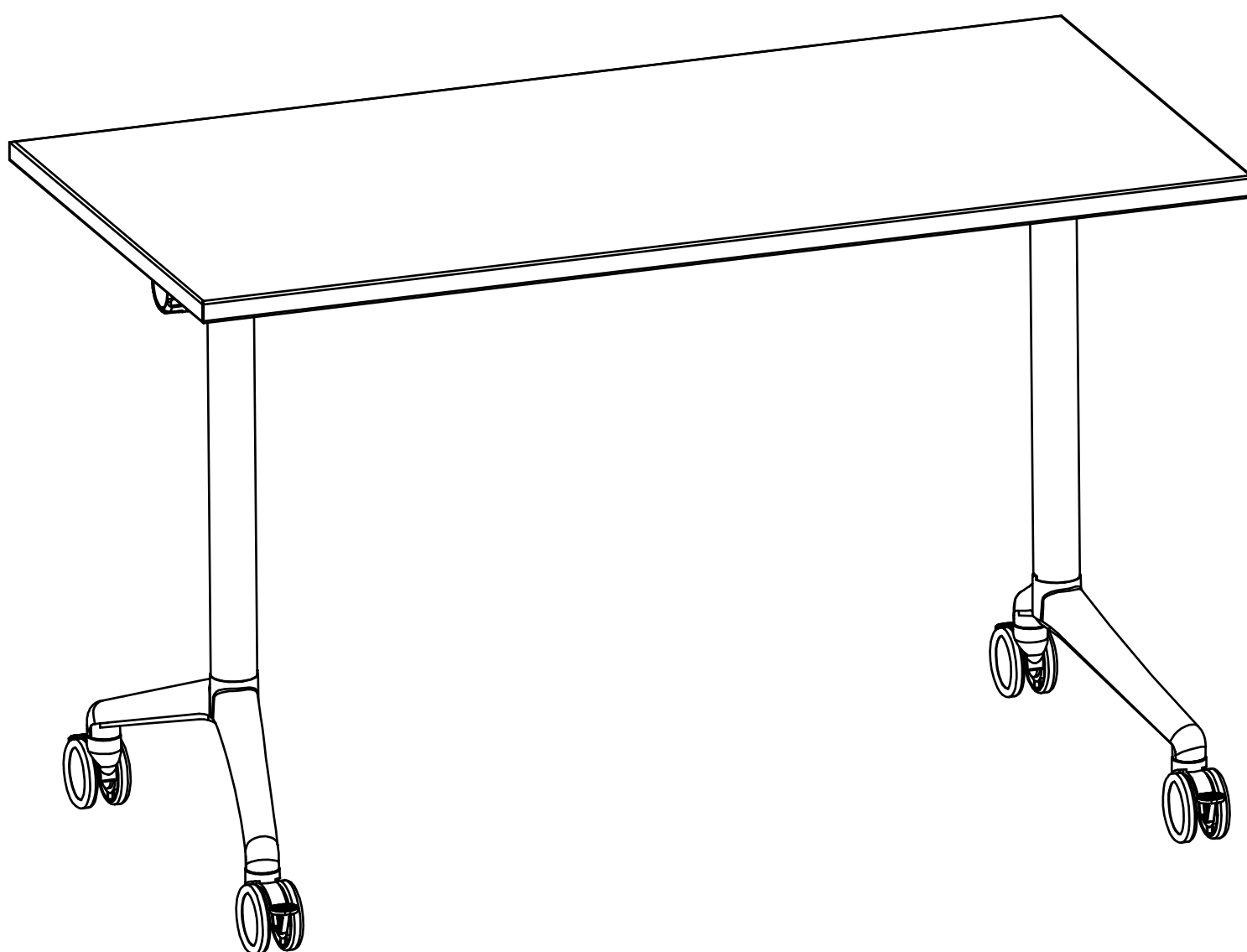


# Assembly Instructions

HKOFDK005



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HKOFDK005

## INSTALLATION GUIDE

**ONE PERSON ASSEMBLY: 20 MINUTES (APPROXIMATE)**

**TOOLS REQUIRED: M5 WRENCH & M8 WRENCH (PROVIDED) & PHILLIPS SCREWDRIVER (SELF-PROVIDED)**

## BEFORE ASSEMBLY

1. Remove all packaging materials, staples and packing straps from the carton.
2. Confirm with Parts Checklist in Page 3.

