

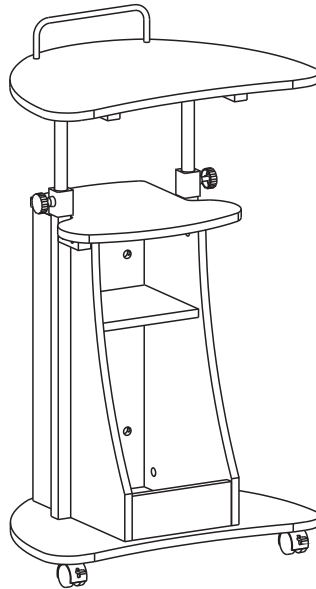


**Sit-to-Stand Rolling Adjustable
Height Laptop Cart With Storage**

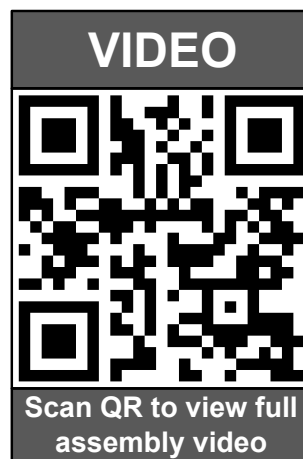
MODEL RTA-B002

ASSEMBLY INSTRUCTIONS

REV-11-OL-8175-0624

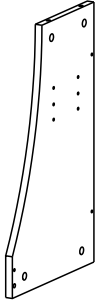
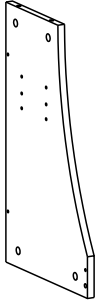
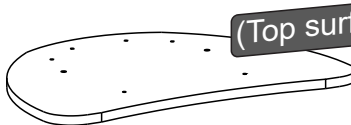
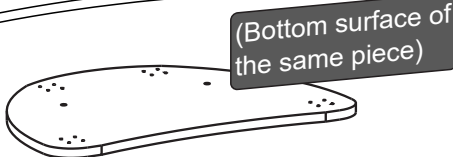
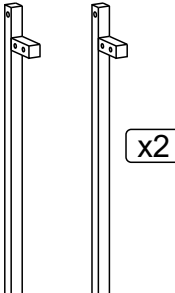
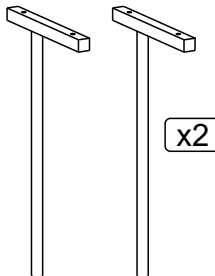
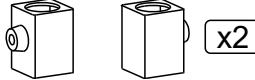
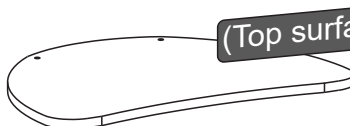
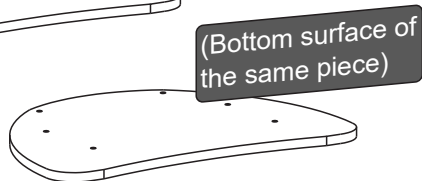


