

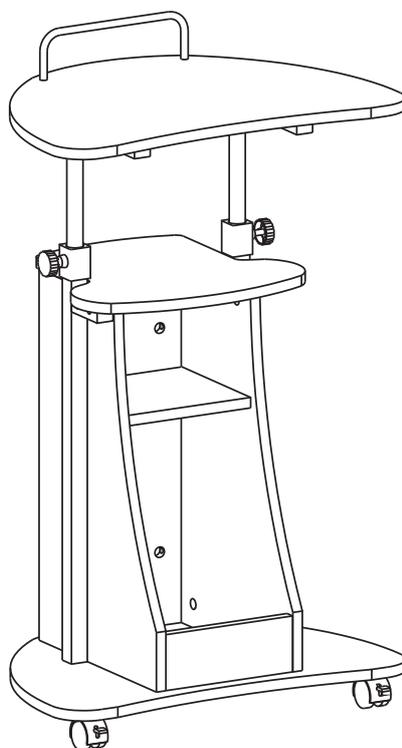
**Sit-to-Stand Rolling Adjustable  
Height Laptop Cart With Storage**

# **MODEL RTA-B002**

## **ASSEMBLY INSTRUCTIONS**

REV.OL-7284-0423

Thank you for purchasing our product



**FRENCH**



Scan QR to view the  
manual in French

**VIDEO**



Scan QR to view full  
assembly video

**ARABIC**



Scan QR to view the  
manual in Arabic

Do a quick inventory of all the parts and hardware listed below.



Support & Replacement Parts for the 48 contiguous United States:

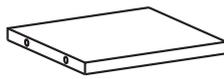
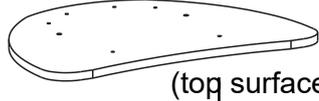
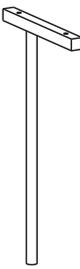


Please email us at: [support@rtaproducts.com](mailto:support@rtaproducts.com)

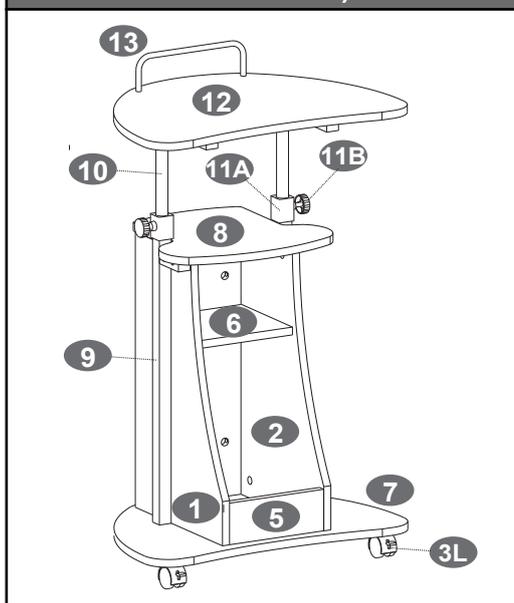
Replacement Parts for International Customers & AK-HI-PR orders:

RTA Products will replace the part free of charge, while **the customer is responsible for shipping costs plus any International local taxes or duties.**

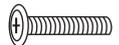
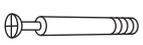
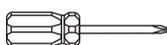
## MAIN PARTS LIST

<p><b>1</b> Left panel x1</p> 	<p><b>2</b> Right panel x1</p> 	<p><b>3L</b> Locking caster x2</p> 	<p><b>4</b> Back panel x1</p> 
		<p><b>3N</b> Non-locking caster x2</p> 	
<p><b>5</b> Front panel x1</p> 	<p><b>6</b> Middle shelf x1</p> 	<p><b>7</b> Bottom panel x1</p>  <p>(top surface)</p>	<p><b>8</b> Top shelf x1</p> 
<p><b>9</b> Stationary tube x2</p> 	<p><b>10</b> Adjustable "T" tube x2</p> 	<p><b>11A</b> Plastic square cover x2</p> 	<p><b>12</b> Main panel x1</p>  <p>(top surface)</p>  <p>(bottom surface)</p>
		<p><b>11B</b> Screw knob x2</p> 	<p><b>13</b> Top protection tube x1</p> 

## MAIN PARTS LAYOUT (FOR REFERENCE):



## SCREWS LIST AND INCLUDED TOOLS

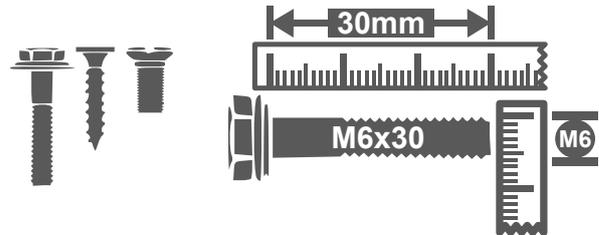
PART	QTY	ITEM	
<b>A</b>	16	M4x14	
<b>B</b>	2	M6x25	
<b>C</b>	10	M6x35	
<b>D</b>	22	M6x40 Bolt	
	1	Screwdriver	

**BEFORE YOU START THE ASSEMBLY, PLEASE READ THE FOLLOWING TIPS AND WARNINGS.**

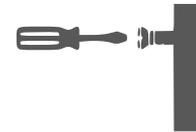
- Please read the assembly instructions thoroughly and follow step by step.