## ATTENTION

1. Leave sufficient room for assembly.
2. Do not assemble on the ground that may hurt the product.
3. Do not over-tighten any fittings as it may cause damage.
4. **DO NOT USE POWER TOOLS TO ASSEMBLE THIS PRODUCT.**
5. Do not sit or stand on it before the assembly is complete.

## DAILY MAINTENANCE

1. Recommended for indoor use only.
2. Wipe with a soft, dry cloth. Keep away from abrasives and household cleaners.
3. Check all the fittings periodically and re-tighten if necessary. Do not use the product if any part is damaged or broken.

## **Okeysen Office Conference Table Warranty Policy**

**Okeysen office Conference Table are warranted from the date of purchase due to material and workmanship factors. Details as follows:**

1 YEAR on all unmovable metal parts;

1 YEAR on upholstered PU leather and foam;

1 YEAR on component parts including control mechanism, gas cylinder, wood, plastic parts, base and casters.

To make a warranty claim, please contact Okeysen with model number, purchase proof, problem descriptions as well as pictures that shows the problem clearly.

Problem verified, Okeysen will:

a) Send replacement parts.

b) Send a new product if necessary, customer need to return the original item to our warehouse. Return freight will be undertaken by Okeysen.

### **RETURN POLICY**

30 Days Free Return Policy after receiving the product is available. Okeysen offers prepaid return labels and undertake the return freight.

# PARTS CHECK LIST

Ax1		Bx1		Cx1		Dx2
Ex2	Gx4	Hx1 (M5 wrench)	Ix1 (M8 wrench)	Jx2 (M10x10H)	Kx2 (M10x60H)	Lx6 (M5x20H)