Thank you for purchasing our product

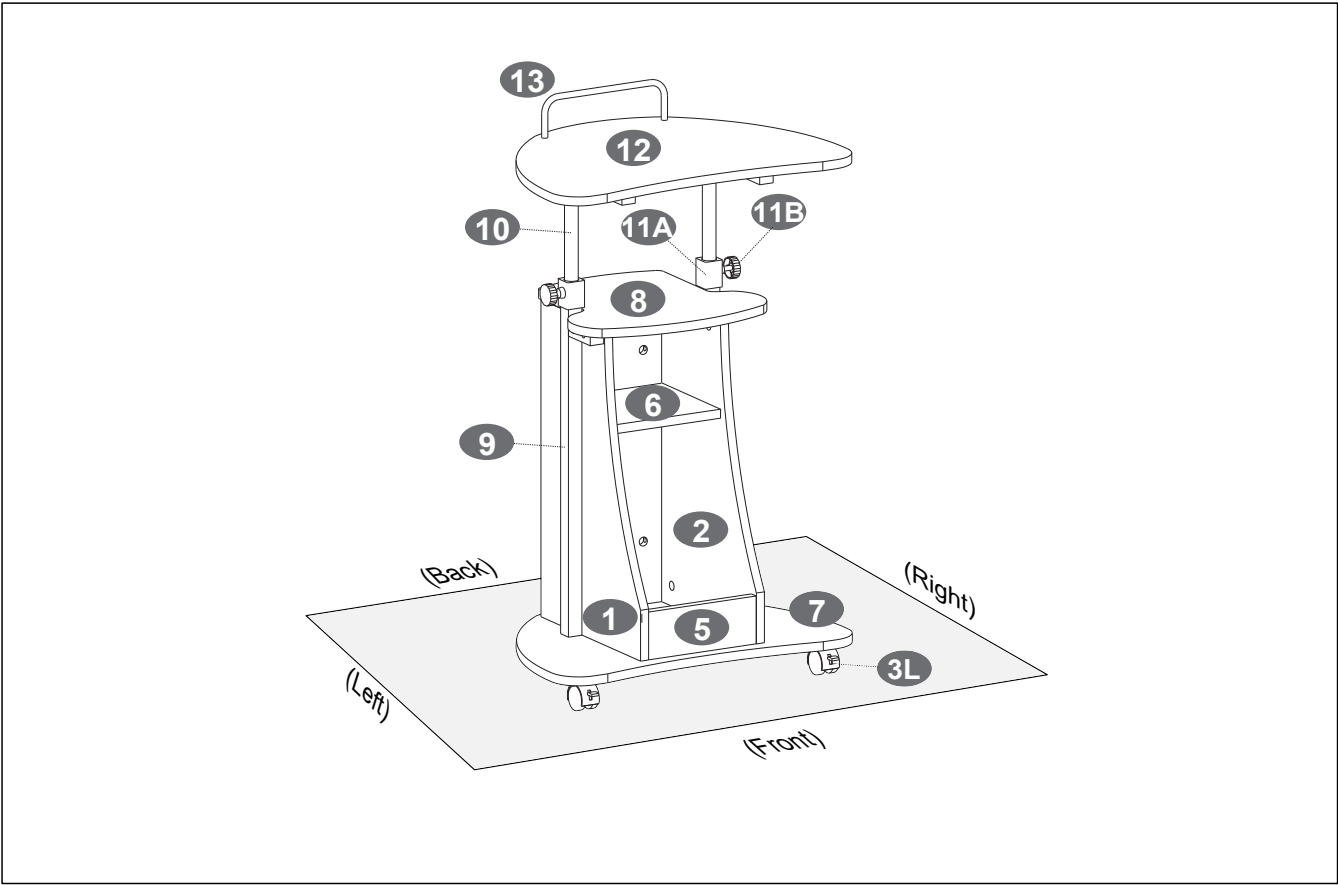


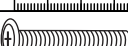
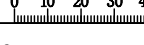
Do a quick inventory of all the parts and hardware listed below. 	For Support, assembly questions & Replacement Parts within the 48 Contiguous United States: Please email us at: support@rtaproducts.com 	Replacement Parts for International Customers & AK-HI-PR orders: RTA Products will replace the part free of charge, while the customer is responsible for shipping costs plus any International local taxes or duties.
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MAIN PARTS LIST

1 Left panel 	2 Right panel 	3L Locking caster  3N Non-Locking caster 	4 Back panel 
5 Front panel 	6 Adjustable shelf 	7 Bottom base panel  (Top surface)  (Bottom surface of the same piece)	
8 Upper shelf 	9 Fixed bar  x2	10 Adjustable "T" tube  x2	11A Plastic cover  x2 11B Screw knob  x2
12 Top main panel  (Top surface)  (Bottom surface of the same piece)		13 Top protection tube 	

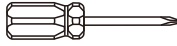
MAIN PARTS LAYOUT (For reference)



HARDWARE LIST			
PART	QTY	SIZE / DESCRIPTION	ITEM
A	16	M4x14	 0 10 20 30 40 50
B	2	M6x25	 0 10 20 30 40 50
C	10	M6x35	 0 10 20 30 40 50
D	18	M6x40 Bolt (Minifix)	 0 10 20 30 40 50
E	4	Ø5x17 metal pin	 0 10 20 30 40 50

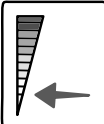
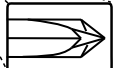
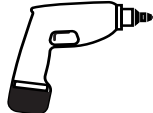
INCLUDED TOOLS

Phillips Screwdriver

If you decide to use your own power driver:

- Make sure to have the appropriate Phillips bits.
- Start using at a low speed or power to avoid stripping the screws.



BEFORE YOU START THE ASSEMBLY, PLEASE READ THE FOLLOWING TIPS AND WARNINGS.

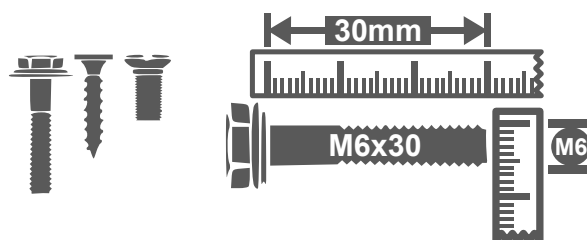
- Do not discard this manual or any of the packaging material until the unit is completely assembled.
- Please read the assembly instructions thoroughly and follow step by step.



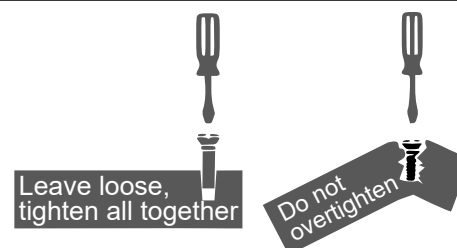
- The assembly might require of 2 persons for certain steps. Before you start the installation, make sure there is someone else nearby to help you.



- Make sure you understand which hardware will be used on each step. Using the wrong size of screw, bolt or pin might strip the threads or cause damage to the part in which it is being used.



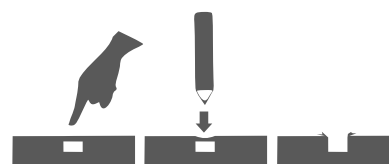
- To avoid misalignments, always leave the screws loosely and do not tighten them until all the pieces are positioned correctly.
- Do not overtighten or force the screws as they might break, strip, damage the threads of the holes, or get stuck inside the parts.



- If the hole seems to small for the screw, make sure you are using the correct size of screw and/or that you are installing it in the correct hole.



- Sometimes on the wood panels the laminate or material might be covering the hole partially or entirely, if there is no visible hole or if it looks too small, pass and press the tip of your finger over the area to feel its indentation, and carefully pierce the laminate to uncover the hole underneath.



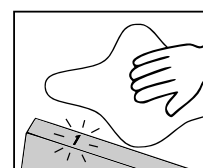
- Please be kind to our planet, when done with the assembly, recycle any of the packaging materials that is accepted by your city or recycling service.



Thank you!



