

Mounting Instructions



Item No.: 630.00.2xx, 630.00.3xx, 630.11.3xx

Adjustable Table Systems™

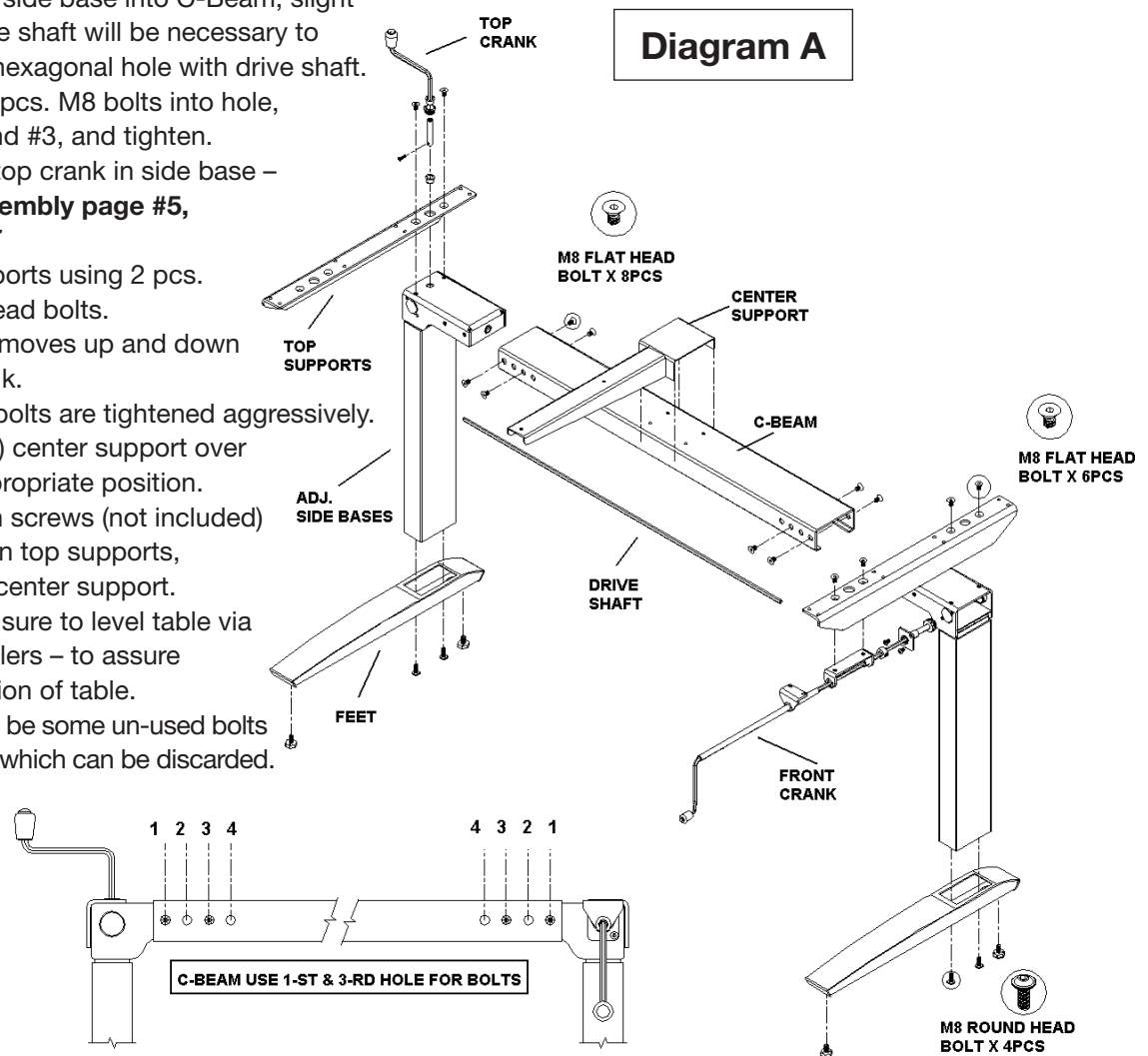
Straight Tables - In general, you need to have the following parts:

- 1 set (2 pcs.) Adjustable Side Bases
- 1 set (2 pcs.) Top Supports
- 1 set (2 pcs.) Feet
- 1 set Assembly Bolt Pack
- 1 set C-Beam/Drive Shaft
- 1 set Front or Top Crank Kit
- 1 pc. Center Bracket (Optional)

Assembly Instructions (Please refer to diagram A below):

- 1) Attach feet to adjustable side bases using 2 pcs. each M8 round headed bolts.
- 2) Double check that the left right side bases are adjusted to the *lowest position before assembling C-Beam*.
- 3) Place C-Beam over first side base, insert 4 pcs. M8 flat head bolts in hole positions #1 and #3, and tighten. Insert Drive Shaft into hexagonal hole within this side base.
- 4) Slide the other side base into C-Beam, slight twisting of drive shaft will be necessary to properly align hexagonal hole with drive shaft. Again, insert 4 pcs. M8 bolts into hole, positions #1 and #3, and tighten.
- 5) Install front or top crank in side base – **see crank assembly page #5, diagram E & F**
- 6) Install top supports using 2 pcs. each M8 flat head bolts.
- 7) Test that table moves up and down by turning crank.
- 8) Check that all bolts are tightened aggressively.
- 9) Place (optional) center support over C-Beam in appropriate position.
- 10) Attach top with screws (not included) through holes in top supports, c-beams, and center support.
- 11) **Important:** Be sure to level table via adjustable levelers – to assure smooth operation of table.

Note: There will be some un-used bolts from bolt pack, which can be discarded.



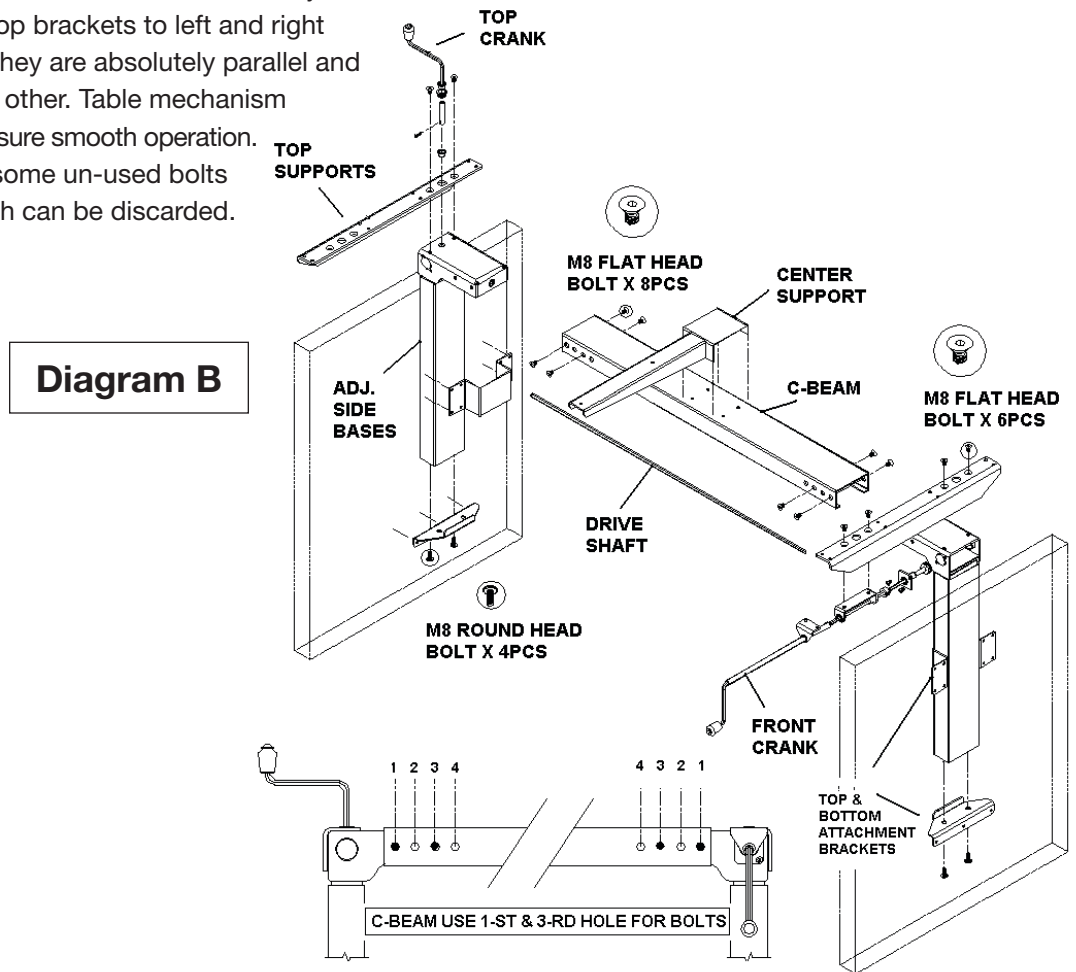
Panel Attachment Tables - In general, you need to have the following parts:

- 1 set (2 pcs.) Adjustable Side Bases
- 1 set (2 pcs.) Top Supports
- 1 set (2 pcs. each) Attachment Brackets
- 1 set Assembly Bolt Pack
- 1 set C-Beam/Drive Shaft
- 1 set Front or Top Crank Kit
- 1 pc. Center Bracket (Optional)

Assembly Instructions (Please refer to diagram B below):

- 1) Attach bottom brackets to the bottom of side bases via 2 pcs. each M8 round headed bolts.
- 2) Top brackets slide over side bases (near the top) and are then affixed to panel via appropriate screws or bolts (not included).
- 3) Double check that the left and right side bases are adjusted to the *lowest position before assembling C-Beam*.
- 4) Place C-Beam over first side base, insert 4 pcs. M8 flat head bolts in hole positions # 1 and # 3, and tighten. Insert Drive Shaft into hexagonal hole within this side base.
- 5) Slide the other side base into C-Beam, slight twisting of drive shaft will be necessary to properly align hexagonal hole with drive shaft. Again, insert 4 pcs. M8 bolts into hole, positions # 1 and # 3, and tighten.
- 6) Install front or top crank in side base – **see crank assembly page 5, diagram E & F**
- 7) Install top supports using 2 pcs. each M8 flat head bolts.
- 8) Check that all bolts are tightened aggressively.
- 9) Test that table moves up and down by turning crank.
- 10) Place (optional) center support over C-Beam in appropriate position.
- 11) Attach top with screws (not included) through holes in top supports, c-beams, and center support.
- 12) **Extremely Important:** Please take care when you mount bottom and top brackets to left and right sides of panel, that they are absolutely parallel and symmetrical to each other. Table mechanism must be “plum” to assure smooth operation.

Note: There will be some un-used bolts from bolt pack, which can be discarded.



Corner Tables - In general, you need to have the following parts:

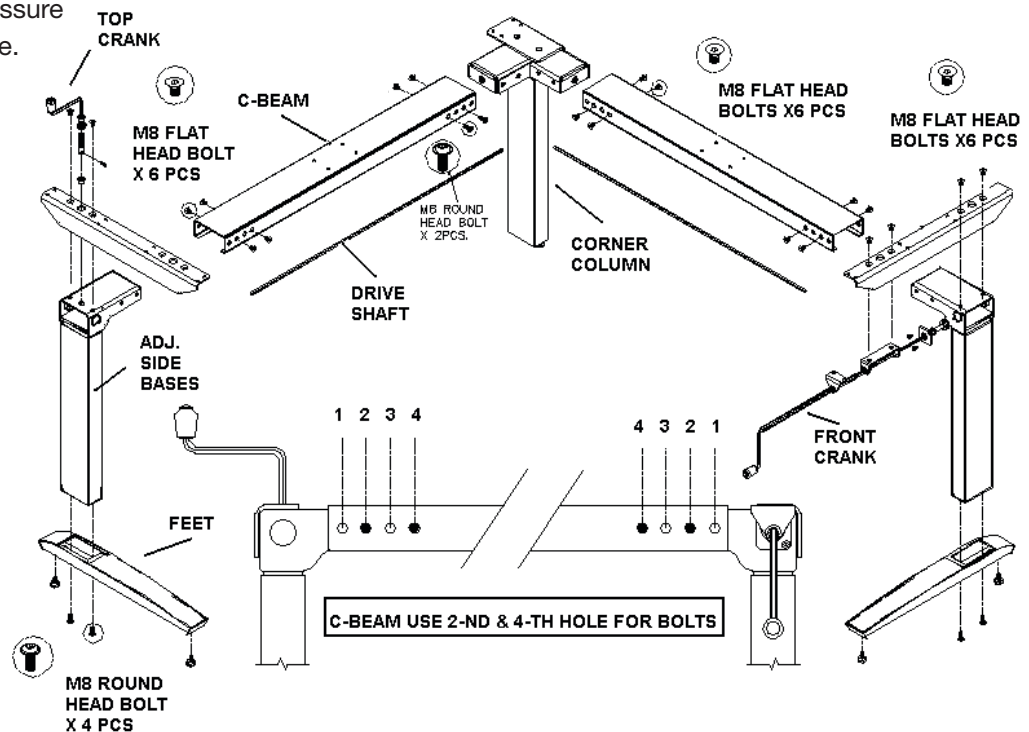
- 1 set (2 pcs.) Adjustable Side Bases
- 1 pc. Corner Column
- 1 set (2 pcs.) Top Supports
- 1 set (2 pcs.) Feet
- 1 set Assembly Bolt Pack
- 2 sets C-Beam/Drive Shafts
- 1 set Front or Top Crank Kit

Important Note: *Front Crank can be installed in either L/H or R/H side*
Top Crank can only be installed in L/H side (corner tables only).

Assembly Instructions (Please refer to diagram C below):