1.Please remove the white EPE protector before assemble with the rod & beam



Hx1

Jx2

2.Please remove the screw J from the short column before assemble with the beam

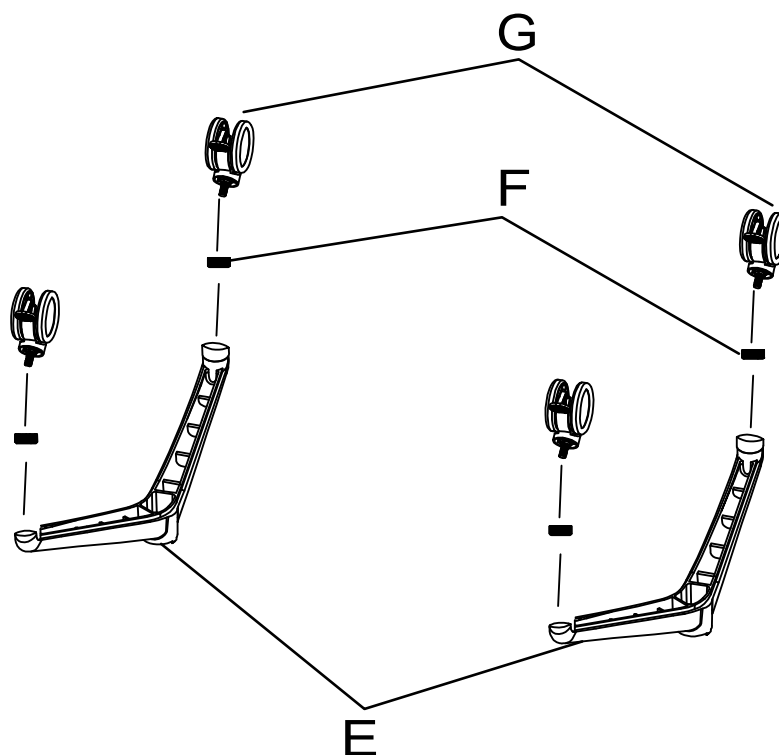


Note:  
Screw J has been Pre-assembled on the short column

D

C

**Step 1:** Insert Part **C** into Part **Dx2** and screwed with **Jx2** and finish with **M5** Wrench **H**.

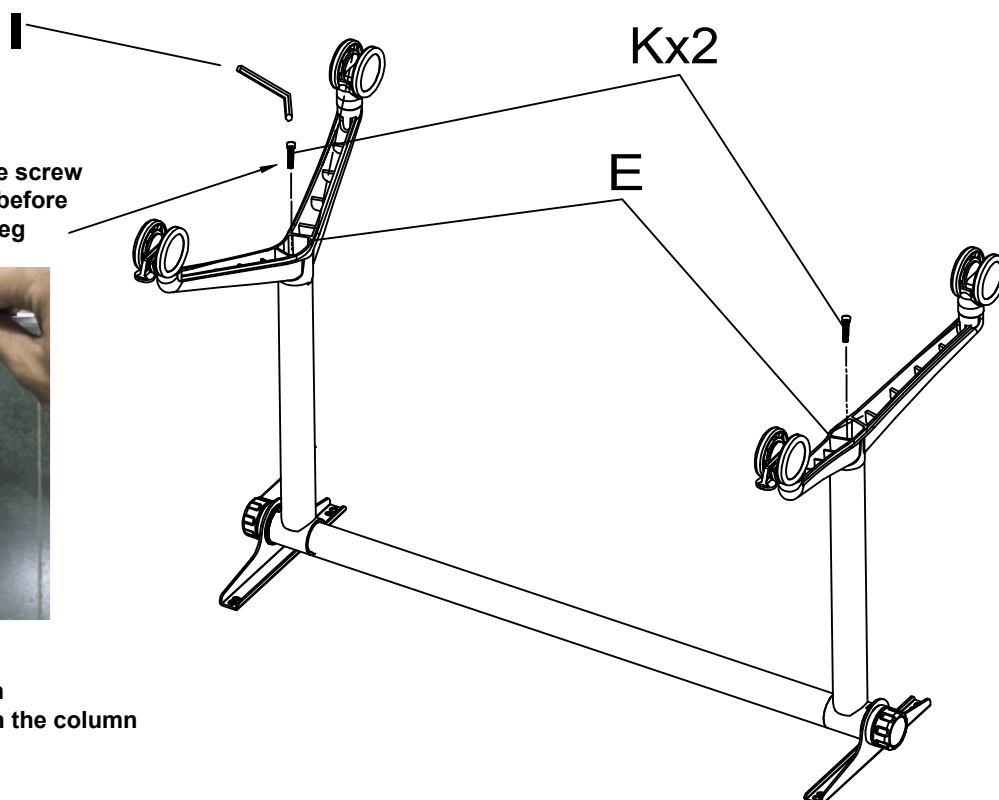


**Step 2:** Press Caster **Fx4** and Part **Gx4** into Base **Ex2** as the picture.

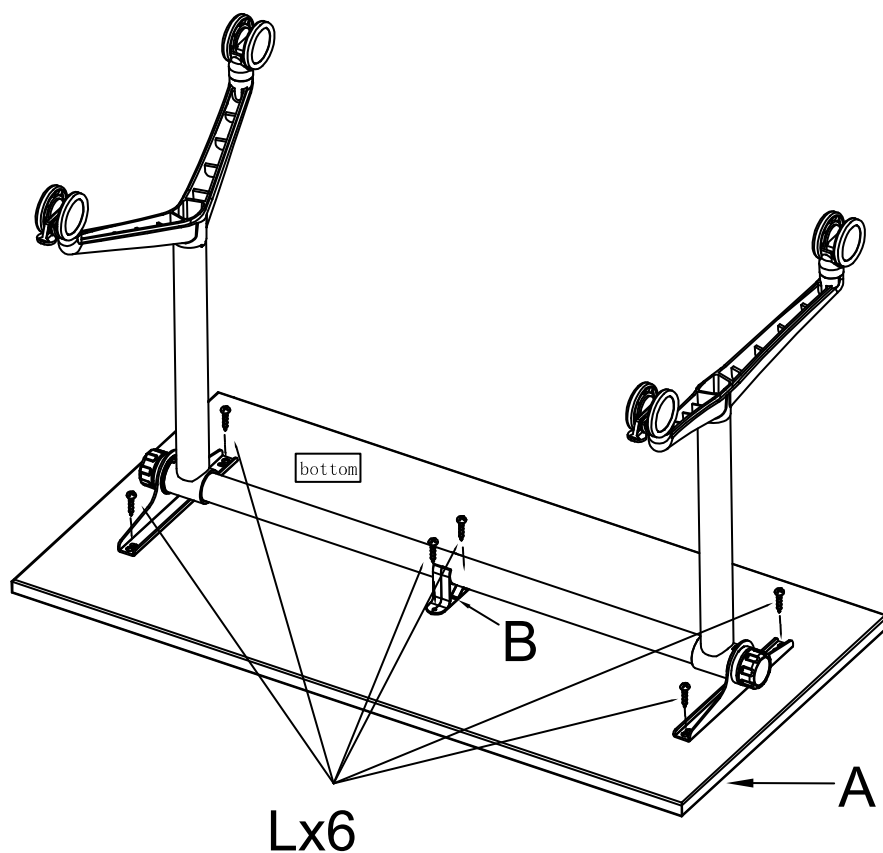
2. Please remove the screw K from the column before assemble with the leg