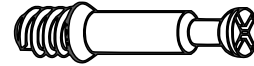
- After the item is assembled, you can use rubbing alcohol to erase or remove the visible part numbers printed or labeled on the pieces.



THE ASSEMBLY STEPS START ON NEXT PAGE

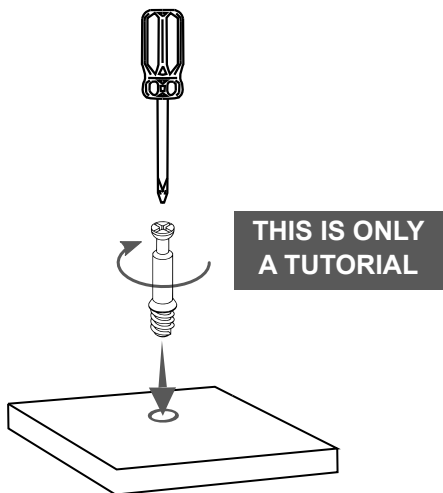
CAM BOLT AND CAM LOCK TUTORIAL

THE INSTRUCTIONS BELOW
ARE NOT ACTUAL ASSEMBLY STEPS



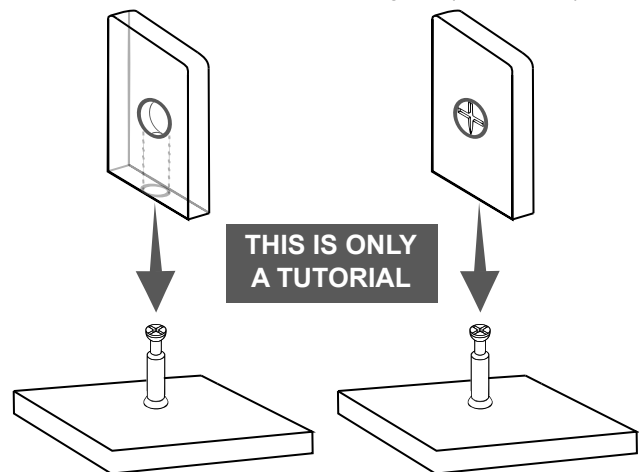
This unit uses cam bolts and locks (also known as mini fixes). If you are not familiar with this kind of hardware, the below is a tutorial that explains how to use them on the steps where they are required.

1. Screw the bolt into the indicated hole on the panel indicated in the assembly step.

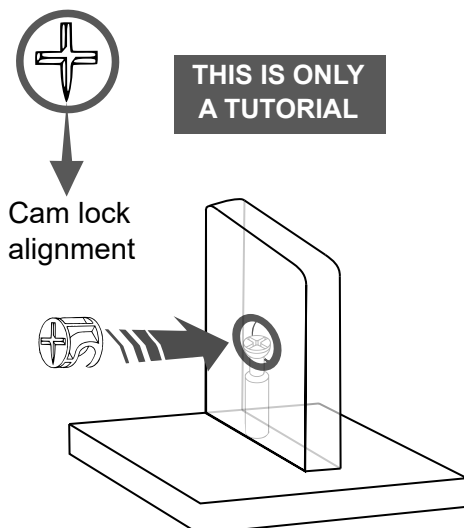


2. Join the other panel (with the big hole) to the panel with the bolt. If it comes with the cam locks already pre-installed, make sure to align them to receive the bolt's head (refer to point 3). There might be a very small gap between the panels which is normal.

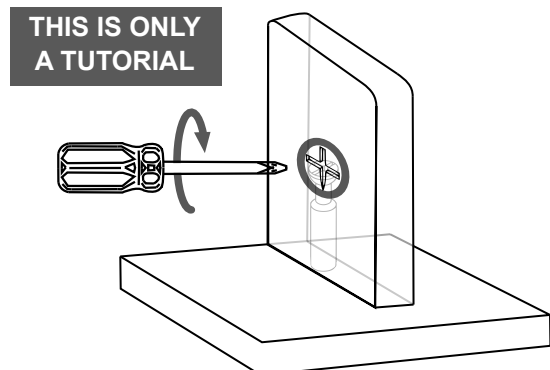
If the cam locks come pre-installed, make sure they are aligned (see point 3).



3. Insert the cam lock on the panel with the big hole making sure it goes aligned to receive the bolt's head.

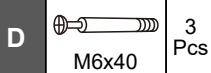


4. Use a Phillips screwdriver to turn the cam lock clockwise. This will lock the panels together and also will close any gaps.

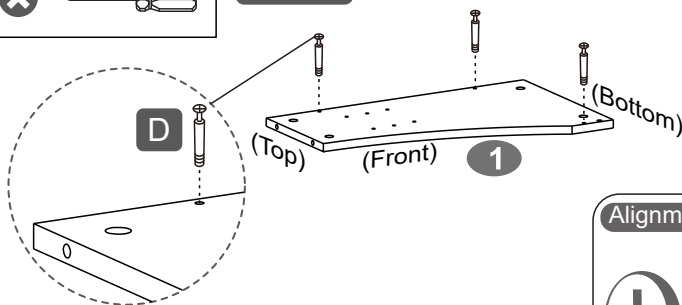
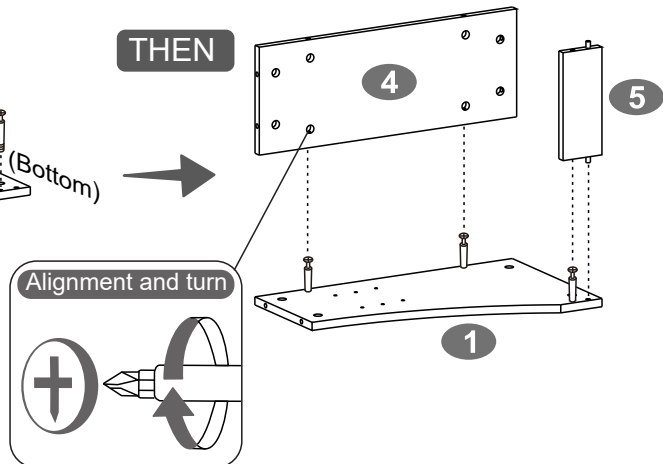
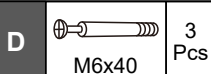


