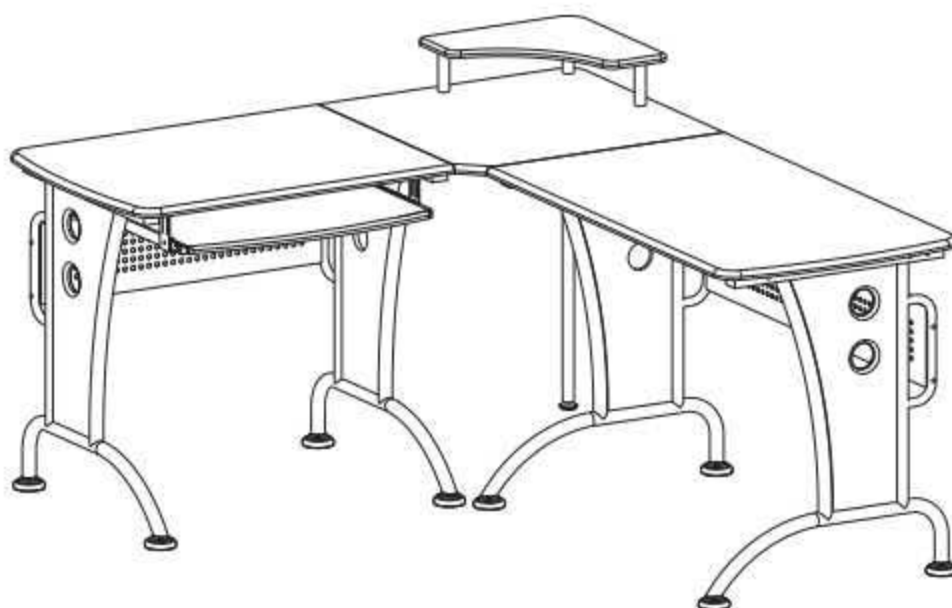
▪ SCREWS ▪ TORNILLOS

**E** 4X14 MM

4PCS



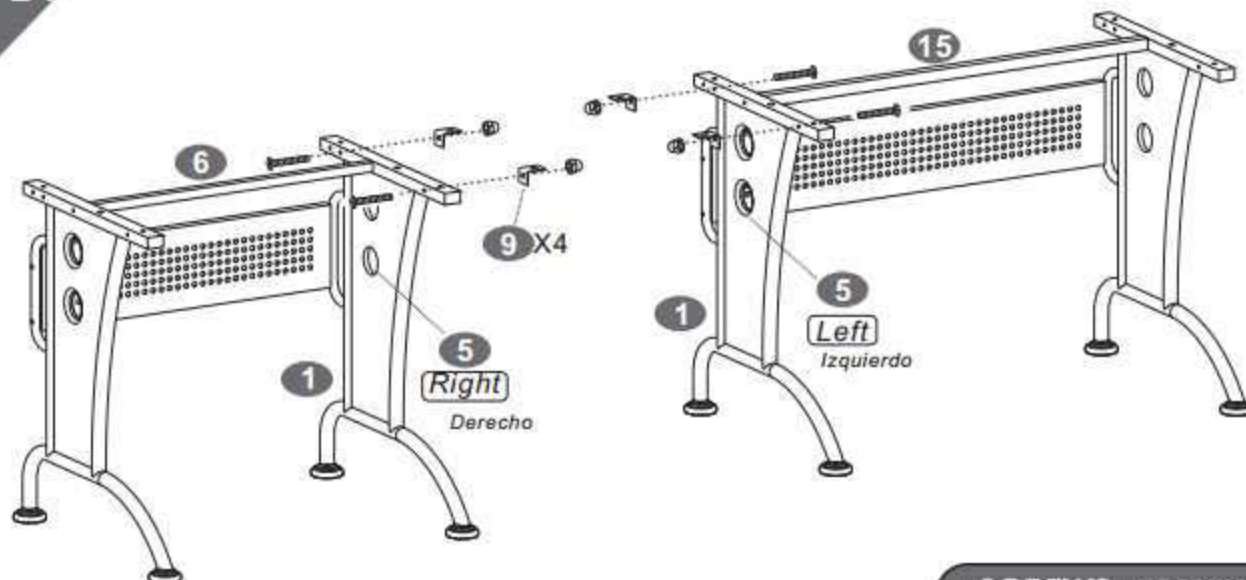
A6



- Tight all screws well and enjoy your unit.
- Apriete todos los Tornillos y disfrute su unidad.



B1



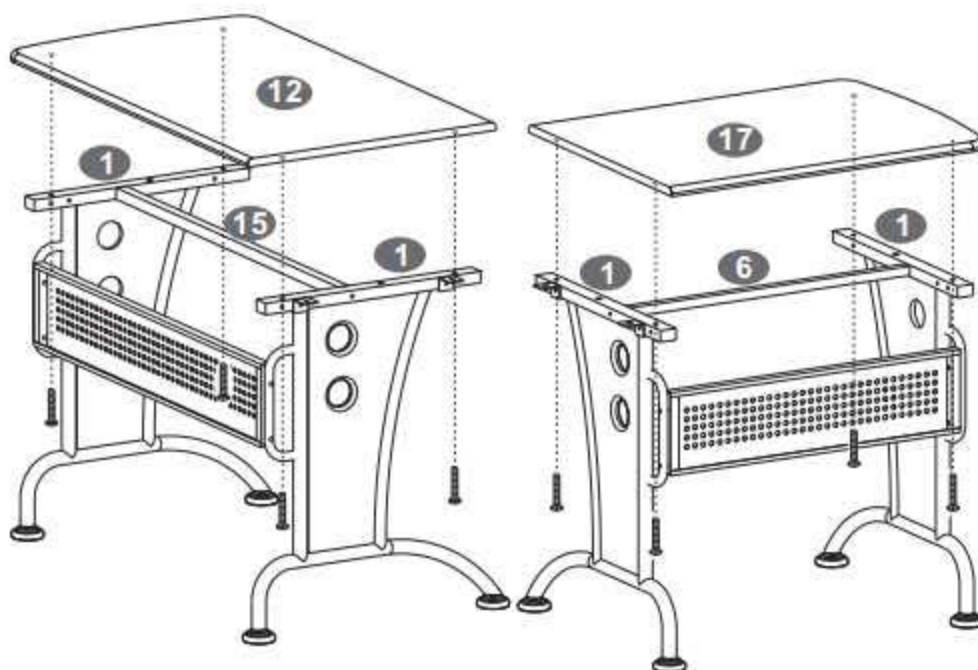
- Use Screws C to fix the Connectors (9) to the Main Structure (1) as illustrated.
- Use Tornillos C para fijar los Conectores (9) a la Estructura Principal (1) según se muestra en el dibujo.