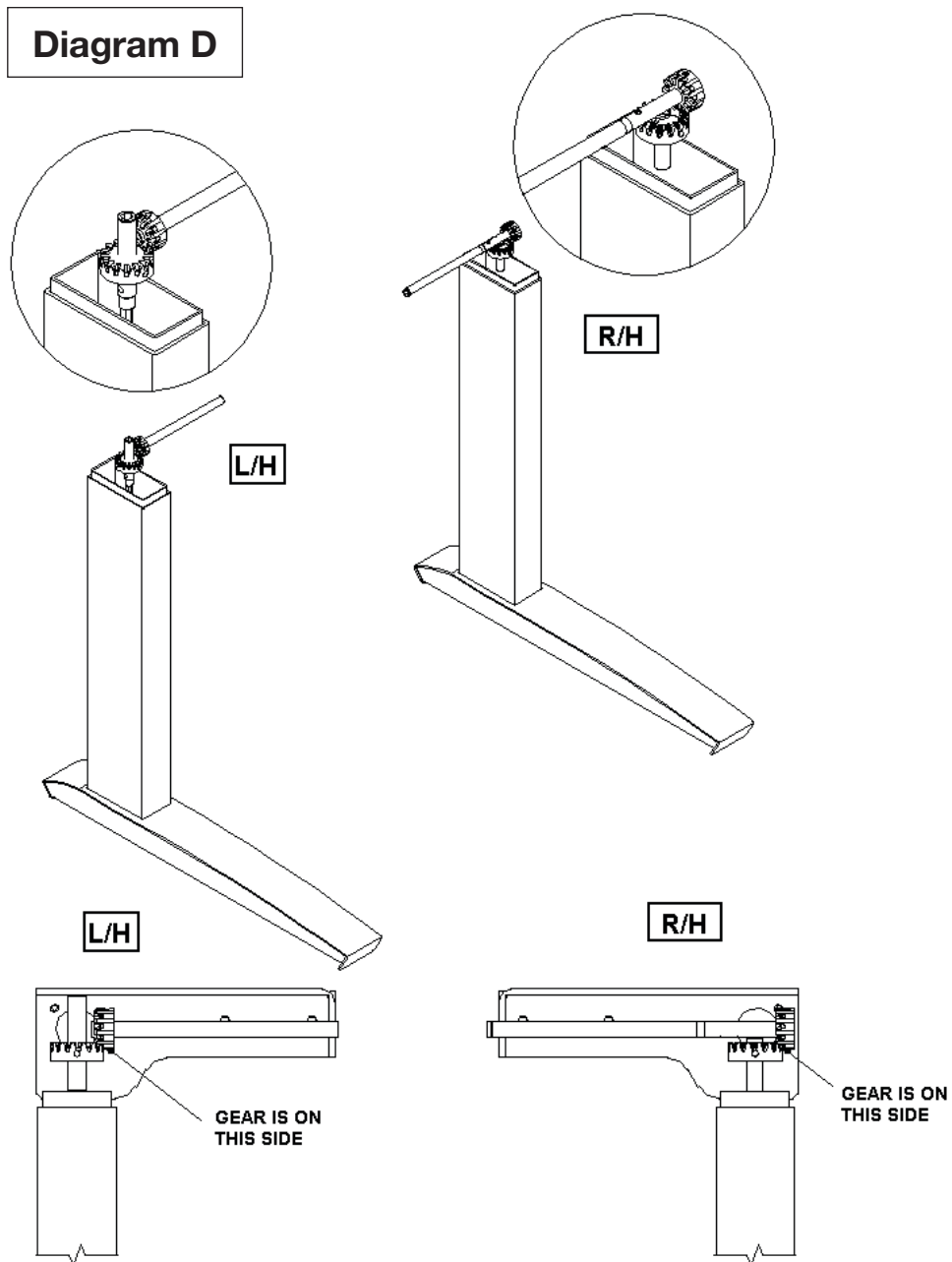
- 1) Attach feet to adjustable side bases using 2 pcs. each M8 round headed bolts.
Extremely Important: Feet must be attached to the appropriate side bases with internal gear orientation as shown on **page 4, diagram D**. *Corner tables will not adjust up and down if this is not adhered to.*
- 2) Double check that the left and right side bases, and corner column are adjusted to the *lowest possible position before assembling C-Beam*.
- 3) Place first C-Beam over first side base, insert 4 pcs. M8 flat head bolts in hole positions # 2 and # 4, and tighten. Insert Drive Shaft into hexagonal hole within this side base.
- 4) Slide the other side of C-beam onto corner column, slight twisting of drive shaft will be necessary to properly align hexagonal hole w/in corner column. Add bolts and tighten.
- 5) Repeat step #4 for other side base. You should now have a 3-legged corner table.
Please Note: Inside corners of corner column have slotted holes for attachment of C-beams. These 2 holes accept M8 *round headed bolts*, all other C-beam attachment holes (14 places) use M8 flat headed bolts.
- 6) Install front or top crank in side base – **see crank installations page 5, diagram E & F**.
- 7) Install top supports using 2 pcs. each M8 flat head bolts.
- 8) Test that table moves up and down by turning crank. *If one side moves up, and the other down, see step #1 above.*
- 9) Check that all bolts are tightened aggressively.
- 10) Attach top with screws (not included) through holes in top supports, c-beams, and diagonal support.
- 11) **Important:** Be sure to level table via adjustable levelers – to assure smooth operation of table.

Diagram C



Gear Orientation for Corner Tables *(Please refer to Diagram D below):*

- 1) Look inside tops of adjustable side bases, and notice that the gears are oriented different from each other.
- 2) Be certain that before bolting on feet, that they are assembled Left and Right per below drawing.
- 3) **Please Note:** If this gear orientation is not adhered to, one side will try to go up, and the other down!
This rule only applies to Corner Tables; Straight tables will work regardless of gear orientation.



