# Assembly Instructions

Serenade™ Gathering Table

May 2020



Furnishing Knowledge®

## Serenade™ Gathering Table

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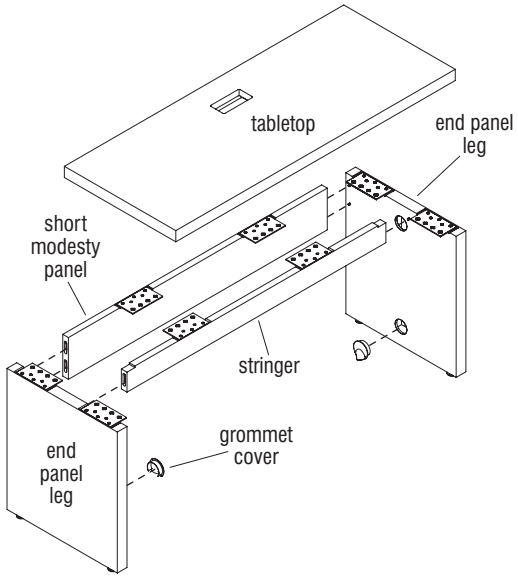
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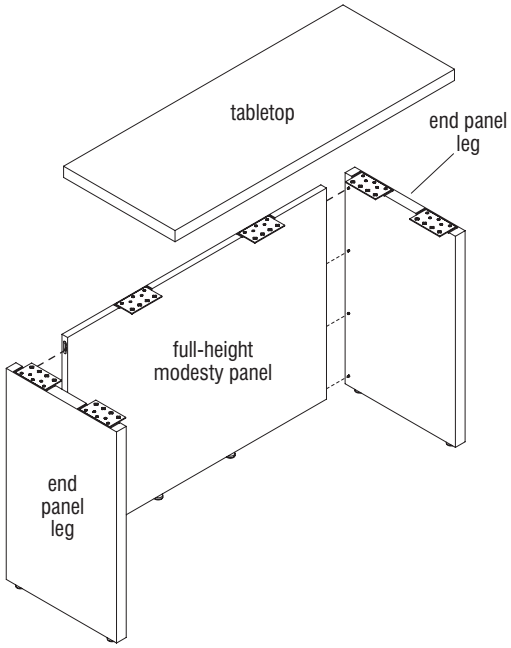
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**CAUTION**

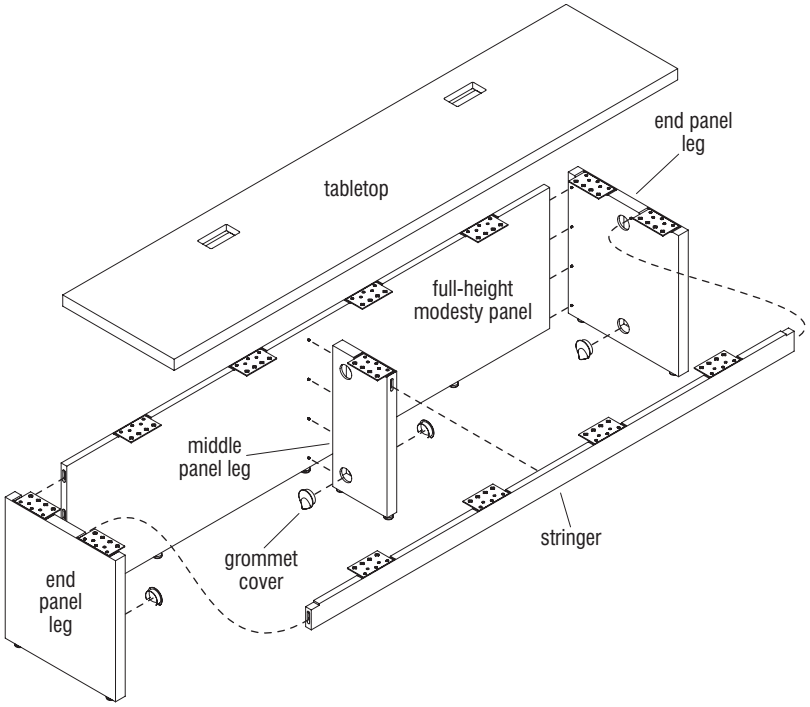
Assemble units as described herein only. To do otherwise may result in instability. All screws, nuts and bolts must be tightened securely and must be checked periodically after assembly. Failure to assemble properly, or to secure parts may result in assembly failure and personal injury.




**Serenade Gathering Table (Standard Height)**
**(model SEGS2460L with power & short modesty panel shown)**



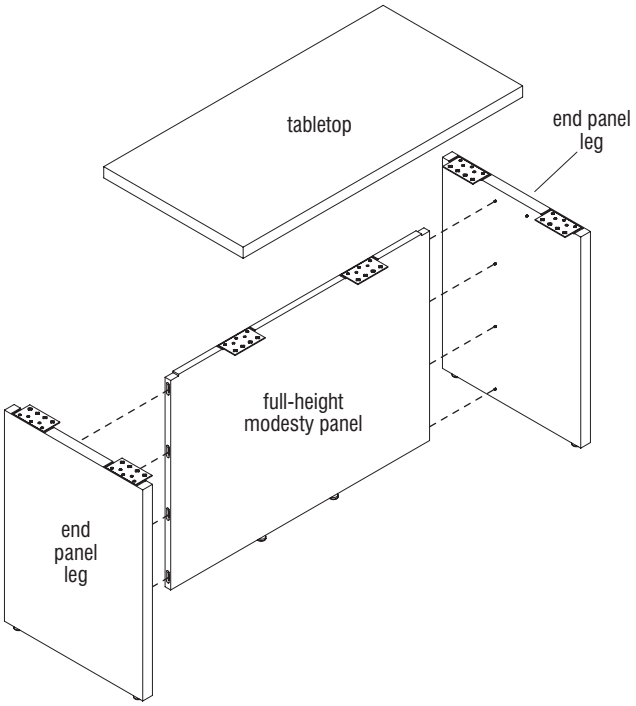

**Serenade Gathering Table (Café Height)**
**(model SEGH2460L with no power & full-height modesty panel shown)**



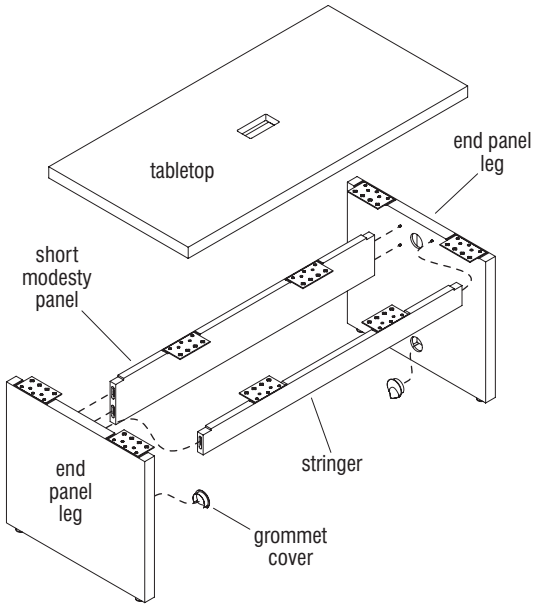

**Serenade Gathering Table (Standard Height)**
**(model SEGS24108L with power & full-height modesty panel shown)**

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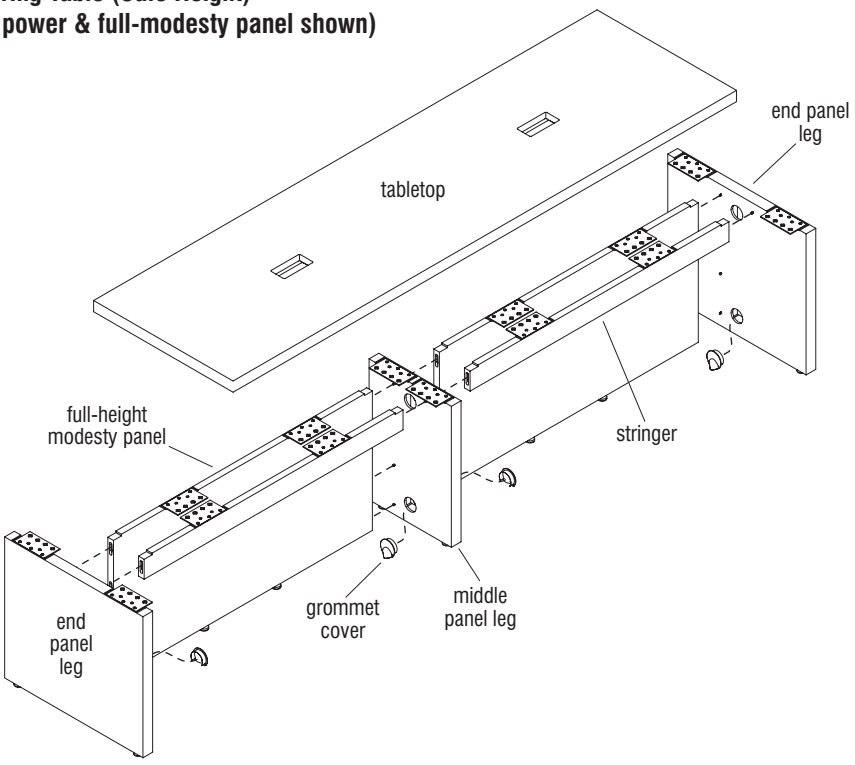
Assemble units as described herein only. To do otherwise may result in instability. All screws, nuts and bolts must be tightened securely and must be checked periodically after assembly. Failure to assemble properly, or to secure parts may result in assembly failure and personal injury.




**Serenade Gathering Table (Café Height)**
**(model SEGH3060L with no power & full-modesty panel shown)**




**Serenade Gathering Table (Standard Height)**
**(model SEGS2460L with power & short modesty panel shown)**




**Serenade Gathering Table (Standard Height)**
**(model SEGS30108L with power & full-height modesty panel shown)**

CAUTION

Assemble units as described herein only. To do otherwise may result in instability. All screws, nuts and bolts must be tightened securely and must be checked periodically after assembly. Failure to assemble properly, or to secure parts may result in assembly failure and personal injury.

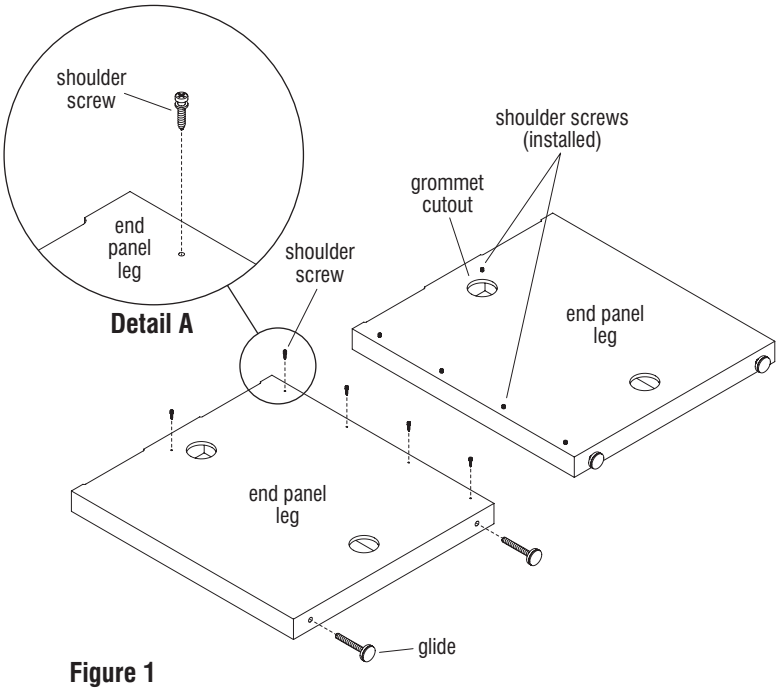



**Figure 1**

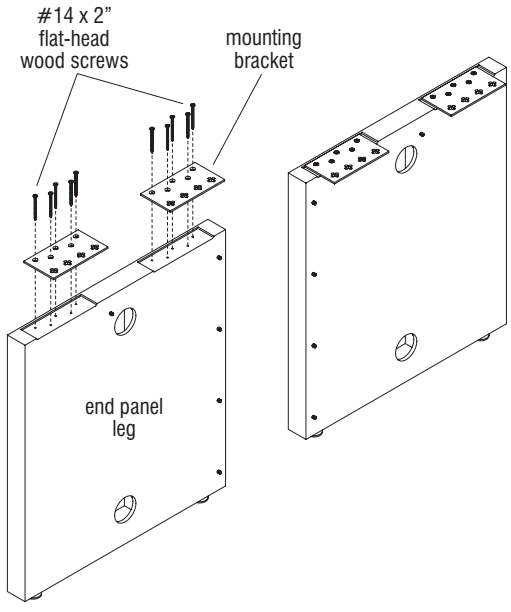



**Figure 2**

**Serenade Gathering Table - Overview**

**Caution:** The assistance of a second person is required to assemble Serenade Gathering Tables.

**Important:** A fully assembled table is heavy. The assembly of the table should be performed at the final location where the table will be used. Carefully unpack and place components on a soft, protective surface.

**End Panel Leg Assembly**

**Note:** A wide range of table dimensions are available for Serenade Gathering tables. The figures on this page illustrate the end panel leg assembly for a 24 x 60" table. Your configuration may vary.

1. Carefully lay the end panel legs onto a soft, protective surface with the pre-drilled holes facing up (Figure 1).

2. Thread the stem of each glide into the threaded inserts at the underside of the end panel legs. Twist the glides in clock-wise, fully to the bottom of each end panel leg. This will allow adjustment of the table if required when placed in its final location (Figure 1).

3. Using a cordless power drill, secure a shoulder screw into each pre-drilled location on both end panel leg faces as illustrated in Figure 1. Take care to not over-tighten (Figure 1 & Detail A).

4. Carefully rotate panel legs into the upright position and balance, or lean them against a sturdy surface. Locate two mounting bracket cutouts at the top of each end panel leg. Position a mounting bracket over one cutout and align the five mounting holes on the bracket with the five pilot holes in the cutout. Secure the bracket to the panel leg using five #14 x 2" flat-head wood screws. Repeat this process to secure the remaining brackets to end panel legs (Figure 2).

CAUTION

Assemble units as described herein only. To do otherwise may result in instability. All screws, nuts and bolts must be tightened securely and must be checked periodically after assembly. Failure to assemble properly, or to secure parts may result in assembly failure and personal injury.

**Modesty Panel & Stringer Assembly**

**Note:** Serenade Gathering tables are offered in a variety of different configurations. Depending on your configuration, the table assembly may include a short modesty panel, full-height modesty panel and/or a stringer. Figures 3 & 4 illustrate a short modesty panel, full-height modesty panel and stringer assembly for a 24 x 60" table, while Detail B illustrates for a 24 x 108" table. Your configuration may vary.

1. If a full-height modesty panel is to be installed to the Serenade Gathering Table, carefully lay the modesty panel onto a soft, protective surface. If a stringer that is 108" or wider is to be assembled to the table, lay it also on a flat protective surface (Figure 3 & Detail B).

2. Thread the stem of each glide into the threaded inserts at the underside of the full-height modesty panel. Twist the glides in clock-wise, fully to the bottom of the panel. This will allow adjustment of the table if required when placed in its final location (Figure 3).

3. If full-height modesty panel or stringer is 108" or wider, using a cordless power drill, secure a shoulder screw into each pre-drilled location on the modesty panel or stringer as illustrated in Detail B. Take care to not over-tighten (Detail B).

4. Carefully rotate short modesty panel, full-height modesty panel and/or stringer into the upright position and balance, or lean them against a sturdy surface. Locate two mounting bracket cutouts at the top of the stringer and/or modesty panel. Position a mounting bracket over one cutout and align the three mounting holes on the bracket with the three pilot holes in the cutout. Secure the bracket to the stringer or modesty panel using three #14 x 2" flat-head wood screws. Repeat this process to secure the remaining brackets (Figure 4).

**Note:** The following instructions are separated into two sections. The first section explains how to assemble 18-24" deep Serenade Gathering Tables and the second section explains how to assemble 30-48" deep Serenade Gathering Tables. If the table being assembled is 18-24" deep, reference the instructions on pages 7-15. If the table being assembled is 30-48" deep, skip pages 7-15 and proceed to the instructions on page 16.

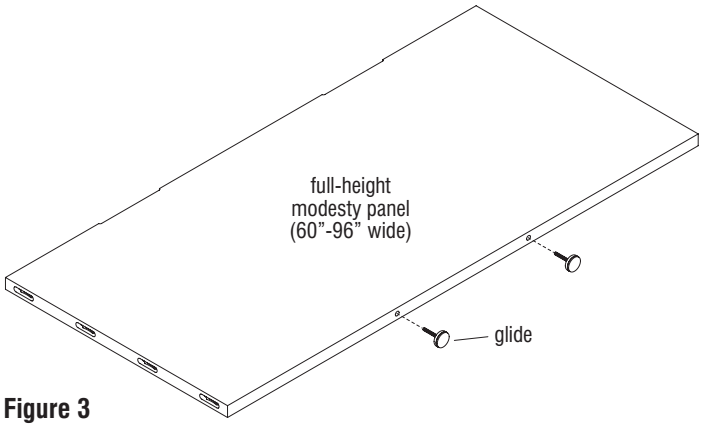
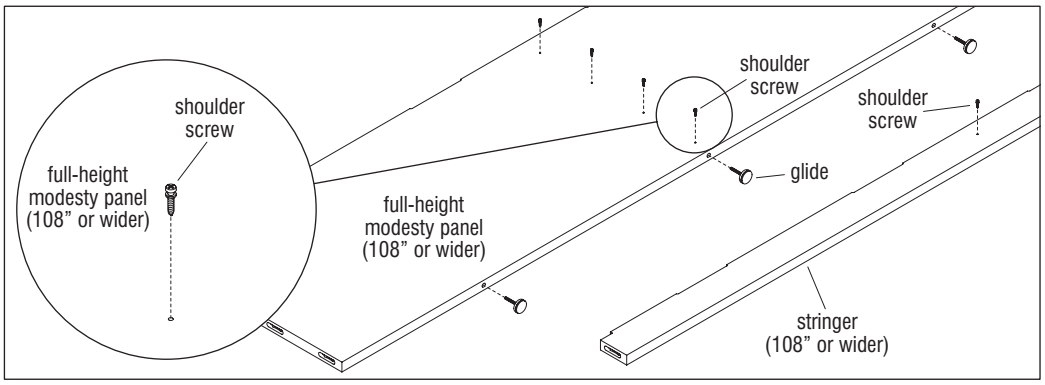



**Figure 3**




**Detail B**

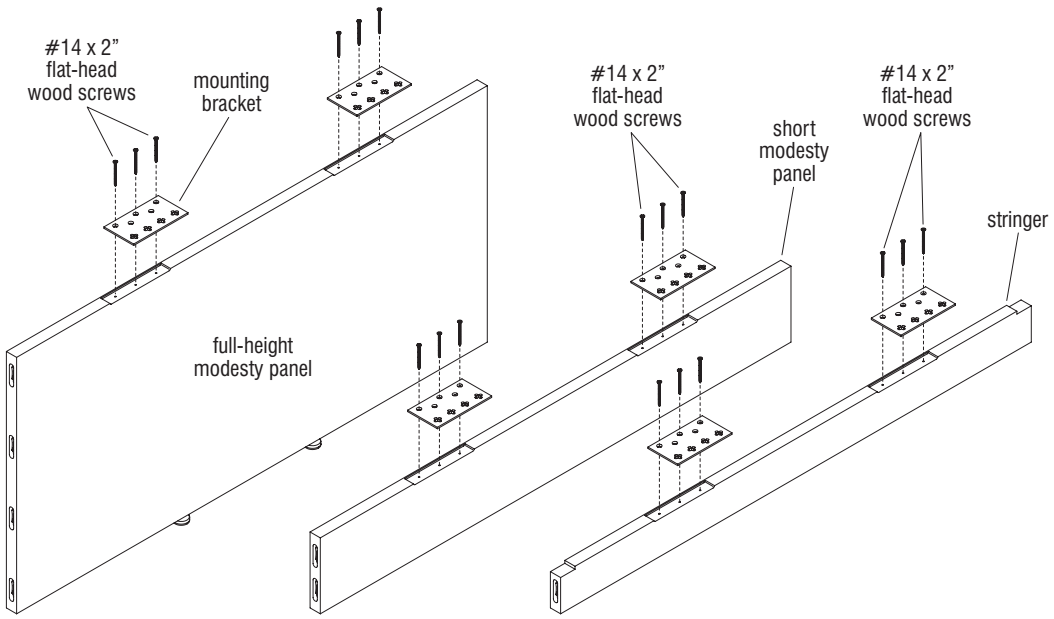
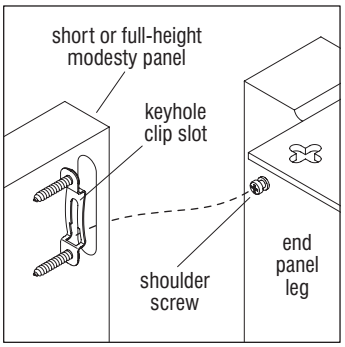


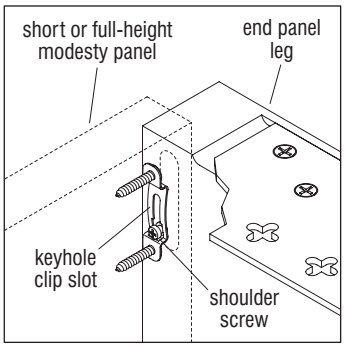

**Figure 4**

**CAUTION**

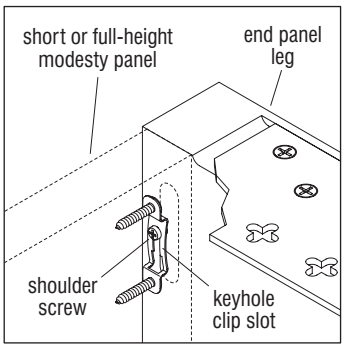
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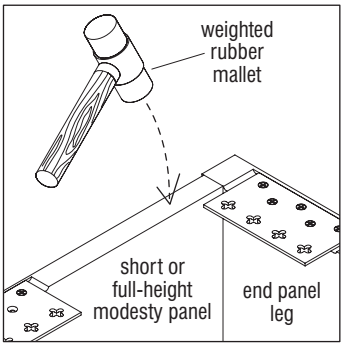

**Detail C**




**Detail D**




**Detail E**




**Detail F**

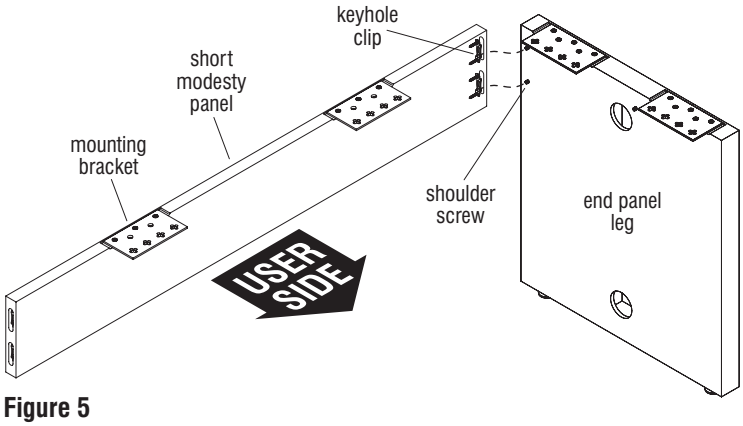



**Figure 5**

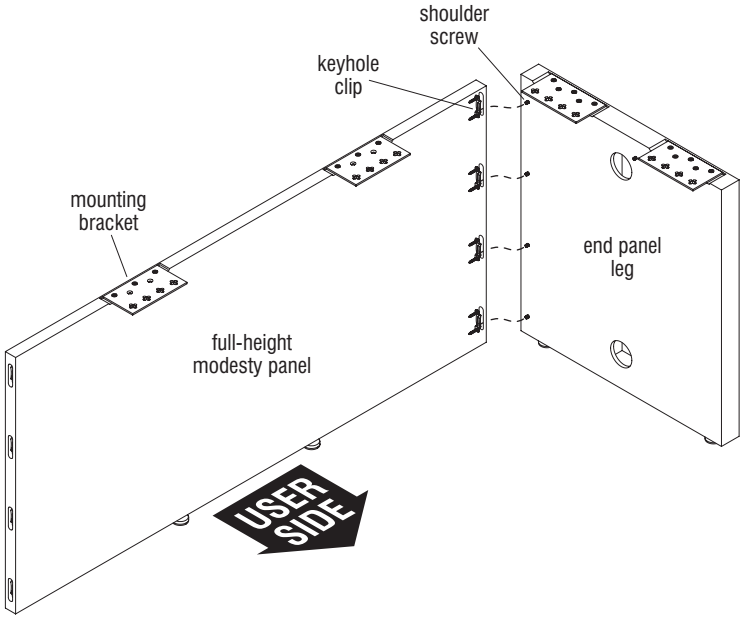
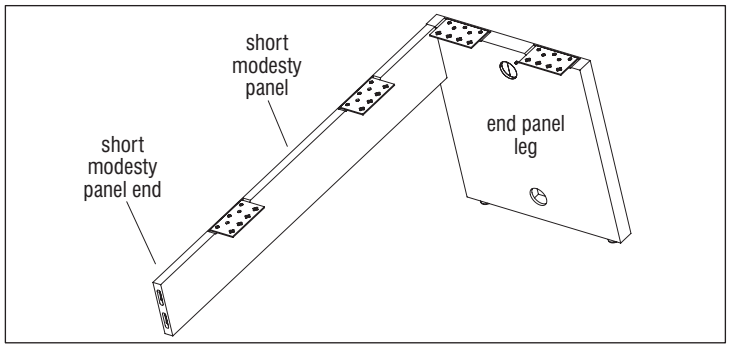



**Figure 6**




**Detail G**

**18-24" Deep Tables - Modesty Panel Installation**

**Note:** A wide range of table dimensions are available for Serenade Gathering tables. The figures and details on this page illustrate short and full-height modesty panel installation for a 24 x 60" table. Your configuration may vary.

