



## #3108 Elevate Reception Desk Assembly Instructions

Parts List: Six desk sections, three drawers, and the hardware below:

double  
sided bolts X8  
w/ washers



single  
long bolts X8  
w/ washers



drawer  
guide  
hardware X6



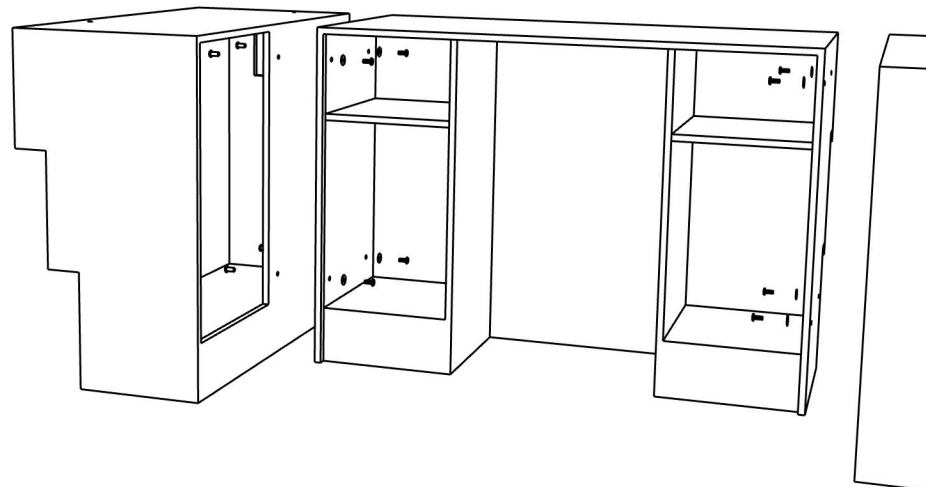
small  
phillips  
screws X~100



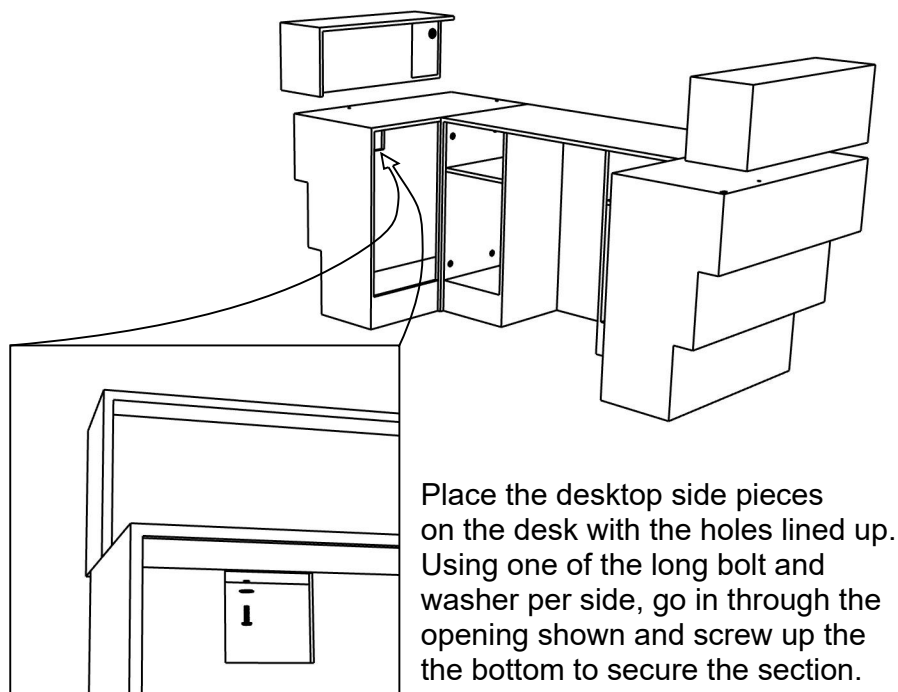
\*Open all boxes to check for parts  
before beginning assembly.