■ SCREWS ■ TORNILLOS

**C** 6X45 MM

4PCS

B2



- Use Screws I to fix the Short Tabletop (17) and the Long Tabletop (12) to the Main Structure (1).
- Use Tornillos I para fijar el Tope Corto (17) y Tope Largo (12) a las Estructuras Principales (1).

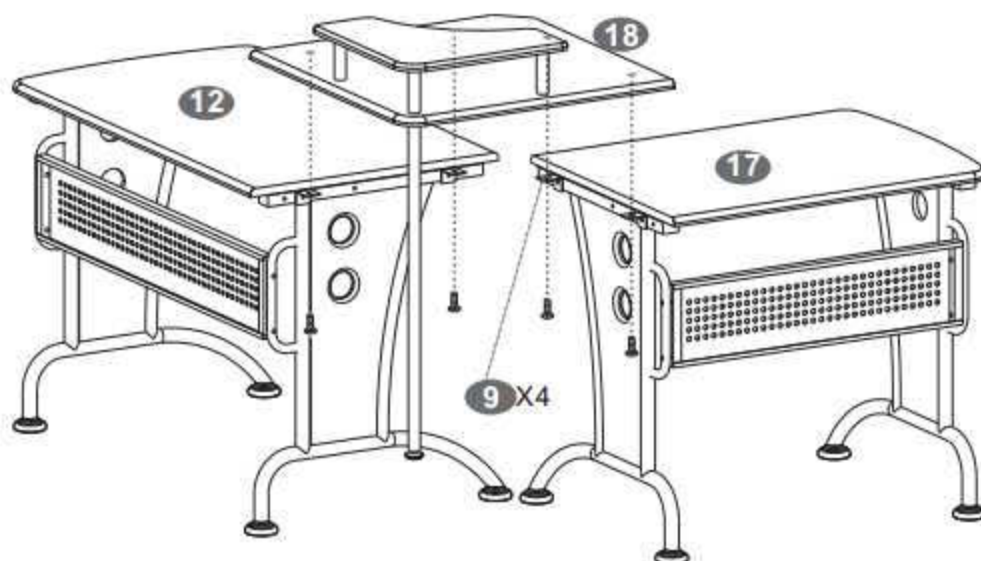
■ SCREWS ■ TORNILLOS

**I** 6X35 MM

8PCS



B3



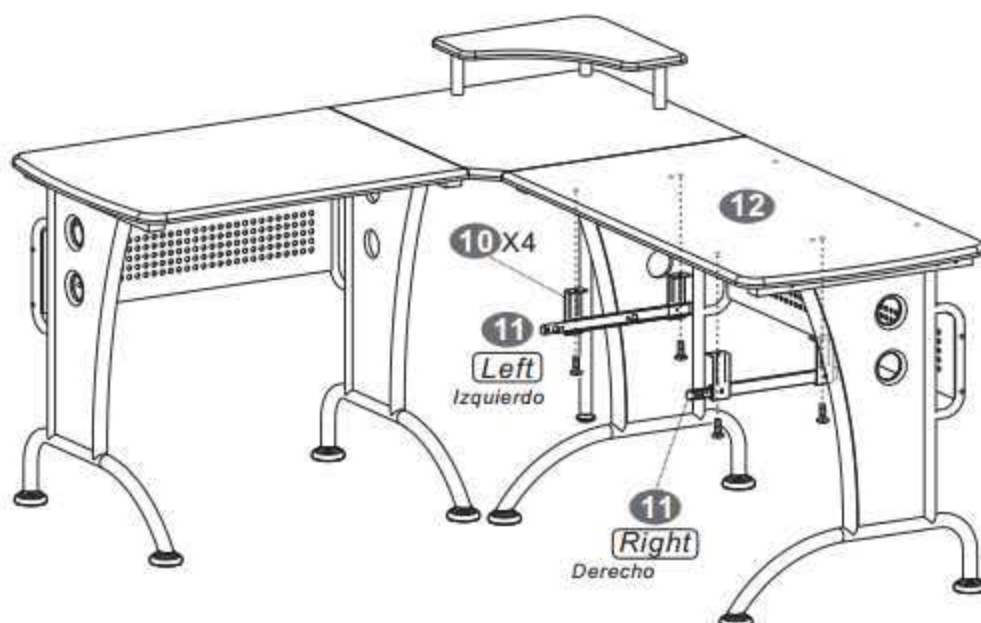
- Place the Corner Tabletop (18) over the Connectors (9) and fix them from below with Screws H.
- Coloque el Tope de Esquina (18) sobre los conectores (9) de ambos lados y fíjelos por debajo con tornillos H.

