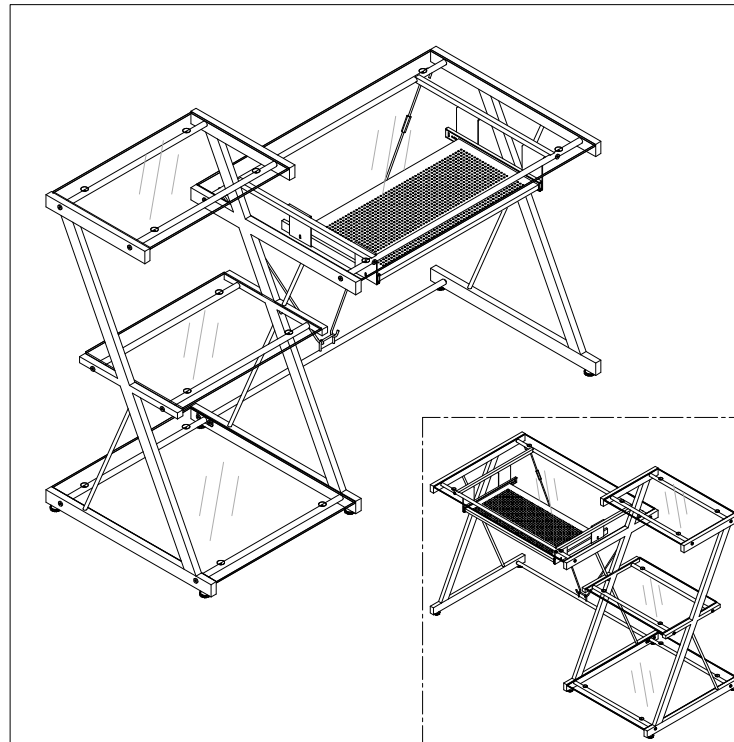




Nero Desk & Bookcase

ZLN # ZL2021DBU



⚠ DO NOT return to the store if parts are missing or damaged.

For Parts Replacements and Inquiries, please call us Toll-Free 1-888-736-2141 or E-mail

CustomerService@Z-LineDesigns.com.

To ensure a timely delivery, please include the following:

1. Full Name
2. Physical Address (Our primary carrier, FedEx, will NOT deliver to P.O. Boxes)
3. Phone Number
4. QC Number: SH _____
5. ZLN Number: ZL2021DBU
6. Part Number(s) or Letter(s)
7. Quantity
8. We also request that you please provide a brief description of the reason for your request.

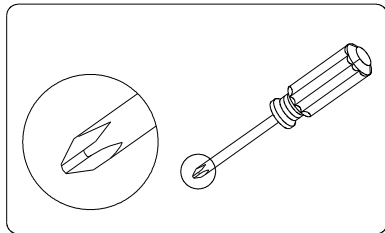
Our Customer Service Representatives will be available to assist you Monday – Friday 7:00 am to 3:30 pm Pacific Standard Time (Except Holidays).

030608

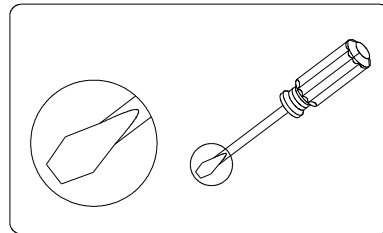
Important

 ONLY ONE PERSON IS NECESSARY FOR THE ASSEMBLY OF THIS PRODUCT, HOWEVER ONE OR MORE STEP MAY NEED A SECOND PERSON TO ASSIST.

Before you begin: Lay out all of the parts on a non-abrasive surface in order to identify and count prior to assembly. You will need the parts and hardware listed on pages 3, 4 & 5 of this instruction manual as well as the tools shown below to assemble this unit.











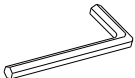
PHILLIPS HEAD SCREWDRIVER



FLAT HEAD SCREWDRIVER




NOW YOU ARE READY TO BEGIN ACTUAL ASSEMBLY!

HARDWARE IDENTIFICATION

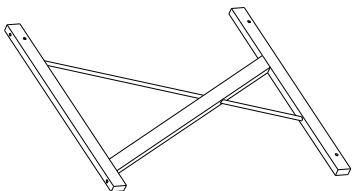
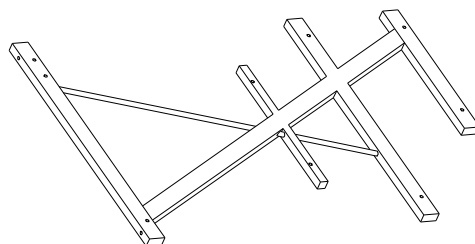
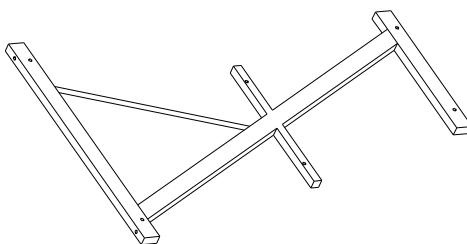


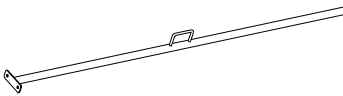


A		FLOOR LEVELER (FL82730)	6 PCS
B		6x32x10mm ALLEN BOLT (AB63210BL)	22 PCS
C		LARGE NUT (N611BL)	2 PCS
D		4x12x8mm WOOD SCREW (RHWS4128BL)	8 PCS
E		4x7x8mm MACHINE SCREW (MS478BL)	4 PCS
F		SMALL NUT (N47BL)	4 PCS
G		SPANNER (S71012S)	1 PC
H		RUBBER PLUG (RP19)	16 PCS
I		ALLEN WRENCH (AW4BL)	1 PC

*Extra hardware is enclosed for your convenience.



