

Ashley Table with Stool

Assembly Instructions



Model No. : U-DS92ST / U-DS92STB

Video Assembly Instructions:

Go to www.MartinUniversalDesign.com and click on Assembly Instructions to watch a video for HOW TO ASSEMBLE the U-DS92ST Ashley Creative Center.


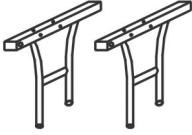

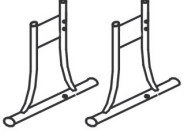





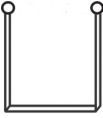






















Important:

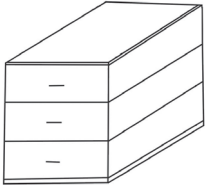
If you have difficulty assembling your U-DS92ST Creative Center or need customer service assistance, please call Martin Universal Design, Inc. Customer Service Hot Line at [1-313-895-0700](tel:1-313-895-0700). If you need additional parts, it is not necessary to contact your dealer, our Customer Service Rep. will forward them to you immediately.

U-DS92ST / U-DS92STB

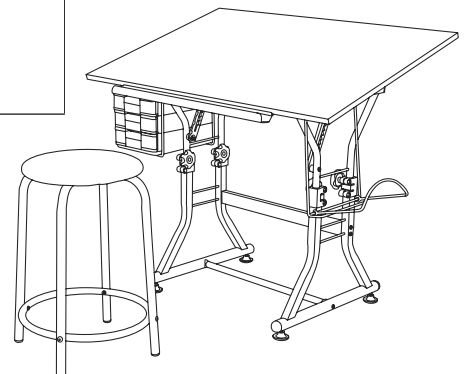
Ashley Table with Stool Parts List

□ : TABLE COMPONENTS
 ○ : FASTENERS AND TOOLS

<p>1</p>  <p>23.5" X 35.5" TOP</p>	<p>2</p>  <p>UPPER BASE LEFT & RIGHT END</p>	<p>3</p>  <p>SEAT</p>	<p>4</p>  <p>LOWER BASE LEFT & RIGHT END</p>
<p>5</p>  <p>CROSS SUPPORT</p>	<p>6</p>  <p>BASE FLOOR SUPPORT</p>	<p>7</p>  <p>BOARD BRACE</p>	<p>8</p>  <p>DRAWER SUPPORT RODS [2 EA.]</p>
<p>9</p>  <p>MEDIA SUPPORT</p>	<p>10</p>  <p>DRAWER SUPPORTS [2 EA.]</p>	<p>11</p>  <p>LEFT TILT MECHANISM</p>	<p>12</p>  <p>RIGHT TILT MECHANISM</p>
<p>13</p>  <p>BOARD BRACE CLAMP [2 EA.]</p>	<p>14</p>  <p>TOOL TROUGH</p>	<p>15</p>  <p>PLASTIC THICK WASHER [2 EA.]</p>	<p>16</p>  <p>FLOOR GUIDES [4 EA.]</p>
<p>17</p>  <p>FLOOR SUPPORT SPACER [2 EA.]</p>	<p>18</p>  <p>END CAP NUT [4 EA.]</p>	<p>19</p>  <p>6 X 55MM BOLT [2 EA.]</p>	<p>20</p>  <p>6 X 45MM BOLT [8 EA.]</p>
<p>21</p>  <p>4 X 12MM SCREW [14 EA.]</p>	<p>22</p>  <p>WRENCH</p>	<p>23</p>  <p>ALLEN WRENCH [2 EA.]</p>	<p>24</p>  <p>6 X 25MM BOLT [6 EA.]</p>
<p>25</p>  <p>COLLARS [4 EA.]</p>	<p>26</p>  <p>4 X 14MM SCREW [8 EA.]</p>	<p>27</p>  <p>6 X 40MM BOLT [4 EA.]</p>	<p>28</p>  <p>6 X 35MM BOLT [4 EA.]</p>
<p>29</p>  <p>[4 EA.]</p>	<p>30</p>  <p>STOOL LEGS</p>	<p>31</p>  <p>STOOL LEGS</p>	<p>32</p>  <p>FOOTRING</p>



Drawers
 Please see [page 8](#) assembly sheet for drawers.