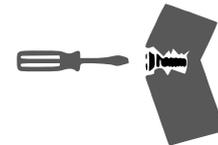
- Make sure you understand which hardware will be used on each step. Using the wrong size of screw, bolt or pin might strip the threads or cause damage to the part in which it is being used.



- To avoid misalignments, always leave the screws loosely and do not tighten them until all the pieces are positioned correctly.



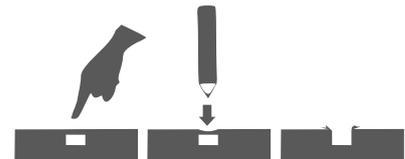
- Do not overtighten or force the screws as they might break, strip, damage the threads of the holes, or get stuck inside the parts.



- If the hole seems too small for the screw, make sure you are using the correct size of screw and/or that you are installing it in the correct hole.



- Sometimes on the wood panels the laminate or material might be covering the hole partially or entirely, if there is no visible hole or if it looks too small, pass and press the tip of your finger over the area to feel its indentation, and carefully pierce the laminate to uncover the hole underneath.



- After the item is assembled, you can use rubbing alcohol to erase or remove the visible part numbers printed or labeled on the pieces.



## THE ASSEMBLY STEPS START ON NEXT PAGE

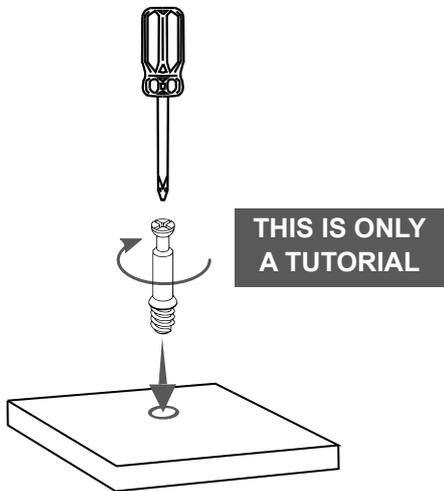
### CAM BOLT AND CAM LOCK TUTORIAL

THE INSTRUCTIONS BELOW  
ARE NOT ACTUAL ASSEMBLY STEPS



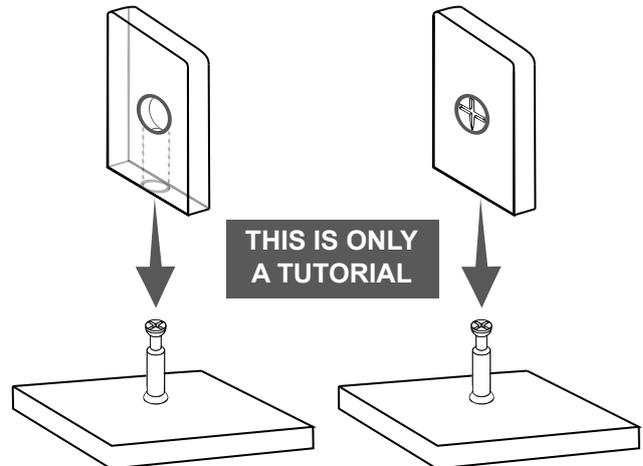
This unit uses cam bolts and locks (also known as mini fixes). If you are not familiar with this kind of hardware, the below is a tutorial that explains how to use them on the steps where they are required.

1. Screw the bolt into the indicated hole on the panel indicated in the assembly step.

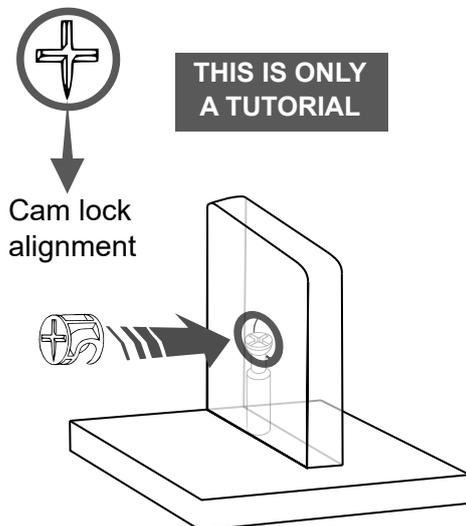


2. Join the other panel (with the big hole) to the panel with the bolt. If it comes with the cam locks already pre-installed, make sure to align them to receive the bolt's head (refer to point 3). There might be a very small gap between the panels which is normal.