■ SCREWS ■ TORNILLOS

**H** 6X12 MM  
4PCS



B4



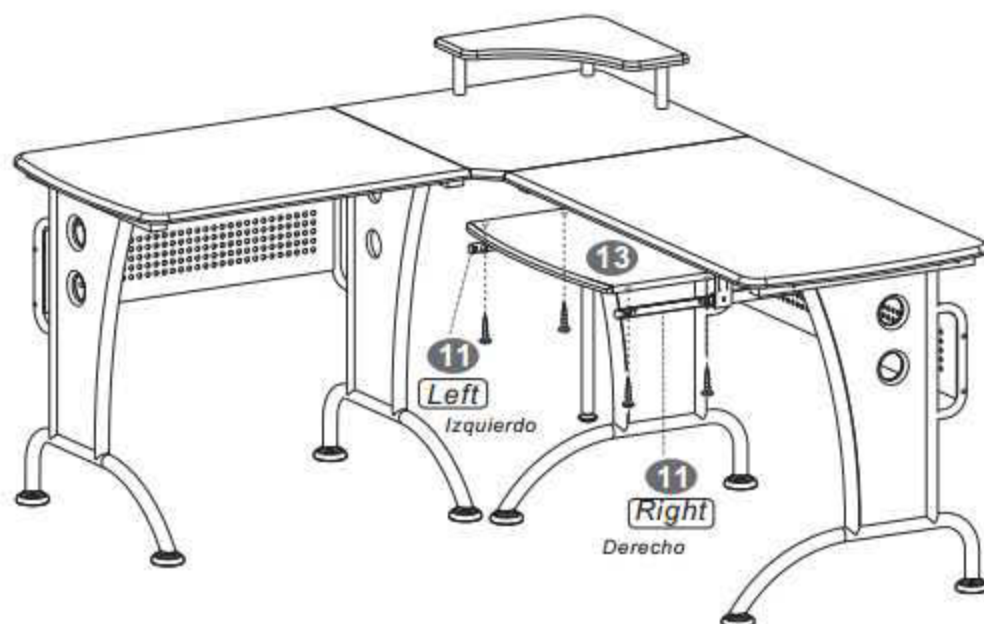
- Use Screws H to fix the Slider's Bases (10) to the back face of the Long Tabletop (12).
- Use Tornillos H para fijar las bases de los deslizadores (10) en la cara posterior del Tope Largo (12).

■ SCREWS ■ TORNILLOS

**H** 6X12 MM  
4PCS



B5



- Place the Keyboard Panel (13) over the Sliders (11) and fix them from below with Screws E.

- Coloque el Panel Porta Teclado sobre los deslizadores, haga coincidir los orificios y fíjelos desde abajo con Tornillos E.

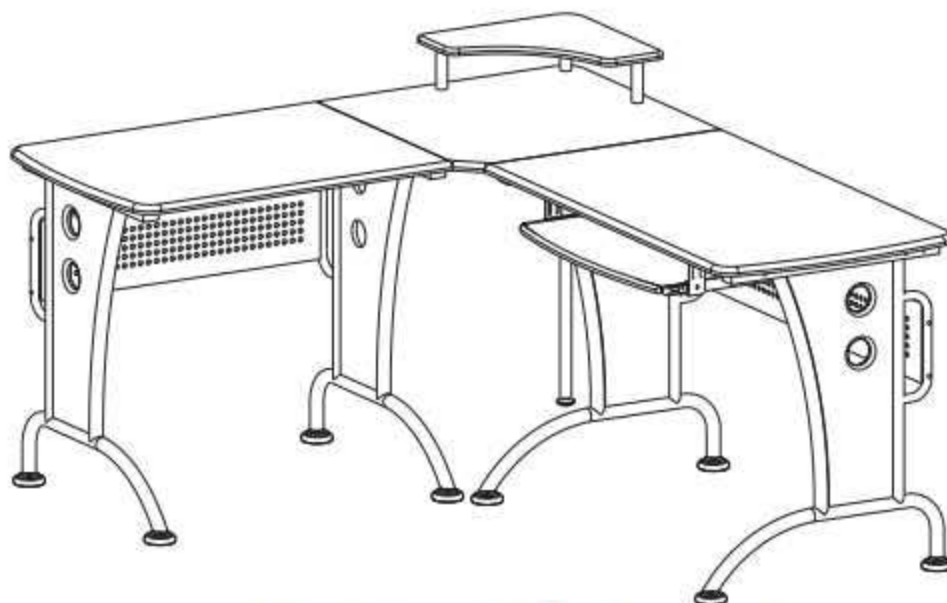
▪ SCREWS ▪ TORNILLOS

**E** 4X14 MM

4PCS

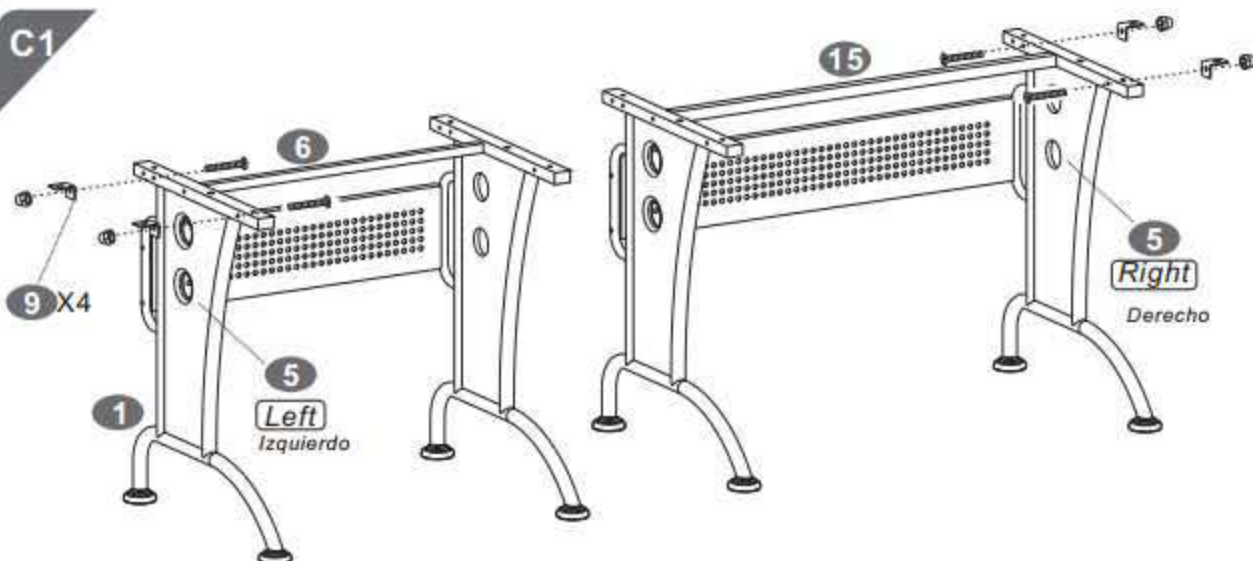


B6



- Tight all screws well and enjoy your unit.
- Apriete todos los Tornillos y disfrute su unidad.