ASSEMBLY STEPS

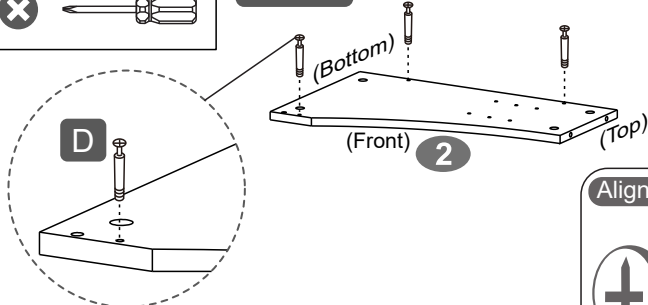
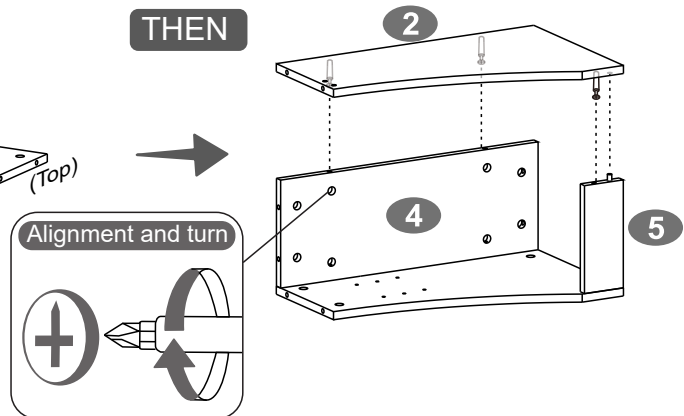
WE RECOMMEND TO PLACE THE PIECES OVER BLANKETS OR TABLECLOTHS TO PROTECT THEIR FINISH DURING ASSEMBLY.

STEP 1**Hardware****Tools (included)**

- **FIRST** attach the bolts **D** into the indicated holes on the left panel **1**.
- **THEN**, assemble the back panel **4** and the front panel **5** as explained in the **TUTORIAL PAGE**.

FIRST**THEN****STEP 2****Hardware****Tools (included)**

- **FIRST** attach the bolts **D** into the indicated holes on the right panel **2**.
- **THEN**, assemble panel **2** to panels **4** and **5** as explained in the **TUTORIAL PAGE**.

FIRST**THEN****STEP 3****Hardware****Tools (included)**

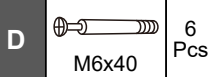
- **FIRST** assemble the Locking casters **3L** to the bottom surface of the base panel **7** ON THE FRONT set of holes with screws **A**.
- **THEN** assemble the Non-locking casters **3N** at the back with screws **A**.

Non-locking
at BACK**3N** X2Locking at
FRONT**3L** X2

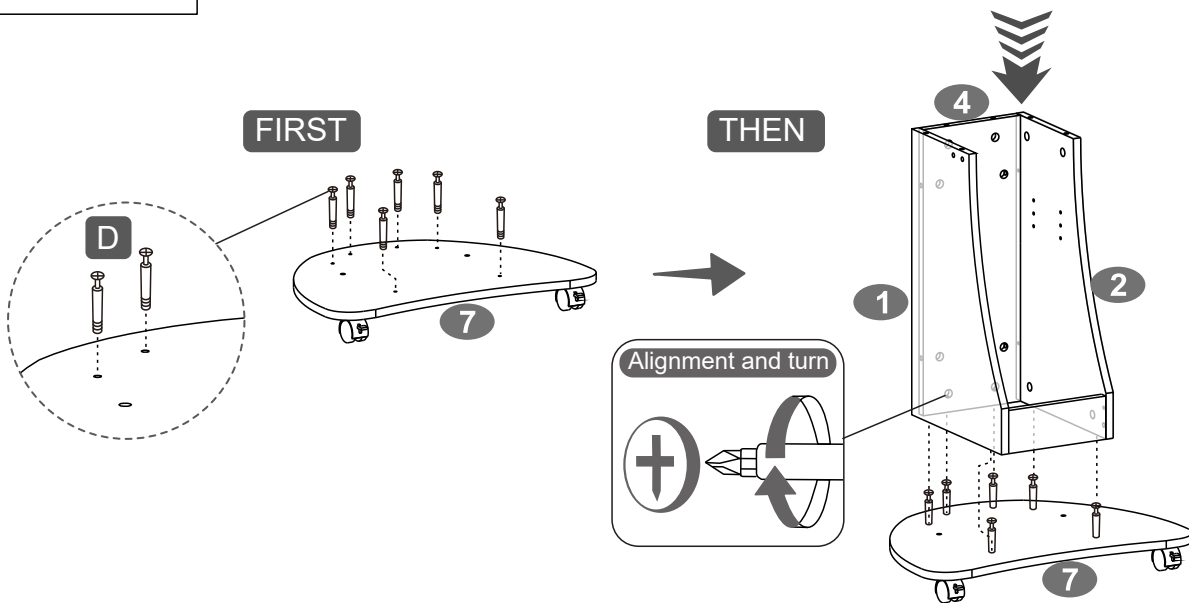
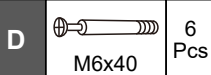
(Back)