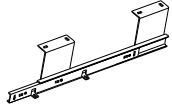
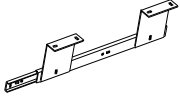
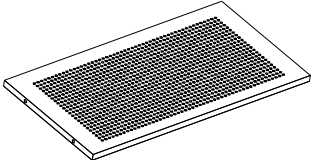
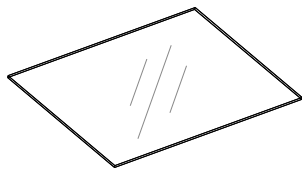
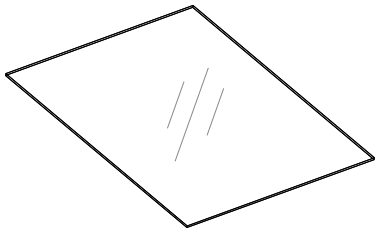
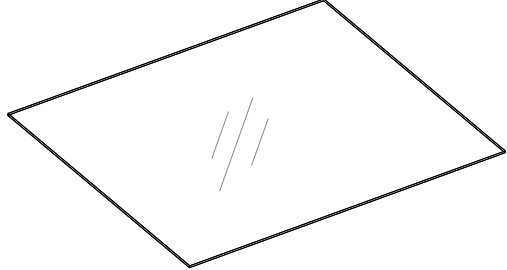
THE BELOW PARTS ARE PRE-ASSEMBLED AND ARE LISTED AS A REFERENCE ONLY.

J		UPPER PLASTIC END CAP	8 PCS
K		MIDDLE PLASTIC END CAP	4 PCS
L		LOWER PLASTIC END CAP W/THREADED BUSHING	6 PCS

PARTS IDENTIFICATION-1

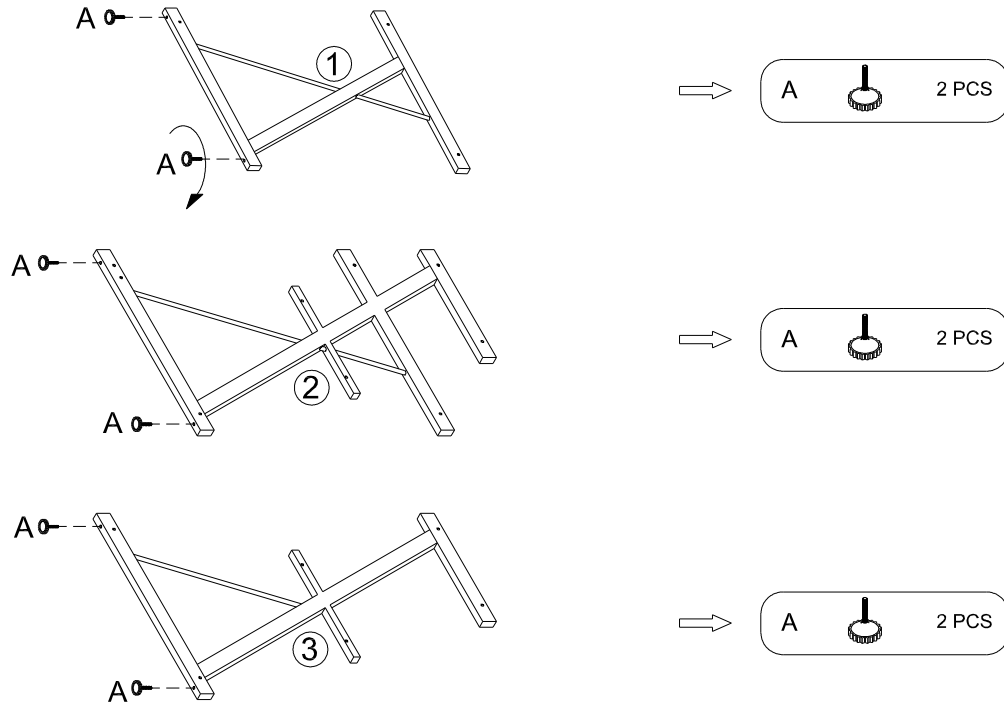
①		DESK OUTSIDE FRAME	1 PC
②		MIDDLE FRAME	1 PC
③		BOOKCASE OUTSIDE FRAME	1 PC
④		DESK TOP FRONT CROSSBAR	1 PC
⑤		DESK TOP BACK CROSSBAR	1 PC
⑥		DESK BOTTOM BACK CROSSBAR	1 PC
⑦		BOOKCASE CROSSBAR	5 PCS
⑧		BOOKCASE BOTTOM BACK CROSSBAR	1 PC

PARTS IDENTIFICATION-2

⑨		TENSION BAR	2 PCS
⑩		KEYBOARD SUPPORT TUBE	2 PCS
⑪		LEFT KEYBOARD GLIDE	1 PC
⑫		RIGHT KEYBOARD GLIDE	1 PC
⑬		KEYBOARD SHELF	1 PC
⑭		UPPER GLASS SHELF	2 PCS
⑮		BOTTOM GLASS SHELF	1 PC
⑯		DESKTOP GLASS SHELF	1 PC

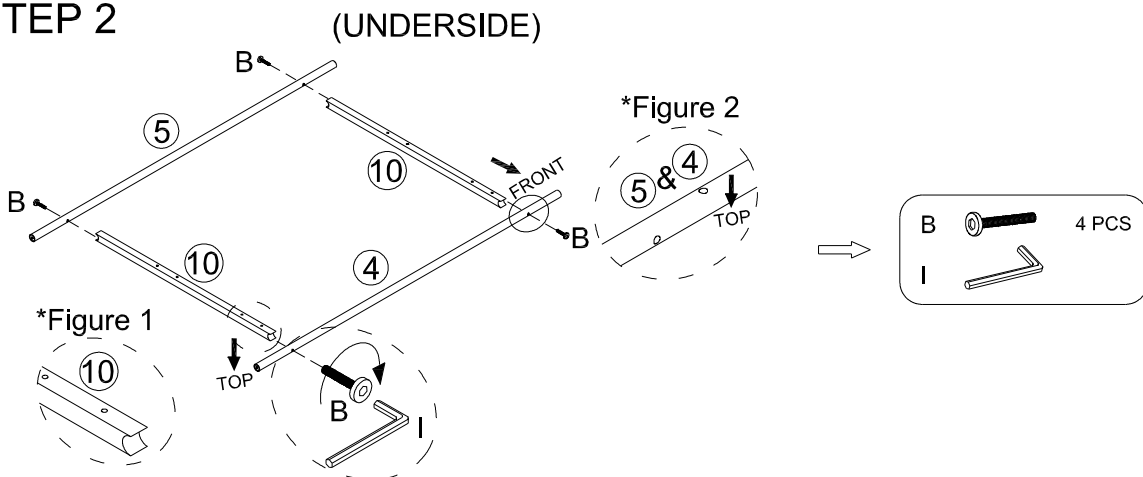
ASSEMBLY INSTRUCTION

STEP 1



Insert (A) Floor Levelers into (1) Desk Outside Frame, (2) Middle Frame and (3) Bookcase Outside Frame as shown.