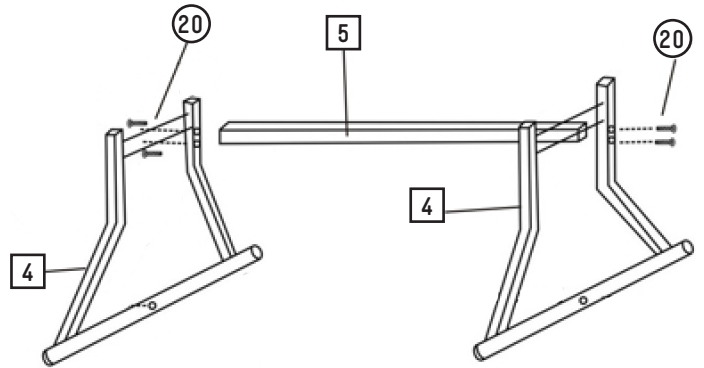
Step 1: Base Assembly & Cross Support

Fastener Parts Needed for this Step : (20) = 4 ea.

Start with taking the [2] Lower Base Ends (Part [4]), spreading them apart, and inserting the Cross Support (Part [5]) between them as seen in the Image.

Attach the three pieces together with [4] 6x45 mm bolts (Part (20)).

Tighten with Allen Wrench (Part (23))



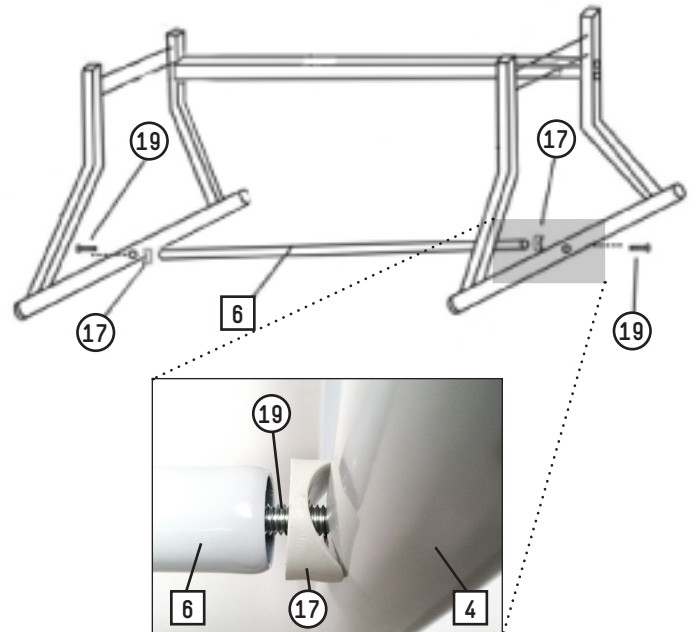
Step 2: Lower Base End

Fastener Parts Needed for this Step : (17) = 2 ea.
(19) = 2 ea.

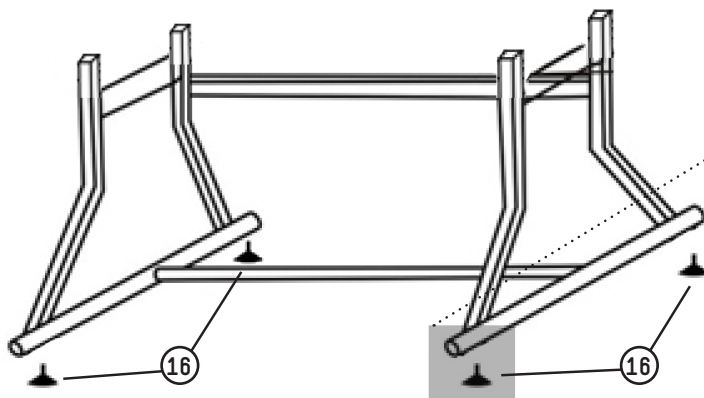
Now continue by taking the lower base end units (Part [4]) and attach the base floor support, the long circular tube, to the base ends.

Do this by putting a 6x55 bolt (Part (19)) through one of the lower base ends. Then place the spacer (Part (17)) so it rests against the lower base end making sure the C shape faces the base end and the flat part faces you.

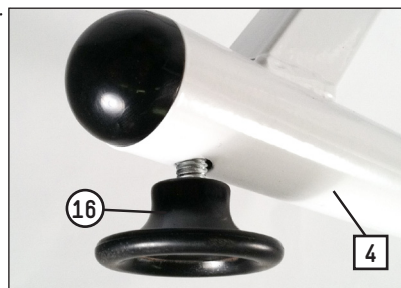
Now screw into Base Floor Support (Part [6]) using Allen Wrench (Part (23)). Repeat for the opposite side!