(Front)

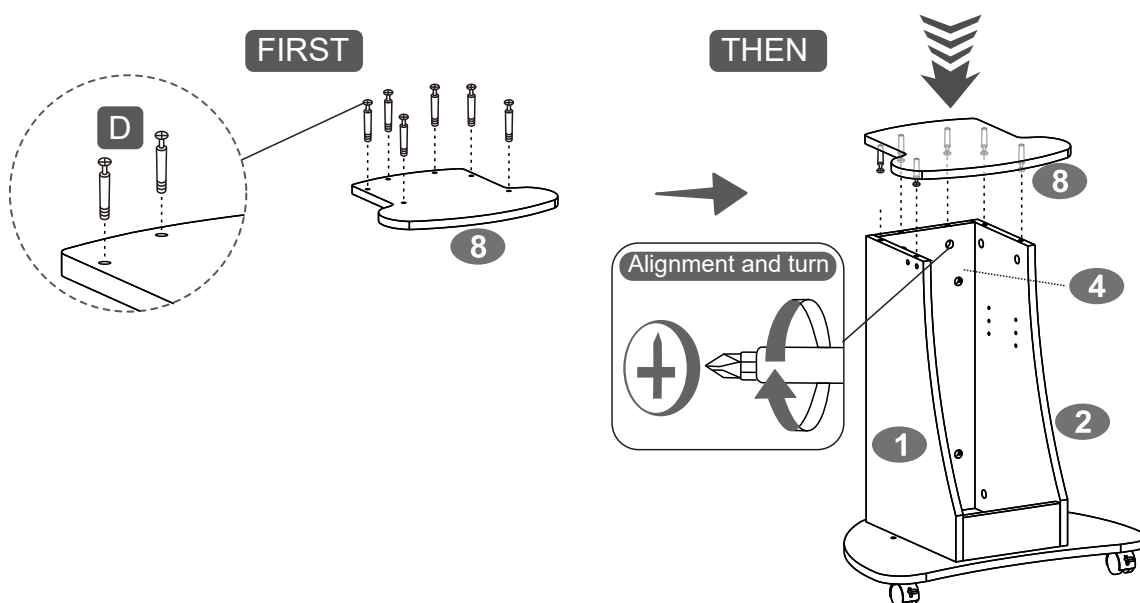
7

STEP 4**Hardware****Tools (included)**

- **FIRST**, attach the bolts **D** into the indicated holes on the top surface of the base panel **7**.
- **THEN**, and making sure first that all the cam locks (minifixes) on panels **1**, **2** and **4** are properly aligned, assemble those panels to the base **7** as explained in the **TUTORIAL PAGE**.

**STEP 5****Hardware****Tools (included)**

- **FIRST**, attach the bolts **D** into the indicated holes on the bottom surface of the upper shelf **8**.
- **THEN**, and making sure first that all the cam locks (minifixes) on panels **1**, **2** and **4** are properly aligned, assemble panel **8** to those panels as explained in the **TUTORIAL PAGE**.



STEP 6

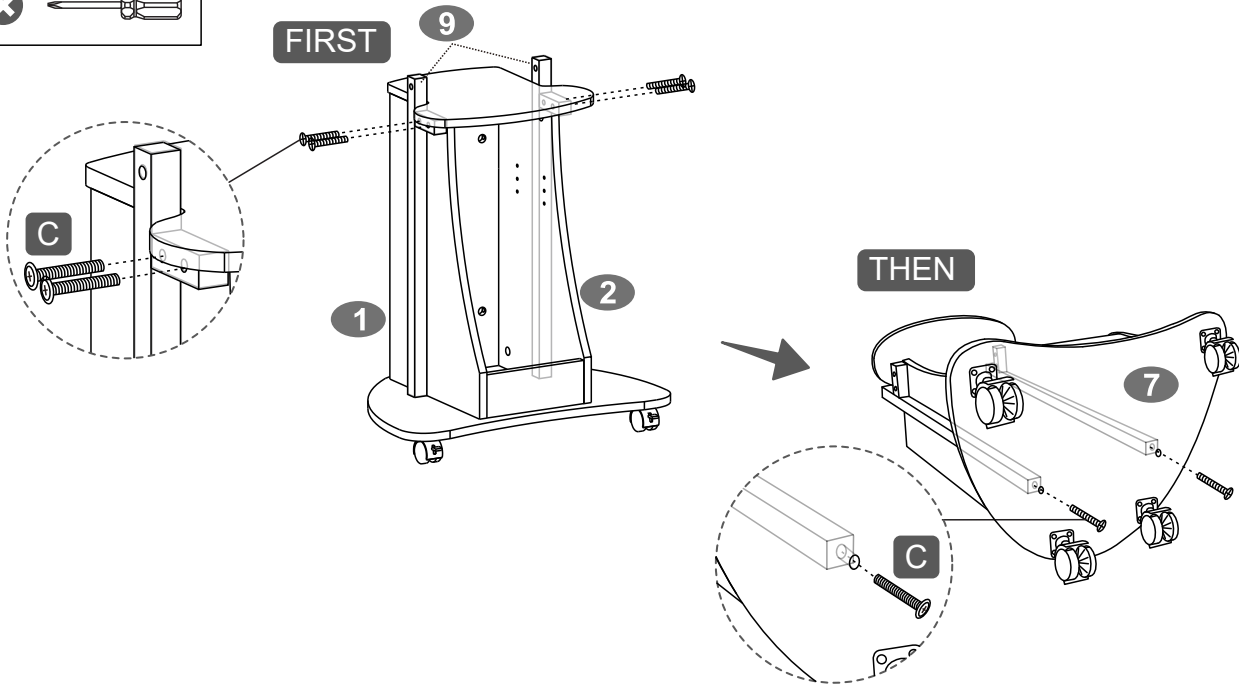
Hardware



Tools (included)