STEP 2



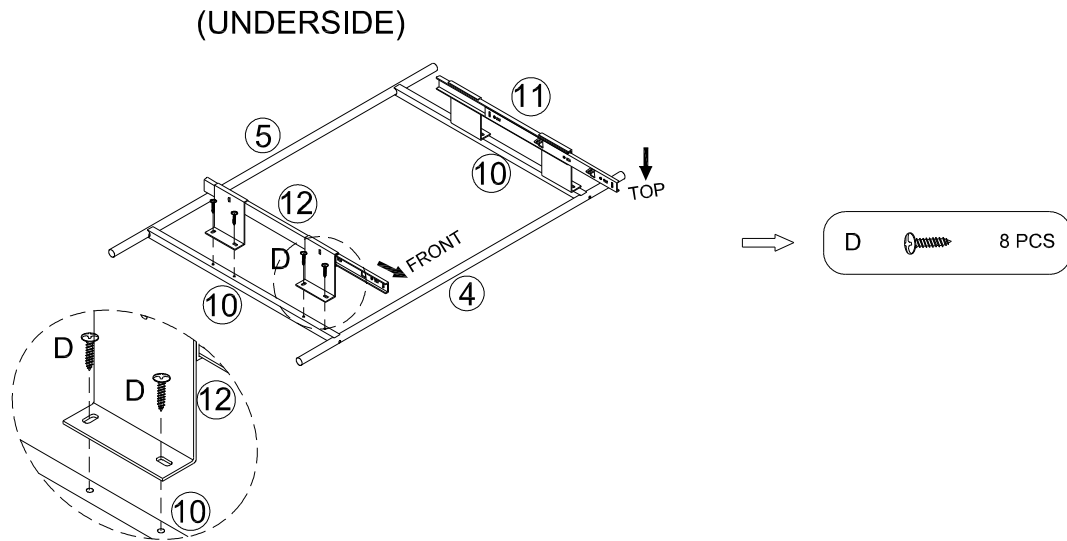
DO NOT FULLY TIGHTEN ALLEN BOLTS UNTIL THE END OF STEP 9.

Connect (10) Keyboard Supports to (4) Desk Top Front Crossbar and (5) Desk Top Back Crossbar, with (B) 6 x 32 x 10mm Allen Bolts.

***FIGURE 1 - (10) Keyboard Support Tube NOTE:** Make sure that the holes to attach (11/12) Left /Right Keyboard Glides (in Step 3) point UPWARD, toward the BOTTOM of the unit, and are CLOSER TO (4) Desk Top Front Crossbar.

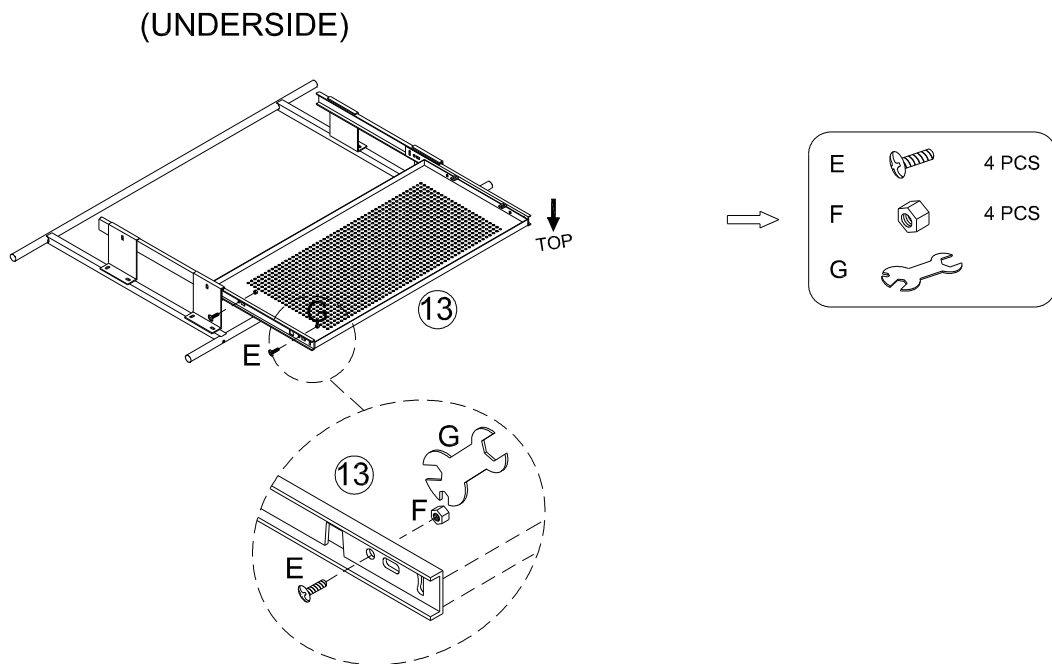
***FIGURE 2 - (4/5) Desk Top Front/Back Crossbar NOTE:** Make sure that the holes to attach (H) Rubber Plugs (in Step 8) point DOWNWARD, toward the TOP of the unit.

STEP 3



Attach (11) Left Keyboard Glide and (12) Right Keyboard Glide to (10) Keyboard Support Tubes using (D) 4 x 12 x 8mm Wood Screws, making sure Glides face INWARD and extend toward the FRONT as shown.

STEP 4



1. Fully extend (11) Left Keyboard Glide and (12) Right Keyboard Glides and position (13) Keyboard Shelf in place. Secure with (E) 4 x 7 x 8mm Machine Screws and (F) Small Nuts and FULLY TIGHTEN with (G) Spanner.

