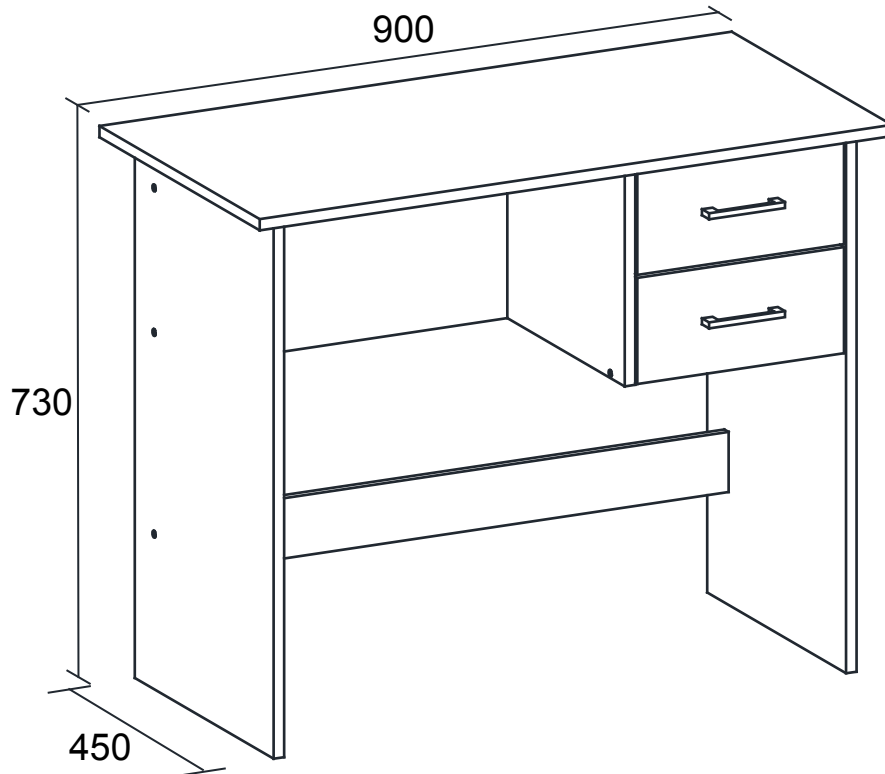


# PANAMA WRITING DESK ASSEMBLY INSTRUCTIONS

Thank you for purchasing the **PANAMA WRITING DESK**. Please read the instructions carefully to ensure safe operation of the product.



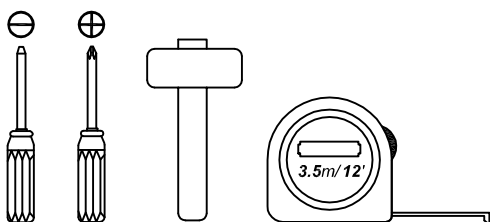
Size: (W)900 x (D)450 x (H)730mm  
Colour : Espresso / Walnut / Oak / White

**PLEASE READ** this sheet prior to assembly to familiarise yourself with the various stages of construction.

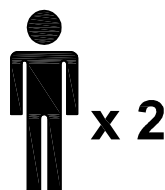
Carefully open the pack supplied and check the contents against the parts and fittings check list. Do not destroy any of the packaging until you are certain that you have all the necessary parts for the assembly.

**CAUTION:** There are small components used in the construction of this unit. These loose items should be kept away from young children whilst assembling your unit to avoid the danger of choking hazards.

## Tools Required



## Person Required



## Approximate Assembly Time



Batch No : PO# 2488

Page 1 of 15

## **IMPORTANT - READ CAREFULLY - RETAIN THESE INSTRUCTIONS FOR FUTURE REFERENCE.**

### **INFORMATION**

- This product is intended for a maximum weight of **25kgs**. Do not exceed this weight.
- Due to the size of this product we recommend that it is assembled in the room intended for use.
- When you are ready to start, make sure that you have the right tools, plenty of space and a clean, dry area for assembly.
- Unwrap all packaging materials and place the components on top of the carton box or on a clean floor to prevent it from scratching.
- Check the pack and make sure you have all the parts listed.
- Ensure that this product is fully assembled as illustrated before use.
- Check all screws or bolts are tightened and inspect regularly
- This product should only be used on firm, level ground.
- Keep small parts out of reach of children.
- Make sure the legs remain in contact with the ground.
- Tools not included.

### **WARNINGS**

- DO NOT use power tools to construct this product.
- DO NOT tighten screws until fully assembled.
- DO NOT over tighten screws or bolts.
- DO NOT use this product if parts are missing, damaged or worn.
- DO NOT sit or stand on the product.
- We recommend the use of the wall strap provided for safety reasons. N.B. Wall fixings are not included -please source suitable fixings for your wall type. If in doubt please consult a qualified tradeperson. **Warning:** Always ensure the area to be drilled is free from hidden electrical wires, water and gas pipes.
- It is essential that this unit is fixed to a wall with the fixings provided.

### **CARE INFORMATION**

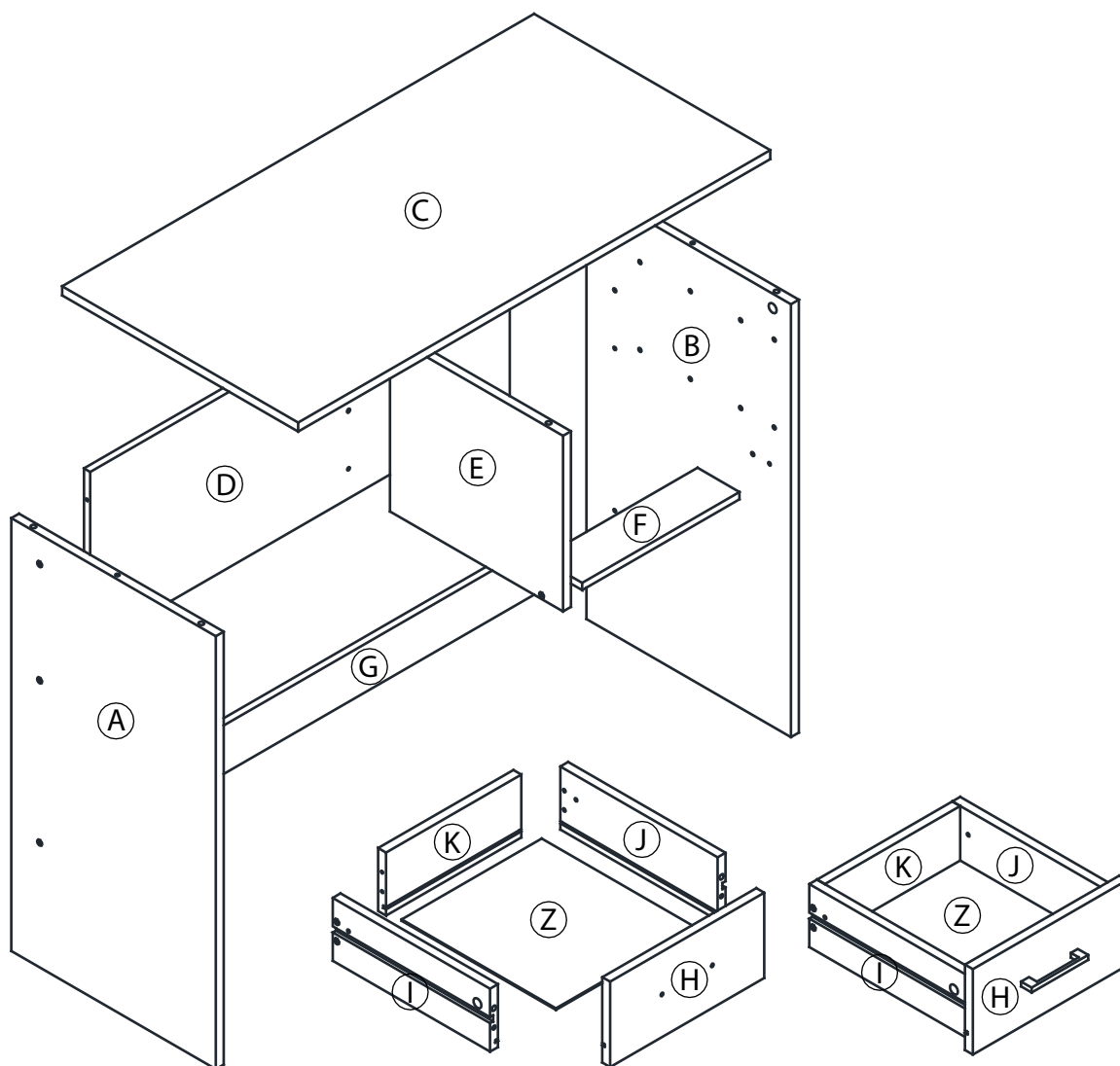
- Never use scourers, abrasives or chemical cleaners.
- To clean wipe with a sponge and warm soapy water. Do not use solvent based cleaners or detergents as they can bleach or damage the product.

