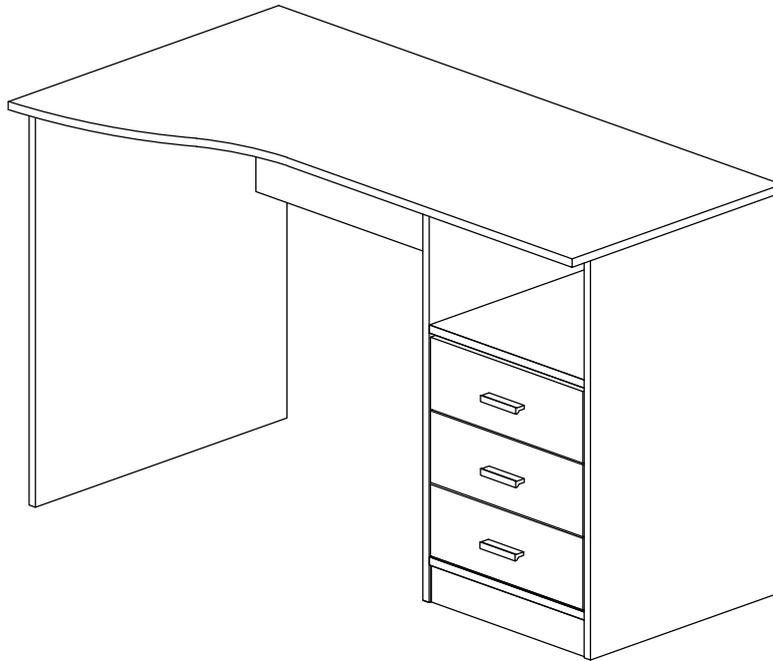




**CLASSIC COMPUTER DESK  
WITH MULTIPLE DRAWERS  
MODEL RTA-8404  
ASSEMBLY INSTRUCTIONS**

REV.FP-7530-0723



**Thank you for purchasing our product**



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



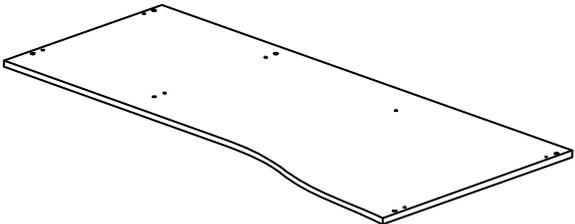
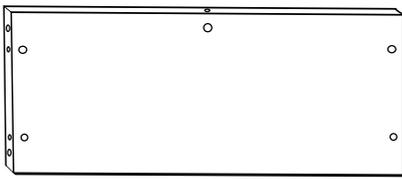
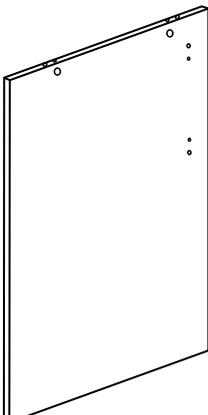
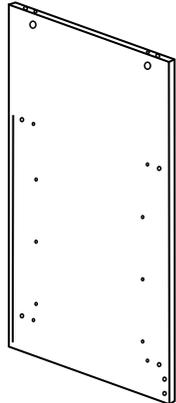
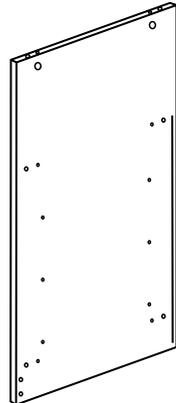
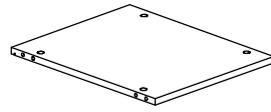
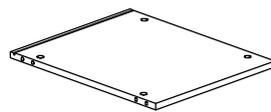
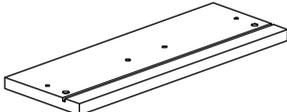
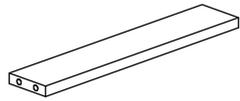
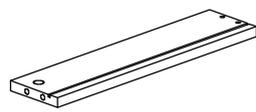
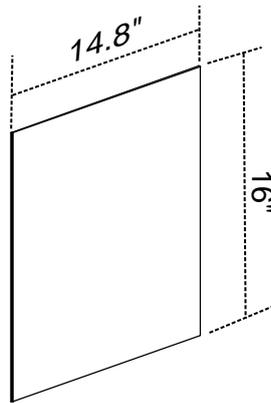
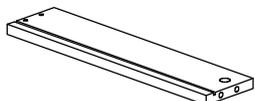
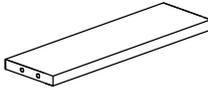
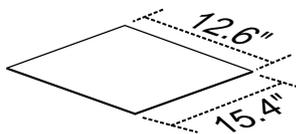
**For Support, assembly questions & Replacement Parts within the 48 Contiguous United States:**

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

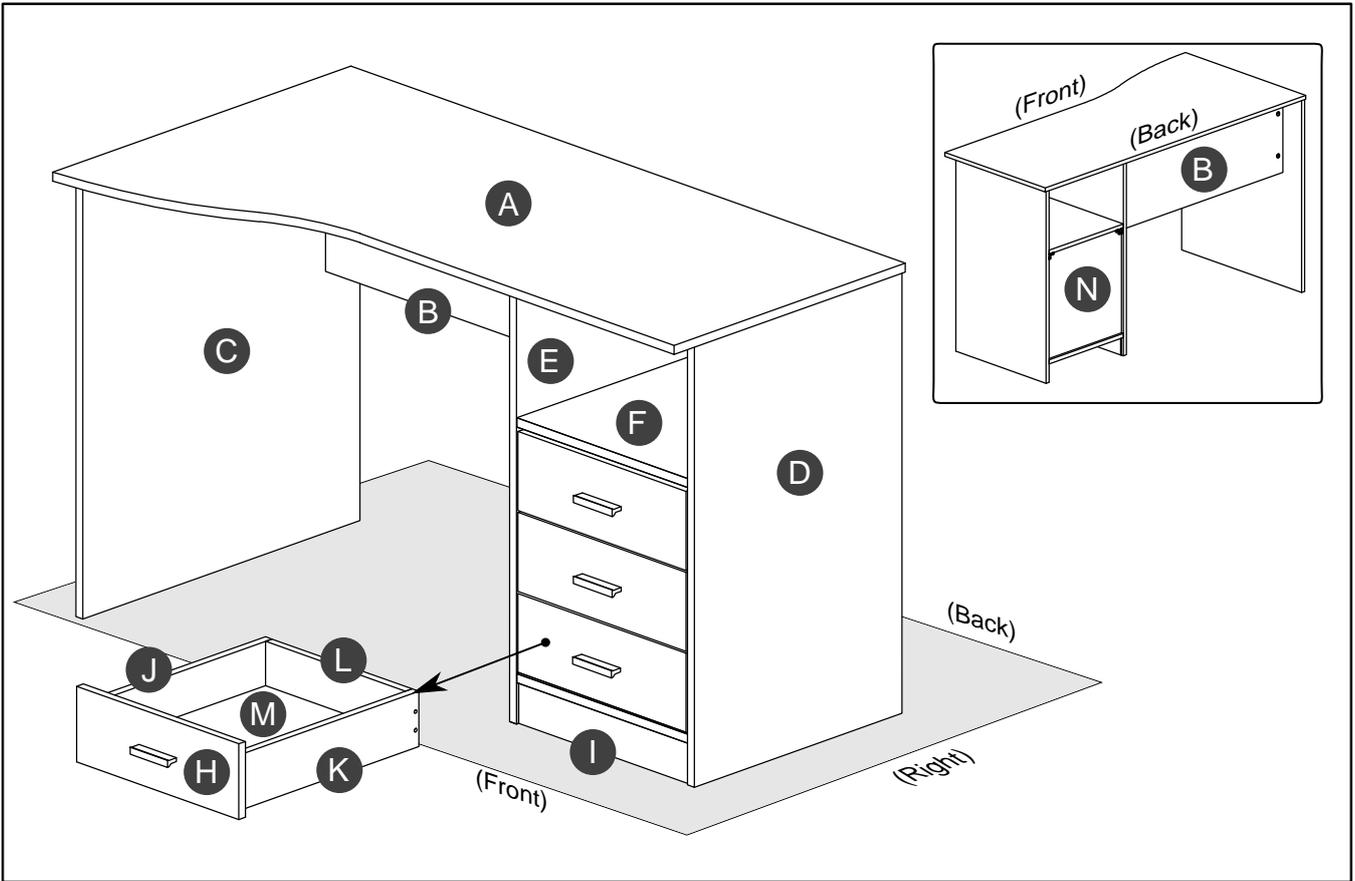


Replacement Parts for International Customers & **AK-HI-PR** orders: RTA Products will replace the part free of charge, while **the customer is responsible for shipping costs plus any International local taxes or duties.**