1. With the assistance of a second person, have one person hold one end panel leg securely in the upright position, while the second person follows step 2 below (Figures 5 & 6).

2. Orient the modesty panel as illustrated, so the overhang of the installed mounting brackets face the front, "user side" of the table (Figures 5 & 6).

3. Position the end of the modesty panel toward the shoulder screws installed in the end leg, aligning them so the larger openings of all keyhole clip slots align to the screw heads of the shoulder screws (Detail C). Press the modesty panel to the end panel leg, capturing screw heads in the clip openings (Detail D).

4. Holding the modesty panel square to the end leg, press down on the modesty panel at the location of the shoulder screws to help seat the screw heads in the keyhole clips (Detail E). Use a weighted rubber mallet to tap carefully on the modesty panel and completely seat the panel top to be flush with the top of the end panel leg (Detail F).

   **Note:** If a full-height modesty panel was installed securely to the end panel leg, the table assembly is stable enough to support itself in the upright position. If a modesty panel was installed securely to the end panel leg, the modesty panel end may be placed on a soft, protective surface to support the table assembly as illustrated in Detail G.

5. If the Serenade Gathering Table being assembled is 60-96" wide, proceed to "60-96" Wide Stringer Installation" instructions on page 8. If the table being assembled is 108-144" wide, proceed to "108-144" Wide Stringer Installation" instructions on page 9.

**CAUTION**

Assemble units as described herein only. To do otherwise may result in instability. All screws, nuts and bolts must be tightened securely and must be checked periodically after assembly. Failure to assemble properly, or to secure parts may result in assembly failure and personal injury.

**18-24" Deep Tables - 60-96" Wide Stringer Installation**

**Note:** If the table being assembled does not have a stringer, proceed to "18-24" Deep Tables - End Panel Leg Installation" instructions on page 11.

**Note:** A wide range of table dimensions are available for Serenade Gathering tables. The figures and details on this page illustrate the stringer installation for a 24 x 60" table. Your configuration may vary.

1. If the table being assembled has a short modesty panel as illustrated in Figure 7, with the assistance of a second person, have one person hold the table assembly in the upright position, while the second person follows step 2 below (Figure 7).

2. Orient the stringer as illustrated, so the overhang of the installed mounting brackets face the back, "non-user side" of the table (Figures 7 & 8).

3. Take the end of the stringer and align the larger opening of the keyhole clip slot with the corresponding shoulder screw installed to the inside of the end panel leg, closer to the "user side" (Figures 7 & 8, Detail H). Press the stringer end against the side of the end panel leg, slightly elevated so the head of the shoulder screw rests in the larger opening of the keyhole slot (Detail I). Next, squarely press the stringer down to engage the screw into the smaller end of the keyhole slot (Detail J).

4. Have one person hold the unattached end of the stringer for support and stability, while the second person uses a weighted rubber mallet to tap down on the stringer until the stringer is flush with the end panel leg (Detail K).

**Note:** Have one person continue holding the end of the stringer for support and stability and proceed to "18-24" Deep Tables - End Panel Leg Installation" instructions on page 11.

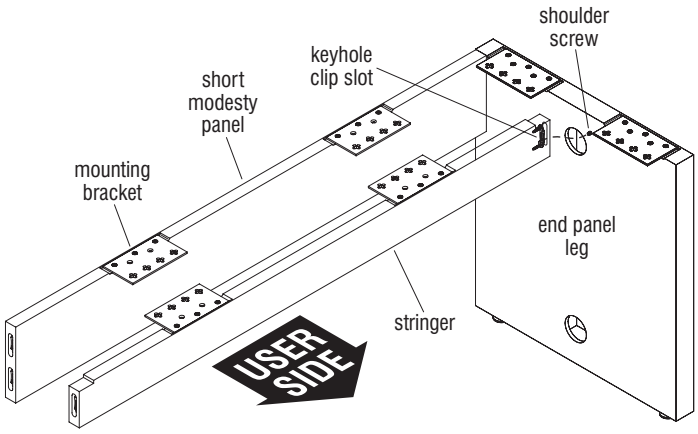



**Figure 7**

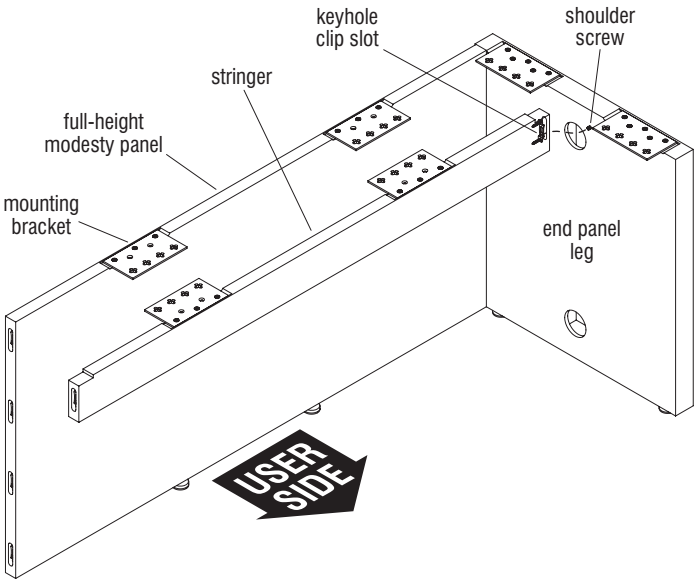
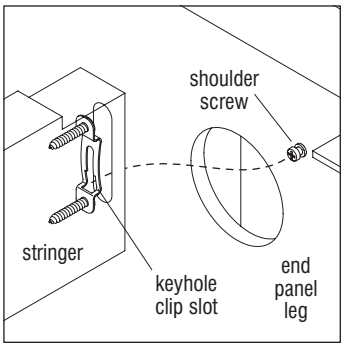
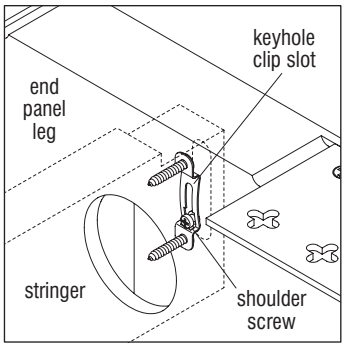


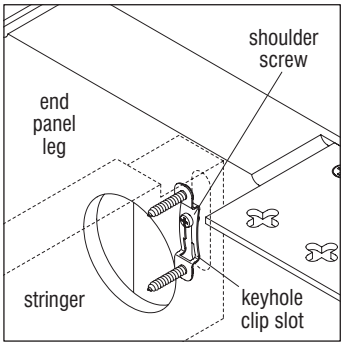

**Figure 8**



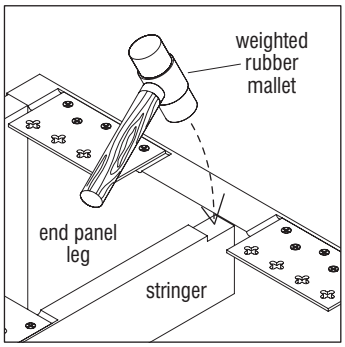

**Detail H**




**Detail I**




**Detail J**




**Detail K**

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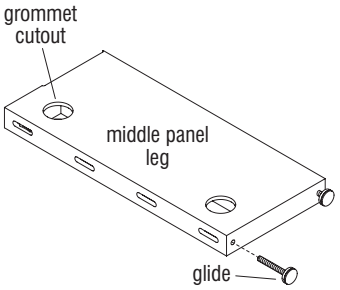
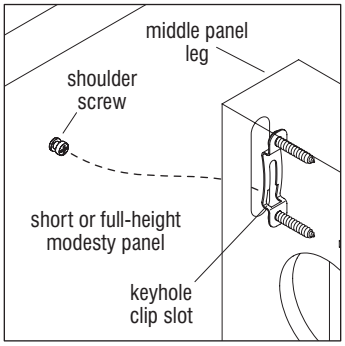
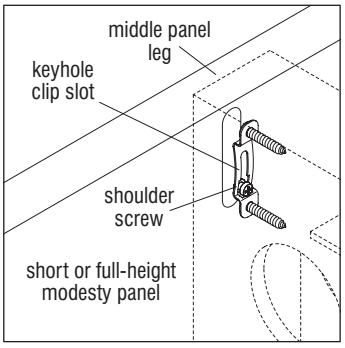


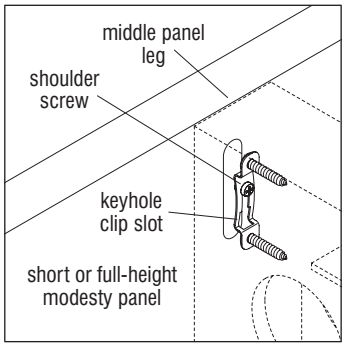

**Figure 9**




**Detail L**




**Detail M**




**Detail N**

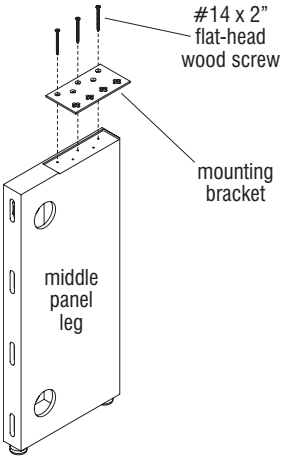



**Figure 10**

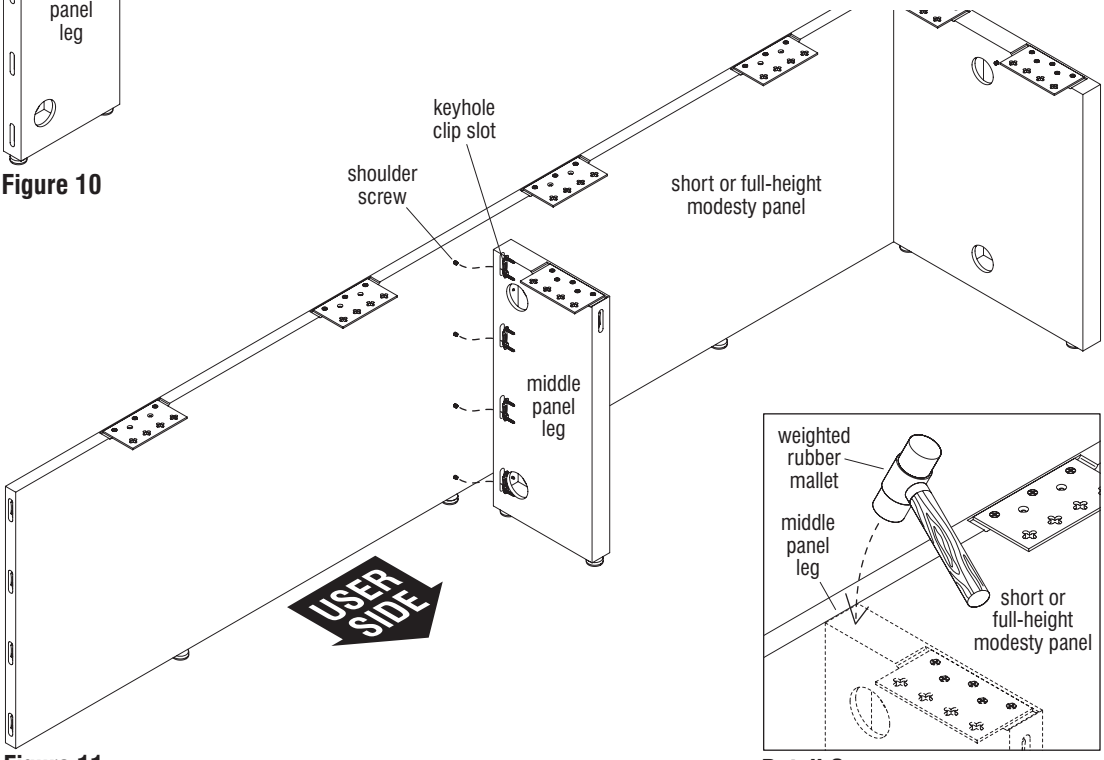



**Figure 11**




**Detail O**

**18-24" Deep Tables - 108-144" Wide Stringer Installation**

**Note:** A wide range of table dimensions are available for Serenade Gathering tables. The figures and details on this page illustrate the stringer installation for a 24 x 108" table. Your configuration may vary.

1. Carefully lay the middle panel leg onto a soft, protective surface with the grommet cutouts facing up (Figure 9).

2. Thread the stem of each glide into the threaded inserts at the underside of the middle panel leg. Twist the glides in clock-wise, fully to the bottom of the middle panel leg. This will allow adjustment of the table if required when placed in its final location (Figure 9).

3. Carefully rotate the middle panel leg into the upright position and balance, or lean it against a sturdy surface. Locate a mounting bracket cutout at the top of the panel leg. Position a mounting bracket over the cutout and align the three mounting holes on the bracket with the three pilot holes in the cutout. Secure the bracket to the panel leg using three #14 x 2" flat-head wood screws (Figure 10).

4. Orient the middle panel leg as illustrated, so the edge with more than one keyhole clip slot is facing the back, "non-user side" of the table (Figure 11).

5. At the back, non-user side end of the leg, align the larger opening keyhole clip slots with the corresponding shoulder screws installed to the modesty panel or full-height modesty panel (Figure 11 & Detail L).

6. If a full-height modesty panel is installed, one person may need to slightly lift the panel up to attach the middle panel leg. Align the middle panel leg against the modesty panel, slightly elevated so the head of each shoulder screw inserts into the larger openings of the keyhole clip slots (Detail M). Next, squarely press the leg down to engage the screws with the smaller end of the keyhole slots (Detail N).

7. Have one person slightly lift the modesty panel or full-height modesty panel up. Then have a second person use a weighted rubber mallet to tap down on the middle panel leg until leg is flush with the top of the end panel leg (Detail O).

   **Note:** If a modesty panel was installed securely to the middle panel leg, the table assembly is stable enough to support itself in the upright position now.

CAUTION

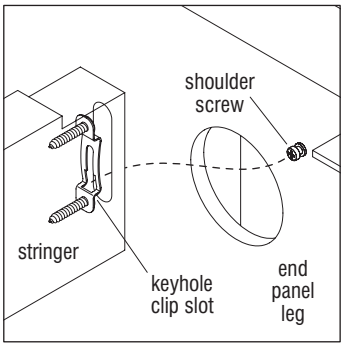
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**18-24" Deep Tables - 108-144" Wide Stringer Installation (cont.)**

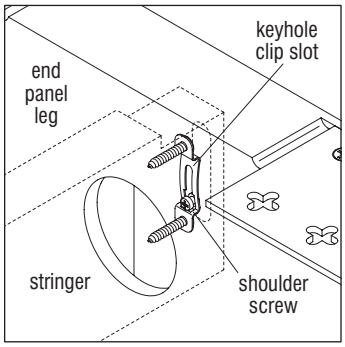
8. Orient the stringer so the overhang of the mounting brackets are facing the back, "non-user side" of the table. Take the end of the stringer and align the larger opening of the keyhole clip slot with the corresponding shoulder screw installed to the inside of the end panel leg, closer to the "user side" (Figure 12 & Detail P). Press the stringer end against the side of the panel leg, slightly elevated so the head of the shoulder screw on the end panel leg rests in the larger opening of the keyhole slot on the end of the stringer and also, the head of the shoulder screw in the middle of the stringer rests in the larger opening of the keyhole slot on the middle panel leg (Figure 12, Details Q & R). Next, press the stringer down at both points to engage the screws with the smaller end of the keyhole slots (Detail S).

9. Have one person slightly lift the corner where the end panel leg and short modesty panel, or full-modesty panel join. Then have a second person use a weighted rubber mallet to tap down on the end of the stringer attached to the end panel leg until stringer is flush with the top of the leg (Detail T).

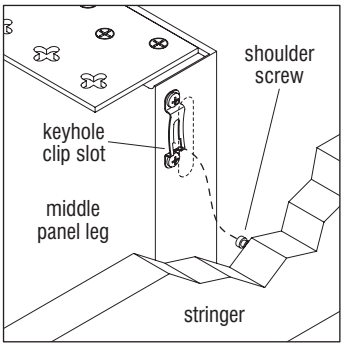
10. Next, have one person slightly lift up at the center of the modesty panel or full-height modesty panel. Then have a second person use a weighted rubber mallet to tap the stringer attached to the middle panel leg down until the stringer is flush with the top of the leg (Detail U).



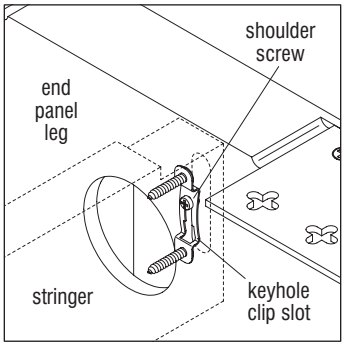

**Detail P**



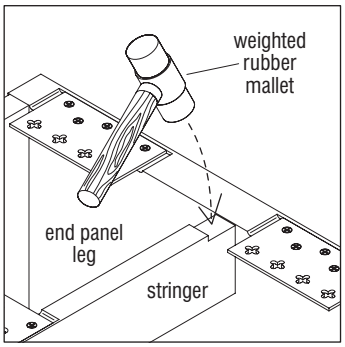

**Detail Q**



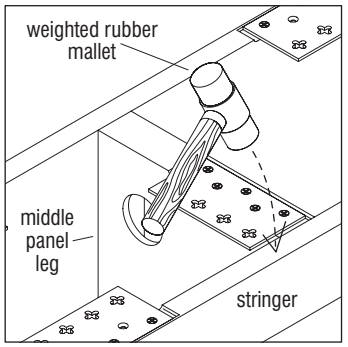

**Detail R**




**Detail S**




**Detail T**




**Detail U**

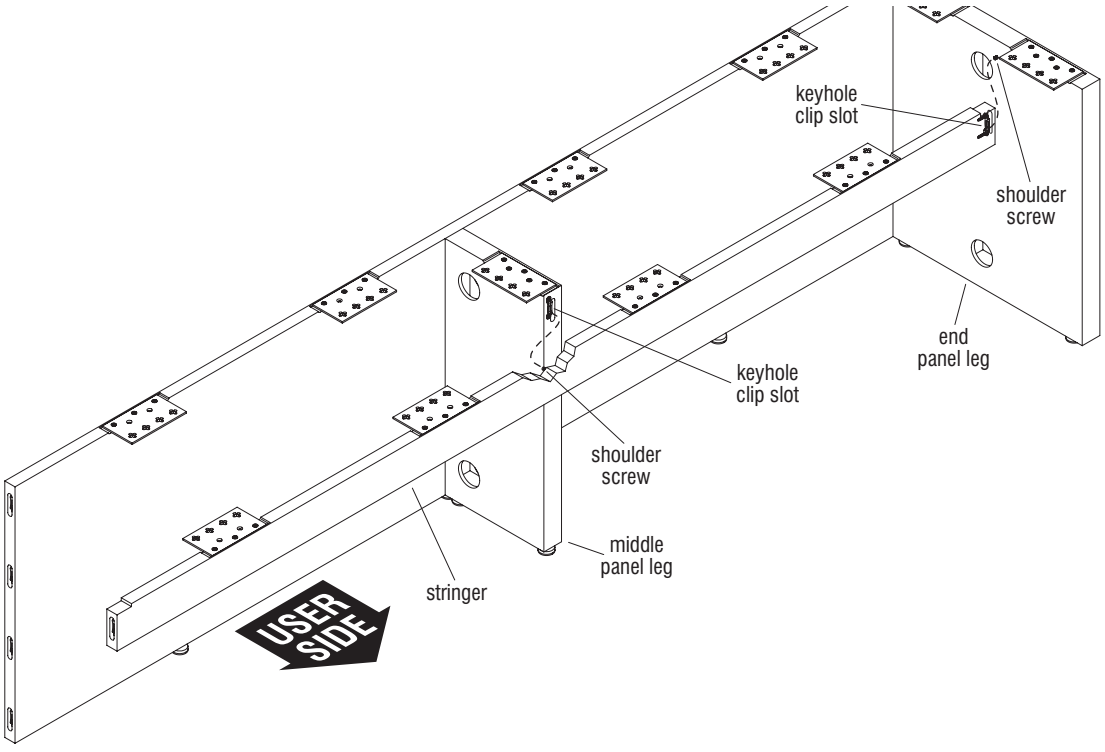
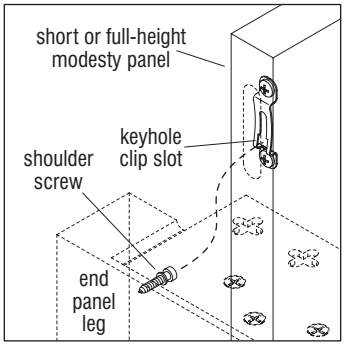


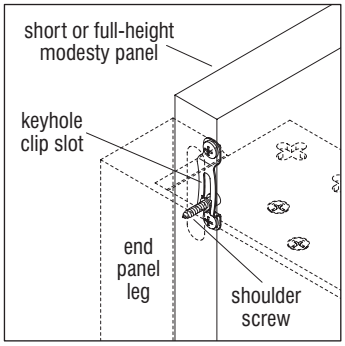

**Figure 12**

**CAUTION**

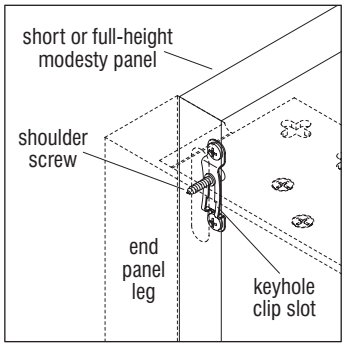
Assemble units as described herein only. To do otherwise may result in instability. All screws, nuts and bolts must be tightened securely and must be checked periodically after assembly. Failure to assemble properly, or to secure parts may result in assembly failure and personal injury.