- FIRST assemble the fixed bars **9** to the left and right panels **1** and **2** with screws **C** at the top of the panels.
- THEN carefully flip the unit over its back and secure the bars **9** to the base panel **7** with screws **C** as shown.



STEP 7

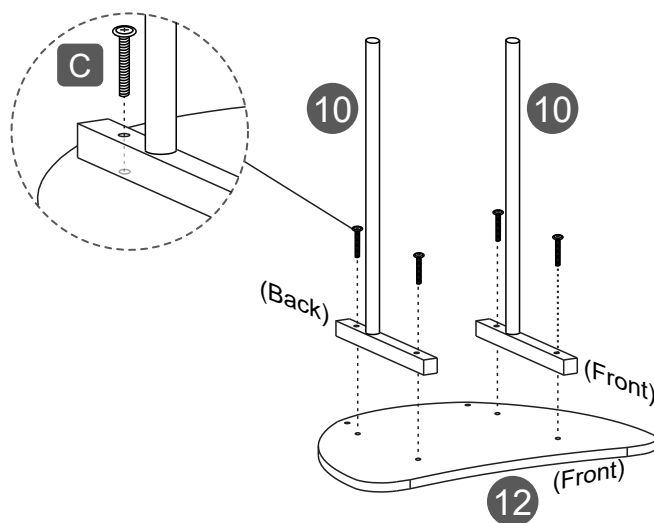
Hardware



Tools (included)

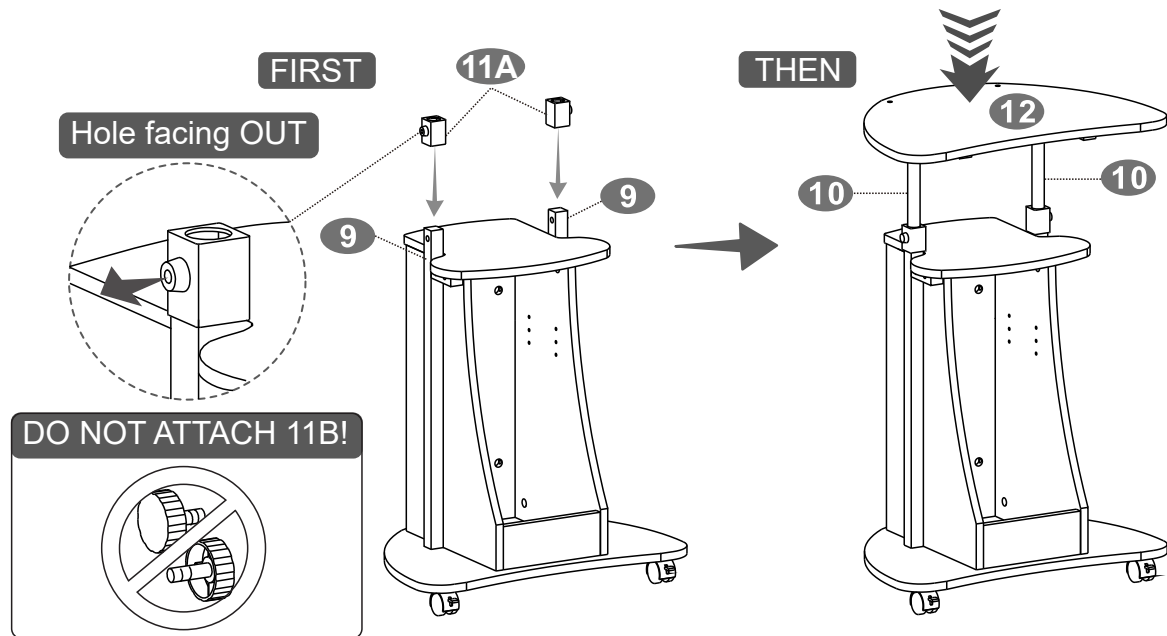


Assemble the adjustable "T" tubes **10** to the bottom surface of the top main panel **12** with screws **C**.



STEP 8

- **FIRST** install the plastic covers **11A** over the fixed bars **9** with their holes facing towards the outside. **DO NOT INSTALL THE SCREW KNOBS YET.**
- **THEN** insert the adjustable "T" tubes **10** through the covers **11A** and into the bars **9**.