## MAIN PARTS LIST

<p><b>A</b> Tabletop x1</p> 	<p><b>B</b> Left back panel x1</p> 		
<p><b>C</b> Left side panel x1</p> 	<p><b>D</b> Right side panel x1</p> 	<p><b>E</b> Middle side panel x1</p> 	<p><b>F</b> Right shelf panel x1</p>  <p><b>G</b> Right bottom panel x1</p> 
<p><b>H</b> Drawer front panel x3</p> 	<p><b>I</b> Bottom skirt panel x1</p> 	<p><b>J</b> Drawer left panel x3</p> 	<p><b>N</b> Right back board x1</p> 
<p><b>K</b> Drawer right panel x3</p> 	<p><b>L</b> Drawer back panel x3</p> 	<p><b>M</b> Drawer bottom board x3</p> 	

**MAIN PARTS LAYOUT (For reference)**



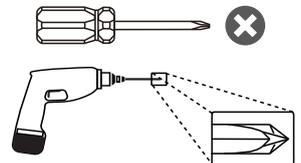
**HARDWARE LIST**

PART	QTY	SIZE / DESCRIPTION	ITEM
1	28	M6x30 Wooden Dowel	
2	12	M5x8 Euro screw	
3	4	M3x16	
4	12	M4x38	
5	25 Sets	Ø15x11 Cam lock, M6x25 Bolt	
6	17	Ø17 Hole cover	
7	3 Sets	15.75" Drawer metal sliders, Set of 4 pcs	

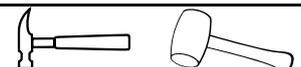
PART	QTY	SIZE / DESCRIPTION	ITEM
8	6	Plastic glide	
9	2	"Z" corner bracket	
10	3 Sets	"L" handle 84mm plus 2 screws M3.6x22	
11	12	M3.5x15	

**TOOLS YOU WILL NEED DURING ASSEMBLY  
(NOT INCLUDED WITH PRODUCT)**

Phillips Screwdriver  
or Power driver with  
appropriate Phillip bits

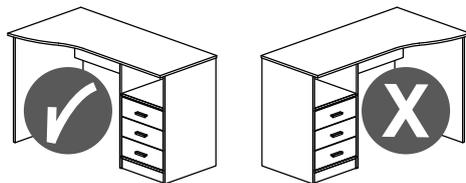


Hammer or mallet



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

- The product is not reversible, it assembles **ONLY** as shown in the front page, with the drawers on the **RIGHT** side. The drawers cannot install on the **LEFT** side.



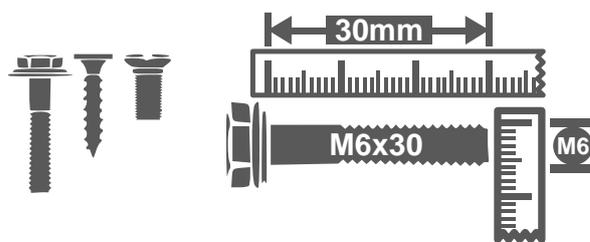
- Do not discard this manual or any of the packaging material until the unit is completely assembled.
- Please read the assembly instructions thoroughly and follow step by step.



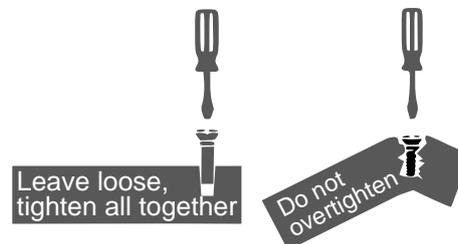
- The assembly might require of 2 persons for certain steps. Before you start the installation, make sure there is someone else nearby to help you.



- 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.



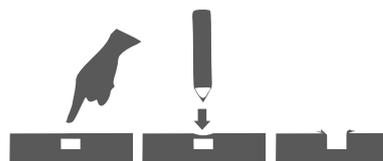
- To avoid misalignments, always leave the screws loosely and do not tighten them until all the pieces are positioned correctly.
- Do not overtighten or force the screws as they might break, strip, damage the threads of the holes, or get stuck inside the parts.



- If the hole seems to be 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.



- Please be kind to our planet, when done with the assembly, recycle any of the packaging materials that is accepted by your city or recycling service.



Thank you!



**THE ASSEMBLY STEPS START ON NEXT PAGE**

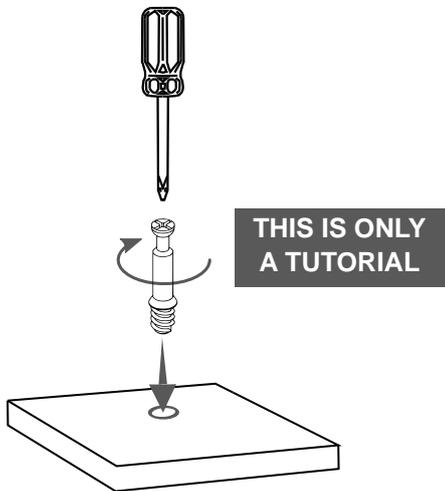
**CAM BOLT AND CAM LOCK TUTORIAL**

**THE INSTRUCTIONS BELOW  
ARE NOT ACTUAL ASSEMBLY STEPS**



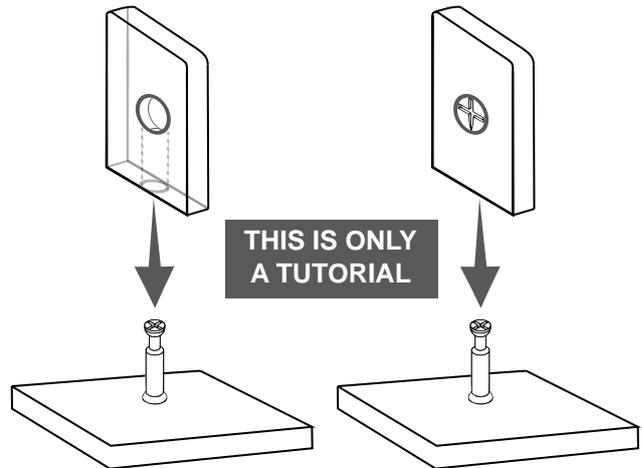
**This unit uses cam bolts and locks (also known as mini fixes).  
If you are not familiar with this kind of hardware, the below is a tutorial  
that explains how to use them on the steps where they are required.**

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

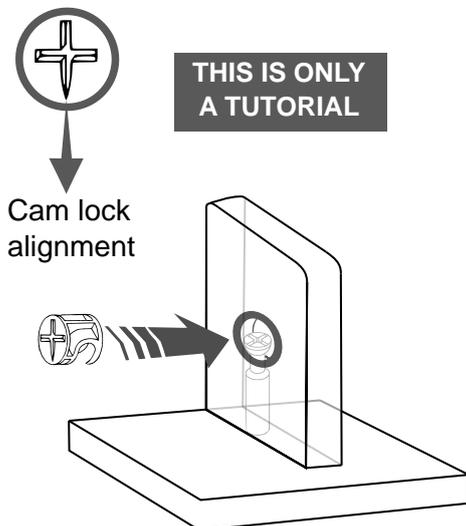


2. Join the other panel (with the big hole) to the panel with the bolt. If it comes with the cam locks already pre-installed, make sure to align them to receive the bolt's head (refer to point 3). There might be a very small gap between the panels which is normal.