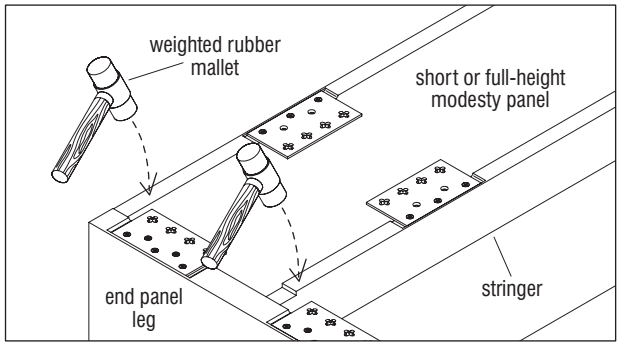

**Detail V**




**Detail W**




**Detail X**




**Detail Y**

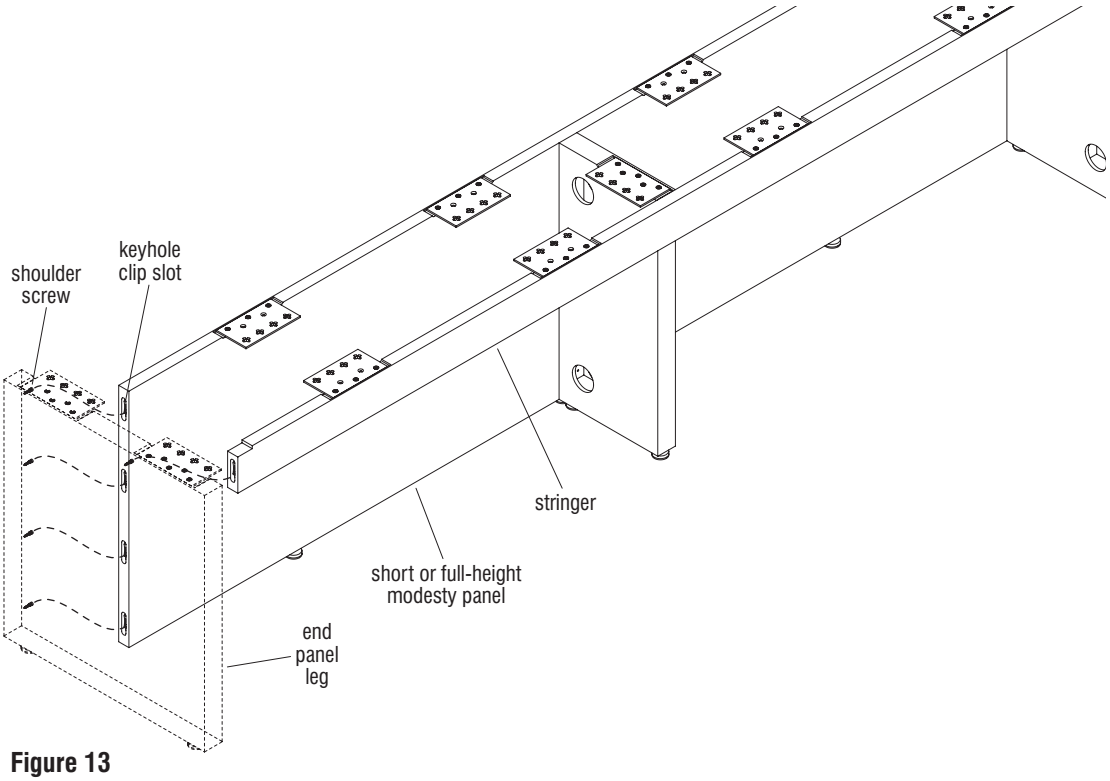



**Figure 13**

**18-24" Deep Tables - End Panel Leg Installation**

**Note:** A wide range of table dimensions are available for Serenade Gathering tables. The figures and details on this page illustrate the end panel leg installation for a 24 x 108" table but the instructions apply to all 18-24" deep tables, even if a stringer is not present. Your configuration may vary.

1. Take the end panel leg and align all shoulder screws with the corresponding larger opening keyhole slots on the open end of the short modesty panel, full-height modesty panel and/or stringer if present (Figure 13 & Detail V). Press the modesty panel (and stringer if present), against the end panel leg, slightly elevated so the head of each shoulder screw rests in the larger opening of the keyhole slots (Detail W). Next, press the modesty panel (and stringer if present), down squarely to engage the screws with the smaller end of the keyhole slots (Detail X).

2. Have one person slightly lift the recently installed end panel leg up. Then have a second person use a weighted rubber mallet to tap down on the modesty panel (and stringer if present) until panel is flush with the top of the end panel leg (Detail Y).

3. The Serenade Gathering Table footrest is an optional accessory only available on café height tables. If the Serenade Gathering Table being assembled is café height, 60-96" wide and requires the installation of an optional footrest, proceed to "18-24" Deep Café Height Tables - 60-96" Wide One-Piece Footrest Installation" instructions on page 12. If the table being assembled is café height, 108-144" wide and requires the installation of an optional footrest, proceed to "18-24" Deep Café Height Tables - 108-144" Wide Two-Piece Footrest Installation" instructions on page 13. If the Serenade Gathering table being assembled is not café height or does not require the installation of a footrest, proceed to "18-24" Deep Tables - Tabletop Installation" instructions on page 15.

CAUTION

Assemble units as described herein only. To do otherwise may result in instability. All screws, nuts and bolts must be tightened securely and must be checked periodically after assembly. Failure to assemble properly, or to secure parts may result in assembly failure and personal injury.

**18-24" Deep Café Height Tables - 60-96" Wide One-Piece Footrest Installation**

**Note:** The Serenade Gathering Table footrest is an optional accessory only available on café height tables.

**Note:** A wide range of table dimensions are available for Serenade Gathering tables. The figures and details on this page illustrate the one-piece footrest installation for a 24 x 60"café height table but the instructions apply to all 60-96" wide café height tables. Your configuration may vary.

1. Locate the pairs of pre-drilled holes for the footrest installation location, at the lower inside of both end panel legs. Using a Phillips screwdriver, partially twist a #12 x 1" Phillips self-tapping screw into each of the four pre-drilled holes, leaving $^5/_{16}$" gap between the screw heads and the end panel leg surfaces (Figure 14, Details Z & A2).

   **Important:** Two people are recommended for installation of the one-piece footrest, one person at each end and care must be taken when positioning the footrest to not scratch the leg surfaces.

2. Take the one-piece footrest in hand with one person at one end and another person at the other end and orient the slots in the footrest to face down. With each person pressing slightly outward at the inside of the end panel legs, slide the footrest into position, taking care to not scratch the legs and nest the slots of the footrest over the inserted screw pairs at each end leg (Figure 15 & Detail B2).

3. Using a Phillips screw driver, secure each footrest end to the end panel leg by tightening the bottom #12 x 1" Phillips self-tapping screws through the footrest openings (Detail C2).

4. Proceed to "18-24" Deep Tables - Tabletop Installation" instructions on page 15.

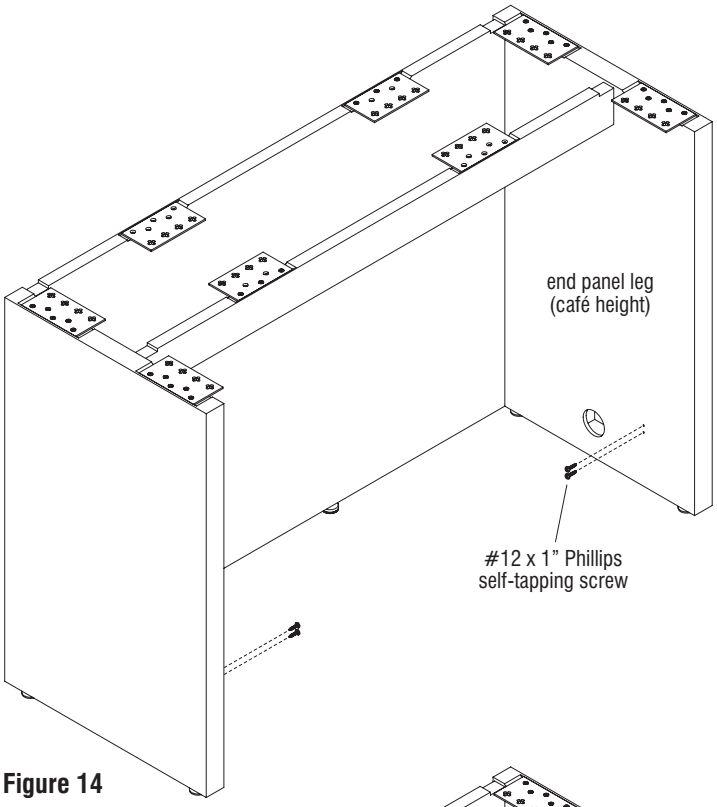



**Figure 14**

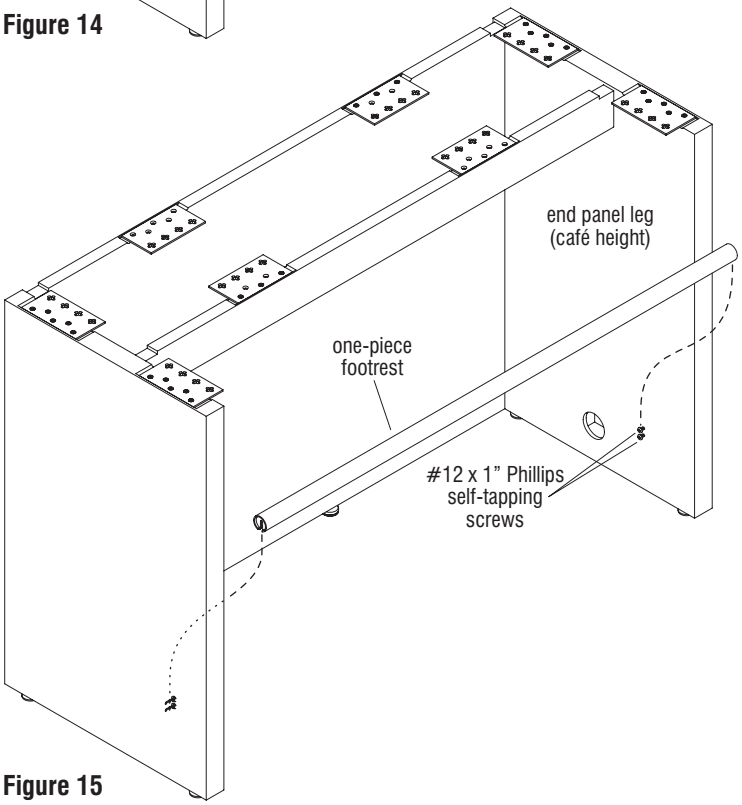
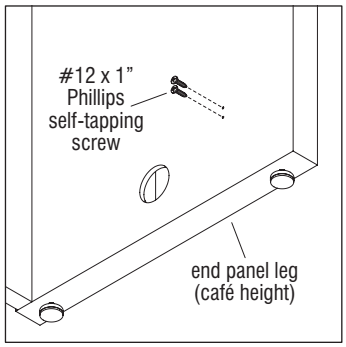
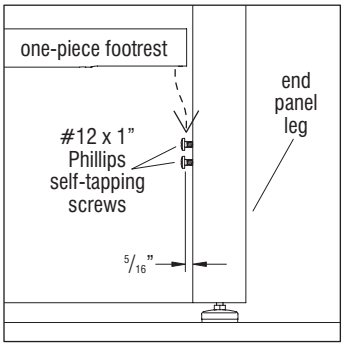


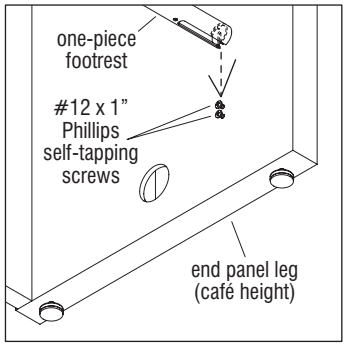

**Figure 15**



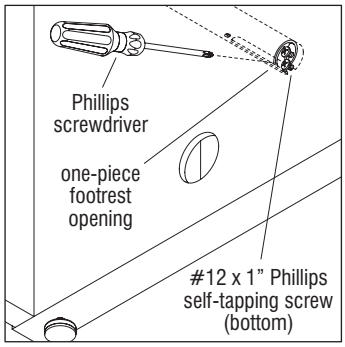

**Detail Z**




**Detail A2**



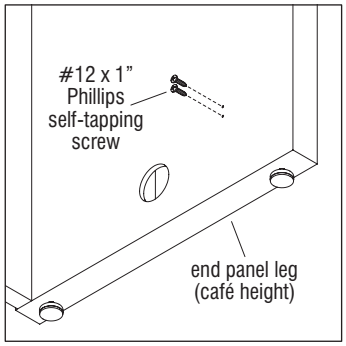

**Detail B2**



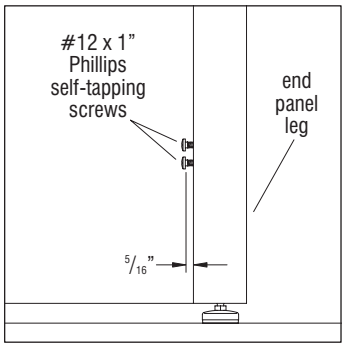

**Detail C2**

**CAUTION**

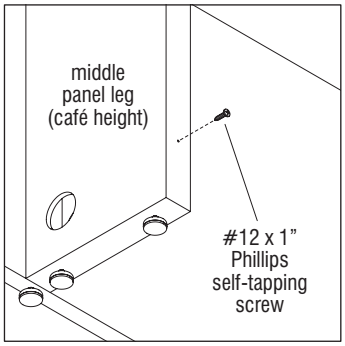
Assemble units as described herein only. To do otherwise may result in instability. All screws, nuts and bolts must be tightened securely and must be checked periodically after assembly. Failure to assemble properly, or to secure parts may result in assembly failure and personal injury.



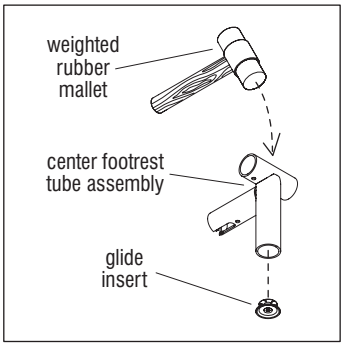

**Detail D2**



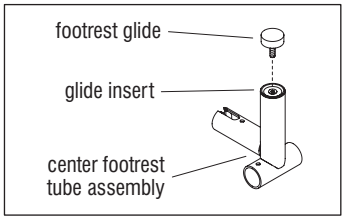

**Detail E2**




**Detail F2**




**Detail G2**




**Detail H2**




**Figure 16**




**Detail I2**

**18-24" Deep Café Height Tables - 108-144" Wide Two-Piece Footrest Installation**

**Note:** The Serenade Gathering Table footrest is an optional accessory only available on café height tables.

**Note:** A wide range of table dimensions are available for Serenade Gathering tables. The figures and details on this page illustrate the two-piece footrest installation for a 24 x 108"café height table but the instructions apply to all 108-144" wide café height tables. Your configuration may vary.

1. Locate the pairs of pre-drilled holes for the footrest installation location, at the lower inside of both end panel legs. Using a Phillips screwdriver, partially twist a #12 x 1" Phillips self-tapping screw into each of the four pre-drilled holes, leaving 5/16" gap between the screw heads and the end panel leg surfaces (Figure 16, Details D2 & E2).

2. At the edge of the middle panel leg, facing the user-side, locate the single pre-drilled hole and partially twist in one #12 x 1" Phillips self-tapping screw, leaving 5/16" gap between the screw head and the edge of the middle panel leg (Detail F2).

3. Place the glide insert on the floor in the upright position. Position the center footrest tube assembly above the glide insert, having the tube with the tapered slot facing the side of the middle panel leg. Then, use a weighted rubber mallet to tap down on the center footrest tube assembly to secure the glide insert into the tube opening as illustrated in Figure 16 & Detail G2.

4. Thread the stem of the footrest glide into the glide insert (Detail H2).

5. Insert the footrest insert tube into the horizontal tube of the center footrest tube assembly. Align the alignment hole on the footrest insert tube with the hole on the center footrest tube assembly and secure with one #10-24 x 1/2" Torx pan-head screw. Do not over-tighten (Figure 16 & Detail I2).

CAUTION

Assemble units as described herein only. To do otherwise may result in instability. All screws, nuts and bolts must be tightened securely and must be checked periodically after assembly. Failure to assemble properly, or to secure parts may result in assembly failure and personal injury.

**18-24" Deep Café Height Tables - 108-144" Wide Two-Piece Footrest Installation (cont.)**

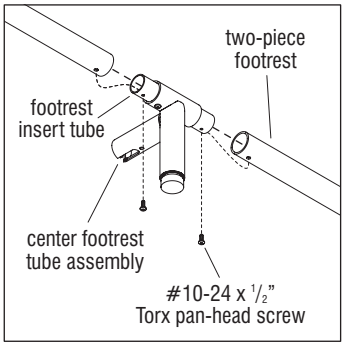
6. Locate both two-piece footrests and position the open ends (one mounting hole at end) to be facing each other, near the middle panel leg location. Take the center footrest tube assembly, position it as illustrated and insert the insert tube of the center assembly into the open end of one two-piece footrest. Align the mounting hole of the footrest to the hole in the insert tube of the center footrest tube assembly and secure using one #10-24 x 1/2" Torx pan head screw. Do not over-tighten. Insert the other end of the center footrest tube assembly into the open end of the second two-piece footrest and secure using one #10-24 x 1/2" Torx pan head screw as above. Do not over-tighten (Figure 17 & Detail J2).

   **Important:** Three people are recommended for installation of the two-piece footrest, two people, one at each end and a third person in the middle. Care must be taken when positioning the footrest to not scratch the leg surfaces.

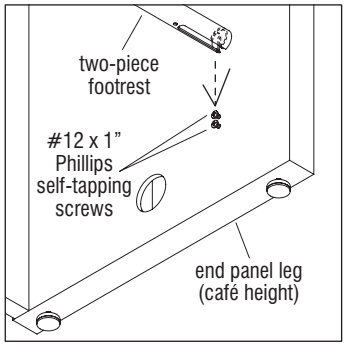
7. Take the footrest in hand with one person at each end and one person in the middle and orient the glide of the center footrest assembly to face down. The center person must hold the footrest assembly level and in alignment with the two outside people. With each outside person pressing slightly outward at the inside of the end panel legs, slide the footrest into position, taking care to not scratch the legs. At the outsides and at the center, carefully nest the slots of the footrest assembly over the inserted screws at each end leg and at the center. (Figure 17 & Details K2 & L2).

8. Set the footrest assembly onto the top #12 x 1" Phillips self-tapping screw on each end panel leg and on top of the screw on the edge of the middle panel leg, such that the screw heads insert through the tapered slots, then slide the footrest assembly down. If the center footrest tube assembly opening does not fully nest over the #12 x 1" screw on the middle panel leg, the screw is too tight and the footrest assembly will need to be removed in order to loosen the screw. If the center footrest tube assembly easily slides onto the screw and does not fit tight to the edge of the middle panel legs, the screw is too loose and the footrest assembly will need to be removed in order to tighten the screw. Repeat step 8 until the footrest fits tight and secure (Figure 17 and Details K2 & L2).

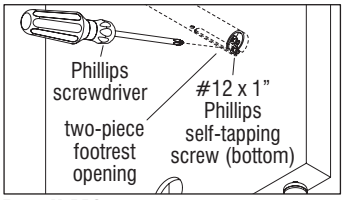
9. Using a Phillips screw driver, secure each footrest assembly end to the corresponding end panel leg by tightening the bottom #12 x 1" Phillips self-tapping screws through the footrest openings (Detail M2).




**Detail J2**




**Detail K2**




**Detail M2**

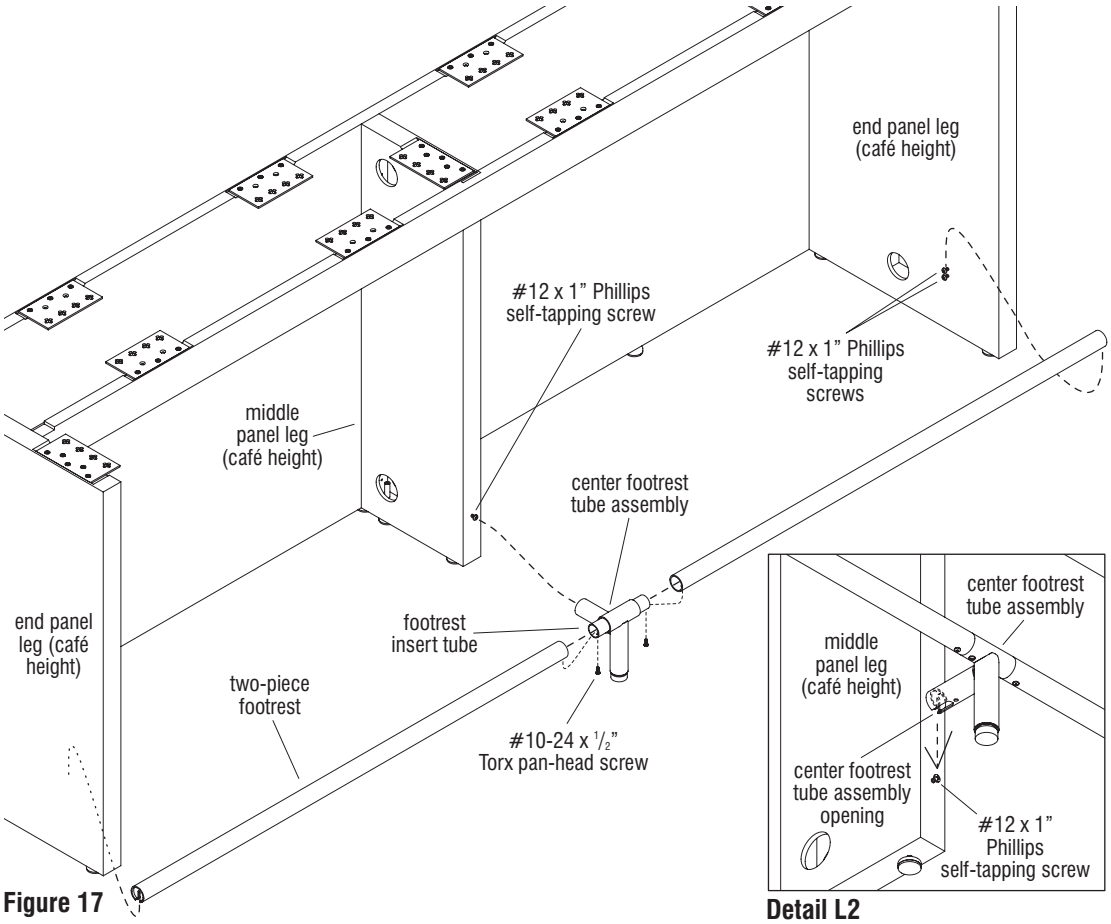



**Figure 17**




**Detail L2**

**CAUTION**

Assemble units as described herein only. To do otherwise may result in instability. All screws, nuts and bolts must be tightened securely and must be checked periodically after assembly. Failure to assemble properly, or to secure parts may result in assembly failure and personal injury.

