**SOFTWARE PARTS LIST**

<table>
<thead>
<tr>
<th>ALLAN KEYS</th>
<th>FLAT HEAD HEX SOCKET ASSEMBLY</th>
</tr>
</thead>
<tbody>
<tr>
<td>Small 4 mm</td>
<td>4 mm and 5 mm - 1/2&quot; x 1/4&quot; - 20 and threaded collar. Attaches aluminum angle bracket to leg panel.</td>
</tr>
<tr>
<td>Large 5 mm</td>
<td>For hex socket assembly, to join rails together.</td>
</tr>
<tr>
<td>For installing bases to rails.</td>
<td></td>
</tr>
<tr>
<td>For installing mounting plate to top.</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>FLAT HEAD HEX SOCKET ASSEMBLY</th>
<th>TIGHT JOINT FASTENERS</th>
</tr>
</thead>
<tbody>
<tr>
<td>4 mm and 5 mm - 2&quot; x 1/4&quot; - 20 and threaded collar. Joins rails together.</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>ALUMINUM ANGLE BRACKET</th>
<th>PAN HEAD PHILLIPS BOLT</th>
</tr>
</thead>
<tbody>
<tr>
<td>11/2&quot; x 2&quot;,</td>
<td></td>
</tr>
<tr>
<td>Attaches duo base leg panel to rail.</td>
<td></td>
</tr>
<tr>
<td>3/4&quot; x 1/4&quot; - 20.</td>
<td></td>
</tr>
<tr>
<td>Attaches mounting plate of duo base to underside of top.</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>WOODEN SPLINE</th>
<th>WIRE MANAGEMENT “U” CLIPS</th>
</tr>
</thead>
<tbody>
<tr>
<td>1/8&quot; x 7/8&quot; x (24&quot; - varies).</td>
<td></td>
</tr>
<tr>
<td>Inserts into the edge of multiple segment tops.</td>
<td></td>
</tr>
<tr>
<td>Grey ABS plastic.</td>
<td></td>
</tr>
<tr>
<td>Used to secure wires to support rail.</td>
<td></td>
</tr>
</tbody>
</table>
**ASSEMBLING SUPPORT RAILS**

- 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).

**ATTACHING BASE BRACKETS TO RAILS**

- Rails come equipped with pre installed threaded locations in the rails.
- Attach the brackets as shown.
- Tighten into place.
- Required hardware: 5/8” x 1/4” - 20 flathead hex socket bolt.

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**ATTACHING BASE TO RAILS**

- To begin attaching the bases to rail, remove the flexible wooden panels.
- Lay bases on their sides and flexing panel outward, pull panel away from legs.
- Position rails with brackets slid over the plywood centre of the base.
- Fasten brackets.
- Required hardware: 1/2” x 1/4” - 20 flat head hex socket assembly.
- Level if required, underside of each vertical leg has a recessed leveller.

**ATTACHING BASE DIRECTLY TO TOP**

- Table sizes 108” long or less do not require support rails.
- Top is flipped over and bases are mounted directly to the top into pre-installed threaded inserts.
- Required hardware: 3/4” x 1/4” - 20 pan head Phillips bolt.
- Flip table over.
- If installing bases in this manner, skip to #8 for Forum installation.
**JOINING MULTIPLE PIECE TOPS**

- 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**

- Align threaded inserts of top with mounting plate on leg.
- Install bolts into inserts.
- Required hardware: 3/4" x 1/4" - 20 pan head Phillips bolt.

**INSTALLING VOX FORUMS®**

- 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.
9

- Begin by mounting adhesive wire management strip behind Forum position, or where required.
- Insert cables in 1 of 3 channels.

10

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

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- Wrap excess cables onto interior wood panel as required.

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- Re-position flexible base cover by inserting one side into leg.
- With hands on top and bottom of the panel, pull the center of the panel outward and insert the panel's second edge into the second leg.
- Table installation is complete.