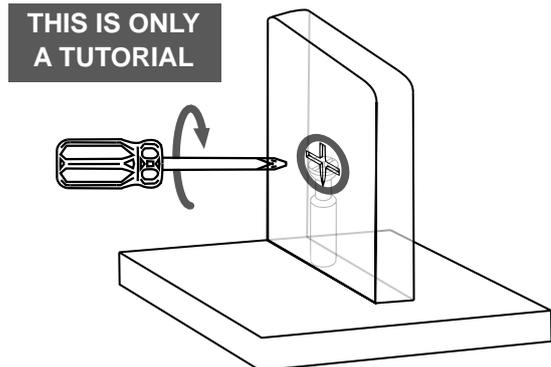
If the cam locks come pre-in stalled, make sure they are aligned (see point 3).



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

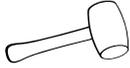
WE RECOMMEND TO PLACE THE PIECES OVER BLANKETS TO PROTECT THEIR FINISH DURING ASSEMBLY.

### STEP 1

#### Hardware

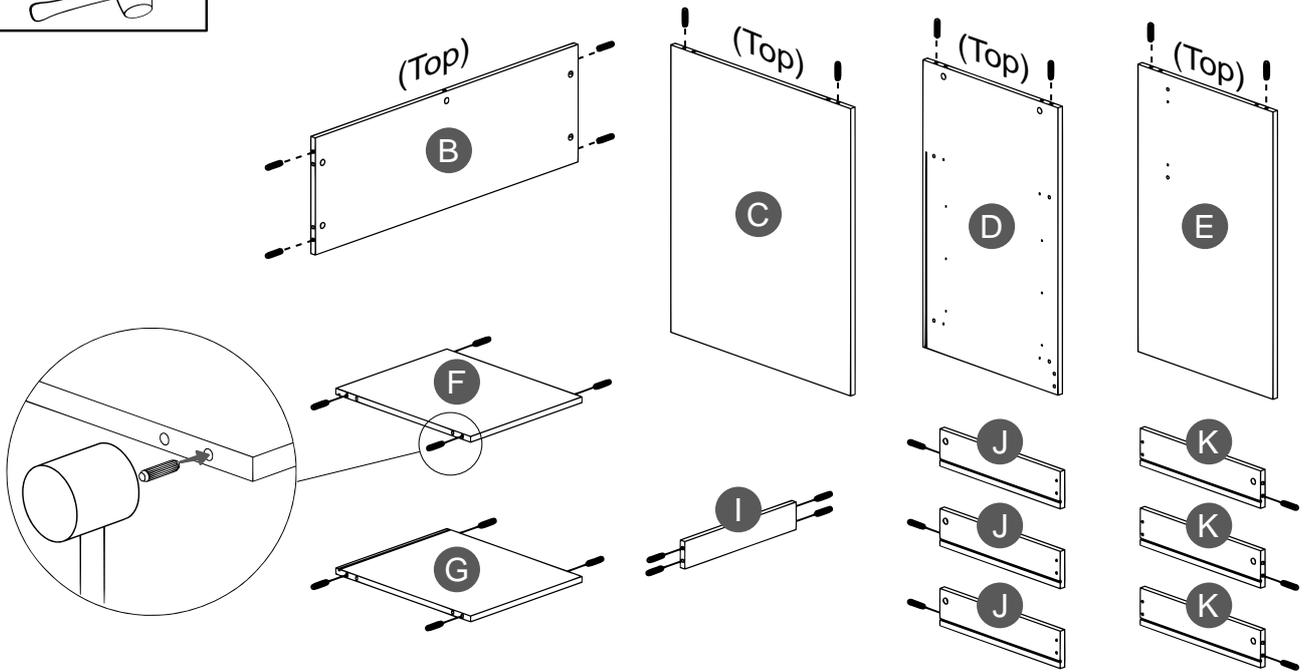
1 Dowel 28 Pcs

Tools (NOT included)



You **WILL NOT** join any panels in this step.

Insert the wooden dowels **1** into the indicated holes on panels **B, C, D, E, F, G, I, J** and **K** as shown. Make sure to insert in the correct holes as others are intended for other hardware in other steps.

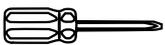


### STEP 2

#### Hardware

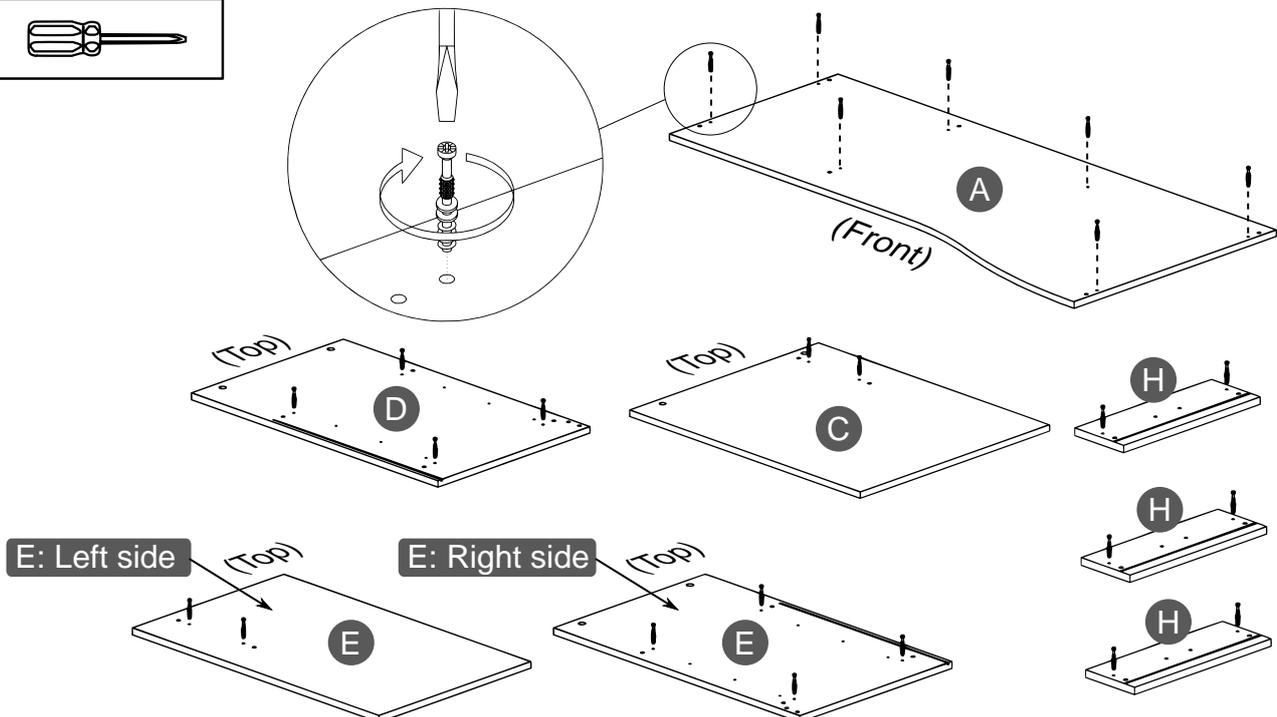
5 Bolt 25 Pcs

Tools (NOT included)



Attach the cam bolts **5** to the indicated holes on panels **A, C, D, E** and **H** as shown. Please make sure to insert in the correct holes as others are intended for other hardware in other steps.

Please note that on panel **E** the bolts attach on both sides.



**STEP 3**

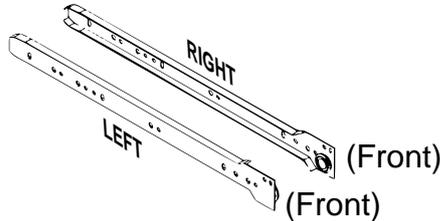
**Hardware**

- 7 2 "flat" pieces per set:
- 7 2 "L shape" pieces per set:

Grab all the 3 sets of sliders **7** and separate them into 2 groups according to their shape:

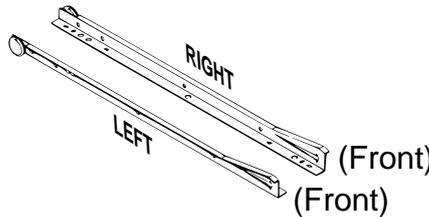
- The "flat" ones will be used on the next step.
- The "L" shaped will be used until step **14**, set them aside.

**7 "Flat"**



The "flat" ones will be used on the next step.

**7 "L" Shaped**



The "L" shaped will be used until step **14**, set them aside.

