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Duo™ Base

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.
For hex socket assembly, to join brackets to wooden base panel.



FLAT HEAD HEX SOCKET ASSEMBLY

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



ALUMINUM ANGLE BRACKET

1 1/2" x 2".
Attaches duo base leg panel to rail.



FLAT HEAD HEX SOCKET BOLT

4 mm - 5/8" x 1/4" - 20.
Attaches aluminum angle bracket to rail.



FLAT HEAD HEX SOCKET ASSEMBLY

4 mm and 5 mm - 1/2" x 1/4" - 20 and threaded collar.
Attaches aluminum angle bracket to leg panel.



TIGHT JOINT FASTENERS

3 piece assembly plus 1 tightening rod.



PAN HEAD PHILLIPS BOLT

3/4" x 1/4" - 20.
Attaches mounting plate of duo base to underside of top.



WOODEN SPLINE

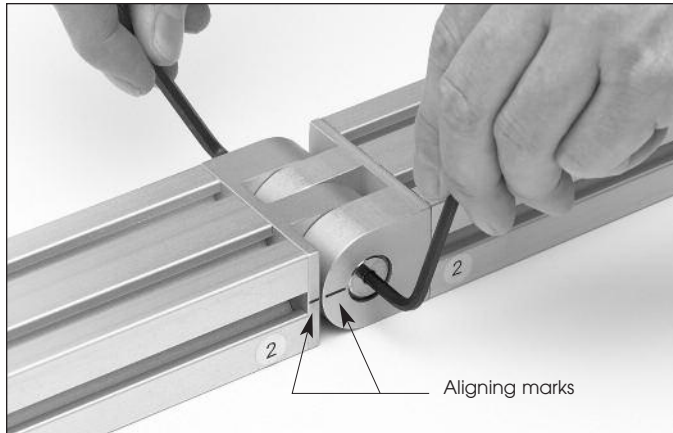
1/8" x 7/8" x (24" - varies).
Inserts into the edge of multiple segment tops.



WIRE MANAGEMENT "U" CLIPS

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

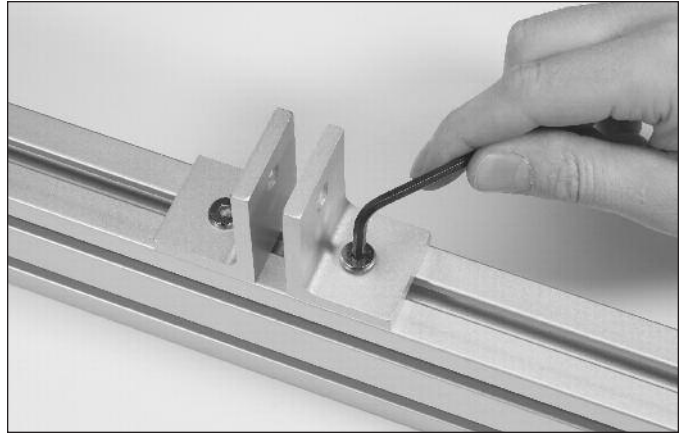
ASSEMBLING SUPPORT RAILS



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).

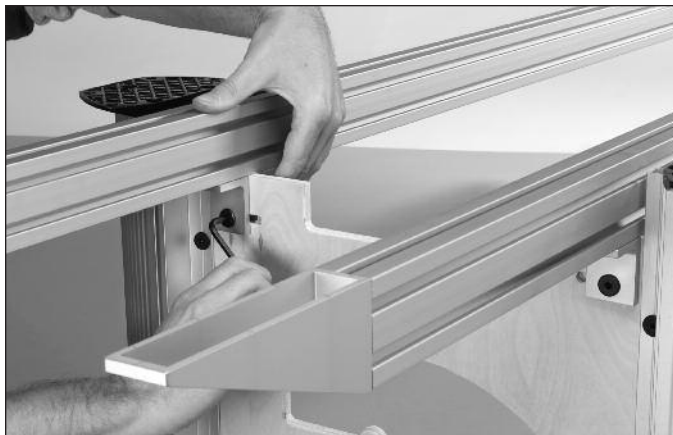
ATTACHING BASE BRACKETS TO RAILS



2

- Rails come equipped with pre installed threaded locations in the rails.
- Attach the brackets as shown.
- Tighten into place.
- Required hardware: 5/8" x 1/4" - 20 flathead hex socket bolt.

ATTACHING BASE TO RAILS



3

- To begin attaching the bases to rail, remove the flexible wooden panels.
- Lay bases on their sides and flexing panel outward, pull panel away from legs.
- Position rails with brackets slid over the plywood centre of the base.
- Fasten brackets.
- Required hardware: 1/2" x 1/4" - 20 flat head hex socket assembly.
- Level if required, underside of each vertical leg has a recessed leveller.

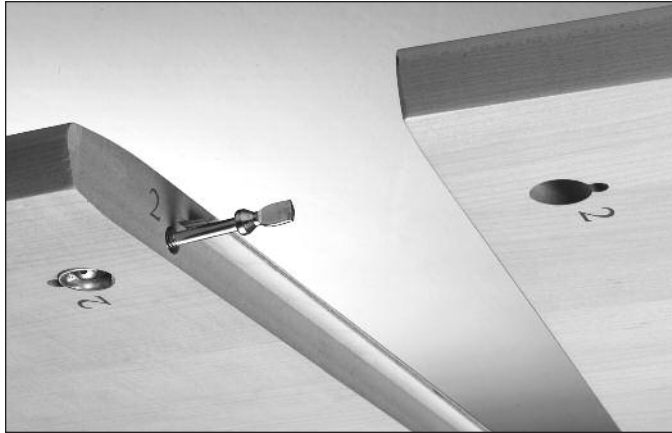
ATTACHING BASE DIRECTLY TO TOP



4

- Table sizes 108" long or less do not require support rails.
- Top is flipped over and bases are mounted directly to the top into pre-installed threaded inserts.
- Required hardware: 3/4" x 1/4" - 20 pan head Phillips bolt.
- Flip table over.
- If installing bases in this manner, skip to #8 for Forum installation.

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

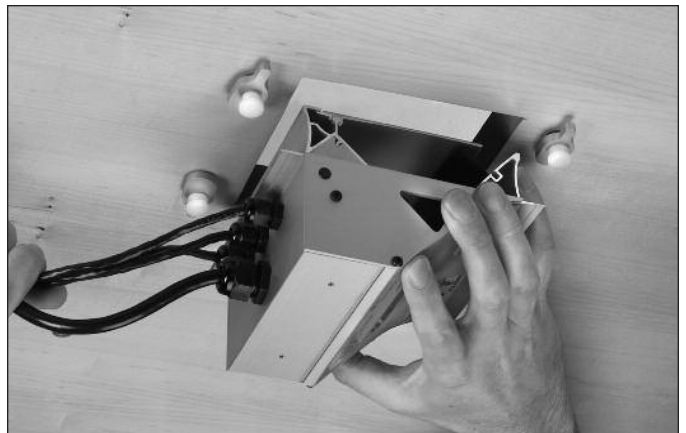


7

- Align threaded inserts of top with mounting plate on leg.
- Install bolts into inserts.
- Required hardware: $\frac{3}{4}$ " x $\frac{1}{4}$ " - 20 pan head Phillips 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 - BASE



11

- Wrap excess cables onto interior wood panel as required.

REPLACING FLEXIBLE PANELS



12

- Re-position flexible base cover by inserting one side into leg.
- With hands on top and bottom of the panel, pull the center of the panel outward and insert the panel's second edge into the second leg.
- Table installation is complete.