Please check the pack contents before assembling the product. If any components are missing, please contact your retailer. The fittings pack contains small items that should be kept away from small children.

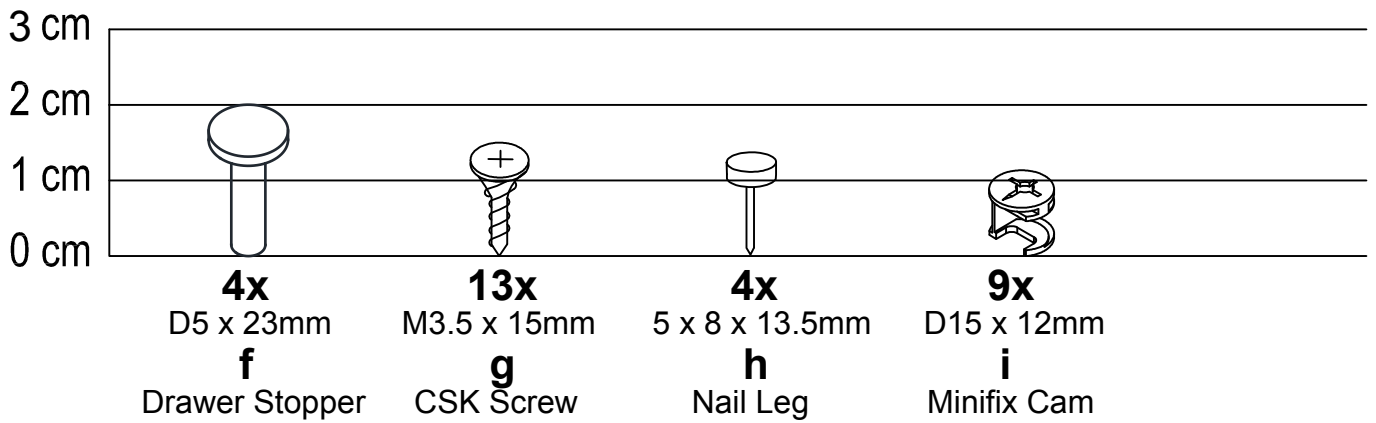
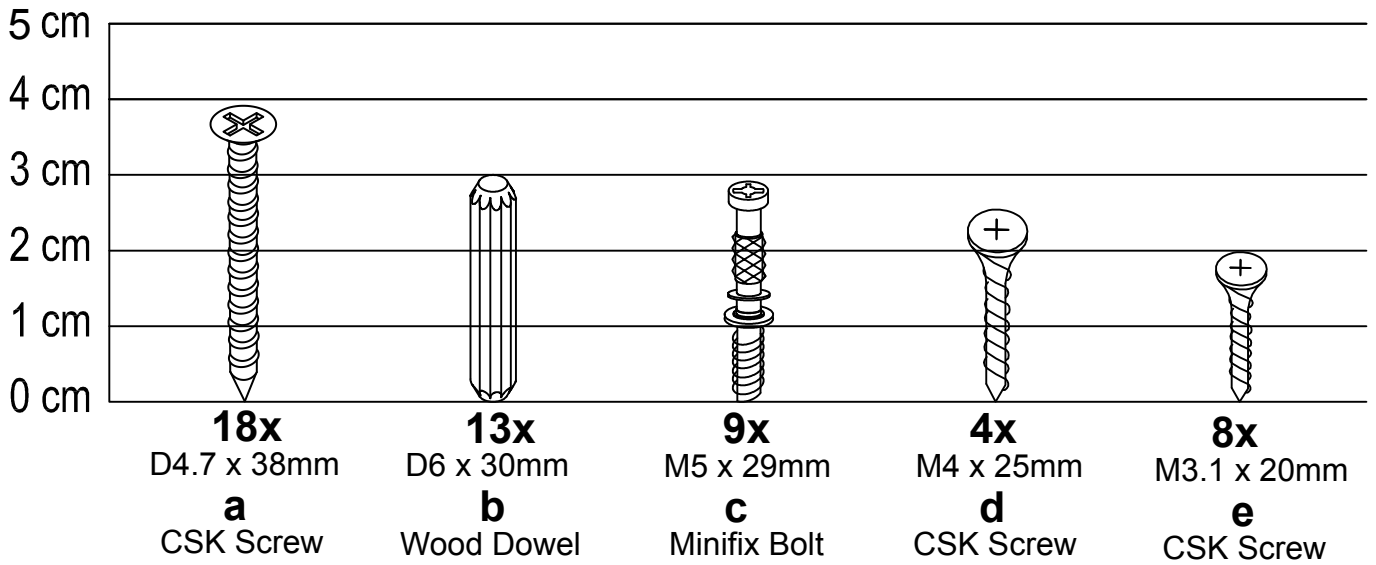
## Parts

CODE	PART NAME	QTY
A	Side Panel (L) 390 x 715 x 15mm	1
B	Side Panel (R) 390 x 715 x 15mm	1
C	Top Panel 450 x 900 x 15mm	1
D	Back Panel 290 x 800 x 12mm	1
E	Center Bar 290 x 330 x 15mm	1
F	Support Bar 80 x 300 x 12mm	1

CODE	PART NAME	QTY
G	Back Support Bar 80 x 800 x 12mm	1
H	Drawer Front 141 x 294 x 15mm	2
I	Drawer Side (L) 104 x 300 x 15mm	2
J	Drawer Side (R) 104 x 300 x 15mm	2
K	Drawer Back 104 x 258 x 15mm	2
Z	Drawer Bottom 294 x 264 x 2.5mm	2



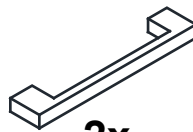
## Fixings (to scale)



