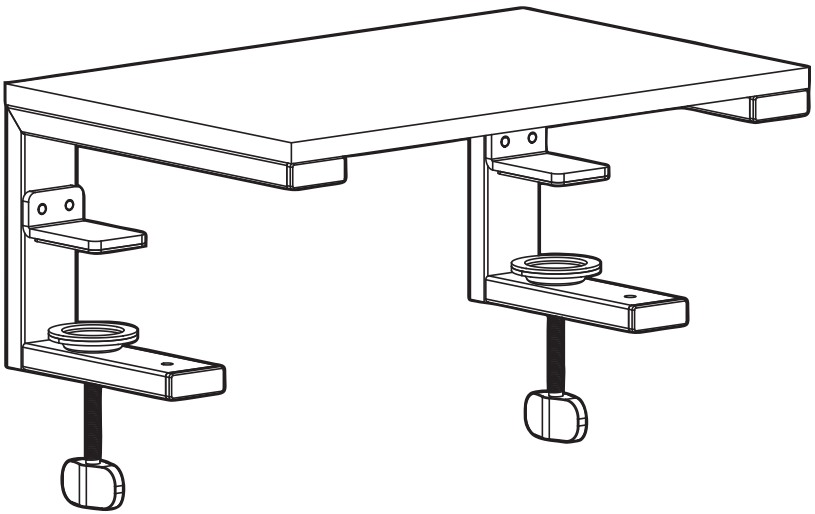




Black 15" Versatile Desktop Shelf Riser Instruction Manual



SKU: DESK-SHELF15B



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-shelf15b>

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



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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 (x1)
Shelf



B (x2)
L Bracket



C (x2)
Short Bracket



D (x2)
Clamp Screw



E (x2)
Clamp Brace



F (x2)
Clamp Plate



G (x2)
Clamp Pad



H (x4)
Foot Pad



S-A (x2)
M4 Washer



S-B (x4)
M6x25mm Screw



S-C (x8)
M6x20mm Screw



S-D (x2)
M3x8mm Screw



S-E (x4)
M6 Washer



T-A (x1)
4mm Allen Wrench

TOOLS NEEDED



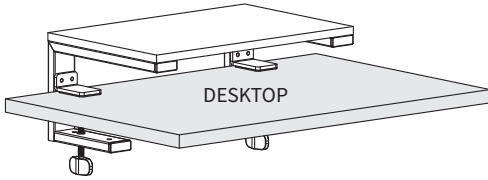
**Phillips
Screwdriver**

DO NOT EXCEED WEIGHT CAPACITY.
Failure to do so may result in serious injury.

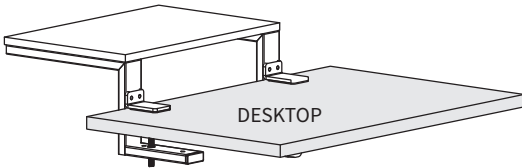


ASSEMBLY OPTIONS:

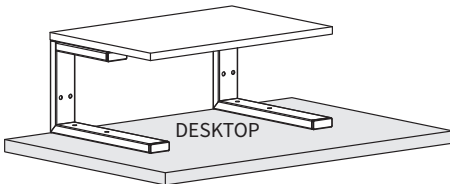
Desk Shelf Riser can be assembled in one of three ways. Choose an option below and follow the provided instructions for assembly.