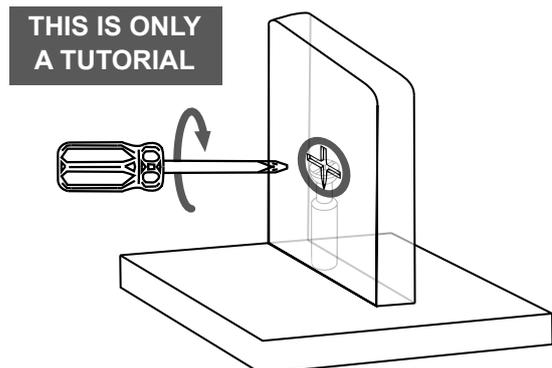
If the cam locks come pre-installed, make sure they are aligned (see point 3).



3. Insert the cam lock on the panel with the big hole making sure it goes aligned to receive the bolt's head.



4. Use a Phillips screwdriver to turn the cam lock clockwise. This will lock the panels together and also will close any gaps.



## ASSEMBLY STEPS

**WE RECOMMEND TO PLACE THE PIECES OVER BLANKETS TO PROTECT THEIR FINISH DURING ASSEMBLY.**

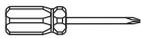
## STEP 1

## Hardware:

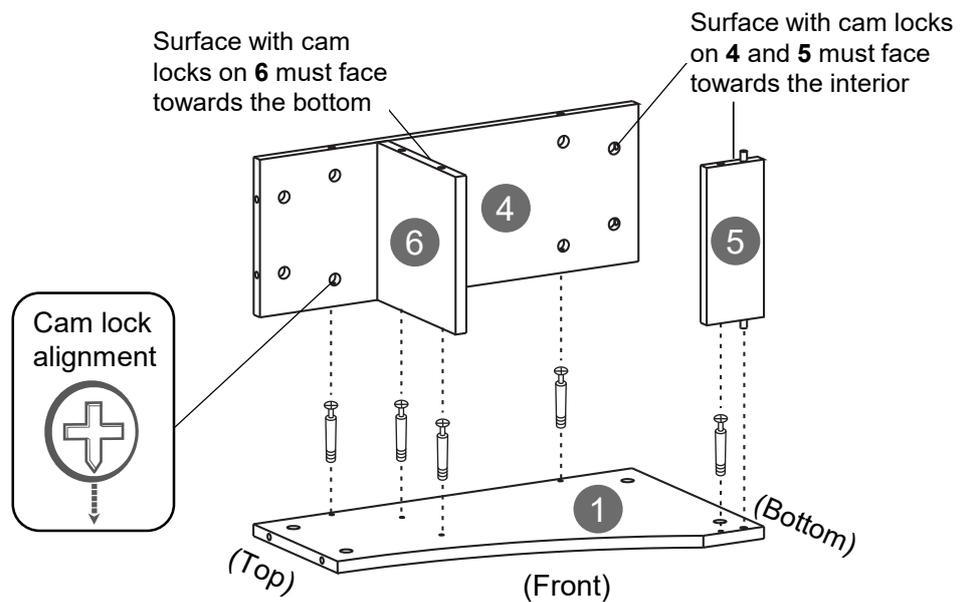
D



M6x40  
Bolt

5  
Pcs

- Attach bolts **D** into the indicated holes on the left panel **1**.
- On panels **4**, **5** and **6** check and make sure the cam locks on their left side are aligned to receive the bolts.
- Assemble the panels **4**, **5** and **6** to panel **1** and turn the cam locks to lock the panels as explained in page 3. Note: Panels **4** and **6** do not assemble one another, they just lay flushed.