## Fixings (not to scale)



**4x**  
12" (300mm)  
**j**  
Plastic Drawer Slide



**2x**  
**k**  
Handle



**6x**  
(2mm)  
**l**  
Metal L-Bracket



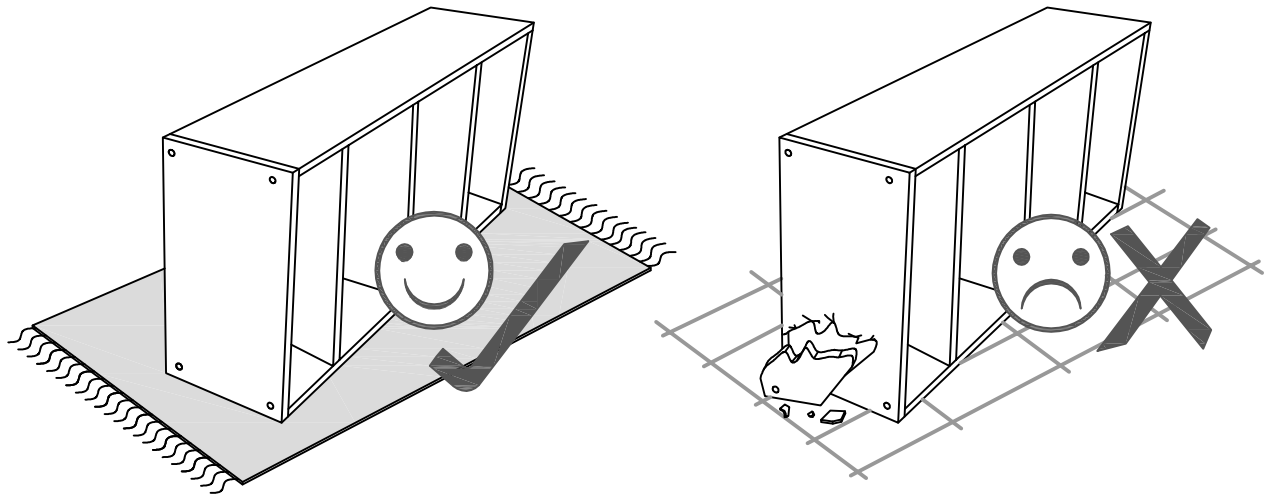
**8x**  
(20mm)  
**m**  
Round Sticker



**1x**  
(L-200mm)  
**n**  
Safety Strap

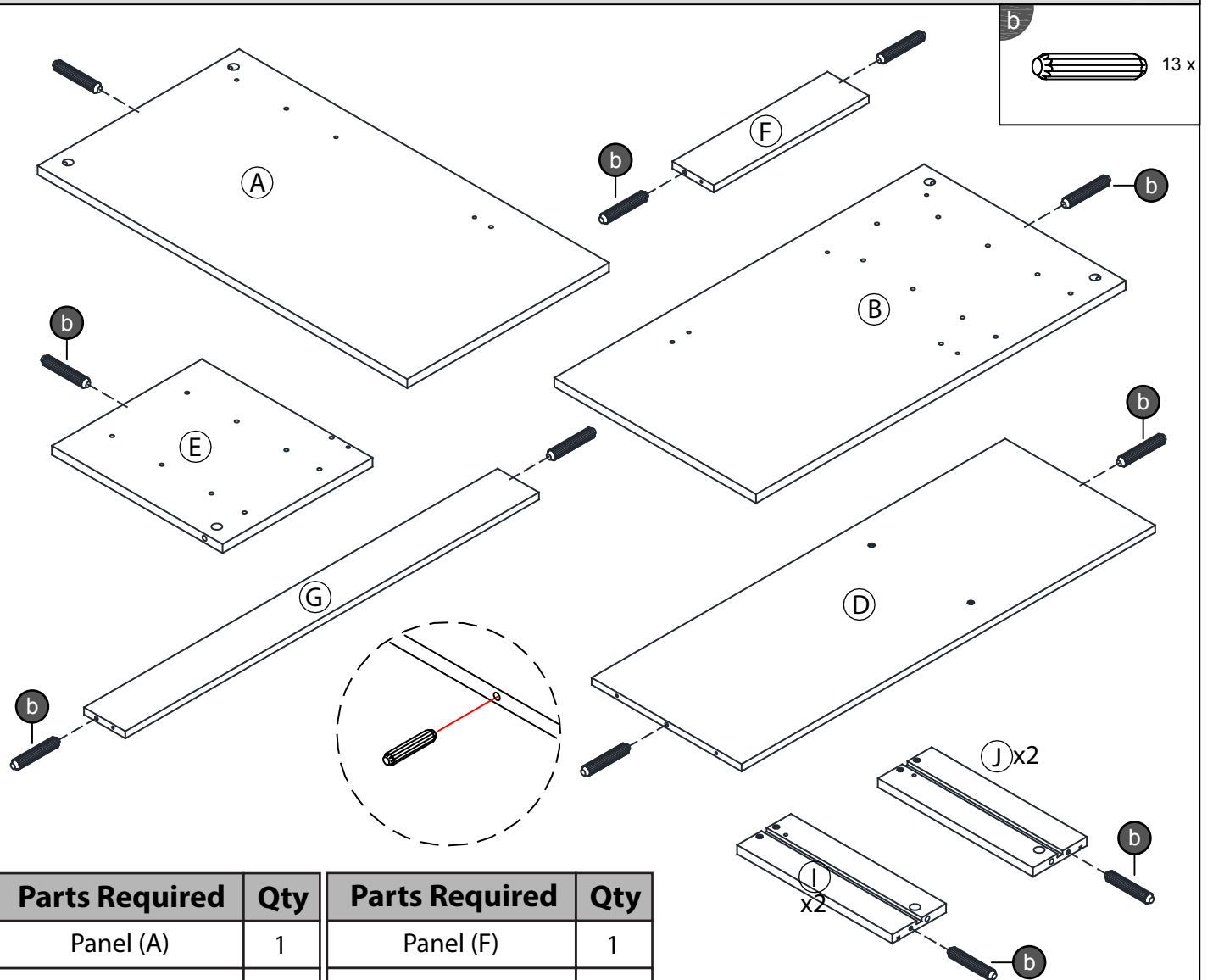


**1x**  
M4  
**o**  
Allen Key



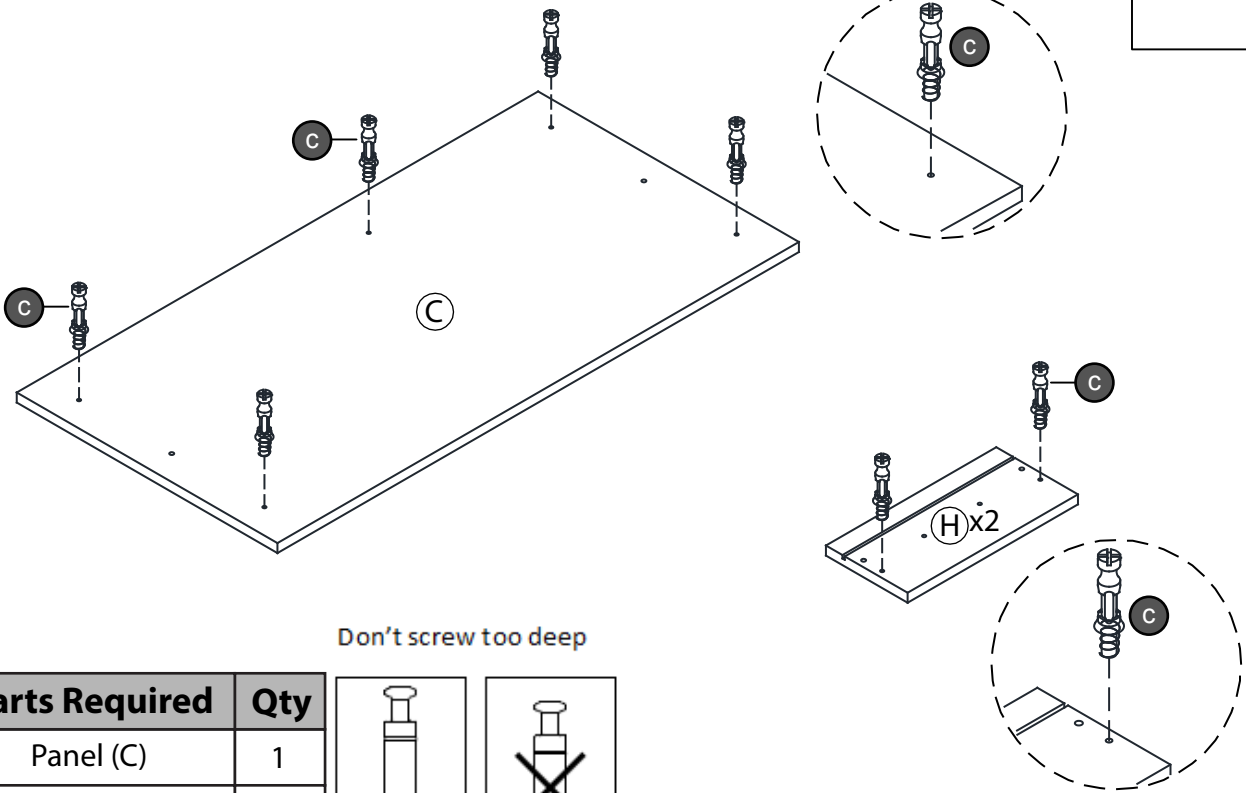
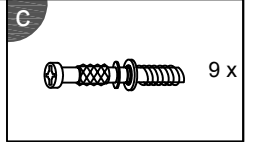
## Layout Parts on Soft Surface

### STEP 1



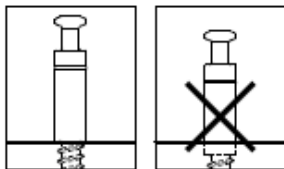
Parts Required	Qty	Parts Required	Qty
Panel (A)	1	Panel (F)	1
Panel (B)	1	Panel (G)	1
Panel (D)	1	Panel (I)	2
Panel (E)	1	Panel (J)	2