STEP 9

Hardware

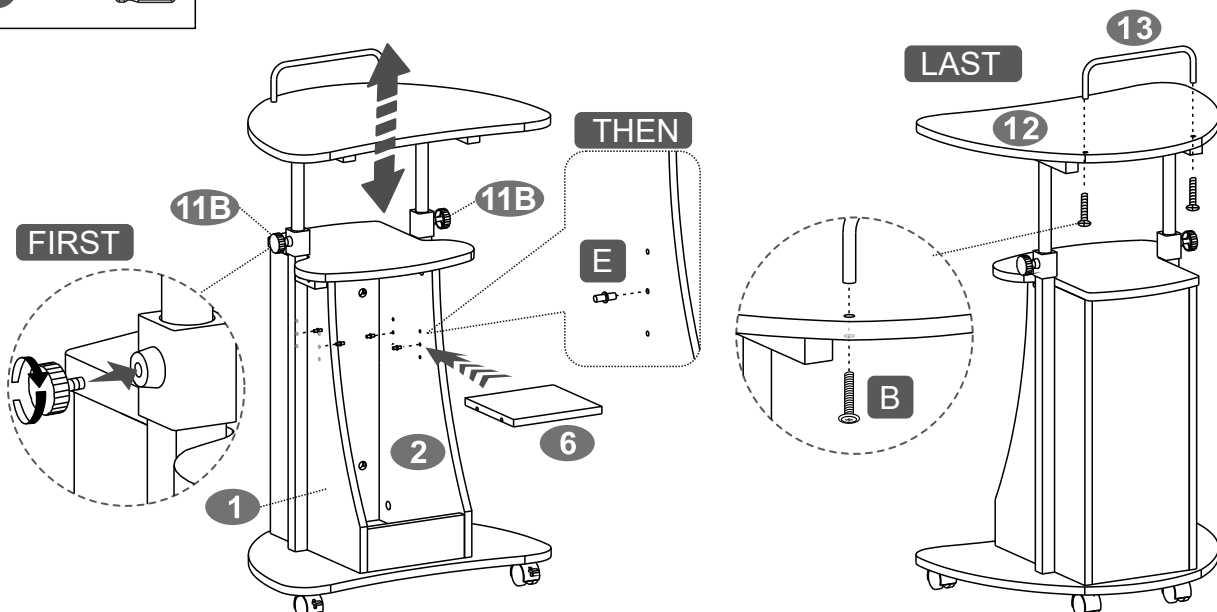
B		2 Pcs
	M6x25	

E		4 Pcs
	Ø5x17	

Tools (included)

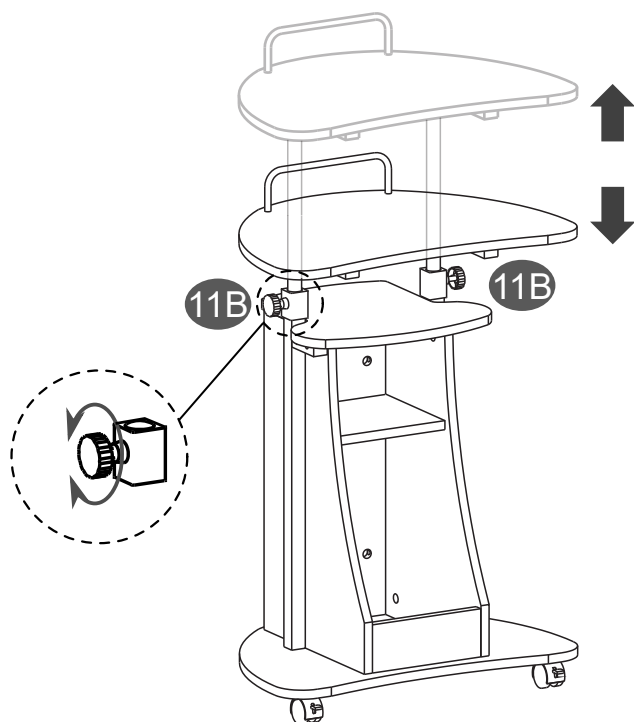


- **FIRST** insert just a little bit the screw knobs **11B** into the covers **11A**, adjust the top panel to the desired height and tighten the knobs.
- **THEN**, on panels **1** and **2**, insert the metal pins **E** into the sets of holes of your choice and install the adjustable shelf **6**.
- **LASTLY**, assemble the top protection tube **13** to the top main panel **12** with screws **B** as shown.



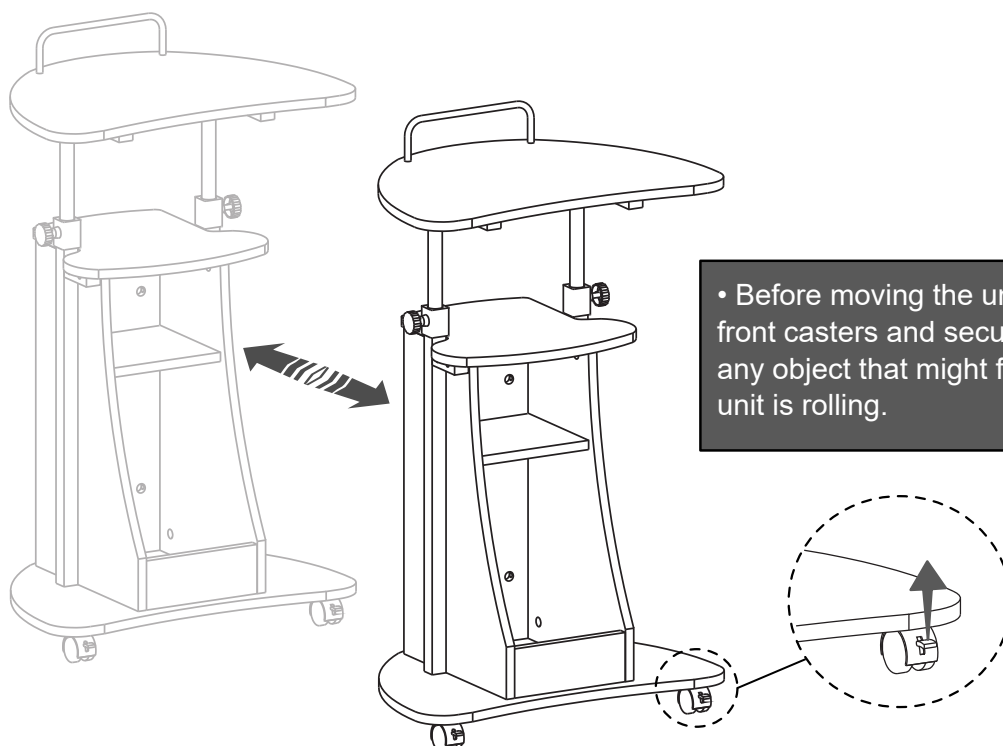
IMPORTANT INFORMATION ABOUT THE FUNCTIONS

LIFTING: Loosen the screw knobs **11B** to lift, then tighten again.

