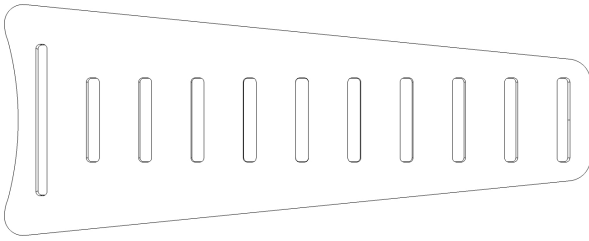


## **Standing desk converter assembly manual**

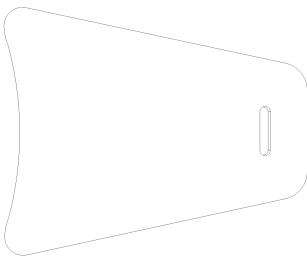
Thank you so much for supporting our company and welcome to your digital assembly manual! If you have any assembly questions please contact us at [www.100treefurniture.com](http://www.100treefurniture.com) and we would be happy to help :)

## The Pieces



### The ladder

Quantity: X1



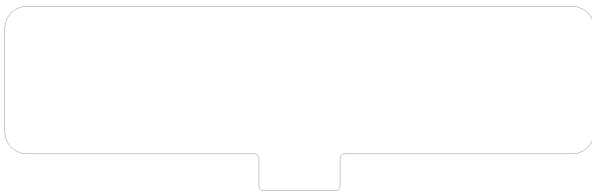
### The base

Quantity: X1



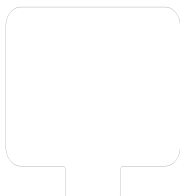
### Lock piece

Quantity: X1



### Lower shelf

Quantity: X1



### Top shelf

Quantity: X4

# Assembly

## Step 1

Hold the Ladder upright. Insert the Base Piece into the bottom, widest rung of the ladder. Insert until the slot in the Base piece is just visible through the ladder. Lean the ladder backwards until its weight catches on the Base Piece.

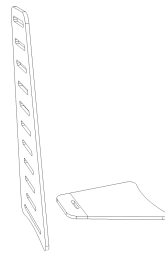


Fig 1

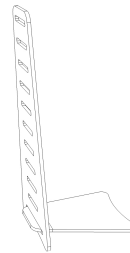


Fig 2

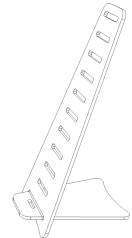


Fig 3

## Step 2

To securely lock the Ladder and Base in place insert the Lock Piece into the slot in the Base Piece.

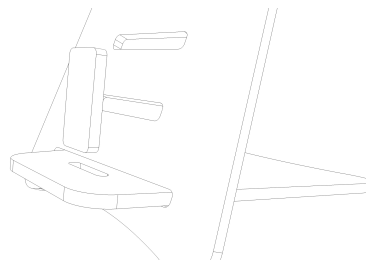


Fig 4

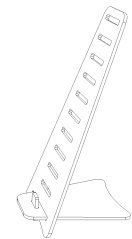


Fig 5

To ensure stability, lean the Ladder back until all of its weight is resting on the Base. Insert the Lock piece into the Base. Then slide the Base back until the Lock Piece touches the bottom of the Ladder while keeping the Ladder's weight resting on the Base. This is the optimal position.

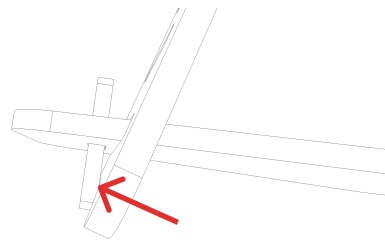


Fig 6

## Step 3

Insert your shelves into the ladder at the optimal height for you. Generally a 90 degree elbow bend is the right height for the Lower shelf while having your laptop at eye level is optimal for the Top shelf.

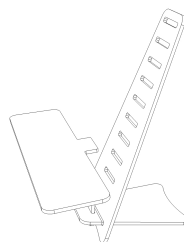


Fig 7



Fig 8



Fig 9

## Top tip

It is normal to experience some “bounce” when you have a laptop elevated on the Top shelf. A great tip to reduce the bounce is to work with the top of the ladder touching the wall behind your desk (if you have one). This acts as an additional support and makes the converter even more stable.

The maximum recommended load weight for the top shelf is 5lbs. Do not sit, stand, lean on or place excessive weight on the converter and please do not shake the converter from side to side. 100 Tree Furniture will not accept any responsibility for injuries or damages caused by the improper or careless use of our products. Happy working :)