## STEP 2

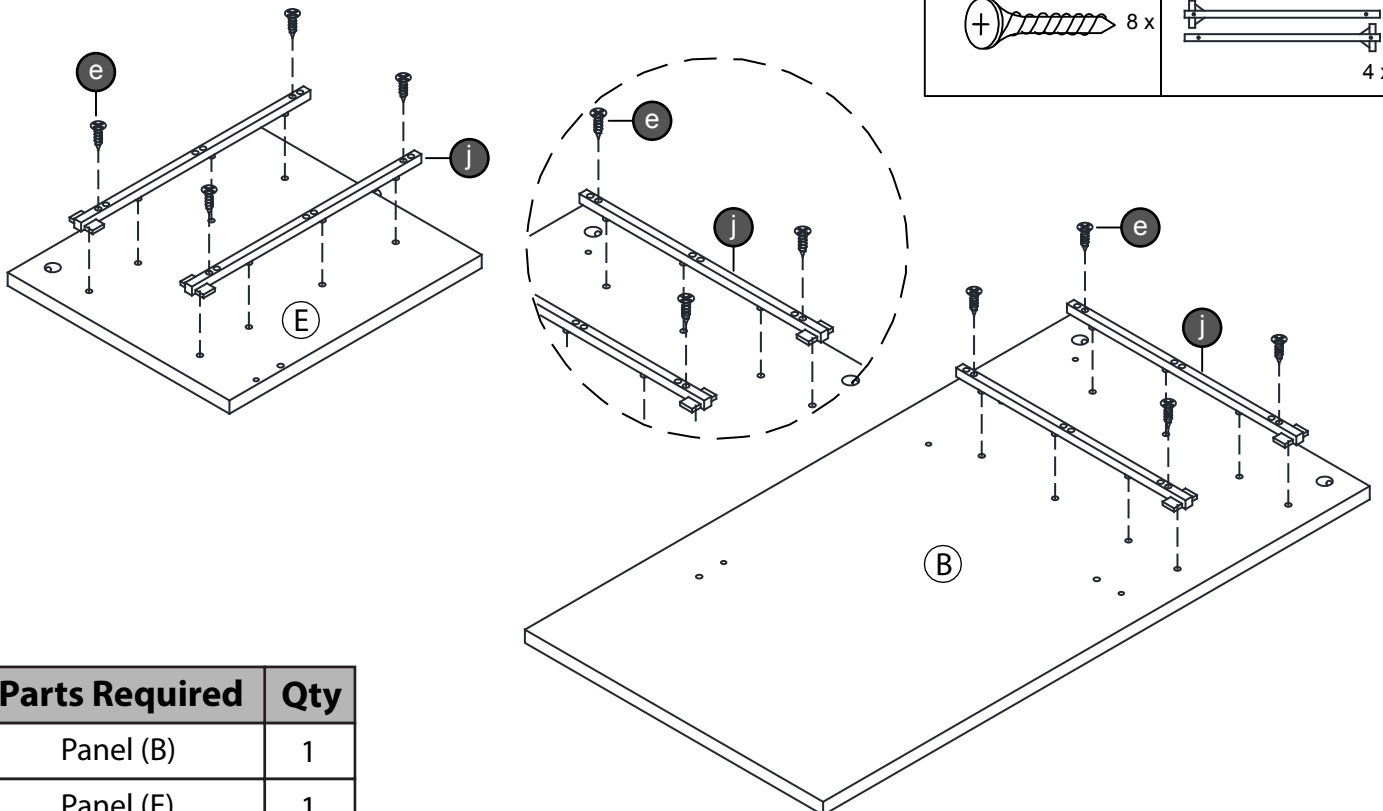
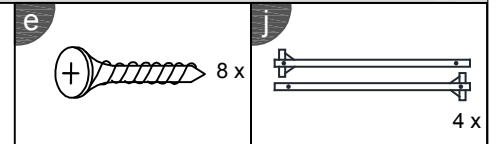


Don't screw too deep

Parts Required	Qty
Panel (C)	1
Panel (H)	2

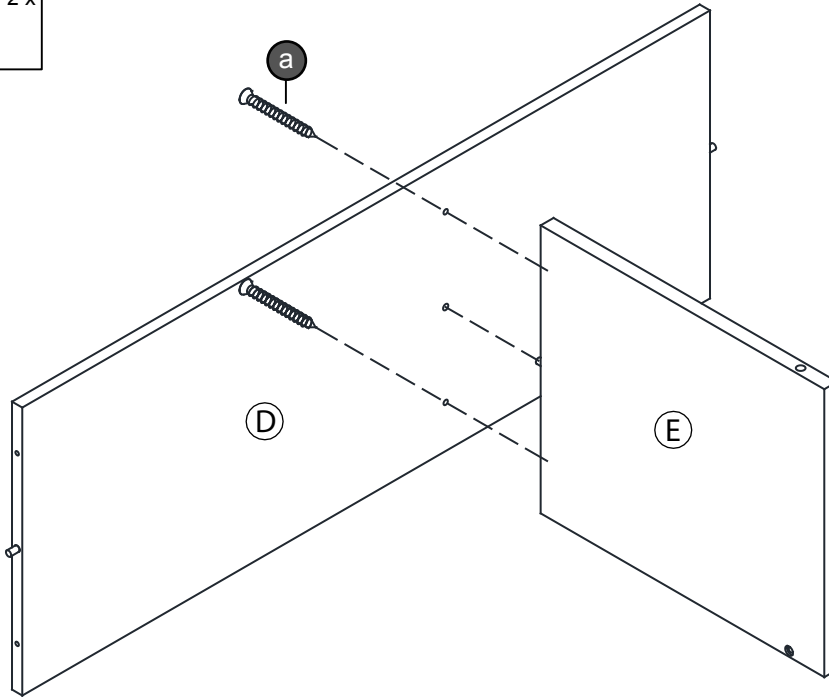


## STEP 3



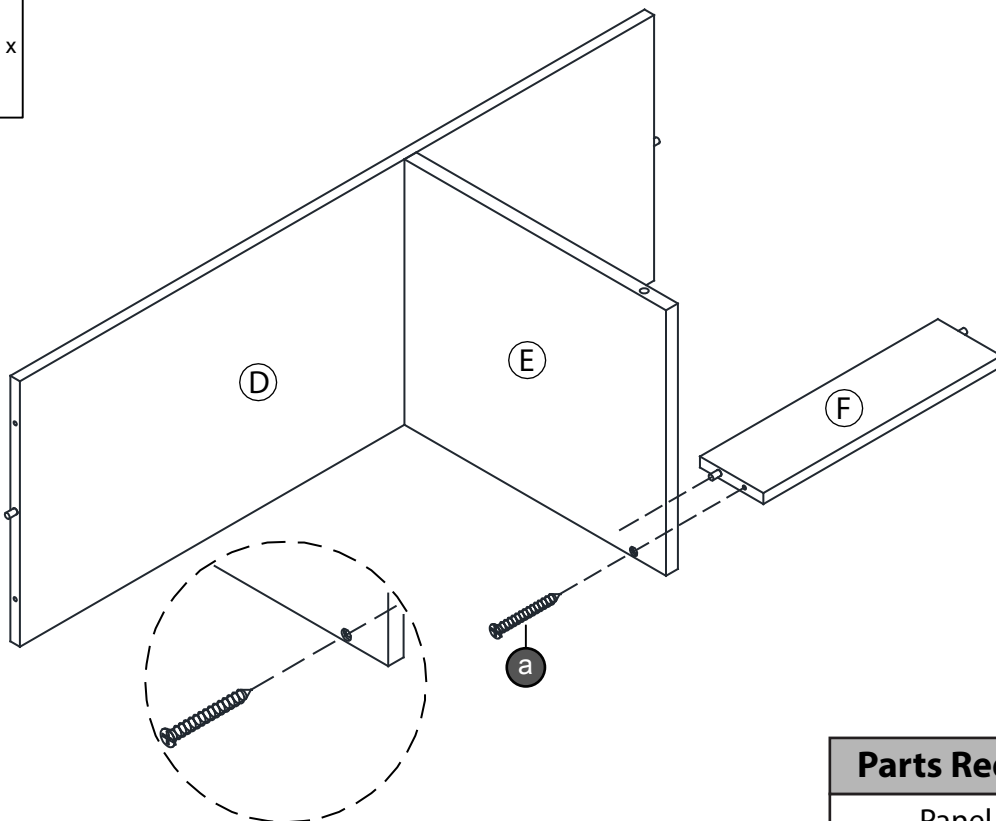
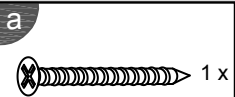
Parts Required	Qty
Panel (B)	1
Panel (E)	1

## STEP 4



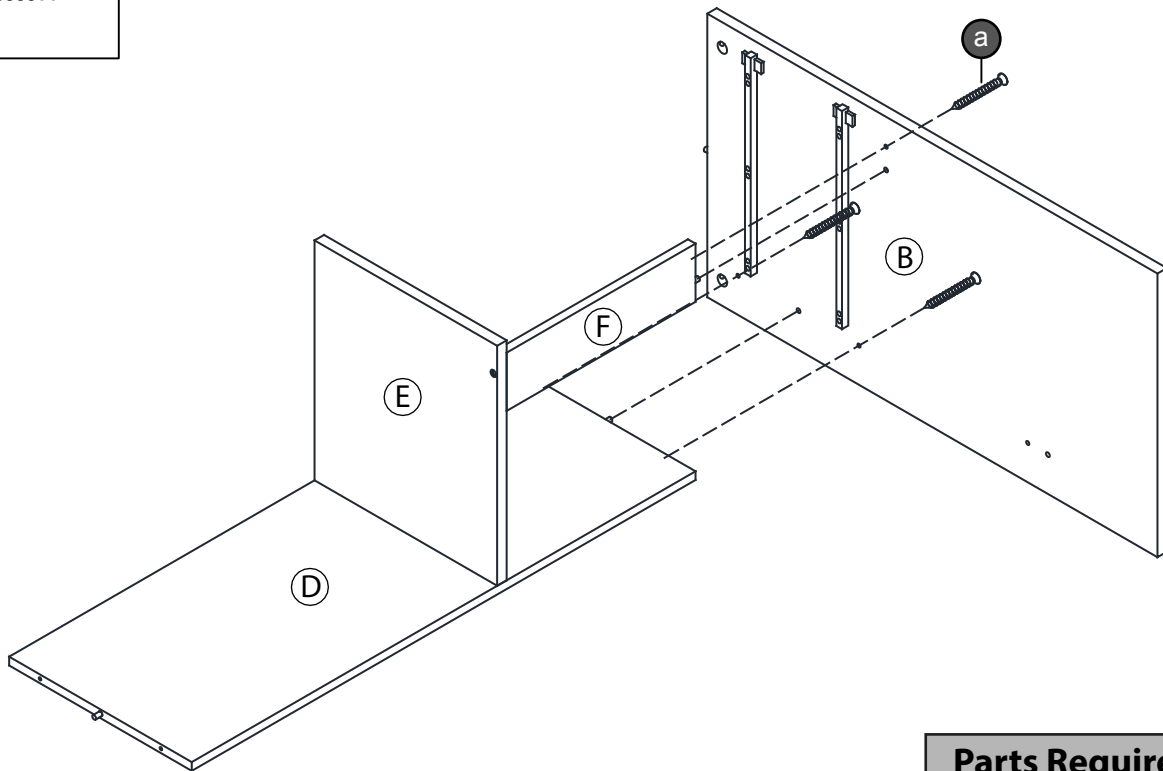
Parts Required	Qty
Panel (D)	1
Panel (E)	1

