

# INTERRA Installation Manual

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# Interra System Installation Manual

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## Introduction

The Interra System Installation manual provides the necessary instruction for the safe installation of the Interra System for:

- The Installers with visual and written instructions.
- The End Users to ensure continued safe use of the product when maintaining and reconfiguring the product.

To ensure proper installation of the product, the Interra System requires layout and wall supports as specified in this manual. Reconfiguration of the product and additions to an installation must be performed per the instructions in this manual to ensure the continued safe use of the product. Friant & Associates, LLC does not assume any responsibility for product that is altered in any way. The Interra System is composed of full and/or partial height Walls, Support Cabinets, Wall Mounted and Free-Standing components, and accessories.

The Interra System is considered to be portable furniture; therefore, subject to applicable local Fire, Electrical and Building Codes. Check with local authorities prior to installation.

**ELECTRICAL STATEMENT:** Friant's Interra System Electrical Distribution System is listed with the Underwriters Laboratories, and complies with the National Electrical Code, ANSI/BIFMA 70. Check with local authorities prior to installing the product.

**NOTE:** To ensure proper installation of the product, frames must be leveled during the installation process.



**WARNING:** Failure to follow the instructions in this manual can result in product damage, personal injury, or death.

# General Tools, Staging & Safety

## General Tools

The following tools are necessary for field assembly and installation of Friant's Interra product:

- allen wrench 1/4"
- #2 phillips head screwdriver
- #3 phillips head screwdriver
- screwdriver, med slotted
- measuring tape (25' or more)
- rubber mallet or dead blow mallet
- carpenter's level (48")

In addition, the following tools will help speed up installations:

- drill (12v or more)
- set of drill bits
- set of screw bits #2 and #3
- 1/4" allen bit for drill
- wrench open end 10 mm (long handle is best)
- pliers
- carton knife
- ratchet head with 1/4" allen bit
- 6' step ladder
- material handling carts

## Staging

In an effort to make your project run more smoothly, the following is recommended:

1. Check in and count all products for accuracy and damage prior to the delivery truck leaving. Note any damages or shortages on the Bill of Lading before signing.
2. Notify the factory immediately of any shortages or damages (with photo to document).
3. Unload all products into a staging area on your job site and sort by product number.
4. Keep and maintain a clutter-free staging area — it will help speed up your assembly.
5. Protect all building walls with furniture pads or cardboard where product is leaning against them or in high traffic areas.

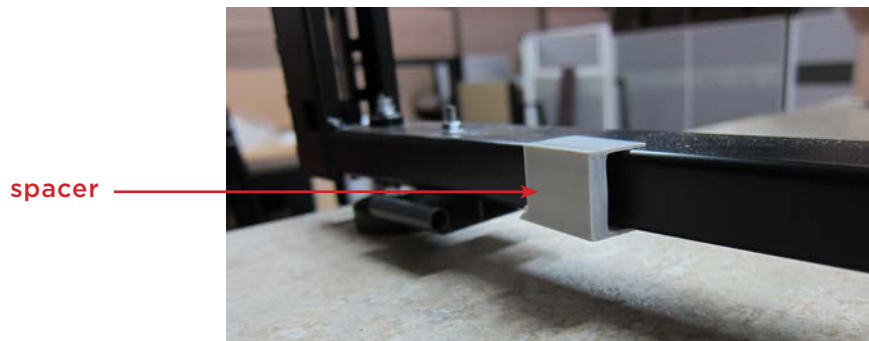
## Safety

- Please note all warnings, as these are for your safety.
- Always use proper tools when installing.
- Keep your work area clean, clutter-free and safe during installation.
- Use eye protection when working under a workstation or when working with tools.
- Many products weight more than 35 pounds, so use two or more people to safely lift, carry and install the products.
- When using tools, extension cords or ladders, use them in accordance to OSHA guidelines.
- Work safe, work smart.

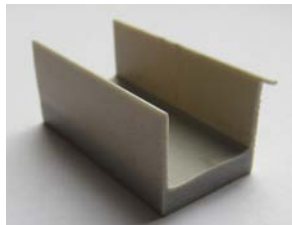
# Before Installation

## Remove shipping spacers

Some sizes of Interra frames ship with stability bar at the top corners. All sizes ship with gray plastic spacers at the bottom. These are on the frame for shipping purposes only and must be removed before installation.



Spacers on the bottom of the frame can be removed by pulling them off the frame. They do not have screws.



# A/B Style Frames

## A-Style



(tile to floor shown)

## B-Style



## A-Style Frame

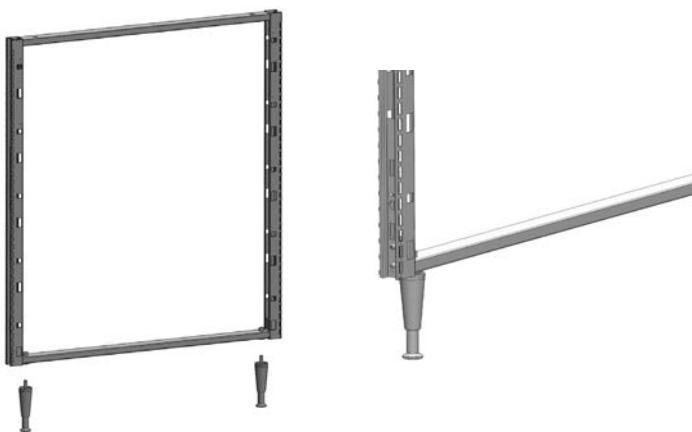
tile to floor style or base cover style with adjustable glides

- Ships assembled with adjustable glides at bottom.
- Be sure that the glides are all the way in the bottom of the frame. If the floor is uneven, glide adjustment should be made during assembly of the product.

## B-Style Frame

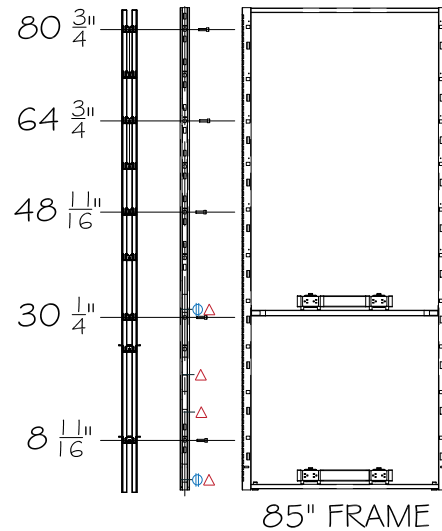
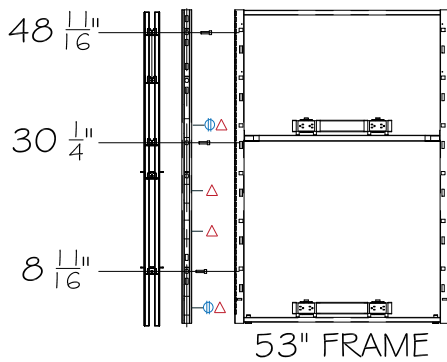
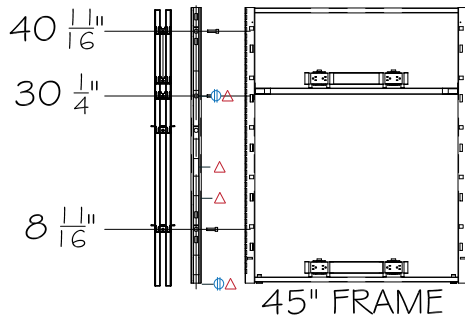
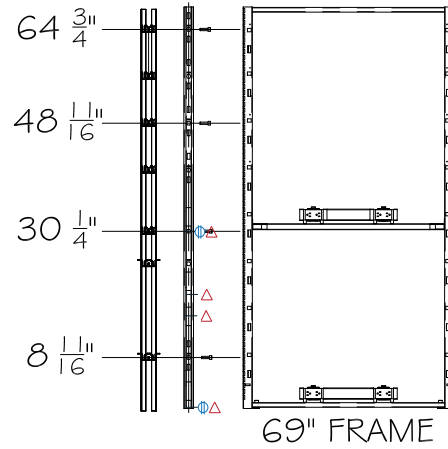
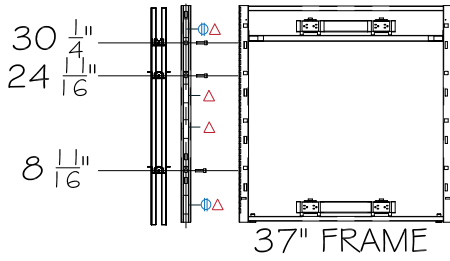
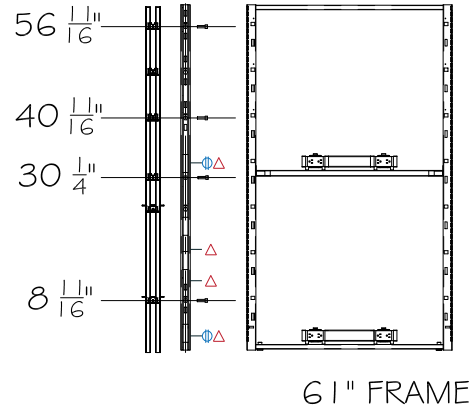
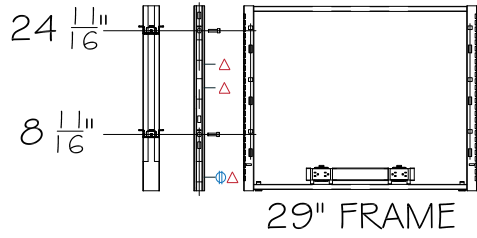
open base style with adjustable legs

- Ships unassembled.
- Prior to beginning the installation, attach legs to frame by inserting the leg and tightening the bolt.
- Leg is adjustable. Be sure the legs are all the way in at their lowest point. If the floor is uneven, glide adjustment should be made during assembly of the product.



# Frame Connection Point Locations

For Frame to Frame or Frame to Connector. Shown below with beltline power.



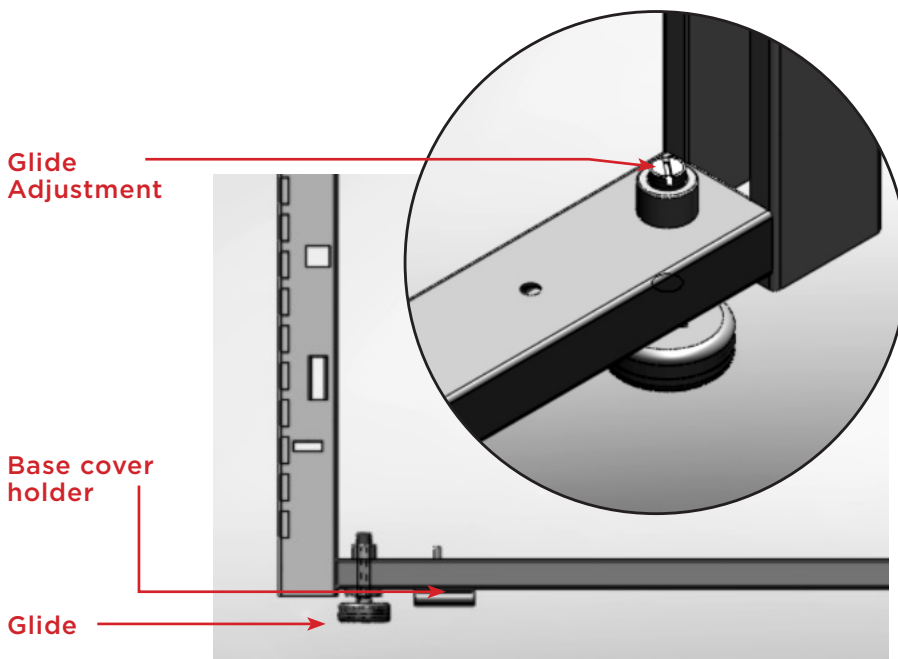
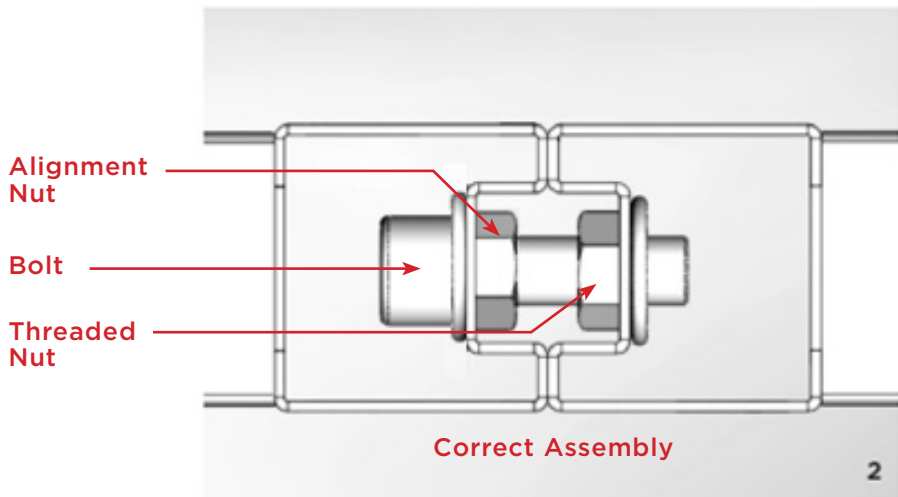
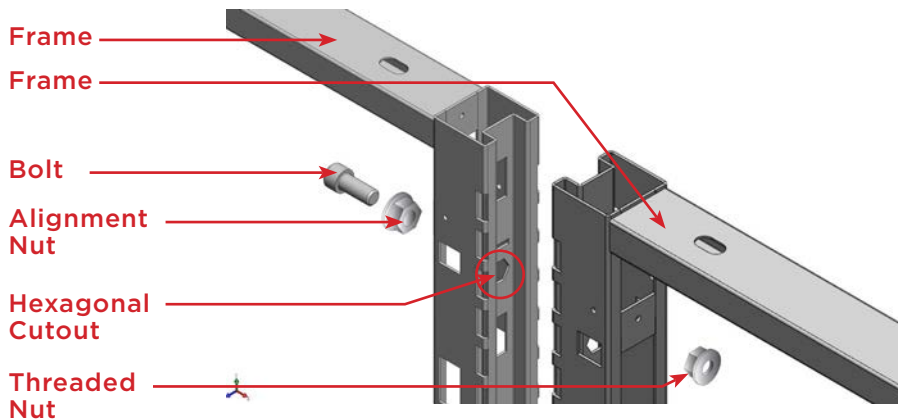
Power & data distribution cut outs are approximately 2.75" tall and are located approximately 2.5", 16", 22", & 33" from the bottom of the frame.

Note: Data cannot be run through frames behind back-to-back markerboard tiles.

- 33"
- 22"
- 16"
- 2.5"

**WARNING:** Failure to follow the instructions in this manual can result in product damage, personal injury, or death.

# Frame to Frame Assembly



Use Frame to Frame packages to connect frames of equal or different heights in a straight line. Frame to Frame package consists of: a bolt, alignment nut, and threaded nut. Use the quantity of Frame to Frame connection packages needed per the chart below, and see Frame Connection Point Location page.

### Frame Connection points per height:

Height	Connections
29"	2
37"	3
45"	3
53"	3
61"	4
69"	4
85"	5

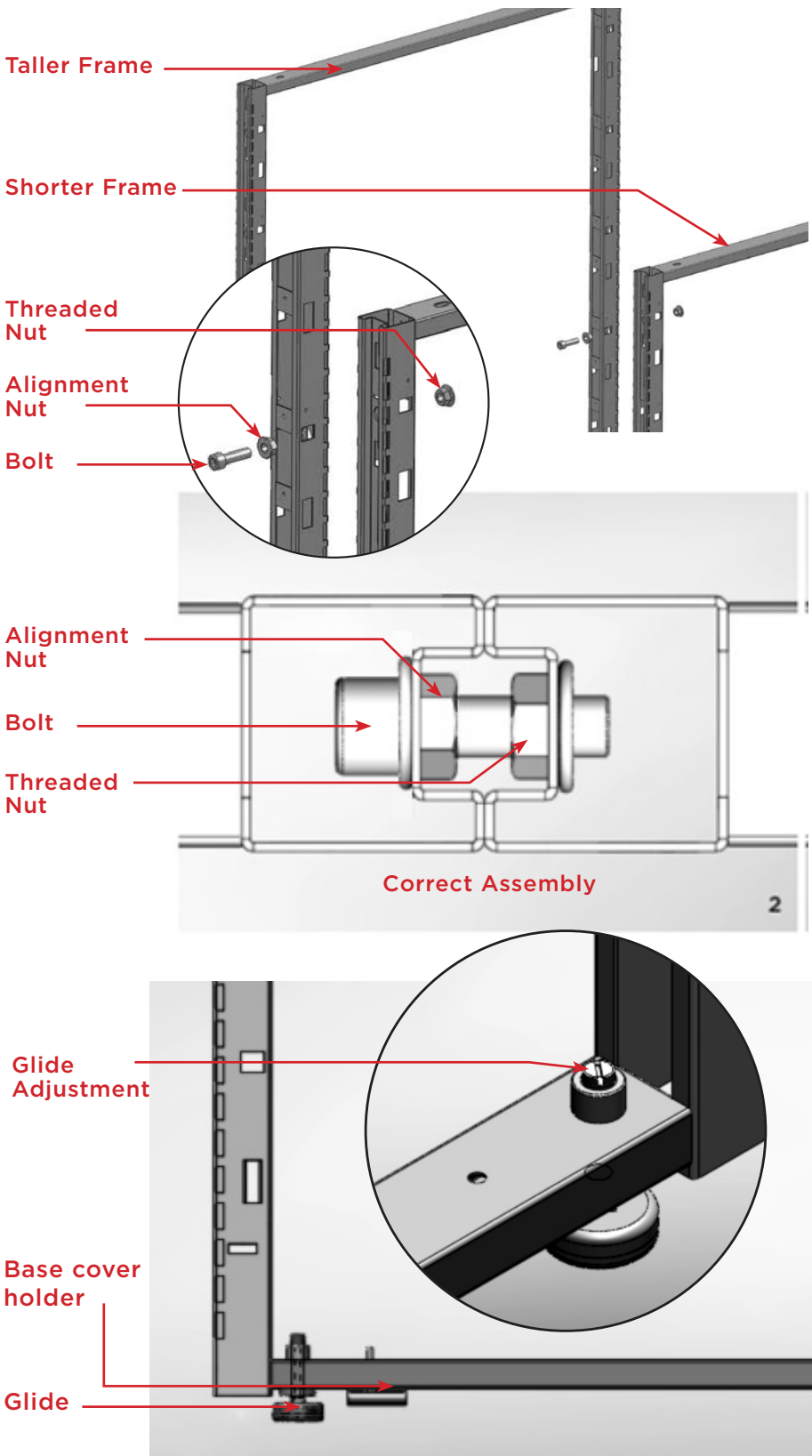
### Frame to Frame of the same height

1. Frames are connected to each other by means of connecting bolts. A connecting bolt consists of: a bolt, an alignment nut and a threaded nut.
2. Bring frames to be connected together. Insert alignment nut in the hexagonal cutout in frame number 1.
3. Insert threaded nut in the hexagonal cutout in frame number 2.
4. Insert bolt through the alignment nut and secure to threaded nut.
5. Prior to tightening the bolt, insert the correct number of connecting bolts, as per the table above and at the location indicated in the Connection Point Location reference page.
6. After all connecting bolts are inserted, tighten all bolts until all stiles come securely together.
7. Do not over tighten.

**NOTE:** To ensure proper installation of the product, frames must be leveled during the installation process.



# Frame to Frame of Different Heights



Use Frame to Frame packages to connect frames of equal or different heights in a straight line. Frame to Frame package consists of: a bolt, alignment nut, and threaded nut. Use the quantity of Frame to Frame connection packages needed per the chart below, and see Frame Connection Point Location page.

Frame Connection points per height:

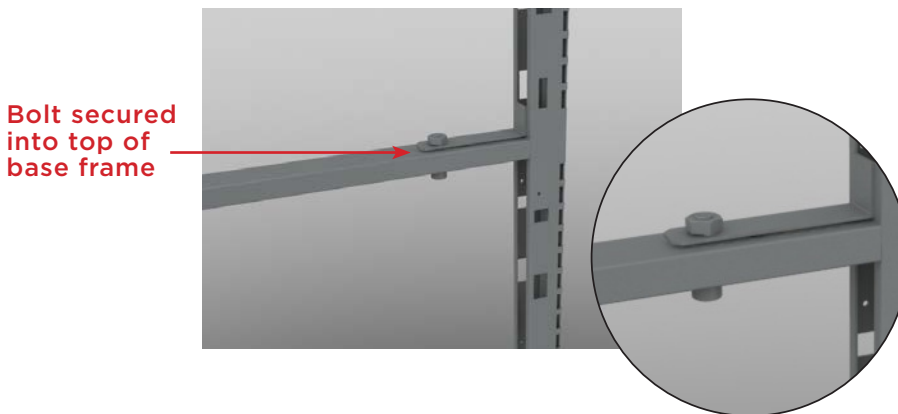
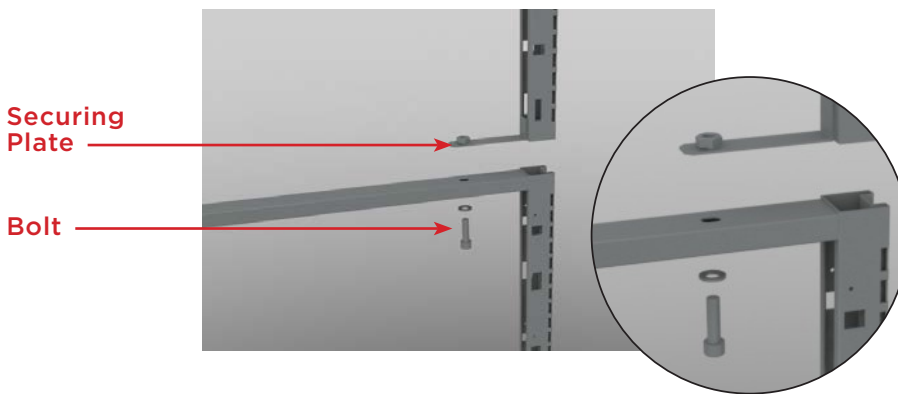
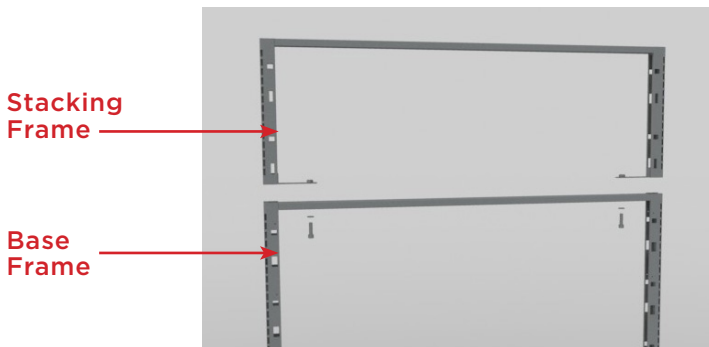
Height	Connections
29"	2
37"	3
45"	3
53"	3
61"	4
69"	4

## Frame to Frame of different height

1. Frames are connected to each other by means of connecting bolts. A connecting bolt consists of: a bolt, an alignment nut and a threaded nut.
2. Bring the shorter frame together with the taller frame and insert alignment nut in the hexagonal cutout at the top of the shorter frame.
3. Insert threaded nut in the hexagonal cutout in the taller frame.
4. Insert bolt through the alignment nut and secure to threaded nut in the taller frame.
5. Prior to tightening the bolt, insert the correct number of connecting bolts for the shorter frame, as per the table above and at the location indicated in the Connection Point Location reference page.
6. After all connecting bolts are inserted, tighten all bolts until all stiles come securely together.
7. Do not over tighten.

**NOTE:** To ensure proper installation of the product, frames must be leveled during the installation process.

# Stacking Frame Installation

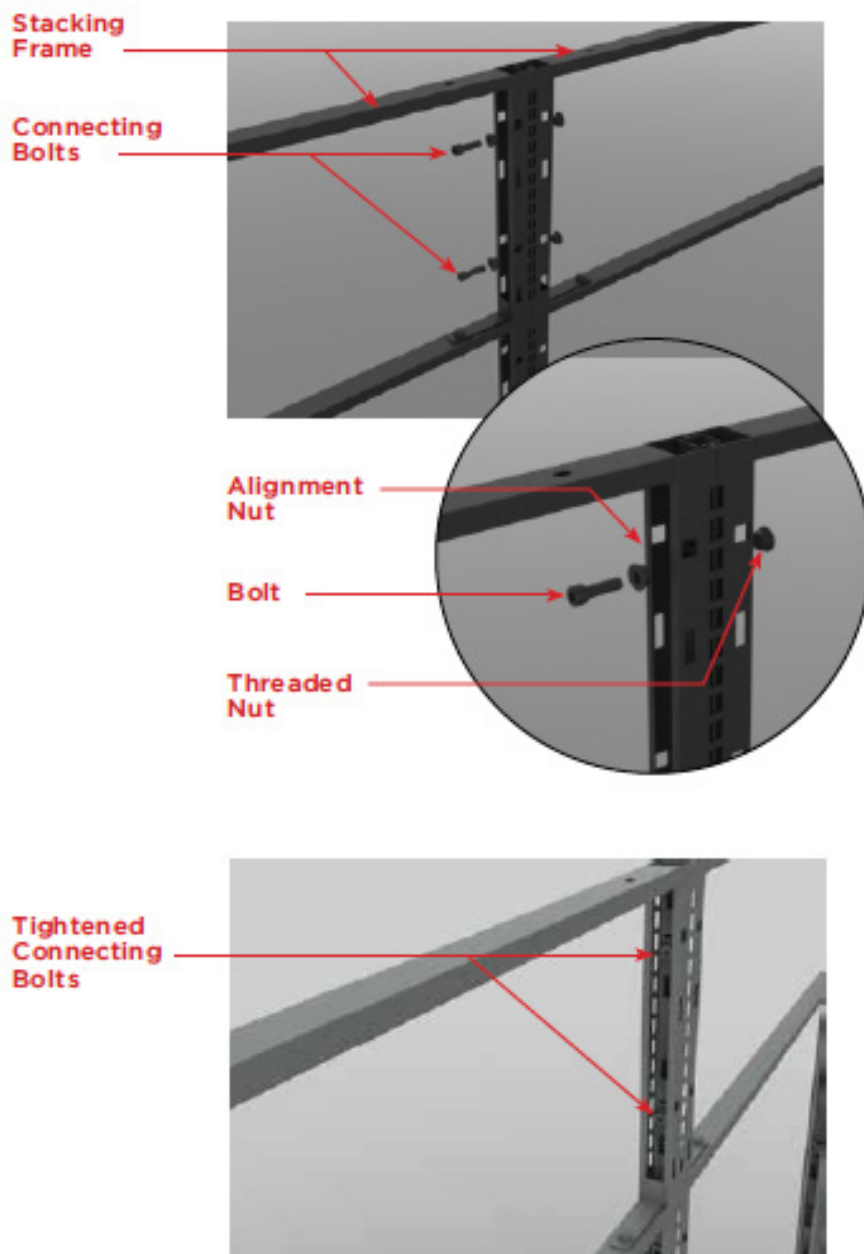


**WARNING:** Never install worksurfaces on Stacking Frames. Never install more than one Stacking Frame on top of a base frame. Overhead shelves and storage can only be hung on a Stacking Frame when it is connected to connectors or other frames.

1. Remove top tile from base panel at desired location by pulling towards you to disengage top clips from the frame. Pull tile up to disengage bottom hooks from frame. Repeat for other side of frame.
2. Remove top cap by removing wing nuts and lifting top cap. Set aside for reuse on top of Stacking Frame.
3. Position Stacking Frame above existing frame, aligning the holes in brackets with the holes in the frame. Install two (2) bolts through the securing plates on the Stacking Frame. Do not tighten.
4. When installing (2) Stacking Frames side by side, see Stacking Frame to Stacking Frame installation on page 11.
5. Tighten bolts into top of base frame.
6. Install top cap on Stacking Frame.
7. Reinstall all tiles.