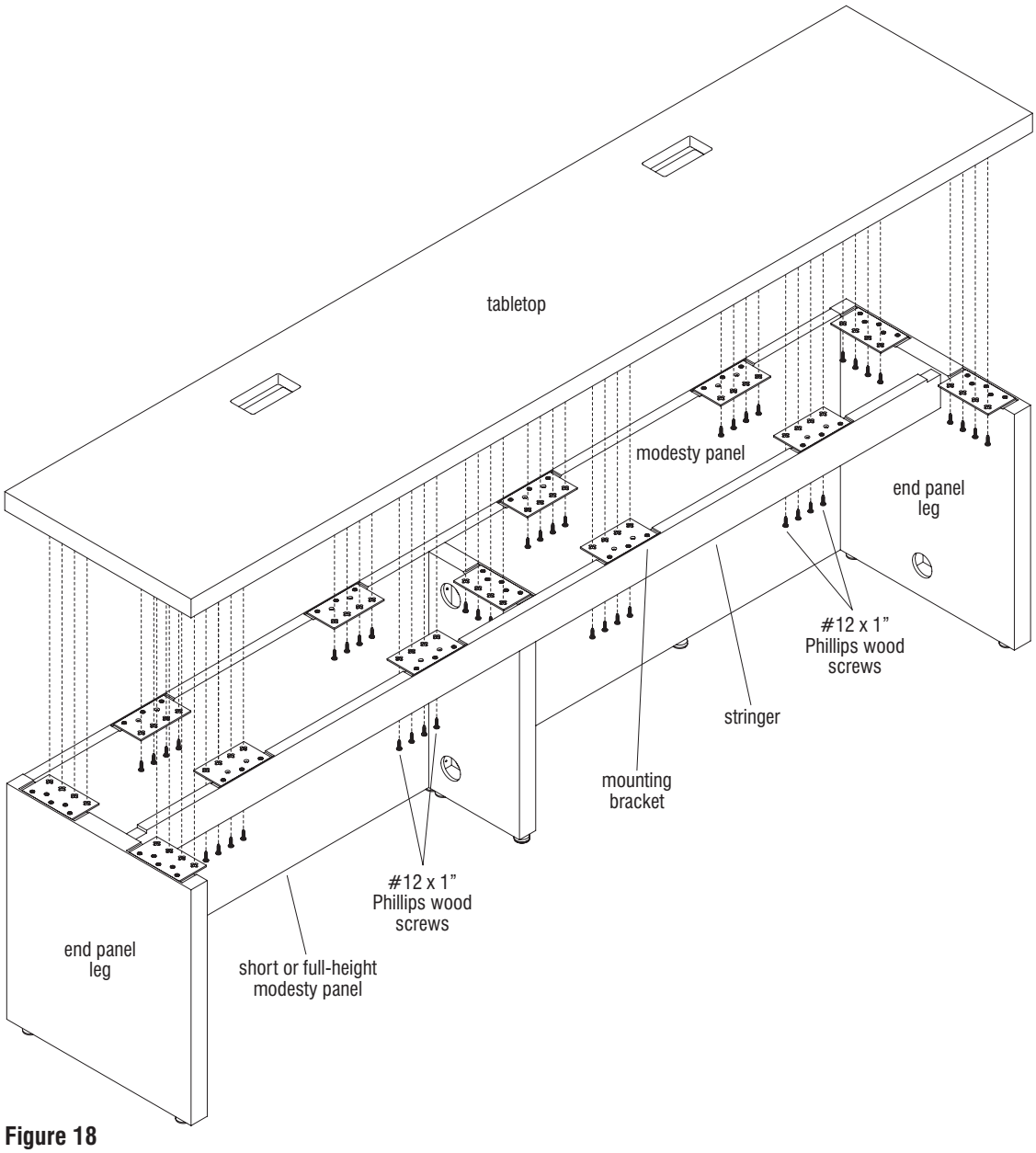



**Figure 18**

**18-24" Deep Tables - Tabletop Installation**

**Caution:** To reduce damaged product and personal injury, the assistance of two or more people is required to install the tabletop to the Serenade Gathering Table.

1. With the assistance of two or more people, carefully position the tabletop on the base assembly (Figure 18).

2. With one person underneath the table, move tabletop around as required to align all pre-drilled holes in the tabletop with the mounting slots of the mounting brackets. Once all bracket slots and holes are aligned, secure using four #12 x 1" Phillips wood screws per bracket. Do not over-tighten screws which could strip out the pre-drilled holes. Take care to securely install all available brackets to the tabletop using the full amount of the required screws (Figure 18).

3. If the Serenade Gathering Table being assembled is powered, proceed to "Velcro Wire Managers Installation" instructions on page 29.

CAUTION

Assemble units as described herein only. To do otherwise may result in instability. All screws, nuts and bolts must be tightened securely and must be checked periodically after assembly. Failure to assemble properly, or to secure parts may result in assembly failure and personal injury.

**30-48” Deep Tables - Modesty Panel Installation**

**Note:** A wide range of table dimensions are available for Serenade Gathering tables. The figures and details on this page illustrate full-height and short modesty panel installation for a 30 x 60” table. Your configuration may vary.

1. With the assistance of a second person, have one person hold one end panel leg securely in the upright position, while the second person follows step 2 below.

2. Orient the modesty panel as illustrated, so the overhang of the installed mounting brackets face the front, “user side” of the table (Figures 19 & 20).

3. Position the end of the modesty panel toward the shoulder screws installed in the end leg, aligning them so the larger openings of all keyhole clip slots align to the screw heads of the shoulder screws (Detail N2). Press the modesty panel to the end panel leg, capturing screw heads in the clip openings (Detail O2).

4. Holding the modesty panel square to the end leg, press down on the modesty panel at the location of the shoulder screws to help seat the screw heads in the keyhole clips (Detail P2). Use a weighted rubber mallet to tap carefully on the modesty panel and completely seat the panel top to be flush with the top of the end panel leg (Detail Q2).

**Note:** If a full-height modesty panel was installed securely to the end panel leg, the table assembly is stable enough to support itself in the upright position. If a modesty panel was installed securely to the end panel leg, the modesty panel end may be placed on a soft, protective surface to support the table assembly as illustrated in Detail R2.

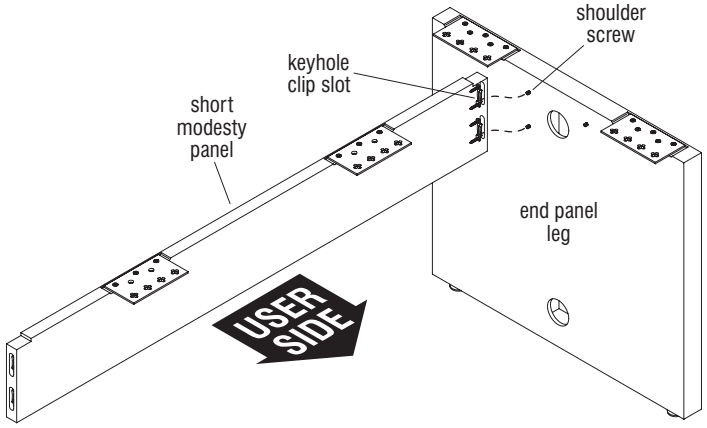



**Figure 19**

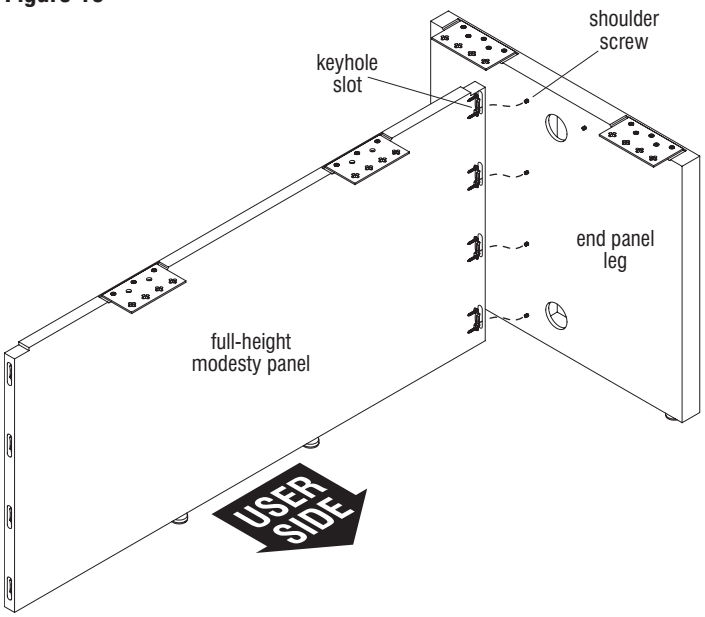
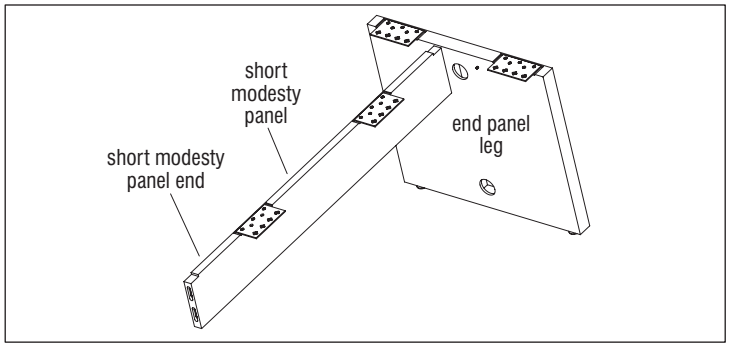
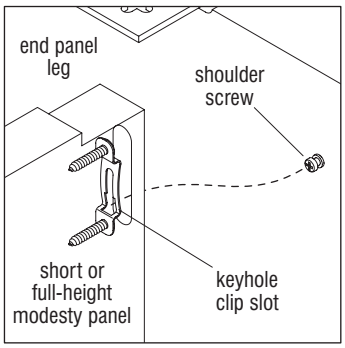


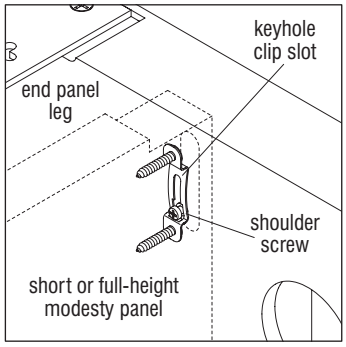

**Figure 20**



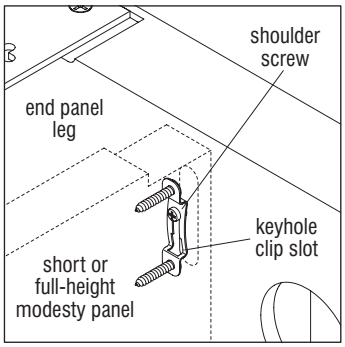

**Detail R2**



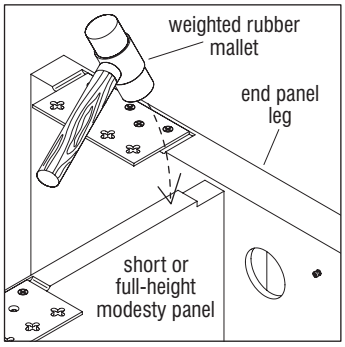

**Detail N2**




**Detail O2**



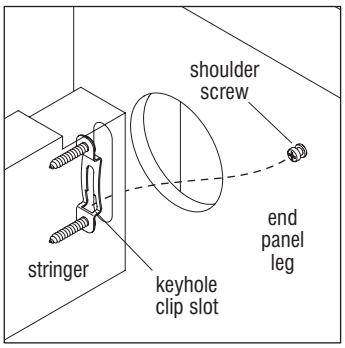

**Detail P2**



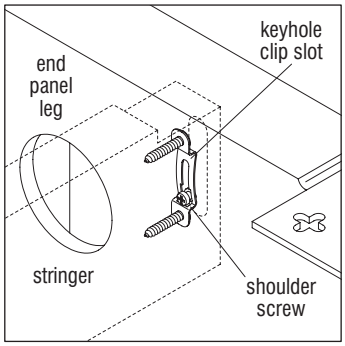

**Detail Q2**

**CAUTION**

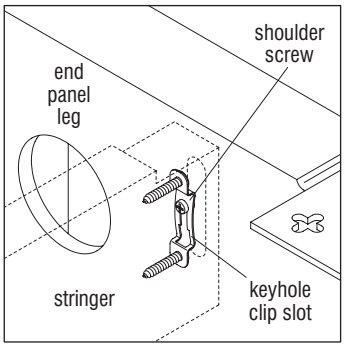
Assemble units as described herein only. To do otherwise may result in instability. All screws, nuts and bolts must be tightened securely and must be checked periodically after assembly. Failure to assemble properly, or to secure parts may result in assembly failure and personal injury.



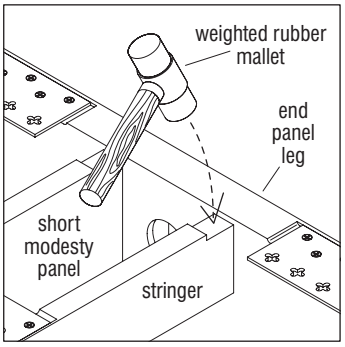

**Detail S2**




**Detail T2**




**Detail U2**




**Detail V2**

**30-48" Deep Tables - Stringer Installation**

**Note:** If the table being assembled does not have a stringer and is 60-96" wide, proceed to "30-48" Deep Tables - End Panel Leg Installation" instructions on page 22. If the table being assembled does not have a stringer and is 108" or wider, proceed to "30-48" Deep Tables - Middle Panel Leg Assembly" instructions on page 18.

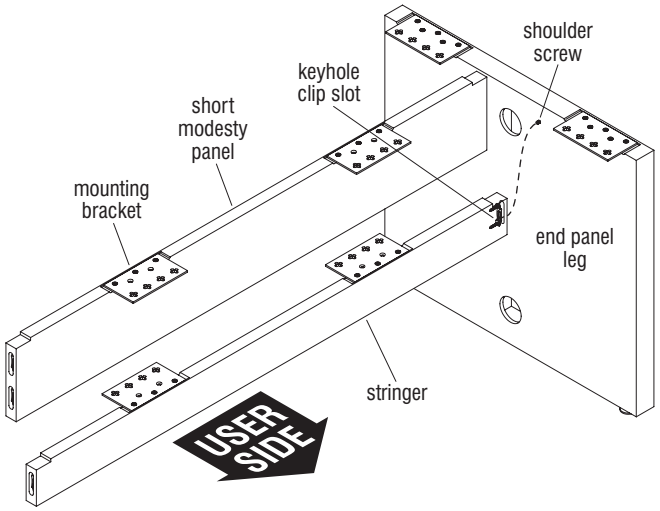



**Figure 21**

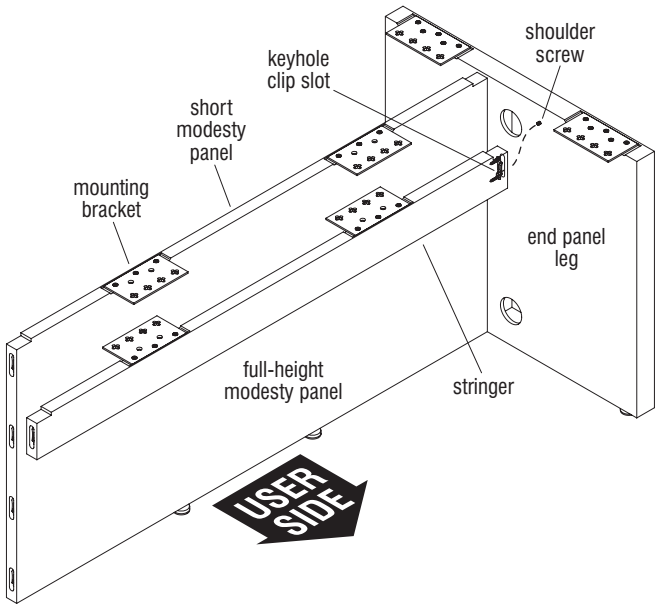



**Figure 22**

**Note:** A wide range of table dimensions are available for Serenade Gathering tables. The figures and details on this page illustrate the stringer installation for a 30 x 60" table. Your configuration may vary.

1. If the table being assembled has a short modesty panel as illustrated in Figure 21, with the assistance of a second person, have one person hold the table assembly in the upright position, while the second person follows step 2 below (Figure 21).

2. Orient the stringer as illustrated, so the overhang of the installed mounting brackets face the back, "non-user side" of the table (Figures 21 & 22).

3. Take the end of the stringer and align the larger opening of the keyhole clip slot with the corresponding shoulder screw installed to the inside of the end panel leg, closer to the "user side" (Figures 21 & 22, Detail S2). Press the stringer end against the side of the end panel leg, slightly elevated so the head of the shoulder screw rests in the larger opening of the keyhole slot (Detail T2). Next, squarely press the stringer down to engage the screw into the smaller end of the keyhole slot (Detail U2).

4. Have one person hold the unattached end of the stringer for support and stability, while the second person uses a weighted rubber mallet to tap down on the stringer until the stringer is flush with the end panel leg (Detail V2).

   **Note:** Have one person continue holding the end of the stringer for support and stability. If the table being assembled is 60-96" wide, proceed to "30-48" Deep Tables - End Panel Leg Installation" instructions on page 22. If the table being assembled is 108" or wider, proceed to "30-48" Deep Tables - Middle Panel Leg Assembly" instructions on page 18.

CAUTION

Assemble units as described herein only. To do otherwise may result in instability. All screws, nuts and bolts must be tightened securely and must be checked periodically after assembly. Failure to assemble properly, or to secure parts may result in assembly failure and personal injury.

**30-48” Deep Tables - Middle Panel Leg Assembly**

**Note:** A wide range of table dimensions are available for Serenade Gathering tables. Only tables that are 108” or wider need the assembly and installation of a middle leg. The figures and details on this page illustrate the middle panel leg installation for a 30 x 108” table. Your configuration may vary.

1. Carefully lay the middle panel leg onto a soft, protective surface with the grommet cutouts facing up (Figure 23).

2. Thread the stem of each glide into the threaded inserts at the underside of the middle panel leg. Twist the glides in clock-wise, fully to the bottom of the middle panel leg. This will allow adjustment of the table if required when placed in its final location (Figure 23).

3. Using a cordless power drill, secure a shoulder screw into each pre-drilled location on the middle panel leg, facing up as illustrated in Figure 23. Take care to not over-tighten (Figure 23 & Detail W2).

4. Carefully rotate the middle panel leg into the upright position and balance, or lean it against a sturdy surface. Using a cordless power drill, secure a shoulder screw into each pre-drilled location on the other side of the middle panel leg (Figure 24).

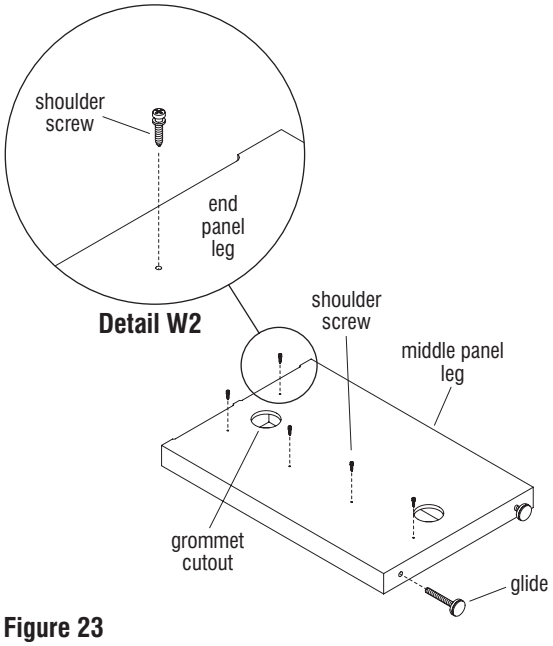



**Figure 23**

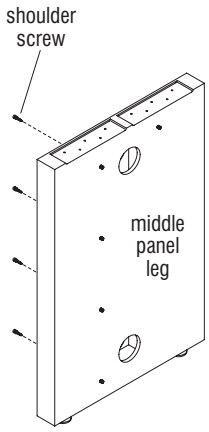
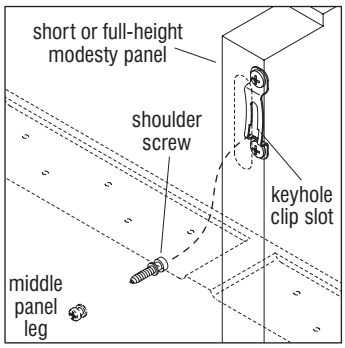


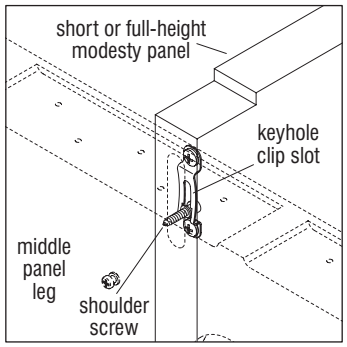

**Figure 24**

**CAUTION**

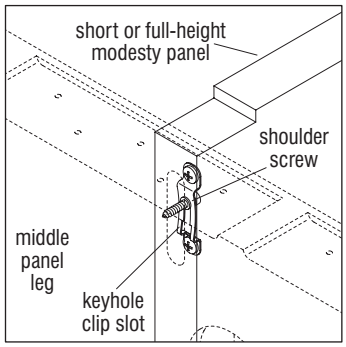
Assemble units as described herein only. To do otherwise may result in instability. All screws, nuts and bolts must be tightened securely and must be checked periodically after assembly. Failure to assemble properly, or to secure parts may result in assembly failure and personal injury.