Step 3: Floor Guides



Now attach the [4] Floor Guides (Part (16)) into the base by screwing the guides into the specified holes on the bottom of the base units.

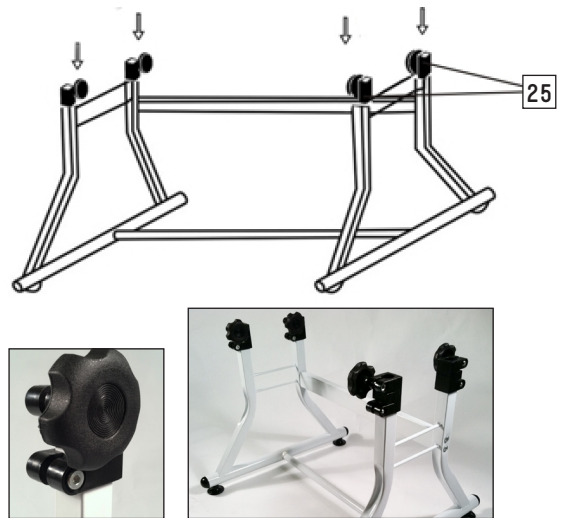


Step 4: Collars

Loosen the lower bolt below the knob on the collar. Line up the square end with the base.

Slide/push on top of the base. It is beneficial to have the knobs face inwards so they do not interfere with drawers or Media supports.

Now tighten the lower bolt to make snug (being careful not to over tighten)



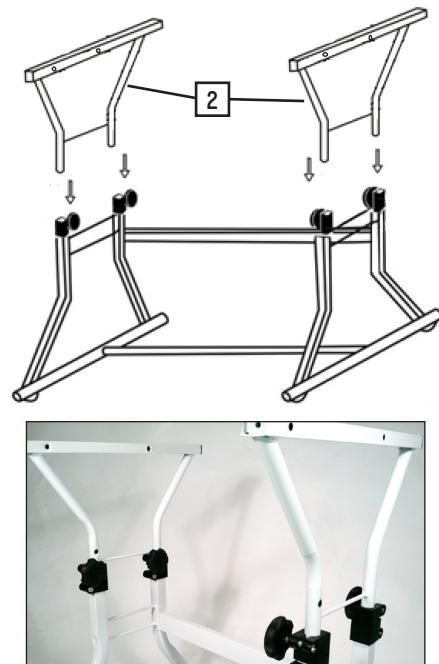
Step 5: Upper Base Ends

Take each Upper Base End (Part [2]) so the holes face the front of the desk.

Assemble by inserting the ends of the Upper Base Ends into the [4] collars (Part [25]) on top of the base assembly.

Tighten knobs on collars to secure (careful not to over tighten).

[For ease of further assembly allow upper base ends to go all the way down until table is complete then adjust the table to your desired height setting.]



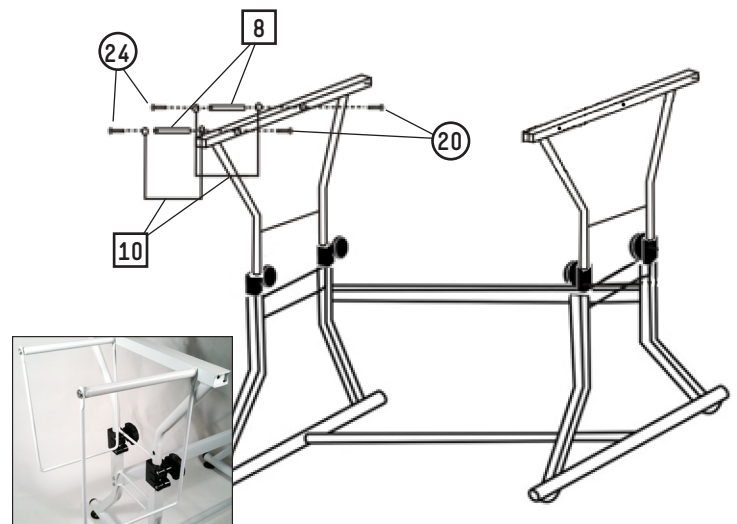
Step 6: Drawer Supports

Fastener Parts Needed for this Step : (20) = 2 ea.
(24) = 2 ea.