**STEP 4**

**Hardware**

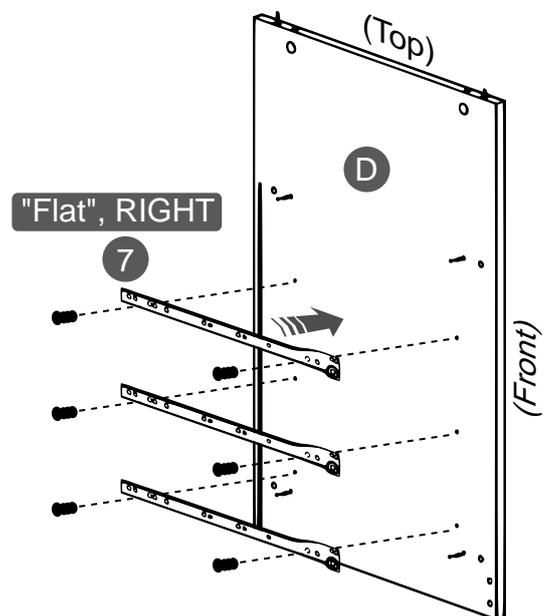
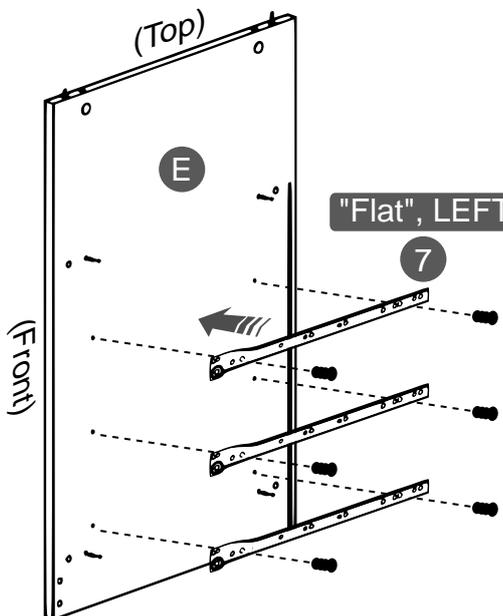
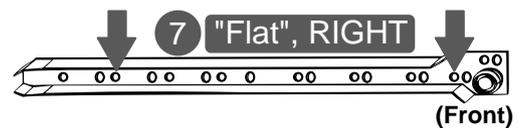
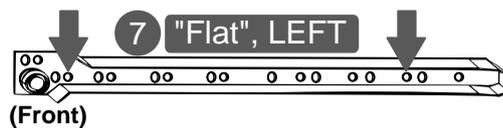
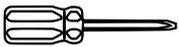
- 2 M5x18 12 Pcs
- 7 6 "flat" pieces:

Use screws **2** to assemble the "Flat" sliders **7** to the panels **D** and **E** in their respective sides (Left sliders to **E**, right sliders to **D**).

**NOTES:**

- The wheels go towards the front of the panels.
- Attach first on the front, through the 3rd hole on the slider.
- The sliders will show 2 free holes above the wheels.

**Tools (NOT included)**



## STEP 5

## Hardware

5

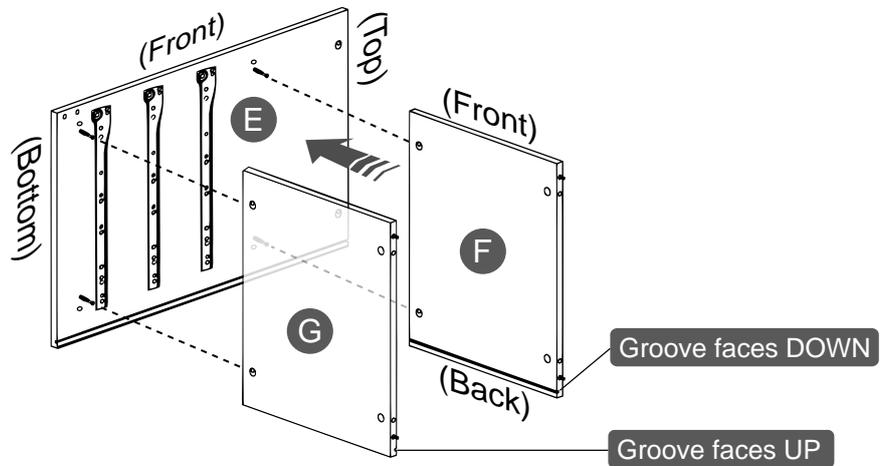
Cam lock

4  
Pcs

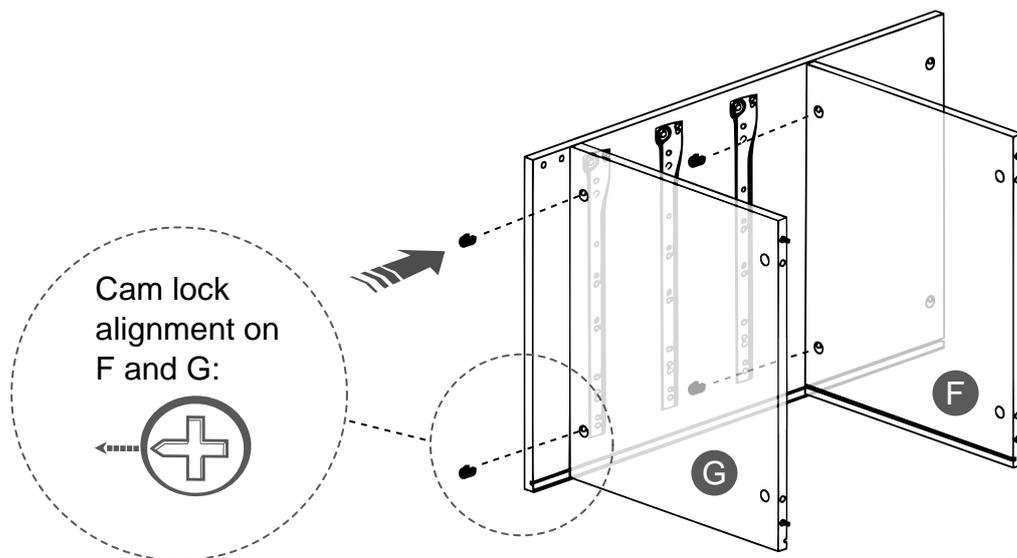
Tools (NOT included)



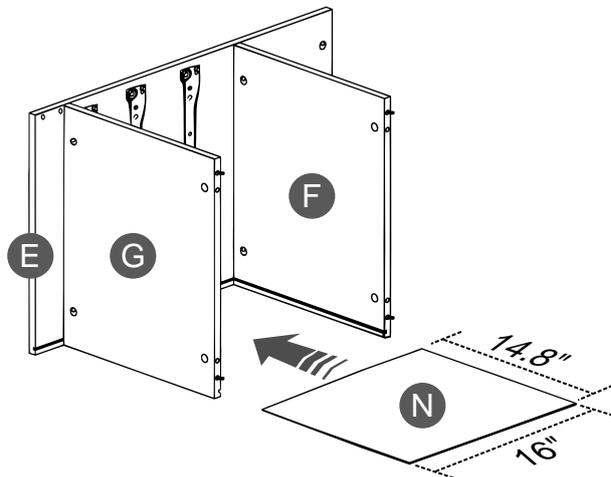
- Join the right shelf panel **F** and the right bottom panel **G** to the middle side panel **E**.



- Install the cam locks **5** into panels **F** and **G** and turn them to lock the pieces as explained in page 4.



- Slide the back panel **N** through the grooves of panels **F** and **G** and into the groove of panel **E**.