**NOTE:** If installing Window Tile on a Stacking Frame, must specify Window Tile Stacking.

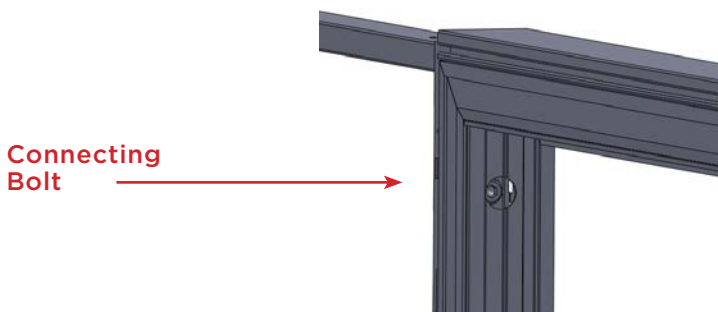
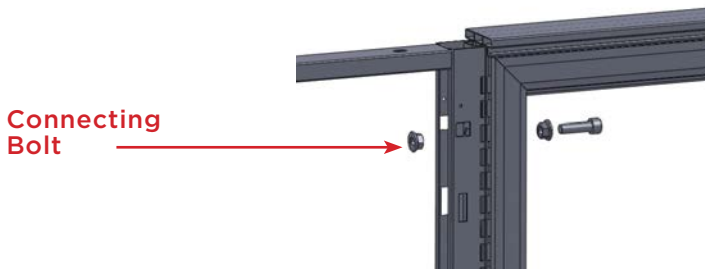
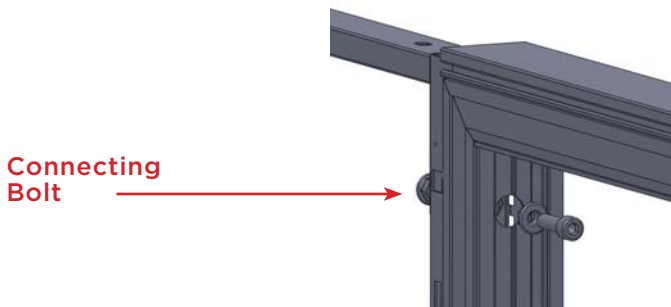
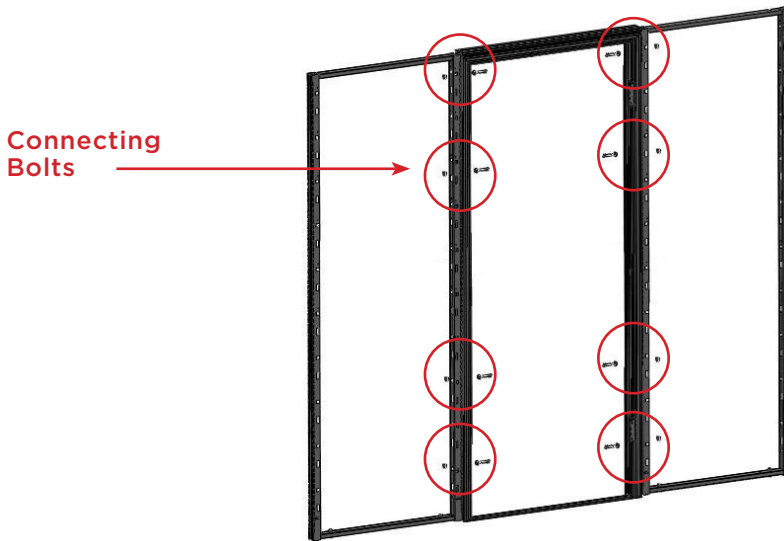
# Stacking Frame to Stacking Frame Installation



## Frame to Frame of the same height

1. After securing Stacking Frame to the base frame (page 8), level them for attaching together.
2. Stacking Frames are connected to each other by means of connecting bolts. A connecting bolt consists of: a bolt, a alignment nut and a threaded nut.
3. Insert alignment nut in the hexagonal cutout in frame number 1.
4. Insert threaded nut in the hexagonal cutout in frame number 2.
5. Insert bolt through the alignment nut and secure to threaded nut.
6. Prior to tightening the bolt, insert two (2) connecting bolts.
7. After all connecting bolts are inserted, tighten all bolts until all stiles come securely together.
8. Do not over tighten.

# Door Frame Installation

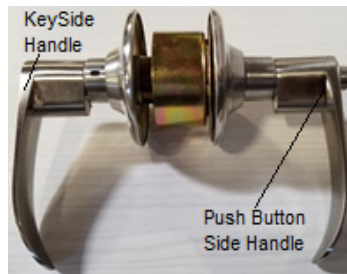


**NOTE:** Door swing cannot be changed. If opposite swing configuration is needed, a new door is required.

1. Door Frame is factory assembled for either left of right hand swing.
2. Place Door Frame at the proper location with door swing on the desired side of frame.
3. Connect Door Frame to adjacent frame with connecting bolts. Each door frame has a total of eight (8) bolts, four (4) on each side.
4. Adjust adjacent frame glides so door opening is square with the door. Door frame must be parallel to the flat face of the door.

# Door Handle Instructions

## Overall View



## Key-Side Handle

**\* DO NOT DISASSEMBLE KEYSIDE HANDLE**

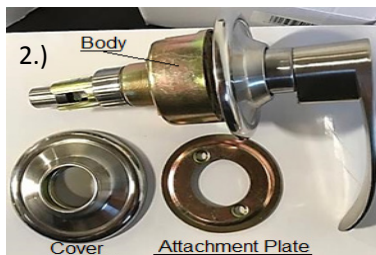
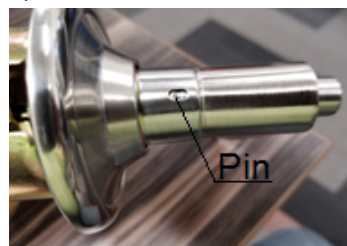


## Remove the Push Button Side Handle

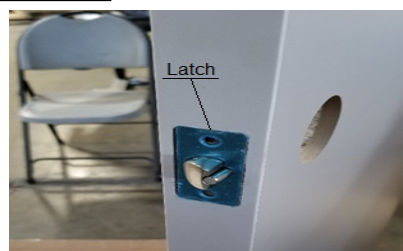


## Preparation

- 1.) Remove Push Button Handle by Pressing the Pin with the tool provided.
- 2.) Remove Cover and Attachment Plate from Body



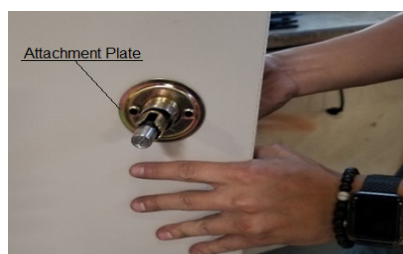
## Install Latch to Door Panel



## Insert Body into Door Panel



## Install Attachment Plate, then secure with screws provided



## Install Cover



## Install Push Button Side Handle to Body



\* If you have disassembled key side handle see next page.

# Fix after disassembly of keyside handle (if applicable)

## Overall View



## Inside Lever



## Outside Lever



-Image with Outside Lever detached.  
-You'll see that there is a cross shaped slot.

-Image of Outside Lever detached

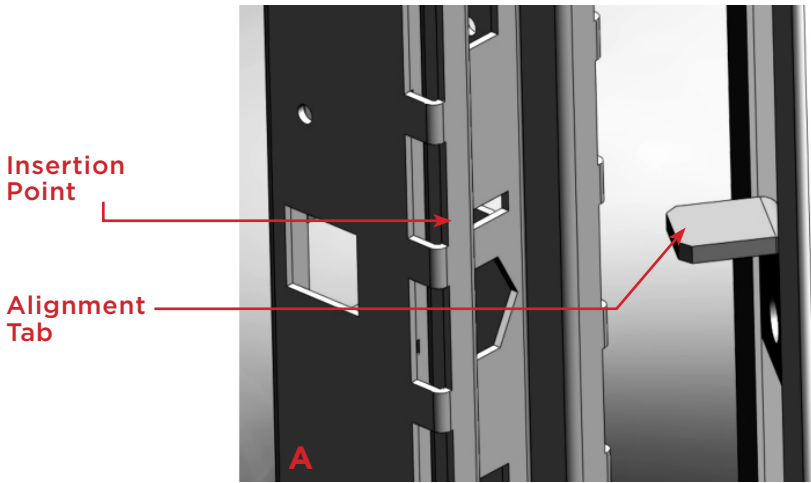


-Locate the pin inside the outside lever. You'll see that the pin moves freely.  
-This Pin has to fit into the Cross Shaped Slot straight

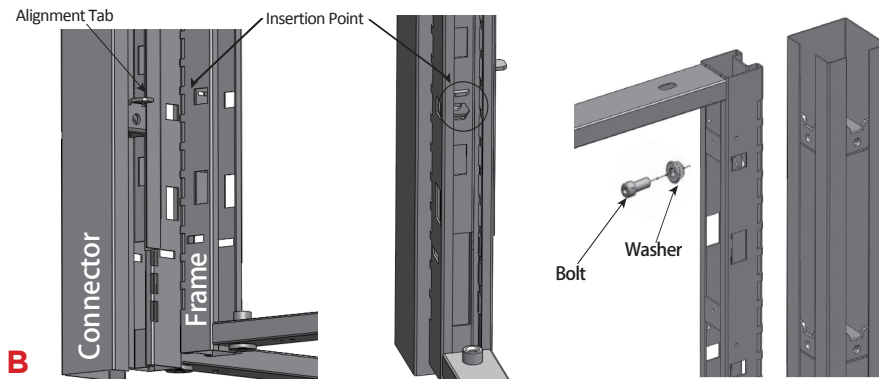


-I have found it easiest to remove the entire body from the Door Panel.  
-Hold the Body vertically to fit the Pin into the Cross shaped Slot.  
-With a mallet give the handle a nice bang.  
-You should hear a click, which means the handle is engaged.  
-Then start the Install over using the Instructions.

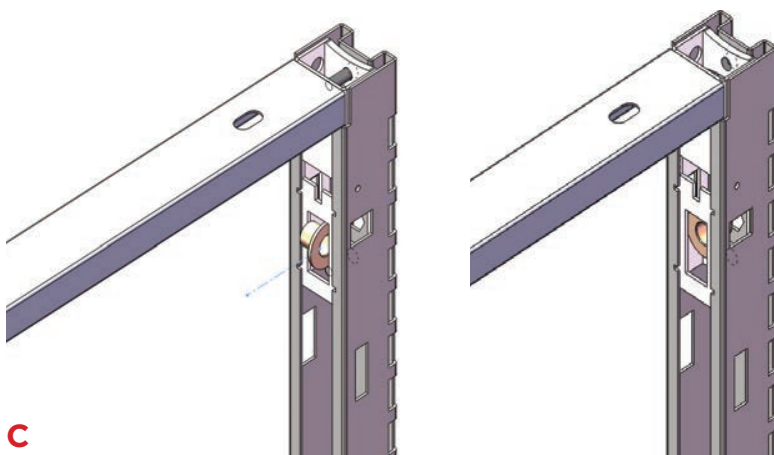
# Frame to Connector Assembly



Attach the alignment tabs on the Connector to insertion point on Frame



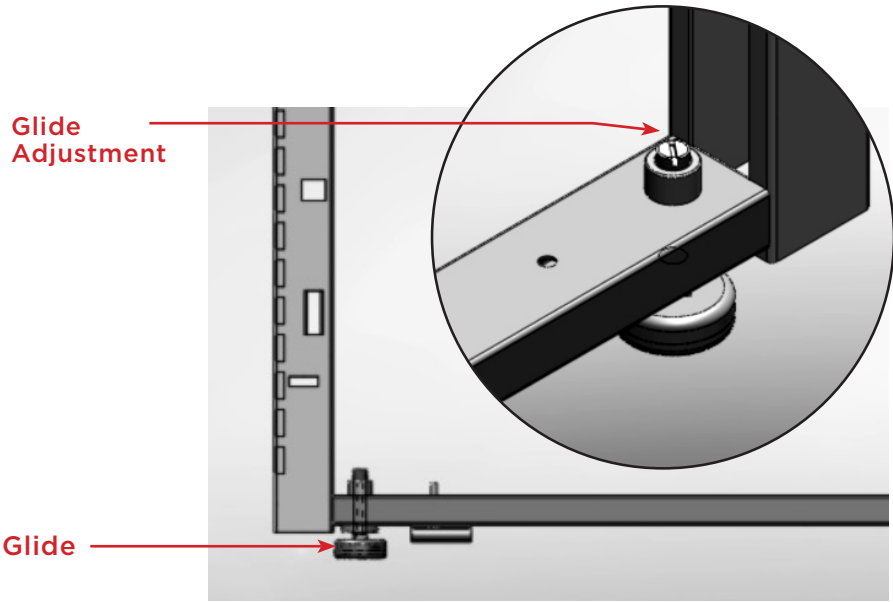
**Note: When installing at the Top of the Frame, the washer does not fit through the frame to insertion point**



## Frame to Connector Assembly

Alignment tabs and threaded inserts are already secured to the connecting posts.

1. Position frame so that the alignment tabs at the bottom of the connector post align with the corresponding insertion point on the Frame. See image A.
2. Frames are secured to connector posts by means of connecting bolts. For frame to connector assembly, the connecting bolt consists of a bolt and a washer as shown in image to the left. Insert the first bolt and washer. Tighten bolt lightly. See image B
3. To secure bolt and washer at the Top of the frame, the washer will have to be turned sideways then into insertion point. You may need a small tool such as Allen wrench to install. See image C



4. Continue by inserting the correct number of connecting bolts as per the table below, at the location indicated in the Connection Point Location reference page.
5. Prior to tightening all bolts, ensure that the frame and connector post are squarely aligned.
6. Tighten all bolts until frames and connector post come securely together.

See next page for diagram of 2-Way, 3-Way, 4-Way connector post installation.

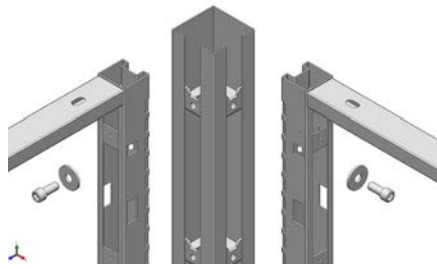
**Frame Connection points per height:**

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61"	4
69"	4
85"	5

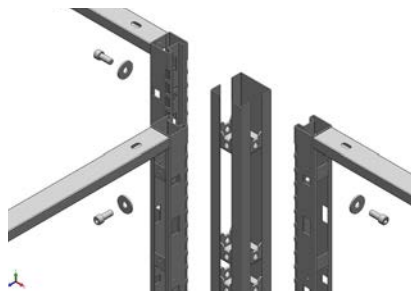
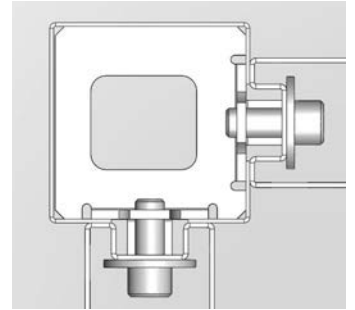
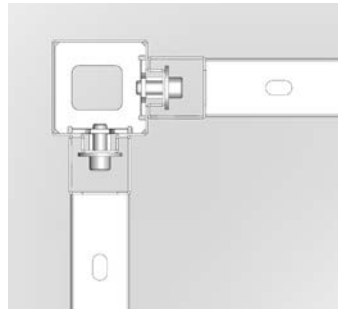


# Frame to Connector Assembly: 2-Way, 3-Way, 4-Way

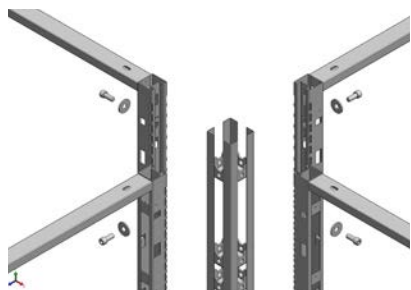
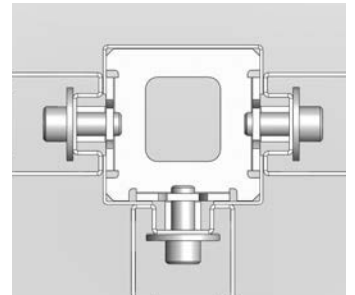
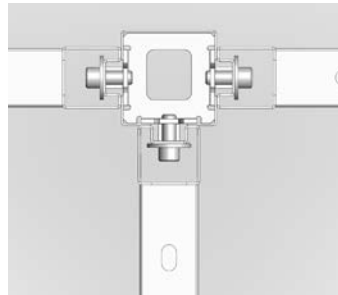
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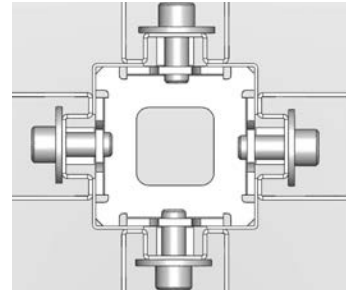
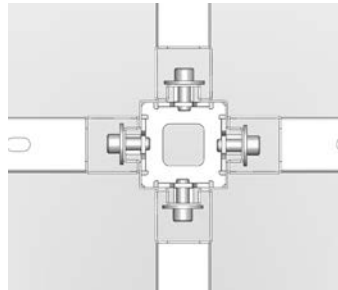
**2-Way**



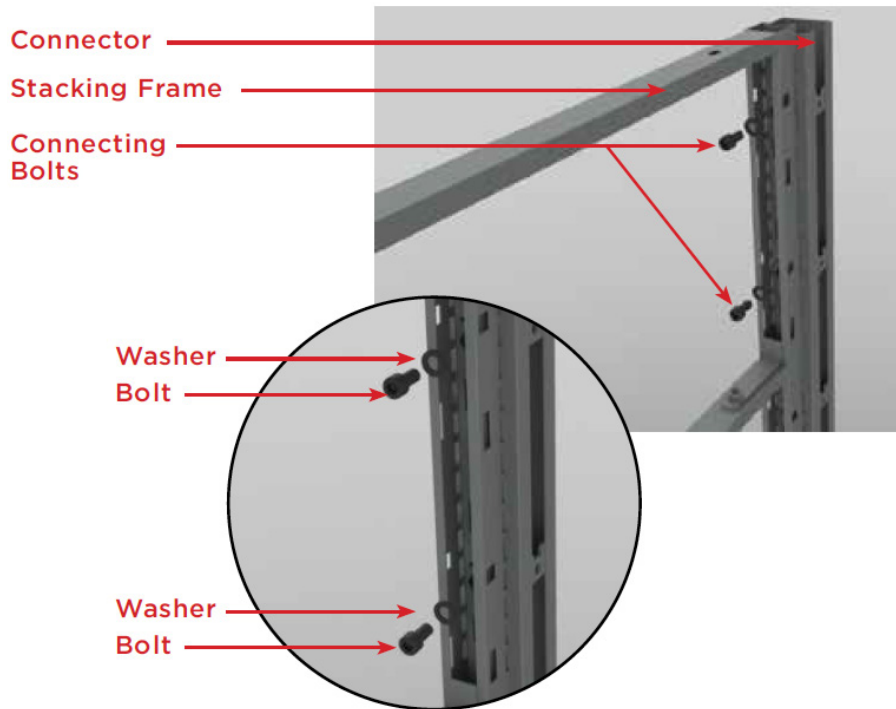
**3-Way**



**4-Way**



# Stacking Frame to Connector Installation

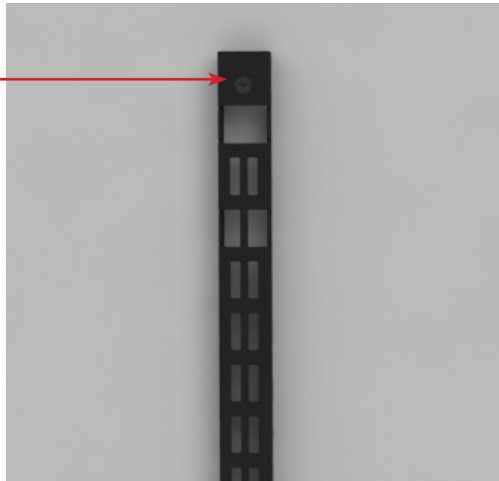


## Stacking Frame to Connector

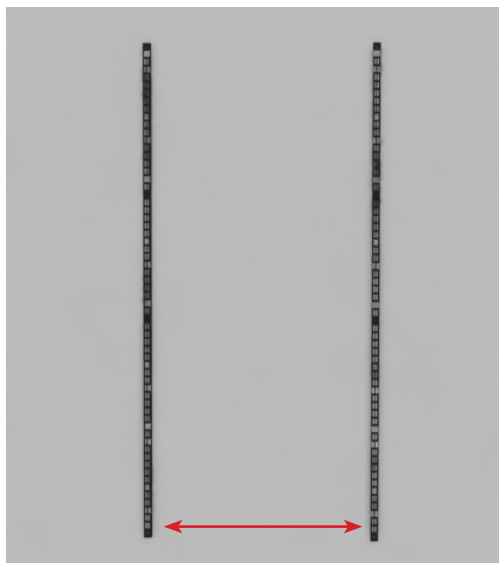
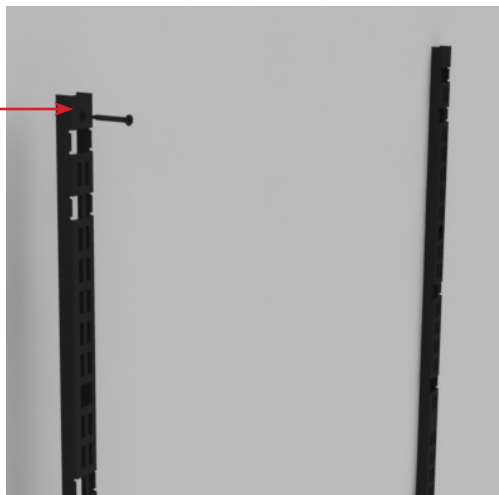
1. Stacking Frames are secured to connector posts by means of connecting bolts. For Stacking Frame to connector assembly, the connecting bolt consists of a bolt and a washer as shown in image to the left. Insert the first bolt and washer. Tighten bolt lightly.
2. Continue by inserting the second as shown.
3. Prior to tightening all bolts, ensure that the frame and connector post are squarely aligned.
4. Tighten all bolts until stiles and connector post come securely together.
5. Do not over tighten.

# Wall Strip

Wall Strip secured at the top hole



Second Wall Strip secured at top

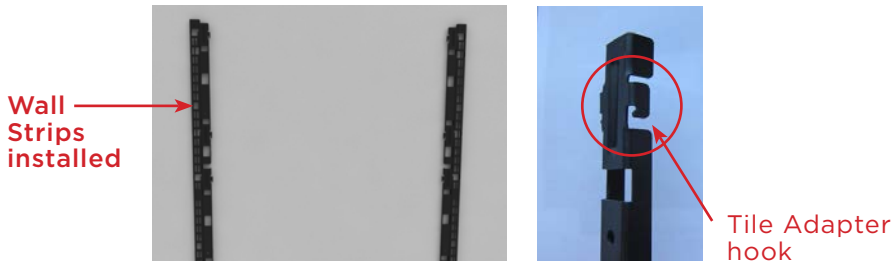


distance between Wall Strips

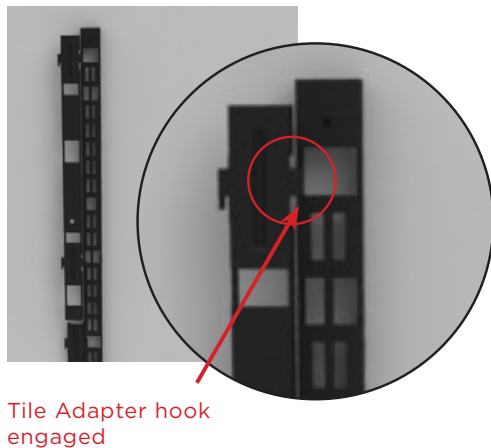
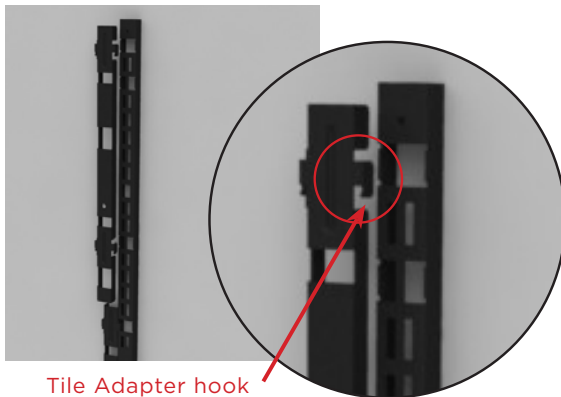
**NOTE:** Wall strips must be installed to structural walls. Be sure to install wall strips at studs, if possible.

1. Install the first wall strip, securing with a screw through the hole at the top.
2. Ensure that the wall strip is level. Mark the attachment points on the wall through the wall strip.
3. Complete attachment to the wall, by drilling holes at the attachment points, and securing with screws.
4. Aligning with a level, mark the location for the second wall strip. The spacing between wall strips should be either: 47", 41", 35", 29" or 23".
5. Repeat steps 2 and 3 to secure the second wall strip.

# Tile Adapters



## Inserting Tile Adapter



**NOTE:** Only available for use with these tiles: fabric, rail, and perforated metal.

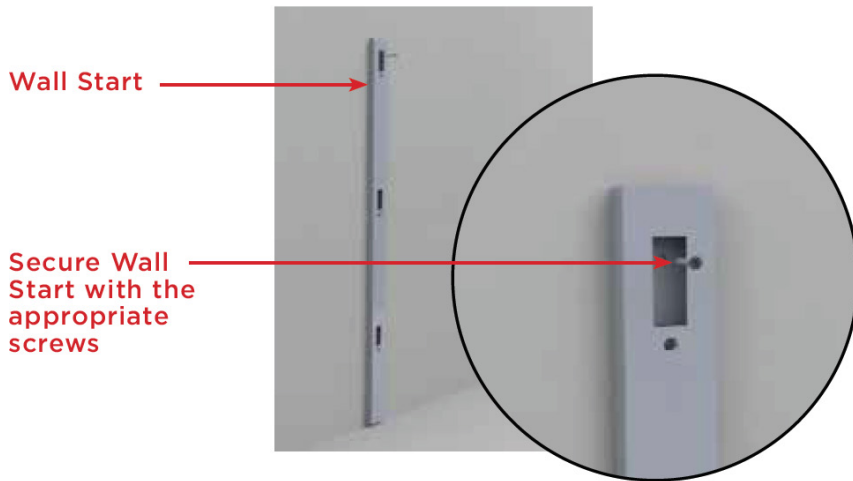
1. Wall strips should already be installed.
2. Insert hook of Tile Adapter into the Wall Strip. Hook should be oriented as shown in image to the left.
3. Push Tile adapter to be sure it is seated securely.
4. For Tile Installation, see pages 45-49.

**NOTE:** 8" Tile Adapters for use only at the bottom of a 40" or 56" wall strip. Not for use in any other position nor in 64/80" high wall strips.

**NOTE:** Tile Adapter dimension does not need to match the tiles installed (i.e. a 24" tile should be installed on a 32" tile adapter.)

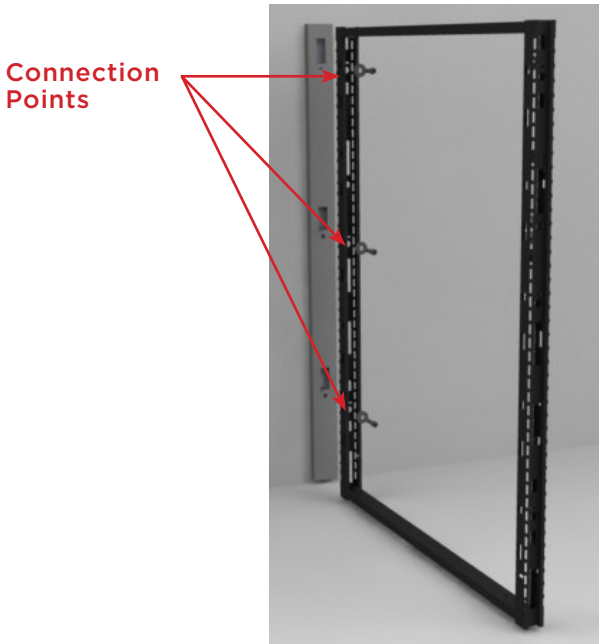
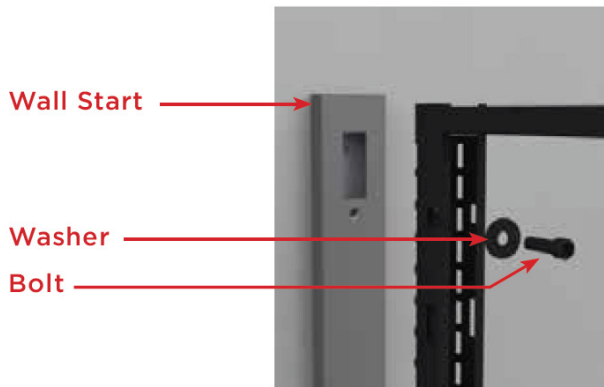
**NOTE:** When using a 32"H Tile Adapter, do not use an 8"H tile in the bottom position.

# Wall Start



**NOTE:** Wall Start applications require some additional tools. Most important are a good tape measure, level, drill and appropriate screws for the type of wall attaching to.