Attach Drawer Supports (Part [10]) to the left Upper Base End (Part [2]).

- Insert 6x45mm bolt (Part (20)) on inside of the Upper Base End.
- Slide on Drawer Support (Part [10])
- Secure in place with Drawer Support Rod (Part [8]) using the Allen Wrench (Part (23))
- Complete Drawer Support assembly by securing with 6x25mm Bolt (Part (24))

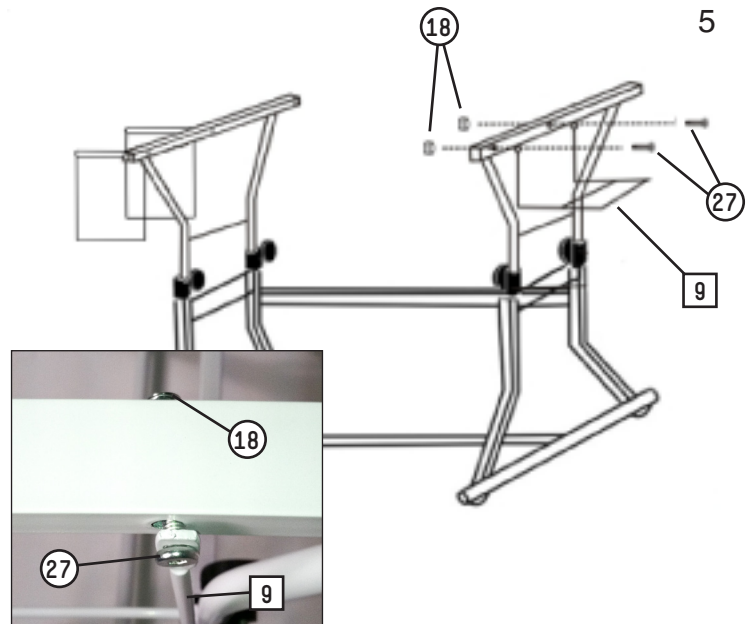
Repeat process with second drawer support!



Step 7: Media Support

Fastener Parts Needed for this Step : (27) = 2 ea.
(18) = 2 ea.

- Attach Media Support (Part 9) to upper portion base end. Insert 6x40mm bolts (Part 27) through the 2 holes on the right side of the upper base end.
- Place the media support (Part 9) on the 6x40mm bolts (Part 27)
- [Make sure the media support is facing up like a fishing hook L]
- Secure with nut (Part 18)
- Secure with wrench (Part 22) & Allen wrench (Part 23)



Step 8: Board Brace

Fastener Parts Needed for this Step : (21) = 10 ea.

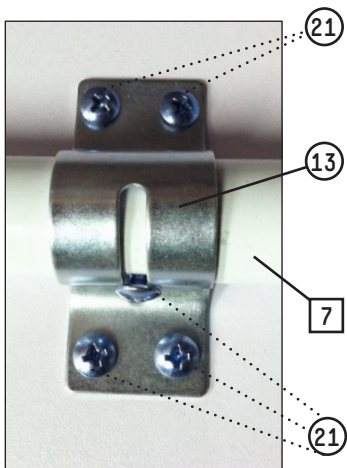
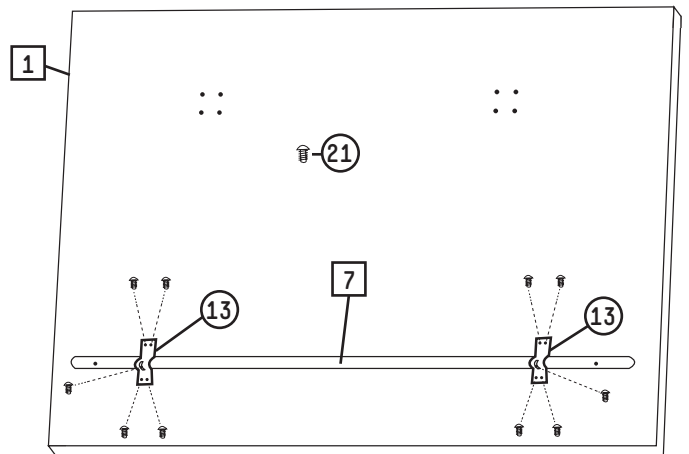
Note: Lay the Table Top (Part 1) onto a flat-carpeted surface to avoid scratching the tabletop.