①

Line up the desk sides to the middle. Use four double-sided bolt and washer sets to connect the sides through the holes shown here.

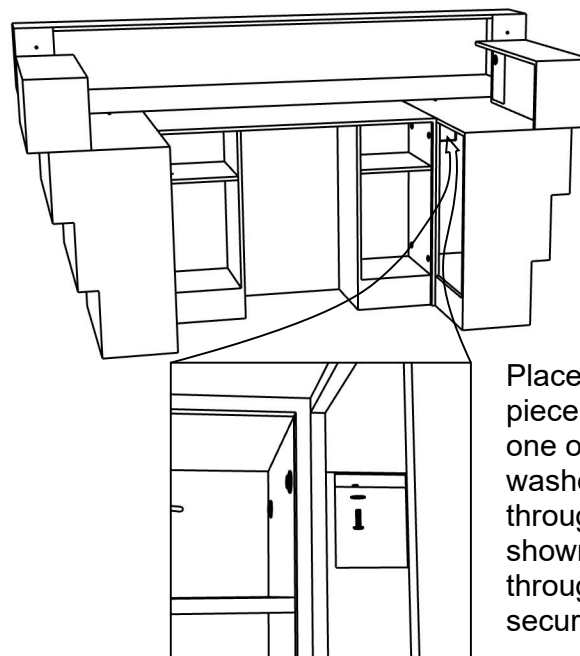


②



Place the desktop side pieces  
on the desk with the holes lined up.  
Using one of the long bolt and  
washer per side, go in through the  
opening shown and screw up the  
the bottom to secure the section.

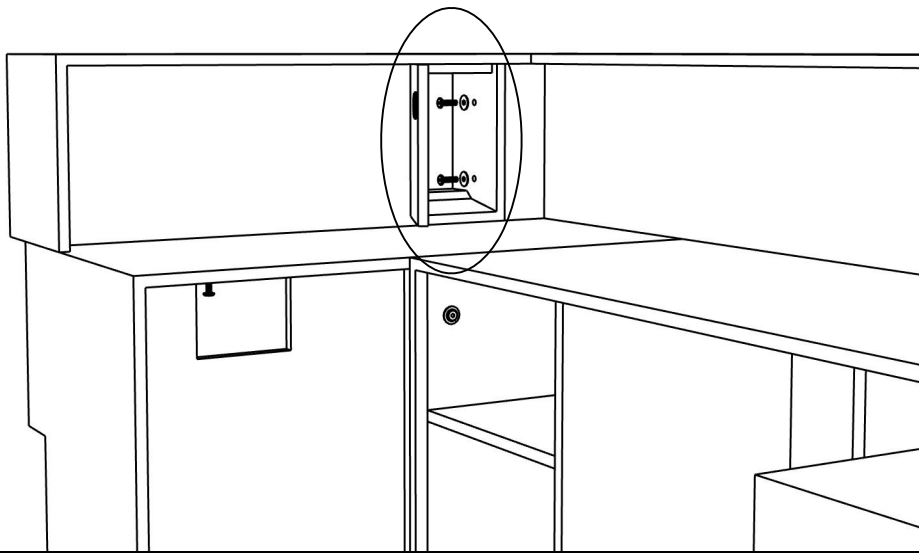
③



Place the desktop front  
piece on the desk. Using  
one of the long bolt and  
washer per side, go in  
through the opening  
shown and screw up  
through the bottom to  
secure the section.