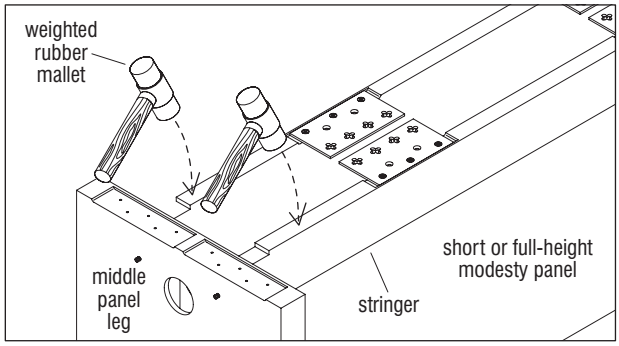

**Detail X2**




**Detail Y2**




**Detail Z2**




**Detail A3**

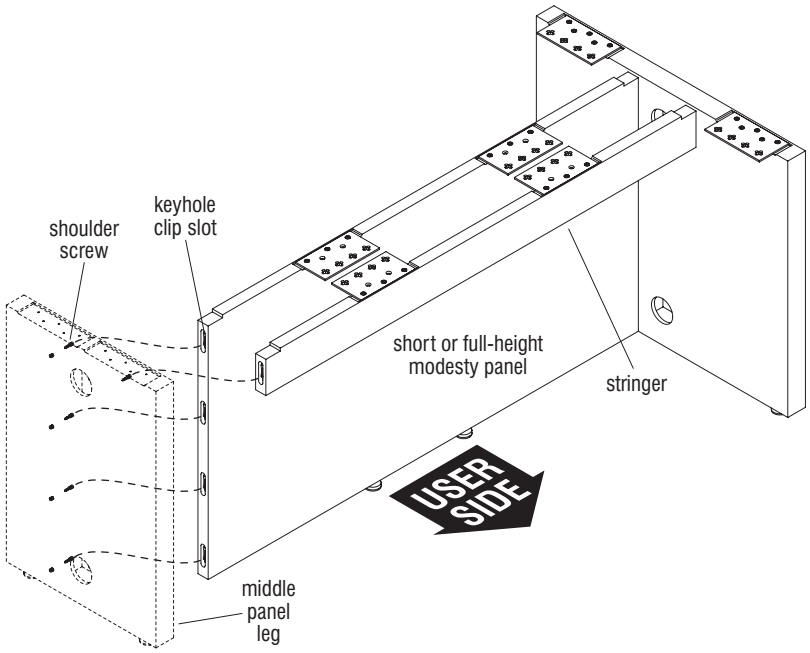



**Figure 25**

**30-48" Deep Tables - Middle Panel Leg Installation**

**Note:** A wide range of table dimensions are available for Serenade Gathering tables. Only tables that are 108" or wider require the assembly and installation of a middle leg. The figures and details on this page illustrate the middle panel leg installation for a 30 x 108" table. Your configuration may vary.

1. Orient the middle panel leg as illustrated, so the end with more than one shoulder bolt is closer to the back, "non-user side" of the table (Figure 25).

2. Take the middle panel leg and align all shoulder screws with the corresponding larger opening keyhole clip slots on the open end of the short modesty panel, full-height modesty panel and/or stringer if present (Figure 25 & Detail X2). Press the modesty panel (and stringer if present), against the middle panel leg, slightly elevated so the head of each shoulder screw rests in the larger opening of the keyhole slots (Detail Y2). Next, press the modesty panel (and stringer if present), down squarely to engage the screws with the smaller end of the keyhole slots (Detail Z2).

3. Have one person slightly lift the middle panel leg up. Then have a second person use a weighted rubber mallet to tap down on the modesty panel (and stringer if present) until panel is flush with the top of the middle panel leg (Detail A3).

   **Note:** If a middle panel leg was installed securely to a short modesty panel, full-height modesty panel and/or stringer, the table assembly is stable enough to support itself in the upright position.

CAUTION

Assemble units as described herein only. To do otherwise may result in instability. All screws, nuts and bolts must be tightened securely and must be checked periodically after assembly. Failure to assemble properly, or to secure parts may result in assembly failure and personal injury.

**30-48" Deep Tables - Second Modesty Panel Installation**

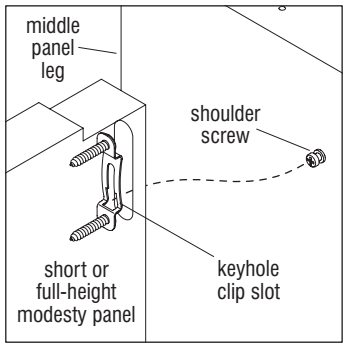
**Note:** A wide range of table dimensions are available for Serenade Gathering tables. The figures and details on this page illustrate the middle panel leg installation for a 30 x 108" table. Your configuration may vary.

1. Orient the second modesty panel as illustrated, so the overhang of the installed mounting brackets face the front, "user side" of the table (Figure 26).

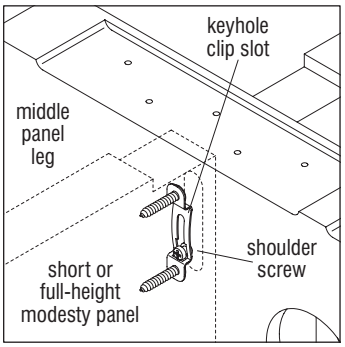
2. Position the end of the modesty panel toward the shoulder screws installed in the middle panel leg, aligning them so the larger openings of all keyhole clip slots align to the screw heads of the shoulder screws (Detail B3). Press the modesty panel to the middle panel leg, capturing screw heads in the clip openings (Detail C3).

3. Holding the modesty panel square to the middle panel leg, press down on the modesty panel at the location of the shoulder screws to help seat the screw heads in the keyhole clips (Detail D3). Use a weighted rubber mallet to tap carefully on the modesty panel and completely seat the panel top to be flush with the top of the middle panel leg (Detail E3).

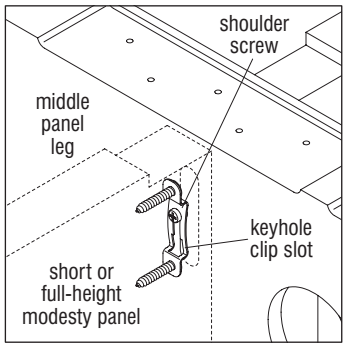
   **Note:** If a short modesty panel was installed securely to the middle panel leg, have one person continue holding the unattached end of the short modesty panel for support and stability and proceed to "30-48" Deep Tables - Second Stringer Installation" instructions on the next page (Detail F3).



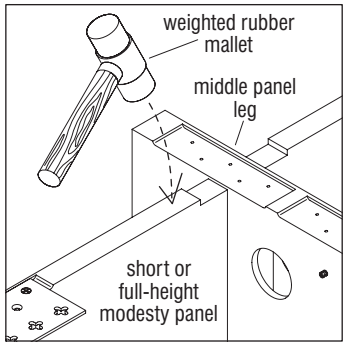

**Detail B3**



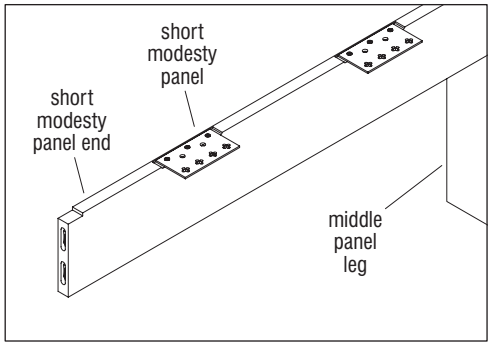

**Detail C3**




**Detail D3**




**Detail E3**




**Detail F3**

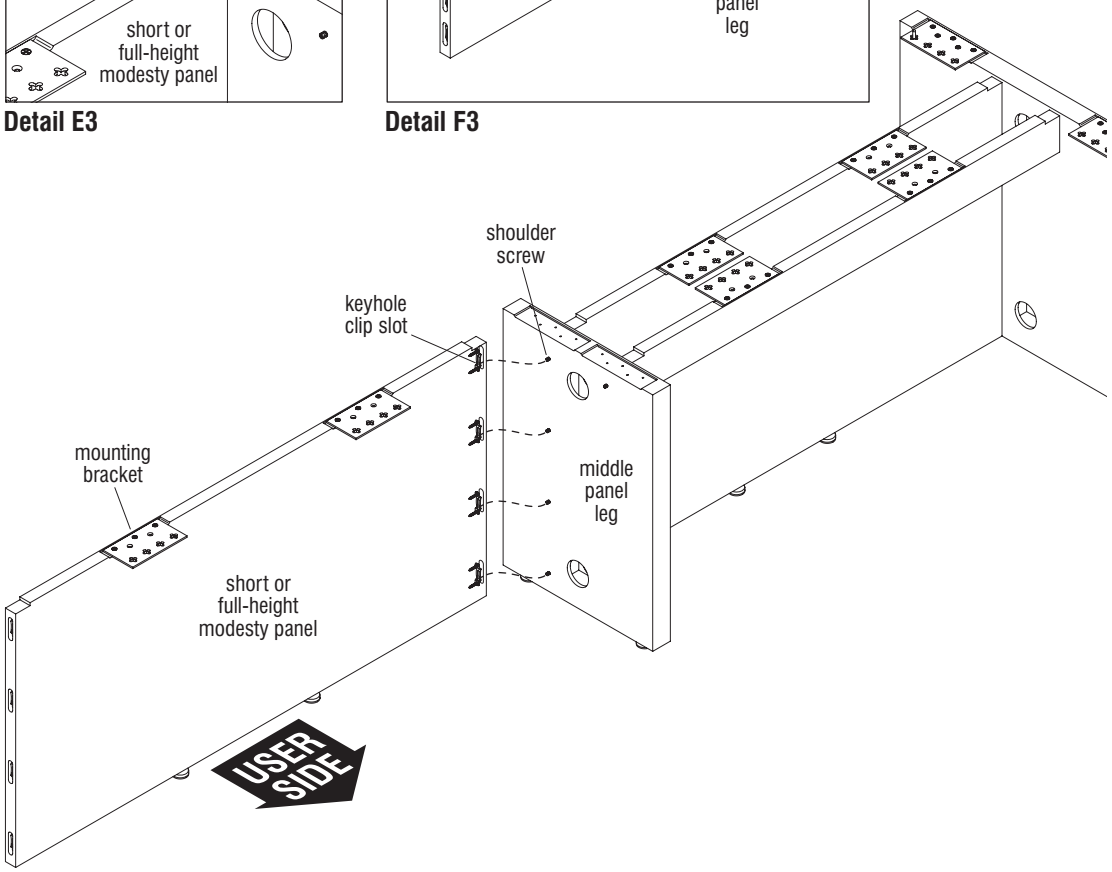
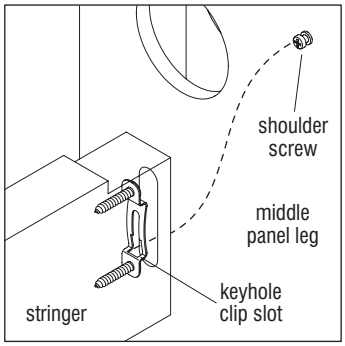


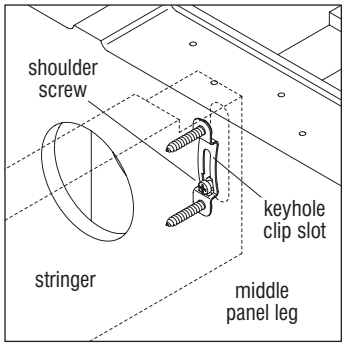

**Figure 26**

**CAUTION**

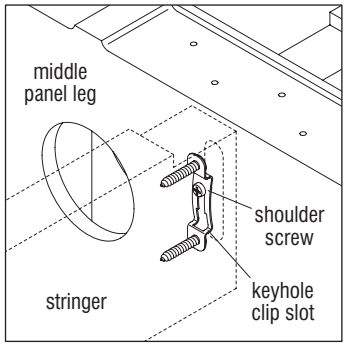
Assemble units as described herein only. To do otherwise may result in instability. All screws, nuts and bolts must be tightened securely and must be checked periodically after assembly. Failure to assemble properly, or to secure parts may result in assembly failure and personal injury.



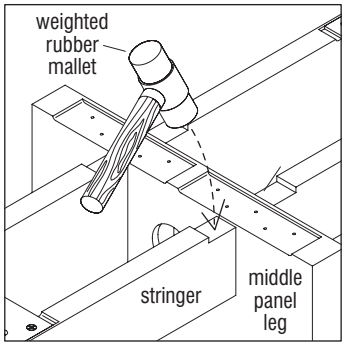

**Detail G3**



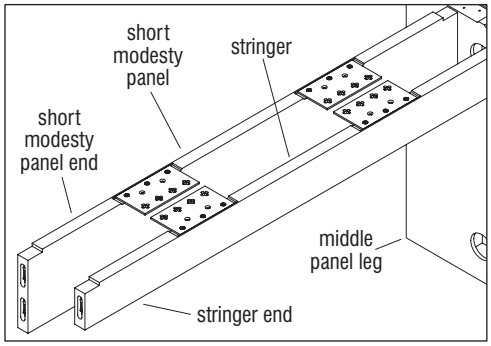

**Detail H3**




**Detail I3**




**Detail J3**




**Detail K3**

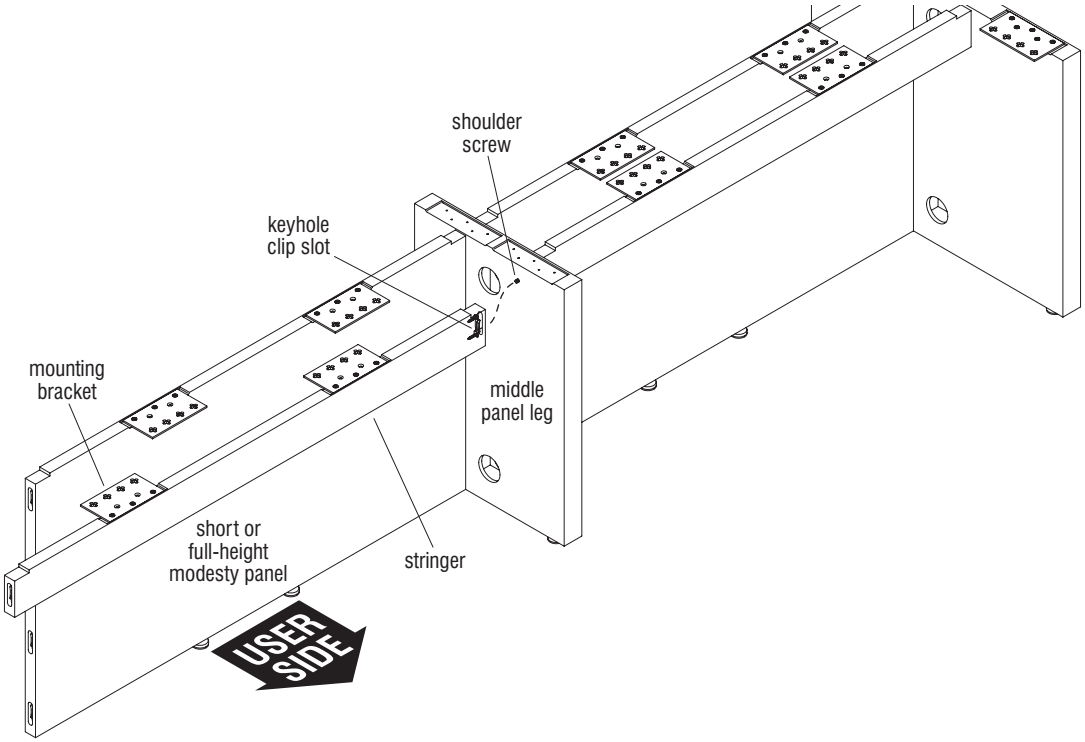



**Figure 27**

**30-48" Deep Tables - Second Stringer Installation**

**Note:** If the table being assembled does not have a stringer, proceed to "30-48" Deep Tables - End Panel Leg Installation" instructions on page 22.

**Note:** A wide range of table dimensions are available for Serenade Gathering tables. The figures and details on this page illustrate the stringer installation for a 30 x 108" table. Your configuration may vary.

1. Orient the stringer as illustrated, so the overhang of the installed mounting brackets face the back, "non-user side" of the table (Figure 27).

2. Take the end of the stringer and align the larger opening of the keyhole clip slot with the corresponding shoulder screw installed to the middle panel leg, closer to the "user side" (Figure 27, Detail G3). Press the stringer end against the side of the middle panel leg, slightly elevated so the head of the shoulder screw rests in the larger opening of the keyhole slot (Detail H3). Next, squarely press the stringer down to engage the screw into the smaller end of the keyhole slot (Detail I3).

3. Have one person hold the unattached end of the stringer for support and stability, while the second person uses a weighted rubber mallet to tap down on the stringer until the stringer is flush with the end panel leg (Detail J3).

**Note:** Have one person continue holding the end of the stringer (and short modesty panel end if present) for support and stability and proceed to "30-48" Deep Tables - End Panel Leg Installation" instructions on page 22 (Detail K3).

CAUTION

Assemble units as described herein only. To do otherwise may result in instability. All screws, nuts and bolts must be tightened securely and must be checked periodically after assembly. Failure to assemble properly, or to secure parts may result in assembly failure and personal injury.

**30-48” Deep Tables - End Panel Leg Installation**

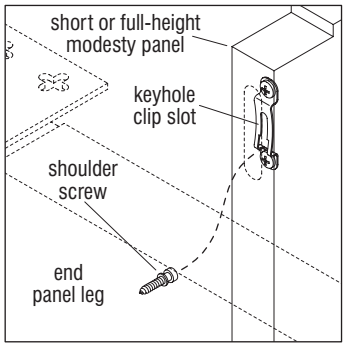
**Note:** A wide range of table dimensions are available for Serenade Gathering tables. The figures and details on this page illustrate the end panel leg installation for a 30 x 108” table but the instructions apply to all 30-48” deep tables, even if a stringer is not present. Your configuration may vary.

1. Take the end panel leg and align all shoulder screws with the corresponding larger opening keyhole slots on the open end of the short modesty panel, full-height modesty panel and/or stringer if present (Figure 28 & Detail L3). Press the modesty panel (and stringer if present), against the end panel leg, slightly elevated so the head of each shoulder screw rests in the larger opening of the keyhole slots (Detail M3). Next, press the modesty panel (and stringer if present), down squarely to engage the screws with the smaller end of the keyhole slots (Detail N3).

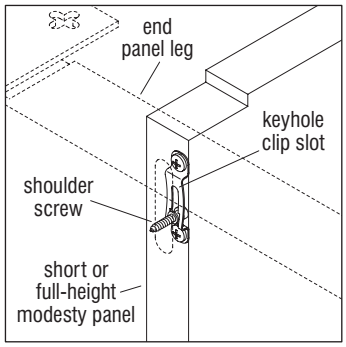
2. Have one person slightly lift the recently installed end panel leg up. Then have a second person use a weighted rubber mallet to tap down on the modesty panel (and stringer if present) until panel is flush with the top of the end panel leg (Detail O3).

3. Locate two mounting bracket cutouts at the top of the middle panel leg. Position a mounting bracket over one cutout and align the five mounting holes on the bracket with the five pilot holes in the cutout. Secure the bracket to the panel leg using five #14 x 2” flat-head wood screws. Repeat this process to secure the remaining bracket to the middle panel leg (Figure 28 & Detail P3).

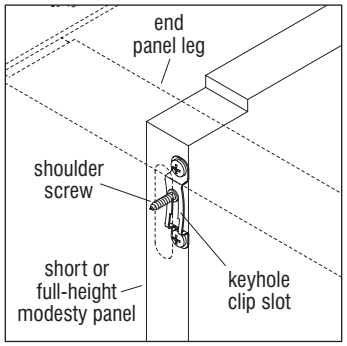
The Serenade Gathering Table footrest is an optional accessory only available on café height tables. If the Serenade Gathering Table being assembled is café height, 60-96” wide and requires the installation of an optional footrest, proceed to page 23. If the table being assembled is a 30” deep café height, 108-144” wide and requires the installation of an optional footrest, proceed to page 24. If the table being assembled is a 36-48” deep café height, 108-144” wide and requires the installation of an optional footrest, proceed to page 26. If the Serenade Gathering table being assembled is not café height or does not require the installation of a footrest, proceed to tabletop installation instructions on page 28.



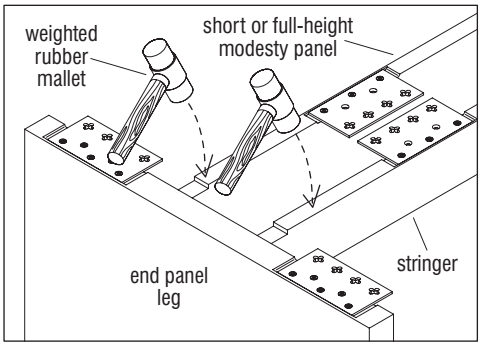

**Detail L3**




**Detail M3**




**Detail N3**




**Detail O3**

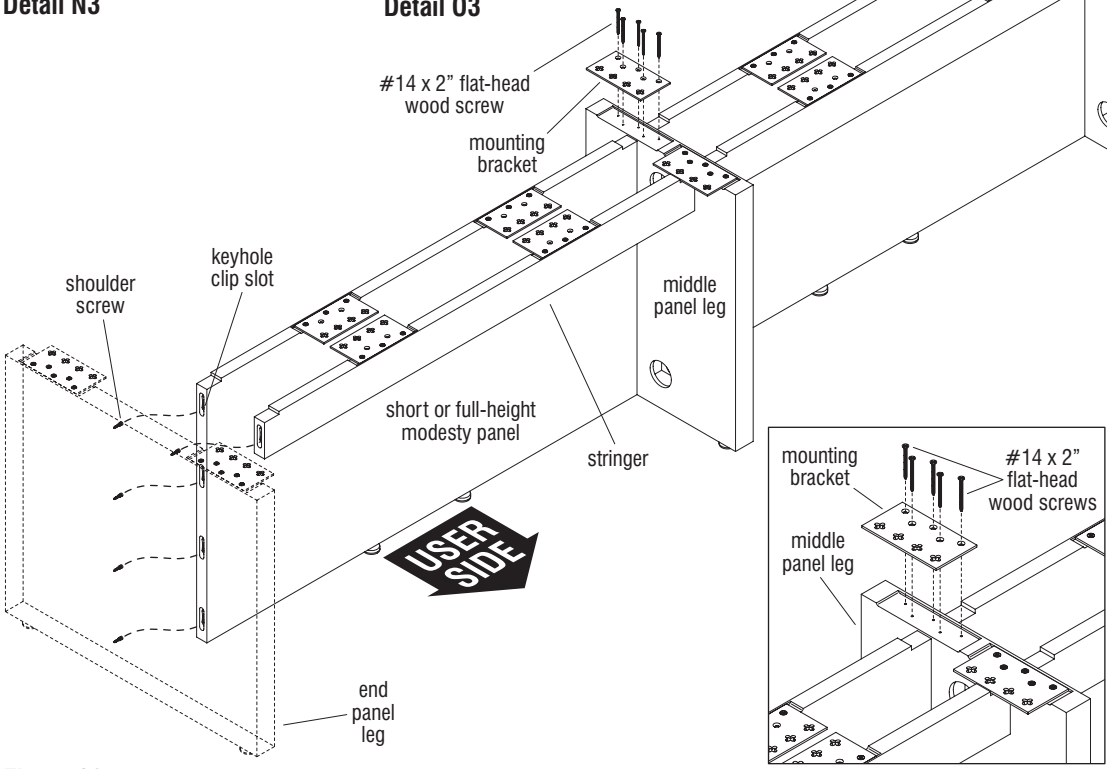



**Figure 28**




**Detail P3**

**CAUTION**

Assemble units as described herein only. To do otherwise may result in instability. All screws, nuts and bolts must be tightened securely and must be checked periodically after assembly. Failure to assemble properly, or to secure parts may result in assembly failure and personal injury.

