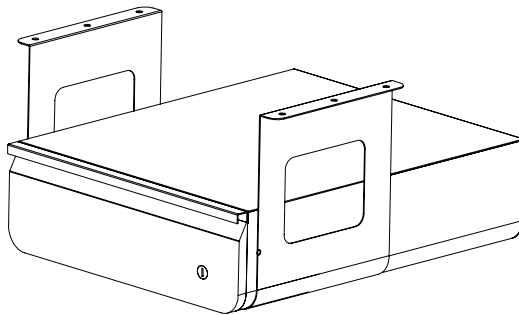




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## Black Lockable Under Desk Drawer

Instruction Manual



**SKU: DESK-AC03L-B**



Scan the QR code with your mobile device or follow the link for helpful videos and specifications related to this product.

<https://vivo-us.com/products/desk-ac03l-b>

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GET IN TOUCH | Monday-Friday from 7:00am-7:00pm CST



help@vivo-us.com



www.vivo-us.com  
*Chat live with an agent!*



309-278-5303

# **WARNING!**

If you do not understand these directions, or if you have any doubts about the safety of the installation, please call a qualified technician. Check carefully to make sure there are no missing or defective parts. Improper installation may cause damage or serious injury. Do not use this product for any purpose that is not explicitly specified in this manual and do not exceed weight capacity. We cannot be liable for damage or injury caused by improper mounting, incorrect assembly, or inappropriate use.

## **WARNING: CHOKING HAZARD**

SMALL PARTS - NOT FOR CHILDREN UNDER 3 YEARS. ADULT SUPERVISION IS REQUIRED.

## PACKAGE CONTENTS



**A** (x6)  
M5x16



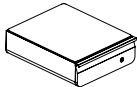
**B** (x6)  
M6x8



**C** (x6)  
16x6.2x1.5  
Washer



**D** (x2)  
Support  
Bracket



**E** (x1)  
Drawer



**F** (x1)  
Keys

## TOOLS NEEDED



Tape Measure



Drill



Pencil



Phillips  
Screwdriver

**DO NOT EXCEED WEIGHT CAPACITY.**

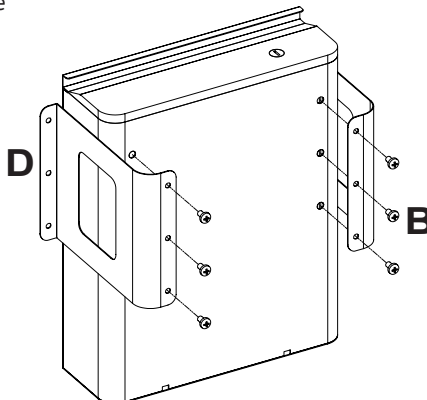
Failure to do so may result in serious injury.



## ASSEMBLY STEPS

### STEP 1

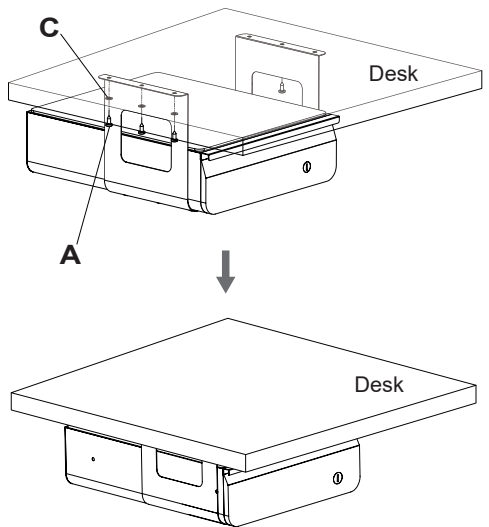
Assemble the support brackets (**D**) to the drawer (**E**) using M6x8 screws (**B**), and tighten with a Phillips screwdriver.



## STEP 2

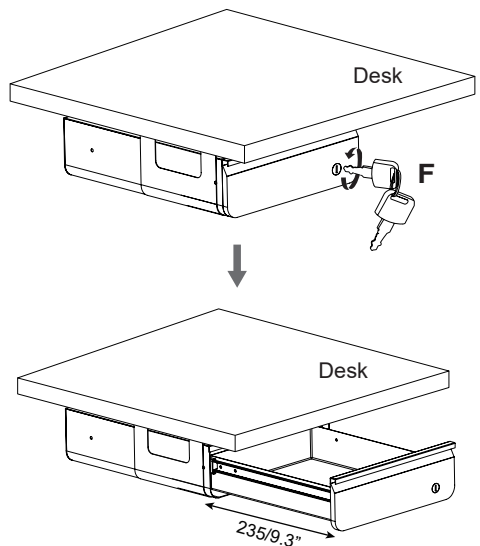
Hold the assembled drawer (**E**) against the desired location under the tabletop and mark drilling locations with a pencil. Drill 10mm (3/8") deep holes using a 3mm (1/8") drill bit, then mount the drawer to the tabletop using M5x16 screws (**A**) with washers (**C**) and tighten with a Phillips screwdriver.

**NOTE:** Locking the drawer using the keys (**F**) during this step may ease the installation process.



## STEP 3

Use the keys (**F**) to lock or unlock the drawer.





Open **Monday - Friday 7:00am - 7:00pm** CST,  
our dedicated support team can offer immediate assistance with rapid response times. If any parts are received damaged or defective, please contact us. We are happy to replace parts to ensure you have a fully functioning product.



309-278-5303

**AVG. RESOLUTION TIME** (*within office hrs*): **5M 4S**



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*Chat live with an agent!*

**AVG. RESOLUTION TIME** (*within office hrs*): **< 15 M**



[help@vivo-us.com](mailto:help@vivo-us.com)

**AVG. RESPONSE TIME** (*within office hrs*): **1HR 8M**

- 23% within < 15m
- 38% within < 30m
- 61% within < 1hr
- 83% within < 2hr
- 92% within < 3hr