**⚠ WARNING:** The wall should be reinforced to prevent damage or injury.

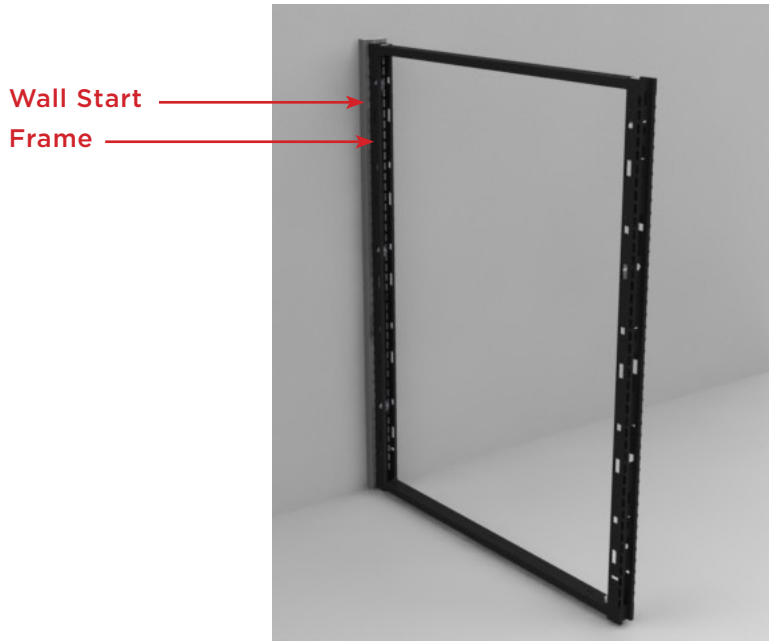
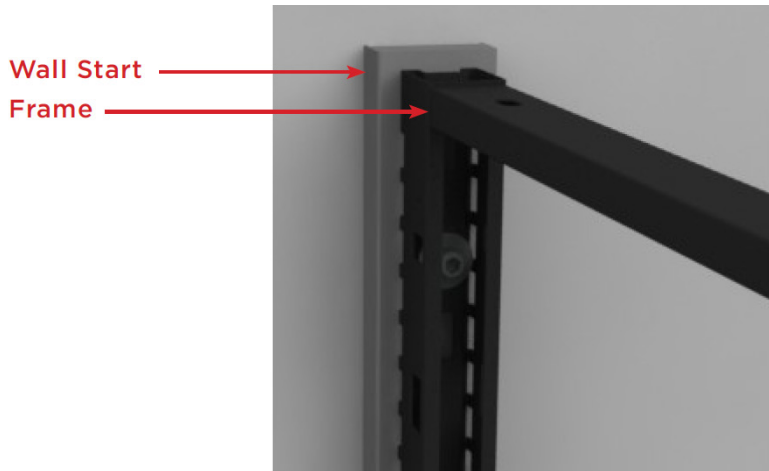


Correct number of bolts inserted at locations for this example of a 53”H frame is 3.

1. Locate on your plan the wall start. Measure the wall, and very lightly with a pencil, mark the location of the wall start.
2. Take a panel and level it to the wall to determine the mounting height of the wall start. Lightly mark the wall at the top of the panel.
3. Locate the top 2 holes of the wall start and mark on the wall for positioning.
4. Level the wall start and repeat this step on the middle and bottom.
5. Secure the wall start to the wall using the appropriate screws for the type of wall it will be attached to.
6. Frames are secured to wall start by means of connecting bolts. For frame to wall start assembly the connecting bolt consists of a bolt and a washer as shown in image to the left.
7. Insert the first bolt and washer. Tighten bolt lightly.
8. Continue by inserting the correct number of connecting bolts at the location indicated as per the table below, at the location indicated in the Connection Point Location reference page.

Frame Connection points per height:

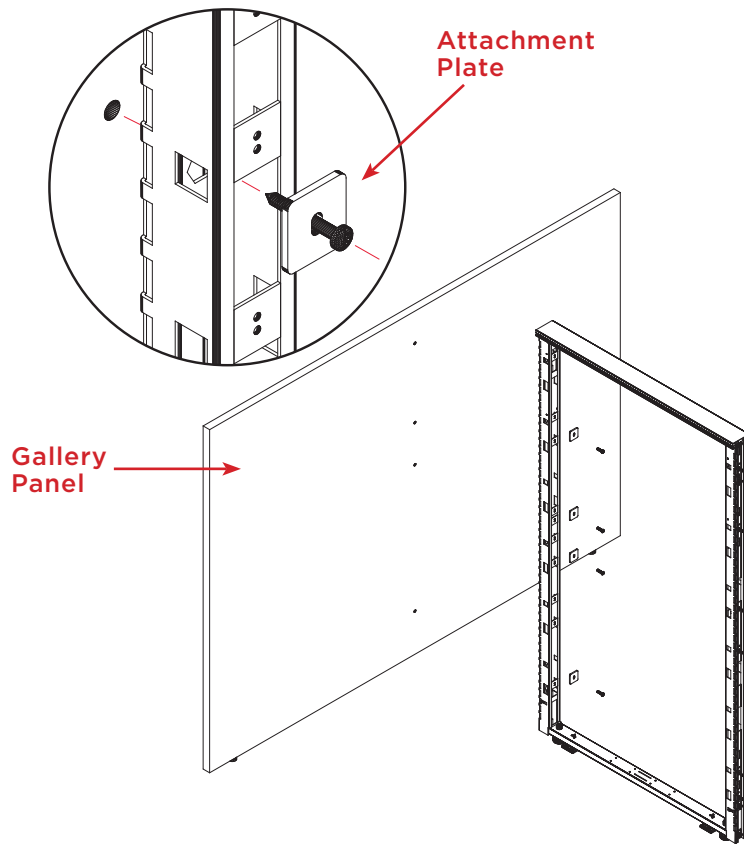
# Wall Start



Height	Connections
29"	2
37"	3
45"	3
53"	3
61"	4
69"	4
85"	5

9. Prior to tightening all bolts, ensure that the frame and wall start are squarely aligned.
10. Tighten all bolts until stiles and wall start come securely together.
11. Do not over tighten.

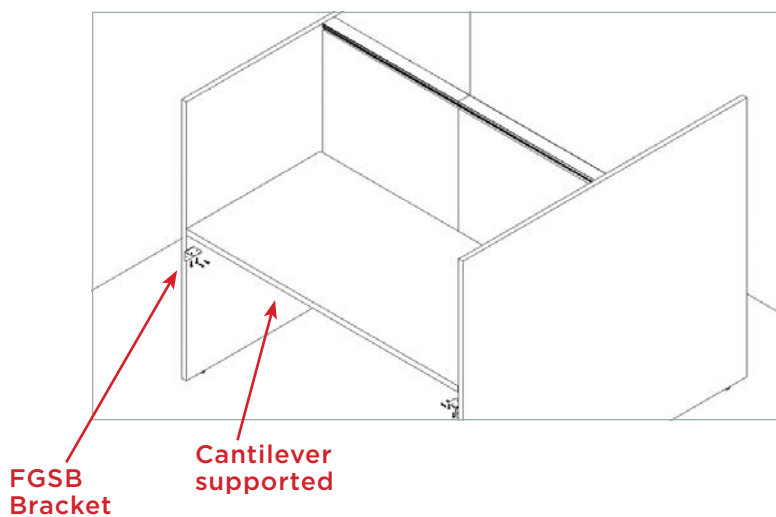
# Gallery Panel Installation



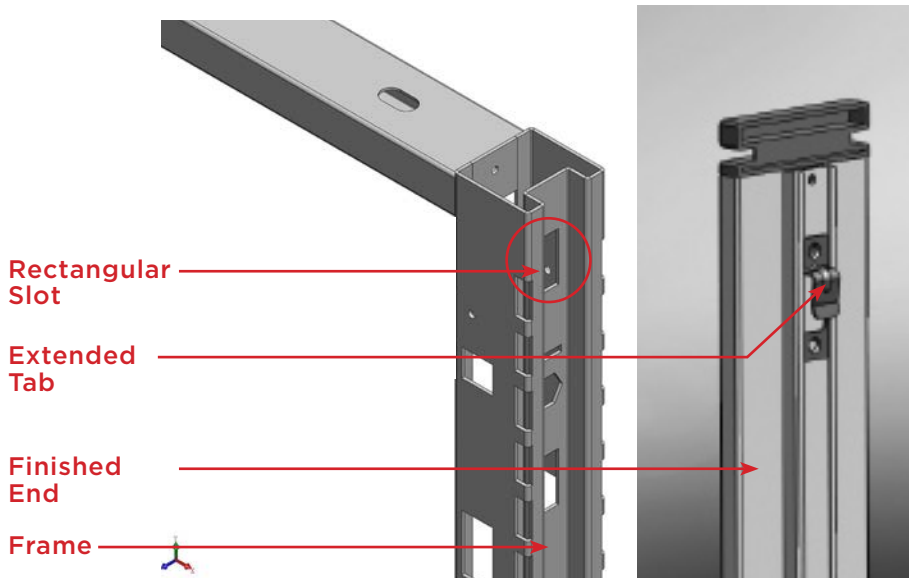
## Gallery Panel

1. Level all frames
2. Level gallery panel, aligning top of gallery with top of top cap
3. Secure gallery panel to the frame using square attachment plates and wood screws
4. If installing gallery panel next to worksurface supported by cantilevers, FGSB bracket is needed to secure the gallery panel to the worksurface. Otherwise discard FGSB bracket

If installing next to surface supported by cantilevers



# Frame Finished End Installation



## Frame Finished End

**NOTE:** Frame Finished End must be installed prior to installing the frame Top Caps.

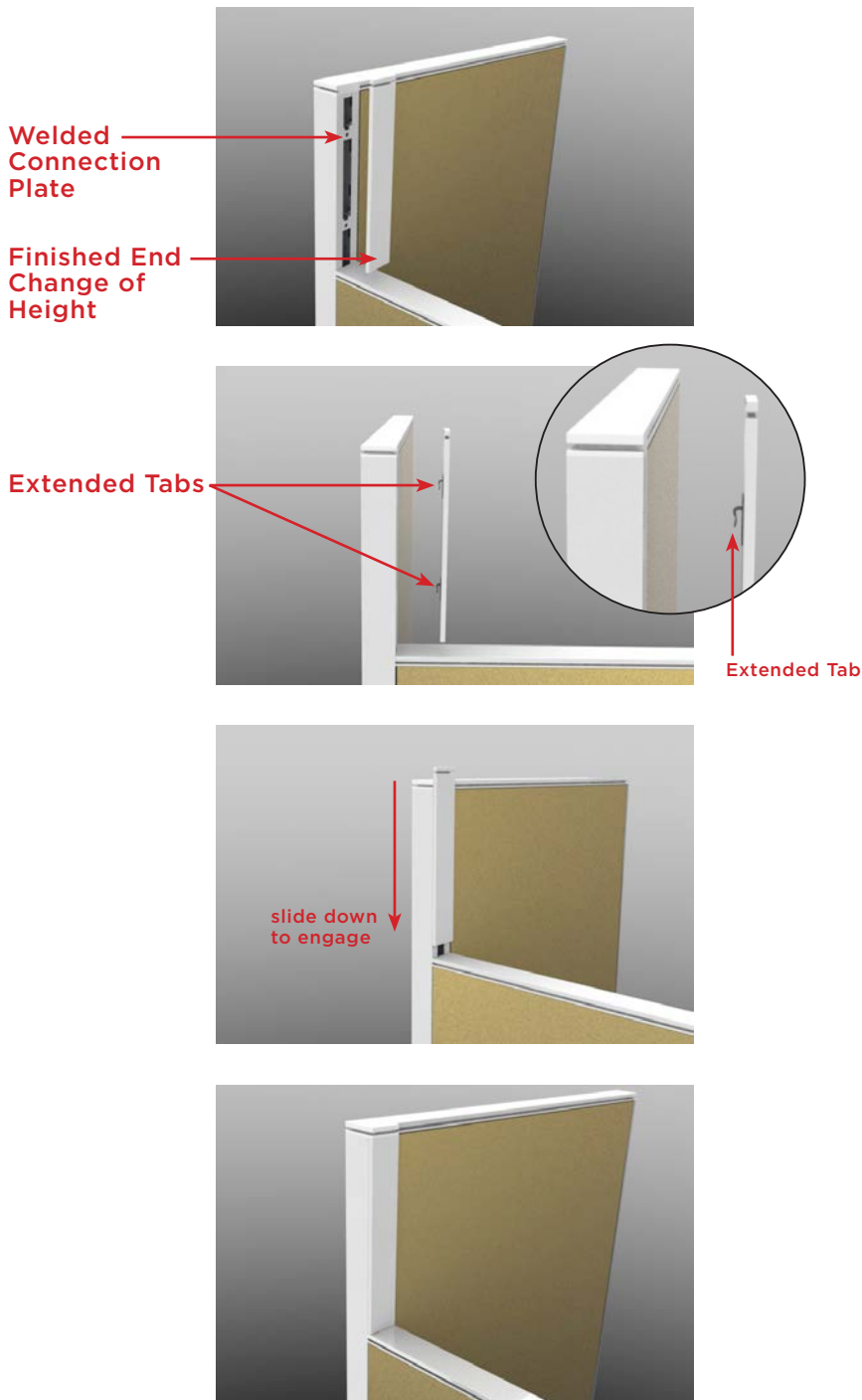
1. Position the Finished End onto the frame channel so the extended tabs at the top and bottom pass through the rectangular slots on the side of the frame.
2. Hold the Finished End tight against the frame and slide the Finished End down.
3. To remove Finished End from the frame, pull the Finished End up until it disengages from the frame.

**NOTE:** After installation of the Frame Top Cap, should you need to remove the Finished End, you will first need to loosen and lift the Top Cap in order to pull the Finished End off.

**NOTE:** If Finished End is loose, remove Finished End, tighten the extended tab by pressing down on it and reinstall.



# Finished End Change of Height Installation

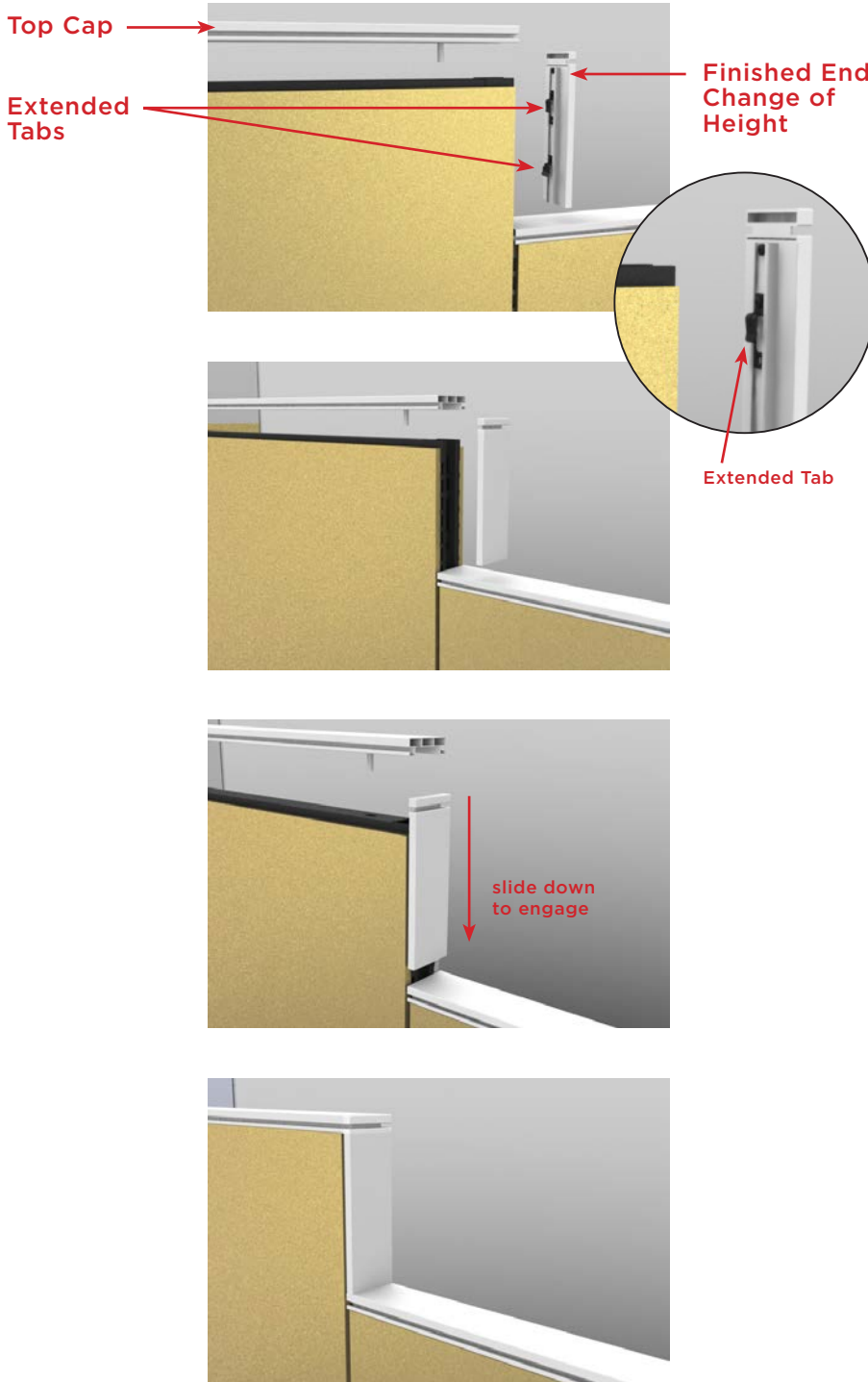


## Finished End Change of Height for Connectors

1. Position the Finished End Change of Height onto the connector so the extended tabs at the top and bottom pass through the opening and align with the welded connection plate.
2. Hold the Finished End Change of Height tight against the connector and slide the Finished End Change of Height down.
3. To remove Finished End Change of Height from the connector, pull the Finished End Change of Height up until it disengages from the connector.

**NOTE:** If Finished End Change of Height is loose, remove the Finished End Change of Height, tighten the extended tabs by pressing down on it, and reinstall.

# Finished End Change of Height Installation



## Finished End Change of Height for Frame to Frame

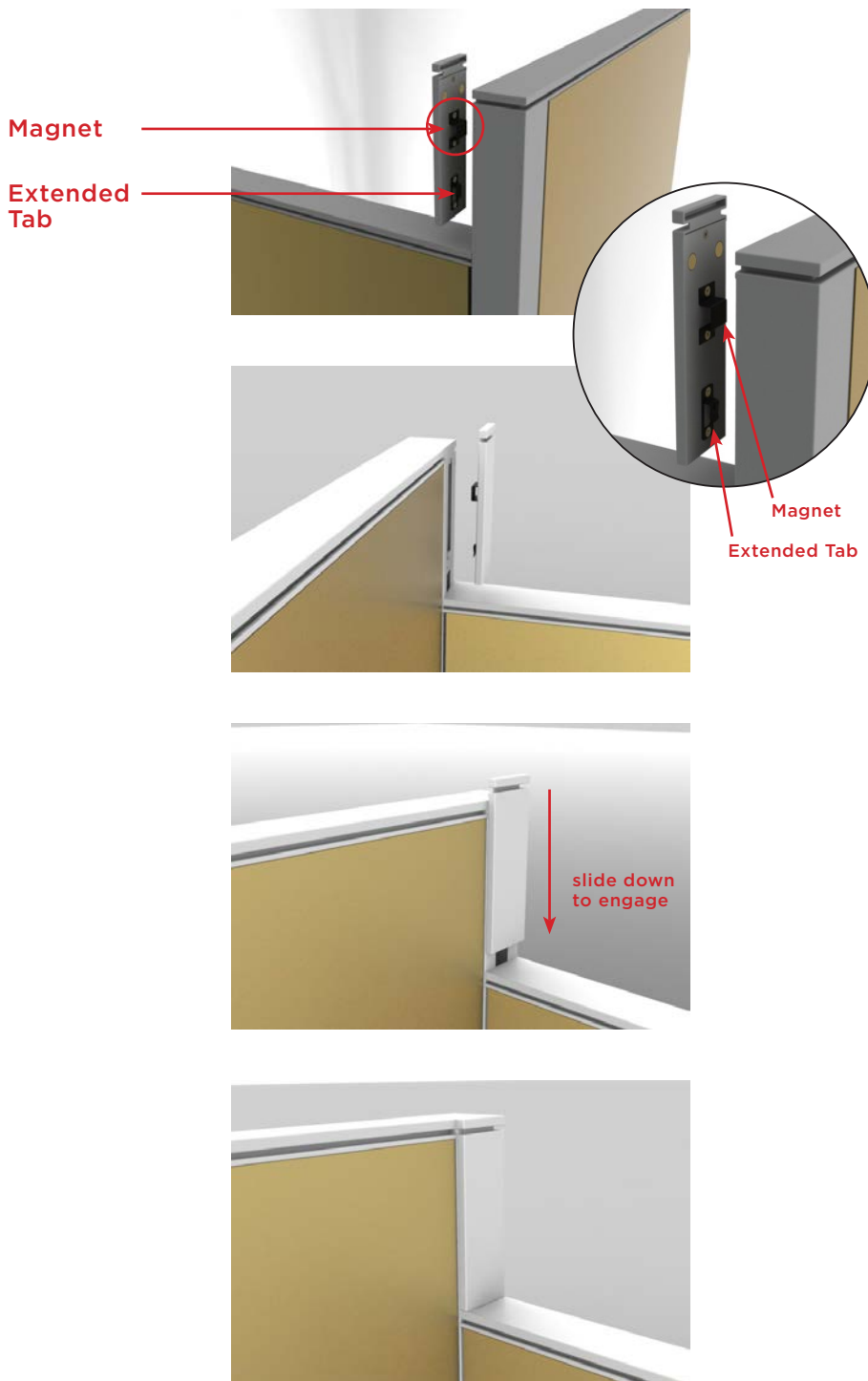
NOTE: Finished End Change of Height for Frame to Frame must be installed prior to installing the frame Top Caps.

1. Position the Finished End Change of Height onto the frame channel so the extended tabs at the top and bottom pass through the rectangular slots on the side of the frame.
2. Hold the Finished End Change of Height tight against the frame and slide the Finished End Change of Height down.
3. To remove Finished End Change of Height from the frame, pull the Finished End Change of Height up until it disengages from the frame.

NOTE: After installation of the Frame Top Cap, should you need to remove the Finished End, you will first need to loosen and lift the Top Cap in order to pull the Finished End off.

NOTE: If Finished End Change of Height is loose, remove the Finished End Change of Height, tighten the extended tabs by pressing down on it, and reinstall.

# Finished End Change of Height Installation



## Finished End Change of Height 8", for Connectors 29"H to 37"H

1. Position the Finished End Change of Height onto the connector so the extended tab at the bottom passes through the opening and align with the welded connection plate, and magnet holds to the connector.
2. Hold the Finished End Change of Height tight against the connector and slide the Finished End Change of Height down.
3. To remove Finished End Change of Height from the connector, pull the Finished End Change of Height up until it disengages from the connector.

**NOTE:** If Finished End Change of Height is loose, remove the Finished End Change of Height, tighten the extended tab by pressing down on it, and reinstall.

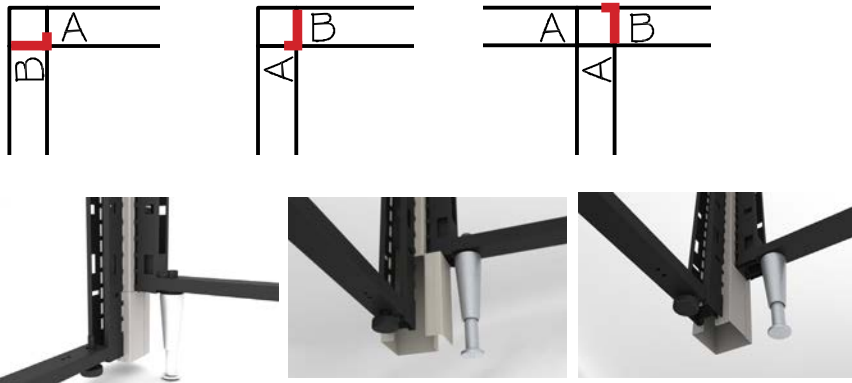
## A/B Base Trim

**For use at a 2-Way or 3-Way 90°**

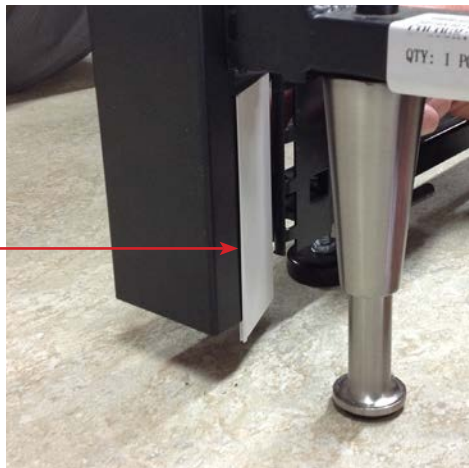
When an A-style frame meets a B-style frame in a configuration, an A/B Base Trim is necessary to cover the exposed frame at the base. The A/B Base trims snap into place with little pressure.

### FIABBT-2

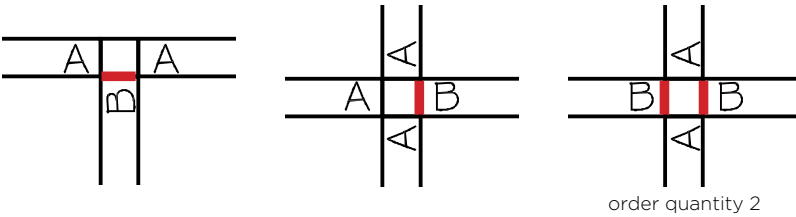
1. Insert A/B Base Trim inside connector, long side first.
2. Align u-shaped channel with edge of connector.
3. Rotate A/B Base Trim outward until it clicks.



u-shaped channel



## A/B Base Trim



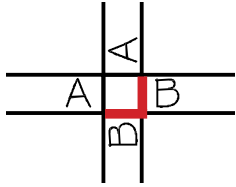
### For use at a 3-Way or 4-Way 180°

When an A-style frame meets a B-style frame in a configuration, an A/B Base Trim is necessary to cover the exposed frame at the base. The A/B Base trims snap into place with little pressure.

### FIABBT-3

1. Insert one side of the A/B Base Trim into the space between the two A-style frames.
2. Align the two ridges of the A/B Base Trim with one side of the A-style frame.
3. Rotate the other side outward until it snaps in place.

# A/B Base Trim



## For use at a 4-Way 90°

When an A-style frame meets a B-style frame in a configuration, an A/B Base Trim is necessary to cover the exposed frame at the base. The A/B Base trims snap into place with little pressure.

### FIABBT-1

1. Insert one side of the A/B Base Trim into the space between the two A-style frames, aligning the lip with the inside of the A-style frame.
2. Rotate to snap the other side, until it clicks into place.

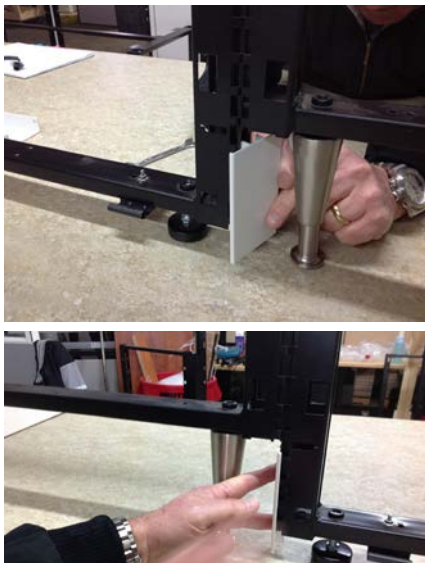
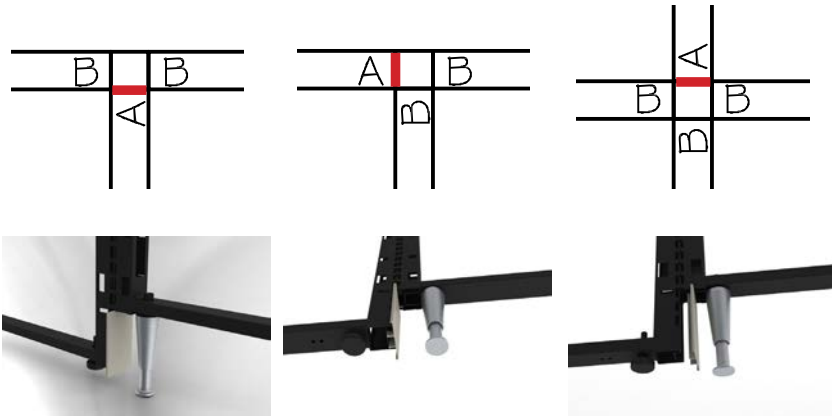
## A/B Base Trim

### For use at Frame End

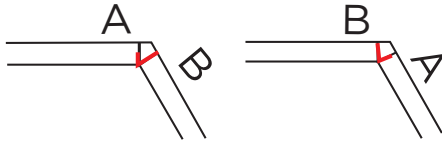
When an A-style frame meets a B-style frame in a configuration, an A/B Base Trim is necessary to cover the exposed frame at the base. The A/B Base trims snap into place with little pressure.