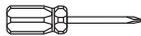
## STEP 2

## Hardware:

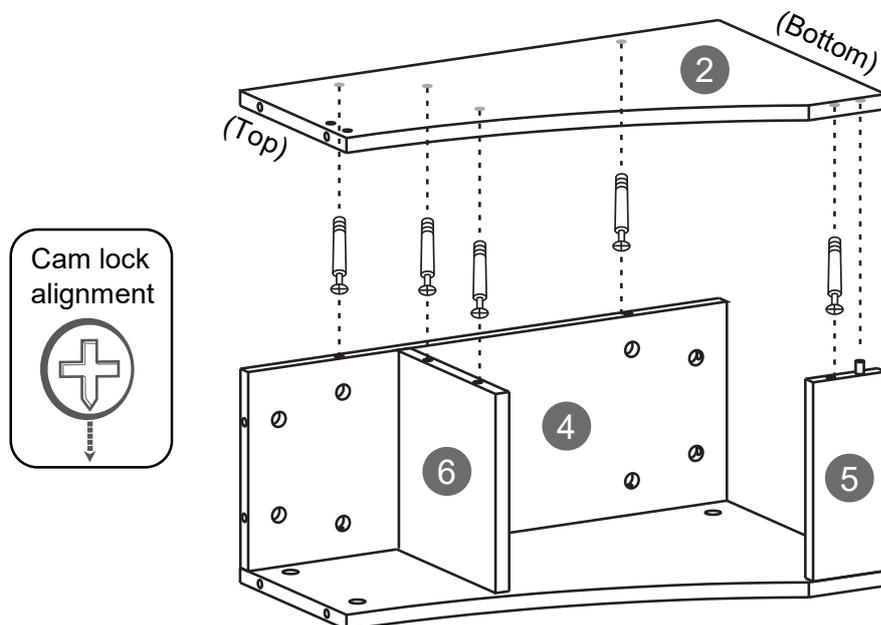
D



M6x40  
Bolt

5  
Pcs

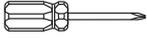
- Screw bolts **D** into the corresponding holes on the right panel **2**, then align cam locks on panels **4**, **5**, **6** and finally assemble panel **2** to those panels and turn the cam locks as explained in page 3.



**STEP 3**

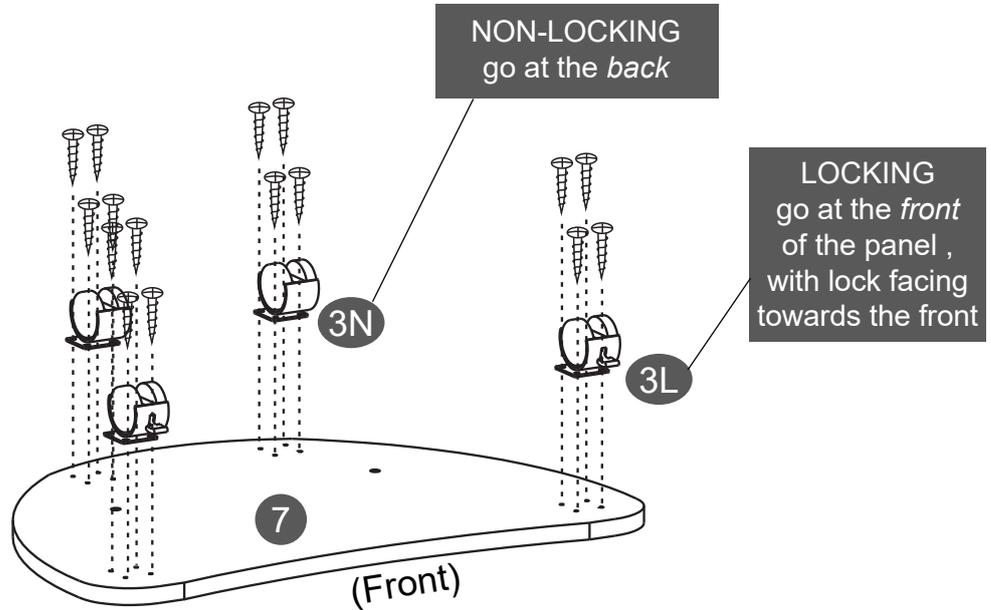
**Hardware:**

<b>A</b>		16
	M4x14	Pcs



Use screws **A** to assemble the casters **3** to panel **7** to its bottom surface the following way:

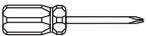
- Locking casters **3L** go at the front of the panel.
- Non-Locking casters **3N** go at the back of the panel.



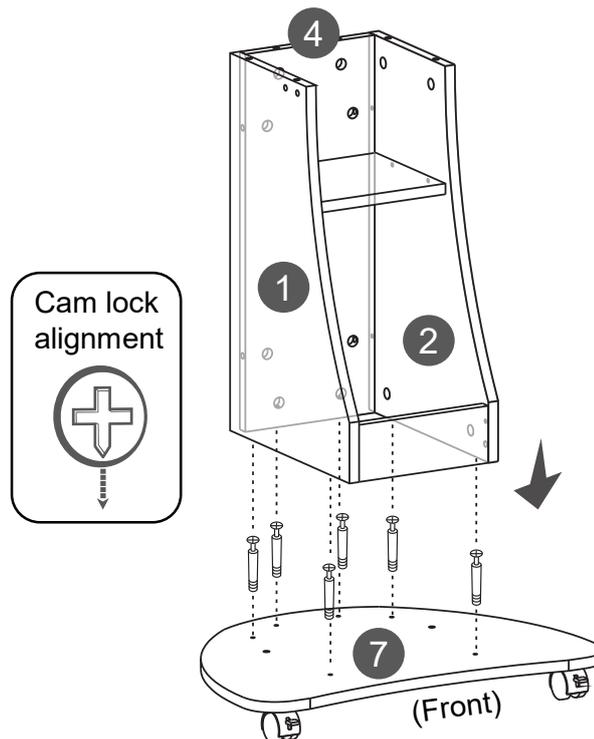
**STEP 4**

**Hardware:**

<b>D</b>		6
	M6x40 Bolt	Pcs



Assemble the panels **1**, **2** and **4** (from step 2) to the top surface of panel **7** with bolts **D** as explained in page 3. Please make sure to identify the correct holes where **D** will be installed on the bottom panel.