Front Crank Assembly

Front crank can be mounted in either the Right Hand or Left Hand Adjustable Side Bases, all tables.

- 1) Remove plastic chrome cover cap from front of adjustable side base.
- 2) Be sure crank assembly is pre-assembled as shown in **Diagram E**.
- 3) Insert assembly in to front of side base, align gears, and secure attachment plate with 2 pcs. M6 round headed screws.
- 4) Attach top supports to adjustable side bases using 2 pcs. each M8 flat head bolts.
- 5) Align and attach crank U-bracket support to top support using 2 pcs. M8 flat head bolts.
- 6) **Please Note:** Crank Support #1) is optional and is really only needed on tops exceeding 32" in depth. It's designed to add additional support as crank gets pulled out further on deeper tables.

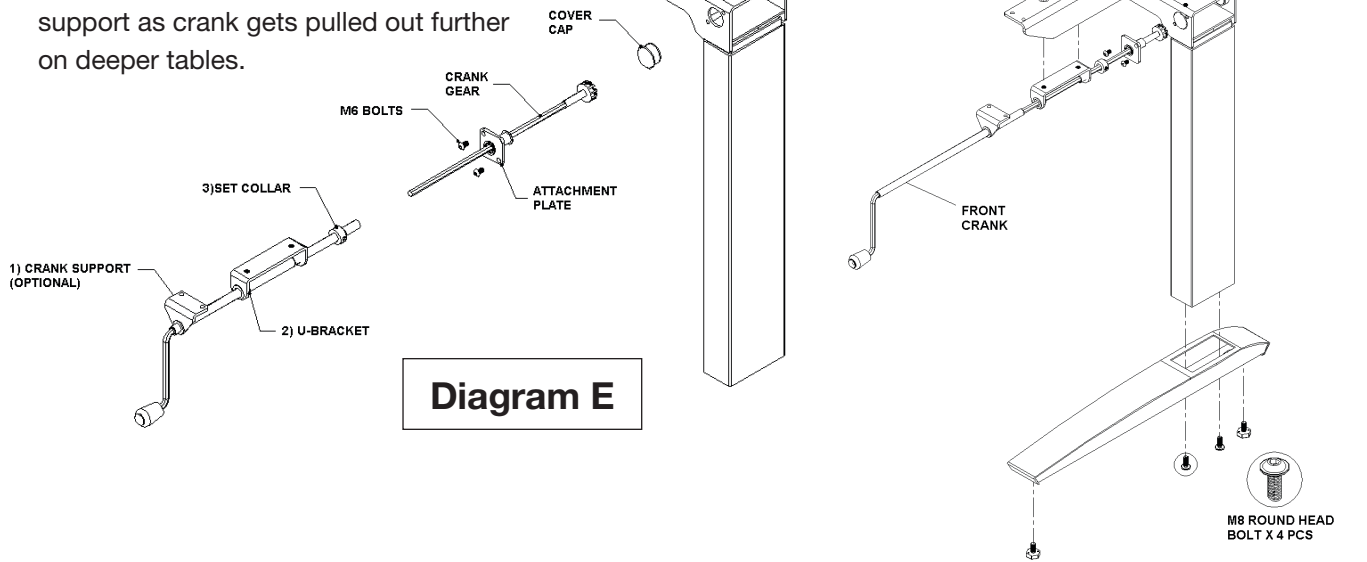


Diagram E

Top Crank Assembly

For *Straight Tables*, Top Crank can be mounted in either the Left Hand or Right Hand Adjustable Side Bases. For *Corner Tables*, Top Crank can only be applied to the Left Hand Adjustable Base.