#### FIABBT-4

1. Insert one side of the A/B Base Trim mounting channel into the A-style frame.
2. Push the other side in until it is secure.



## A/B Base Trim



u-shaped channel

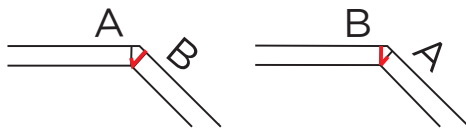


When an A-style frame meets a B-style frame in a configuration, an A/B Base Trim is necessary to cover the exposed frame at the base. The A/B Base trims snap into place with little pressure.

For use at a 2-Way 120°

### FIABBT-6

1. Insert A/B Base Trim inside connector, long side first.
2. Align u-shaped channel with edge of connector.
3. Rotate A/B Base Trim outward until it clicks.



u-shaped channel



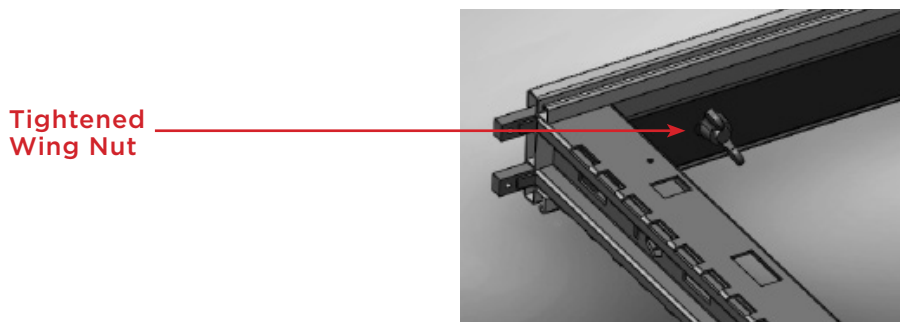
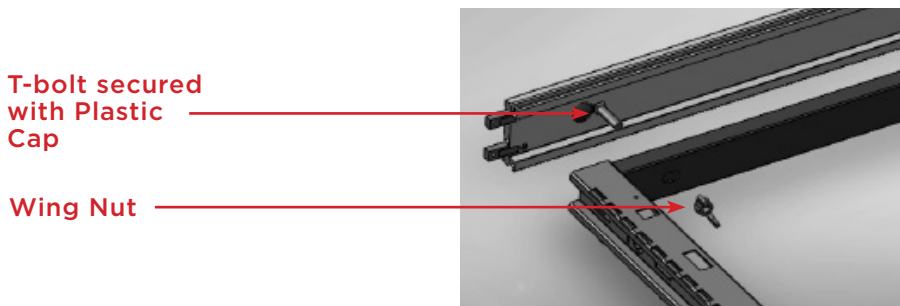
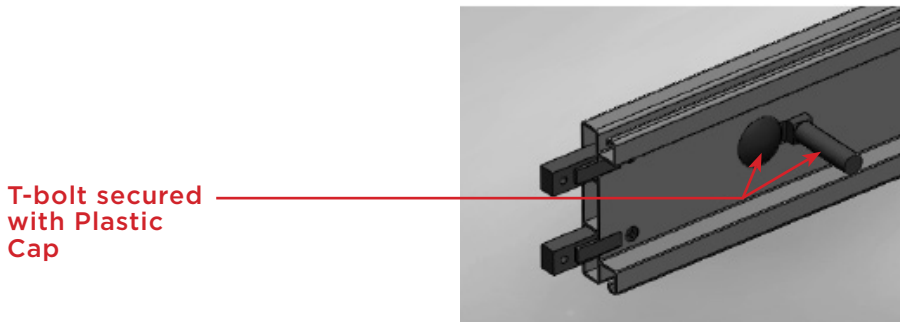
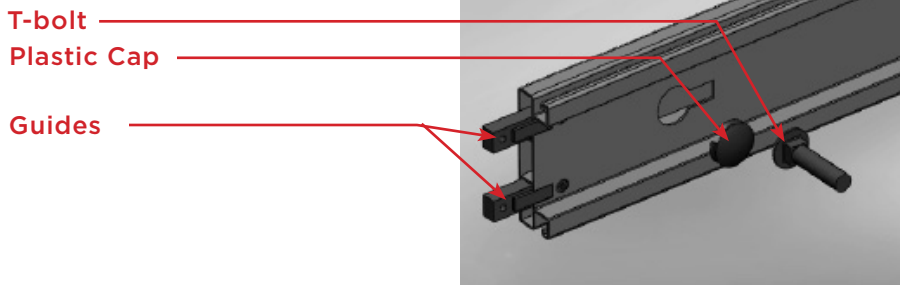
For use at a 2-Way 135°

### FIABBT-5

1. Insert A/B Base Trim inside connector, long side first.
2. Align u-shaped channel with edge of connector.
3. Rotate A/B Base Trim outward until it clicks.



# Top Cap Installation



## Top Cap

Top caps come with two guides on one end. The guides are secured with screws. Guides are used when two Top Caps come together in a frame to frame configuration of the same height.

In some situations, where a frame is connected to a connector post or a taller frame, the guides are not necessary on one side. The guides can be removed from the Top Cap and discarded.

1. Top Caps are connected to the top of the Frame by two T-bolts and Wing Nuts.
2. Insert T-bolt into underside of the Top Cap and secure T-bolt to the Top Cap with the Plastic Cap.
3. Insert the Top Cap with the T-bolts into the top of the frame.

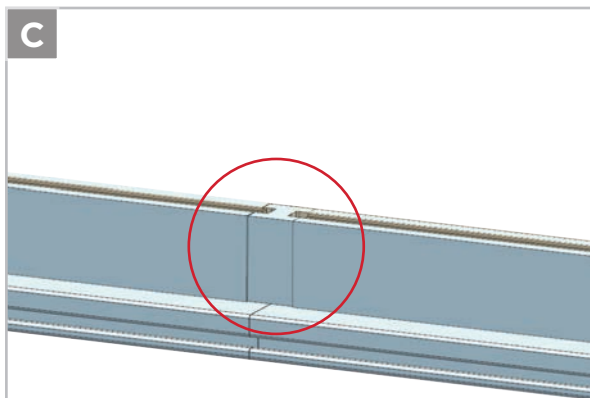
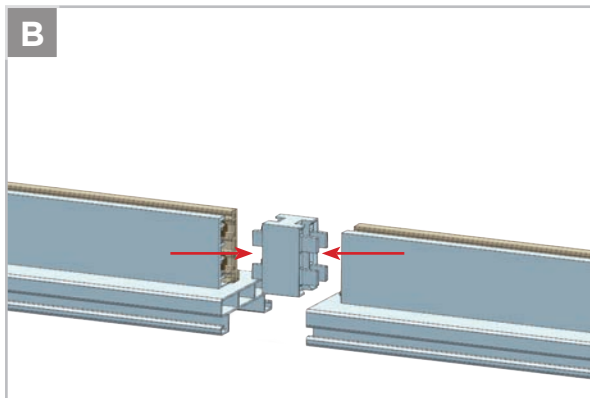
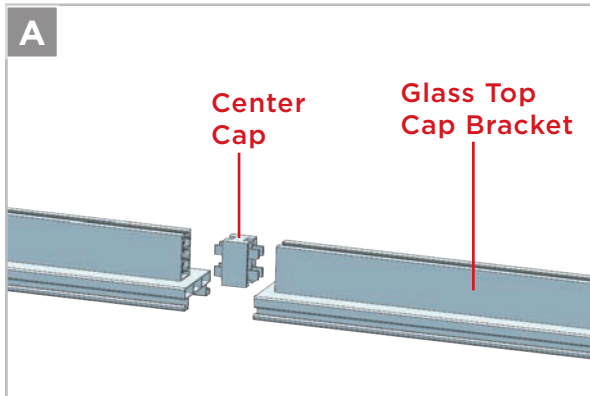
**NOTE:** When installing Top Caps for Frame to Frame situations, you will need guides on one side of a Top Cap. First lift the Top Cap you are inserting the guides into, insert guides, and lower the Top Caps together onto the frames.

**NOTE:** Do not tighten Wing Nuts until the Connector Post Top Cap is inserted in the Connector Post.

4. Secure Top Cap to the frame with the Wing Nuts.
5. Insert the Connector Post Top Cap and tighten the Wing Nut.

**NOTE:** Be careful not to over tighten the top caps.

# Glass Top Cap Installation, Center Cap & End Caps



## Glass Top Cap Installation, Center Cap

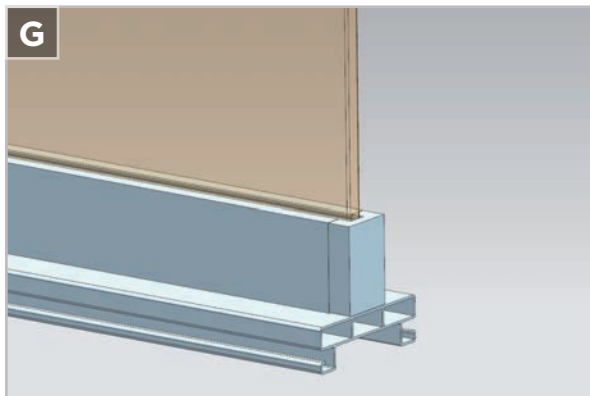
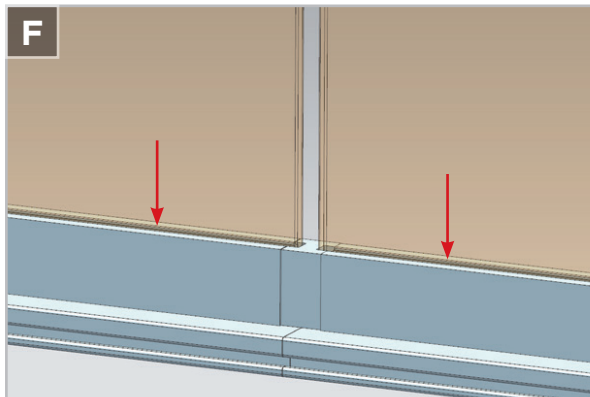
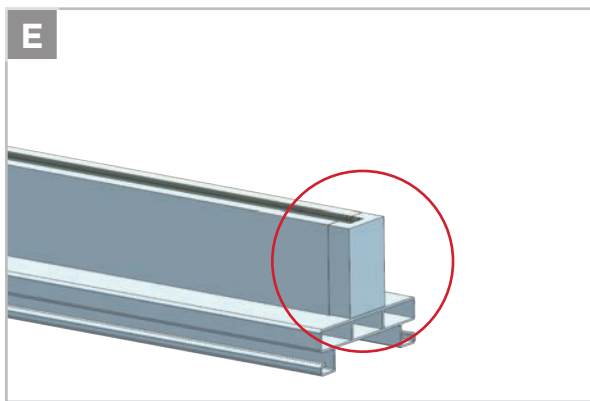
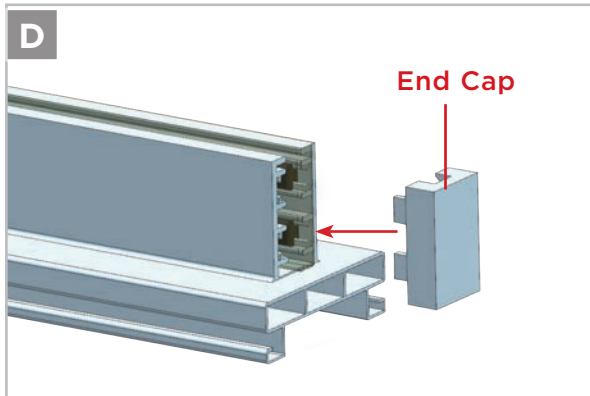
NOTE: Installation of Center cap and End cap for multiple glass panels

NOTE: See page 56 for instructions on installation of Frameless glass

1. Attach the center cap to the glass top brackets and secure. IMAGE A & B
2. Center cap should be secured between the glass top cap brackets. IMAGE C

NOTE: For a change of height trim, do not install end cap

# Glass Top Cap Installation, Center Cap & End Caps cont'd



## Glass Top Cap Installation, End Caps

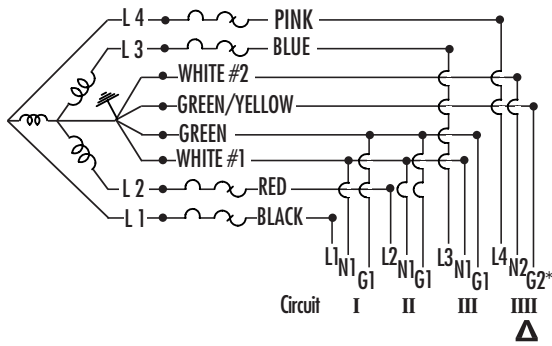
1. Install the two end caps to finish. IMAGE D & E
2. Glass can now be attached into the groove. Insert the glass following the direction of the arrow to secure to the glass top cap brackets

IMAGE F & G

**NOTE:** Glass frames must be the last part to attach in order to avoid the risk of breakage.

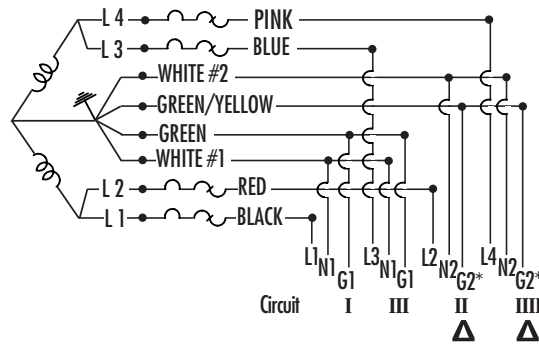
# Wiring Diagram: Ceiling & Base Power

System is rated for connection to a 3 phase system.  
 Rating 120/208V, 3-PH WYE, 60-hz, 20 amp (CSA 15 amp)  
 multi-wire branch circuit



\*Separate isolated ground

System is rated for connection to a ground 120/240V,  
 1-PH 60-hz, 20 amp multi-wire branch circuit



\*Separate isolated ground

**WARNING:**

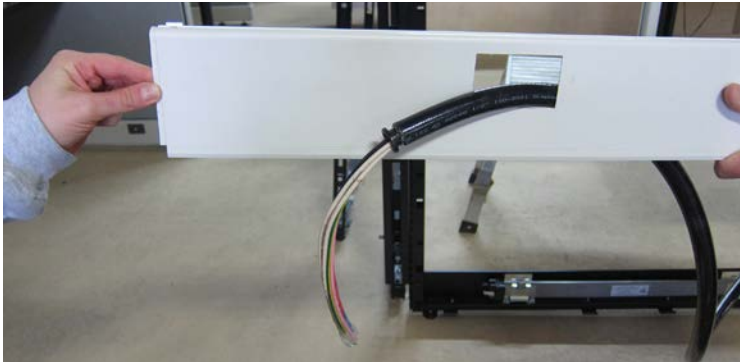
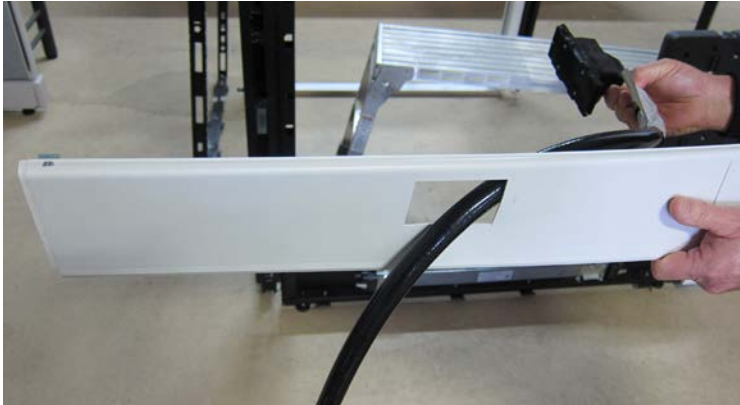
Risk of fire or electric shock. This office furnishings system may be connected to more than one source of supply. All sources must be disconnected prior to any servicing. No single circuit may be powered by more than one source.

The general wiring diagram for both the ceiling in feed and the base power entry is above. The diagram will vary depending on local codes. In general, the WYE type application is used in most single phase office type applications. Before wiring, you should always consult a qualified electrician for the specific diagram to use in your facility and use only a qualified electrician to wire these power entries.



**WARNING:** Power Entries should not be installed by any person(s) other than a qualified electrician. Attempting to do so can result in electric shock, personal injury, product damage, property damage, or death.

# 8-Wire Electrical, Base Feed Installation



All electrical connections to the building electrical sources must be wired by a licensed electrician.

**⚠ WARNING: Disconnect power before servicing**

**⚠ WARNING: All electrical connections must be fully engaged and locked. A loose connection can cause fire and/or electrical shock.**

## Base Power Entry, Direct Connect

The Base Power Entry plugs directly into a Power Retro assembly at a Duplex Outlet connection point.

1. Locate the appropriate connecting point on the Frame. The Base Cover must be opened to allow access.
2. Pass the Flex Conduit through the Base Cover closest to the connecting point. Place the Base Feed housing into position, and slide between the brackets toward the connection assembly. Ensure that the Connector is fully engaged. Press further until the spring tab clicks into position.
3. Return the Base Cover to the closed position.

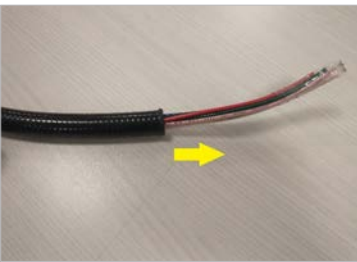
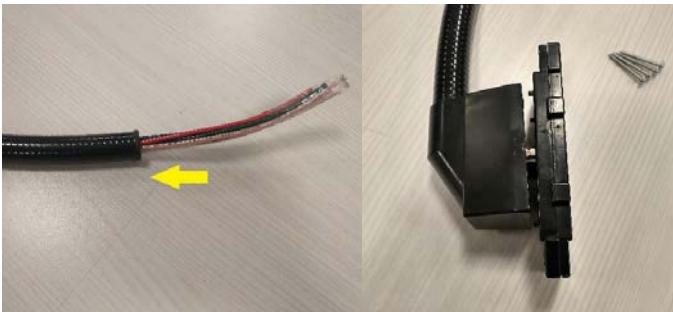
**NOTE: Whip must be passed through the hole in the base cover before being connected to the building by a licensed electrician.**

# Base Feed Installation, Change Handedness



## ORIGINAL ORIENTATION

- Notch on plug faces out on side opposite pigtail.
- Part number reads towards pigtail

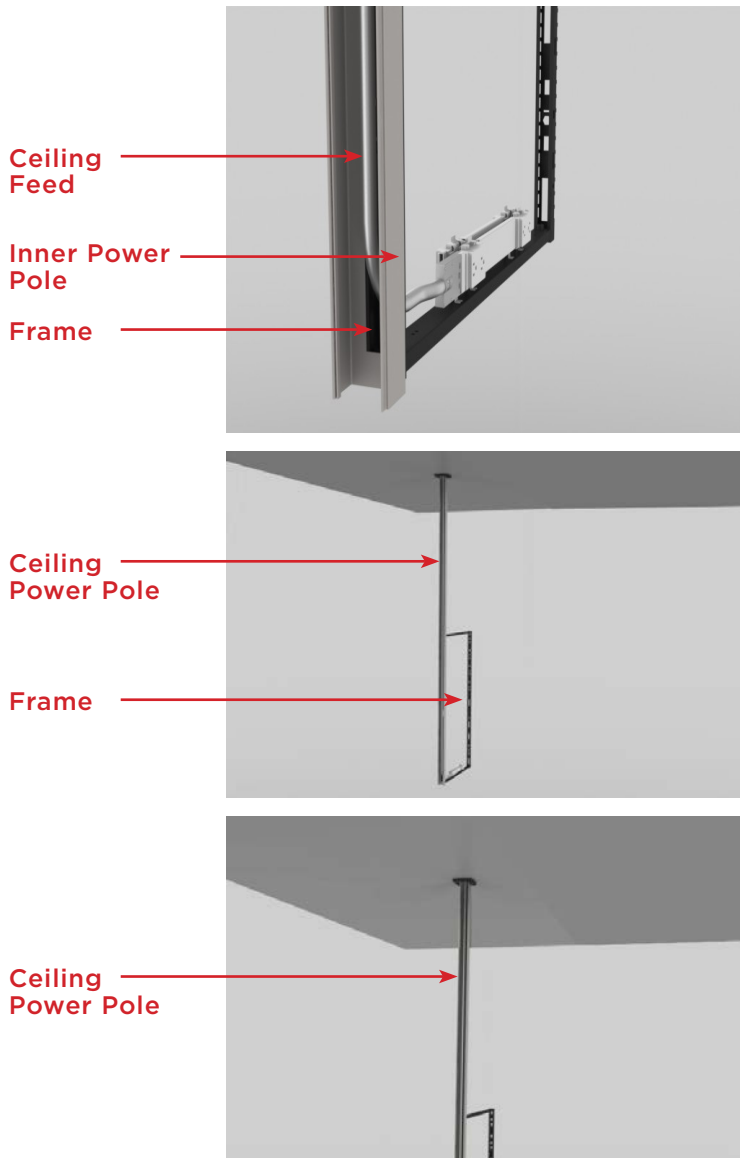


## REVERSED ORIENTATION

- Notch on plug faces out on pigtail side
- Part number reads away from pigtail

1. Remove the (4) screws.
2. Straighten the pigtail conduit and push inward on the wires to provide slack. Pull the plug halves apart.
3. Once the halves are separated approx. 1", rotate the face plate 180 degrees and rejoin the plug halves.
4. To assist with rejoining the plug halves, remove excess slack by pulling outward on the wires.
5. Reinstall the (4) screws

# Ceiling Power Pole



## Ceiling Power Pole End of Frame Installation

1. Attach inner power pole to frame end using bolt and washer on the power pole side and threaded nut on frame side.
2. Insert the correct number of connecting bolts at the location indicated as per the table below, at the location indicated in the Connection Point Location reference page.

### Frame Connection points per height:

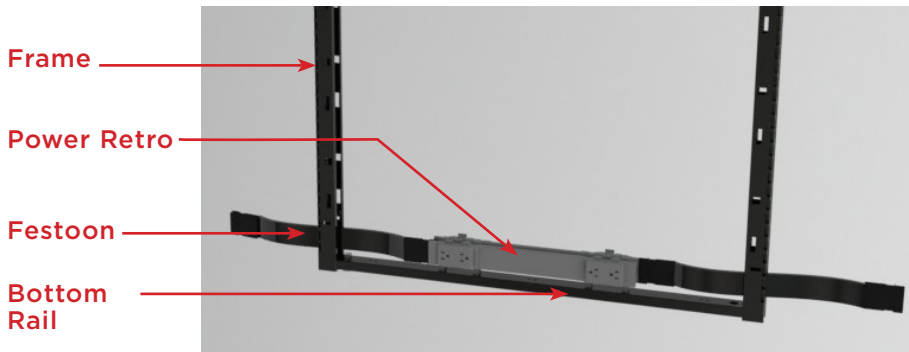
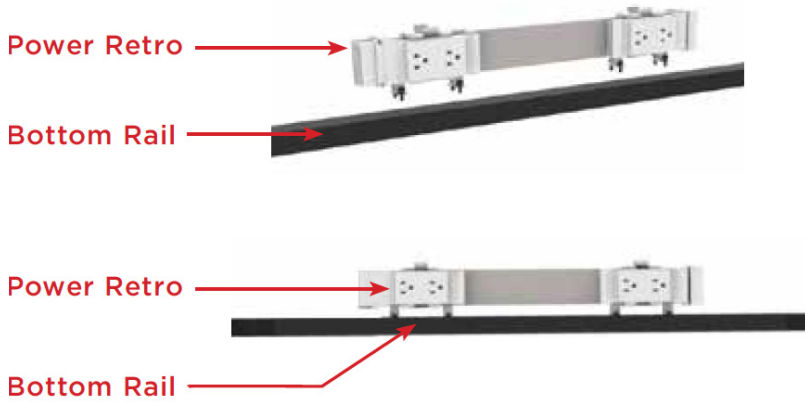
Height	Connections
29"	2
37"	3
45"	3
53"	3
61"	4
69"	4
85"	5


3. Run power conduit and data cables down power pole and distribute into frame.
4. Close power pole by attaching outer power pole to inner power pole, snapping it into place.
5. Install top trim at the ceiling.


## Ceiling Power Pole Connector Post Installation

1. Attach inner power pole to connector using bolt and washer on power pole side, attaching to welded plate in connector.
2. Continue installation with steps 2-5 from above (Ceiling power pole end of frame installation).

# 8-Wire Electrical, Baseline Power Retro



 **WARNING:** Disconnect power before servicing

 **WARNING:** All electrical connections must be fully engaged and locked. A loose connection can cause fire and/or electrical shock.

## Baseline Power Retro

1. Place Baseline Power Retro over Bottom Rail and line up holes in the Power Retro mounting bracket with holes in the Bottom Rail.
2. Secure with the Self Tapping Screws provided and tighten securely.



# Power Connection



## Festoon

Connect festoon to the Power Retro.



## Frame to Frame Straight Line Connection

Use the festoon to connect the Baseline Power Retro through the frame.



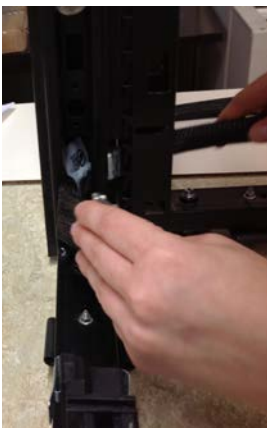
## Frame through Connector Post

### Straight Line Connection

Use the festoon to connect the Baseline Power Retro through the Connector Post.

# Power Connection

90° Bent Festoon



## Connecting Festoon at 90° Angles

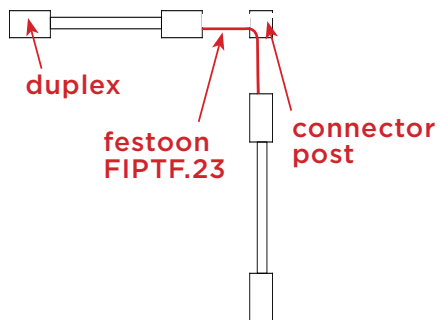
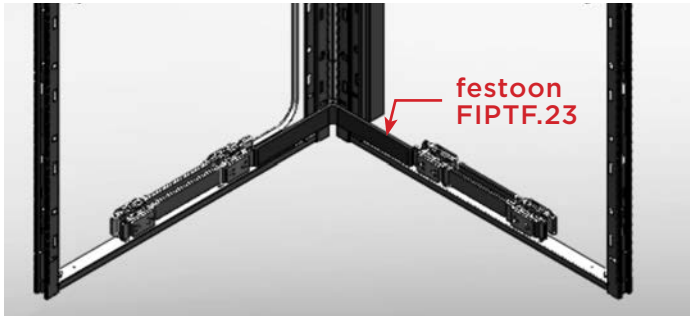
1. Bend the festoon to a 90° angle.
2. Guide the festoon through the cutout in the frame, connector, and out the cutout in the next frame.
3. Connect the festoon to both power retros.

# Power Connection

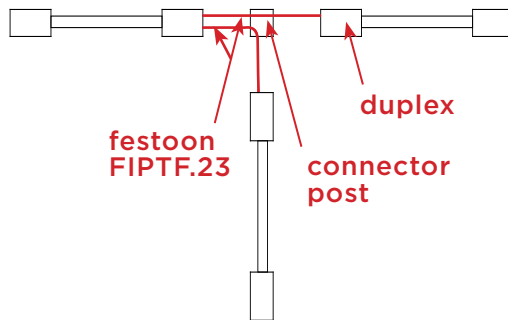


## 2-Way Connection

For a 2-Way Connection, use Festoon to connect the power retro through the frame.