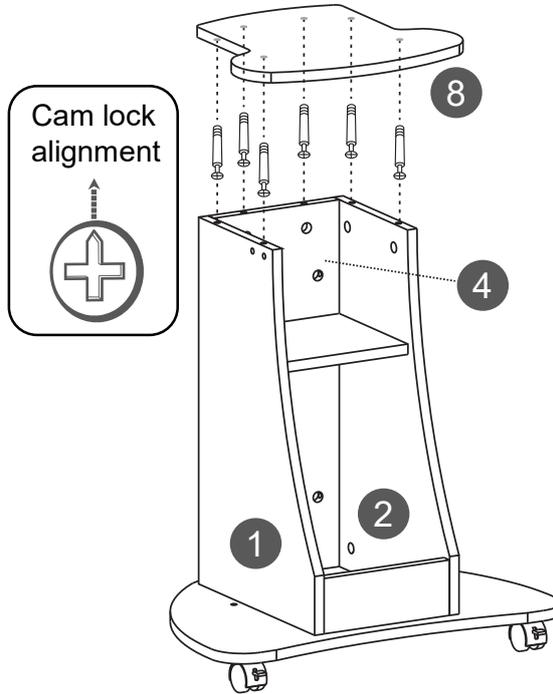


**STEP 5**

**Hardware:**

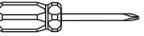
<b>D</b>		6
	M6x40 Bolt	Pcs
		

Assemble the top shelf **8** to panels **1**, **2** and **4** with bolts **D** as explained in page 3.

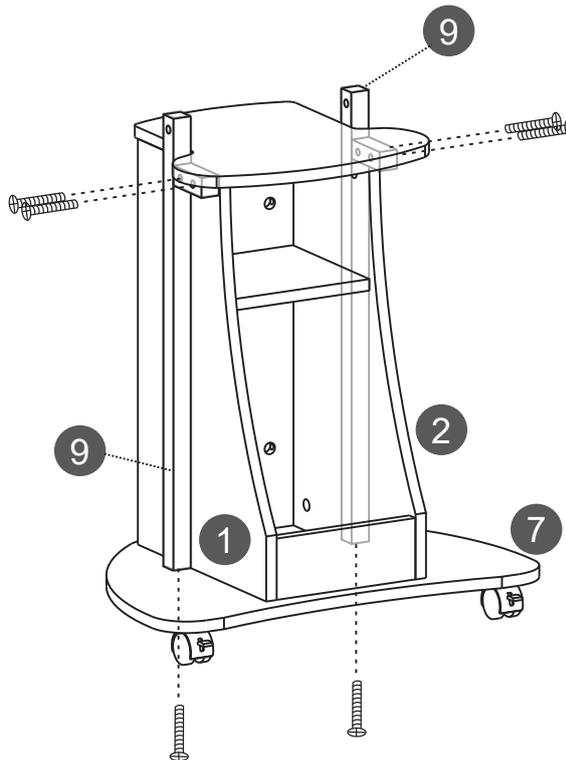


**STEP 6**

**Hardware:**

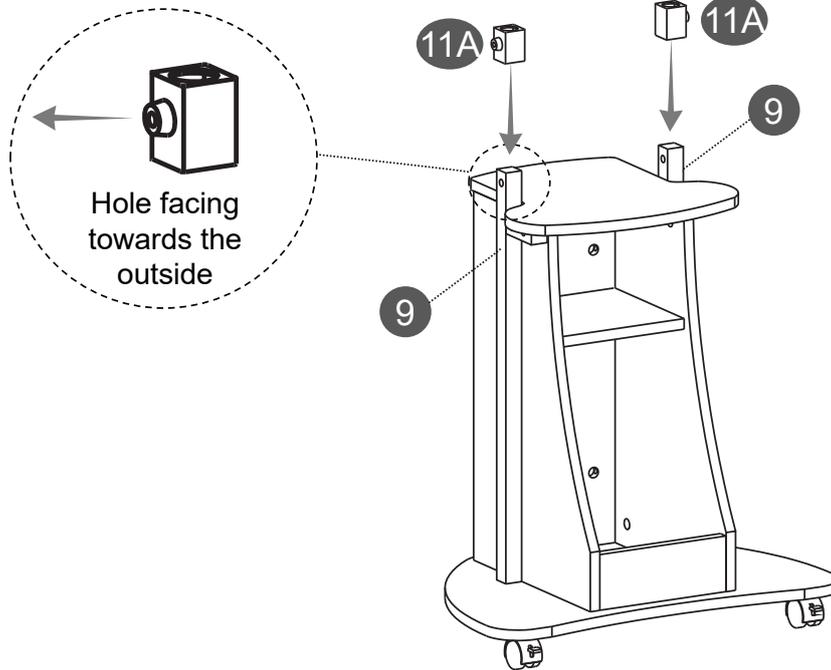
<b>C</b>		6
	M6x35	Pcs
		

Assemble the stationary tubes **9** to the side panels **1** and **2** with screws **C** from the sides and to the bottom panel **7** from the bottom.