- 1) Slide gray colored plastic bushing over hole in top of adjustable side base – pound in with a mallet.
- 2) Slide crank adapter over spindle, align holes, and attach using M4 bolt using included hex key.
- 3) Attach top supports to adjustable side bases using 2 pcs. each M8 flat head bolts.
- 4) Top Crank can now be inserted from the top for adjustment.
- 5) Plastic trim grommet (black) is mounted in desktop - requires a 20 mm diameter hole.
- 6) Crank storage bracket is mounted under desktop as a place to store crank when not in use.

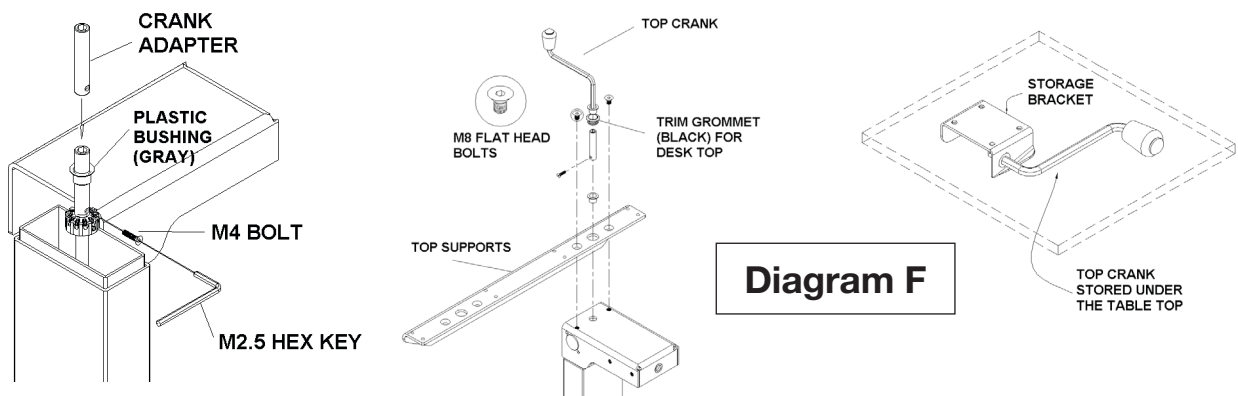
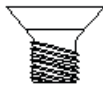
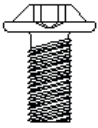



Diagram F

Parts Lists

Bolt Pack Item # 630.00.359

Please note: for convenience a single Bolt Pack is all that is required to assemble Straight Tables, Corner Tables, or Panel Attachment Tables. This means there may be extra bolts; depending on which table you are assembling. Bolt Pack should consist of the following:

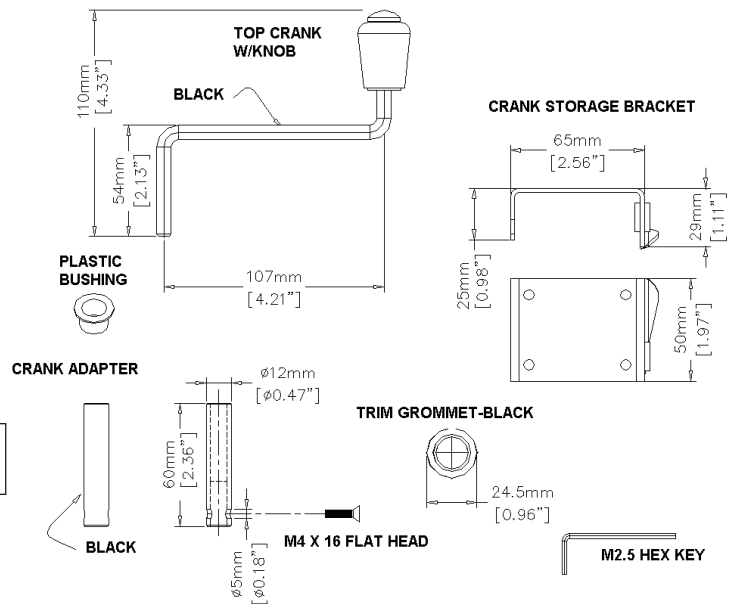
| | | |
|---|-----------|---|
|  | X 18 pcs. | <ul style="list-style-type: none"> - 4 pcs. are used to attach Top Supports to Side Bases. - 14 pcs. are available for C-Beam attachment. |
| M8 x 12mm Flat Head | | |
|  | X 6 pcs. | <ul style="list-style-type: none"> - 4 pcs. are used to attach Feet to Side Bases - 2 pcs. are used to attach inside of Corner Column (slotted holes) to C-Beam - 4 pcs. are used to attach Bottom Bracket to Side Bases, (Panel Attachment) |
| M8 x 16 Round Head | | |
|  | X 1 pc. | - Used to tighten all bolts |
| 5mm Hex Key | | |