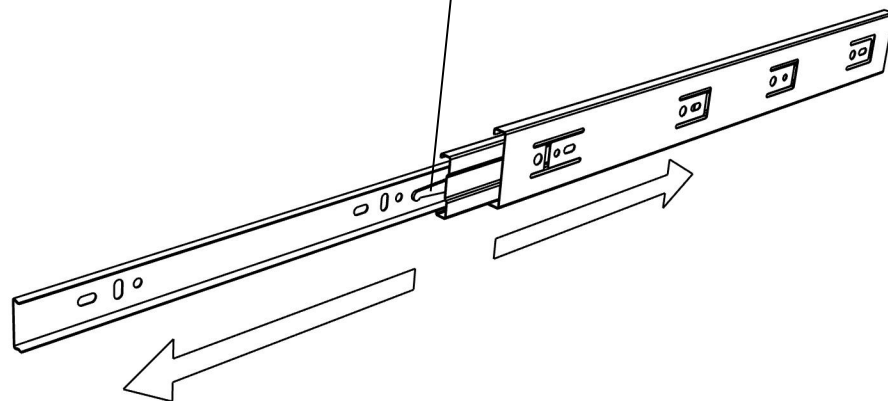
④

Open the doors on the side pieces. Use 2 long bolts and washers to connect each side to the desktop front piece.



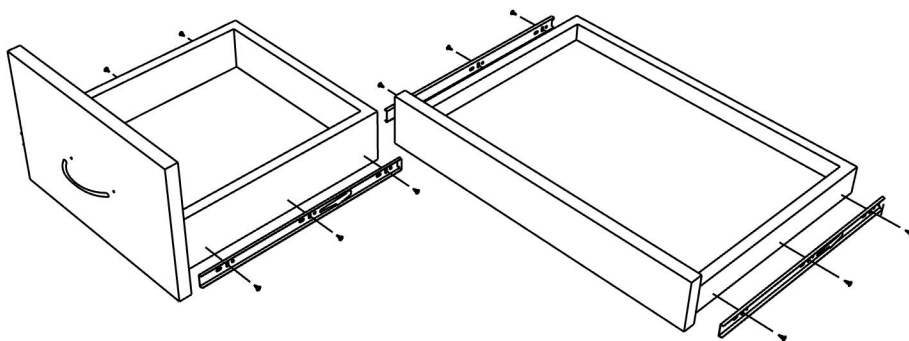
⑤

Extend the drawer guides and remove the innermost piece by pushing and holding the **tab** and sliding the piece out. (some tabs need to be pushed  $\uparrow$  up and some  $\downarrow$  down.)



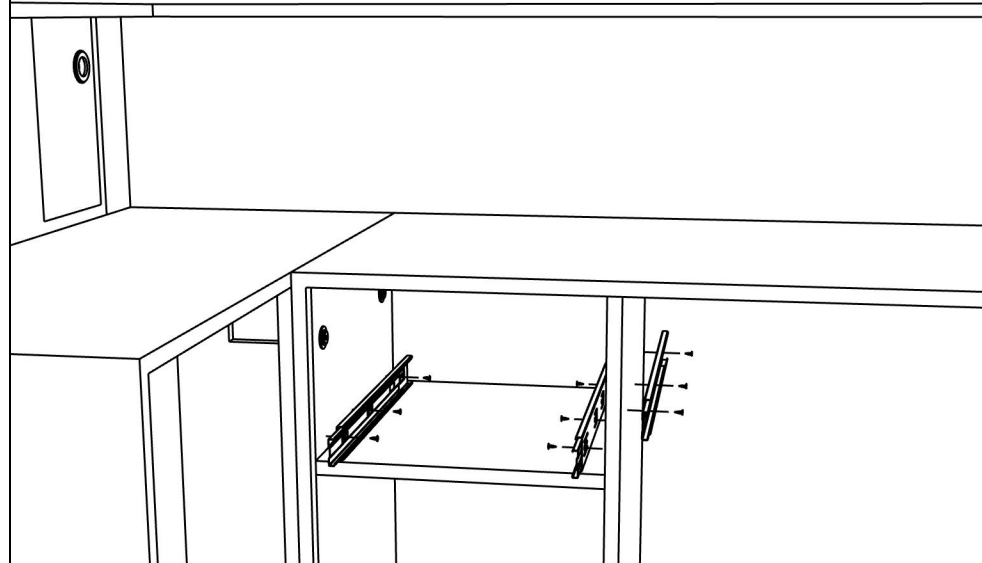
⑥

Use three small screws to attach each of the inner pieces of the drawer guides to the sides of the drawers.