## STEP 7

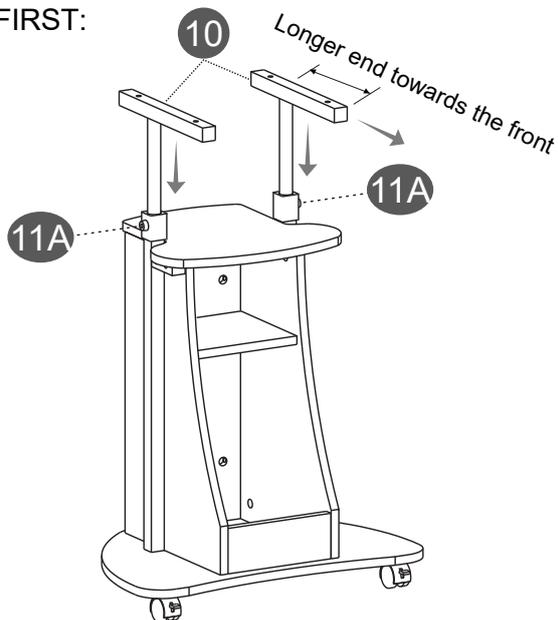
Place the plastic covers **11A** over the tubes **9** with their threaded holes facing towards the outside.



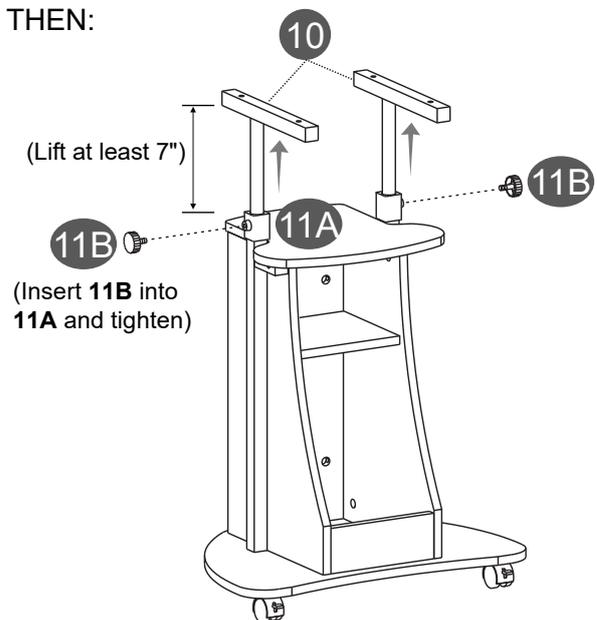
## STEP 8

- Insert the adjustable “T” tubes **10** through the covers **11A** and into the tubes **9** making sure the longer end of the square tubes faces towards the front.
- Lift the tubes at least 7 inches (about an open hands’ width) and insert and tighten the screw knobs **11B** into the covers **11A**.
- Both tubes should be lifted at the same height to be able to do the next step properly.

FIRST:



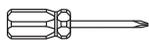
THEN:



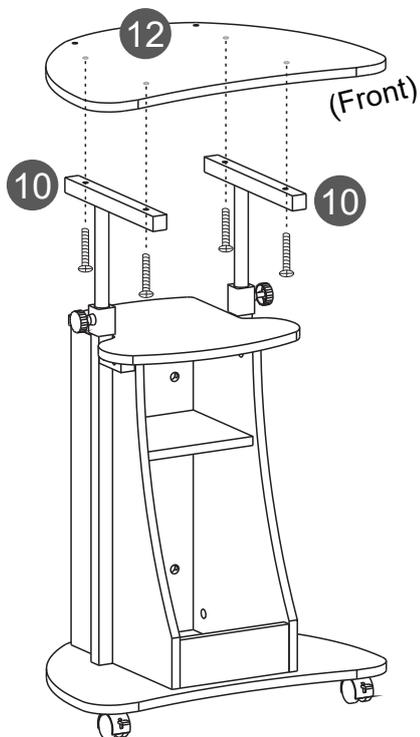
## STEP 9

## Hardware:

C		4
	M6x35	Pcs



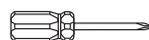
Assemble the main panel **12** to the tubes **10** with screws **C** from underneath.



