Vox®

Caster 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.

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.
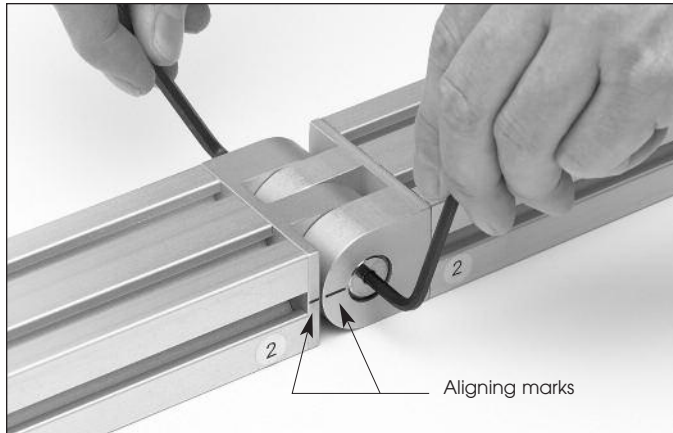
MOUNTING PLATE
$^1/_4$" x 3" x 4".
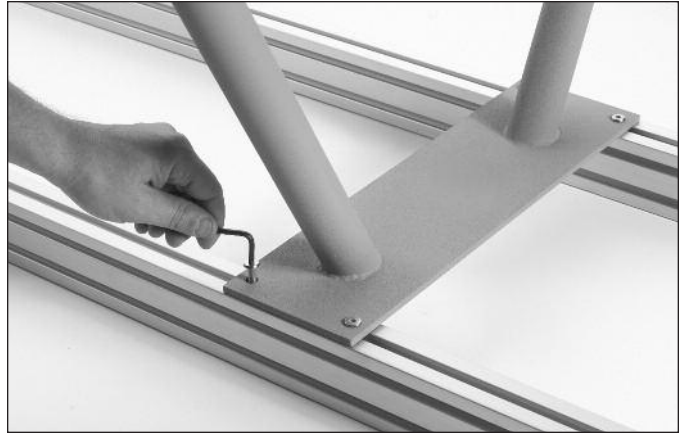Fixes rail to top.

WIRE MANAGEMENT "U" CLIPS
Grey ABS plastic.
Used to secure wires to support rail.

ASSEMBLING SUPPORT RAILS

ATTACHING BASE TO RAILS

1

Aligning marks

2

- 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).

- 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"

FINISHED BASE ASSEMBLY

3

4

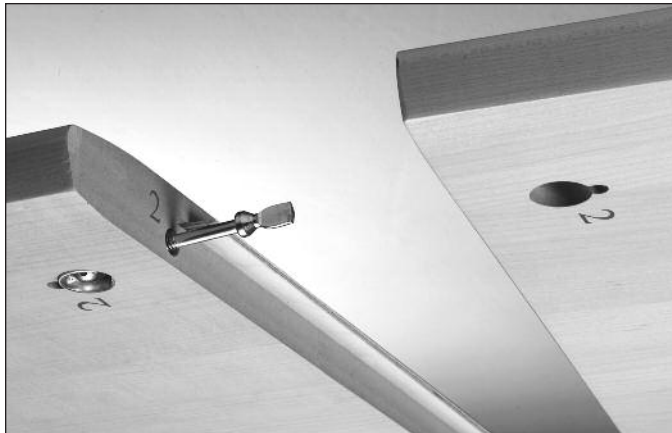**Assembly for round/square and square wave shaped tables.**
- Place bases on top of rails aligning the holes in the base with factory installed thread locations in the rails.
- Attach and tighten bases to rails.
- Required hardware: $^5/_8$" x $^1/_4$" - 20 flat head hex bolt.
- Flip base assembly over.
- 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.

- Flip assembly over to apply top.

JOINING MULTIPLE PIECE TOPS

5

6

- 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.

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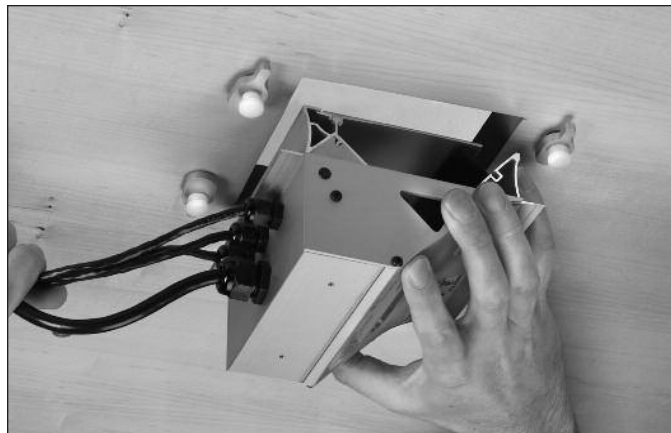- Insert tight joint collar.
- Tighten ball fitting, hand tight.

ATTACHING BASE TO TOP

7

INSTALLING VOX FORUMS®

8

- 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.

- 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.

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WIRE MANAGEMENT - STRIP

WIRE MANAGEMENT - "U" CLIPS

9

10

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- Begin by mounting adhesive wire management strip behind Forum position, or where required.

- Insert cables in 1 of 3 channels.

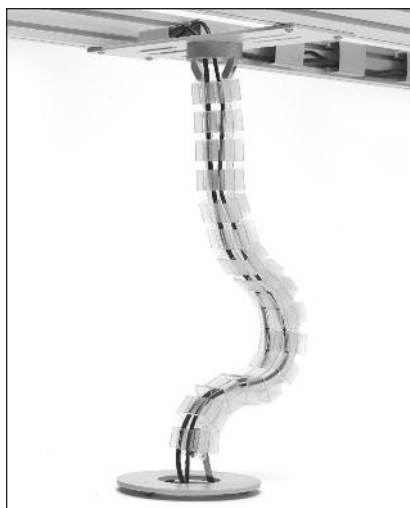- Using wire management "U" clips, store and route cables to bases along the rail.

WIRE MANAGEMENT ACCESSORIES

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- 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.

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