STEP 6

This step requires of 2 persons



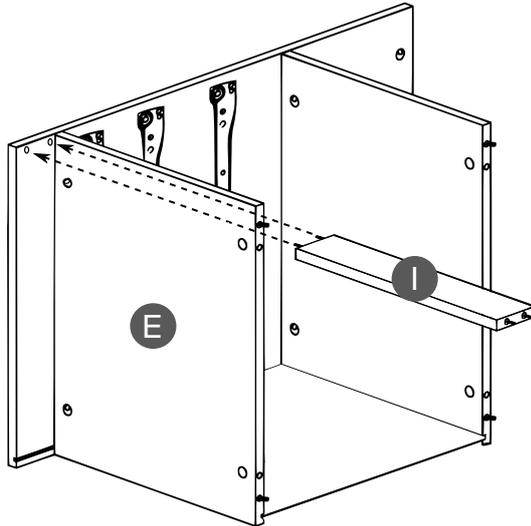
5 Cam lock 4 Pcs



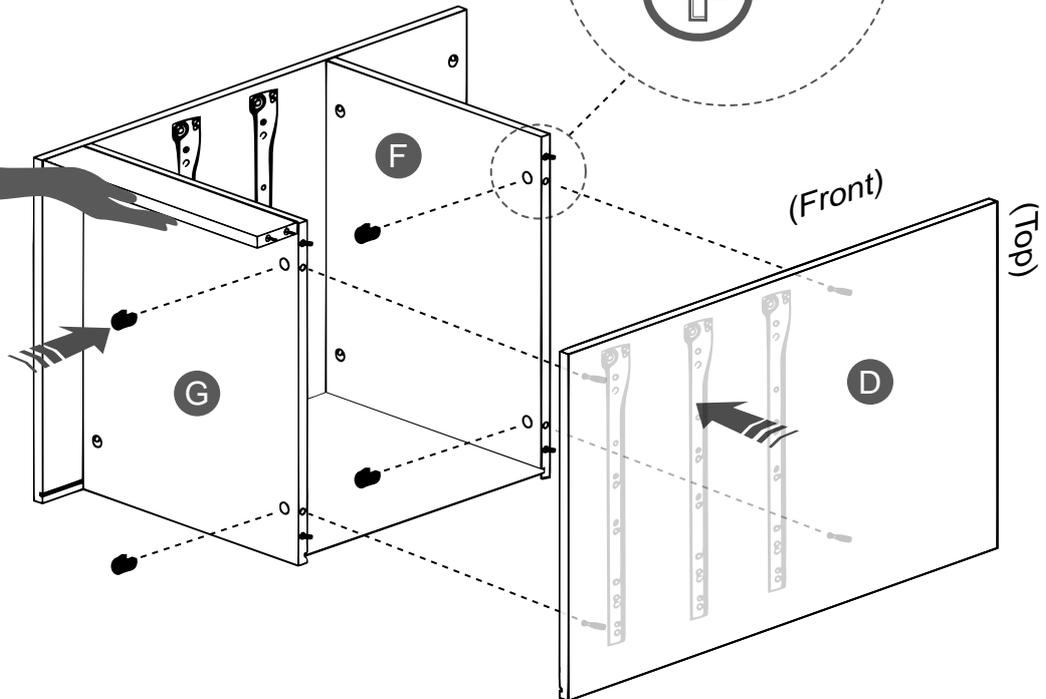
Tools (NOT included)



With the help of another person, attach the skirt panel I to the middle side panel E and keep holding the panel while the other person assembles the right side panel D to the panels F and G using cam locks 5 as shown and as explained in page 4.



Hold panel I



**STEP 7**

This step requires of 2 persons

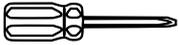


5 Cam lock 4 Pcs



4 Pcs

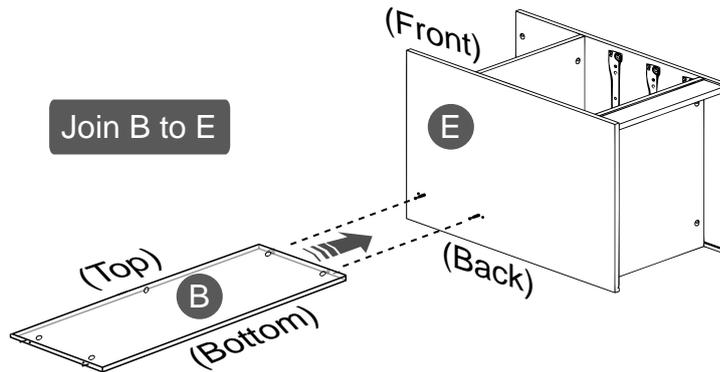
Tools (NOT included)



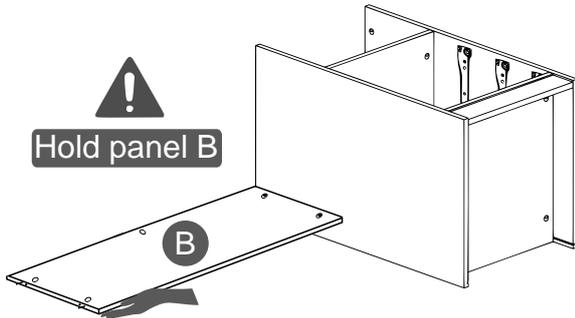
**VERY IMPORTANT - PLEASE READ THE INSTRUCTIONS FIRST**  
It is very important to follow this step exactly as instructed as it avoids the wood panels from cracking or splitting in the process.

- Have ready on hand the cam locks **5** and a screwdriver (not included).
- With the help of another person, join the back panel **B** to panel **E** and keep holding the panel on the other end, or place a 3" or 4" thick square object (like a book) underneath to keep it horizontal.
- Then the other person will join panel **C** to panel **B**, while you install and turn the cam locks in panel **B** as shown and as explained in page **4**.