## STEP 5



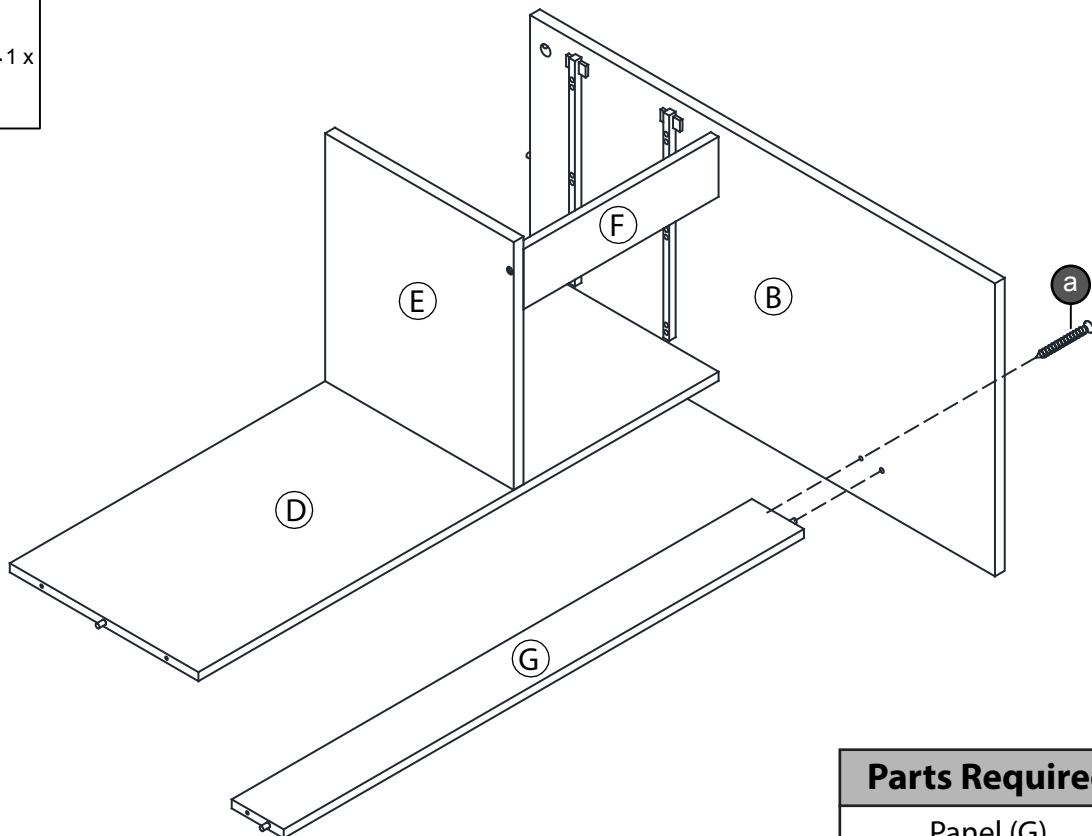
Parts Required	Qty
Panel (F)	1

## STEP 6



Parts Required	Qty
Panel (B)	1

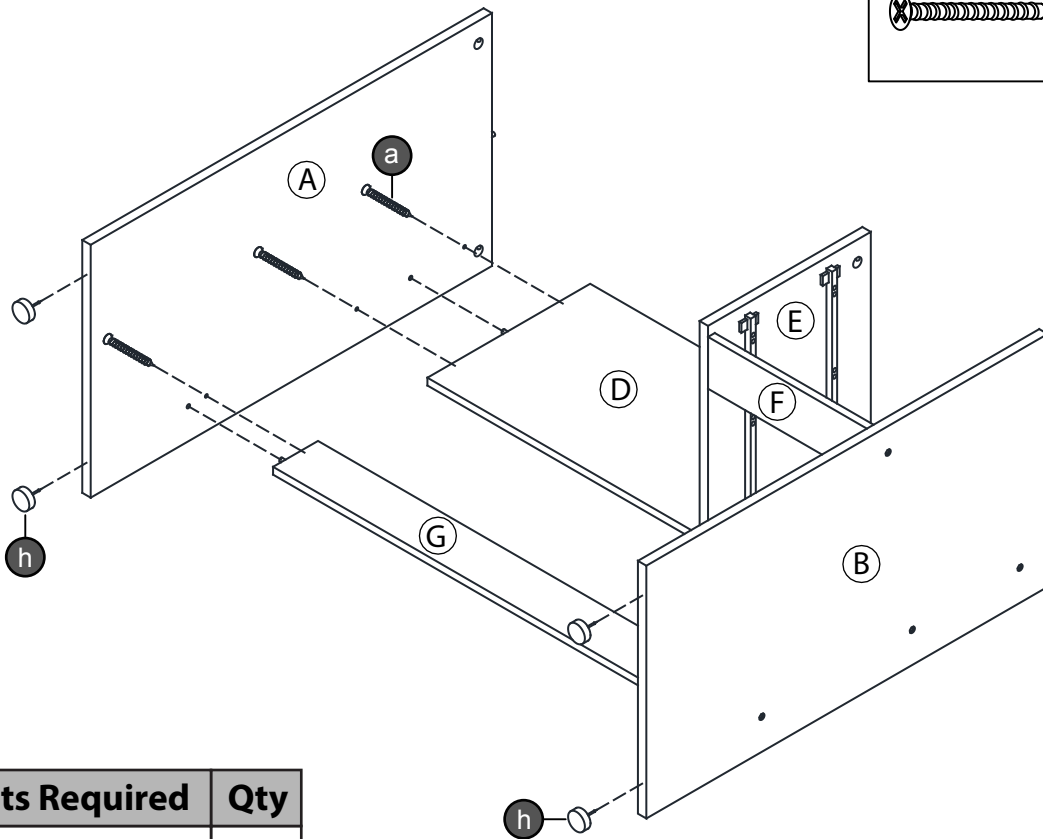
## STEP 7



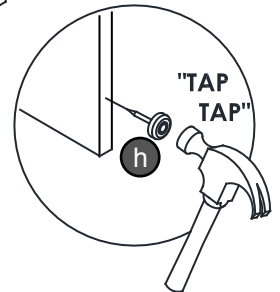
Parts Required	Qty
Panel (G)	1



# STEP 8

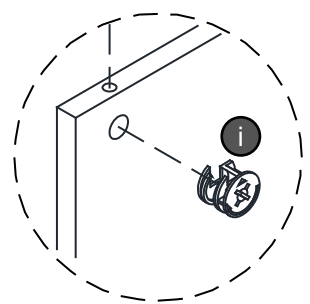
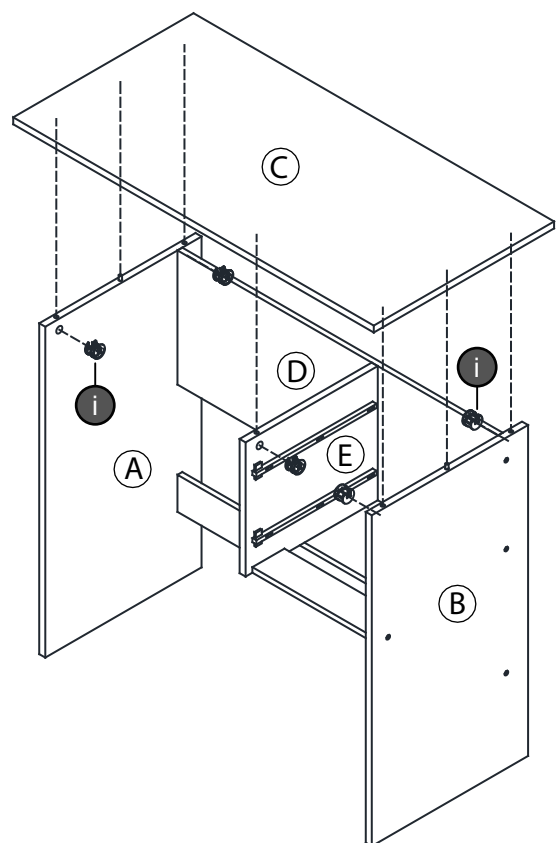
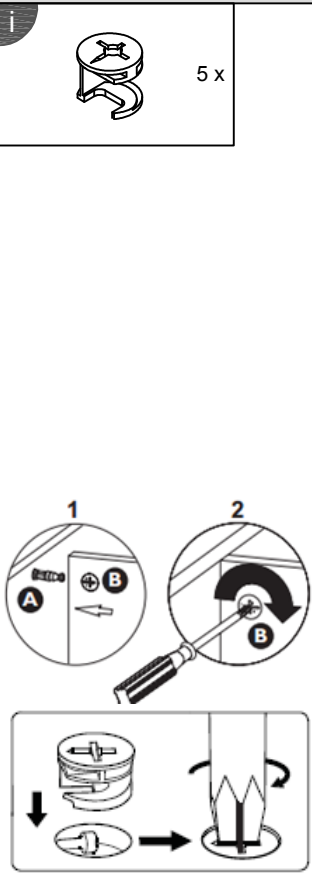