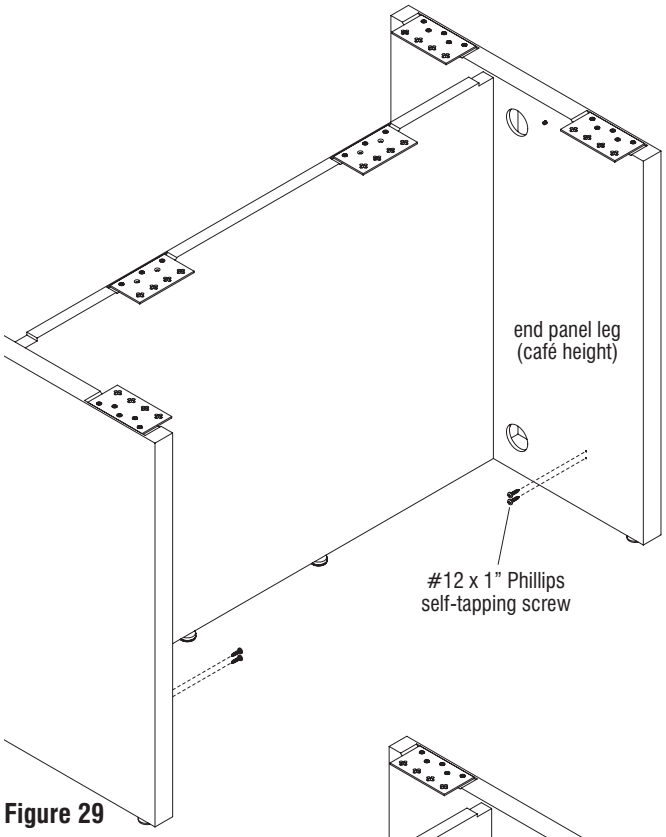



**Figure 29**

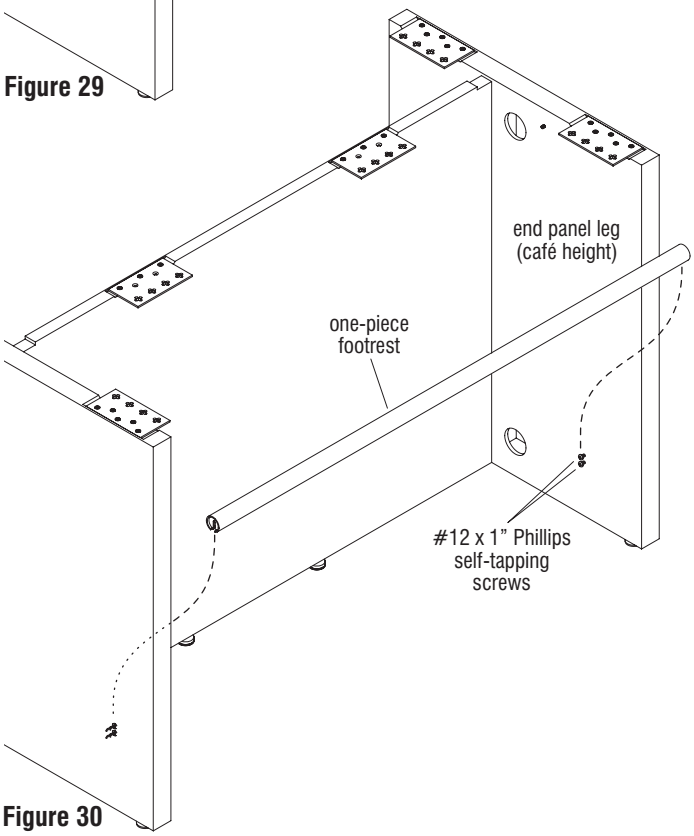
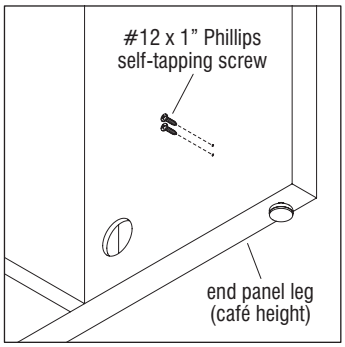
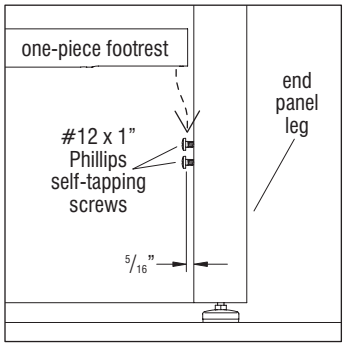


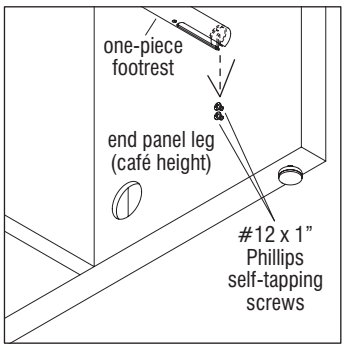

**Figure 30**



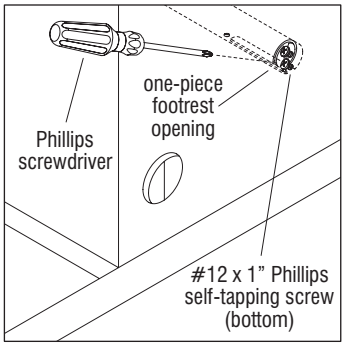

**Detail Q3**




**Detail R3**




**Detail S3**




**Detail T3**

**30-48" Deep Café Height Tables - 60-96" Wide One-Piece Footrest Installation**

**Note:** The Serenade Gathering Table footrest is an optional accessory only available on café height tables.

**Note:** A wide range of table dimensions are available for Serenade Gathering tables. The figures and details on this page illustrate the one-piece footrest installation for a 30 x 60" café height table but the instructions apply to all 60-96" wide café height tables. Your configuration may vary.

1. Locate the pairs of pre-drilled holes for the footrest installation location, at the lower inside of both end panel legs. Using a Phillips screwdriver, partially twist a #12 x 1" Phillips self-tapping screw into each of the four pre-drilled holes, leaving $^{5}/_{16}$" gap between the screw heads and the end panel leg surfaces (Figure 29, Details Q3 & R3).

   **Important:** Two people are recommended for installation of the one-piece footrest, one person at each end and care must be taken when positioning the footrest to not scratch the leg surfaces.

2. Take the one-piece footrest in hand with one person at one end and another person at the other end and orient the slots in the footrest to face down. With each person pressing slightly outward at the inside of the end panel legs, slide the footrest into position, taking care to not scratch the legs and nest the slots of the footrest over the inserted screw pairs at each end leg (Figure 30 & Detail S3).

3. Using a Phillips screw driver, secure each footrest end to the end panel leg by tightening the bottom #12 x 1" Phillips self-tapping screws through the footrest openings (Detail T3).

4. Proceed to "30-48" Deep Tables - Tabletop Installation" instructions on page 28.

**CAUTION**

Assemble units as described herein only. To do otherwise may result in instability. All screws, nuts and bolts must be tightened securely and must be checked periodically after assembly. Failure to assemble properly, or to secure parts may result in assembly failure and personal injury.

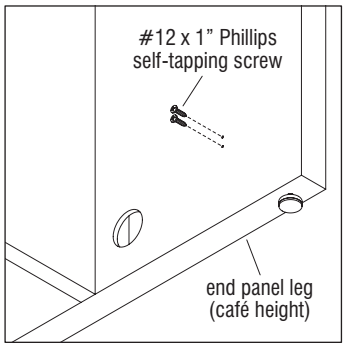
**30” Deep Café Height Tables - 108-144” Wide One-Piece Footrest Installation**

**Note:** The Serenade Gathering Table footrest is an optional accessory only available on café height tables.

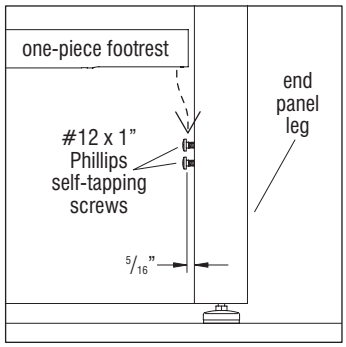
**Note:** A wide range of table dimensions are available for Serenade Gathering tables. The figures and details on this page illustrate the installation of two one-piece footrests on a 30 x 108” café height table but the instructions apply to all 30” deep, 108-144” wide café height tables. Your configuration may vary.

1. Locate the pairs of pre-drilled holes for the footrest installation location, at the lower inside of both end panel legs. Using a Phillips screwdriver, partially twist a #12 x 1” Phillips self-tapping screw into each of the four pre-drilled holes, leaving $^{5}/_{16}$” gap between the screw heads and the end panel leg surfaces (Figure 31, Details U3 & V3).

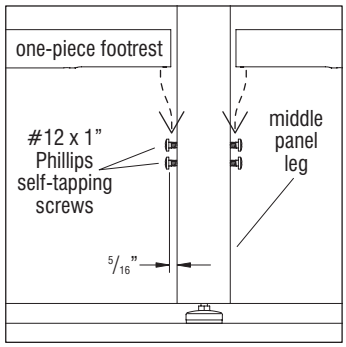
2. Locate the pairs of pre-drilled holes for the footrest installation location, at the lower face on both sides of the middle panel leg. Using a Phillips screwdriver, partially twist a #12 x 1” Phillips self-tapping screw into each of the four pre-drilled holes, leaving $^{5}/_{16}$” gap between the screw heads and the end panel leg surfaces (Figure 31, Details W3).




**Detail U3**




**Detail V3**




**Detail W3**

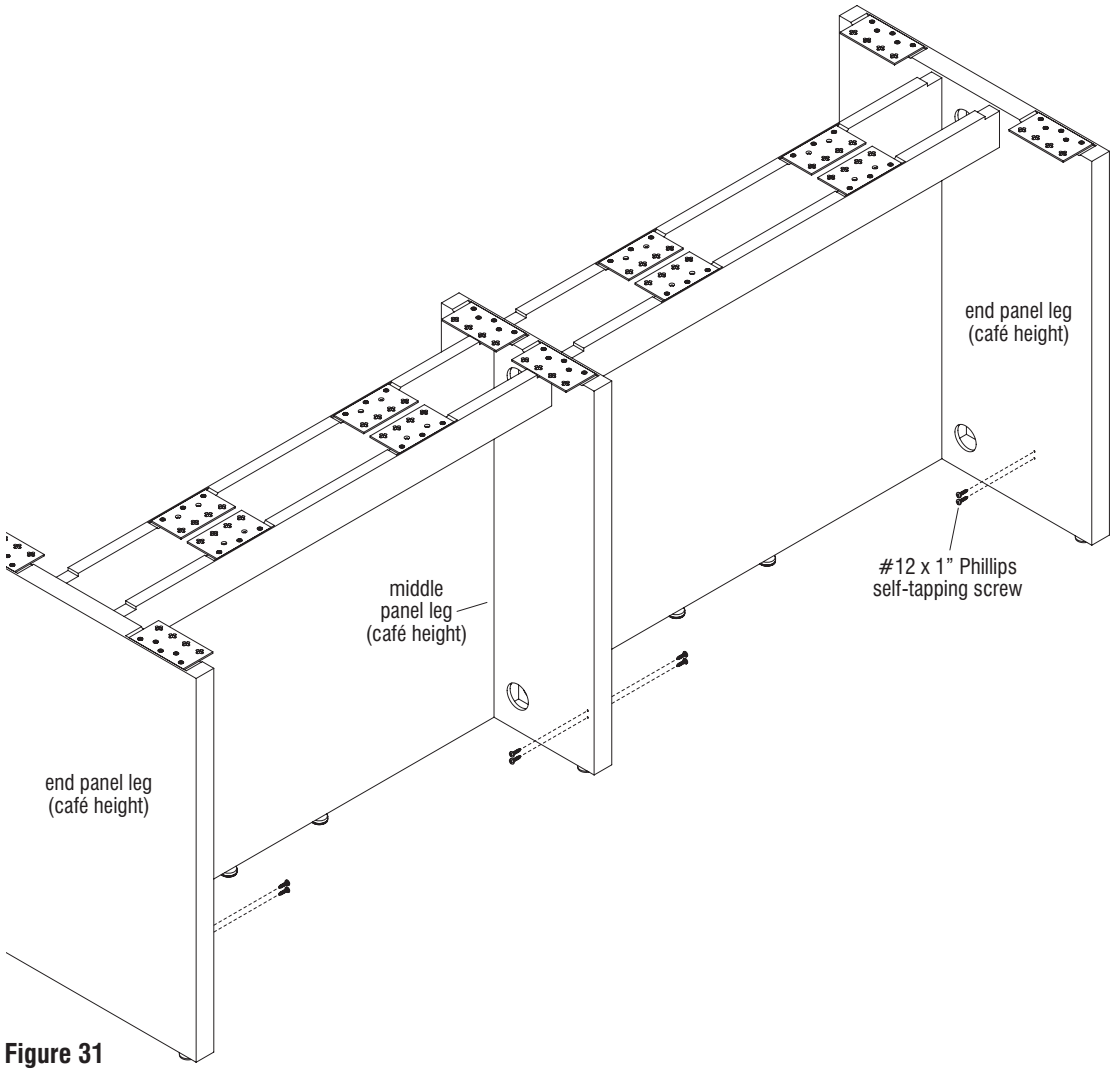
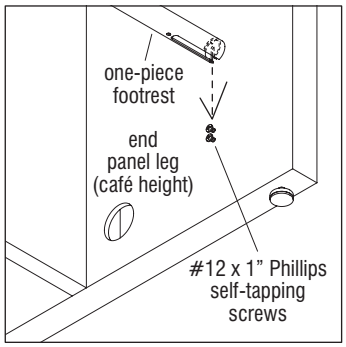


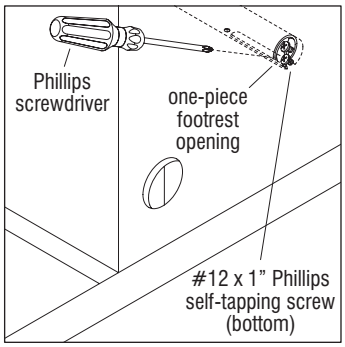

**Figure 31**

CAUTION

Assemble units as described herein only. To do otherwise may result in instability. All screws, nuts and bolts must be tightened securely and must be checked periodically after assembly. Failure to assemble properly, or to secure parts may result in assembly failure and personal injury.




**Detail X3**




**Detail Y3**

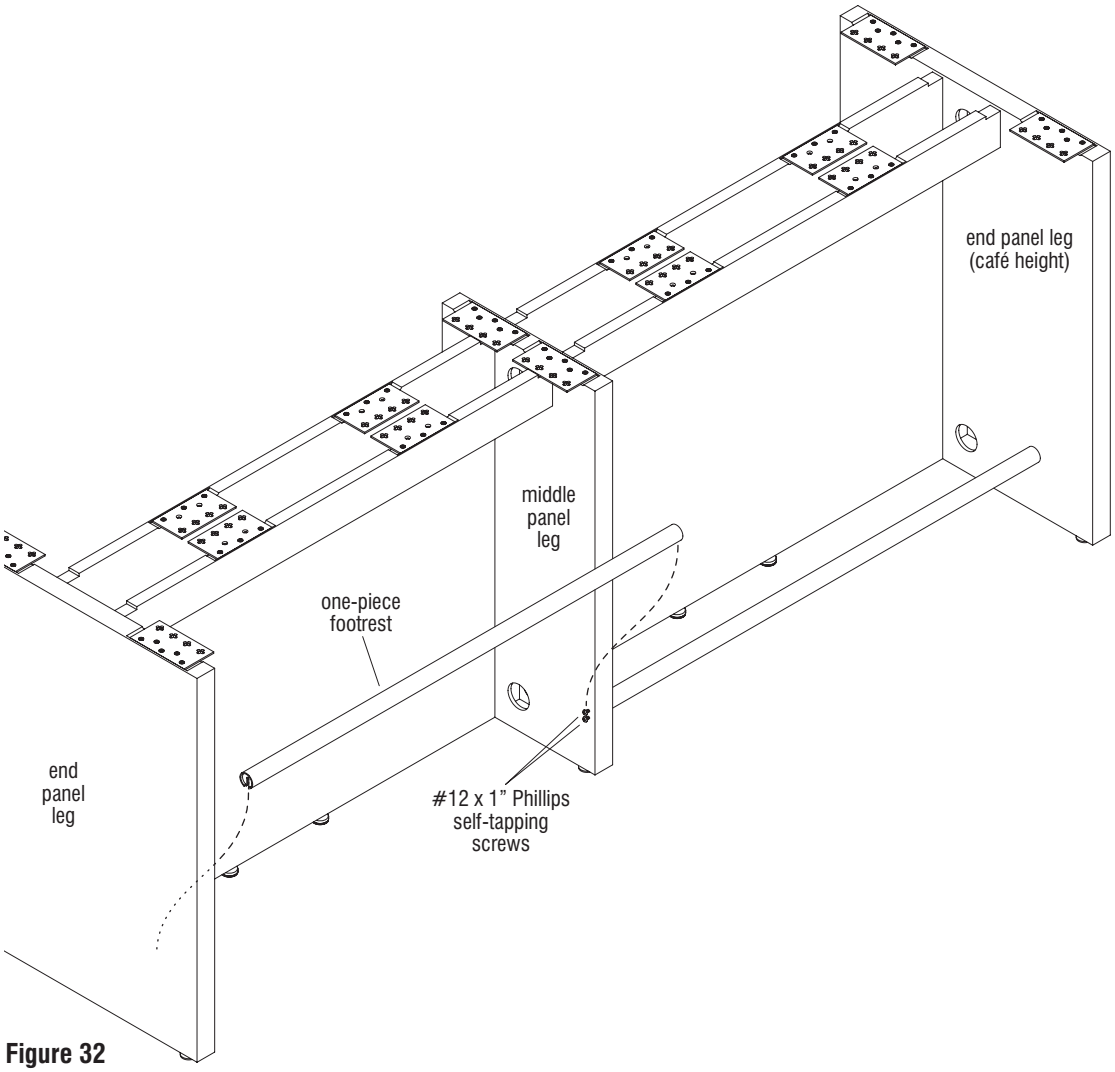



**Figure 32**

**Important:** Two people are recommended for installation of the two one-piece footrests, one person at one end and the second person in the middle. Care must be taken when positioning the footrest to not scratch the leg surfaces.

1. Take one one-piece footrest in hand with one person at one end and another person in the middle and orient the slots in the footrest to face down. With each person pressing slightly outward at the inside of the end panel leg and middle panel leg, slide the footrest into position, taking care to not scratch the legs and nest the slots of the footrest over the inserted screw pairs at the end leg and middle leg. Repeat this process to secure the second one piece footrest in the opposite side of the table (Figure 32 & Detail X3).

2. Using a Phillips screw driver, secure each footrest end to the end panel and middle panel leg by tightening the bottom #12 x 1" Phillips self-tapping screws through the footrest openings (Detail Y3).

3. Proceed to "30-48" Deep Tables - Tabletop Installation" instructions on page 28.

**CAUTION**

Assemble units as described herein only. To do otherwise may result in instability. All screws, nuts and bolts must be tightened securely and must be checked periodically after assembly. Failure to assemble properly, or to secure parts may result in assembly failure and personal injury.

**36-48" Deep Café Height Tables - 108-144" Wide One-Piece Footrest Installation**

**Note:** The Serenade Gathering Table footrest is an optional accessory only available on café height tables.

**Note:** A wide range of table dimensions are available for Serenade Gathering tables. The figures and details on this page illustrate the installation of two one-piece footrests on a 36 x 108" café height table but the instructions apply to all 36-48" deep, 108-144" wide café height tables. Your configuration may vary.

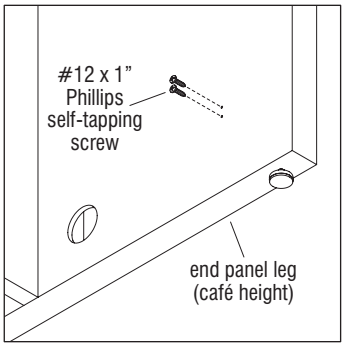
1. Locate the pairs of pre-drilled holes for the footrest installation location, at the lower inside of both end panel legs. Using a Phillips screwdriver, partially twist a #12 x 1" Phillips self-tapping screw into each of the four pre-drilled holes, leaving $^5/_{16}$" gap between the screw heads and the end panel leg surfaces (Figure 33, Details Z3 & A4).

2. At the edge of the middle panel leg, facing the user-side, locate the single pre-drilled hole and partially twist in one #12 x 1" Phillips self-tapping screw, leaving $^5/_{16}$" gap between the screw head and the edge of the middle panel leg (Detail B4).

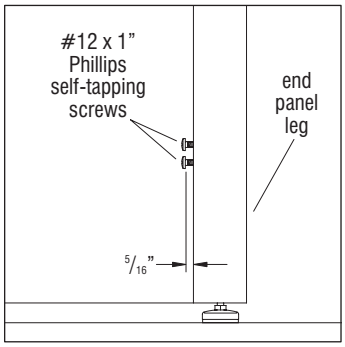
3. Place the glide insert on the floor in the upright position. Position the center footrest tube assembly above the glide insert, having the tube with the tapered slot facing the side of the middle panel leg. Then, use a weighted rubber mallet to tap down on the center footrest tube assembly to secure the glide insert into the tube opening as illustrated in Figure 33 & Detail C4.

4. Thread the stem of the footrest glide into the glide insert (Detail D4).

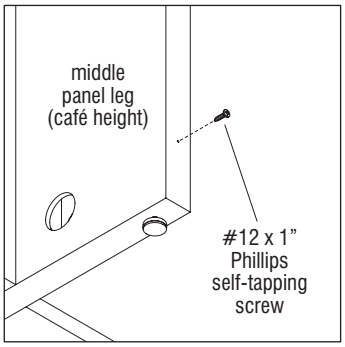
5. Insert the footrest insert tube into the horizontal tube of the center footrest tube assembly. Align the alignment hole on the footrest insert tube with the hole on the center footrest tube assembly and secure with one #10-24 x $^1/_2$" Torx pan-head screw. Do not over-tighten (Figure 33 & Detail E4).