C1



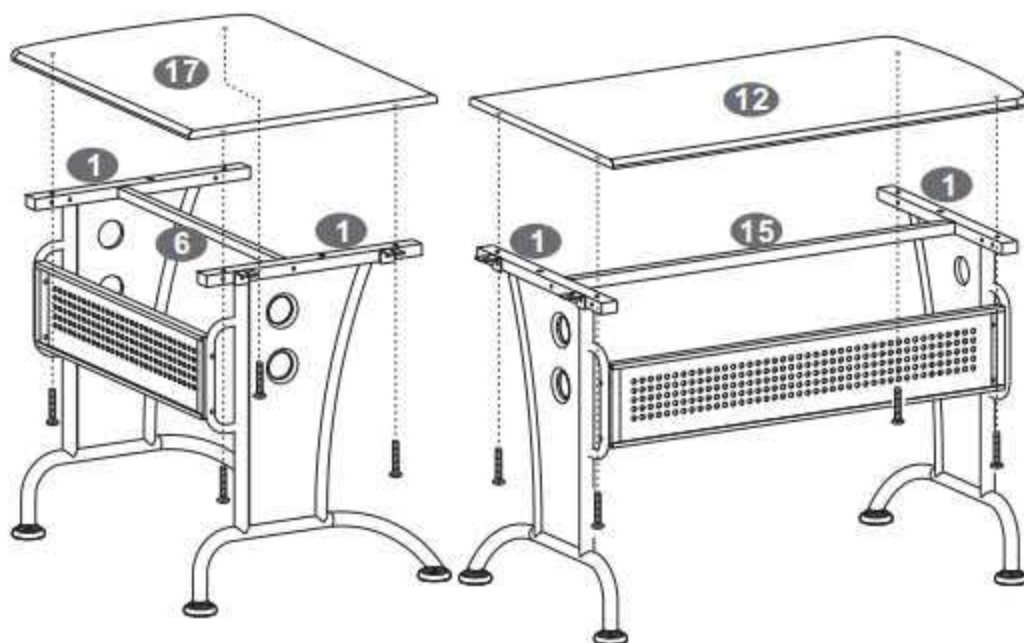
- Use Screws C to fix the Connectors (9) to the Main Structure (1) as illustrated.
- Use Tornillos C para fijar los Conectores (9) a la Estructura Principal (1) según se muestra en el dibujo.

■ SCREWS ■ TORNILLOS

**C** 6X45 MM

4PCS

C2



- Use Screws I to fix the Short Tabletop (17) and the Long Tabletop (12) to the Main Structure (1).
- Use Tornillos I para fijar el Tope Corto (17) y Tope Largo (12) a las Estructuras Principales (1).

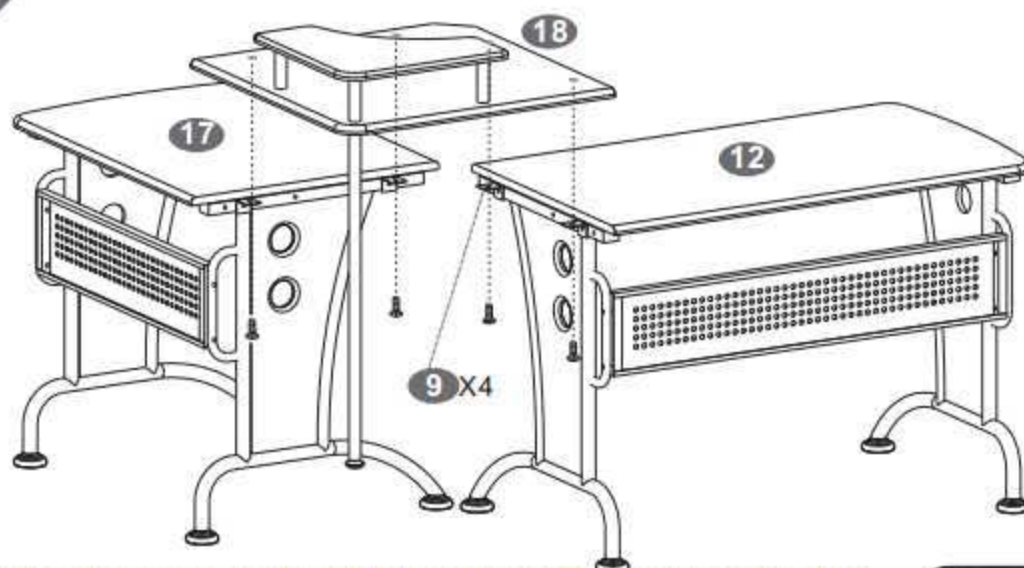
■ SCREWS ■ TORNILLOS

**I** 6X35 MM

8PCS



C3



- Place the Corner Tabletop (18) over the Connectors (9) and fix them from below with Screws H.
- Coloque el Tope de Esquina (18) sobre los conectores (9) de ambos lados y fíjelos por debajo con tornillos H.