***NOTE: Make sure the OPEN END of (13) Keyboard Shelf faces UPWARD, toward the BOTTOM.**

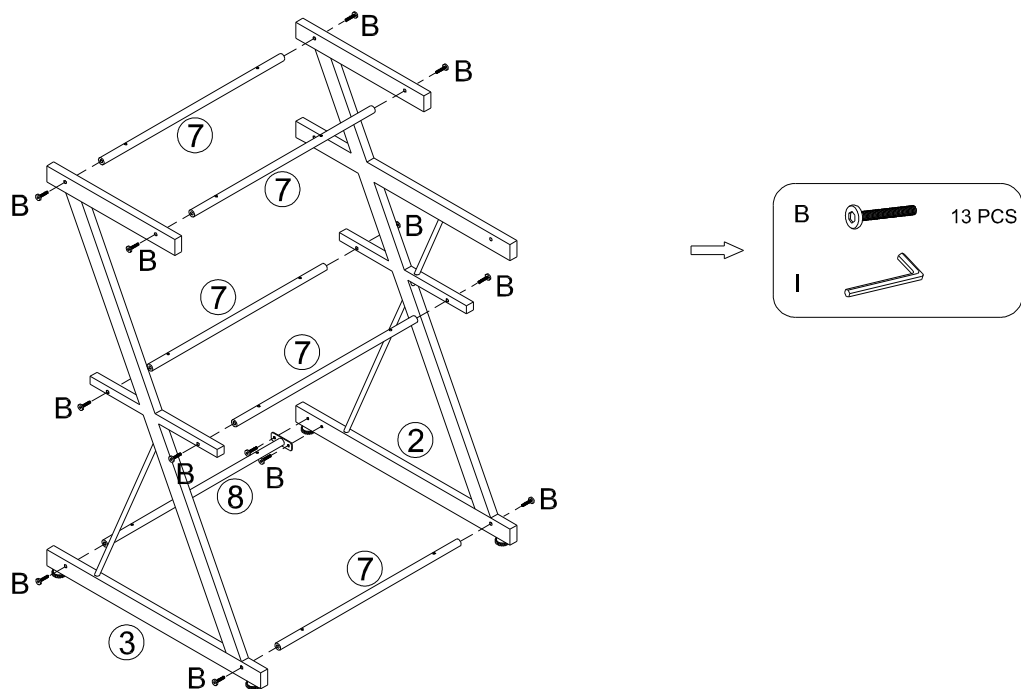
2. Now set aside the Desktop Frame Assembly until Step 6A/B.

THIS UNIT CAN BE ASSEMBLED WITH THE BOOKCASE ON EITHER THE LEFT OR RIGHT OF THE DESK. PLEASE DECIDE AT THIS TIME HOW YOU WOULD LIKE THE COMPLETE UNIT TO LOOK BEFORE PROCEEDING.

***NOTE: To assemble the Bookcase on the LEFT of the Desk, use Step 5A at the bottom of this page and Step 6A on page 10.**

***NOTE: To assemble the Bookcase on the RIGHT of the Desk, use Step 5B on page 9 and Step 6B on page 11.**

Step 5A - Bookcase LEFT

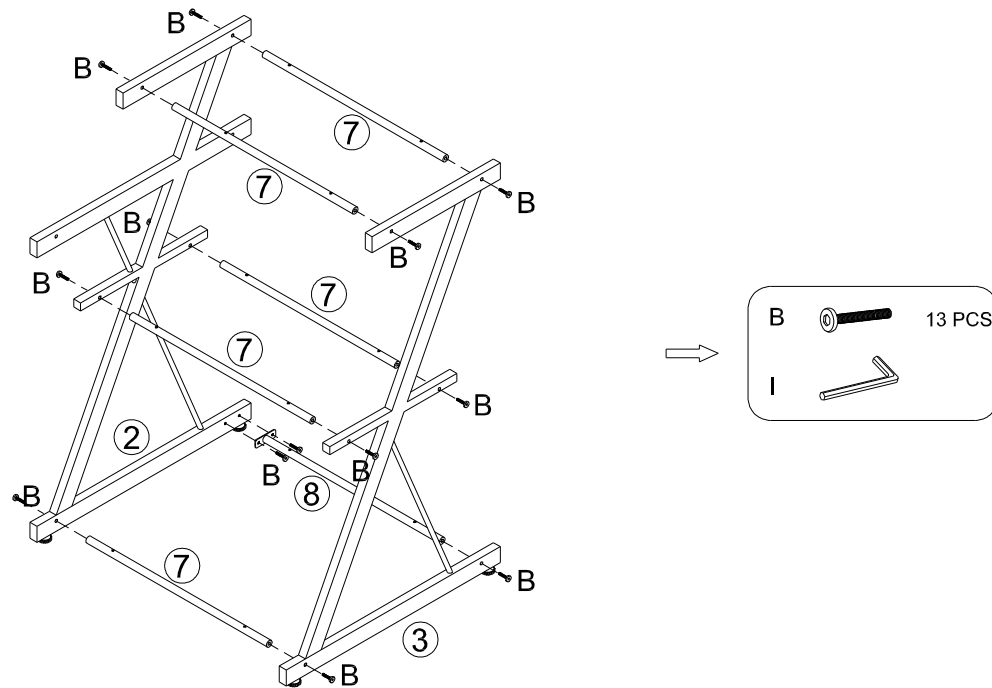


DO NOT FULLY TIGHTEN ALLEN BOLTS UNTIL THE END OF STEP 9.

1. Connect (7) Bookcase Crossbars and (8) Bookcase Bottom Back Crossbar to (3) Bookcase Outside Frame using (B) 6 x 32 x 10mm Allen Bolts.
2. Now secure (2) Middle Frame in place with (B) 6 x 32 x 10mm Allen Bolts.