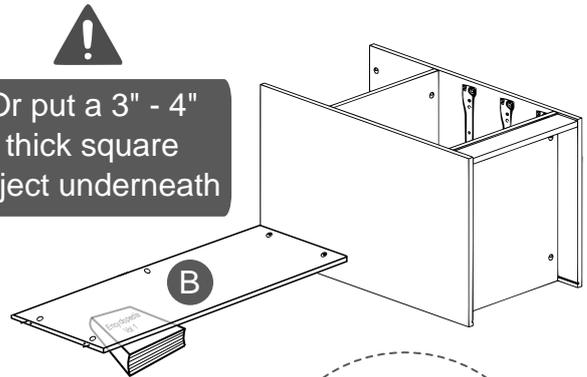
Join B to E



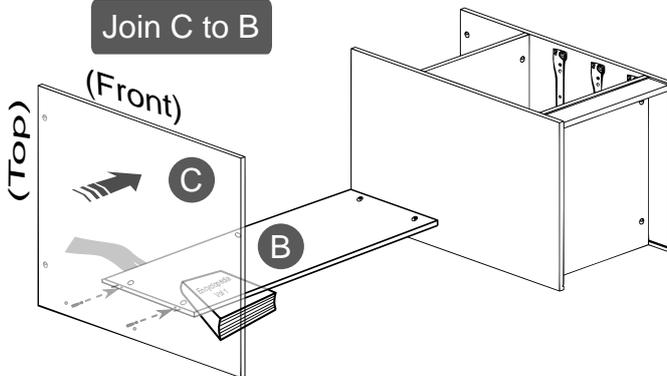
Hold panel B



Or put a 3" - 4" thick square object underneath



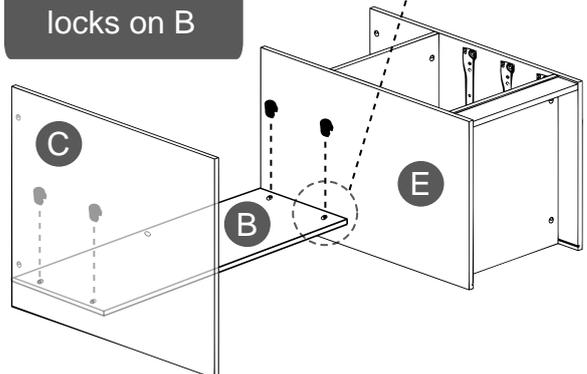
Join C to B



Cam lock alignment on B



Install the cam locks on B



## STEP 8

This step  
requires of  
2 persons



5

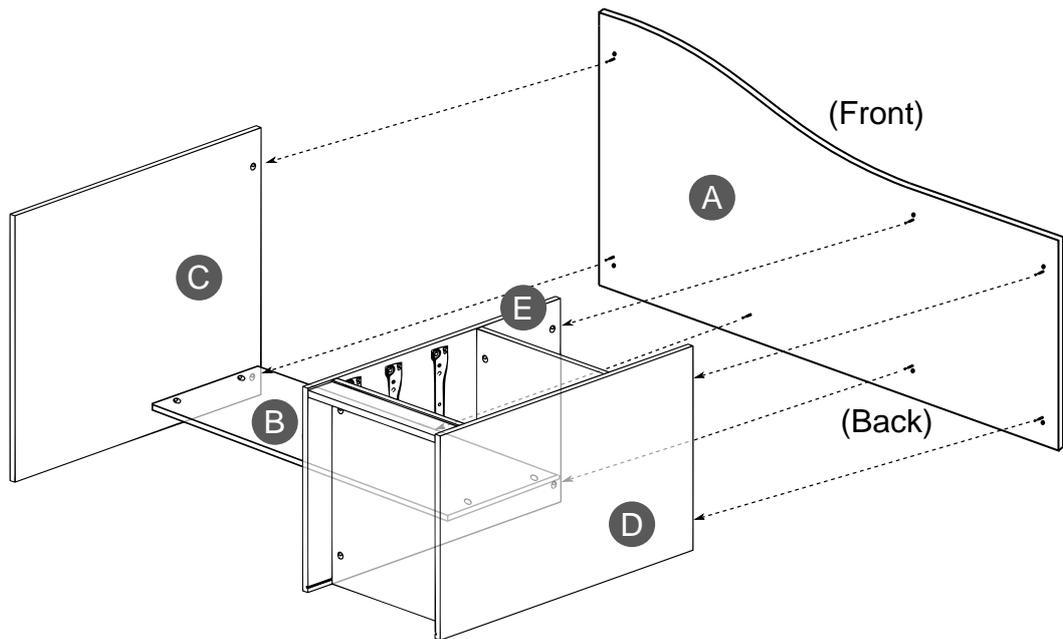
Cam lock

6  
Pcs

Tools (NOT included)



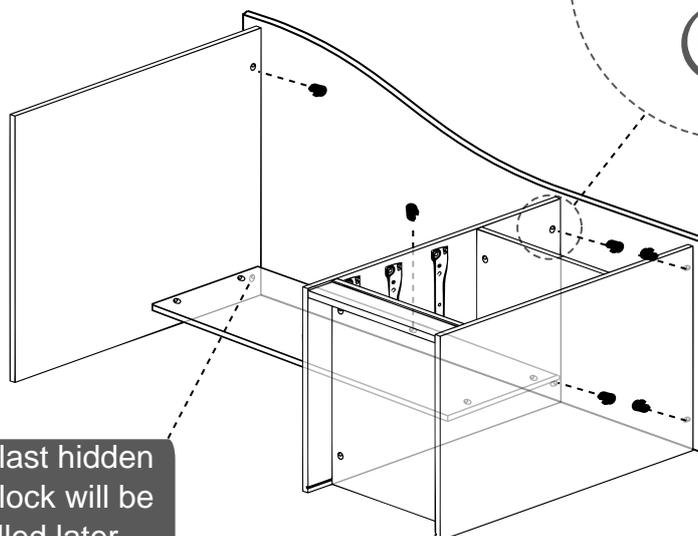
- With the help of another person, join the tabletop **A** to the panels **B**, **C**, **D** and **E**.
- Install the cam locks **5** into panels **B**, **C**, **D** and **E** and turn them to lock them to the tabletop as shown and as explained in page 4.
- Please note that there will be one last cam lock hidden on **C** pending to install later.



Cam lock  
alignment on  
B, C, D and E



This last hidden  
cam lock will be  
installed later

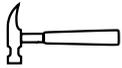


**STEP 9**

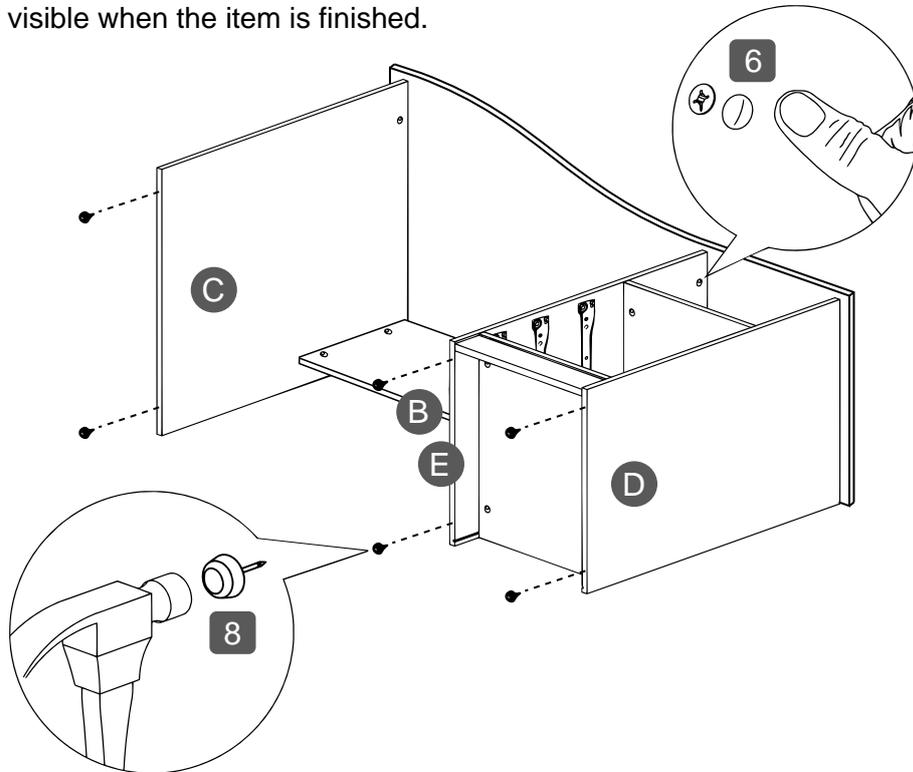
**Hardware**

6	 Covers	10 Pcs
8	 Glides	6 Pcs

**Tools (NOT included)**



- Use a hammer (not included) to install the glides **8** to the bottom of the panels **C**, **D** and **E** as shown.
- Cover with **6** all the cam locks on panels **B**, **C**, **D** and **E** that will become visible when the item is finished.



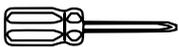
**STEP 10**

This step requires of  2 persons

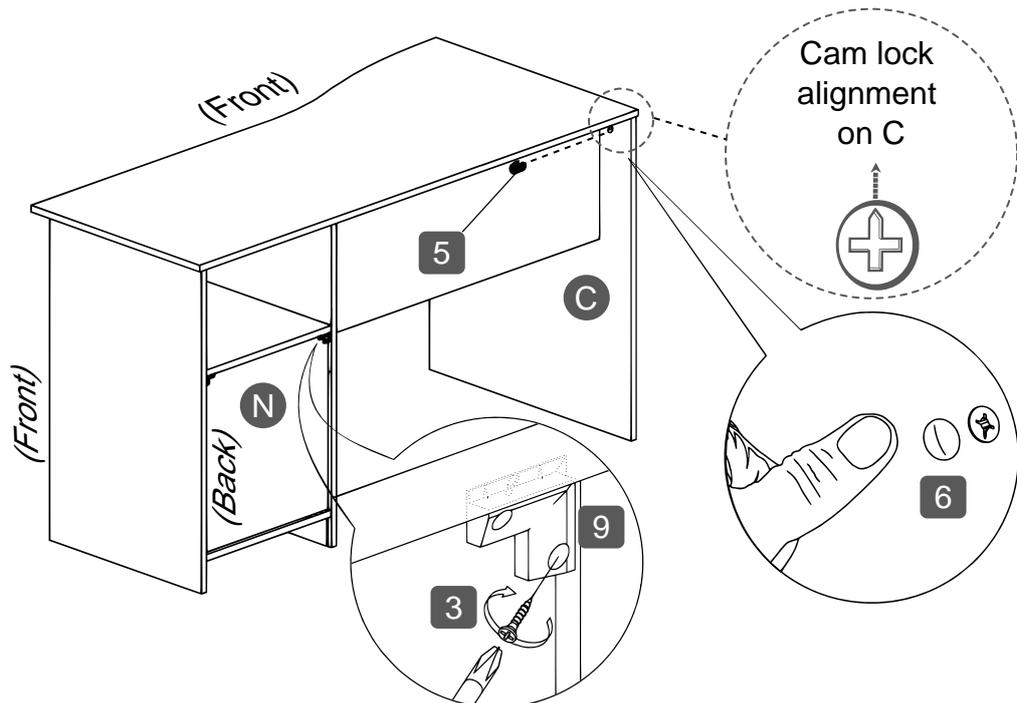
**Hardware**

3	 M3x16	4 Pcs
5	 Cam lock	1 Pc
6	 Cover	1 Pc
9	 Corner bracket	2 Pcs

**Tools (NOT included)**



- With the help of another person, bring the unit upright.
- Install the cam lock **5** into the back hole of panel **C** as shown and as explained in page 4, and cover it with **6**.
- Attach the corner brackets **9** to the 2 upper corners of the back panel **N** with screws **3**.