Top Crank Kit # 630.00.393

Should consist of the following parts:

- 1 pc. Crank with Knob
- 1 pc Plastic Bushing - Gray
- 1 pc. Crank Adapter
- 1 pc. M4 x 16 Flat Head Bolt (to attach adapter)
- 1 pc. Trim Grommet for Table Top – requires a 20 mm diam. hole
- 1 pc. Hex Key
- 1 pc. Crank Storage Bracket

Diagram G



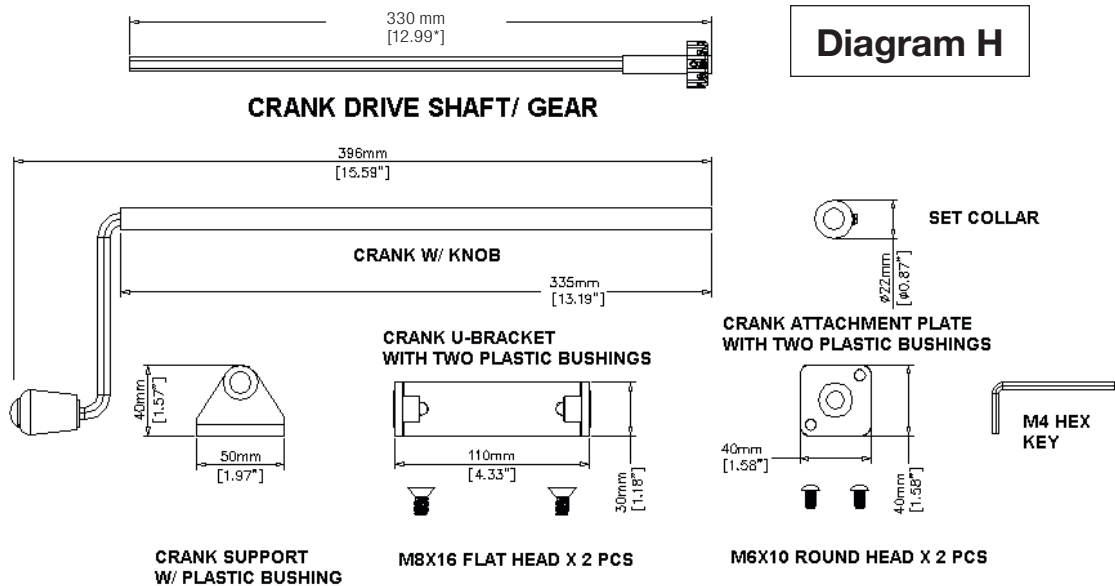
Parts Lists

Front Crank Kit – Short Item # 630.00.391

For top depths 572 mm – 813 mm (22 1/2" – 32").

Should Consist of:

- 1 pc. Crank Drive Shaft/Gear – 330 mm
- 1 pc. Crank with Knob
- 1 pc. Crank Support with plastic bushing
- 1 pc. U-bracket with 2 plastic bushings
- 2 pcs. M8 x 16 flat headed bolts (to attach U-bracket)
- 1 pc. Crank Attachment Plate with 2 plastic bushings
- 2 pcs. M6 x 10 round headed bolts (to attach crank attachment plate)
- 1 pc. Hex Key (for M6 x 10 bolts).
- 1 pc. Set Collar



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