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CONFERENCE TABLE AND VOX FORUM® INSTALLATION GUIDE

HARDWARE PARTS LIST



ALLAN KEYS

Small 4 mm

For hex socket assembly, to join rails together.
For installing bases to rails.
For installing mounting plate to top.

Large 5 mm

For hex socket assembly, to join rail together.



FLAT HEAD HEX SOCKET ASSEMBLY

4 mm and 5 mm - 2" x 1/4" - 20 and threaded collar.
Joins rails together.



FLAT HEAD HEX SOCKET BOLT

4 mm - 5/8" x 1/4" - 20.
Joins bases to rail.



FLAT HEAD HEX SOCKET BOLT

4 mm - 1" x 1/4" - 20.
Joins mounting plate to top.
Joins single leg to top.



TIGHT JOINT FASTENERS

3 piece assembly plus 1 tightening rod.



WOODEN SPLINE

1/8" x 7/8" x (24" - varies).
Inserts into the edge of multiple segment tops.



MOUNTING PLATE

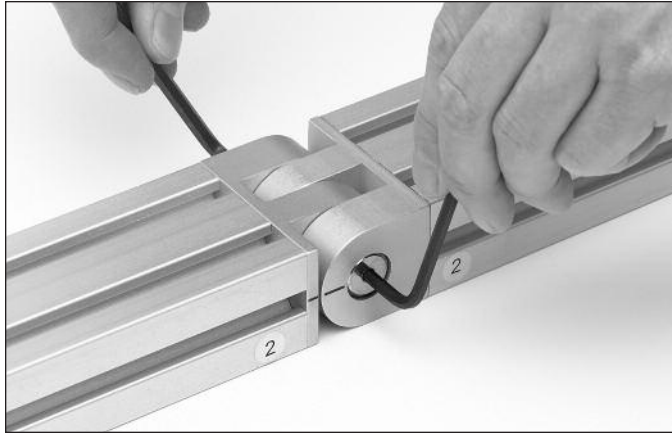
1/4" x 3" x 4".
Fixes rail to top.



WIRE MANAGEMENT "U" CLIPS

Grey ABS plastic.
Used to secure wires to support rail.

ASSEMBLING SUPPORT RAILS



1

- Large conference tables incorporate support rails in multiple segments.
- Position and assemble connecting joints as shown.
- Matching joints are number coded (circular labels).
- Required hardware: 2" x 1/4" - 20 flat head hex socket assembly.
- Tighten joint, aligning marks as shown.
- Certain table shapes require rails to be assembled at different angles (as marked).

ATTACHING BASE TO RAILS



2

- Place bases on top of rails aligning the holes in the base with factory installed thread locations in the rails.
- Attach and tighten bases to rails.
- Required hardware: 5/8" x 1/4" - 20 flat head hex socket bolt.

ATTACHING BASE TO RAILS "ALTERNATE"



3

Assembly for round/square and square wave shaped tables.

- Place bases on top of rails aligning the holes in the base with factory installed thread locations in the rails.
- Attach and tighten bases to rails.
- Required hardware: 5/8" x 1/4" - 20 flat head hex bolt.
- Flip base assembly over.
- Place the top on the table and install as described in #5 and #6.
- Position top to align threaded inserts of top with holes in leg (as shown).
- Fix with required hardware: 1" x 1/4" - 20 flat head hex bolt.

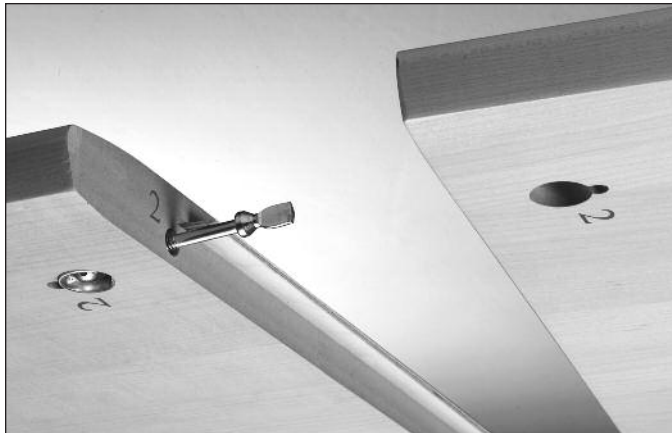
FINISHED BASE ASSEMBLY



4

- Flip assembly over to apply top.
- Position and level the base.

JOINING MULTIPLE PIECE TOPS



5

- Position multiple section tops with matching identification numbers onto rails.
- Insert wooden spline into the groove at the seam.
- Insert ball fitting, align with tight joint bolt.
- Start the thread.

6



- Slide tops together, align the top.
- Insert tight joint collar.
- Tighten ball fitting, hand tight.

ATTACHING BASE TO TOP

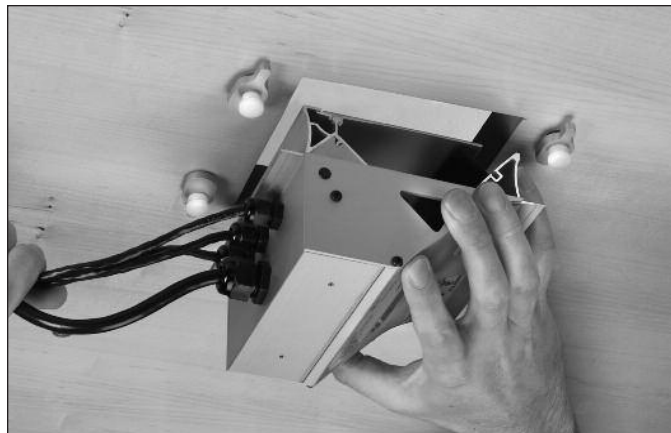


7

- Insert the mounting plate into the top groove of the rail.
- Slide the plate to align threaded inserts of top with holes in mounting plate.
- Required hardware: 1" x 1/4" - 20 flat head hex bolt.

INSTALLING VOX FORUMS®

8



- Unpack the Forum box and retrieve the swivel latches.
- Carefully thread plastic thumbscrews into inserts around the square hole in the top.
- Position Forum in opening and carefully ease up into the square hole.
- Rotate the swivel catches and tighten the thumb screw fasteners.

Note: detailed installation instructions are included with all Vox Forums.

WIRE MANAGEMENT - STRIP



9

- Begin by mounting adhesive wire management strip behind Forum position, or where required.
- Insert cables in 1 of 3 channels.

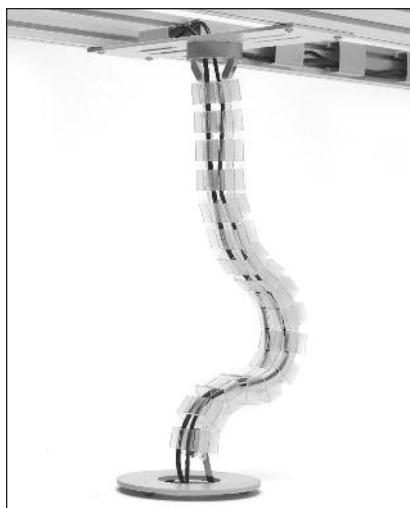
WIRE MANAGEMENT - "U" CLIPS



10

- Using wire management "U" clips, store and route cables to bases along the rail.

WIRE MANAGEMENT ACCESSORIES



11

- To bring cabling from the under side of the top to the floor, wire management accessories can also be used.
- A variety of models are available.
- Instructions for installing wire management accessories are packaged with each accessory.