***NOTE: The RIGHT SIDE of (8) Bookcase Bottom Back Crossbar will connect to the LEFT SIDE of (6) Desk Bottom Back Crossbar in STEP 6A.**

Step 5B - Bookcase RIGHT

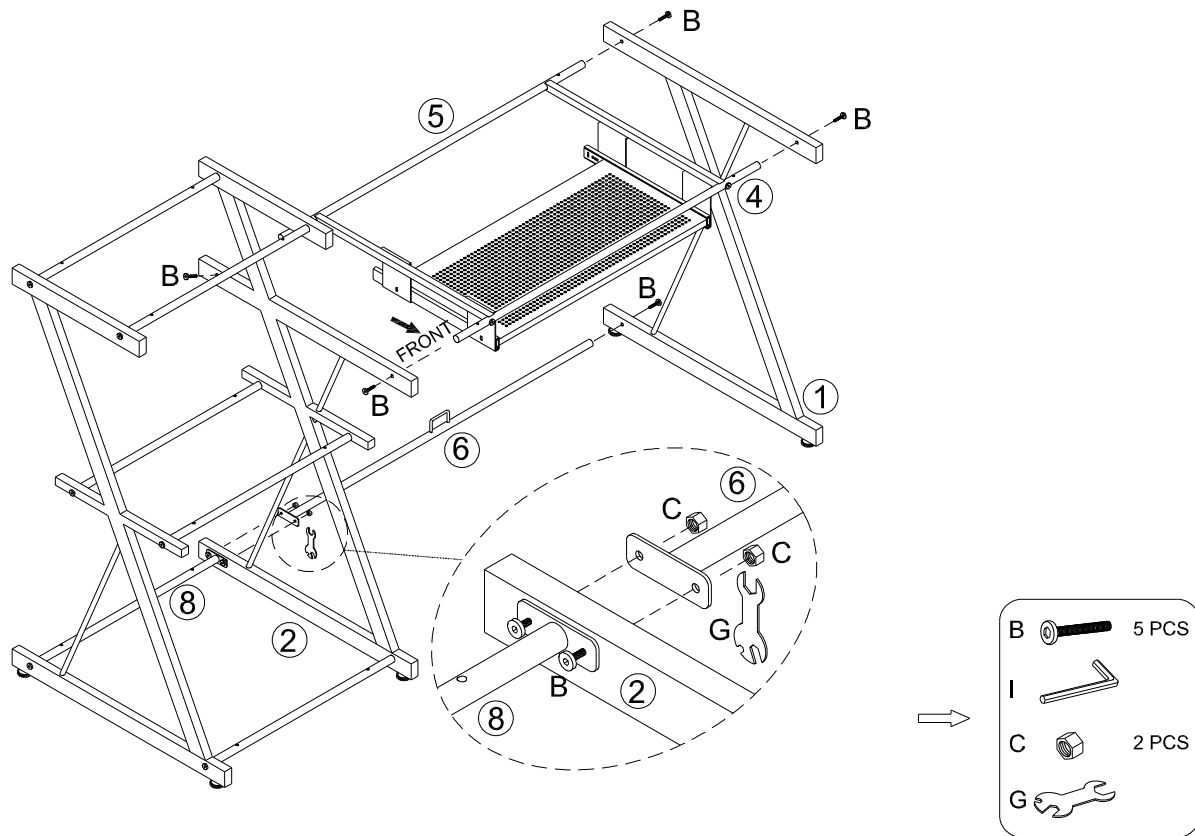


DO NOT FULLY TIGHTEN ALLEN BOLTS UNTIL THE END OF STEP 9.

1. Connect (7) Bookcase Crossbars and (8) Bookcase Bottom Back Crossbar to (3) Bookcase Outside Frame using (B) 6 x 32 x 10mm Allen Bolts.
2. Now secure (2) Middle Frame in place with (B) 6 x 32 x 10mm Allen Bolts.

***NOTE: The LEFT SIDE of (8) Bookcase Bottom Back Crossbar will connect to the RIGHT SIDE of (6) Desk Bottom Back Crossbar in STEP 6B.**

Step 6A - Bookcase LEFT

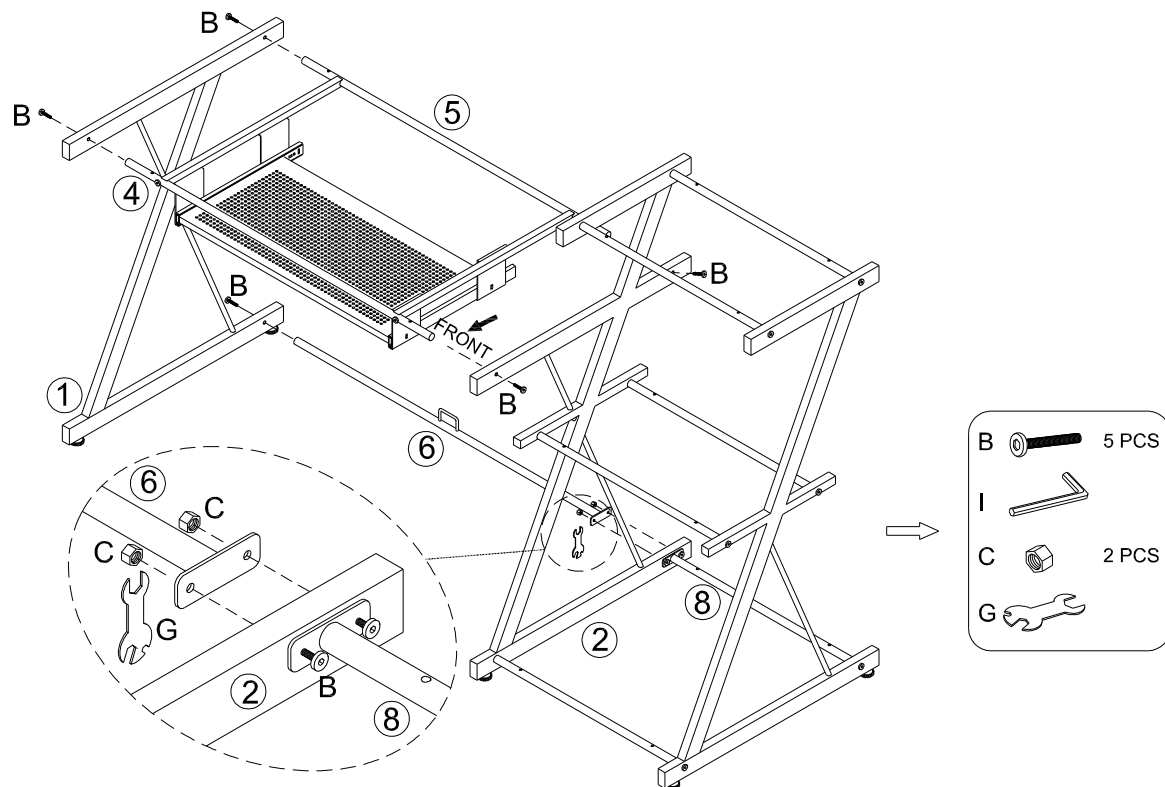


DO NOT FULLY TIGHTEN ALLEN BOLTS UNTIL THE END OF STEP 9.