<b>a</b>	3 x	<b>h</b>	4 x
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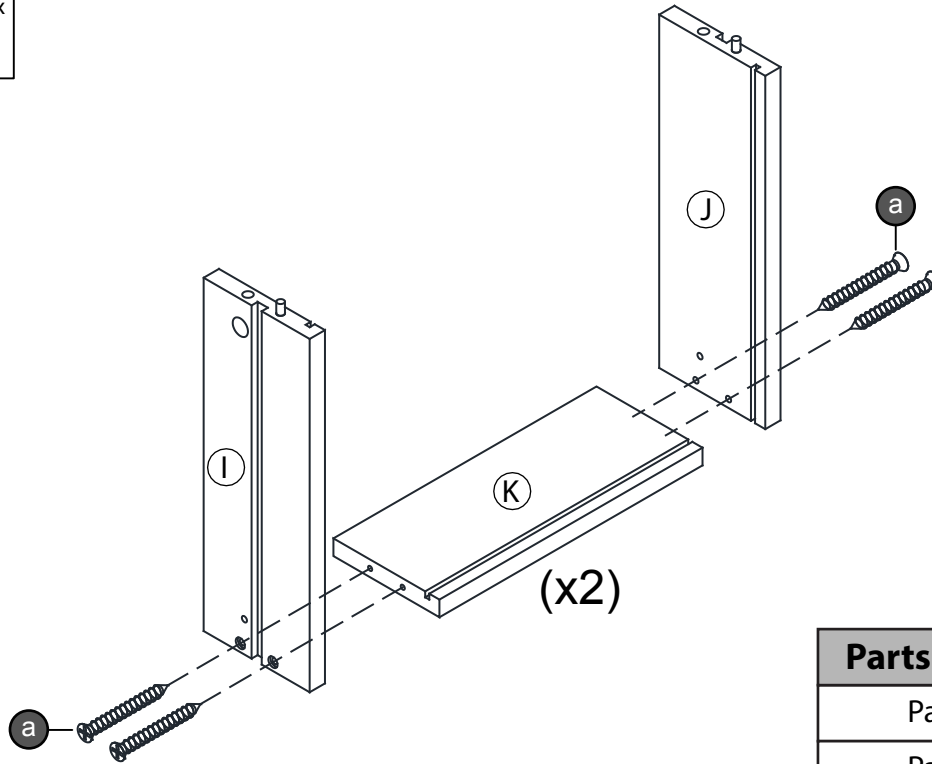
Parts Required	Qty
Panel (A)	1

# STEP 9



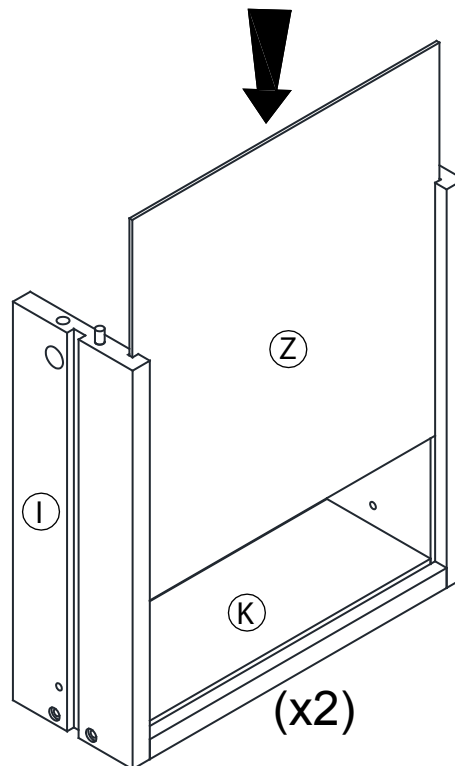
Parts Required	Qty
Panel (C)	1

## STEP 10



Parts Required	Qty
Panel (I)	2
Panel (J)	2
Panel (K)	2

## STEP 11

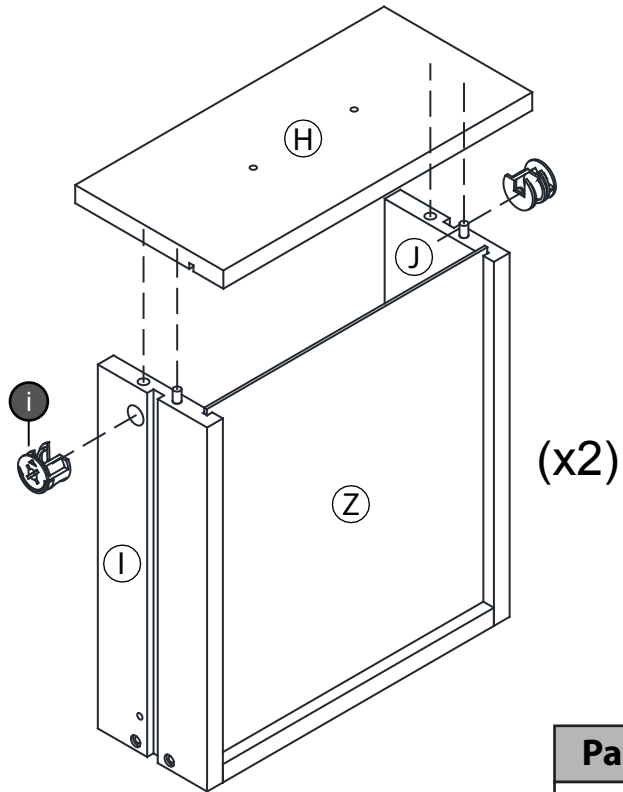
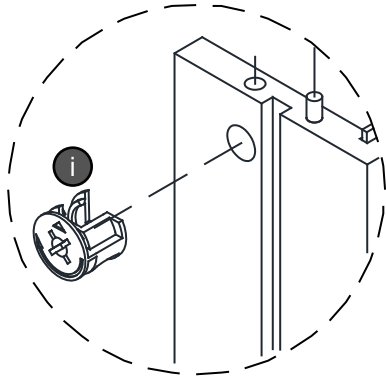