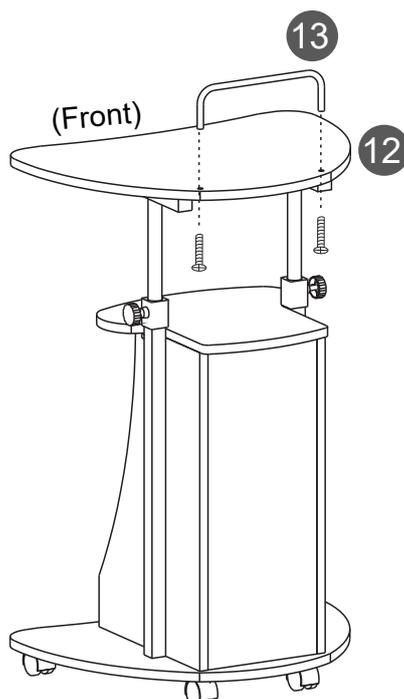
## STEP 10

## Hardware:

B		2
	M6x25	Pcs

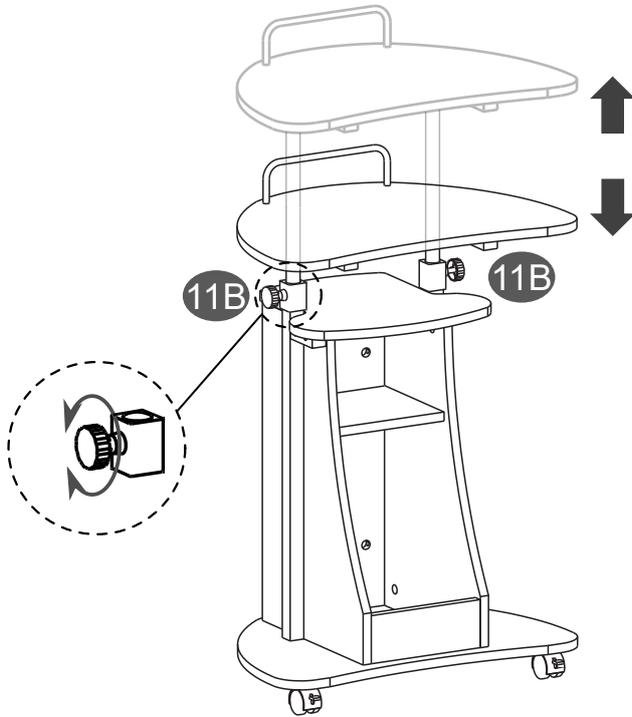


Assemble the protection tube **13** to the main panel **12** with screws **B** from underneath.