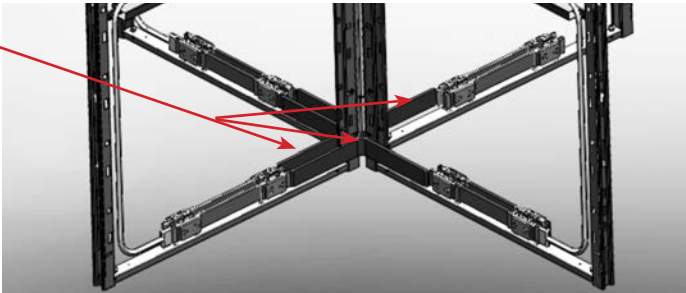
# Power Connection



## 3-Way Connection

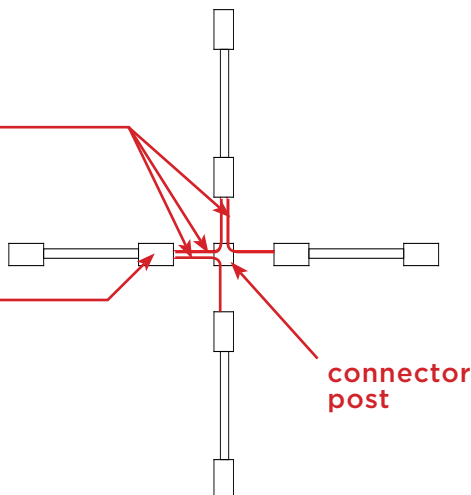
Use Pass-Through Festoon to connect power retro through the frame/connector.

festoon FIPTF.23



festoon FIPTF.23

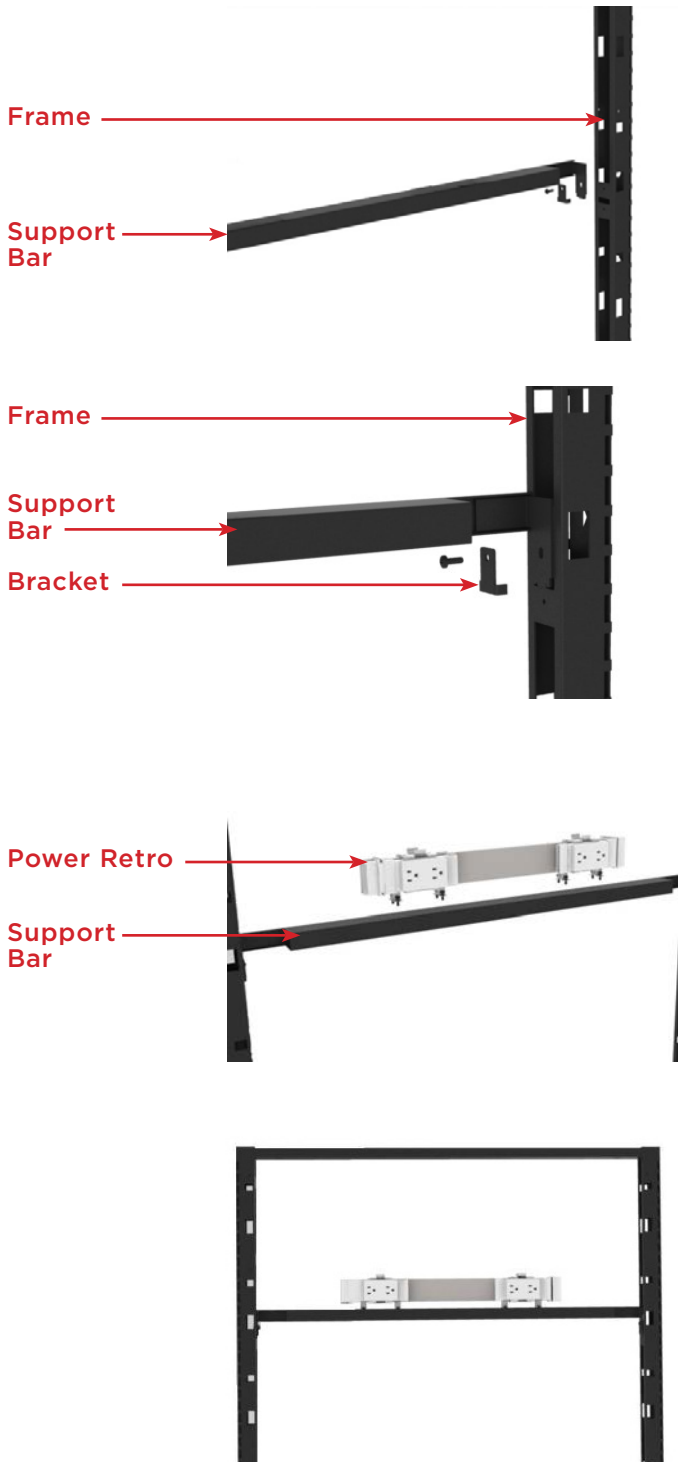
duplex



## 4-Way Connection

Use Festoon to connect power retro through connectors/frame.

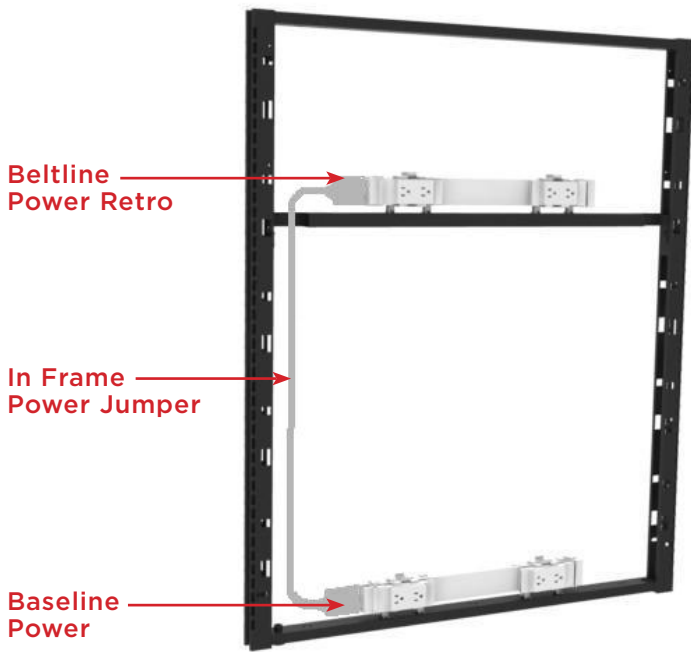
# Beltline Power Retro



## Beltline Power Retro

1. Align the bracket with the support bar. Be sure that the holes on the support bar are facing up, and secure into the frame with screw.
2. Install the power retro on top of the support bar with screws.

# In Frame Power Jumper



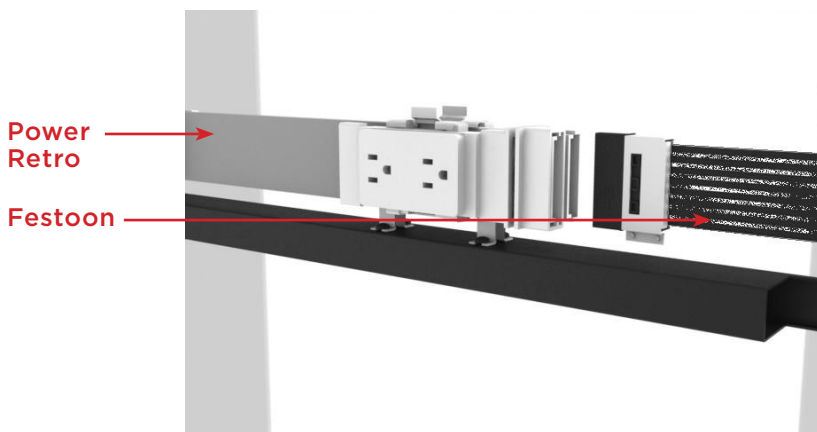
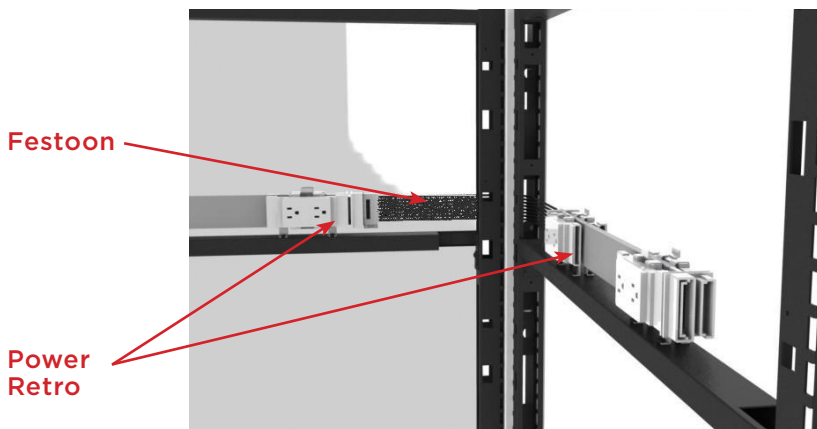
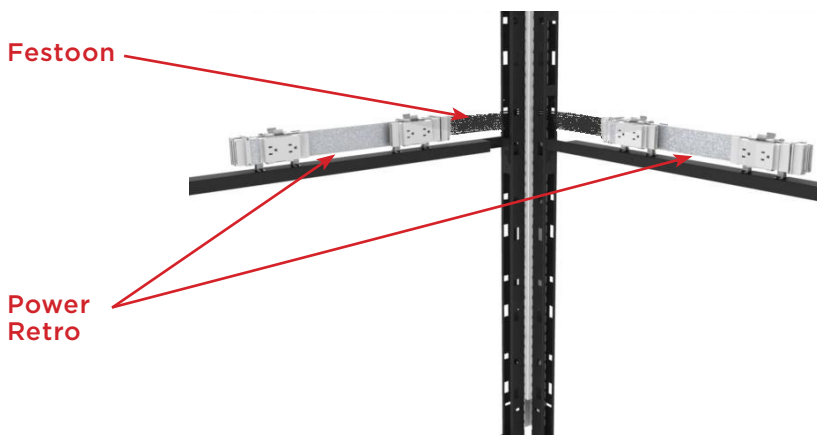
**⚠ WARNING: Disconnect power before servicing**

**⚠ WARNING: All electrical connections must be fully engaged and locked. A loose connection can cause fire and/or electrical shock.**

This is used to connect power from the Baseline Power Retro to the Beltline Power Retro.

1. To install the In Frame Power Jumper, place connecting end into the right hand Receptacle Bracket on Power Retro. Press in until fully engaged, and the spring tab clicks into position.
2. Repeat this procedure at Baseline Power Retro.

# Beltline Power Connection

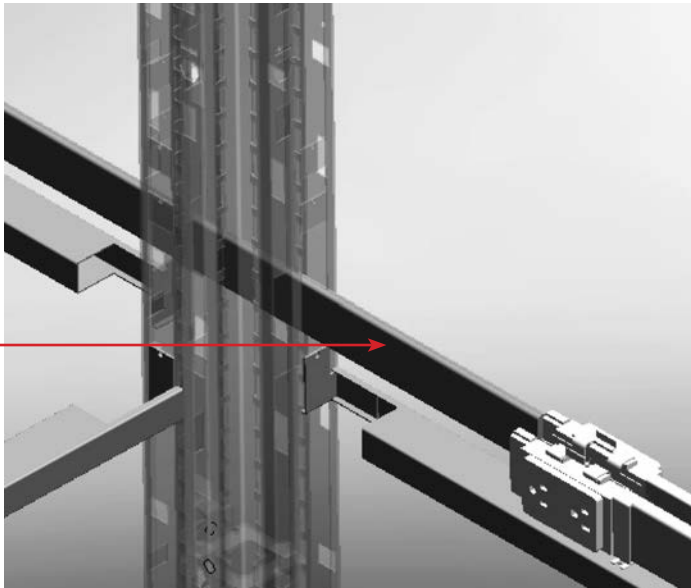


## Beltline Power connection

1. Bend the festoon to a 90° angle.
2. Guide the festoon through the cutout in the frame, connector, and out the cutout in the next frame.
3. Connect the festoon to both power retros.

# Power Connection

festoon  
FIPTF.23



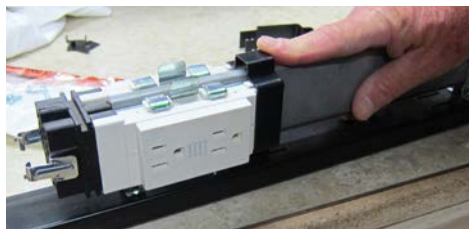
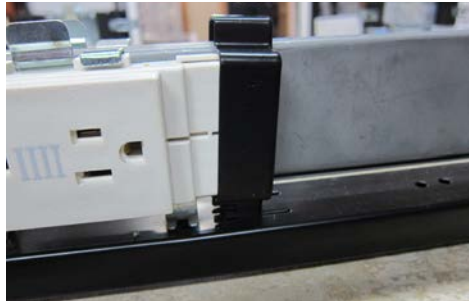
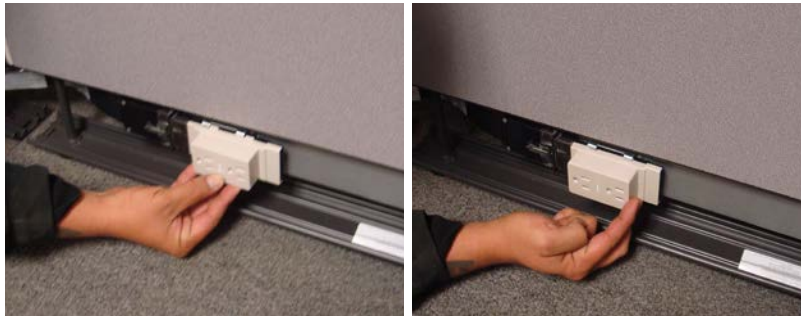
## Panel Through Post Connection

Straight line connection through the connector post.

1. Install Support Bar at the desired height, and secure with Self Tapping Screws provided on both sides of the Frame.
2. Place Beltline Power Retro over Support Bar and line up holes in the Power Retro mounting bracket with the holes in the Support Bar.
3. Secure with the Self Tapping Screws provided and tighten securely.
4. Connect Festoon to the Power Retro.



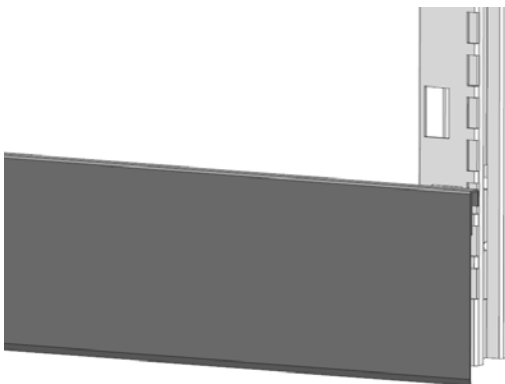
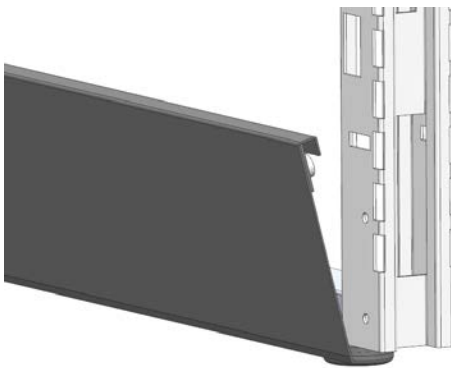
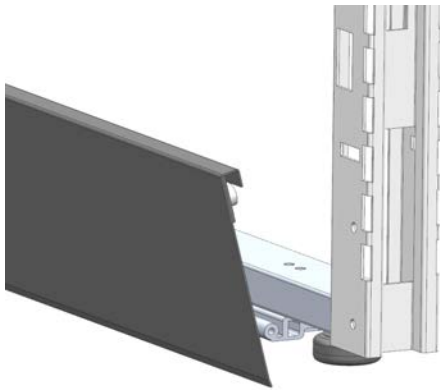
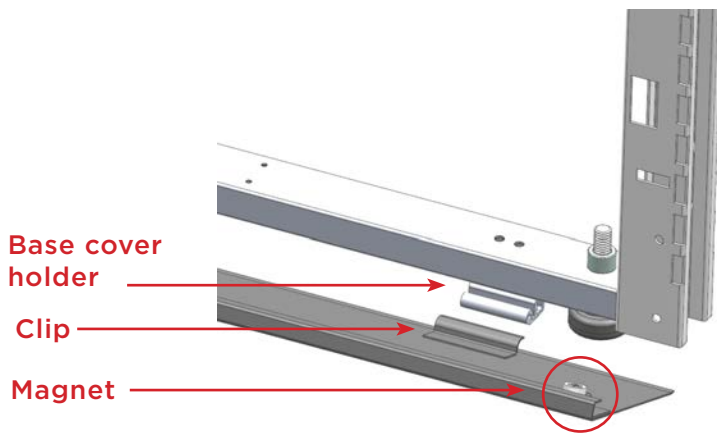
# Receptacle Installation



1. Install the receptacle into the side of the Power Harness with the number or letter in the up position. Align the lower tab on the receptacle with the mechanical connection on the Power Harness.
2. Insert the receptacle into the Power Harness.
3. Secure the connection to lock the receptacle into place. Slide the receptacle until it locks into the spring clip via the mechanical connection.
4. Further secure/align the duplex into place with the duplex clip provided.

**⚠ WARNING:** You must secure the receptacle at this point in the installation; failure to do so can cause an electrical hazard.

# Base Cover Installation

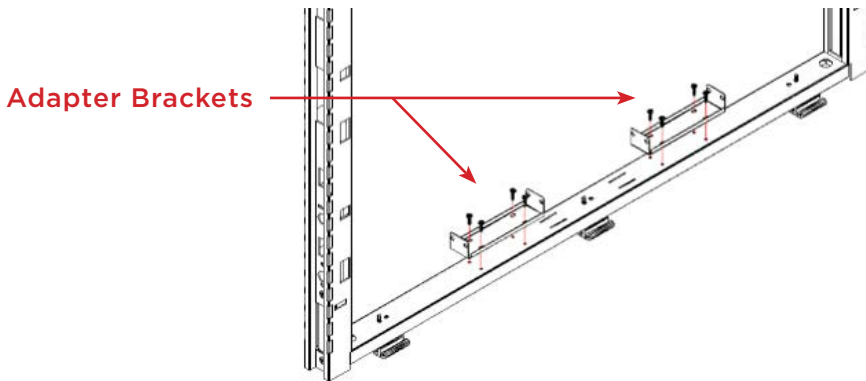


## Base Cover

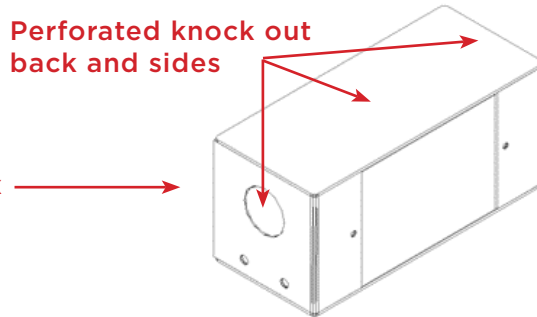
Once the power is installed as needed, you can begin installation of the raceway covers.

1. Align the bottom clip of the base cover with the base cover holder
2. Roll the cover up into position until the magnet on the base cover connects to the metal frame
3. The base cover will stay in place

# Chicago Power Installation

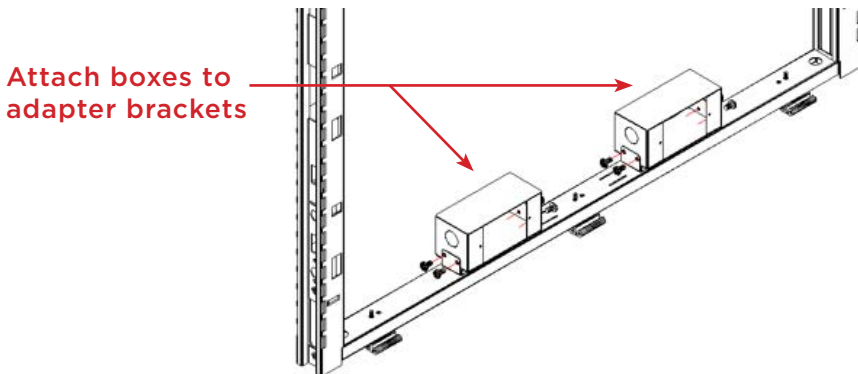


Adapter Brackets

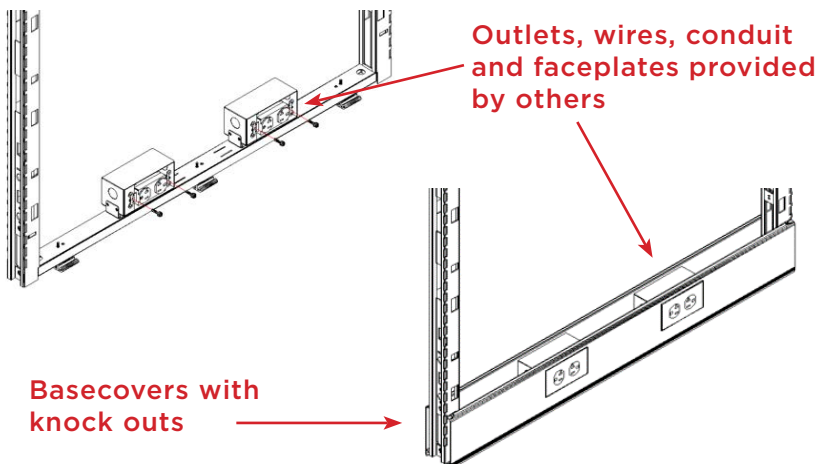


Perforated knock out back and sides

Chicago Power Box



Attach boxes to adapter brackets



Outlets, wires, conduit and faceplates provided by others

Basecovers with knock outs

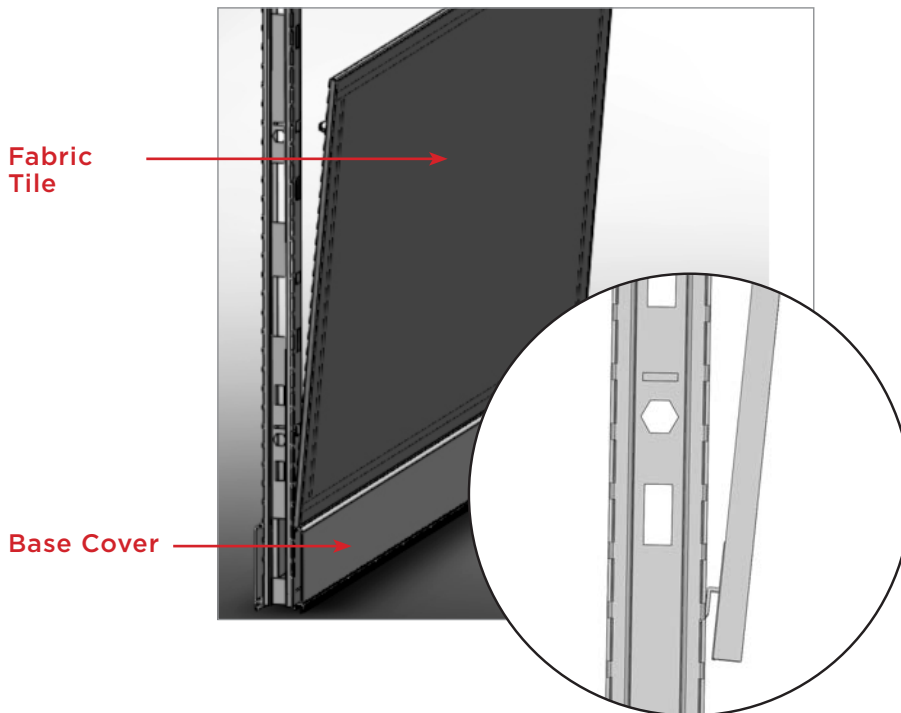
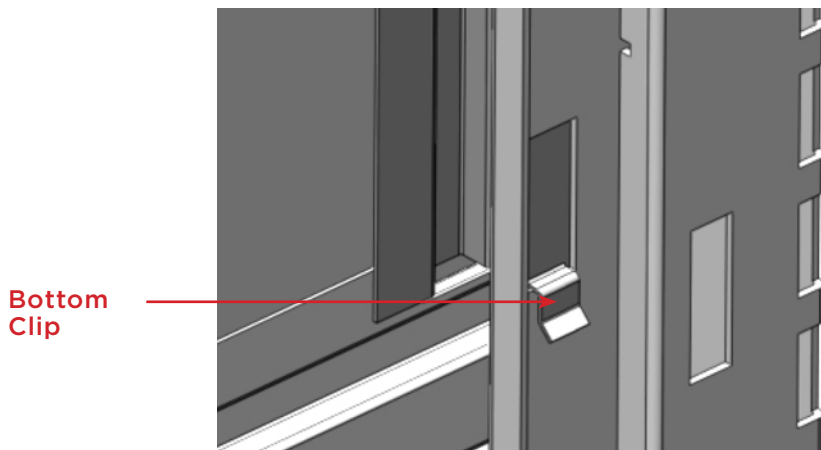
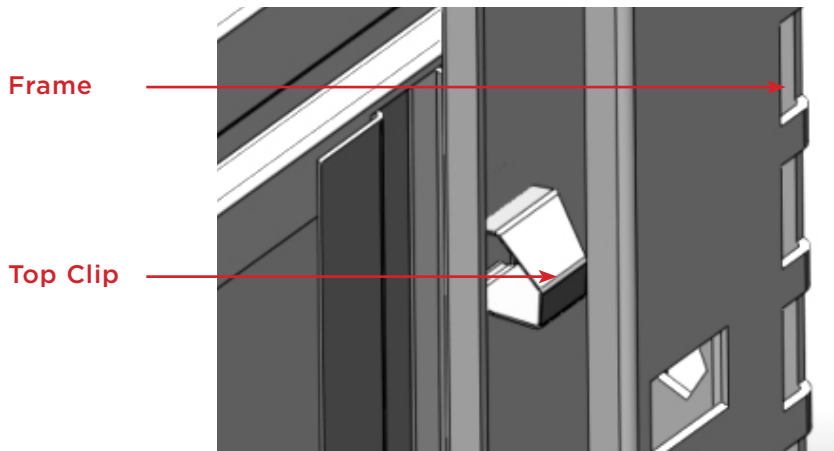
## Chicago Power

1. Secure the adapter bracket(s) to the frame with (4) M4\*8 screws each  
24" frames accommodate one box  
30"-48" frames accommodate two boxes  
Boxes are sold single
2. Remove perforated knock outs on sides and back of boxes as needed  
Boxes can accommodate single sided or back to back power. If back to back power is needed, knock out perforation on the back side.
3. Secure box to adapter bracket with (4) M5\*8 screws each

**NOTE:** Chicago electrical components provided by others

4. Add electrical components provided by others, do not install faceplates.
5. Attach the base cover with knock outs (ordered separately) to the non-powered frame
6. Add the faceplates provided by others to the outside of the base cover

# Fabric Tile Installation



## Fabric Tile

**NOTE:** Install Tiles from bottom to top on a frame.

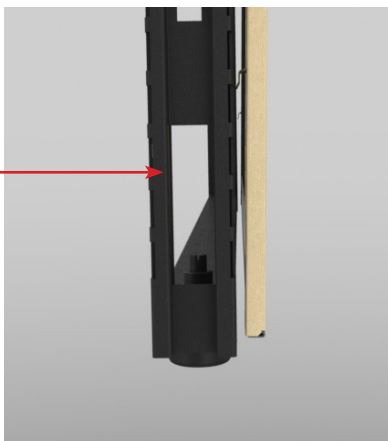
1. Install bottom clip by holding tile at an angle, as shown in bottom picture. Engage bottom clip into the slots on vertical members of the frame. Pivot tile forward until the upper clips engage into frame. Pressure is required to snap the upper clips into frame.

**NOTE:** Sometimes, bottom clip may have been compressed in transit, and may be difficult to insert in frame. Use a flat screwdriver to open up the clip.



**WARNING:** Incorrect installation can cause Tiles to fall, causing product damage and/or personal injury.

# Fabric Tile to Floor Installation

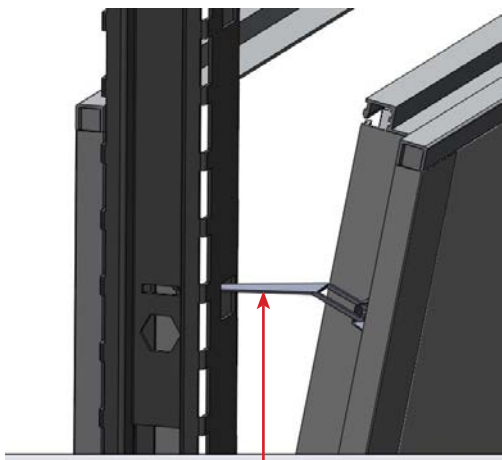
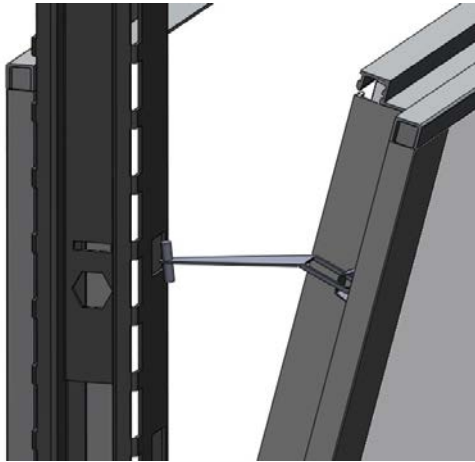


**Bottom Clip**

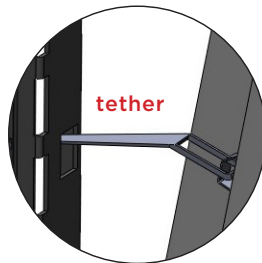
**NOTE:** Install Tiles from bottom to top on a frame.