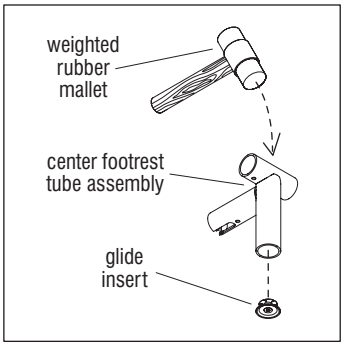

**Detail Z3**



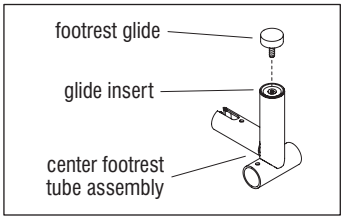

**Detail A4**




**Detail B4**




**Detail C4**




**Detail D4**



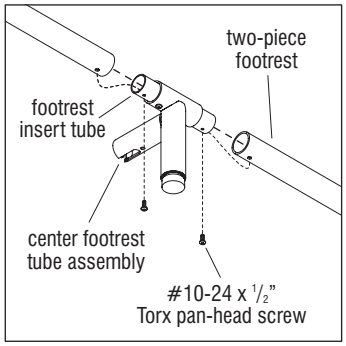

**Figure 33**



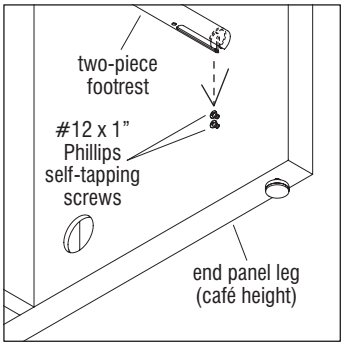

**Detail E4**

**CAUTION**

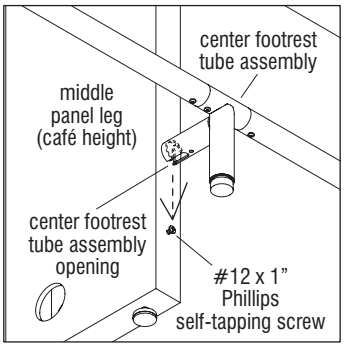
Assemble units as described herein only. To do otherwise may result in instability. All screws, nuts and bolts must be tightened securely and must be checked periodically after assembly. Failure to assemble properly, or to secure parts may result in assembly failure and personal injury.




**Detail F4**




**Detail G4**




**Detail H4**

6. Locate both two-piece footrests and position the open ends (one mounting hole at end) to be facing each other, near the middle panel leg location. Take the center footrest tube assembly, position it as illustrated and insert the insert tube of the center assembly into the open end of one two-piece footrest. Align the mounting hole of the footrest to the hole in the insert tube of the center footrest tube assembly and secure using one #10-24 x 1/2" Torx pan head screw. Do not over-tighten. Insert the other end of the center footrest tube assembly into the open end of the second two-piece footrest and secure using one #10-24 x 1/2" Torx pan head screw as above. Do not over-tighten (Figure 34 & Detail F4).

   **Important:** Three people are recommended for installation of the two-piece footrest, two people, one at each end and a third person in the middle. Care must be taken when positioning the footrest to not scratch the leg surfaces.

7. Take the footrest in hand with one person at each end and one person in the middle and orient the glide of the center footrest assembly to face down. The center person must hold the footrest assembly level and in alignment with the two outside people. With each outside person pressing slightly outward at the inside of the end panel legs, slide the footrest into position, taking care to not scratch the legs. At the outsides and at the center, carefully nest the slots of the footrest assembly over the inserted screws at each end leg and at the center (Figure 34 & Details G4 & H4).

8. Set the footrest assembly onto the top #12 x 1" Phillips self-tapping screw on each end panel leg and on top of the screw on the edge of the middle panel leg, such that the screw heads insert through the tapered slots, then slide the footrest assembly down. If the center footrest tube assembly opening does not fully nest over the #12 x 1" screw on the middle panel leg, the screw is too tight and the footrest will need to be removed in order to loosen the screw. If the center footrest tube assembly easily slides onto the screw, the screw and does not fit tight to the edge of the middle panel legs is too loose and the footrest will need to be removed in order to tighten the screw. Repeat step 8 until the footrest fits tight and secure (Figure 34 and Details G4 & H4).

9. Using a Phillips screw driver, secure each footrest assembly end to the corresponding end panel leg by tightening the bottom #12 x 1" Phillips self-tapping screws through the footrest openings (Details I4).




**Figure 34**




**Detail I4**

CAUTION

Assemble units as described herein only. To do otherwise may result in instability. All screws, nuts and bolts must be tightened securely and must be checked periodically after assembly. Failure to assemble properly, or to secure parts may result in assembly failure and personal injury.

**30-48" Deep Tables - Tabletop Installation**

**Caution:** To reduce damaged product and personal injury, the assistance of two or more people is required to install the tabletop to the Serenade Gathering Table.

1. With the assistance of two or more people, carefully position the tabletop on the base assembly (Figure 35).

2. With one person underneath the table, move tabletop around as required to align all pre-drilled holes in the tabletop with the mounting slots of the mounting brackets. Once all bracket slots and holes are aligned, secure using four #12 x 1" Phillips wood screws per bracket. If modesty panels and/or stringers are present, some mounting bracket holes on the middle panel leg may be blocked. If the access holes are blocked, secure the mounting bracket to the table using three #12 x 1" Phillips wood screws. Do not over-tighten screws which could strip out the pre-drilled holes. Take care to securely install all available brackets to the tabletop using the full amount of the required screws (Figure 35).

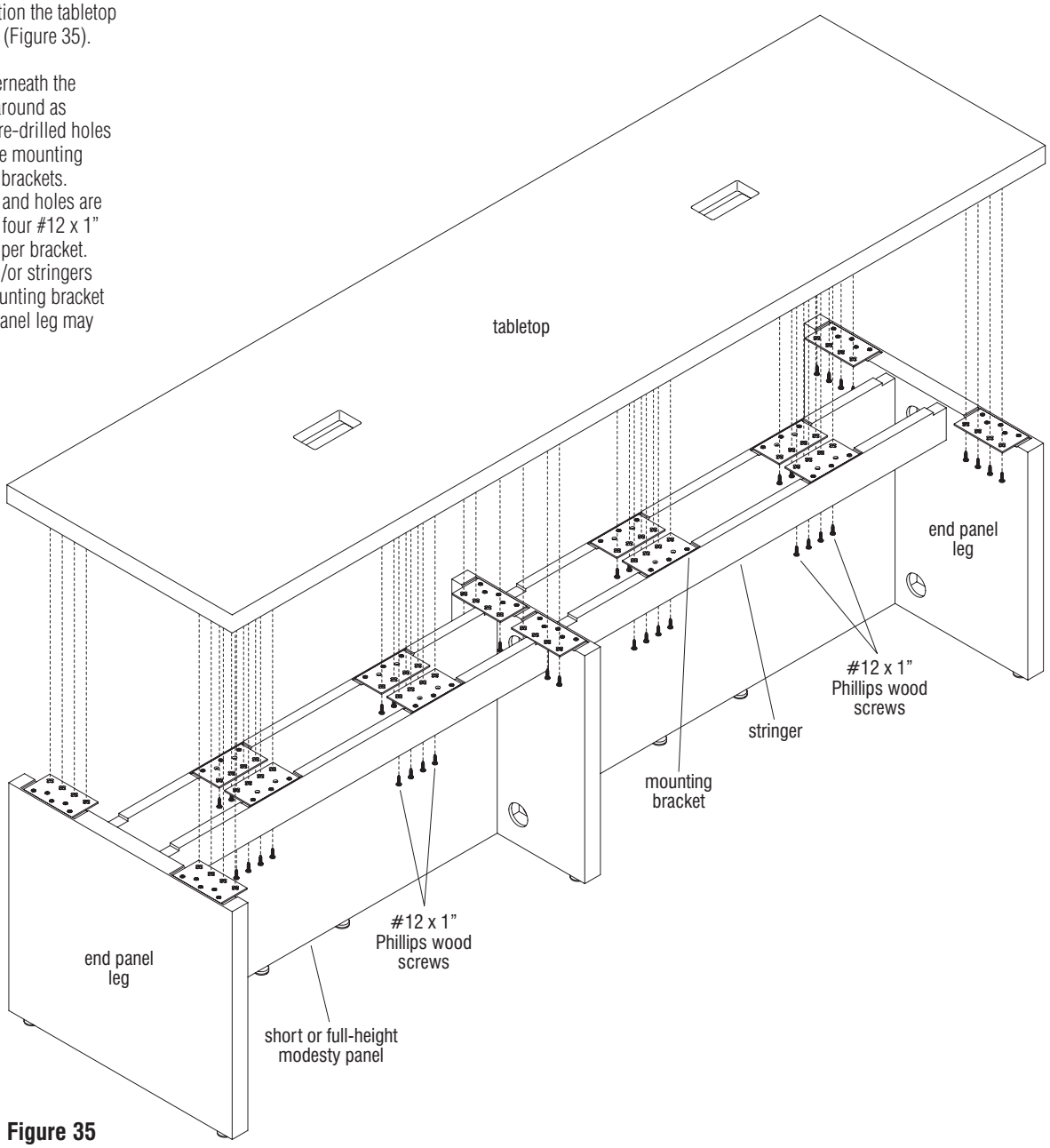
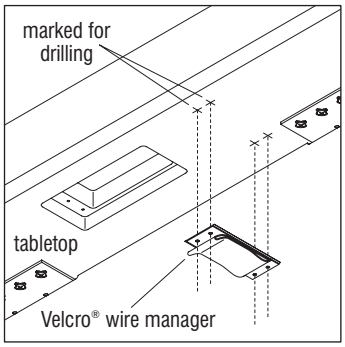


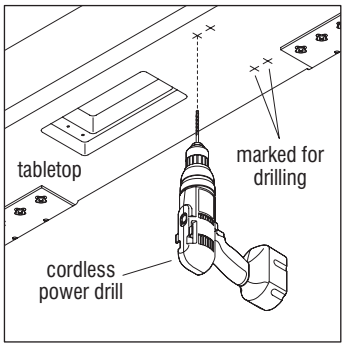

**Figure 35**

**CAUTION**

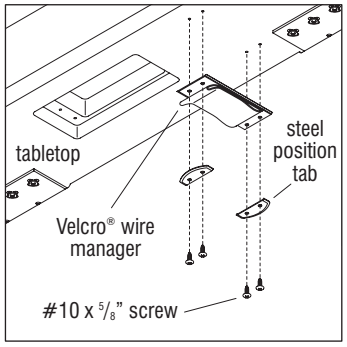
Assemble units as described herein only. To do otherwise may result in instability. All screws, nuts and bolts must be tightened securely and must be checked periodically after assembly. Failure to assemble properly, or to secure parts may result in assembly failure and personal injury.




**Detail A**




**Detail B**




**Detail C**

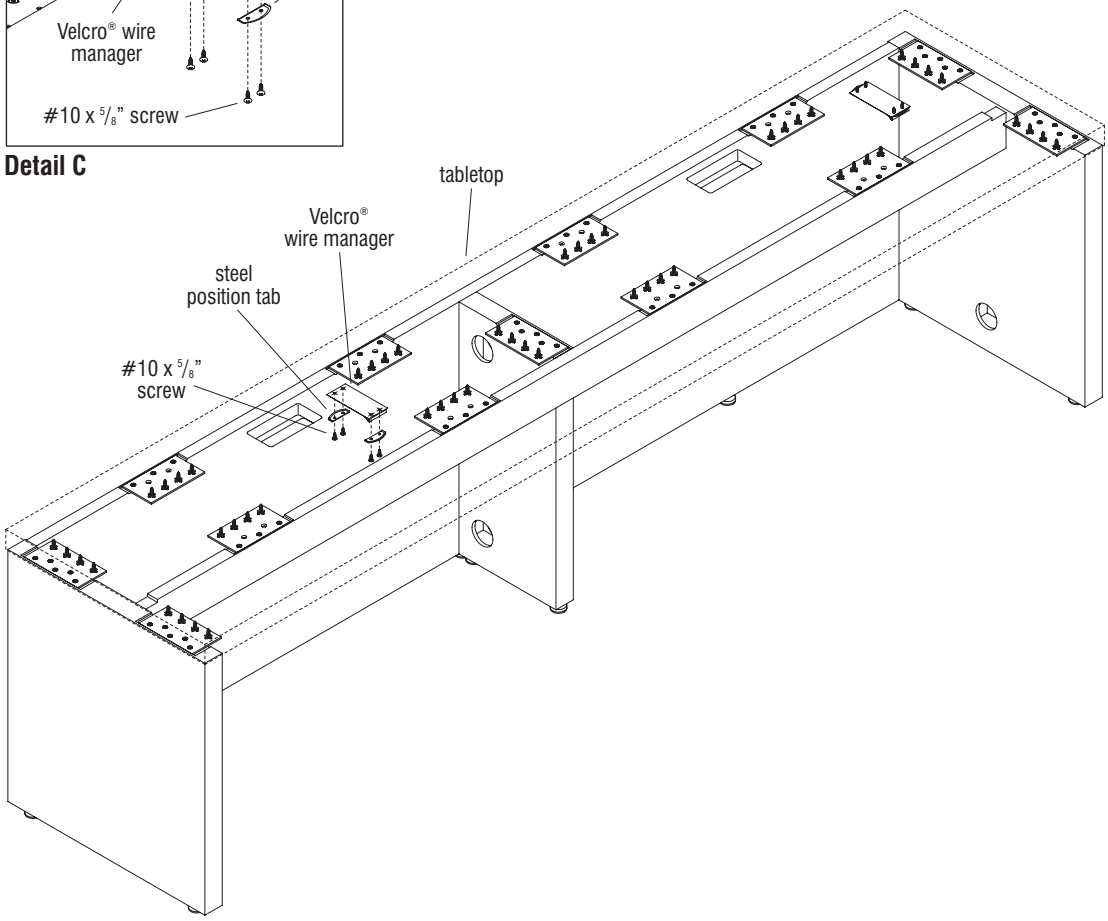



**Figure 1**

**Velcro Wire Managers Installation**

**Note:** Tables with widths of 84" or less receive one Velcro wire manager, while tables with widths of 96" or more receive two.

**Note:** A wide range of table dimensions are available for Serenade Gathering tables. The figures on this page illustrate Velcro wire manager assembly on a 24 x 108" table. Your configuration may vary.

1. With one person underneath the table, determine the desired location to mount the Velcro wire manager(s).
2. Using the Velcro wire manager as a template underneath the table, align the unit straight, and at least 1/4" away from the tabletop cutout, then mark the four mounting hole locations and move the wire manager away (Figure 1 & Detail A).
3. Carefully bore a 1/8" pilot hole at the center of each marked location, underneath the tabletop using a cordless power drill. Take care to not drill too deep, piercing the table top (Detail B).
4. Align the mounting holes of the Velcro wire manager with the pre-drilled holes underneath the tabletop. Locate and place a steel position tab, at one end over the mounting holes in the wire manager, then secure using two #10 x 5/8" screws, through the position tab, wire manager mounting holes and into the tabletop. Locate and place the second steel position tab, at the other end over the mounting holes in the wire manager, then secure using two #10 x 5/8" screws, through the position tab, wire manager mounting holes and into the tabletop. If another Velcro wire manager is to be installed, repeat steps 2, 3 & 4 on this page before proceeding (Figure 1 & detail C).
5. The Serenade Gathering Table is available with three different power module options: 4-Port, PowerUp and Villa. If a 4-Port power module with 3-prong plug is to be installed, reference "4-Port Power Module Installation" instructions on page 30. If a PowerUp module with 3-prong plug is to be installed, reference "PowerUp Module Installation" instructions on page 31. If a Villa power moduel with 3-prong plug is to be installed, reference "Villa Power Module Installation" instructions on page 32.

CAUTION

Assemble units as described herein only. To do otherwise may result in instability. All screws, nuts and bolts must be tightened securely and must be checked periodically after assembly. Failure to assemble properly, or to secure parts may result in assembly failure and personal injury.

**4-Port Power Module Installation**

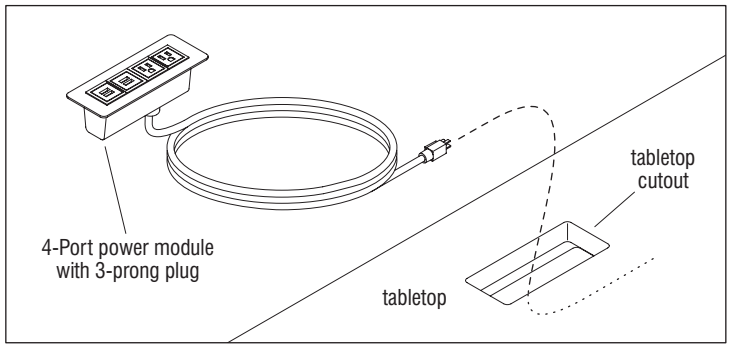
**Note:** A wide range of table dimensions are available for Serenade Gathering tables. The figures on this page illustrate 4-Port power module installation on a 24 x 108" table. Your configuration may vary.

1. Orient the 4-Port power module as shown and route the 3-prong plug end down through the tabletop cutout in the tabletop. Press the module down firmly into the cutout (Figure 2 & Detail D).

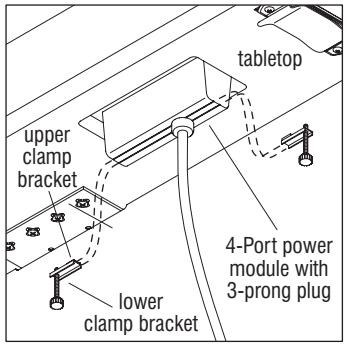
2. At the underside of the 4-Port power module are two horizontal channels which are used to secure the clamp bracket assembly onto each end of the module. Rotate each lower clamp bracket so the clamp knobs are facing away from the power module as illustrated in Detail E. Insert the top clamp bracket into the two openings on each end of the power module, then slide until the top bracket is completely engaged with the channel (Detail E).

3. Using the clamp knobs on the lower clamp bracket, tighten to secure the 4-Port power module to the tabletop (Figure 2 & Details F & G).

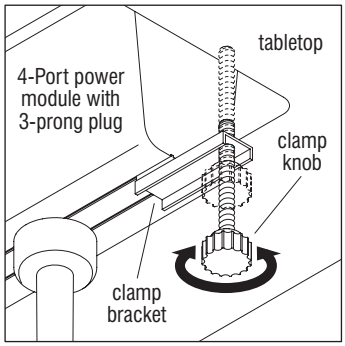
4. Proceed to "Power Module Cable Routing" instructions on page 33.



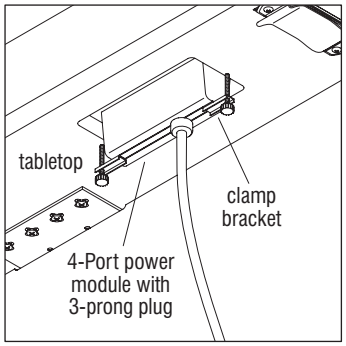

**Detail D**




**Detail E**




**Detail F**




**Detail G**

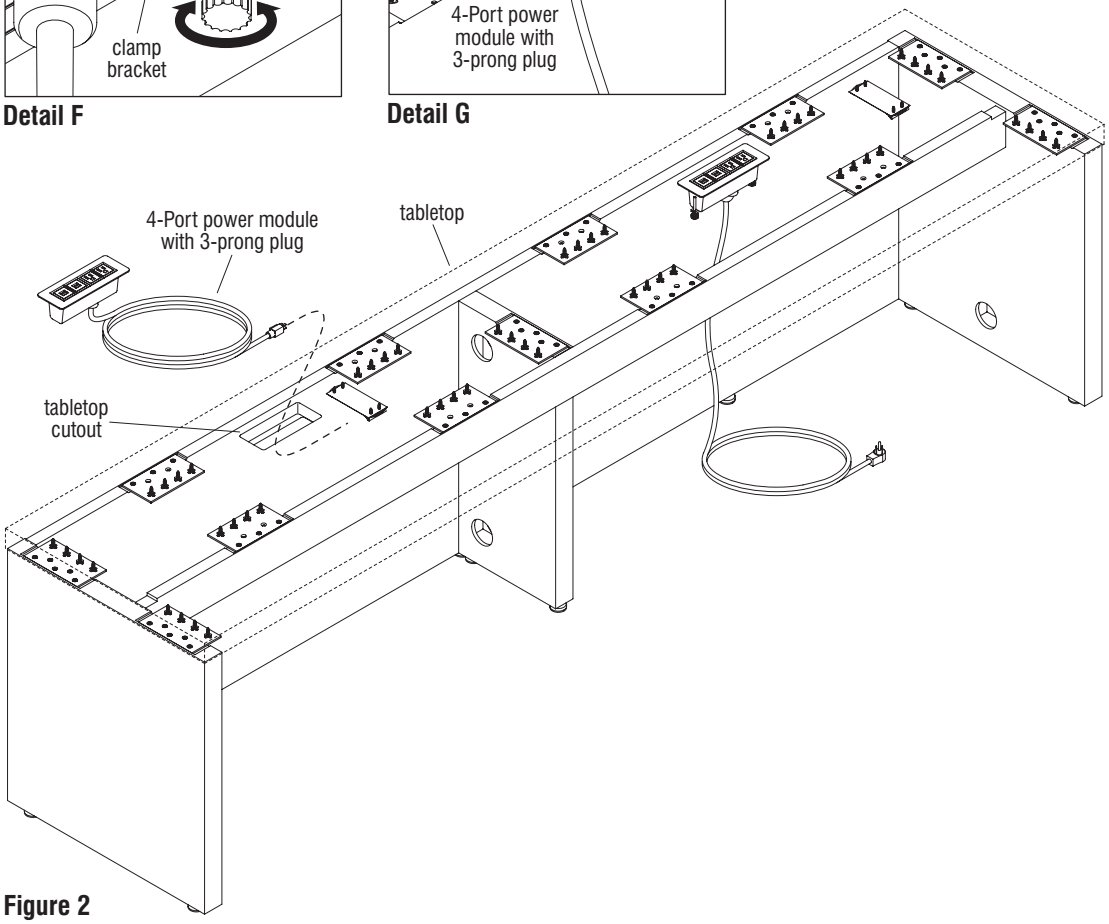
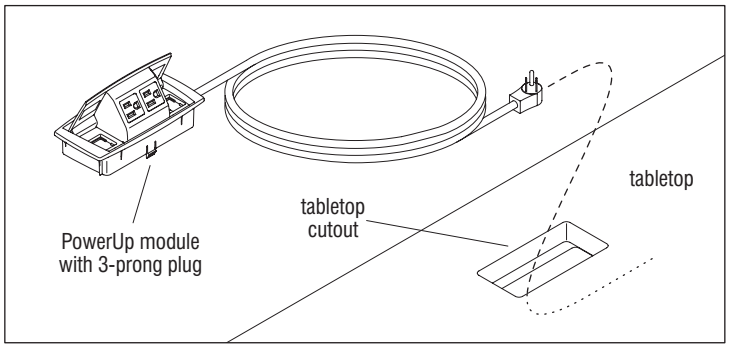


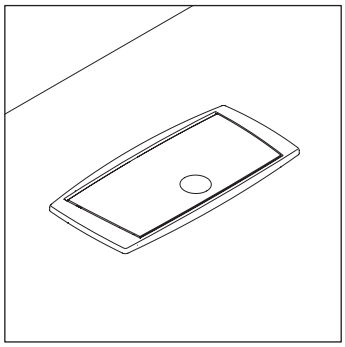

**Figure 2**

**CAUTION**

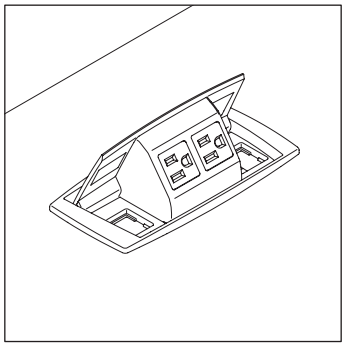
Assemble units as described herein only. To do otherwise may result in instability. All screws, nuts and bolts must be tightened securely and must be checked periodically after assembly. Failure to assemble properly, or to secure parts may result in assembly failure and personal injury.