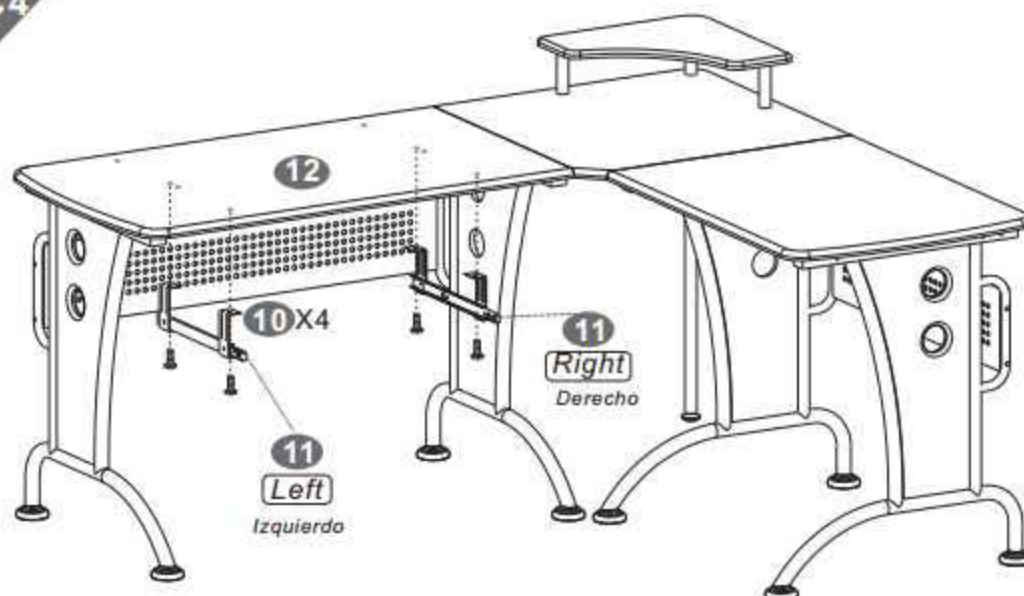
■ SCREWS ■ TORNILLOS

H 6X12 MM

4PCS



C4



- Use Screws H to fix the Slider's Bases (10) to the back face of the Long Tabletop (12).
- Use Tornillos H para fijar las bases de los deslizadores (10) en la cara posterior del Tope Largo (12).

■ SCREWS ■ TORNILLOS

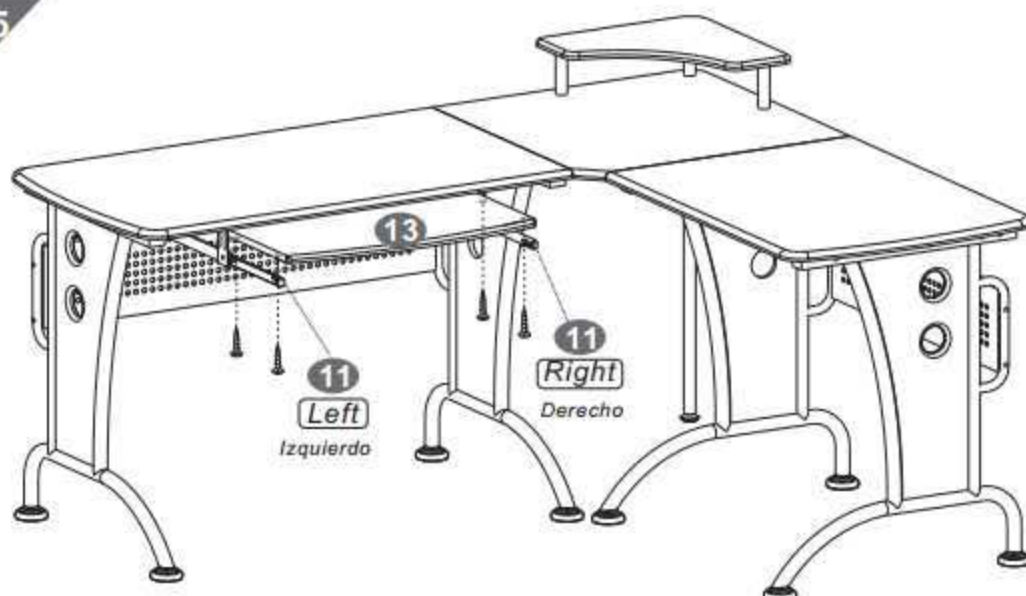
H 6X12 MM

4PCS





C5



- Place the Keyboard Panel (13) over the Sliders (11) and fix them from below with Screws E.

- Coloque el Panel Porta Teclado sobre los deslizadores, haga coincidir los orificios y fíjelos desde abajo con Tornillos E.

