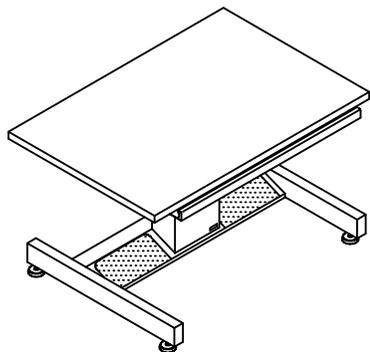


ASSEMBLY INSTRUCTIONS

for VARITASK™ BASE with MANUAL TILT



NOTE: 1.) Install base so Power Plug is easily accessible.

2.) Weight distribution on various size tops as it effects stability, is the responsibility of the installer.

NOTE: Please count and inspect all pieces before disposing of any carton or packing materials.

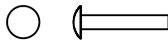
COMPONENTS

When ordering components, specific color and/or size information may be required. Contact a Mayline Customer Service Representative. 1-800-822-8037

<u>REF. #</u>	<u>QTY.</u>	<u>DESCRIPTION</u>	<u>PART No.</u>
1	1	HANDLE ASSEMBLY	CALL~~
2	2	POWER CORD (220v ONLY)	Z242
3	1	R.H. BOARD BRACKET (OPTIONAL)	CALL~~**
4	1	L.H. BOARD BRACKET (OPTIONAL)	CALL~~**

~~Denotes Size
** Denotes Color

HARDWARE BAG (PART No. A4181) *for individual item, order that part number

<u>REF. #</u>	<u>QTY.</u>	<u>DESCRIPTION</u>	<u>PART No.</u>	
E1	2	CABLE CLAMP	F189*	
E2	4	#10 x 5/8 SCREW	X5108*	
E3	4	1/4-20 X 1/2 BOLT	X5086*	
E4	4	1/4-20 HEX NUT	T29*	
E5	4	WASHER	W12*	
E6	1	HOLLOW RIVET	R5000*	



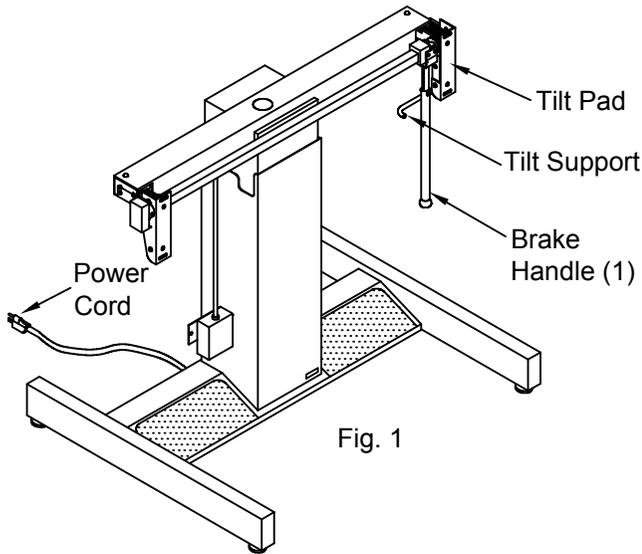


Fig. 1

1. Slide Handle Assembly (1) over the toggle arms and attach it with Rivet (E6) so handle rests in the Tilt Support (Fig.1). (See Brake Handle / Work surface Positioning)
2. Release Brake and move Tilt Pads to a near vertical position. Leave brake released until work surface is attached (Fig. 1).

3. Assemble Top and board Brackets:

A. For products supplied with **MAYLINE** tops.

1. Assemble the Top and Board Brackets per the instructions included with the Top.
2. Install Washer (E5) and 1/4-20 Hex Nut (E4) halfway onto the top two Carriage Bolts in the board brackets (Fig. 2).

B. For products supplied with **MAYLINE** brackets only:

1. Insert 1/4-20 x 1/2 Bolts (E3) into square holes in Board Brackets.
2. Mount Brackets (with carriage bolts in place) to works.
3. Install Washer (E5) and 1/4-20 Hex Nut (E4) halfway onto the top two Carriage Bolts in the board brackets (Fig. 2).