1. See Fabric Tile installation instructions on previous page.

# Window Tile



tether



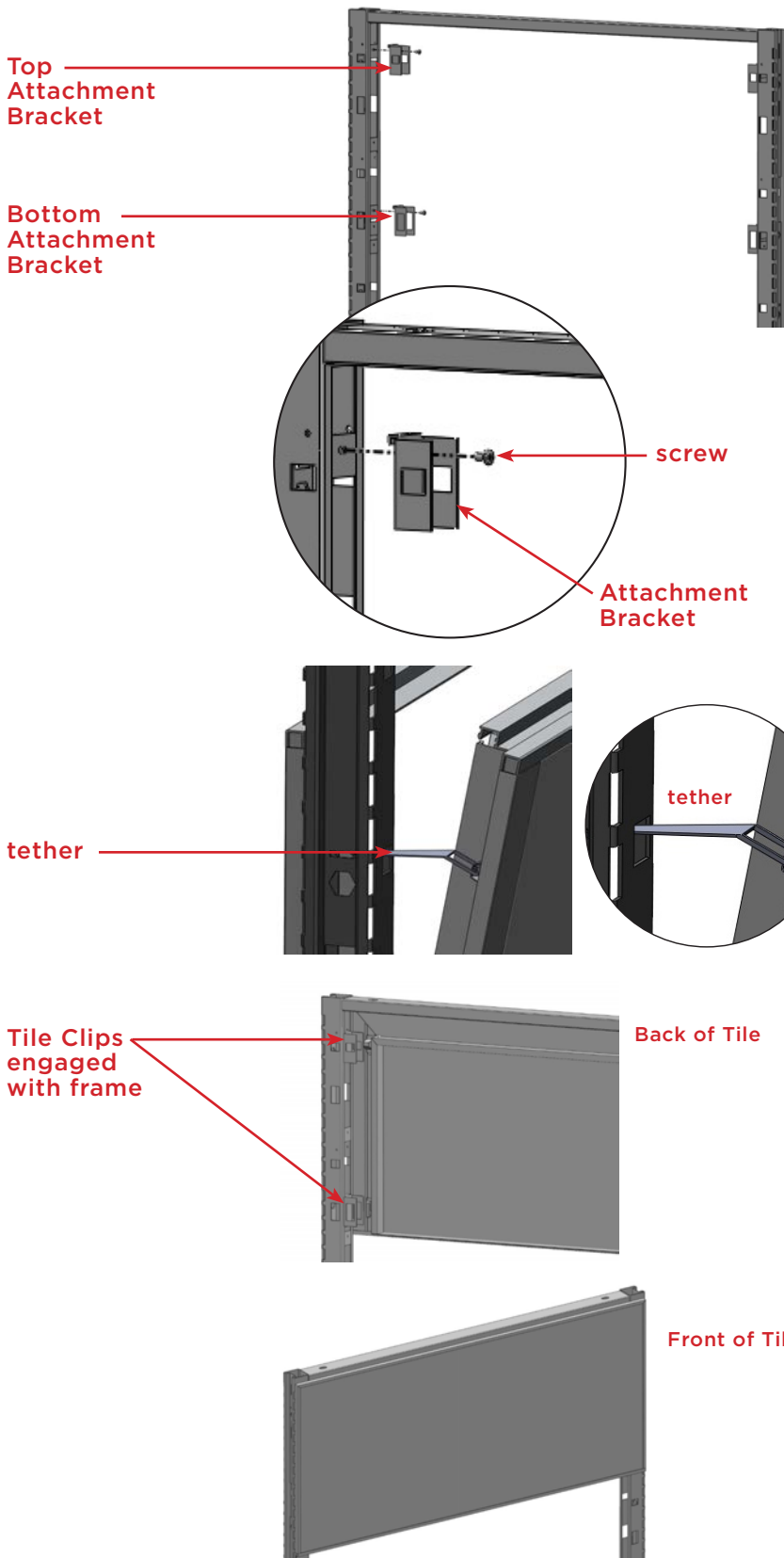
## Window Tile

**NOTE:** Install Tiles from bottom to top on a frame. Beltline power and electrical components should be installed prior to installing tiles.

1. Install Bottom Tile by holding tile at an angle. Engage Bottom Hooks into the slots on vertical member of the frame. Right hand slot fits into keyhole slot.
2. Window Tiles are mounted with a tether in addition to the mounting clips. Insert tether into frame by twisting it 45 degrees and bending it as needed.
3. Pivot tile forward until the top clips engage into frame. Pressure is required to snap the clips into frame.

**WARNING:** Incorrect installation can cause Tiles to fall, causing product damage and/or personal injury.

# Markerboard Tile

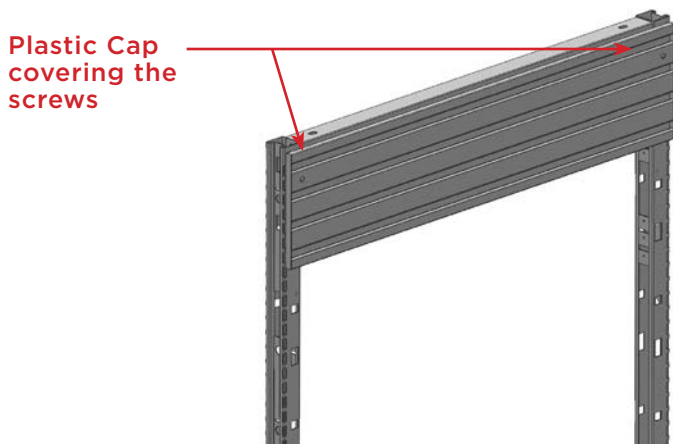
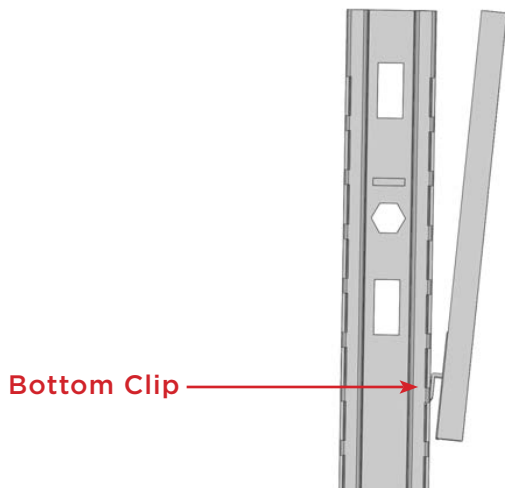
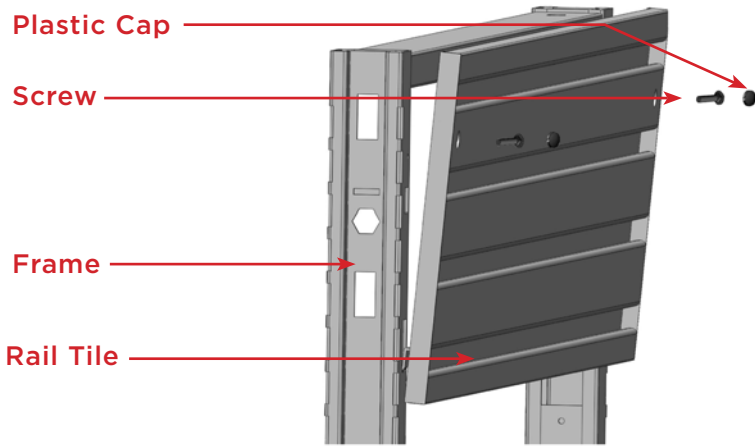


## Markerboard Tile

**NOTE:** Install Tiles from bottom to top on a frame. Beltline power and electrical components should be installed prior to tiles.

1. Install Markerboard Attachment Brackets to the frame by hooking the bracket onto attachment plate. Secure with screws as shown.
2. Markerboard Tiles are mounted with a tether in addition to the mounting clips. Insert tether into frame by twisting it 45 degrees and bending it as needed.
3. Install Markerboard Tile by holding tile at an angle. Engage Bottom Hooks into the slots on bottom attachment bracket.
4. Pivot tile forward until the top clips engage into attachment bracket. Pressure is required to snap the clips into attachment bracket.

# Rail Tile Installation



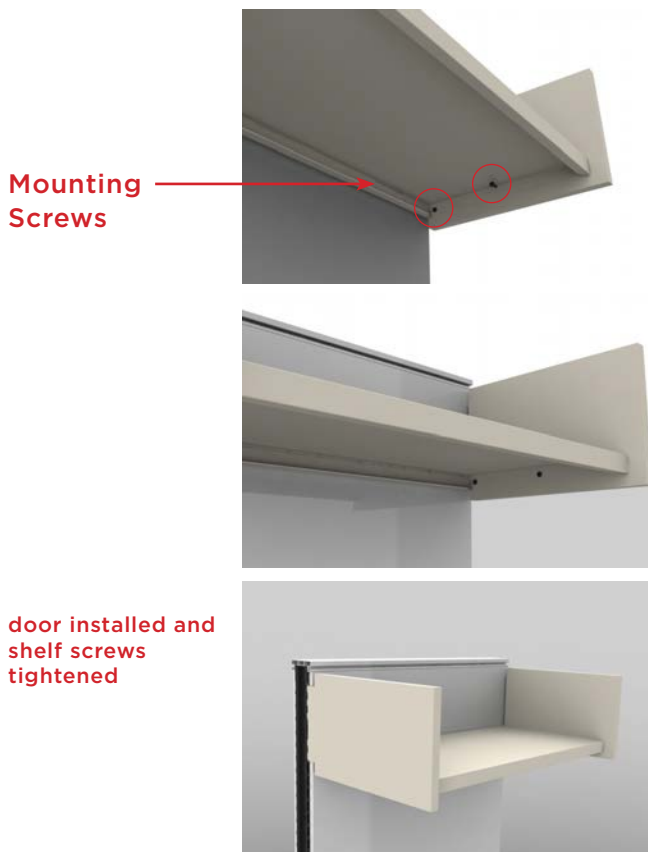
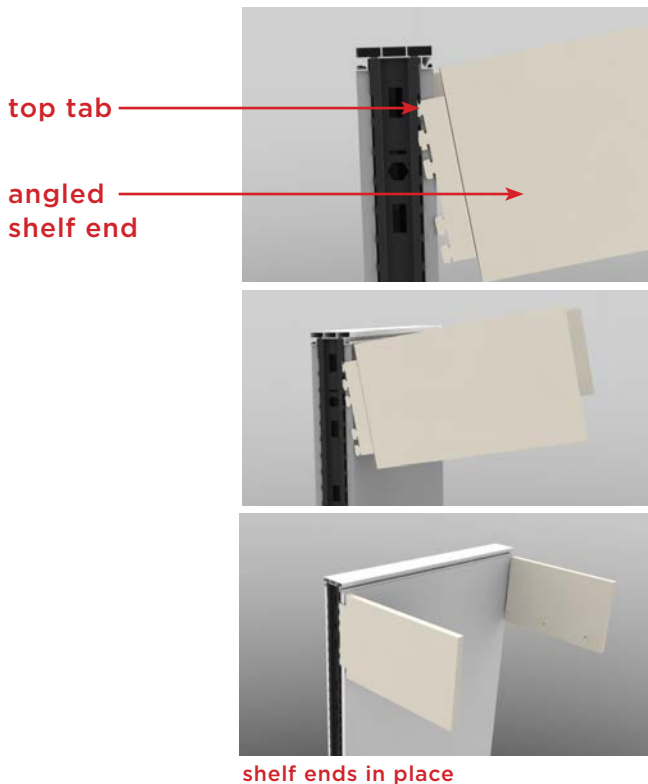
## Rail Tile

Rail Tile installation is the same as Fabric Tile installation except as follows:

- Rail Tiles do not have top clips, only bottom clips.
- To secure the Rail Tile to the frame use the screws provided and cover the holes in the rail tiles with plastic caps, also provided.



# Straight Front Half Height Shelf



## Shelf Ends Installation

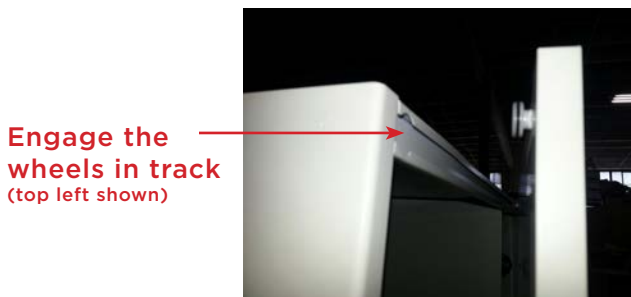
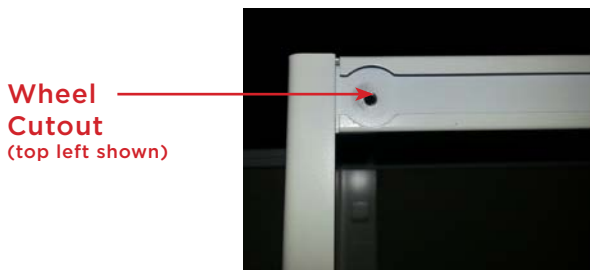
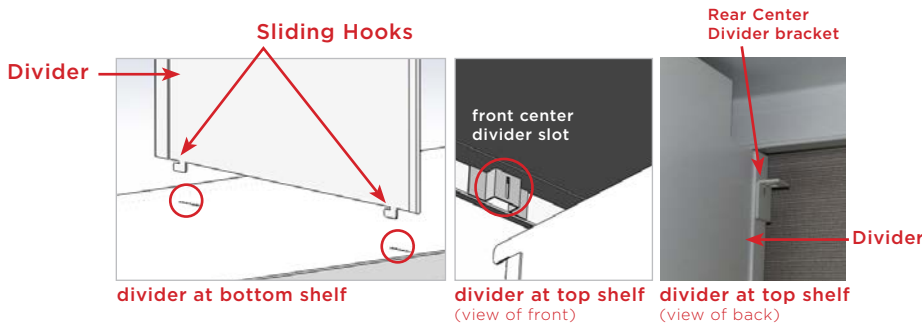
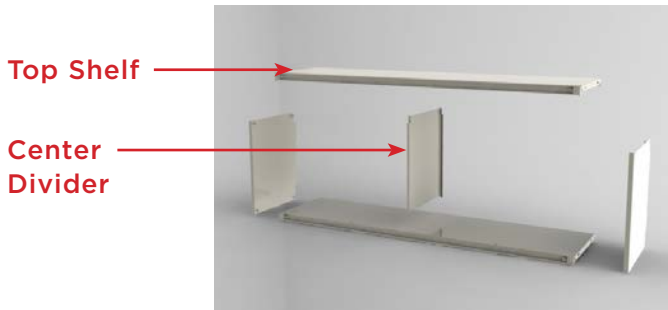
1. Position Shelf End over frame or wall strip at required height. Shelf mounting screws must be at the bottom edge and face the opposite Shelf End.
2. Rotate Shelf End at an angle. Insert top tab on each Shelf End hanger bracket into the slots on the frame or wall strip. Rotate front of Shelf End down to fully engage all clips and slots.
3. Lock Shelf Ends in place by pushing down until all clips are fully seated

## Shelf Installation

4. Loosen shelf mounting screws at the bottom edge of each Shelf End.
5. Position shelf between Shelf Ends.
6. Line up the slots on each side of the shelf with mounting screws on each Shelf End. Press down on shelf. Ensure shelf is fully seated on the mounting screws.
7. Tighten all mounting screws.



# Sliding Door Overhead Cabinet



11. Press down on shelf, make sure shelf is fully seated on mounting screws.
12. Tighten bottom mounting nuts.

## Top Shelf Installation

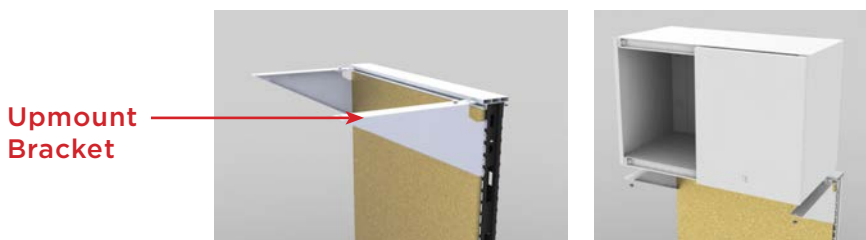
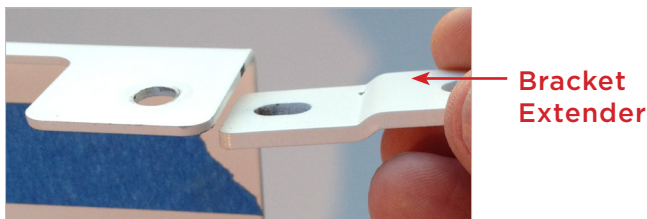
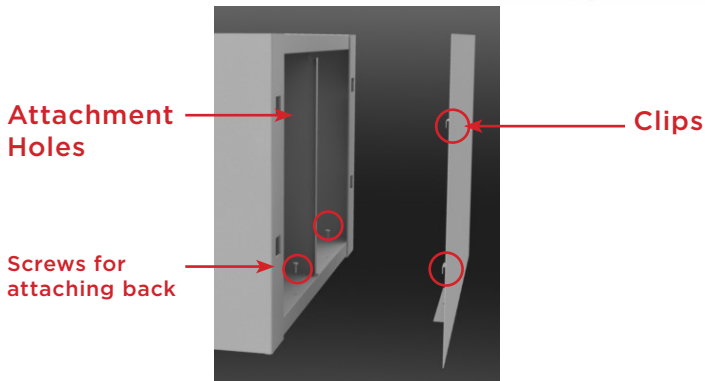
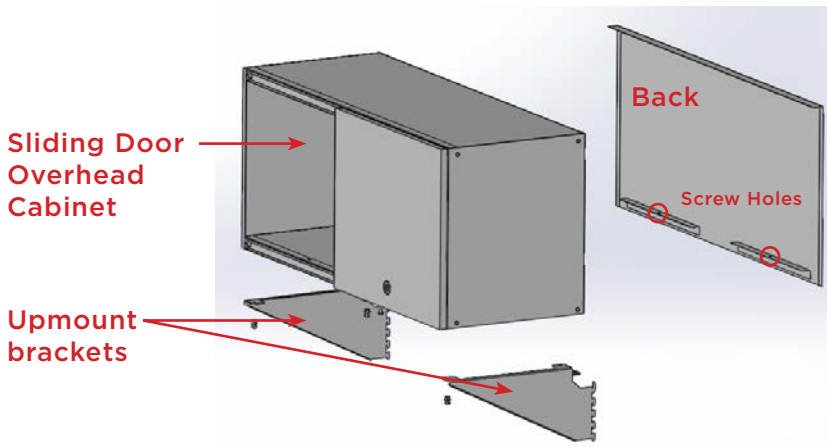
13. Insert center divider into bottom shelf.
14. Lift top shelf onto the top of the divider, resting on the bolts. Pull center divider forward, ensuring the front center divider tab engages in the front center divider slot.
15. Slide the rear center divider bracket along the back of the divider up to the top. Attach in place with screws.

16. Tighten top mounting screws.

## Door Installation

17. Remove plastic door stop from left, right, top and bottom of cabinet.
18. Align top and bottom wheels on the left side of the door with the wheel cutouts on the left side of the cabinet.
19. Engage the wheels in the track, and slide the door to the right side of the cabinet.
20. Align top and bottom wheels on the right side of the door with the wheel cutouts on the right side of the cabinet. Engage the wheels in the track.
21. Reinstall the plastic door stops.

# Upmount Sliding Door Overhead Cabinet



## Upmount Sliding Door Overhead Cabinet

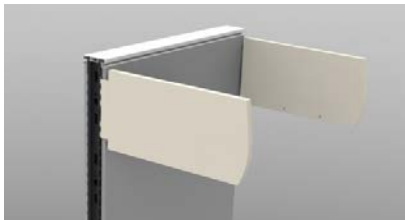
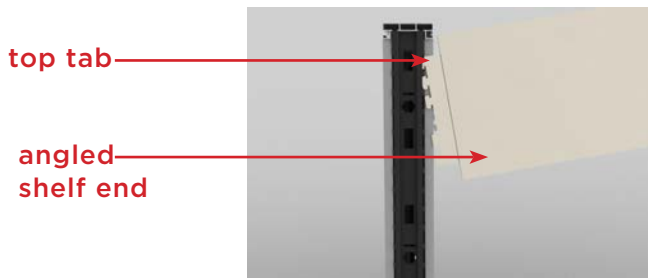
**NOTE:** Upmount Sliding Door Overhead Cabinet ships without the back installed.

1. To install the back of the cabinet, engage clips into the attachment holes on the back of the sliding door cabinet.
2. Lock attachment brackets in place by pushing down until all clips are fully seated.
3. Secure the back to the sliding door cabinet by means of screws provided.
4. Attach bracket extender to the upmount bracket with hardware provided. Do not tighten.
5. Install both left and right upmount brackets at the correct height by tilting the bracket at an angle and inserting the top tabs into the frame.
6. Rotate both left and right upmount brackets downward and push down to ensure that the tabs are fully seated.
7. Lift Upmount Sliding Door Overhead and place onto the upmount brackets.

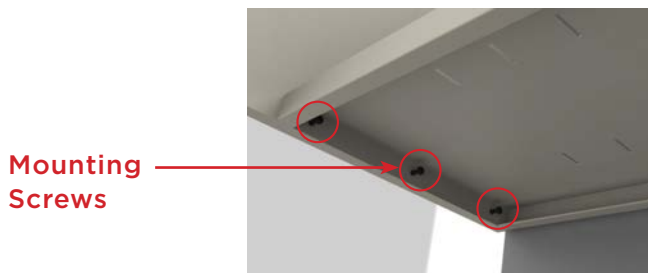
**NOTE:** Use two people to safely lift and install.

8. Secure the Upmount Sliding Door Overhead to the support brackets by using the screws provided.
9. Tighten screws on bracket extender.

# Radius Front Half Height Shelf



shelf ends in place



shelf installed with mounting screws tightened



## Shelf Ends Installation

1. Position Shelf End over frame or wall strip at required height. Shelf mounting screws must be at the bottom edge and face the opposite Shelf End.
2. Rotate Shelf End at an angle. Insert top tab on each Shelf End hanger bracket into the slots on the frame or wall strip. Rotate front of Shelf End down to fully engage all clips and slots.
3. Lock Shelf Ends in place by pushing down until all clips are fully seated

## Shelf Installation

4. Loosen shelf mounting screws at the bottom edge of each Shelf End.
5. Position shelf between Shelf Ends.
6. Line up the slots on each side of the shelf with mounting screws on each Shelf End. Press down on shelf. Ensure shelf is fully seated on the mounting screws.
7. Tighten all mounting screws.

**NOTE:** Specify LED tasklight only.

# Pneumatic Overhead Cabinet

**Attachment Bracket**



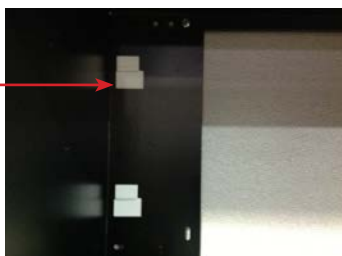
**Top Tooth**



**Attachment Bracket Clips**



**Attachment Bracket Clips Engaged**

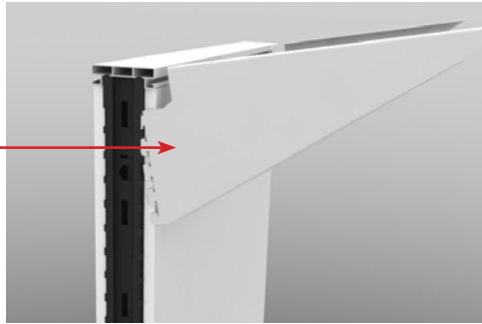


## Pneumatic Overhead Cabinet

1. Position attachment bracket over frame or wall strip at required height. Tabs should be facing up.
2. Rotate attachment bracket at an angle. Insert top tooth into slots on the frame or wall strips. Rotate front of attachment bracket down to fully engage all clips and slots.
3. Lock attachment brackets in place by pushing down until all clips are fully seated.
4. Lift overhead up and engage attachment bracket clips into attachment hole on back of overhead.
5. Install a securing screws in the back of the cabinet.

# Upmount Pneumatic Overhead Cabinet

**Upmount Bracket**



## Upmount Pneumatic Overhead Cabinet

**NOTE:** Upmount Pneumatic Overhead Cabinet ships with the back installed.

1. Install upmount brackets, left and right, at the correct height by tilting the bracket at an angle to insert the tabs into the frame.
2. Rotate the support brackets, left and right, downward and push down to ensure that the tabs are fully seated.
3. Lift Upmount Pneumatic Overhead and place onto the support bracket.

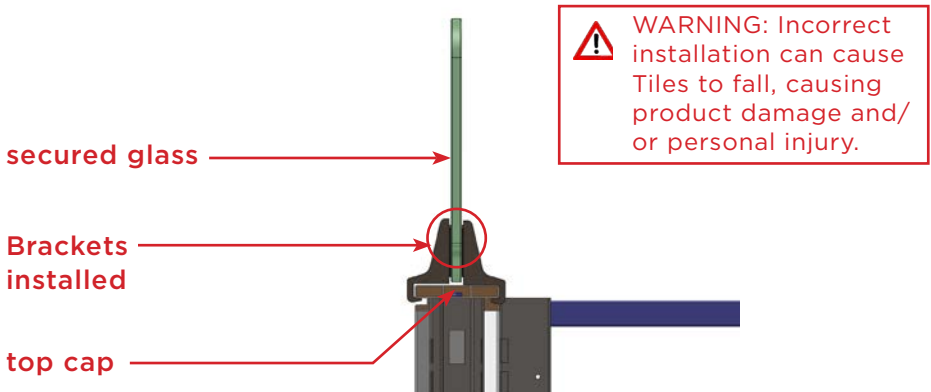
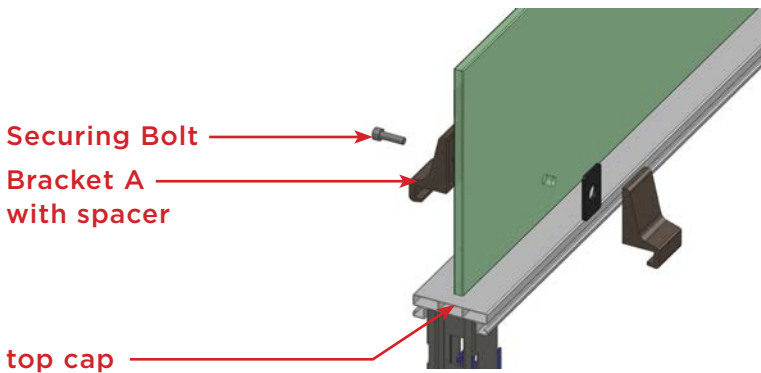
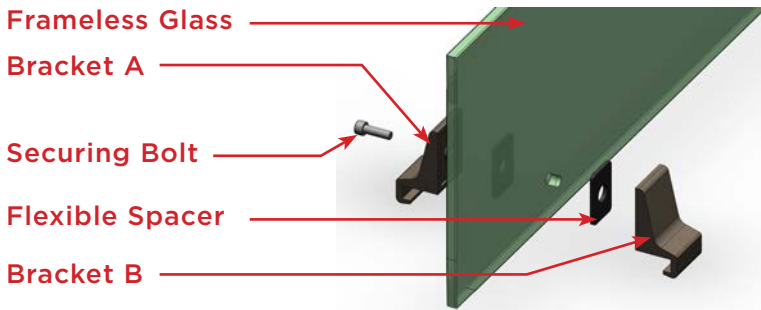
**NOTE:** Use two people to safely lift and install.

