



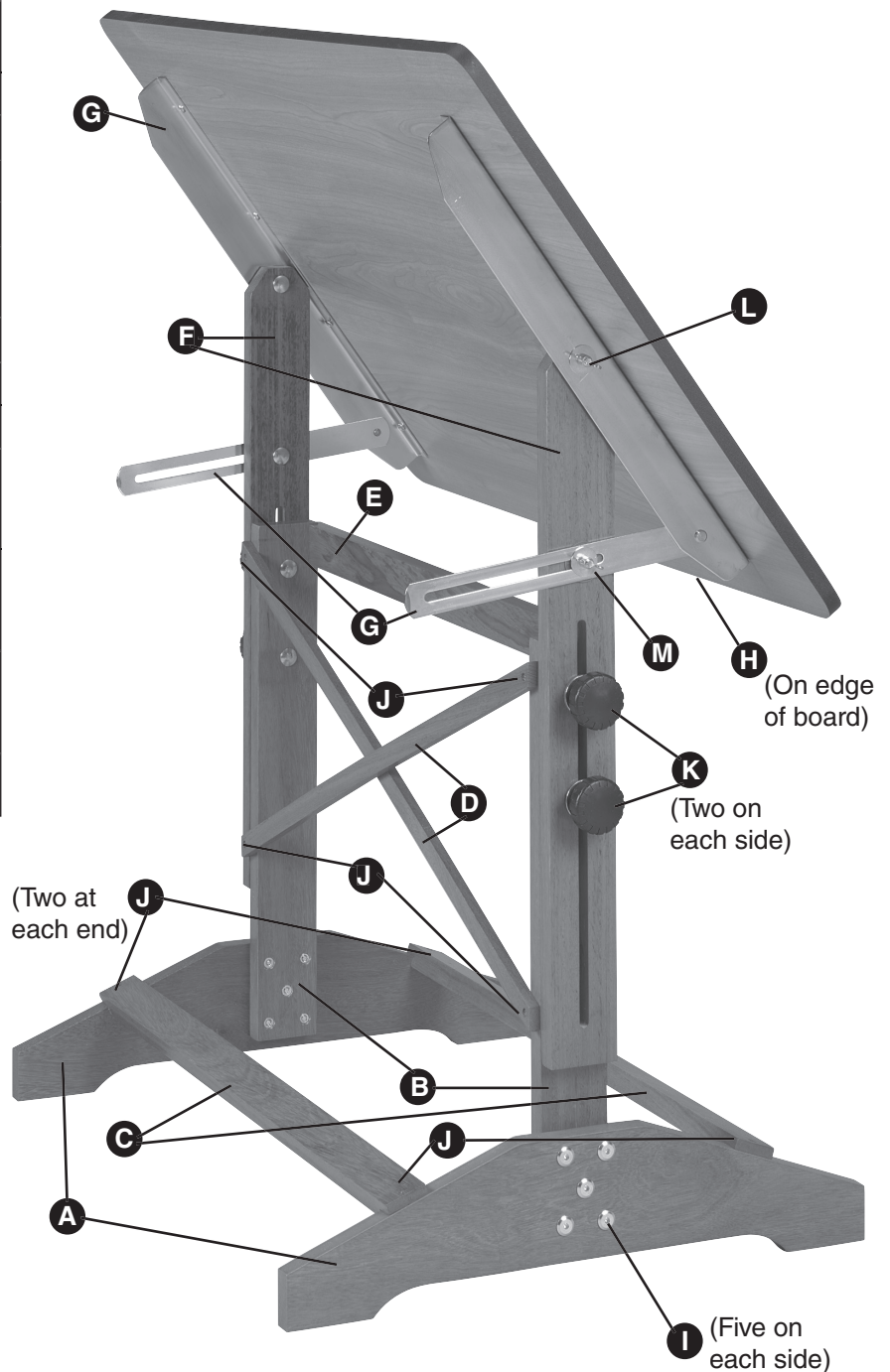
# PAVILLON PEDESTAL DRAWING TABLE

## Assembly Instructions

### PARTS LIST

Description	Quantity
<b>A</b> Feet	2
<b>B</b> Lower Uprights (with pre-inserted nuts)	2
<b>C</b> Lower Crossbars, 28" long	2
<b>D</b> Diagonal Cross Braces	2
<b>E</b> Upper Crossbar, 26 $\frac{5}{8}$ " long	1
<b>F</b> Upper Uprights	2
<b>G</b> Metal Board Cleat and Tilt-arm Assembly	2
<b>H</b> Pencil Ledge	1
<b>I</b> 1 $\frac{1}{2}$ " Bolts	10
<b>J</b> $\frac{3}{4}$ " Wood Screws	12
<b>K</b> Adjustment Knob Assembly (knob, 2" bolt, 1 $\frac{3}{8}$ " brass washer, 1 $\frac{3}{8}$ " nylon washer)	4
<b>L</b> Angle Adjustment Hardware (1 $\frac{1}{2}$ " bolt, 1" brass washer, 1 $\frac{3}{8}$ " nylon washer, butterfly nut)	2
<b>M</b> Tilt-arm Assembly Hardware (1 $\frac{1}{2}$ " bolt, 1" brass washer, 1 $\frac{1}{2}$ " nylon washer, nut)	2
<b>N</b> $\frac{5}{8}$ " Screws	8

Select either 24" x 36" or 31" x 42" ALVIN Drawing Board Top to fit onto base



## TO ASSEMBLE BASE

1. Open hardware bag and separate into like parts for ease of identification.
2. Check wood parts and hardware against parts listing to ensure all are included.
3. Attach foot **A** to lower upright **B** using 1½" bolts **I**. Note that nuts are pre-inserted in lower upright. Repeat step for second foot. Be sure that all bolts are tightened **very securely**.
4. With lower uprights **B** facing inward, attach both lower crossbars **C** using ¾" screws **J** into pre-drilled holes in feet. Be sure to use the 28" crossbars.
5. Attach both diagonal cross braces **D** to lower uprights using ¾" screws **J** into pre-drilled holes.
6. Attach upper crossbar **E** into pre-drilled holes in lower uprights using ¾" screws **J**.
7. Connect upper uprights **F** to outside of lower uprights **B** using two adjustment knob assemblies **K**. Be sure that nylon washer is positioned between wood and brass washer to avoid scratching wood during height adjustment.