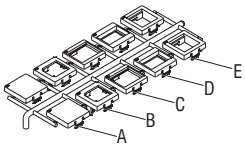

**Detail H**



**Detail I**



**Detail J**




**Data Adapter Plates**

| | |
|---|---|
| A | Blank Plate |
| B | Panduit "CJ" |
| C | Othonics "Trackjack" |
| D | Panduit "KJ and KJA", Amp CAT-3 and CAT-5, Hubble "Hd5", Ortronics "OR-6295003-T568B" and "OR-6295004-T568A" Krone, Leviton "41108-RE5" |
| E | AT&T |

**Detail K**

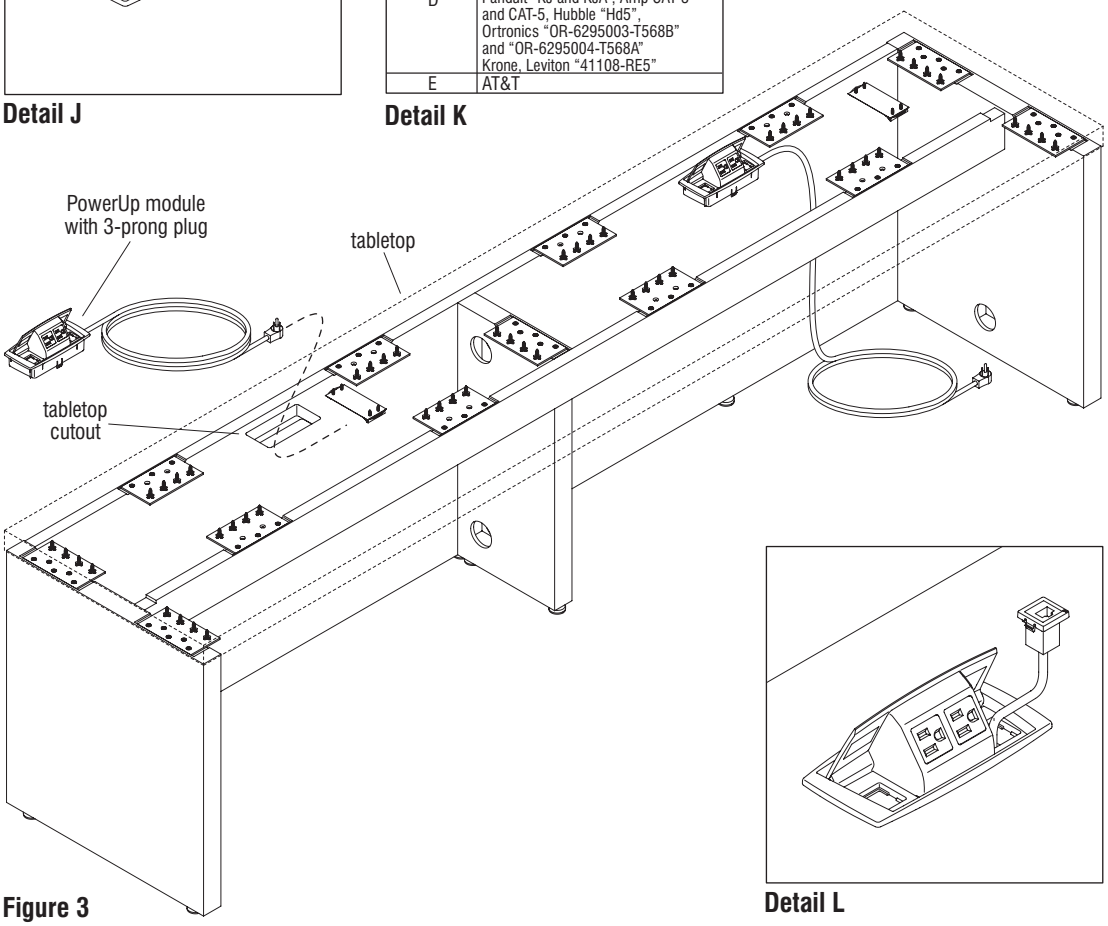



**Figure 3**



**Detail L**

**PowerUp Module Installation**

**Note:** A wide range of table dimensions are available for Serenade Gathering tables. The figures on this page illustrate PowerUp module installation on a 24 x 108" table. Your configuration may vary.

1. Orient the PowerUp module as shown and route the 3-prong plug end down through the tabletop cutout in the tabletop. Press the module down firmly into the cutout to secure in place, making sure the front and rear snaps catch under the cutout bottom edge of the tabletop (Figure 3 & Detail H).

2. To open the PowerUp module, push down lightly on the lid dimple and release. To close module, push lid down until slightly recessed in module body and release. Open and close the module to ensure smooth operation (Details I & J).

3. Select the appropriate data plate adapter for the phone/data jack to be used and carefully remove from injection molded tree (Detail K).

   **Note:** Jacks are sold by separate companies and are not supplied with the module.

4. Wire the jack appropriately to the data plate and snap the data plate assembly into the module grommet opening as shown (Detail L).

   **Note:** Depending on style of data jack used, it may be necessary to route the phone/data cord through the module grommet opening and data plate to install. Each installation may vary.

5. The PowerUp module may be removed without tools by squeezing the front and rear snaps located on the module under the tabletop while pushing up the module.

6. Proceed to "Power Module Cable Routing" instructions on page 33.

CAUTION

Assemble units as described herein only. To do otherwise may result in instability. All screws, nuts and bolts must be tightened securely and must be checked periodically after assembly. Failure to assemble properly, or to secure parts may result in assembly failure and personal injury.

**Villa Power Module Installation**

**Note:** A wide range of table dimensions are available for Serenade Gathering tables. The figures on this page illustrate Villa power module installation on a 24 x 108" table. Your configuration may vary.

1. With one person underneath the table, position the Villa power module (with 3-prong plug) on the underside of the tabletop above the tabletop cutout. Orient the notch in the module to face the user side (Figure 4 & Detail M).

2. Align the six mounting holes on the power module with the six pre-drilled holes in the tabletop, then secure the bracket to the underside of the tabletop with the six #8 x $^3/_4$" screws provided (Figure 4 & Detail M).

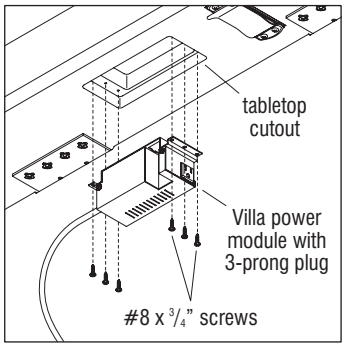
**Villa Grommet Cover Installation**

1. Position the Villa grommet above the tabletop cutout with the lid opening towards the user (Detail N).

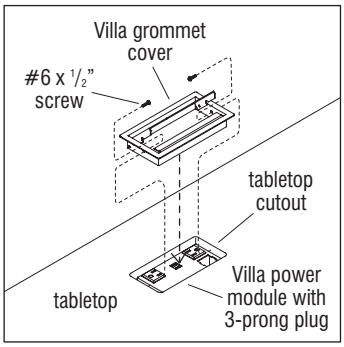
2. Push the grommet into the cutout, tap lightly with a rubber mallet if required, use caution to avoid scratching the grommet (Detail N).

3. Secure the grommet to the tabletop by inserting two #6 x $^1/_2$" screws through the holes on the inside of the module into the cut edge of the top (Detail N).

4. Proceed to "Power Module Cable Routing" instructions on page 33.




**Detail M**




**Detail N**

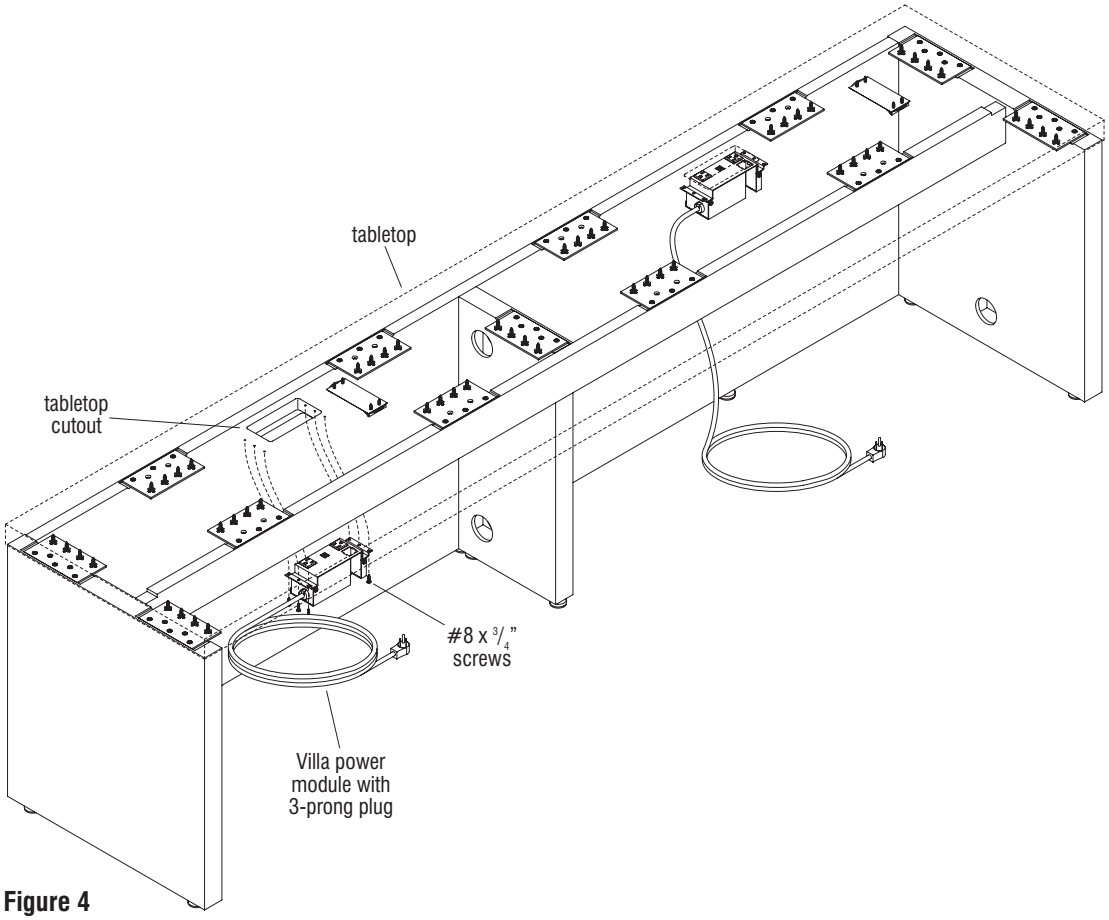
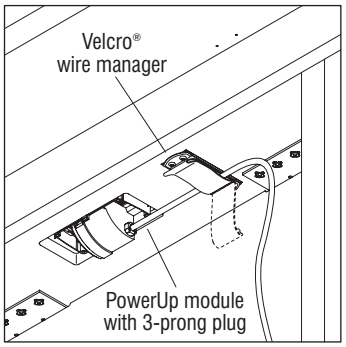


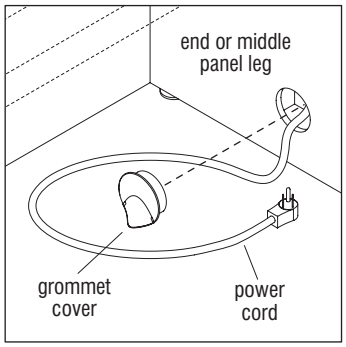

**Figure 4**

**CAUTION**

Assemble units as described herein only. To do otherwise may result in instability. All screws, nuts and bolts must be tightened securely and must be checked periodically after assembly. Failure to assemble properly, or to secure parts may result in assembly failure and personal injury.




**Detail O**




**Detail P**

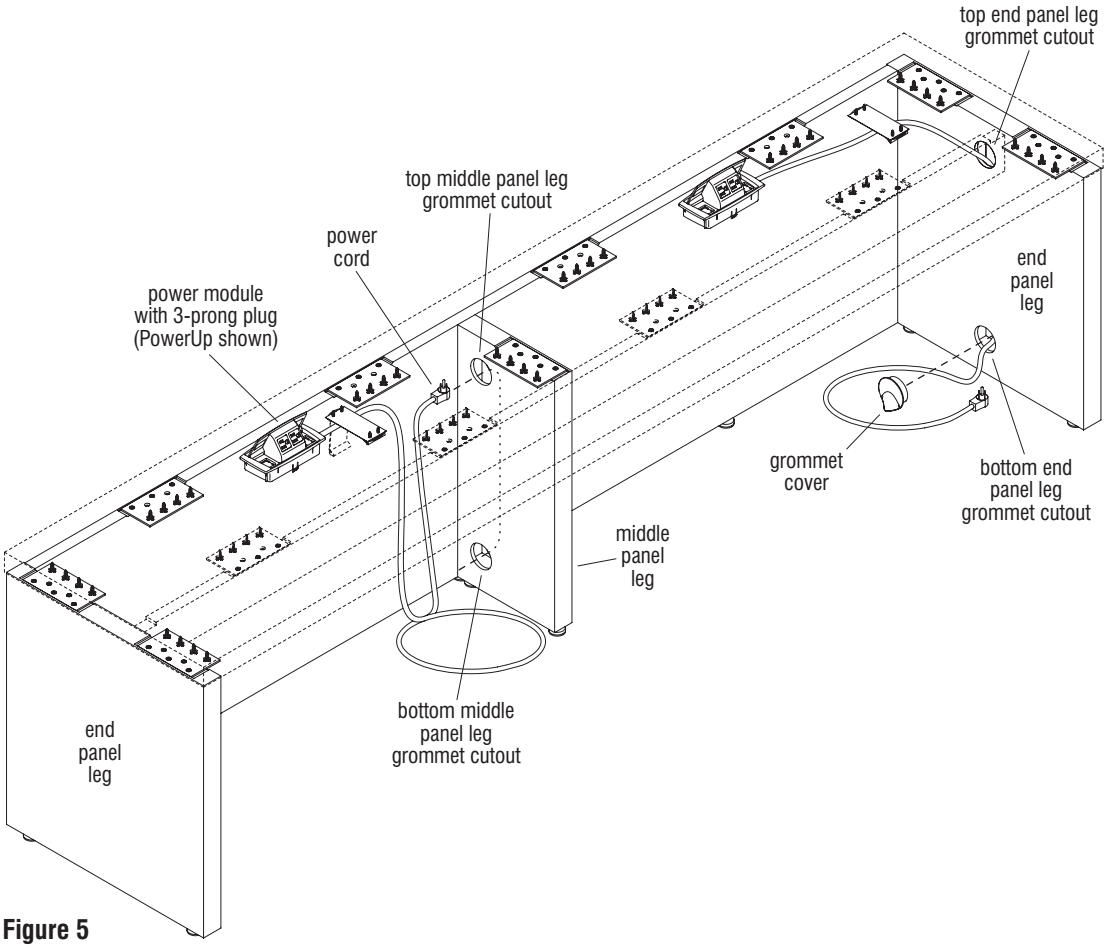



**Figure 5**

**Power Module Cable Routing**

**Note:** A wide range of table dimensions are available for Serenade Gathering tables. The figures on this page illustrate the cable routing of a PowerUp module on a 24 x 108" table. Your configuration may vary.

1. Strap in the module power cord using the installed Velcro wire manager (Figure 5 & Detail O).
2. Route the plug end of the power cord through the top panel leg grommet cutout and down through the bottom panel leg grommet cutout (Figure 5).
3. Position a grommet cover over one bottom panel leg grommet cutout with the opening facing down. If any power cords are present, route the cable through the cover opening (Figure 5 & Detail P).
4. Push the grommet cover into the bottom panel leg grommet cutout, tap lightly with a rubber mallet if required, use caution to avoid scratching the grommet cover. Repeat this process to secure the remaining covers to the bottom panel leg grommet cutouts (Detail Q).

**CAUTION**

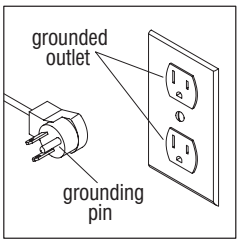
Assemble units as described herein only. To do otherwise may result in instability. All screws, nuts and bolts must be tightened securely and must be checked periodically after assembly. Failure to assemble properly, or to secure parts may result in assembly failure and personal injury.

**GROUNDING INSTRUCTIONS**

This product is for use on a nominal 120-volt circuit and has a grounding plug that looks like the plug illustrated in Detail Q. Make sure that the product is connected to an outlet having the same configuration as the plug. No adapter should be used with this product.

**Connections with Source Power**

1. Place tables in final location (Figure 6).
2. Plug the power module into an appropriate location only after all other components have been installed.




**Detail Q**

**IMPORTANT SAFETY INSTRUCTIONS**

When using an electrical furnishing, basic precautions should always be followed, including the following:

Read all instructions before using (this furnishing).

**DANGER:** To reduce the risk of electric shock:

1. Always unplug this furnishing from the outlet before cleaning.

**WARNING:** To reduce the risk of burns, fire, electric shock, or injury to persons:

1. Unplug from outlet before putting on or taking parts off parts.
2. Close supervision is necessary when this furnishing is used by, or near children, invalids, or disabled persons.
3. Use this furnishing only for its intended use as described in these instructions. Do not use attachments not recommended by the manufacturer.
4. Do not use outdoors.
5. **WARNING:** Risk of Electric Shock-Connect this furnishing to a properly grounded outlet only. See Grounding Instructions.

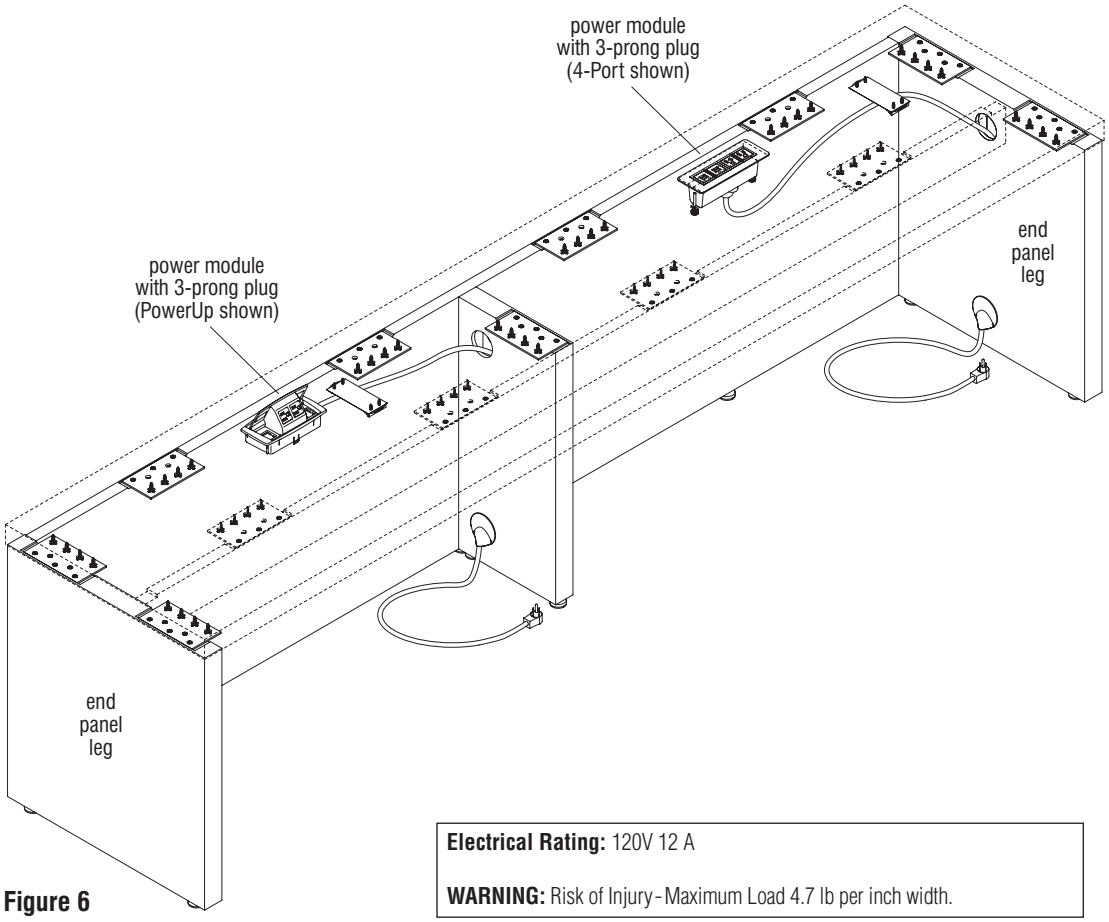


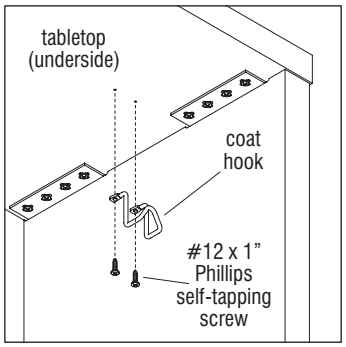

**Figure 6**

**Electrical Rating:** 120V 12 A

**WARNING:** Risk of Injury - Maximum Load 4.7 lb per inch width.

CAUTION

Assemble units as described herein only. To do otherwise may result in instability. All screws, nuts and bolts must be tightened securely and must be checked periodically after assembly. Failure to assemble properly, or to secure parts may result in assembly failure and personal injury.




**Detail A**

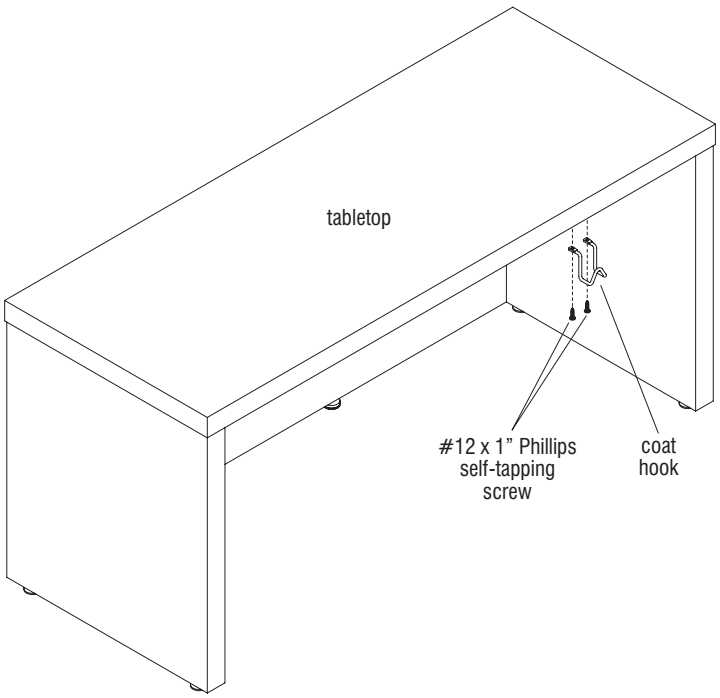



**Figure 1**

**Coat Hook Installation**

**Note:** A wide range of table dimensions are available for Serenade Gathering tables. The figure and detail on this page illustrates the installation of a coat hook on a 24 x 60" table. Your configuration may vary.

1. Position the coat hook under the tabletop, centering the coat hook mounting holes over the pre-drilled holes in the tabletop, then secure using two #12 x 1" Phillips self-tapping screws. Take care to not over-tighten the screws. Repeat this process to secure the remaining brackets to end panel legs (Figure 1).

KI
1330 Bellevue Street
P.O. Box 8100
Green Bay, Wisconsin 54308-8100
1-800-424-2432
www.ki.com

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