Inward Facing | pg 4
*Shelf clamps to desktop
and sits above the clamps*



Outward Facing | pg 5
*Shelf clamps to desktop and
extends away from clamps*

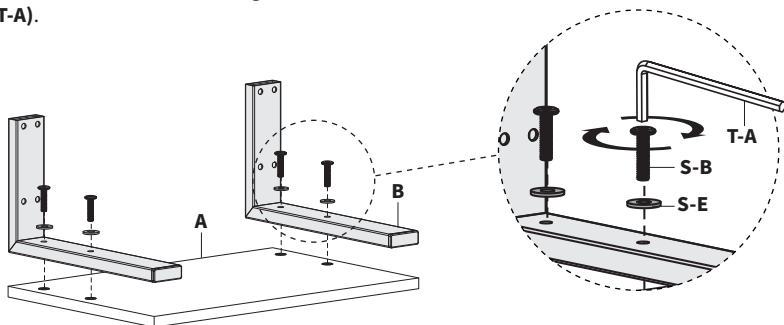


Freestanding | pg 6
Shelf sits on desktop; no clamps

ASSEMBLY OPTION A: Inward Facing

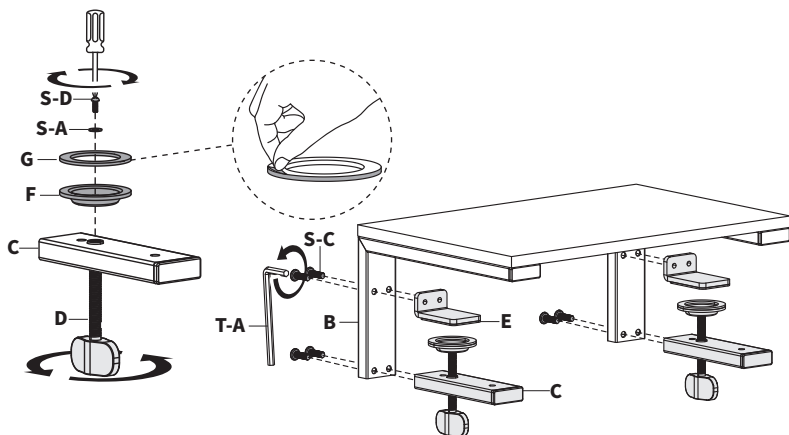
STEP 1

Secure L Brackets (**B**) to Shelf (**A**) using M6x25mm Screws (**S-B**), M6 Washers (**S-E**), and 4mm Allen Wrench (**T-A**).

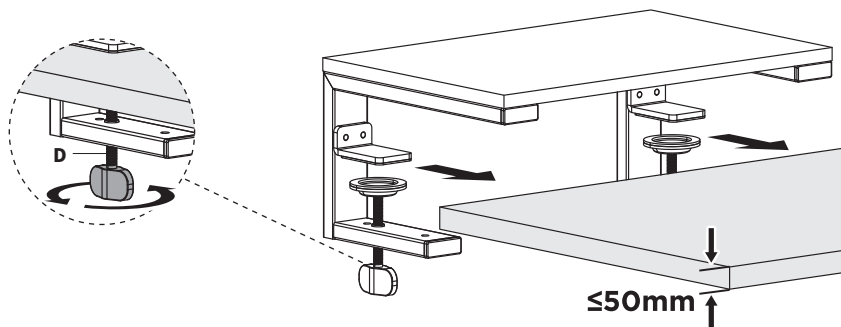


STEP 2

Insert Clamp Screw (**D**) through Short Bracket (**C**), then connect Clamp Plate (**F**) using M4 Washers (**S-A**), M3x8mm Screws (**S-D**), and a Phillips Screwdriver. Remove adhesive backing from Clamp Pad (**G**) and apply to Clamp Plate (**F**). Attach Short Brackets (**C**) and Clamp Braces (**E**) to L Brackets (**B**) using M6x20mm Screws (**S-C**) and 4mm Allen Wrench (**T-A**).



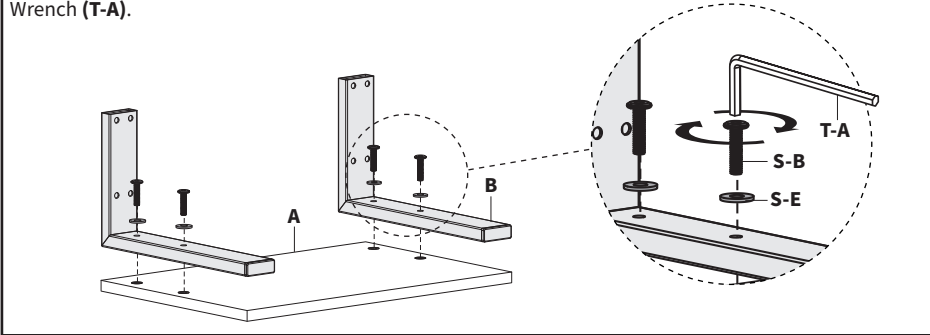
Slide shelf assembly onto desk surface. Tighten Clamp Screw (**D**) to secure.



ASSEMBLY OPTION B: Outward Facing

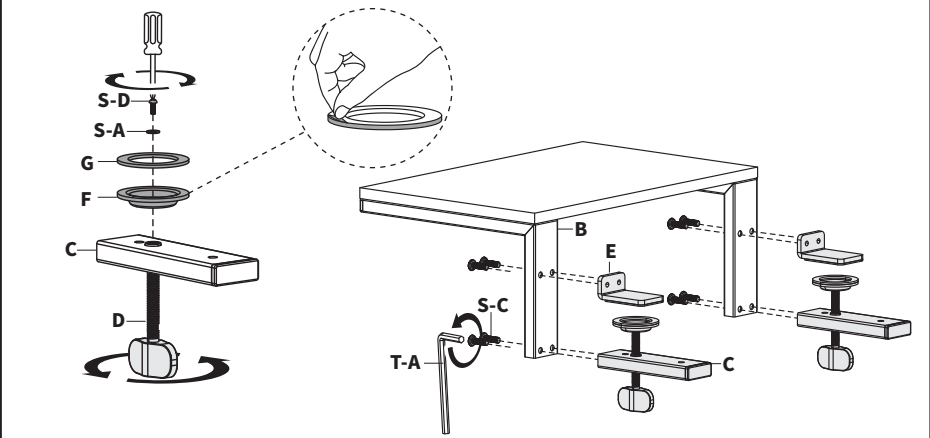
STEP 1

Secure L Brackets (**B**) to Shelf (**A**) using M6x25mm Screws (**S-B**), M6 Washers (**S-E**), and 4mm Allen Wrench (**T-A**).