**STEP 11**

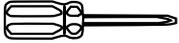
**Hardware**

5

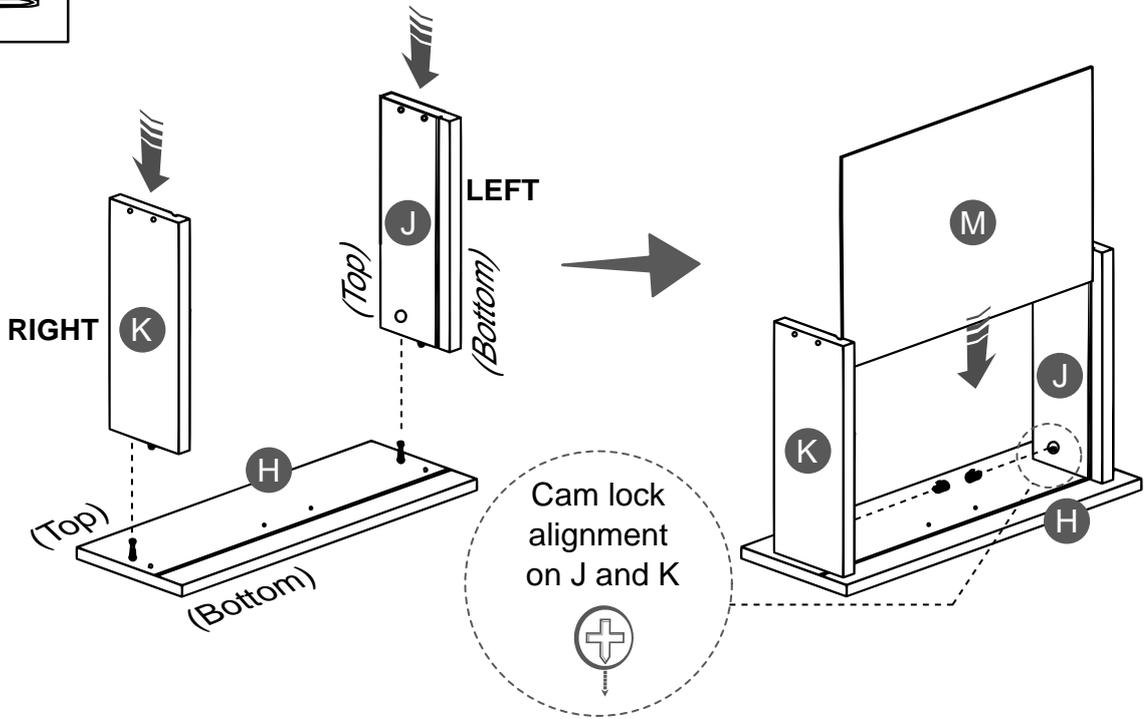
Cam lock

6 Pcs

Tools (NOT included)



- For each of the 3 drawers, assemble the side panels **J** and **K** to the front panel **H** on their respective sides with cam locks **5** as shown and as explained in page 4.
- For each of the 3 drawers, slide the bottom board **M** through the grooves of panels **J** and **K** and into the groove of panel **H**.



**STEP 12**

**Hardware**

4

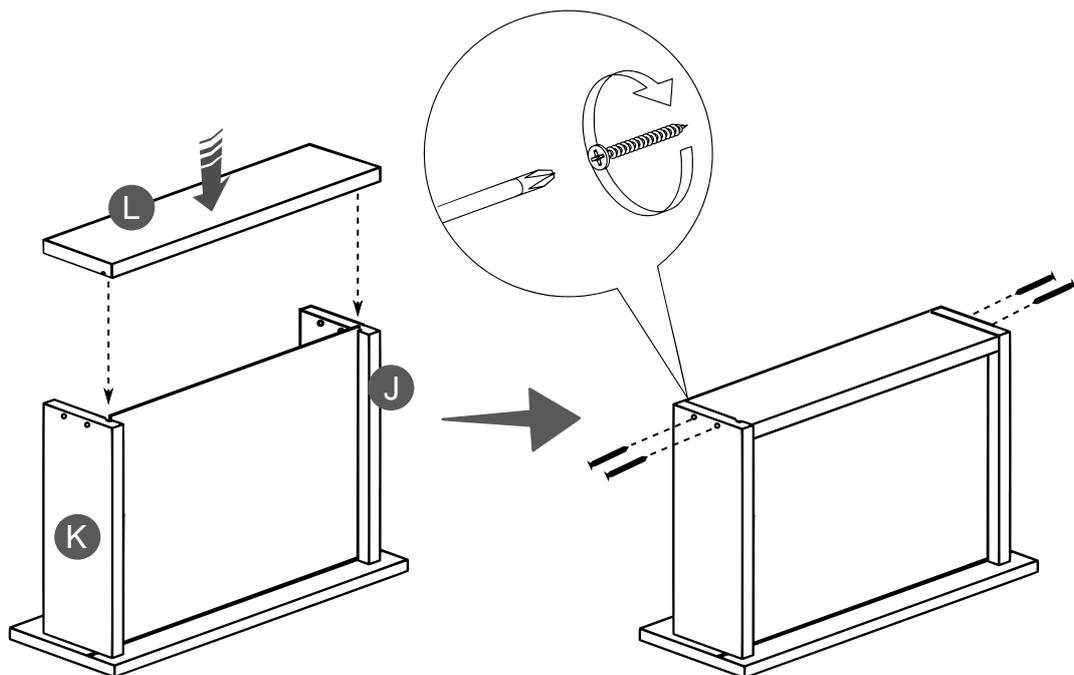
M4x38

12 Pcs

Tools (NOT included)



For each of the 3 drawers, assemble the back panel **L** to the side panels **J** and **K** with screws **4** from the sides.

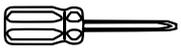


**STEP 13**

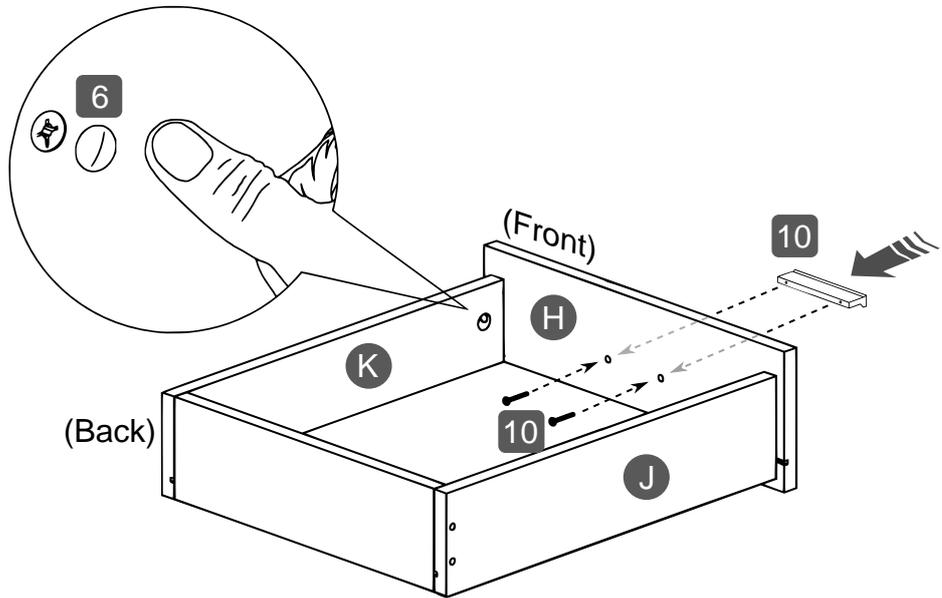
**Hardware**

10		3 Sets
	Handle with 2 screws	
6		6 Pcs
	Cover	

**Tools (NOT included)**



For each of the 3 drawers, install the handle **10** to the front panel **H** using its own screws **10**, then cover the cam locks on panels **J** and **K** with **6**.