Parts Required	Qty
Panel (Z)	2

## STEP 12

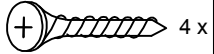


4 x

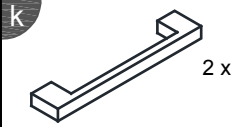


Parts Required	Qty
Panel (H)	2

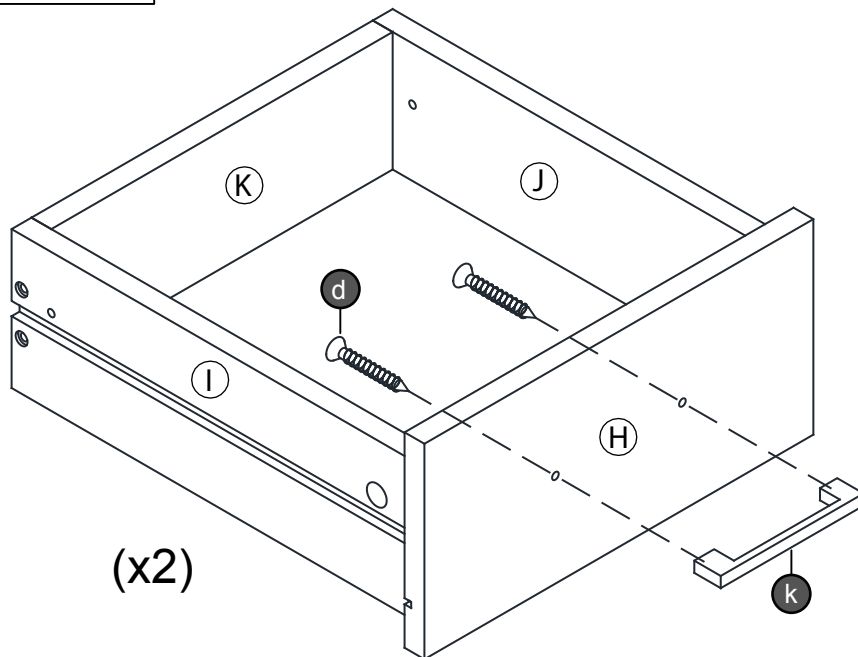
## STEP 13



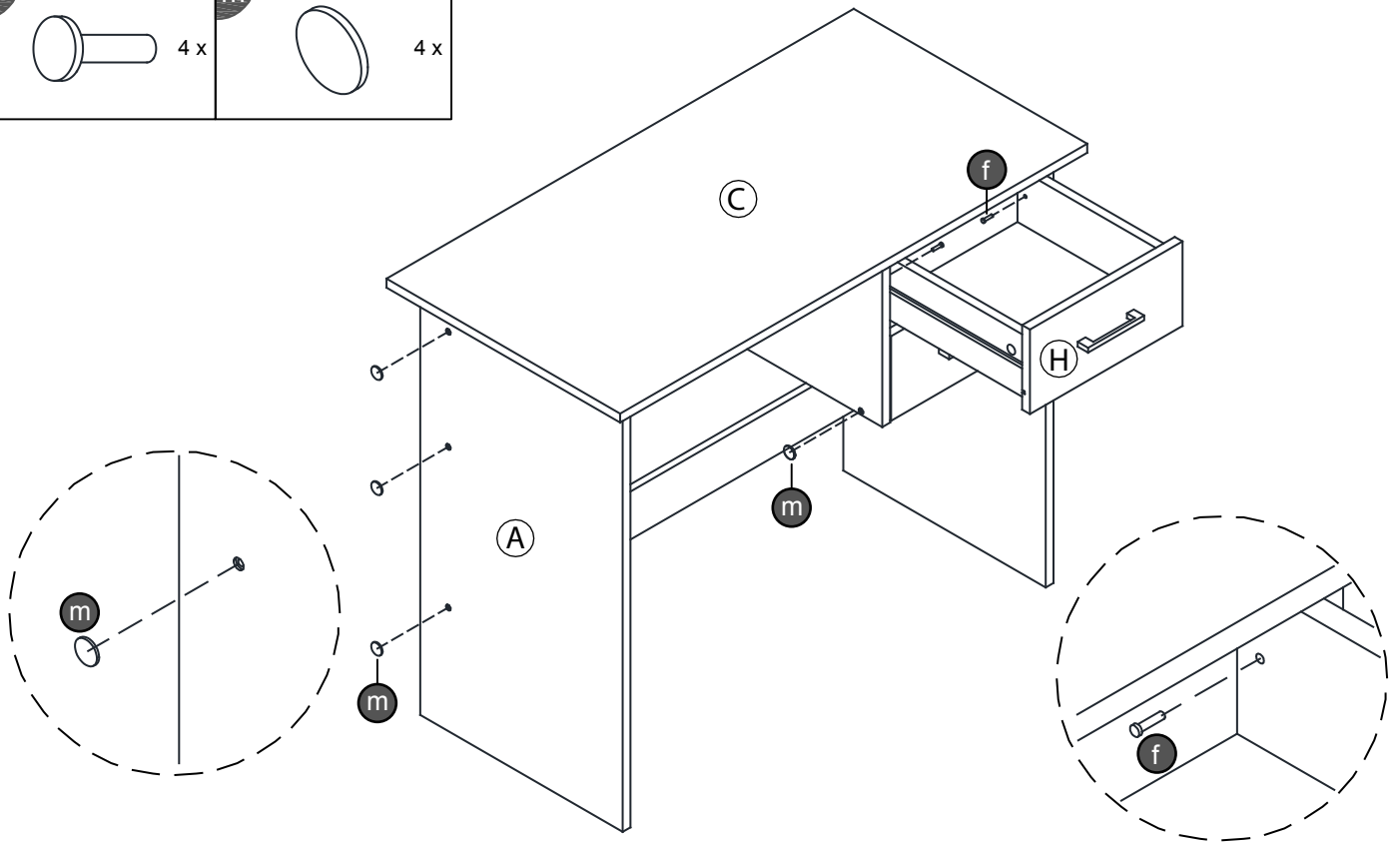
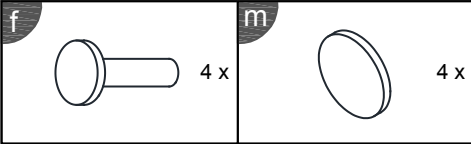
4 x



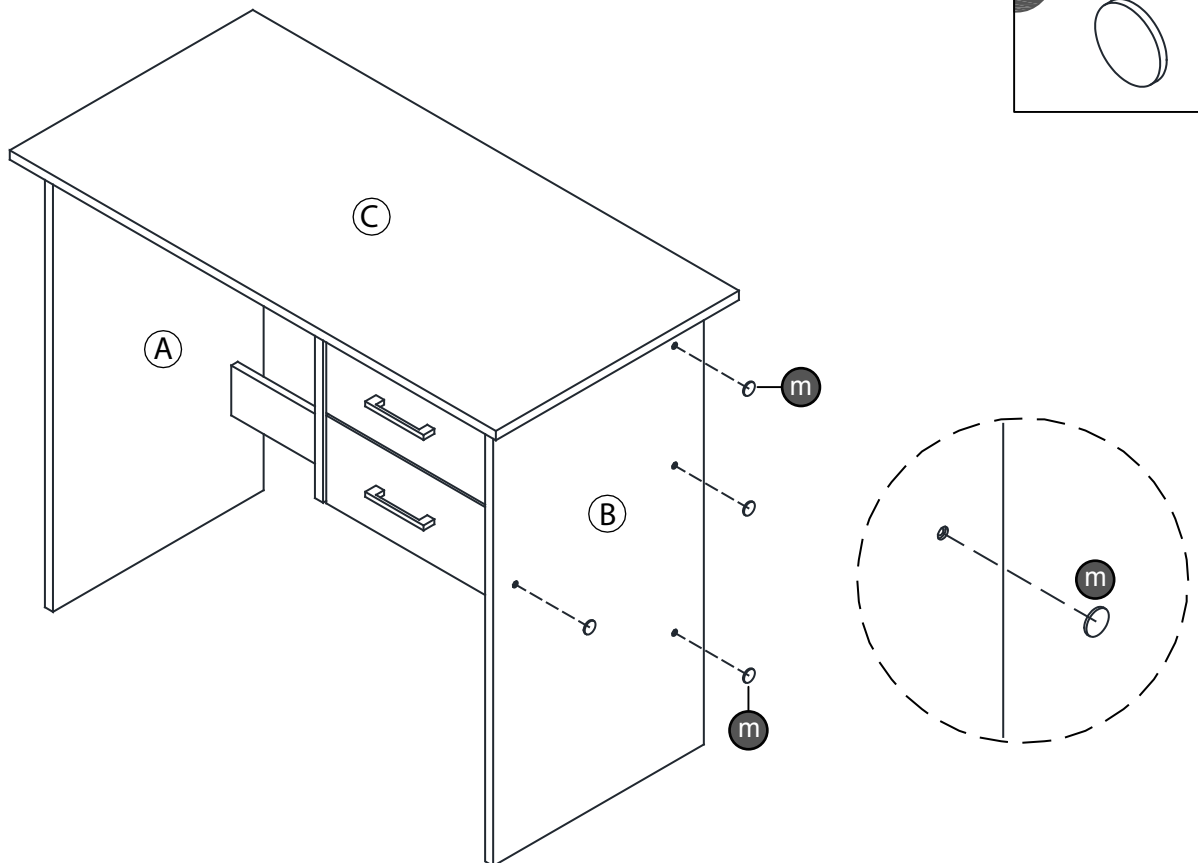
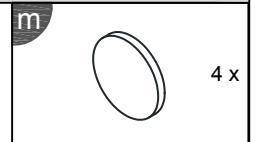
2 x