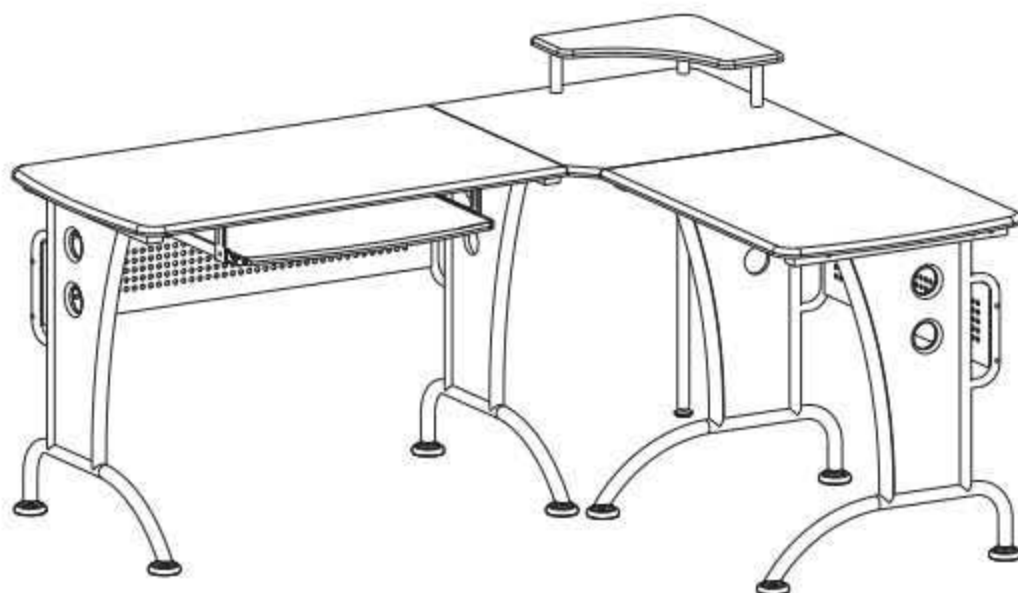
▪ SCREWS ▪ TORNILLOS

**E** 4X14 MM

 4PCS

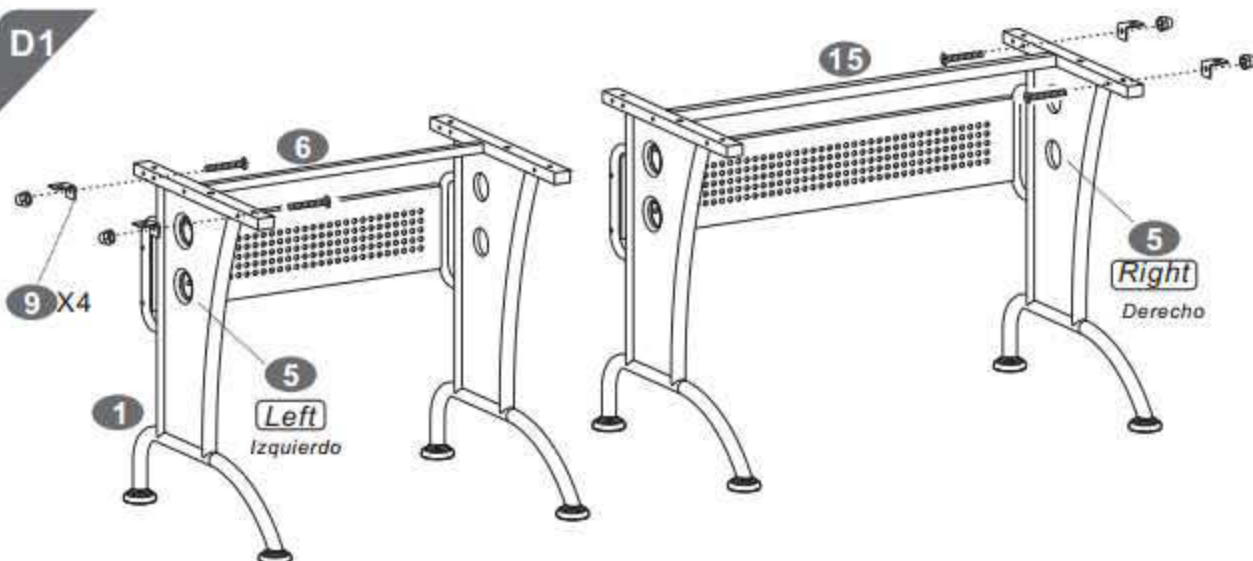


C6



- Tight all screws well and enjoy your unit.
- Apriete todos los Tornillos y disfrute su unidad.

D1



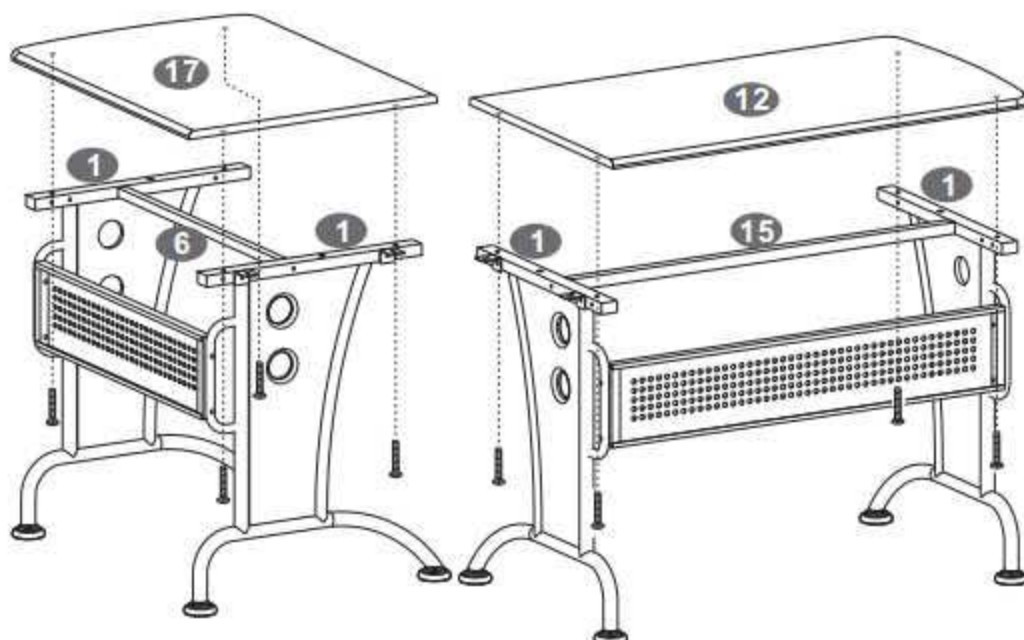
- Use Screws C to fix the Connectors (9) to the Main Structure (1) as illustrated.
- Use Tornillos C para fijar los Conectores (9) a la Estructura Principal (1) según se muestra en el dibujo.

■ SCREWS ■ TORNILLOS

**C** 6X45 MM

4PCS

D2



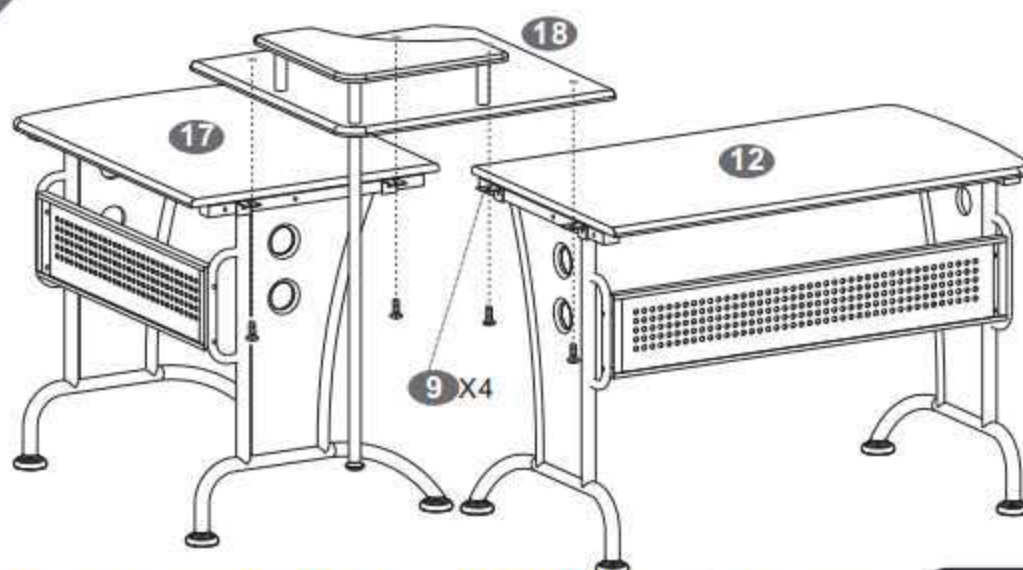
- Use Screws I to fix the Short Tabletop (17) and the Long Tabletop (12) to the Main Structure (1).
- Use Tornillos I para fijar el Tope Corto (17) y Tope Largo (12) a las Estructuras Principales (1).