1. Connect (4) Desk Top Front Crossbar and (5) Desk Top Back Crossbar to (2) Middle Frame with (B) 6 x 32 x 10mm Allen Bolts.
2. Now connect (4) Desk Top Front Crossbar, (5) Desk Top Back Crossbar, and the RIGHT side of (6) Desk Bottom Back Crossbar to (1) Desk Outside Frame with (B) 6 x 32 x 10mm Allen Bolts.
3. Connect the LEFT SIDE of (6) Desk Bottom Back Crossbar to the RIGHT SIDE of (8) Bookcase Bottom Back Crossbar with (B) 6 x 32 x 10mm Allen Bolts and (C) Large Nuts. **FULLY TIGHTEN THESE ALLEN BOLTS ONLY with (I) Allen Wrench and (G) Spanner.**

***NOTE: Make sure the connecting point located on (6) Desk Bottom Back Crossbar that (9) Tension Bars attach to (in Step 7) faces UPWARD.**

Step 6B - Bookcase RIGHT

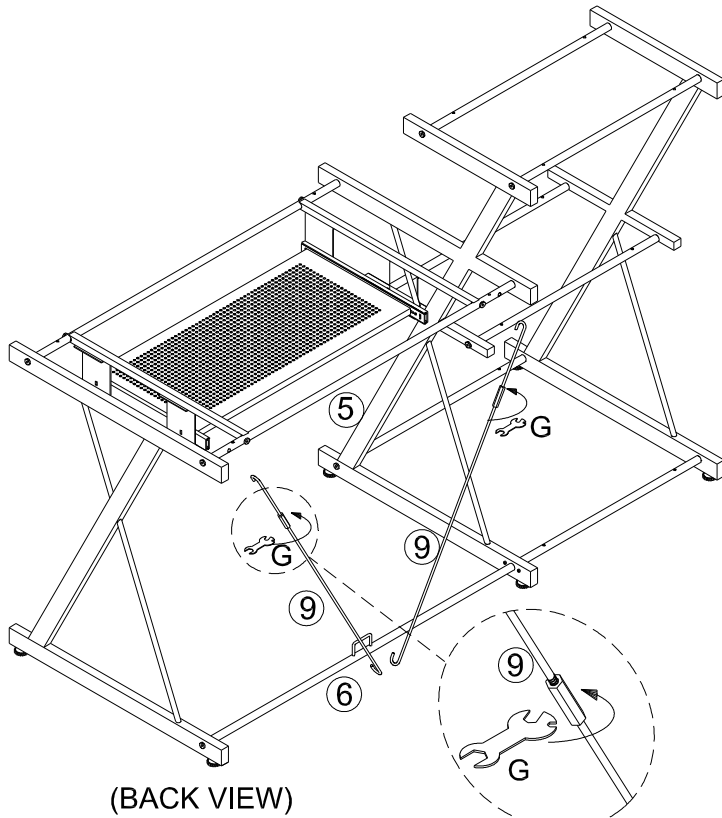


DO NOT FULLY TIGHTEN ALLEN BOLTS UNTIL THE END OF STEP 9.

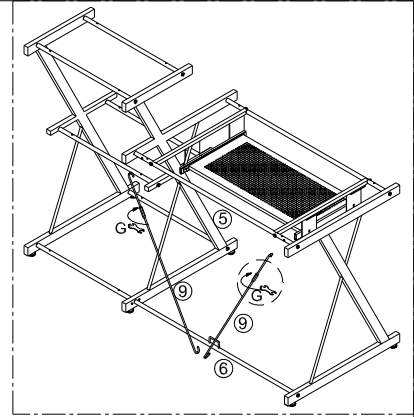
1. Connect (4) Desk Top Front Crossbar and (5) Desk Top Back Crossbar to (2) Middle Frame with (B) 6 x 32 x 10mm Allen Bolts.
2. Now connect (4) Desk Top Front Crossbar, (5) Desk Top Back Crossbar, and the LEFT side of (6) Desk Bottom Back Crossbar to (1) Desk Outside Frame with (B) 6 x 32 x 10mm Allen Bolts.
3. Connect the RIGHT SIDE of (6) Desk Bottom Back Crossbar to the LEFT SIDE of (8) Bookcase Bottom Back Crossbar with (B) 6 x 32 x 10mm Allen Bolts and (C) Large Nuts. **FULLY TIGHTEN THESE ALLEN BOLTS ONLY with (I) Allen Wrench and (G) Spanner.**

***NOTE: Make sure the connecting point located on (6) Desk Bottom Back Crossbar that (9) Tension Bars attach to (in Step 7) faces UPWARD.**

STEP 7



(BACK VIEW)