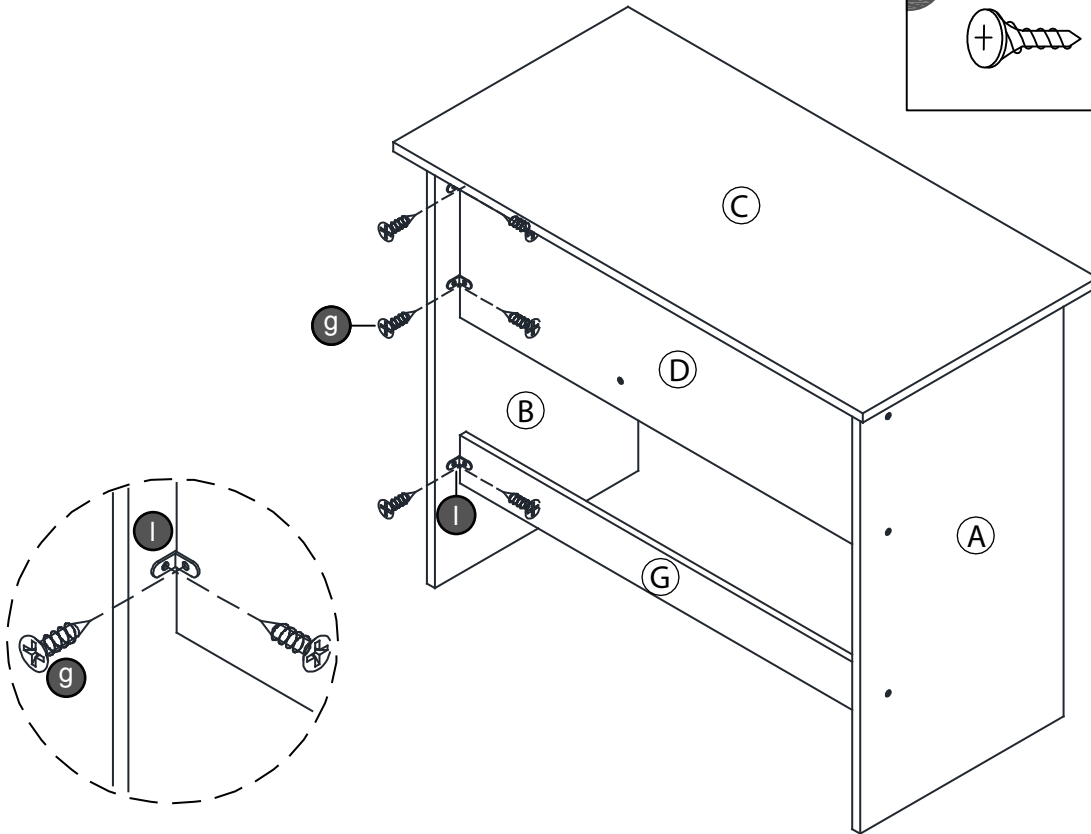
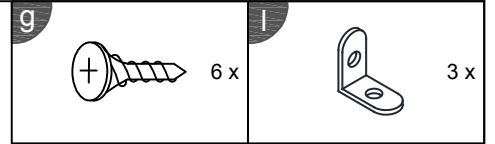
## STEP 14



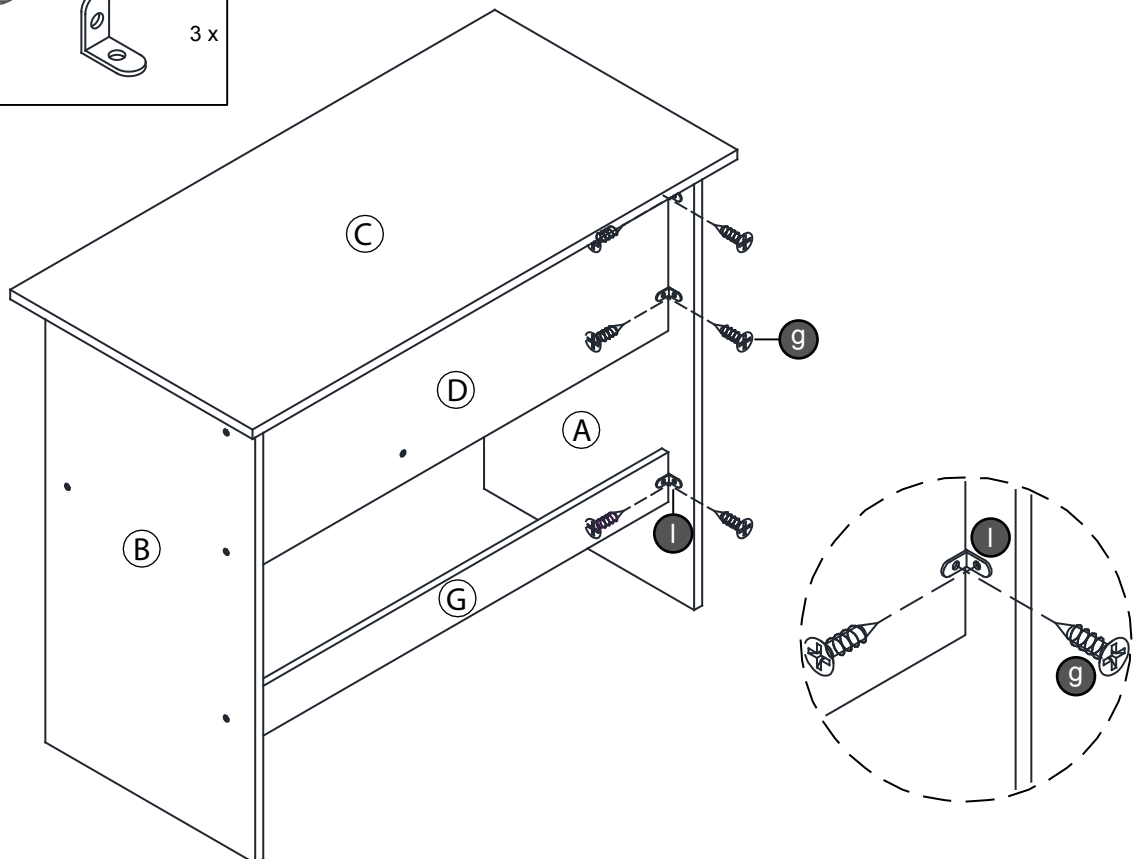
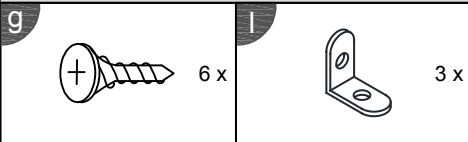
## STEP 15



## STEP 16

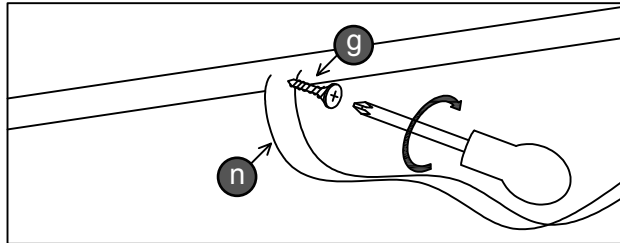


## STEP 17

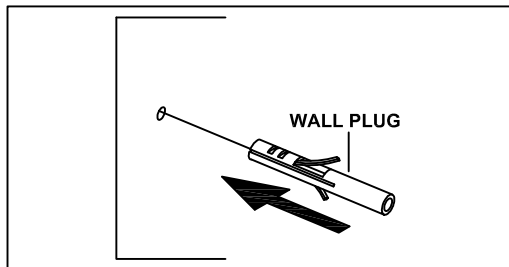


## FITTING OF ANTI-TIP SAFETY STRAP

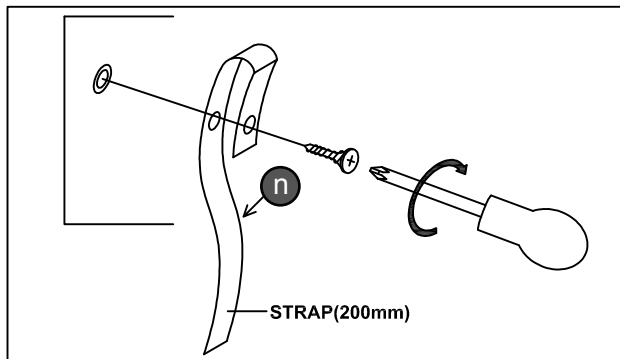
**STEP 1:**  
Put the screw in  
the top panel hole  
of your furniture



**STEP 2:**  
Make a hole in  
the wall and put  
the wall plug in



**STEP 3:**  
Put the screw in  
the wall plug hole



**NOTE :** Wall fixing are not supplied with this product as different devices (such as Rawl plugs on brick work). You must use fixing devices suitable for the type of wall you intend to mount this product to. Please ensure that the head of any screw used has a diameter greater than the diameter of the mounting hole on the product and that the fixing is safe and secure before use.

The straps and screws to fix the strap on to the furniture are provided only.

### HARDWARE LIST

n	Safety strap (L-200mm)	
		1 x
g	Csk Screw (M3.5x15mm)	
		1 x

## Complete Assembly

Your **PANAMA WRITING DESK** is now completely assembled

Periodically check to ensure that the components are in their proper position, free from damage. Also, make sure the connectors are tight and secure.



Keep instructions for future reference