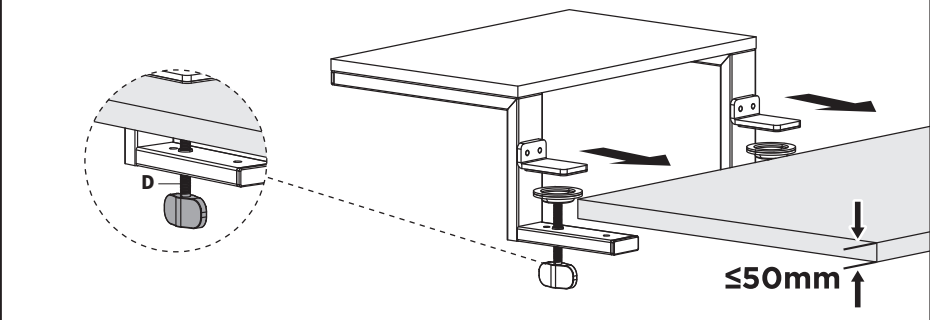


STEP 2

Insert Clamp Screw (**D**) through Short Bracket (**C**), then connect Clamp Plate (**F**) using M4 Washers (**S-A**), M3x8mm Screws (**S-D**), and a Phillips Screwdriver. Remove adhesive backing from Clamp Pad (**G**) and apply to Clamp Plate (**F**). Attach Short Brackets (**C**) and Clamp Braces (**E**) to L Brackets (**B**) using M6x20mm Screws (**S-C**) and 4mm Allen Wrench (**T-A**).



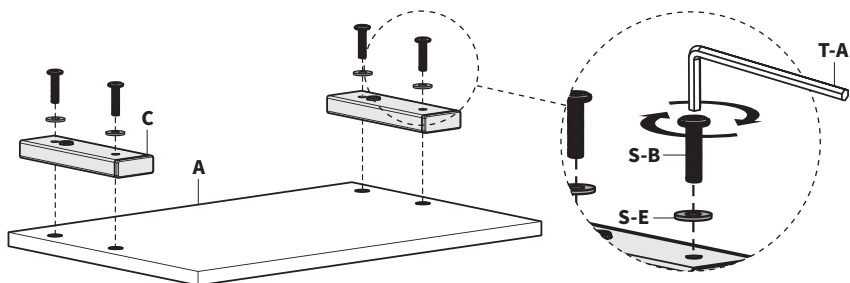
Slide shelf assembly onto desk surface. Tighten Clamp Screw (**D**) to secure.



ASSEMBLY OPTION C: Freestanding

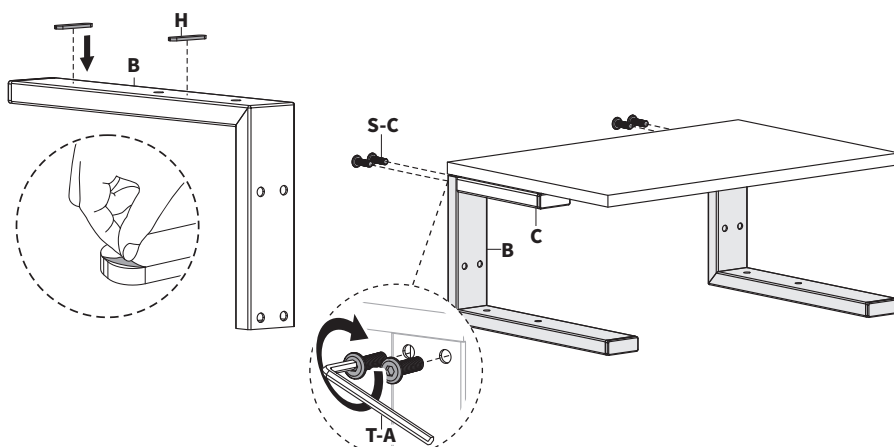
STEP 1

Secure Short Brackets (**C**) to Shelf (**A**) using M6x25mm Screws (**S-B**), M6 Washers (**S-E**), and 4mm Allen Wrench (**T-A**).

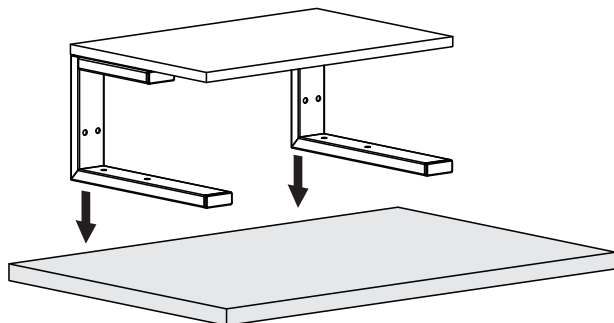


STEP 2

Apply Foot Pads (**H**) to the long underside of L Brackets (**B**). Secure L Brackets (**B**) to Short Brackets (**C**) using M6x20mm Screws (**S-C**) and 4mm Allen Wrench (**T-A**).



Shelf is now ready to be placed on desktop for use.



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LAST UPDATED: 10/05/2022
REV1



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



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

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

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