8. Connect metal board cleat assembly **G** to outside of upper uprights **F** using angle adjustment hardware **L**. Be sure that end of cleat with tilt-arm connection is facing front of the table and that nylon washer is positioned between cleat and upright.
9. Connect slotted end of tilt arms **G** to holes in upper uprights **F** using tilt-arm assembly hardware **M**. Be sure that nylon washers are positioned between brass tilt arms and wood uprights to avoid scratching wood during adjustment.

## TO ATTACH TABLETOP AND PENCIL LEDGE TO BASE

1. Set board cleats **G** in the horizontal position and set upper uprights **F** in the lowest position. Tighten all height and tilt adjustment hardware.
2. Place tabletop on rug or other soft surface with the side you have chosen to use facing down.
3. Turn base assembly upside down and carefully center board cleats on tabletop.
4. Attach board cleats to tabletop using ⅝" screws **N**. Tighten securely. You may find it easiest to pre-punch or pre-drill holes after marking their positions. If you pre-drill, be careful not to drill all the way through the tabletop.
5. Return table to the upright position.
6. Pencil ledge **H** is included with the table but is optional to use. To attach to front edge of tabletop, locate center of top and mark placement of two holes 5 ½" from center. Pre-punch or pre-drill holes. These holes should be 11" apart and should be centered between the top and bottom surfaces of the top. Partially insert screws and then slide pencil ledge into position with slots in pencil ledge facing down. Tighten screws until ledge is secure.

## HINTS FOR ASSEMBLY AND USE

- Lay the table on its back before making height adjustments.
- It is critical that the five bolts connecting each foot piece to the uprights are kept securely tightened to ensure lasting strength and stability. We recommend that you retighten these seasonally.
- The easiest way to "seat" the heads of the bolts into the wood for the assemblies that include butterfly nuts is to temporarily replace the butterfly nut with one of the black adjustment knobs. This will give you the grip you need to pull the bolt head into the wood.