Bookcase RIGHT

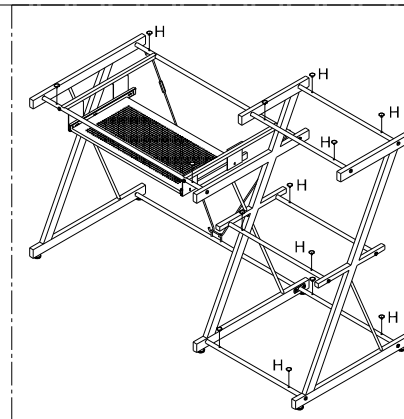
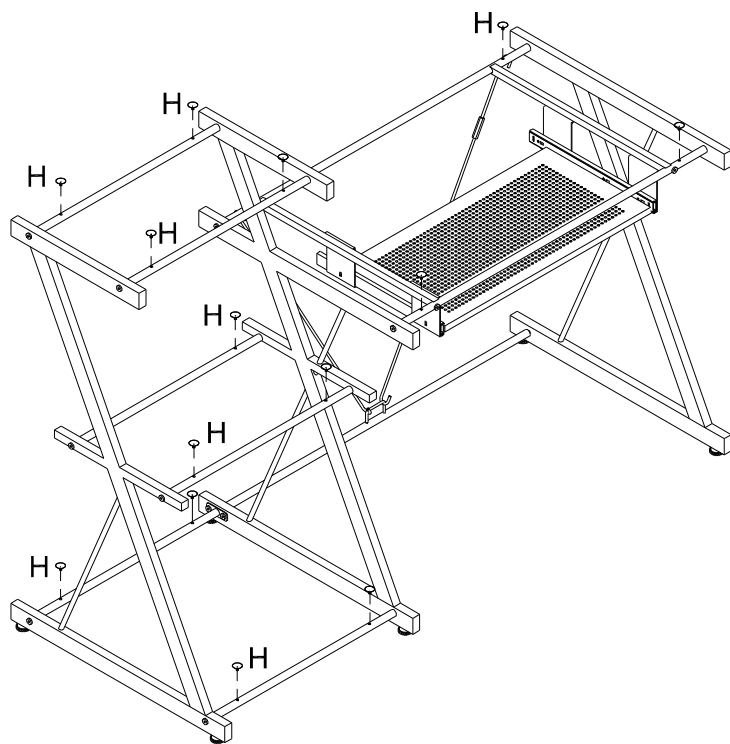


This is ONLY to LOOSEN the Adjuster at this point. NOT to TIGHTEN.

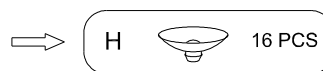
Hook (9) Tension Bars into the holes located on (5) Desk Top Back Crossbar and then into the connecting point located on (6) Desk Bottom Back Crossbar as shown. **DO NOT FULLY TIGHTEN ADJUSTERS UNTIL STEP 9.**

***NOTE: In the event that (9) Tension Bars do not reach all the way across, loosen the Adjusters with (G) Spanner.**

STEP 8

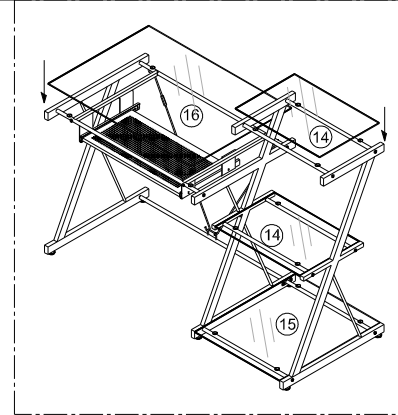
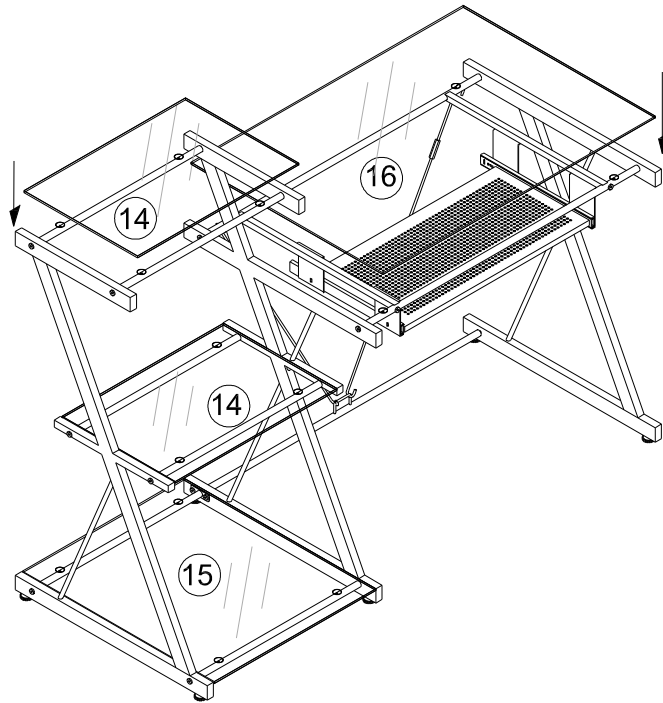


Bookcase RIGHT

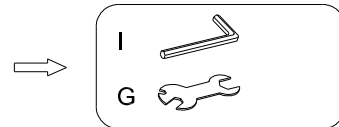


Insert (H) Rubber Plugs into holes provided on frame crossbars.

STEP 9



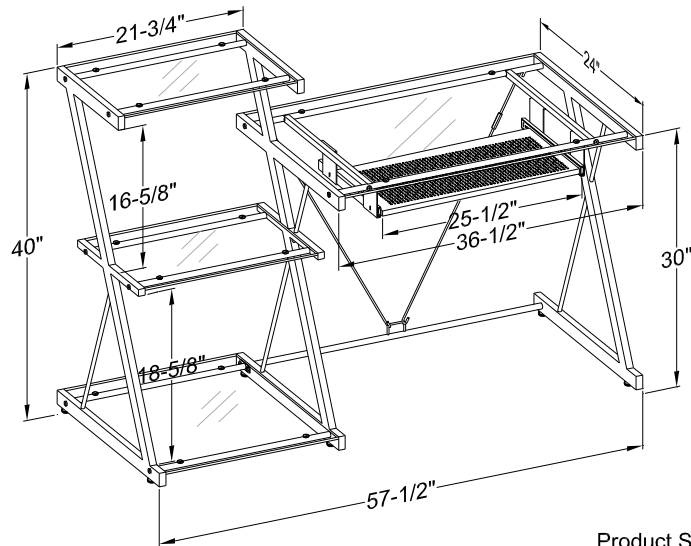
Bookcase RIGHT



1. Carefully set (14) Upper Glass Shelves, (15) Bottom Glass Shelf, and (16) Desktop Glass into position as shown.
2. **FULLY TIGHTEN ALL ALLEN BOLTS AND ADJUSTERS AT THIS TIME** with (I) Allen Wrench and (G) Spanner.