4. Secure the Upmount Pneumatic Overhead to the support brackets by using the screws provided.

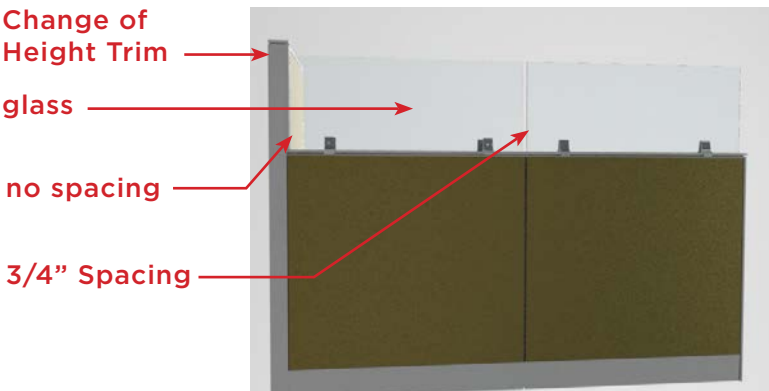
**Pneumatic Overhead Cabinet**



# Frameless Glass Installation



side view of completed installation



front view of completed installation

## Frameless Glass

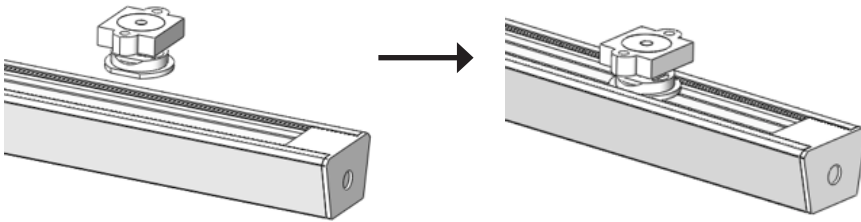
Once top caps have been installed, you can begin installing frameless glass.

1. Begin with placing a flexible spacer onto the inside face of each bracket (the side facing the glass in picture). Press onto bracket so that they hold.
2. Slide bolt through the hole from the outer face of Bracket A so that the bolt protrudes from the inner face. Hold all 3 pieces together as one.
3. Hold the frameless glass in place on top of the frame top cap, and align the securing bolt in Bracket A with one of the holes in the glass. Push the bolt through the glass and hold Bracket A in place with the glass.
4. Align Bracket B with the securing bolt on the other side of the glass. Tighten the bolt lightly, bringing Bracket A and B together.
5. Repeat steps 1-4 on other side.
6. Once bolts on both sides of the glass are lightly tightened, the frameless glass can be moved left or right as needed for proper alignment.
7. When location is set, you must tighten the bolts to secure the frameless glass in place.

**NOTE:** In situations with two pieces of glass side by side, the spacing in between is 3/4". In situations where the glass is against a finished end change of height, there is no spacing.



# LED Tasklight



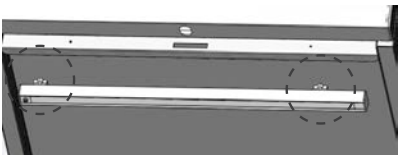
1. Snap the magnet into the back of the LED light – one on each end.

**NOTE:** Step #2 is only for attaching an LED light to wood overheads. Skip Step #2 if attaching the LED light to a metal overhead.

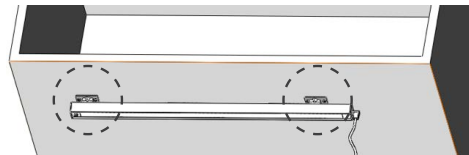


**installation of metal plates (for wood overheads only)**

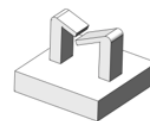
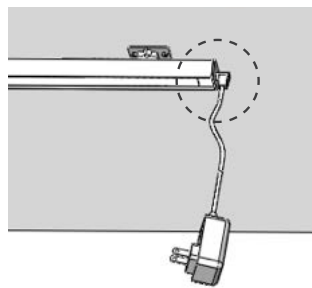
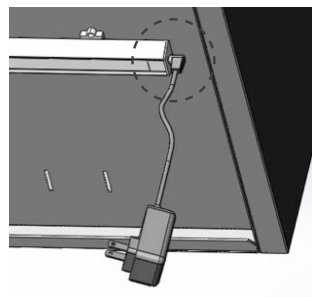
2. Install the metal plates to the bottom of the wood overhead using screws provided. Ensure the metal plates are spaced appropriately and aligned straight when installing.
3. Attach the LED tasklight to the metal surface (or metal plates).
4. Plug the power adapter into the LED tasklight and use the wire managers as necessary.



**metal overhead**

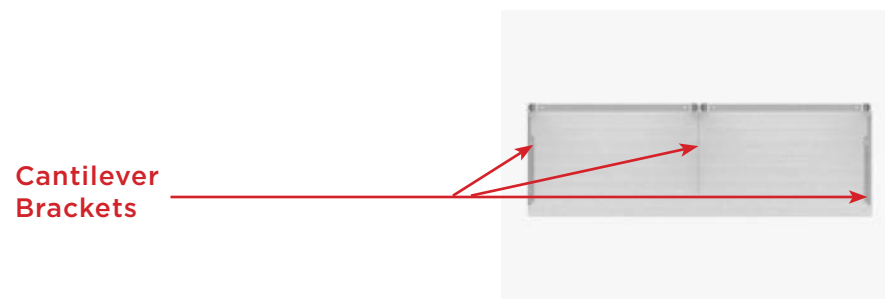
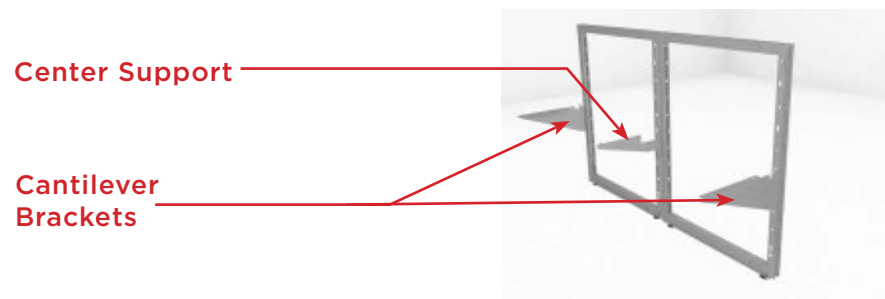
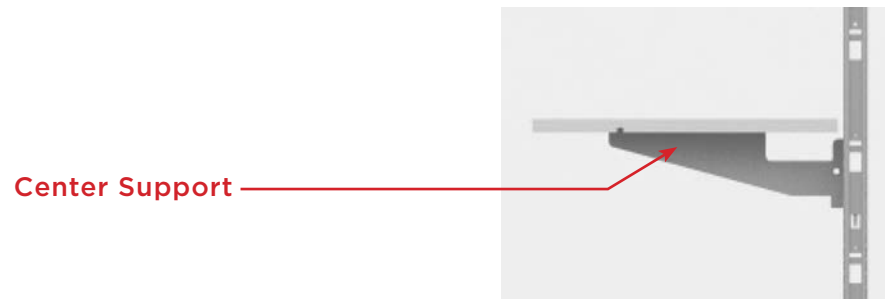
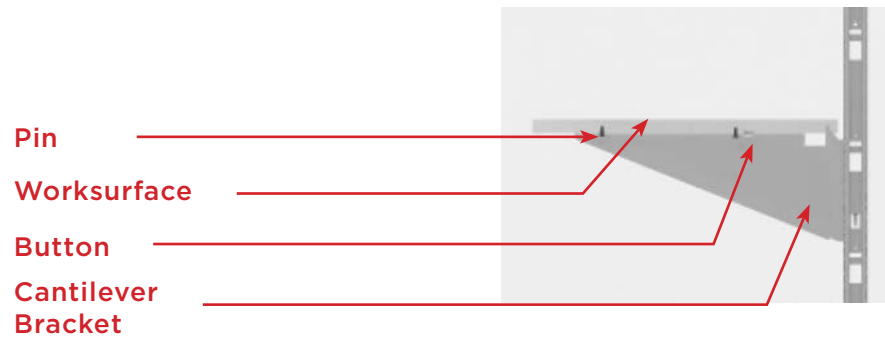
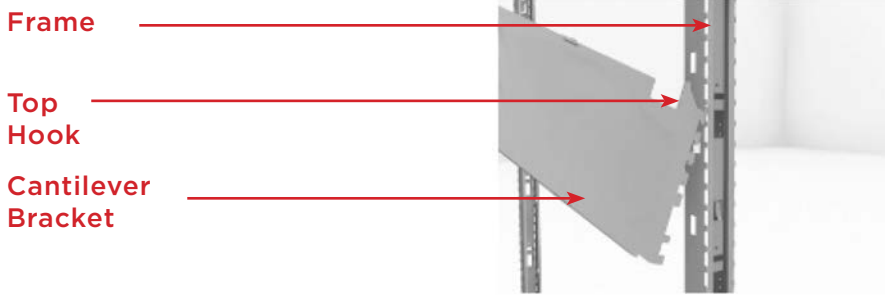


**wood overhead**



**wire manager**

# Worksurface Installation



## Rectangular Worksurface Installation

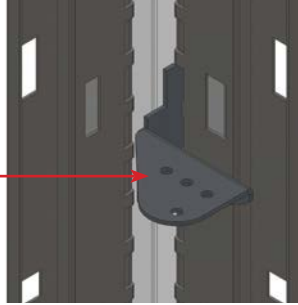
**Warning:**

All worksurface support used to support the same worksurface must be mounted at the same height. Worksurface installation requires two people.

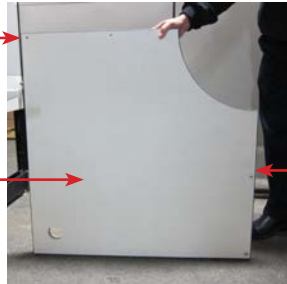
1. Install cantilever bracket on frame by inserting the tab on the top hook of the cantilever bracket into the frame slot at the desired height. Rotate bottom of cantilever bracket into frame to engage all hooks.
2. Repeat procedure for cantilever on other side of the worksurface.
3. For worksurfaces 60" to 72" wide, install cantilever center support on center frame at the same height as the cantilevers on the right and left side.
4. Push down on all worksurface supports to ensure all hooks are fully seated in slots.
5. Install pins, buttons and front spacers provided onto worksurface in pre-drilled holes.
6. Install worksurface by inserting button into keyhole slots in rear of cantilever brackets. Push worksurface back until front pins engage the front holes in the cantilever brackets.
7. Level worksurface by adjusting the leveling screw at the front of the cantilever brackets.
8. Install adjacent worksurfaces as required.
9. Attach ganging plates between adjacent worksurfaces.

# Worksurface Installation

**Corner Bracket**

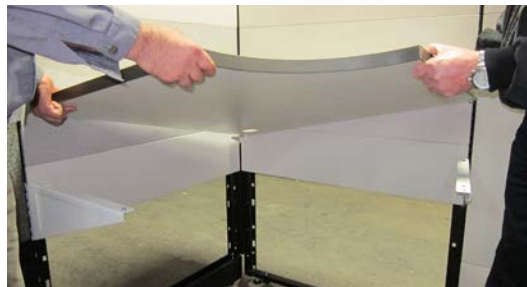


**holes on this side**



**Worksurface**

**button screws and pins installed on this side only**



**side with button screws and pins**



**screw in other side**

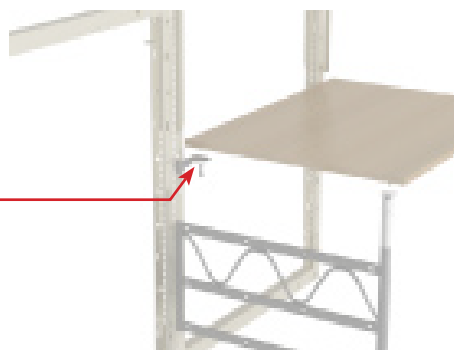
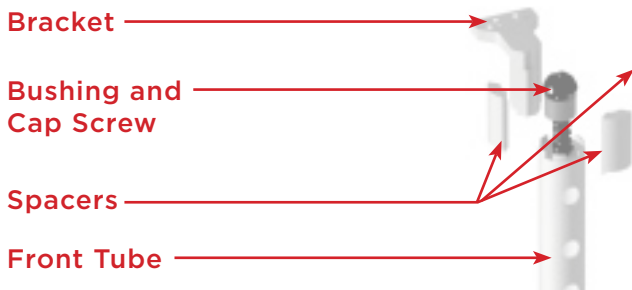
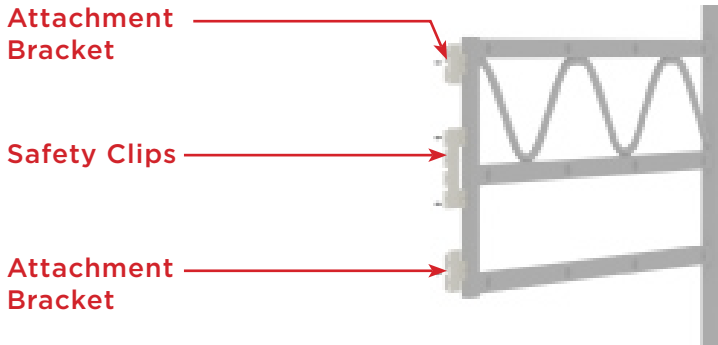


## Corner Worksurfaces

Install Corner Bracket provided at the desired height. Ensure all bracket hooks are fully seated in slots.

1. Install cantilever bracket on frame by inserting the tab on the top hook of the cantilever bracket into the frame slot at the desired height. Rotate bottom of cantilever bracket into frame to engage all hooks.
2. Repeat procedure for cantilever on other side of the worksurface.
3. Push down on all worksurface supports to ensure all hooks are fully seated in slots.
4. Install button screw and pin on one side of the corner worksurface in the pre-drilled holes.
5. Install worksurface by inserting the button into the keyhole slot in rear of cantilever brackets. Push worksurface back until the pin at the front aligns with the hole in the cantilever bracket. Align other side with other cantilever bracket, and drop worksurface.
6. Level worksurface by adjusting the leveling screw at the front of the cantilever brackets.
7. Install adjacent worksurfaces as required.
8. Attach ganging plates between adjacent worksurfaces.

# Open Metal Leg Installation



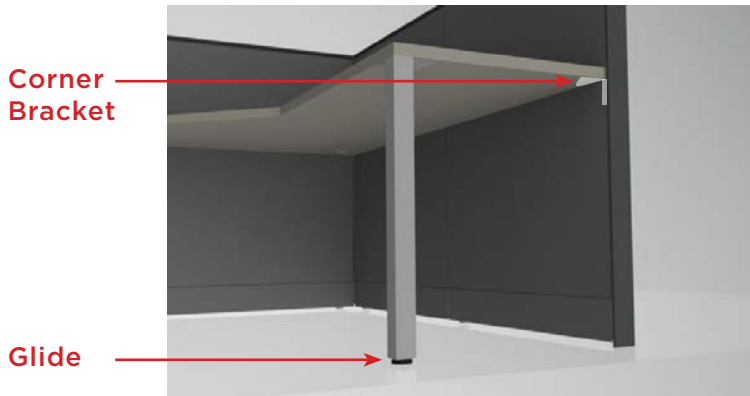
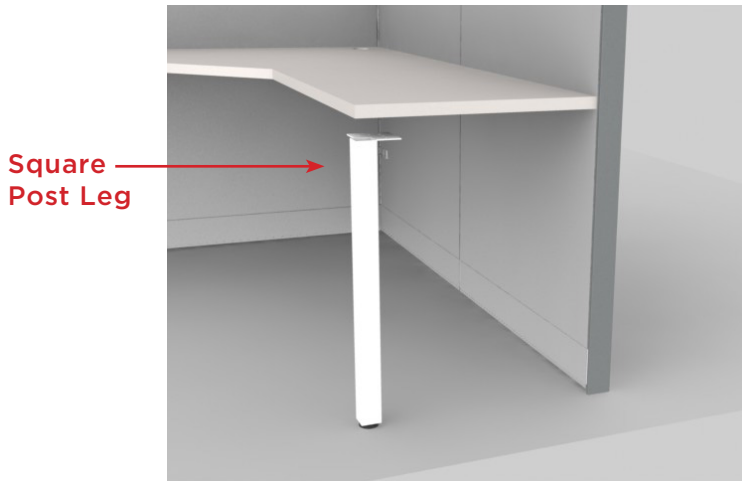
**NOTE: Open Metal Leg is only to be used in end run application.**

1. Assemble bracket and spacers as shown. Adjust for right or left hand installation.
2. Hold bracket and spacers together. Install bushing and secure with cap screw. Do not tighten. Align bracket assembly in the correct position and tighten cap screw.
3. Adjust the height of the bracket assembly by removing the adjustment screw. Slide the inner tube to the desired height and re-insert adjustment screw. Tighten screw.
4. Make sure the Adjustment screw faces under the worksurface and is not visible from the end of run.
5. Adjust safety clips and attachment bracket for right or left application.
6. Align bottom attachment bracket with bottom slot in hanger frame. Insert attachment brackets into hanger frame and push down on Open Metal Leg until firmly seated.
7. Insert safety clip into hanger frame. Align holes in safety clip with holes in open return and secure safety clip with screws provided.

**NOTE: Safety clip must be secured to open return and frame. Failure to do so could cause product instability and/or physical injuries.**

8. Install corner worksurface bracket to match the height of the bracket assembly.
9. Install worksurface.

# Square Post Leg Installation



## Square Post Leg Installation

**WARNING:** All worksurface support used to support the same worksurface must be mounted at the same height. Worksurface installation requires two people.

1. Install corner bracket at the same height as the cantilever bracket.
2. Install the worksurface following the installation on page 64.
3. Attach square post leg to the underside of the worksurface utilizing the screws provided.
4. Level the worksurface by adjusting the glide on the square post leg.

# Triangle Leg with Frame Support Bar

Panel Brackets

Hanger Slots

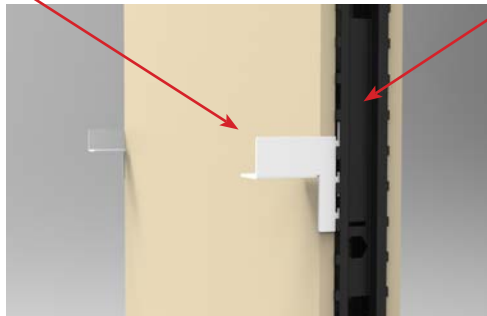


Fig. 1

Worksurface Depth Support Beam

Steel Bolts

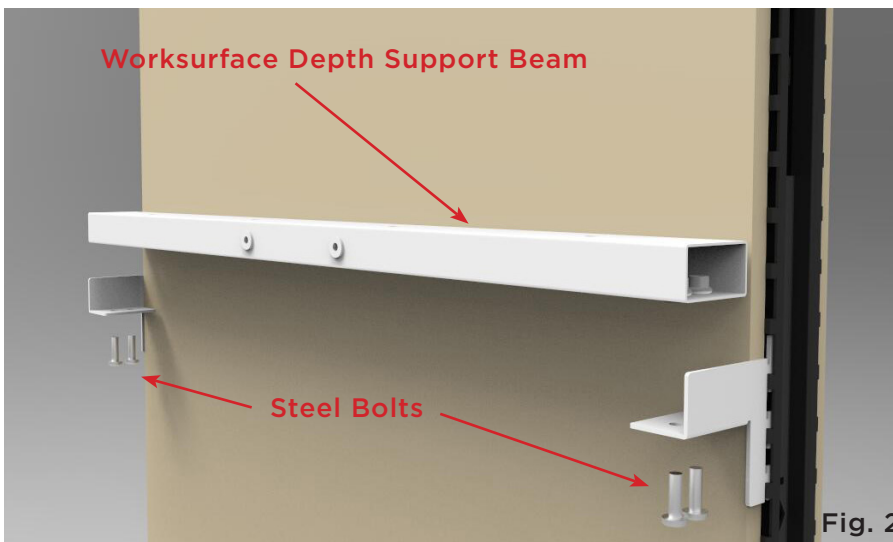


Fig. 2

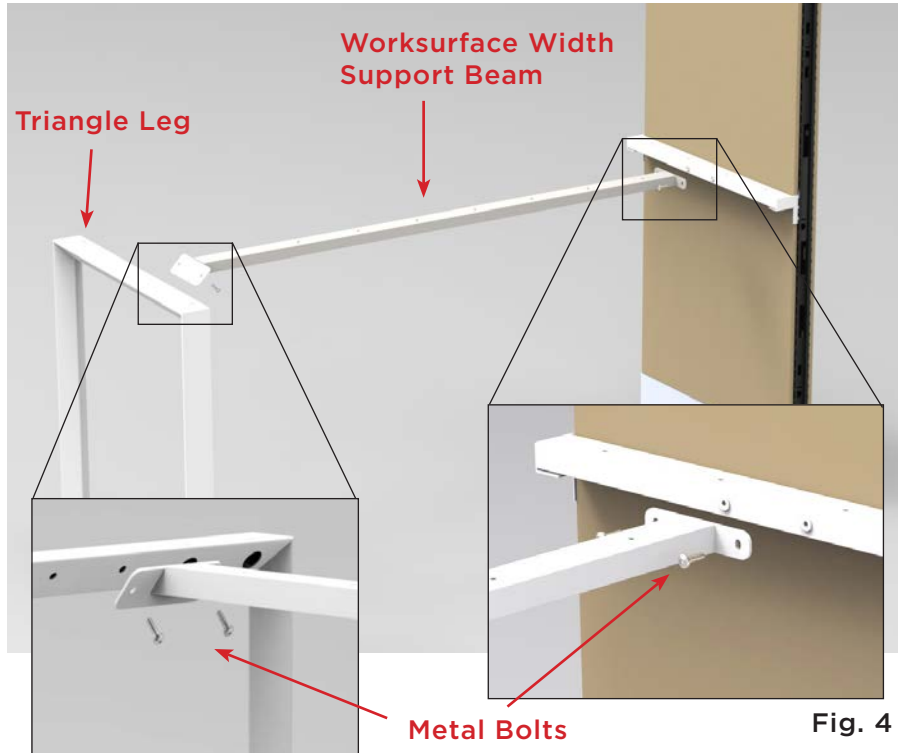


Fig. 3

## Triangle Leg with Frame Support Bar

1. Insert (2) panel brackets into the hanger slots of the frame. See figure 1.
2. Secure the worksurface depth support beam to the panel brackets using (4) metal bolts provided. See figure 2.
3. The fully assembled support beam should look like this. See figure 3.

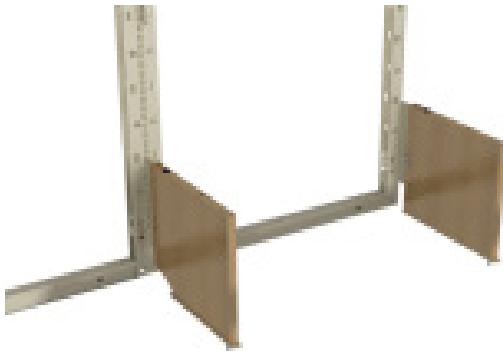
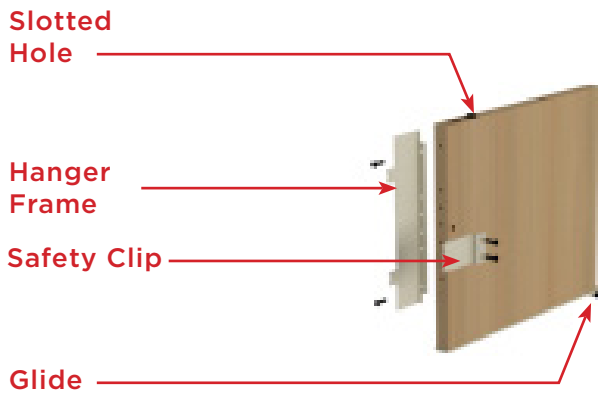
## Triangle Leg with Frame Support Bar



4. Secure the worksurface width support beam to the triangle leg & worksurface depth support beam using the (4) metal bolts provided. See figure 4.
5. Secure the worksurface to the installed structure with (12) wood screws provided. See figure 5.



# Laminate End Panel Installation



1. Position hanger clip to End Panel, either in a right hand or left hand position as required.
2. Install and tighten four (4) screws into outer holes of hanger clip.

**NOTE: Do not install safety clip at this time.**

3. Mount End Panel with bottom hanger clip hook engaged in second slot from bottom of frame. Hanger clip can be mounted one slot higher or lower depending on required worksurface height.

**NOTE: Safety clip must be secured to End Panel and Frame. Failure to do so could cause product instability and/or physical injuries.**

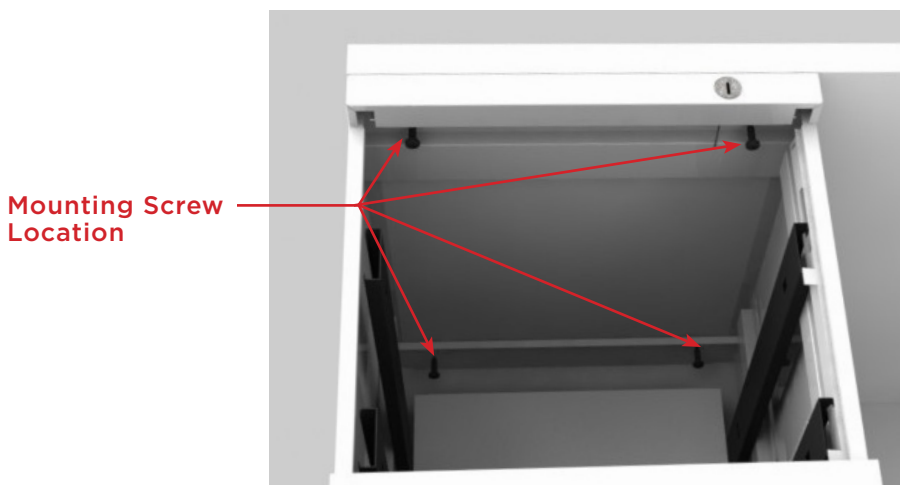
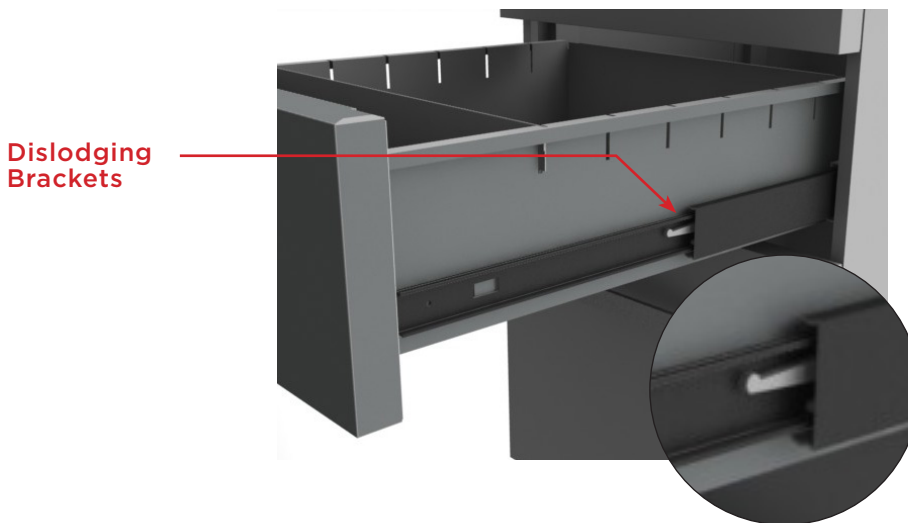
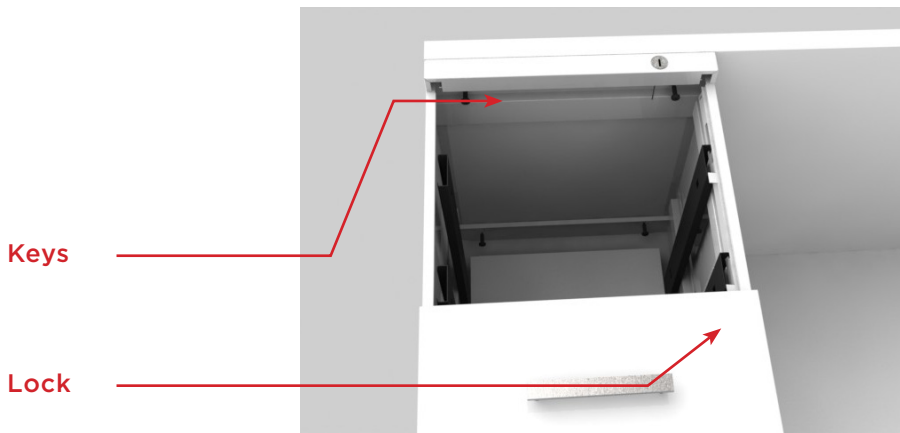
4. Install safety clip into hanger frame and align clip with pilot holes in support panel. Tighten screws to secure safety clip.
5. Level End Panel by adjusting glide.

## Installing Worksurfaces

1. Mount Worksurface onto End Panel by inserting shoulder screw into rear slotted hole on top of End Panel. Push worksurface back until front spacer screw drops into front hole of support panel.