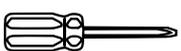


**STEP 14**

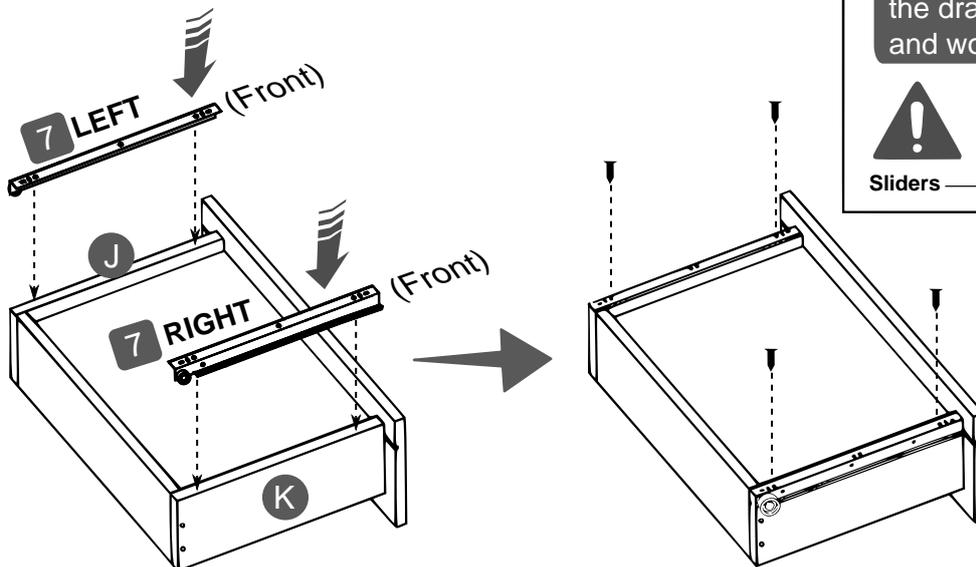
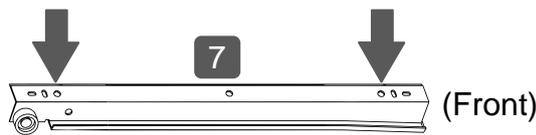
**Hardware**

7		6 Pcs
	L sliders	
11		6 Pcs
	M3.5x15	

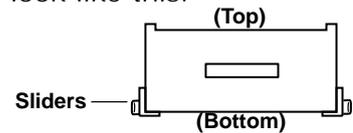
**Tools (NOT included)**



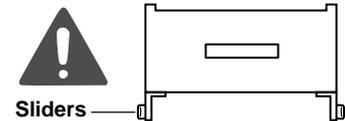
- For each of the drawers, flip them upside-down and assemble the L shaped sliders **7** to the side panels **J** and **K** on the bottom with screws **11**.
- **NOTES:**
  - The wheels go towards the back of the drawer.
  - The sliders should not protrude on the bottom; if they do, the drawers will raise 1" more and won't fit on the desk.



When finished, the sliders look like this:



If you install as below, the drawer raises 1" and won't fit in the unit.

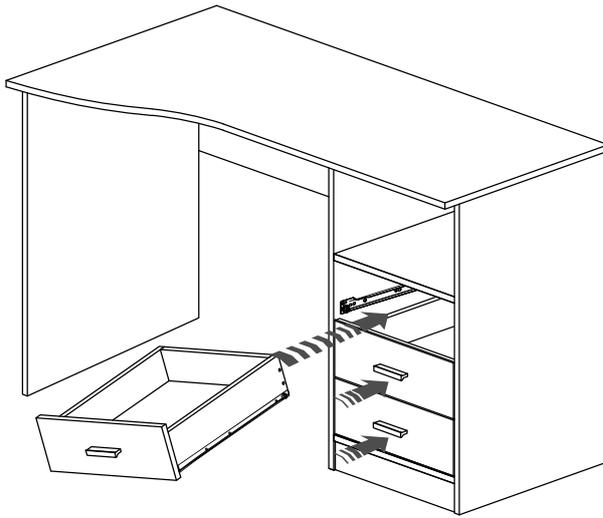


## STEP 15

Insert the drawers into the unit starting with the bottom, then middle, then top drawer. You might have to insert them at an angle facing down.

## NOTES:

- If the drawers stop halfway, check and make sure that the screws inside the unit and on the drawer are properly tightened and their heads don't protrude or interfere with the drawers' rollers.
- If the drawers don't seem to fit, review the assembly of the sliders in page 7 step 4, and page 14 step 14.



If the drawers stop and do not enter completely, tighten the screws inside the unit as flush as possible.

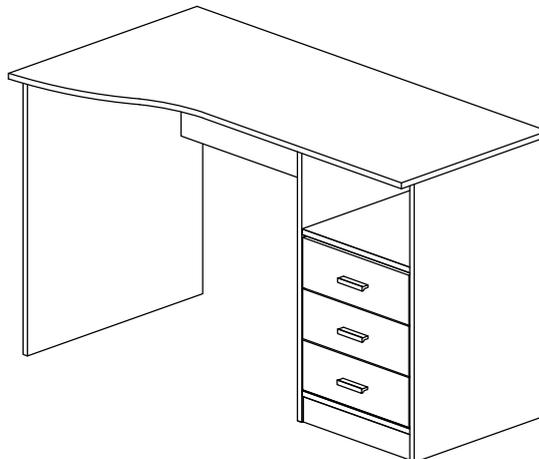


If the drawers don't seem to fit, review the assembly of the sliders in page 7 step 4, and page 14 step 14.



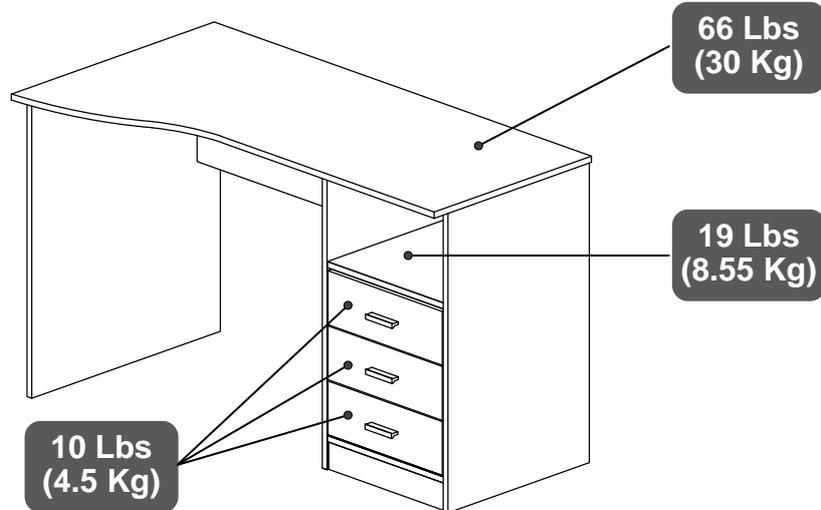
## ALL DONE!

Give yourself a nice pat on the back, you did a great job!



ENJOY YOUR NEW UNIT!



**WEIGHT LIMITS****WARNINGS**

- Do not exceed the indicated weight limits.
- 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 sit on the unit or lean against it.
- Do not allow small children to play under or over the unit.
- Do not allow small children to reach inside the drawers or compartments without your supervision.
- Do not pull, push or drag the unit to move it for more than 1 feet. The unit must be lifted by at least 2 persons when moving in the same or adjacent rooms.
- Before moving the unit, make sure to secure or remove any object that is heavy or might fall off.
- Please note that lifting from the tabletop with too much weight on the product might lead to part damage/separation.
- When lifting the unit, use both hands and bend your knees, not your backs.
- Do not use the product if screws are loose or missing, or if you notice damaged parts.
- 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.**