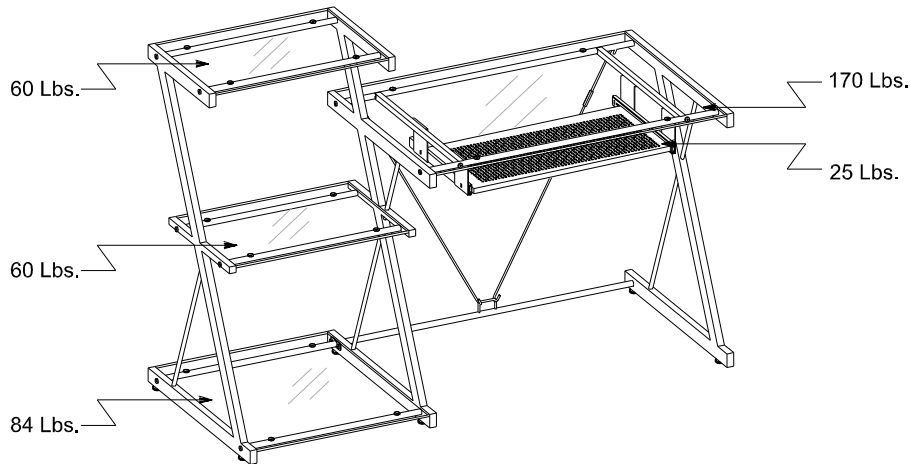
CONGRATULATIONS, YOUR NERO DESK & BOOKSHELF IS NOW COMPLETE!

DIMENSIONS



Product Size: 57-1/2"(W)x24"(D)x40"(H)

MAXIMUM WEIGHT CAPACITIES



⚠ CAUTION: This product is intended to hold the Maximum Weight (EVENLY DISTRIBUTED) indicated. Exceeding the Maximum Weight will result in instability and may cause possible injury.

If the glass is chipped or broken stop using the product and consult the manufacturer or supplier.

* GLASS CAUTION:

- DO NOT place very hot or very cold items on the glass surface(s) unless adequately thick table mats are used to prevent such items from coming into contact with the glass.
- DO NOT sit or stand on the glass surface(s).
- DO NOT use the glass as a chopping surface.
- DO NOT strike the glass with hard or pointed items.
- When cleaning the glass, use a liquid glass surface cleanser and a soft cloth; DO NOT use harsh powders or any other abrasive substances as they will scratch the glass.



Creating beauty, Manufacturing great value!



Limited Lifetime Warranty

Thank you for purchasing a Z-Line Designs product. We promise to repair or replace any Z-Line Designs product or component that may have any defects in material or workmanship for as long as you, the original purchaser, own it. This warranty is subject to the provisions below. Z-Line Designs' sole obligation and purchasers' exclusive remedy pursuant to these warranties are limited to replacement at Z-Line Designs sole discretion. There are no other warranties except as expressly set forth below, either expressed or implied, including any warranty of merchantability for any particular purpose.

The word "defects" in this warranty is defined as imperfections that impair the service, function or effectiveness of the product.

FIVE YEARS:

Glides, casters and user-adjustable work surface mechanisms, laminates, veneer finishes, and other materials which cover your Z-Line Designs product.

INFORMATION ON COLOR VARIATIONS & FINISHES:

Some natural variations occurring in wood or other natural materials are inherent to their character, and thus can not be avoided. Therefore they are not considered to be defects. Z-Line Designs does not warrant the color-fastness or matching of colors, grains, textures or other such materials. Customers' own materials selected by and used at the request of a user are therefore not warranted by Z-Line Designs.

LIMITATIONS INVOLVING MATERIALS & COMPONENTS:

The materials and all components listed below are covered according to the following schedule from the date of sale to the original purchaser.

EXCLUSIONS:

This warranty does not apply to: damage caused by the carrier, modifications to the product, or attachments to the product not approved by Z-Line Designs, non-standard materials selected by and used at the request of a user, and products that were not installed, used or maintained in accordance with product instructions and warnings. Nor shall Z-Line Designs have any responsibility for incidental or consequential damages resulting from the breach of this Warranty, including but not limited to inconvenience, rental or purchase of replacement products, loss of profits or commercial loss. Some states do not allow the exclusion or limitation of incidental or consequential damages so the above limitation or exclusion may not apply to you. This warranty gives you specific legal rights and you may also have other rights, which may vary from state to state. This warranty applies only to products sold within the United States of America and the Commonwealth of Canada.

TO OBTAIN SERVICE FROM THIS WARRANTY:

Your Z-Line Designs' dealer is our mutual partner in supporting your warranty requests. By following the procedures instructed below, you are assured that you will receive the best level of customer service guaranteed.

- A) Please contact the local Dealer from whom you originally purchased within 30 days (unless otherwise noted by the Dealer) of discovery of the defect. Prepare to confirm that you are the original purchaser of the product and provide necessary product information, such as serial number(s)/ UPC number(s) from the product in question.
- B) The Dealer will gather all the pertinent information required regarding your claim(s), inspect the product and thus contact a Z-Line Designs Customer Service Representative. (Please allow a reasonable amount of time for inspection, review, and response to Dealer.
- C) If the Z-Line Designs Dealer confirms that the product in review is eligible under the warranty conditions as stated above, the customer service representative or another representative of the Company will determine whether to provide replacement parts, or authorize other arrangements at the sole discretion of the vendor, Z-Line Designs. No assembly/labor is included in this warranty.

TO CONTACT CUSTOMER SERVICE:

Our knowledgeable Service Representatives are ready to assist you in the case this warranty applies to you. Please be prepared to explain the defect in detail, model/style number, date and location of purchase, your name, address, phone number and have your original sales receipt.

Please contact us Monday-Friday (except all major holidays) at:

Toll Free 1-888-736-2141 from 7:00 am – 3:30 pm (Pacific Standard Time) OR Email us: customerservice@z-linedesigns.com

OR

Contact your local dealer from whom you originally purchased the product in question.