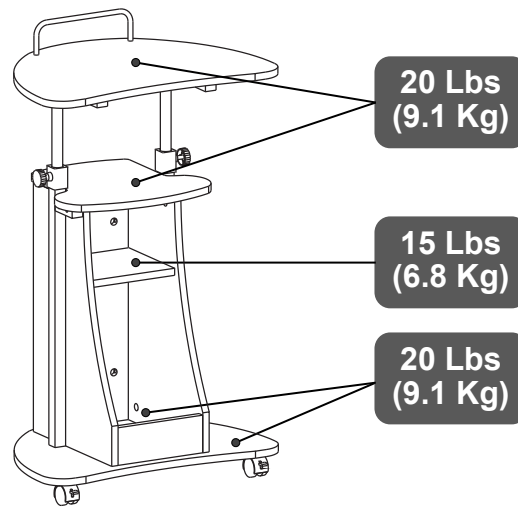


- If you have objects or devices on or under the main panel, use caution when adjusting the height.
- Do not overtighten the screw knobs.
- Do not use the unit if the plastic covers look cracked or if the screw knobs are stripped.

ROLLING: Unlock the front casters to allow free movement.



- Before moving the unit, unlock the front casters and secure or remove any object that might fall off while the unit is rolling.

WEIGHT LIMITS**WARNINGS**

- Do not exceed the indicated weight limits.
- Do not expose the surfaces to direct sunlight or to extreme environmental conditions.
- Do not use solvents or abrasive materials to clean the unit.
- Do not stand on the base of the unit.
- Do not use the unit as a step ladder.
- Do not allow small children to play with the cart or use it as a moving vehicle.
- Before moving the unit, unlock the front casters and secure or remove any object that might fall off while the unit is rolling.
- Do not use the product if screws are loose or missing, or if you notice damaged parts.
- The warranty does not extend to regular wear and tear, nor the manufacturer assumes liability for damages or consequences due to accidents, incorrect assembly, negligence, improper use, modifications, or not heeding the above warnings.

CARE AND MAINTENANCE

- Clean the surfaces preferable with a clean cloth damped in a solution of mild soap and water, then dry with a clean towel.
- If you decide to use a cleaning agent, test first on an area hidden from view such as underneath the tabletop.
- Every 4 months, inspect the unit completely and make sure that all screws are tighten.
- When transporting the unit to places far away, protect and secure the unit to avoid damage in transit.

TECHNI MOBILI WARRANTY

**LAPTOP CARTS: LIMITED 5-YEAR WARRANTY**

RTA Products, LLC warrants to the Original Purchaser who acquired a new product from RTA Products or its authorized resellers that this product will be free from defects in its workmanship and materials, under normal use and service conditions, as described herein. "Defects" as used in this warranty, is defined as any imperfections that impair the use of the furniture or product. RTA Products LLC will replace any defective part, at its discretion, and without charge to the original purchaser other than the freight from the end consumer to RTA Products.

Replacement parts can only be supplied if parts are available. Items out of production may be unavailable. This warranty will be effective for the applicable time period beginning the date of purchase on your original sales receipt. RTA product's obligation under this warranty is limited to repairing or replacing products or parts as provided herein. This product has been designed for and is intended for office and home-office use only. This warranty is Original Purchaser's sole remedy for product defects, and this warranty does not extend to any product, or damage to any product, caused by or attributed to abuse or misuse, products used for commercial or rental purposes, use modifications of, or attachments to the product, and products or parts not used, maintained, or extended hereunder is in lieu of any and all other warranties, express or implied, including without limitations any implied warranty or merchantability or of fitness for a particular purpose. Please note, all desks made with PVC Laminate surface should not be exposed to direct sunlight, as it may damage the material. Damage of this nature is not covered under this warranty.

RTA Products will not be responsible for indirect, special, incidental or consequential damages. This warranty is limited to merchandise purchased in the Continental United States, excludes AK, HI and PR. Some States do not allow the exclusion or limitation of incidental or consequential damages, so the above limitations or exclusions may not apply to you. This warranty gives you specific legal rights. You may also have other rights that may vary from state to state.

To file a Claim within the 48 contiguous United States:

Email us to warranty@rtaproducts.com to explain the defect and provide your name, address, phone number, model number of our product, date and place, and proof of purchase. Please provide pictures of the damage or defect. If we determine that a replacement will remedy the situation, and in order to determine the extent or the cause of the defect, purchaser may be requested to send the part in question at purchaser's expense. Once we receive the part, we will examine it and determine whether the claim is valid (or not), and then proceed to send the replacement. We will ship the replacement at our expense.

Replacement Parts for International Customers & AK-HI-PR orders:

RTA Products will replace the part free of charge, while **the customer is responsible for shipping costs plus any International local taxes or duties.**