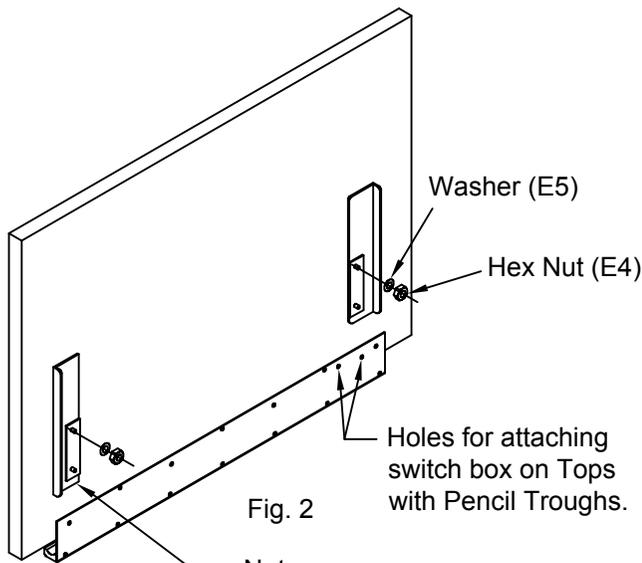


Fig. 2

Note:
Board Brackets may vary in appearance per top size.

4. Hook two bolts with nuts and washers into the two open ended slots at top of tilt pads.
5. Two bottom bolts (without nuts and washers) should now enter two bottom slots in Tilt Pads. Install remaining Washers and Hex Nuts.
6. Center bolts in slots and tighten all four nuts.
7. Mount switch box to underside of Pencil Trough or work surface using two #10 x 5/8 Screws (E2). Use Cable Clamps (E1) and #10 x 5/8 Screws (E2) to secure switch cable (Fig. 2 & 3).

8. Adjust Tilt Counterbalance and/or tilt Lock, if required. (See reverse side of this sheet).

9. (220 v. UNIT ONLY) Attach Power Cord (H).

10. Adjust Glides as required to level.

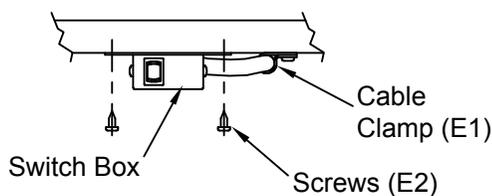
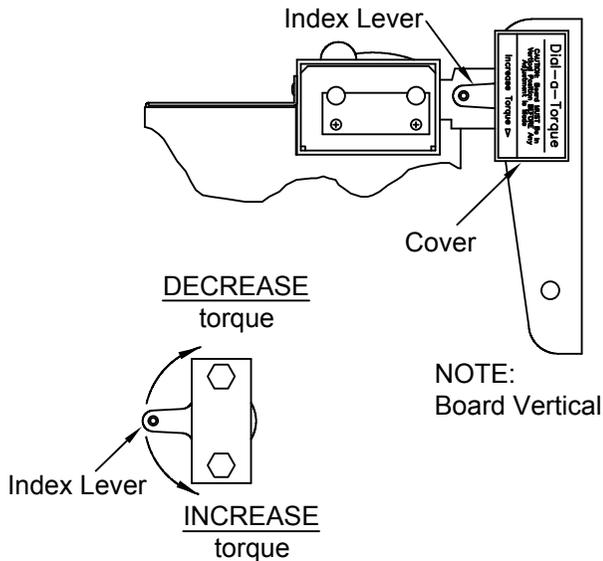


Fig. 3



TILT COUNTERBALANCE ADJUSTMENTS:

WARNING: to prevent damage or injury, work surface **MUST BE** in Vertical position before any adjustment is made.

1. Place the work surface in a vertical position.
2. Remove Cover by pulling straight off.
3. Loosen the two Hex Head Cap Screws.

4. Set the Index Lever to the desired setting.

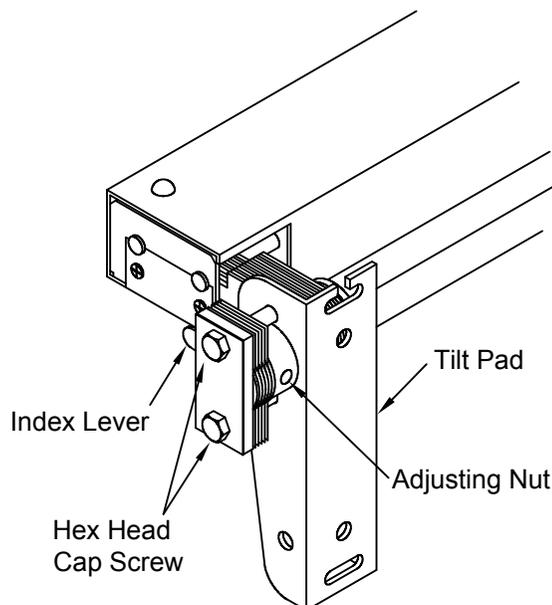
NOTE: An increase in torque is needed as more weight is added.