■ SCREWS ■ TORNILLOS

**I** 6X35 MM

8PCS

D3



- Place the Corner Tabletop (18) over the Connectors (9) and fix them from below with Screws H.
- Coloque el Tope de Esquina (18) sobre los conectores (9) de ambos lados y fíjelos por debajo con tornillos H.

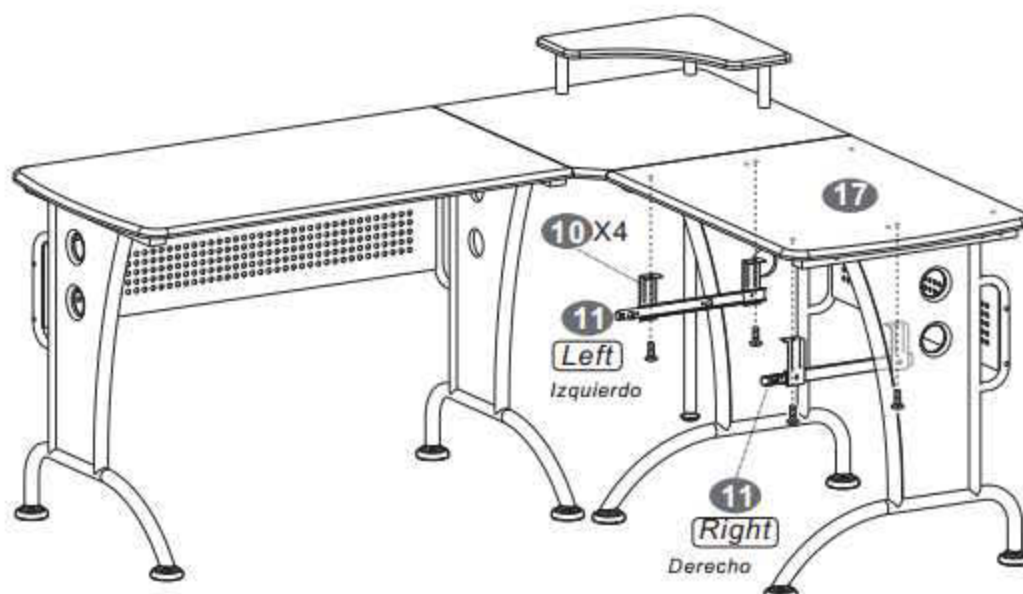
■ SCREWS ■ TORNILLOS

H 6X12 MM

4PCS



D4



- Use Screws H to fix the Slider's Bases (10) to the back face of the Short Tabletop (17).
- Use Tornillos H para fijar las bases de los deslizadores (10) en la cara posterior del Tope corto (17).

■ SCREWS ■ TORNILLOS

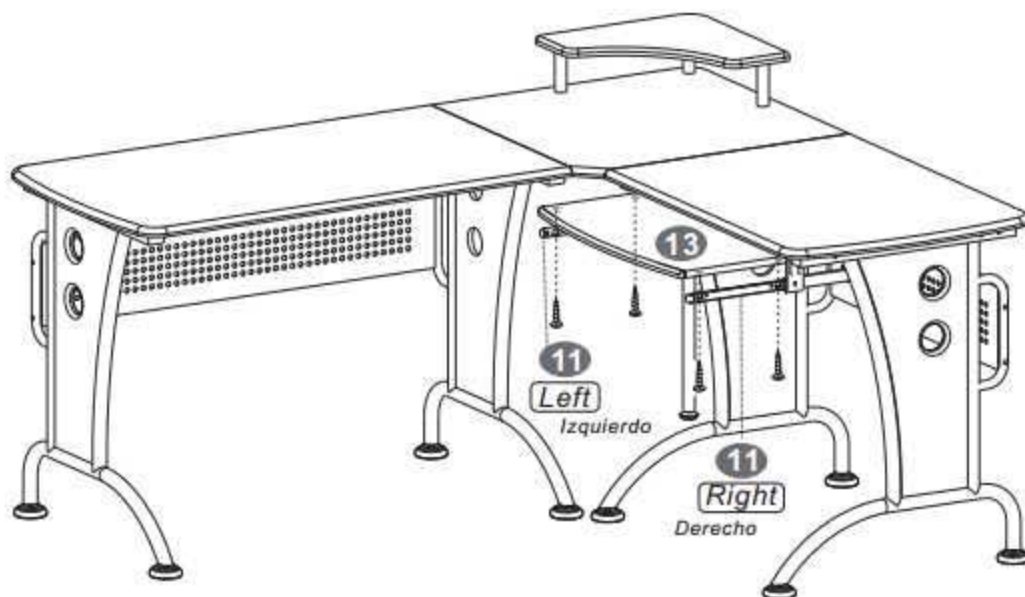
H 6X12 MM

4PCS





D5



- Place the Keyboard Panel (13) over the Sliders (11) and fix them from below with Screws E.

- Coloque el Panel Porta Teclado sobre los deslizadores, haga coincidir los orificios y fíjelos desde abajo con Tornillos E.

