## Paramount Collection

## Desk



## PRE-ASSEMBLY:

- For your safety and ease, assembly by two adults is recommended.
- Please read all instructions before beginning assembly. The illustrations provided allow for easier assembly when used in conjunction with the assembly instructions.
- Remove all parts and hardware from box and lay out on a carpeted or scratch-free work surface. The shipping box provides and ideal work surface. Do not dispose of any contents until assembly is completed to avoid accidentally discarding small parts or hardware.
- Use the parts and hardware lists to identify and separate each of the pieces included prior to starting assembly.
- Note: DO not fully tighten the bolts until all parts are in place. Failure to follow these instructions may cause the bolts to misalign during assembly.
- Do not use power drill as it may cause cracking.

Carton 1:


Carton 3:
(E) Desk 3 Drawer - 1 pc


Carton 4:
(F) Desk Center - 1 pc

(G) Back Panel - 1 pc


Hardware Enclosed:

| Packed in Carton ( Desktop) | Packed in Carton <br> ( Desk 1 Drawer ) | Packed in Carton <br> ( Desk 3 Drawer ) | Packed in Carton <br> ( Desk Center ) |
| :---: | :---: | :---: | :---: |
| (M) Bolts - 6 pcs (M6x30mm | (P) Plate - 1 pc | (P) Plate - 1 pc | (P) Plate - 2 pcs |
| $\text { (a) } \square \square i$ | $8$ | $8$ | $8$ |
| (L) Allen Key - 1 pc | (L) Allen Key - 1 pc | (L) Allen Key - 1 pc | (L) Allen Key - 1 pc |
|  |  |  |  |
|  | (T) Bolts -4 pcs (M6x15mm) | (T) Bolts -4 pcs (M6x15mm) | (T) Bolts -8pcs (M6x15mm) |
|  |  |  |  |
|  | (K) Shelf Support - 4pcs |  | (N) Bolts - 6pcs (M6x20mm ) |
|  |  |  | (3) $\square$ (unilinilinililil |
|  |  |  | (O) Lock Washer - 2pcs |
|  |  |  |  |
|  |  |  | (R) Half Moon - 2pcs |
|  |  |  |  |
|  |  |  | (U) Bolt - 2pcs (M6x60mm ) |
|  |  |  |  |

## Assembly Instructions:

1. Remove the top drawer boxes from the Desk Center (F), Desk 1 Drawer (D) and Desk 3 Drawer (E) as shown below.

2. Carefully lay down the back panel $(\mathrm{G})$ and align the dowels to the pre-drilled holes on the back of the Desk Center (F). Secure the Desk Center ( F ) to back panel $(G)$ using the bolts $(N)$ and tighten with Allen key ( L ) as shown below.

3. Align the dowels from the Desk Center assembly (F) to the Desk 3 Drawer ( E ) on the right side, and Desk 1 Drawer (D) on left side. Secure using bolts (N) and tighten with Allen key (L)

4. Secure the back panel (G) to Desk 1 Drawer (D) and Desk 3 Drawer (E) by attaching the bolts (U), lock washer (O), and half moon washer (R). Tighten using Allen key (L)

5. Carefully lay the Desk Top (C) on the desk assembly with the wire hole placed on the back side. Push Desk Top (C) until it wedges into place. Note: Desk Top may need to be adjusted in or out to align bolt holes.

6. Secure the desk top (C) by Aligning the pre-drilled holes in the top rails of the desk assembly ( D,E,F ) with the holes on the underside of the Desk Top (C). Secure using bolts (M) and tighten with Allen key (L)

7. Re-install the drawers to the cases that were taken out earlier. Place the wood grommet $(\mathrm{H})$ to close the wire management hole.

8. Determine the desired height for the shelves (S). Insert the shelf supports $(\mathrm{K})$ into the pre-drilled holes located in the desk 1 drawer interior wall. Carefully insert the shelves $(\mathrm{S})$ as shown and gently rest the shelves onto the angular shelf support.


## Paramount Bed and Desk Configuration

## Assembly Instructions

Attaching the Desk to the Bed:

1. With the help of two people, carefully move the desk assembly to its desired location, aligning the holes in the desk assembly to the holes located in the side rail, left or right bed as shown below. Align the pre-drilled holes on the plates $(P)$ to the holes located in the back of the desk assembly. Insert Bolts M6x15mm ( $T$ ) and loosely tighten with Allen Key (L). Insert remaining Bolts ( T ) into each of the pre-drilled located in the side rail and tighten with Allen Key (L). Note: To align the holes in Plates (P) to the side rail inserts, may require shifting of the desk assembly. Fully tighten all bolts to secure the desk assembly to the bed.


Carefully grasp one side of the table and elevate it slightly to provide access to levelers. Turn the levelers until adequate contact is made the floor. Carefully set the table down. Repeat until the table is level and stable.


## Care Instructions:

- Hardware may loosen over time. Periodically check to make sure all connections are tight. Re-tighten if necessary.
- Dust often using a clean, soft, dry and lint-free cloth.
- To clean, slightly moisten cloth with water. (A damp cloth holds dust and prevents scratching; dry thoroughly).


## Paramount Collection

## Components and Configurations



## Base Options

| Paramount 2 Drawer Cabinet (A) | Paramount 2 Door Cabinet (B) | Paramount Desk (I) <br> ( Desk Center, Desk Cabinet, Desk Pedestal) |
| :--- | :---: | :---: |

Configurations