5. TIGHTEN SCREWS and replace cover.

TILT LOCKING ADJUSTMENTS:

In locked position, brake should be tight enough to hold work surface horizontally with about 25 - 50 pounds of extra weight beyond normal equipment. Be user when checking brake that the work surface is elevated slightly above bumpers.

WARNING: TO PREVENT DAMAGE OR INJURY, work surface **MUST** be in Vertical Position Before an Adjustments is made. After adjustment, work surface may then be moved to near horizontal position to check brake.



1. Place the work surface in a vertical position.

2. Loosen the two nuts that secure the work surface to the tilt pads (nearest to the adjusting nut).

3. Remove Dial-a-Torque cover pulling straight off.

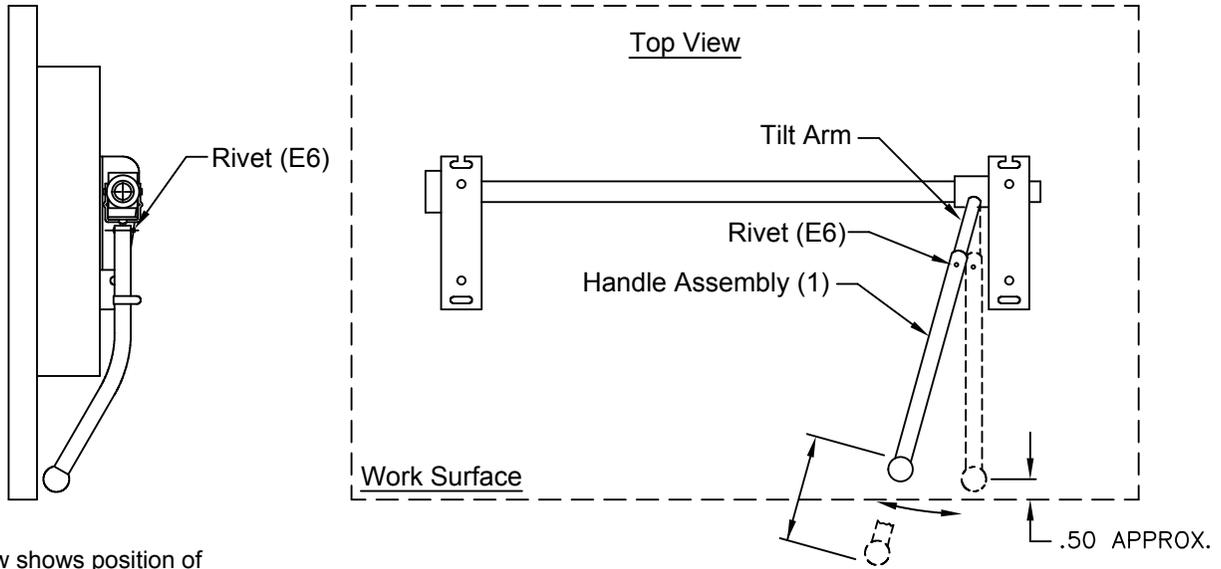
4. Loosen the two Hex Head Cap Screws.

5. Using an Allen Wrench, small rod or a screwdriver as a lever, turn the adjusting nut clockwise to increase brake pressure or counterclockwise to decrease brake pressure. **CAUTION:** Having brake set too tight may damage toggle.

6. TIGHTEN NUTS or secure work surface.

7. TIGHTEN SCREWS and replace cover.

BRAKE HANDLE / WORK SURFACE POSITIONING



View shows position of brake handle when used with a light top.

NOTE: Brake Handle (1) is adjustable by removing rivet and realigning hole combinations in tilt arm and brake handle.

Repositioning of handle and installation of rivet must be done prior to fastening work surface in place.