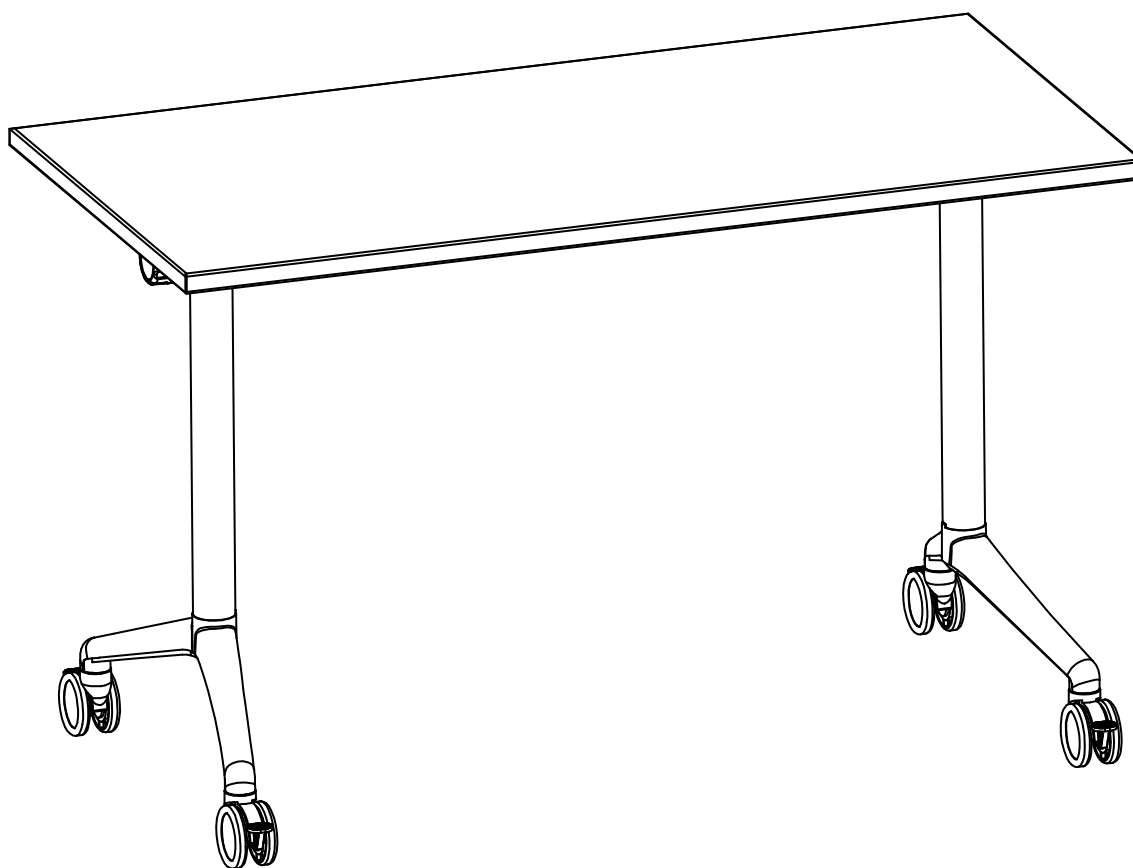
**Note:**  
Screw K has been  
Pre-assembled on the column



**Step 3 :** Attach the Base **Ex2** (Step 2) to the Frame (Step 1) with Screws **Kx2** and finish with **M8 Wrench I**.



**Step 4:** Attach the Frame (Step 3) to the Table Top **A** with Part **B** and Screws **Lx6** and finish with Phillips Screwdriver.



**Step 5:** Enjoy your new table!

# After-sales Support

We are working on delivering you a perfect product, but sometimes the parts may still be damaged or lost in transit.

If any parts are damaged or lost, please contact us immediately, perfect solutions will be offered to fix the issues.

**CONTACT INFO: [Support@Okeyesen-Global.com](mailto:Support@Okeyesen-Global.com)**