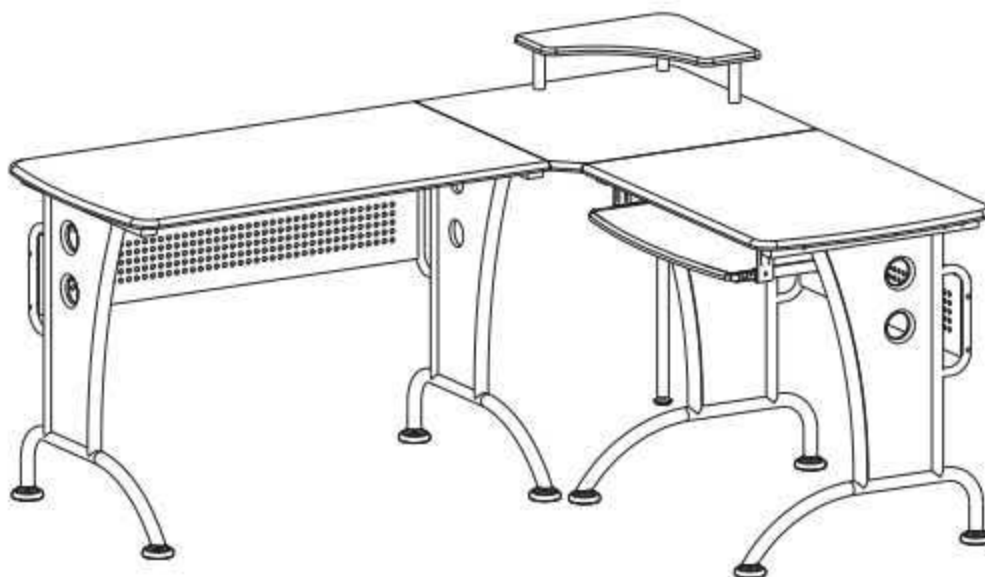
■ SCREWS ■ TORNILLOS

**E** 4X14 MM

 4PCS



D6



- Tight all screws well and enjoy your unit.
- Apriete todos los Tornillos y disfrute su unidad.



# CARE AND MAINTENANCE

## English

- DO NOT EXPOSE THE SURFACES TO DIRECT SUNLIGHT, OR EXTREME ENVIRONMENTAL CONDITIONS. EXPOSURE WILL DAMAGE THE PRODUCT, WHICH IS NOT COVERED BY THE WARRANTY.
- DO NOT USE SOLVENTS OVER SURFACES OR STRUCTURAL TUBES. SURFACES MUST BE CLEANED WITH A SOLUTION OF A SMOOTH SOAP AND WATER, THEN CLEARED WITH A DRY TOWEL.
- PRODUCTS THAT ARE HEAVY SHOULD BE LIFTED OR MOVED BY AT LEAST 2 PERSONS, AND ALL OBJECTS SHOULD BE REMOVED FROM THE PRODUCT.

## Spanish

- NO EXPONGA LAS SUPERFICIES A LA LUZ SOLAR DIRECTA, O A CONDICIONES AMBIENTALES EXTREMAS. ESTE TIPO DE DAÑOS NO SON CUBIERTOS POR LA GARANTÍA DEL PRODUCTO.
- NO USE SOLVENTES SOBRE LAS SUPERFICIES O TUBOS ESTRUCTURALES. LAS SUPERFICIES DEBEN SER LIMPIADOS CON UN JABÓN SUAVE Y AGUA, Y SECADOS INMEDIATAMENTE CON UNA TOALLA LIMPIA Y SECA.
- PRODUCTOS QUE SON PESADOS DEBEN LEVANTARSE O MOVERSE POR AL MENOS 2 PERSONAS, Y TODOS LOS OBJETOS DEBEN SER REMOVIDOS DEL PRODUCTO.

# PRODUCT WARRANTY



## TECHNI MOBILI DESK WARRANTY LIMITED 5-YEAR WARRANTY

RTA Products, LLC warrants to the Original Purchaser who acquired a new product from RTA Products or its authorized resellers that this product will be free from defects in its workmanship and materials, under normal use and service conditions, as described herein. "Defects" as used in this warranty, is defined as any imperfections that impair the use of the furniture or product. RTA products will repair or replace, at its option, without charge to the original purchaser 'other than freight from purchaser to RTA Products, only the defective products or parts for a period of FIVE (5) Years.

Replacement parts can only be supplied if parts are available. Items out of production may be unavailable. This warranty will be effective for the applicable time period beginning the date of purchase on your original sales receipt. RTA product's obligation under this warranty is limited to repairing or replacing products or parts as provided herein. This product has been designed for and is intended for office and home-office use only. This warranty is Original Purchaser's sole remedy for product defects, and this warranty does not extend to any product, or damage to any product, caused by or attributed to abuse or misuse, products used for commercial or rental purposes, use modifications of, or attachments to the product, and products or parts not used, maintained, or extended hereunder is in lieu of any and all other warranties, express or implied, including without limitations any implied warranty or merchantability or of fitness for a particular purpose. Please note, all desks made with PVC Laminate surface should not be exposed to direct sunlight, as it may damage the material. Damage of this nature is not covered under this warranty.

RTA Products will not be responsible for indirect, special, incidental or consequential damages. This warranty is limited to merchandise purchased in the Continental United States. Some States do not allow the exclusion or limitation of incidental or consequential damages, so the above limitations or exclusions may not apply to you. This warranty gives you specific legal rights. You may also have other rights that may vary from state to state.

RTA Products will advise you of the procedure to follow in making warranty claims. The following are the procedures for warranty claims:

a. Call us Monday – Friday, from 9am-5pm (Eastern Time) at (866) 782-8262 to explain the defect and give your name, address and phone number. Please have ready the model number of our product, date and place of purchase. You can also write to us by e-mail to [warranty@rtaproducts.com](mailto:warranty@rtaproducts.com) and include the same information.

b. If we determine that replacement will remedy the situation, and in order to determine the extent or the cause of the defect, purchaser will need to send the part in question at purchaser's expense. Once we receive the part, we will examine it and determine whether the claim is valid (or not), and then proceed to send the replacement. We will ship the replacement at our expense.