

## Tools & Supplies Required



Furniture Paste Wax

**Furniture paste wax** Your desk was shipped with some paste wax to get you started. The Johnson's Wax shown is available at Lowe's for about \$5.00. The \$10.00 or \$15.00 wax does not work any better. Minwax brand paste wax is also widely available, however it is not as soft as the Johnson's, and consequently harder to work with. Paste wax is used to lubricate the screws, the stationary slides, and to clean your desk. Occasional waxing is the only maintenance your desk will need. Do not use "furniture polish" or "furniture cleaners". Do not use products that promise to "feed" or rejuvenate" your furniture. Do not use "Pledge" or similar products that contain silicone. Do not use automotive paste wax.



7/16" Box End Wrench

**A 7/16" box end wrench, and a 7/16" socket wrench** If you do not have these, try borrowing them. These are very common wrenches, and anyone with a toolbox will probably have them. If you purchased the optional "Large Drawer", "File Drawer" or "Scanner Shelf", you will also need a #2 or #3 Phillips Screw Driver. If you have to buy any of these, they are available at any hardware store or home center. You do not need to get the super heavy duty professional grade wrenches as you will be applying only hand pressure with the tool.



7/16" Socket Wrench



#2 - #3 Phillips Screwdriver

**A tape measure.** You will use this to measure your "sitting eye height", and to adjust the heights of your desk's work & equipment surfaces



Measuring Tape

**Assembly note:** Most of your desk will be assembled with screws. Under the heads of these screws you will use washers. Make sure these washers are under the head of their screws, and not between the wood parts being assembled.

## Un-pack Boxes, Identify and Organize Parts

Your desk was shipped in one or more cardboard boxes. Do not throw these boxes out right away. If you decide to return the product you will need to re-use them to send the parts back.

The parts for your desk are identified by a sticker similar to the one shown on the right. In this example the part name = "Monitor Shelf Board", its part designation = "C2". The letter part of the designation refers to the **Section** of the assembly manual that deals with the part.

Monitor Shelf Board	C2
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