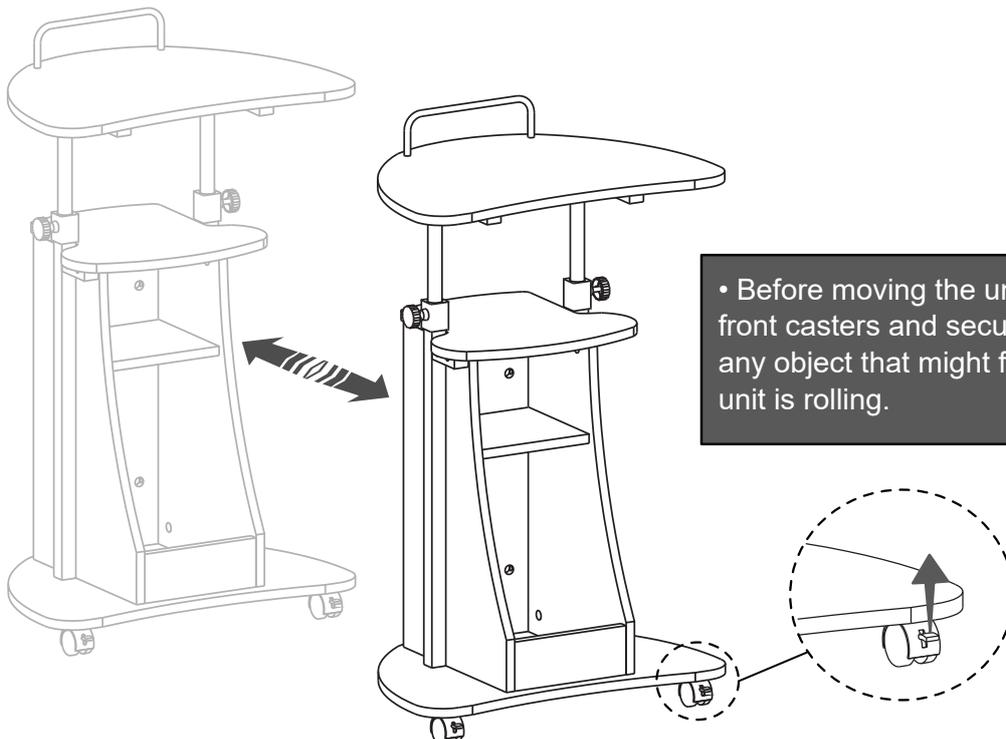
## STEP 11

**LIFTING:** Loosen the screw knobs **11B** to lift, then tighten again.

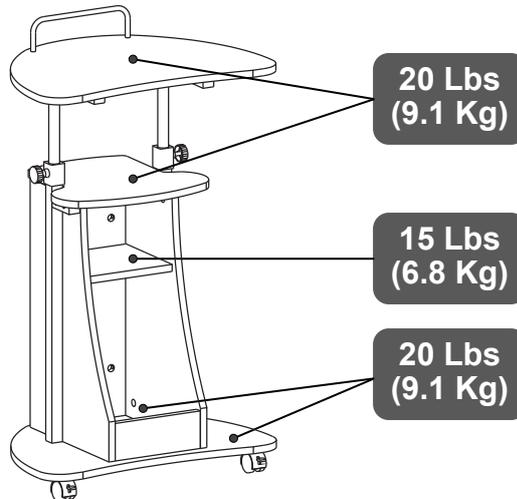


- If you have objects or devices on or under the main panel, use caution when adjusting the height.
- Do not overtighten the screw knobs.
- Do not use the unit if the plastic covers look cracked or if the screw knobs are stripped.

**ROLLING:** Unlock the front casters to allow free movement.



- Before moving the unit, unlock the front casters and secure or remove any object that might fall off while the unit is rolling.

**WEIGHT LIMITS****WARNINGS**

- Do not exceed the indicated weight limits.
- Because the lift and lock system on this product consists of friction between metals, so frequent adjustments of the main top might cause scuffs on the metal tubes. This consequence is not considered a defect, and even with the scuffs, the unit should be able to function properly as intended.
- If you have objects or devices on or under the main panel, use caution when adjusting the height or tilting angle.
- Do not overtighten the screw knobs.
- Do not use the unit if the plastic covers look cracked or if the screw knobs are stripped.
- Do not expose the surfaces to direct sunlight or to extreme environmental conditions.
- Do not use solvents or abrasive materials to clean the unit.
- Do not climb on the base of the unit.
- Do not allow small children to play with the unit.
- Before moving the unit, unlock the front casters and secure or remove any object that might fall off while the unit is rolling.
- The warranty does not extend to regular wear and tear, nor the manufacturer assumes liability for damages or consequences due to accidents, incorrect assembly, negligence, improper use, modifications, or not heeding the above warnings.

**CARE AND MAINTENANCE**

- Clean the surfaces preferable with a clean cloth damped in a solution of mild soap and water, then dry with a clean towel.
- If you decide to use a cleaning agent, test first on an area hidden from view such as underneath the tabletop.
- Every 4 months, inspect the unit completely and make sure that all screws are tighten.
- When transporting the unit to places far away, protect and secure the unit to avoid damage in transit.

**TECHNI MOBILI WARRANTY****DESKS/LAPTOP CARTS/FILE CABINETS: LIMITED 5-YEAR WARRANTY**

RTA Products, LLC warrants to the Original Purchaser who acquired a new product from RTA Products or its authorized resellers that this product will be free from defects in its workmanship and materials, under normal use and service conditions, as described herein. "Defects" as used in this warranty, is defined as any imperfections that impair the use of the furniture or product. RTA Products LLC will replace any defective part, at its discretion, and without charge to the original purchaser other than the freight from the end consumer to RTA Products.

Replacement parts can only be supplied if parts are available. Items out of production may be unavailable. This warranty will be effective for the applicable time period beginning the date of purchase on your original sales receipt. RTA product's obligation under this warranty is limited to repairing or replacing products or parts as provided herein. This product has been designed for and is intended for office and home-office use only. This warranty is Original Purchaser's sole remedy for product defects, and this warranty does not extend to any product, or damage to any product, caused by or attributed to abuse or misuse, products used for commercial or rental purposes, use modifications of, or attachments to the product, and products or parts not used, maintained, or extended hereunder is in lieu of any and all other warranties, express or implied, including without limitations any implied warranty or merchantability or of fitness for a particular purpose. Please note, all desks made with PVC Laminate surface should not be exposed to direct sunlight, as it may damage the material. Damage of this nature is not covered under this warranty.

RTA Products will not be responsible for indirect, special, incidental or consequential damages. This warranty is limited to merchandise purchased in the Continental United States, excludes AK, HI and PR. Some States do not allow the exclusion or limitation of incidental or consequential damages, so the above limitations or exclusions may not apply to you. This warranty gives you specific legal rights. You may also have other rights that may vary from state to state.

**To file a Claim within the 48 contiguous United States:**

Email us to [warranty@rtaproducts.com](mailto:warranty@rtaproducts.com) to explain the defect and provide your name, address, phone number, model number of our product, date and place, and proof of purchase. Please provide pictures of the damage or defect. If we determine that a replacement will remedy the situation, and in order to determine the extent or the cause of the defect, purchaser may be requested to send the part in question at purchaser's expense. Once we receive the part, we will examine it and determine whether the claim is valid (or not), and then proceed to send the replacement. We will ship the replacement at our expense.

**Replacement Parts for International Customers & AK-HI-PR orders:**

RTA Products will replace the part free of charge, while **the customer is responsible for shipping costs plus any International local taxes or duties.**