



# Assembly Instructions

## Elevate Café Table/Lectern

04067306: Column

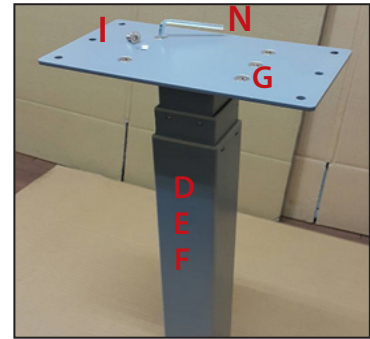
04067411: 26" Base

04067305: 32" Base

Before you begin, please make sure all parts and proper quantities are included. (See Part Identifier Key) Any parts damaged during shipment must be reported within 24 hours of receipt. To report information regarding damages or if you have any questions, please call 800.242.2303.

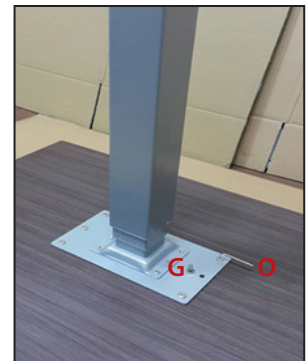
### Step 1:

- Take Center Post (D, E, F) and attachment plate (G) out of box.
- Place Attachment Plate (G) with countersinks facing up on the top of the Center Post (D, E, F).
- Attach Plate (G) to the center post using 6 Hexhead Machine Screws (I).
- Tighten the Hexhead Machine Screws (I) using the 5mm Allen Wrench (N).



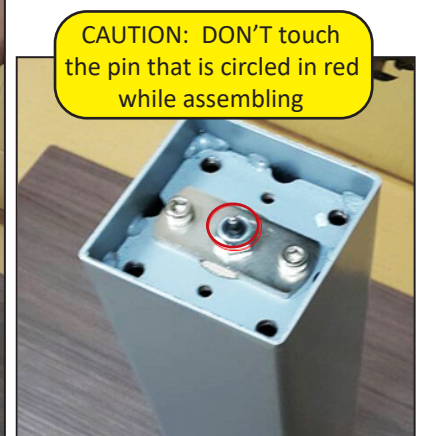
### Step 2:

- Place top face down on protected surface so threaded inserts are facing up. Align Center Post (D, E, F)/Attachment Plate (G) with threaded inserts and attach using 6 Joint Connector Bolts (H).
- Tighten the Joint Connector Bolts (H) using the 4mm Allen Wrench (O).



### Step 3:

- Remove the black plastic cap from Center Post (D, E, F). Cap can be discarded.
- **CAUTION: DO NOT** touch the middle pin during assembly. This may cause the pneumatic cylinder to come out. The pin is circled in red. (See picture to the right)



**CAUTION: DON'T touch the pin that is circled in red while assembling**

V042721 subject to change.

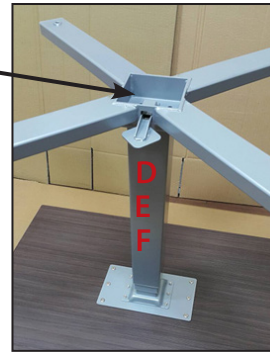
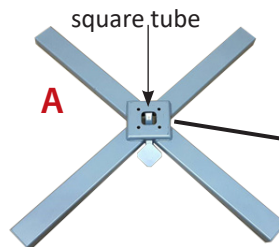
# Assembly Instructions

## Elevate Café Table/Lectern

04067306: Column

04067411: 26" Base

04067305: 32" Base

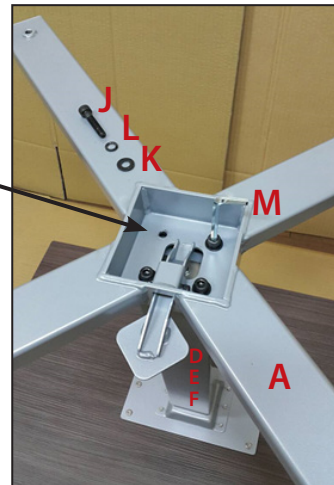


### Step 4:

- With the top still on the ground, take the X-Base (A) and insert the square tube onto the Center Post (D, E, F).

### Step 5:

- Slide 13mm Lock Washer (L) onto the Machine Screw (J) FIRST, then slide 17mm Washer (K) onto the Machine Screw (J). Do this for all 4 Machine Screws.
- Attach X-Base (A) to the Center Post (D, E, F) using the 4 Machine Screws (J) and 8 washers (L & K) you just put together above.
- Tighten all 4 Machine Screws (J) using the 6mm Allen Wrench (M).



### Step 6:

- Insert Grand Hank Glides (B) OR locking casters (C) into base. Rotate clockwise. Use Wrench (P) to tighten glides/casters.
- Casters are NOT to be used as a leveling device.



## Completed Assembly of the Elevate Café Table/Lectern

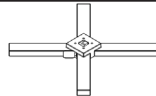




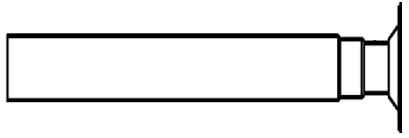
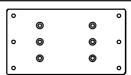








04067306: Column

04067411: 26" Base

04067305: 32" Base

### Part Identifier Key

Item	Part #	Description/Hardware Included w/ Base	Qty.	
A	04067411 04067305	26" X-Base (Foot Pedal) 32" X-Base (Foot Pedal) <i>(Part # depends on size that was ordered)</i>	1	
B	040164	2.5" Grand Hank Glide, 3/8-16 x 1" (pre installed to the X-Frame Base by supplier)	4	
C	33021BK 04067540	Dual wheel locking casters Dual wheel soft tread soft tread locking casters <i>(Part # depends on caster included with the base)</i>	4	 33021BK      04067540

Item	Part #	Description/Hardware Included w/ Column	Qty.	
D	04067306-01	Outer Pedestal	1	
E	04067306-02	Middle Pedestal Extension	1	
F	04067306-03	Inner Pedestal Extension	1	
G	04067306-04	Attachment Plate 10.63" x 5.906" x 7Ga.	1	
H	04088861	Joint Connector Bolt w/Loctite 1/4-20 x 19mm	6	
I		Hexhead Machine Screw 5/16 x 12mm	6	
J		5/16"x38mm Socket Cap Machine Screw	4	
K		17mm Washer	4	
L		13mm Lock Washer	4	
M		6mm Allen Wrench	1	
N		5mm Allen Wrench	1	
O		4mm Allen Wrench	1	
P		1/2" Wrench to tighten Casters/Glides	1	