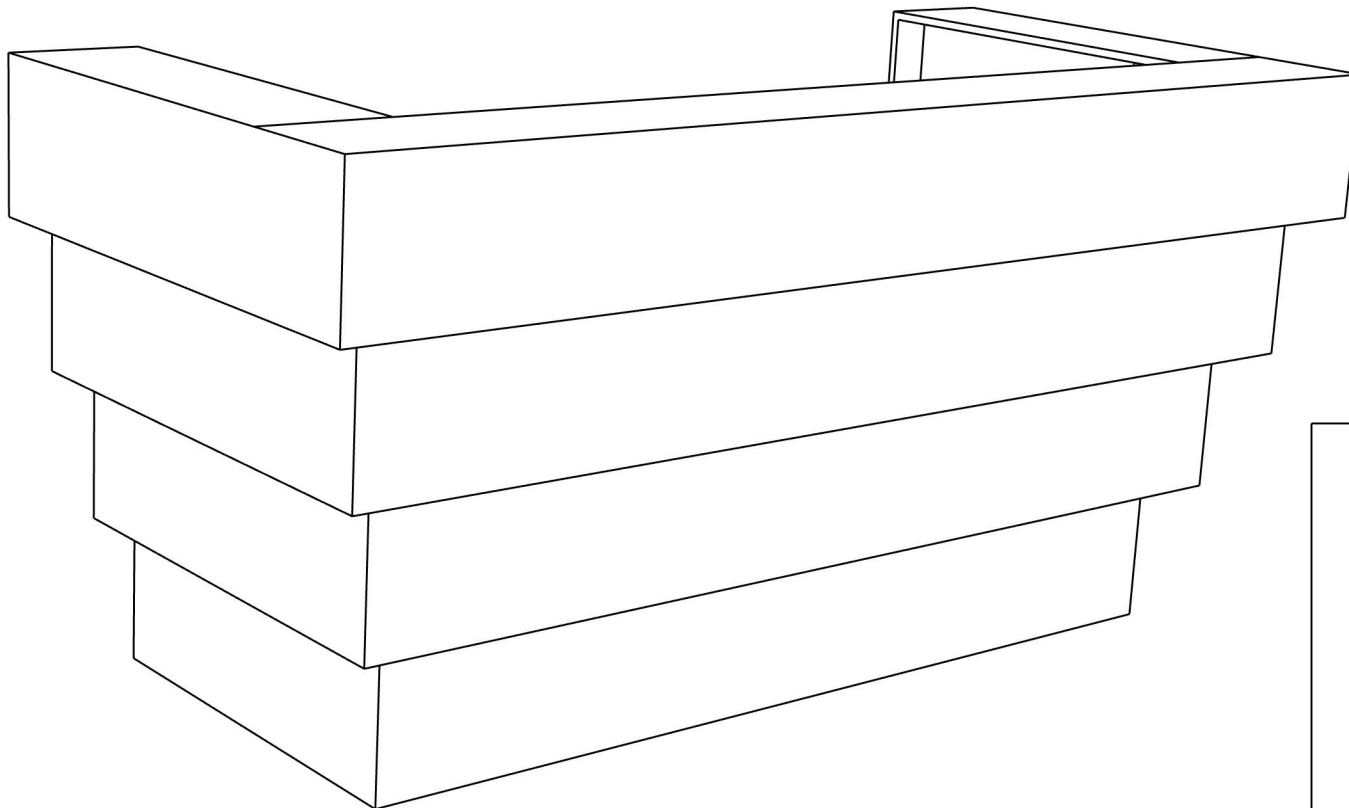


⑦

Screw the larger parts of the drawer guides inside where the drawers go. Slide drawers into place.



Assembly complete.  
Enjoy your new reception desk!



If there is any confusion  
please contact Minerva's  
customer service  
department at:

888-332-0123

We will be  
happy to answer any  
questions.

Thanks for choosing  
Minerva Beauty!