# Pedestals



## Pedestals Installation

1. All Pedestals (except Mobile Pedestals) must attach to the supporting Worksurface.
2. Check the Pedestal height to ensure it fits under its supporting Worksurface. If it is not the correct height, adjust the Glides on the Pedestal or raise the Worksurface.
3. To install the Pedestal, first open the top drawer. Unlock the Pedestal with the key located inside the top drawer. Remove the two (2) box drawers or the top file drawer, depending on the Pedestal configuration.

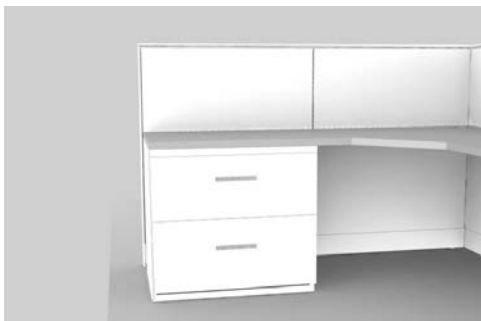
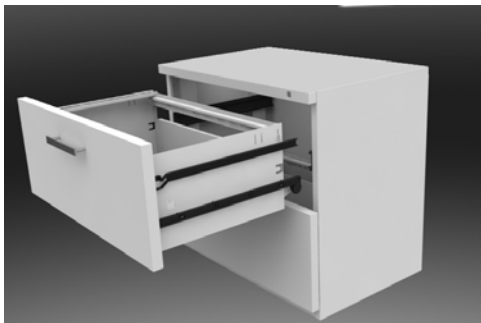
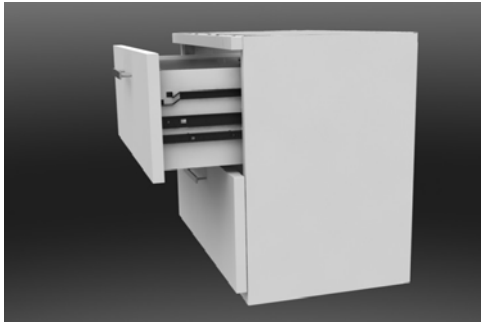
**NOTE:** To remove the drawers, lift the dislodging brackets on each side of the drawer at the front of the suspensions, and pull forward.

4. With the Pedestal in place, attach the Mounting Screws at the front and rear of the Worksurface and tighten.
5. Carefully re-insert the drawers into the track.

**NOTE:** Always recheck the drawer for proper operation after installing the Pedestal.

6. Check to ensure the lock is working properly.

# Lateral Files



## Supporting Lateral Files

1. All supporting Lateral Files must attach to the supporting Worksurface.
2. Check the Lateral File height to ensure that it will fit under the supporting Worksurface. If it is not the correct height, adjust the Glides on the Lateral File or raise the Worksurface.
3. To install the Lateral File, first open the top drawer. Unlock the Lateral File with the key located inside the top drawer. Remove the two (2) box drawers or the top file drawer, depending on the Lateral File configuration.

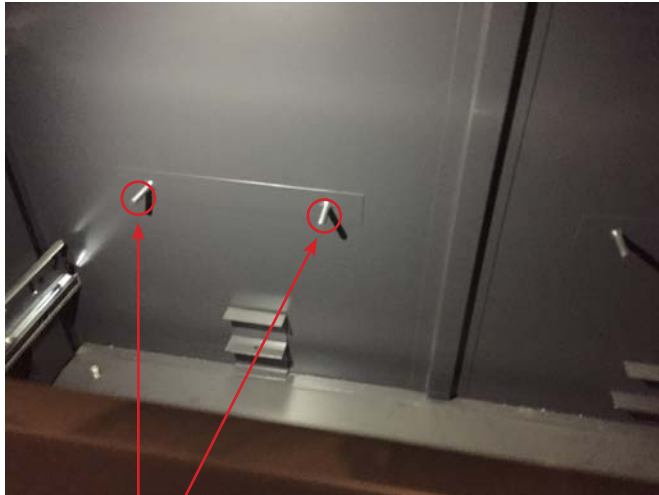
**NOTE:** To remove the drawers, lift the dislodging brackets on each side of the drawer at the front of the suspensions, and pull forward.

4. With the Lateral File in place, attach the Mounting Screws at the front and rear of the Worksurface and tighten.
5. Carefully re-insert the drawers into the track.

**NOTE:** Always recheck the drawer for proper operation after installing the Pedestal.

6. Check to ensure the lock is working properly.

# Laterals Counterweight Installation



**Bolts**

## Adding Counterweights to Lateral Files

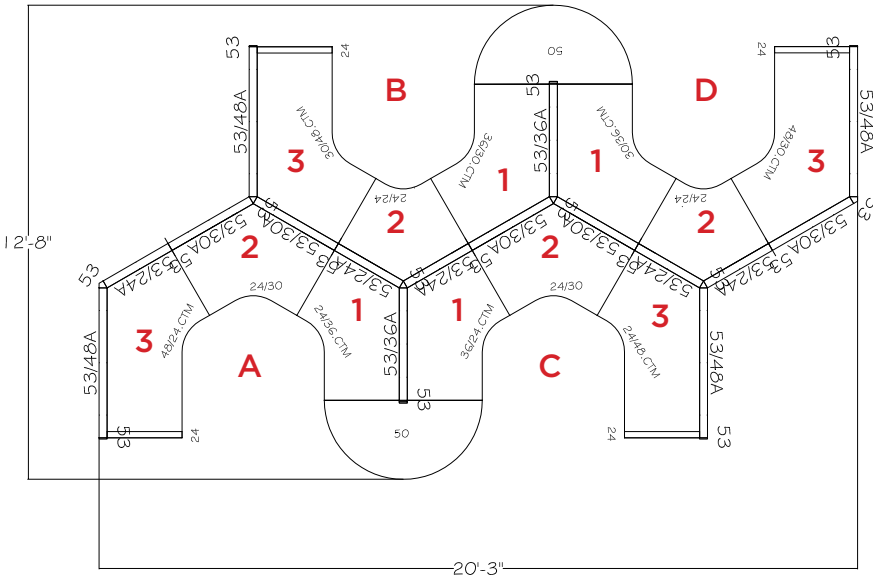
1. Remove bottom drawer of lateral file.
2. Line up bolt at the back of the lateral with the hole in the counterweight.  
**Image attached for reference.**
3. Attach nut with the bolt to hold counterweight in place.

**NOTE:** Counterweight and nuts are not shown in the photo.

4. Reinstall the bottom drawer on the lateral file.

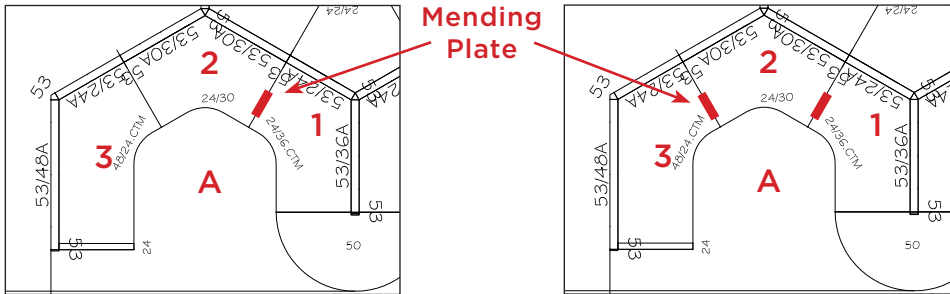
**NOTE:** Counterweights can be ordered for 2, 3 and 4 drawer lateral files, however, Friant suggests you bolt 3 and 4 drawer lateral files back to back or to wall and load bottom drawer first for greater stability.

# Interra 120° Worksurface Installation Procedure

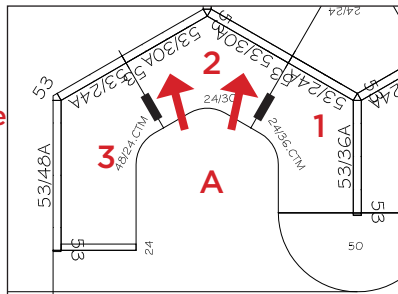


## 120° Worksurfaces

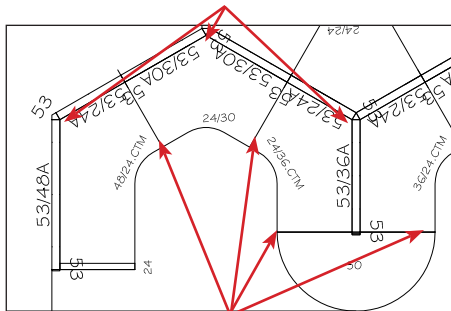
1. Install cantilevers, corner brackets and end panels at the desired height. Insure cantilevers, corner brackets are fully seated. Do not install pins & buttons at this time
2. Place all worksurfaces on cantilevers, corner brackets and end panels as shown on drawing.
3. Starting with workstation A, Align 24" end of worksurfaces 1&2 and install the mending plates. Repeat this step with worksurfaces 2&3.
4. Install all worksurfaces B, C and D. See step 3.
5. Push all worksurfaces against panels, insuring the seam in the worksurface line up with the panel seams.
6. Line up the cantilevers, brackets and end panels with edge of the worksurfaces. Install front pin in the cantilever. Then install buttons at the back of the cantilever. Install screws in corner brackets and end panel angle brackets.
7. Install half round worksurfaces as shown on drawing.



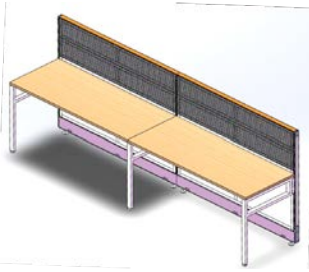
**Push Worksurface Into Panels**



**Corner Brackets**

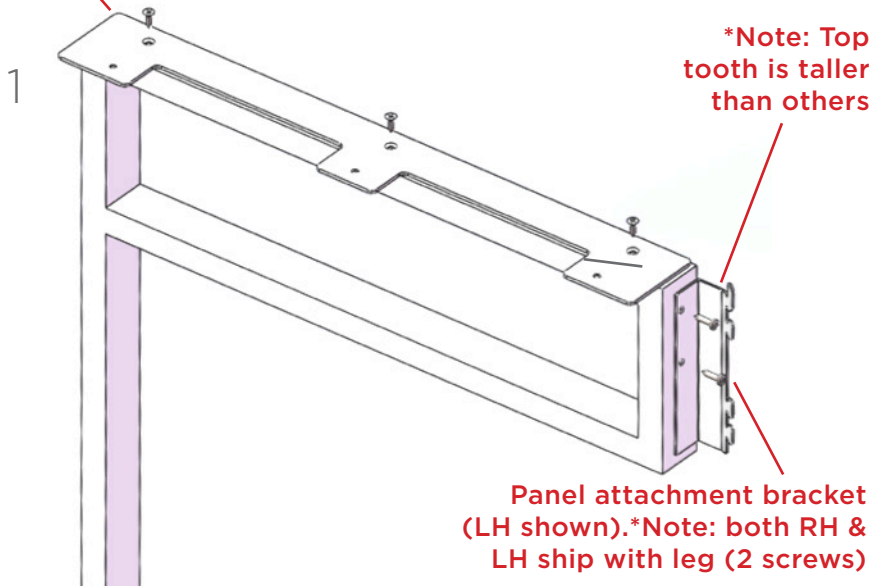


**Cantilevers**



# Square Metal P-Leg Installation

**Worksurface support bracket.** \*Note: 3 screws (single sided shown)



**Panel attachment bracket (LH shown).**\*Note: both RH & LH ship with leg (2 screws)

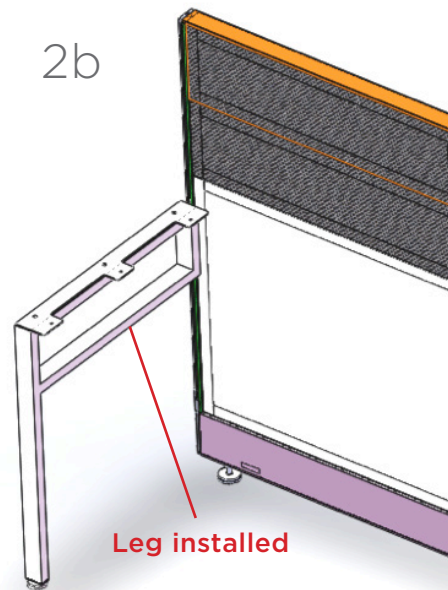
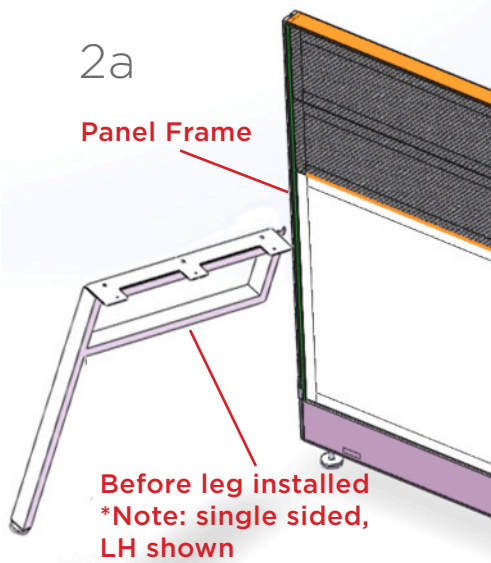
## Square Metal P-Leg Installation

**WARNING:** All worksurface support used to support the same worksurface must be mounted at the same height. Worksurface installation requires two people.

**NOTE:** Left hand installation is shown.

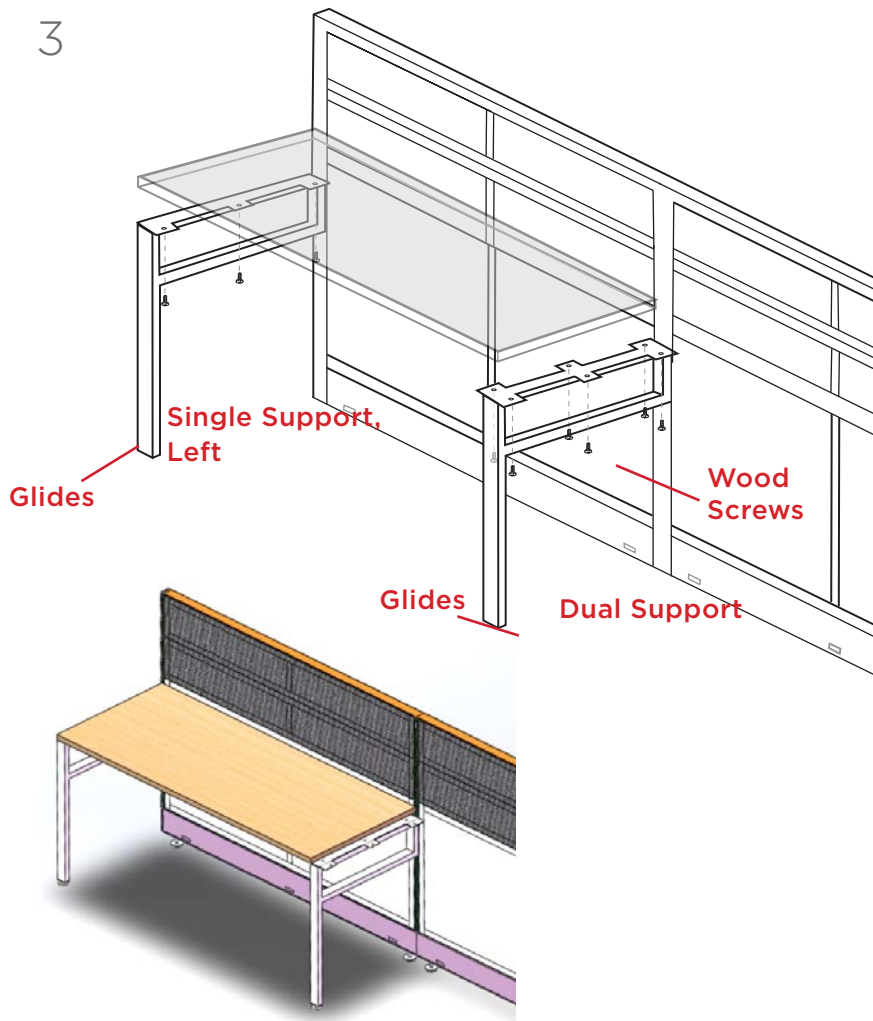
1. Install worksurface support and panel attachment bracket.
2. Install the P leg on the panel by first inserting the top tooth of the panel attachment bracket into the panel frame. Then push down on the P-leg to lock the teeth in. Make sure the all the teeth engage into the panel frame.

**NOTE:**Ensure that the Square Metal P-Leg is at the same height as the cantilever bracket, if applicable.

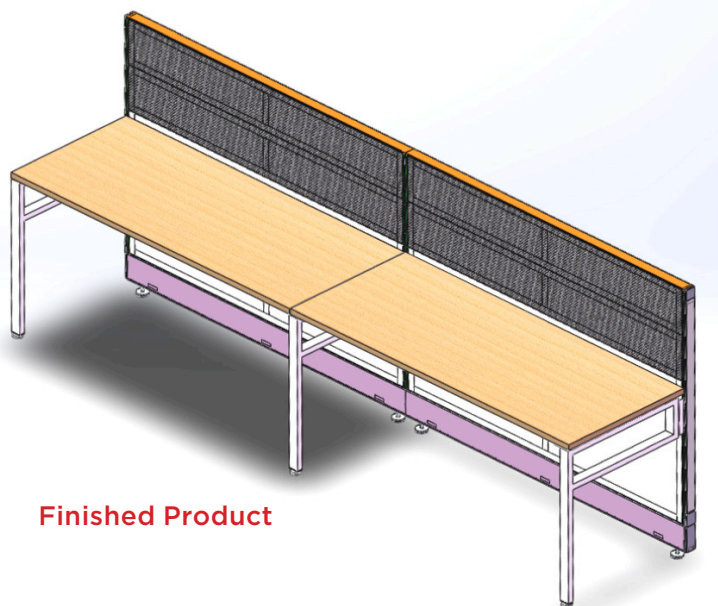


## Square Metal P-Leg Installation cont.

3



4

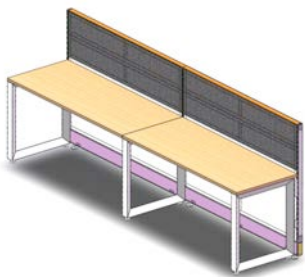


3. Place the work surface on the top of the legs, but do NOT secure to legs.

Level the work surface by adjusting the glide on the Square Metal P-Leg.

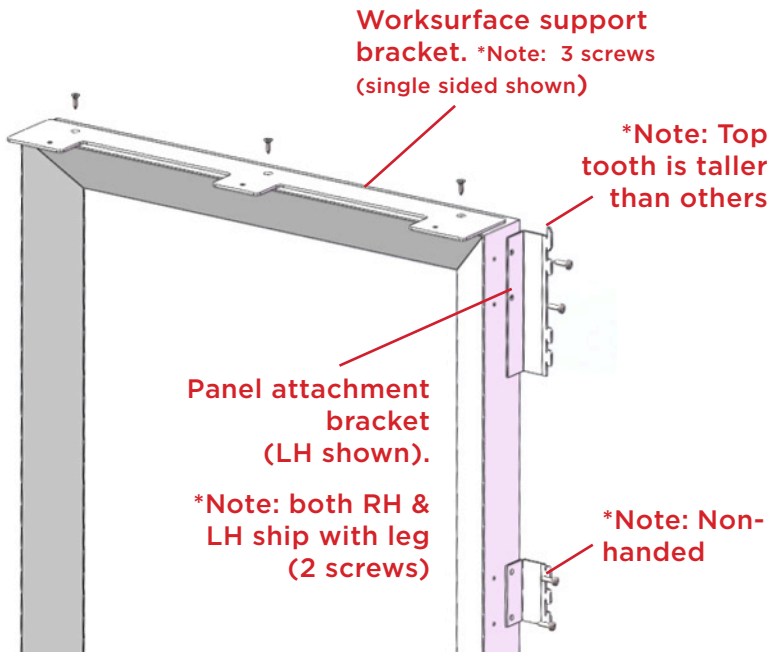
4. Secure the P-leg to the underside of the work surface with wood screws.

**NOTE:** To change from left to right hand support, remove work surface support bracket from the top of the Square Metal P-Leg and turn it 180°.



# Square Metal Triangle Leg Frame Installation

1



## Square Metal Triangle Leg Frame Installation

**Warning:** All worksurface support used to support the same worksurface must be mounted at the same height. Worksurface installation requires two people.

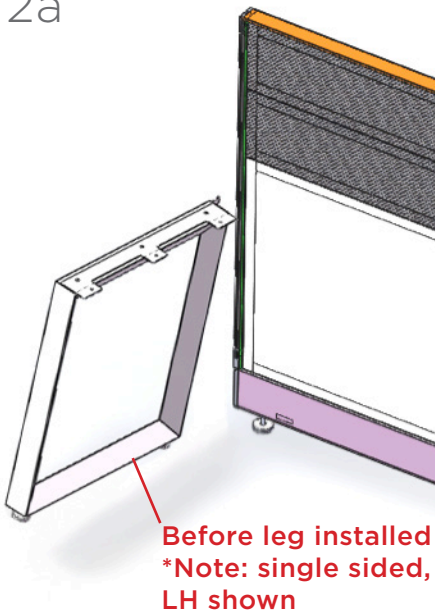
**NOTE:** Square Metal Triangle Leg is supplied with 2 handed brackets, for left and right installation, and 1 non-handed bracket.

**NOTE:** Left handed installation shown.

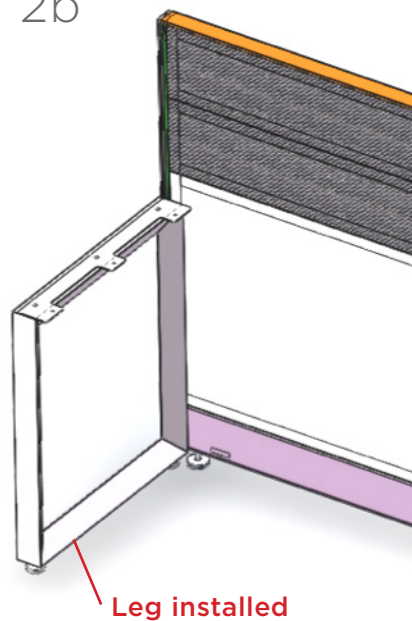
1. Secure the worksurface support bracket and panel installation brackets to the Square Metal Triangle Leg by using the screws provided.
2. Install the Square Metal Triangle Leg by first inserting the top tooth of the panel attachment bracket into the panel frame. Then push down on the Square Metal Triangle Leg to lock the teeth in. Make sure the all the teeth engage into the panel frame.

**NOTE:** Ensure that the Square Metal Triangle Leg is at the same height as the cantilever bracket, if applicable.

2a

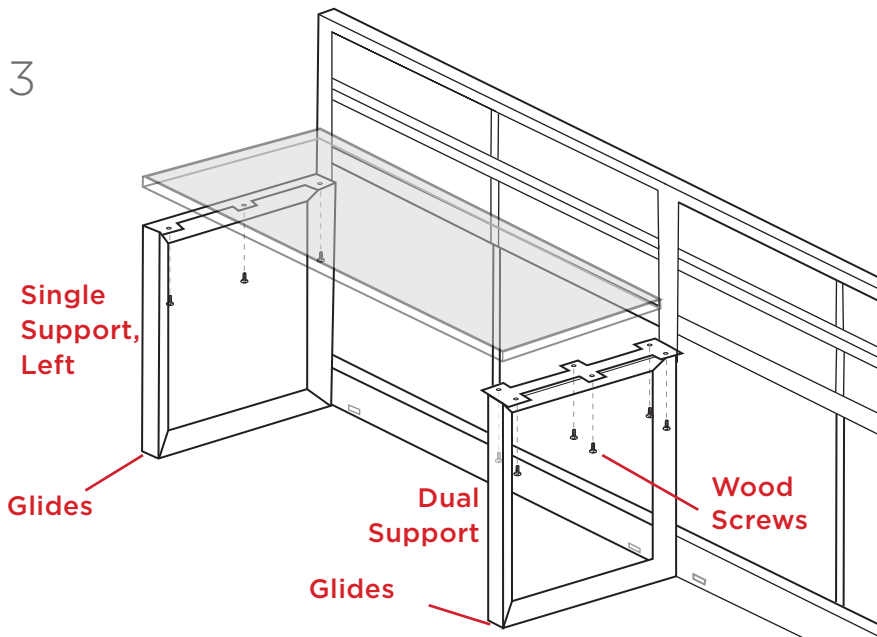


2b



## Square Metal Triangle Leg Frame Installation cont.

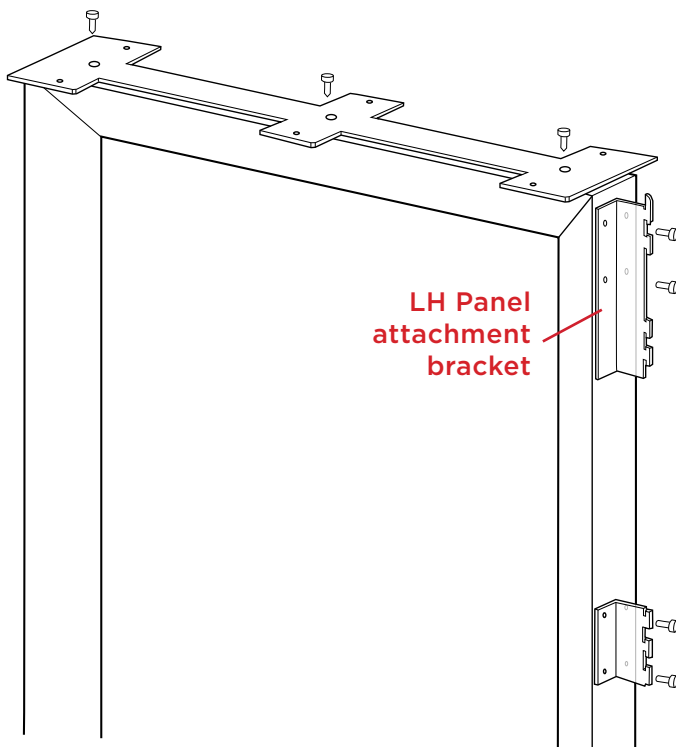
3



### Square Metal Triangle Leg Frame Installation cont.

3. Place the worksurface on the top of the legs, but do NOT secure to legs.

### Center Leg Installation

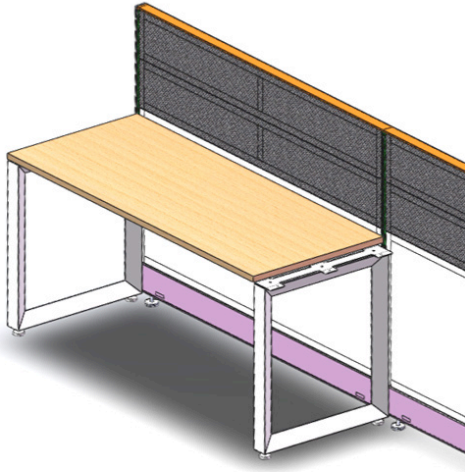


NOTE: For center leg installation, move LH panel attachment bracket over, so that teeth align with the middle of the square metal triangle leg frame. Move non-handed bracket over with the same alignment.

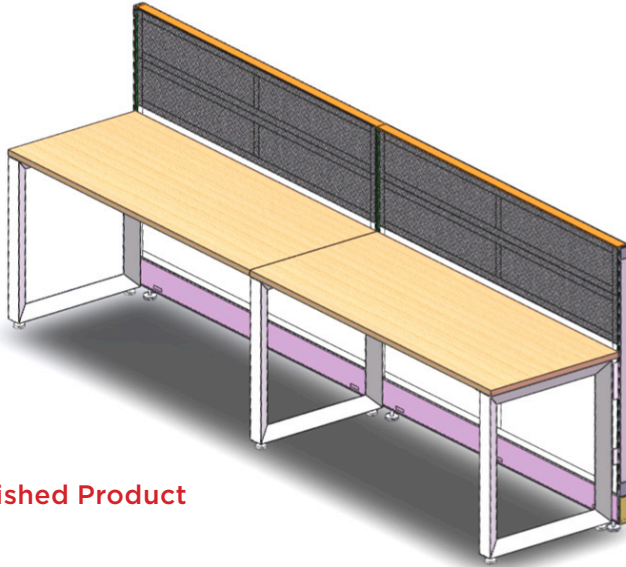


# Square Metal Triangle Leg Frame Installation cont.

4



5



**Finished Product**

## Square Metal Triangle Leg Frame Installation cont.

4. Level the worksurface by adjusting the glide on the Square Metal Triangle Leg.
5. Secure the Square Metal Triangle Leg to the underside of the worksurface with wood screws.

**NOTE:** To change from left to right hand support, remove worksurface support bracket from the top of the Square Metal Triangle Leg and turn it 180°.