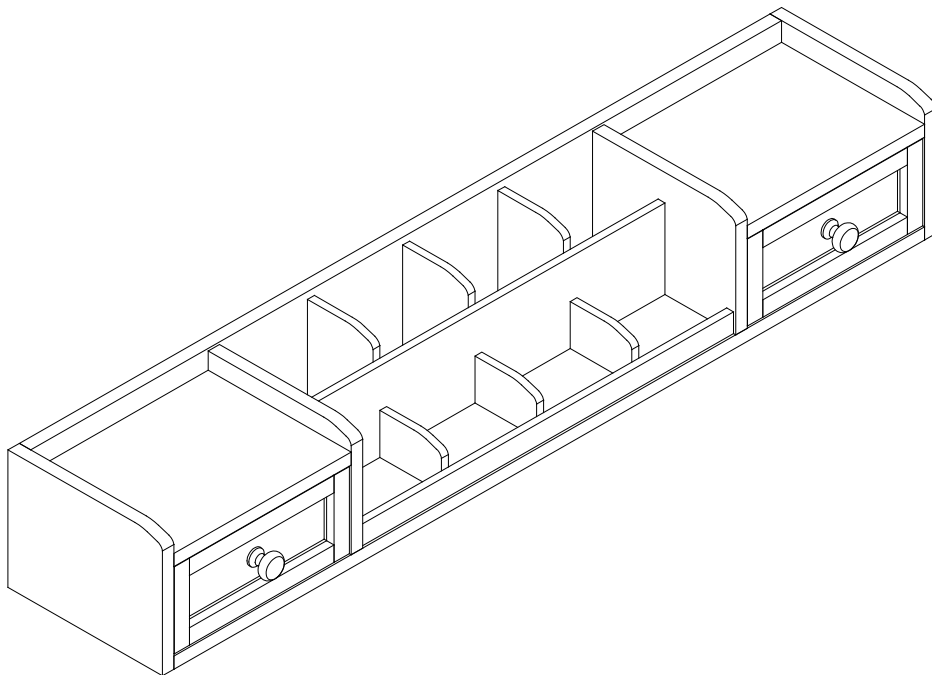


**HAMPTON CLASSIC DESK HUTCH**  
**ASSEMBLY INSTRUCTION**



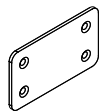

**Important safety instructions:**

- Please read all all instruction carefully before assembling this Hutch.
- For your safety, assembly by two or more adults is strongly recommended.
- Keep these instructions for future use.
- Use only vendor-supplied hardware to assembly this item. Using unauthorized hardware could jeopardize the structural integrity of the item.

**Pre- assembly:**

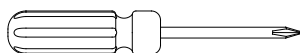
- Remove all parts and hardware from the box and place them on a carpeted or scratch-free work surface. The shipping box provides an ideal work surface.
- To avoid accidentally discarding small parts or hardware, please do not dispose of any contents until assembly is complete.
- Two people are recommended for your safety and ease of assembly.
- Prior to starting the assembly, use the parts and hardware lists to identify and separate each of the pieces included.
- The illustrations provided allow for easier assembly when used in conjunction with the assembly instructions.
- Note: Do not fully tighten any of the bolts until all parts are in place. Failure to follow these instructions may cause the bolts to misalign during assembly.
- Please use caution if using power tools to aid in assembly. Power tools can damage the hardware or split the wood.

**Hardware Included:**

| A – Mending Plate  | B –Phillips head Screw  |
|--|---|
| <br>(70x40x2mm) | <br>7x15(mm) |
| 2pcs   | 8pcs  |

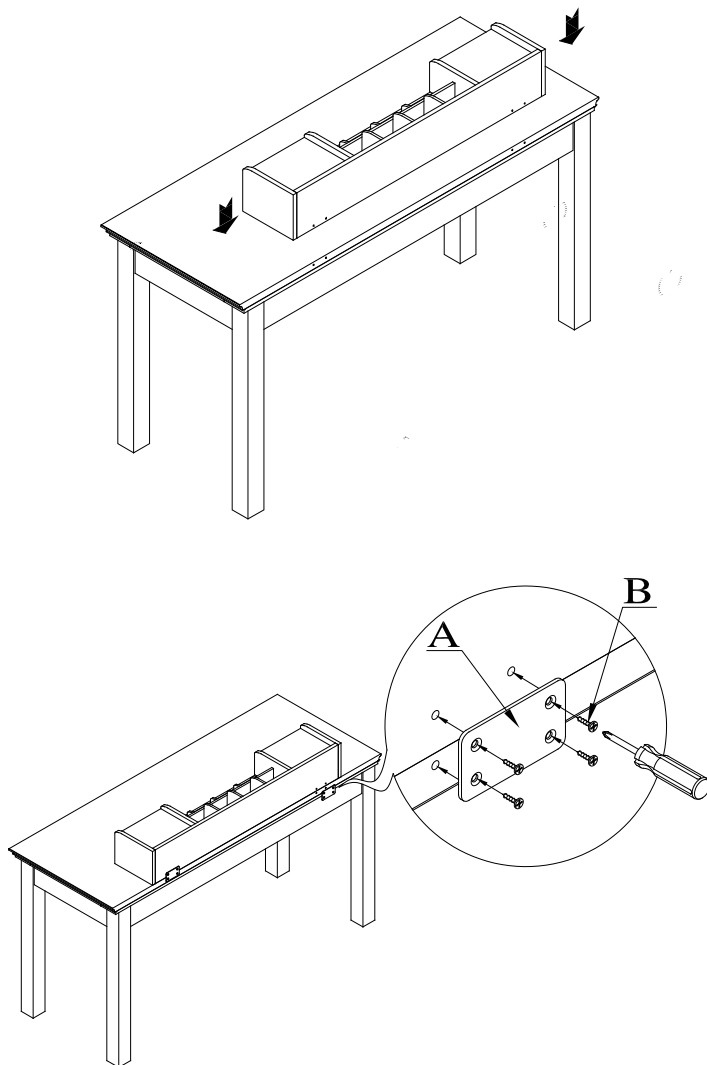
**Tools Required:**

Phillips Head Screwdriver (not included). Do not use power drill as it may cause cracking.



### Assembly Instruction Steps:

1. Place the desk hutch on desk (sold separately) in an upright position, as shown below.
2. Align pre-drilled holes of the Mending Plate (A) with the pre-drilled holes at the back of Desk and Hutch. Insert the Phillips Head Screw (B) through the pre-drilled holes of the Mending Plate (A) into pre-drilled holes at the back of Desk and Hutch then loosely tighten Phillips Head Screw (B) with a Phillips Head Screwdriver. Do not fully tighten until all screws are in place. Repeat on the other side of desk for 2<sup>nd</sup> mending plate.
3. For setting up the Desk, refer to Desk's Assembly Instruction.
4. Hardware should be checked periodically for tightness.



### Care Instructions:

- Dust often using a clean, soft, dry and lint-free cloth.
- Blot spills immediately and wipe with a clean, damp, cloth.
- We do not recommend the use of chemical cleansers, abrasives or furniture polish on our lacquered finish.
- Hardware may loosen over time. Periodically check to make sure all connections are tight. Re-tighten if necessary.