You will also need a Phillips head screwdriver.

*** Some of the holes are not pre drilled ***

Locate the set of pre drilled holes & place the Board Brace (Part 7) between the holes.

Make sure board brace has the holes facing parallel to the table top so you can see through them and not into the tabletop.



Now place the Board Brace Clamps (Part 13) over the Board Brace (Part 7) on the backside of the Table Top (Part 1) and line up the Board Brace (Part 7) with two of the pre drilled holes.

You will have to screw in two of the holes into non-predrilled spots using self tapping 4x12mm screws (Part 21).

All you have to do is keep turning and push down a little and the screws will tap and thread themselves.

Tighten the 4x12mm screws (Part 21).

Note: Secure these screws and then loosen a quarter turn. This allows for the tabletop to move easily when making a tilt adjustment later on.

Repeat process with second board brace clamp.

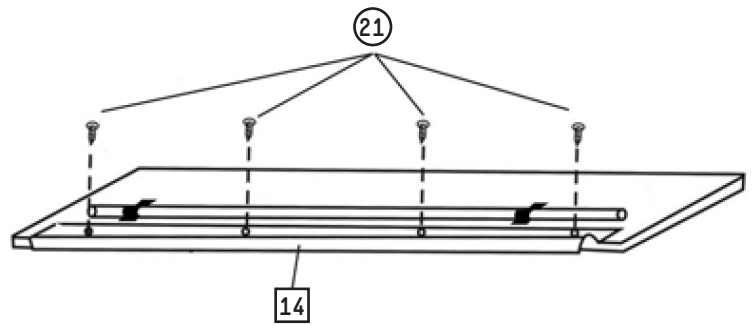
Step 9: Tool Trough

Fastener Parts Needed for this Step : (21) = 4 ea.

Attach Tool Trough (Part 14) to the front ledge of the Table Top (Part 1).

Secure to ledge with [4] 4x12mm screws (Part 21). They are self-tapping screws

*** Some of the holes are not pre drilled ***



Step 10: Tilt Mechanism

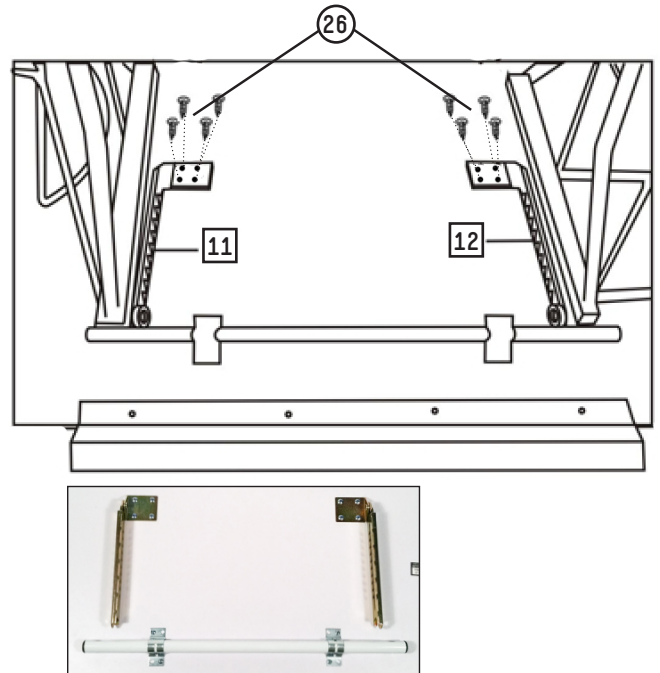
Fastener Parts Needed for this Step : (26) = 8 ea.

With the Table Top (Part 1) still on the floor, attach Tilt Mechanisms (Parts 11 & 12) to the Table Top (Part 1).

Line up tilt mechanisms with the pre drilled holes. Make sure the stamp end of the tilt mechanism is on outside closest to the edge of the table.

Secure the tilt mechanism to the tabletop with [4] 4x14mm screws (Part 26)

Repeat the process with the second Tilt mechanism



Step 11: Attach Top to Top Base

Fastener Parts Needed for this Step : (27) = 2 ea.
(15) = 2 ea. (18) = 2 ea.

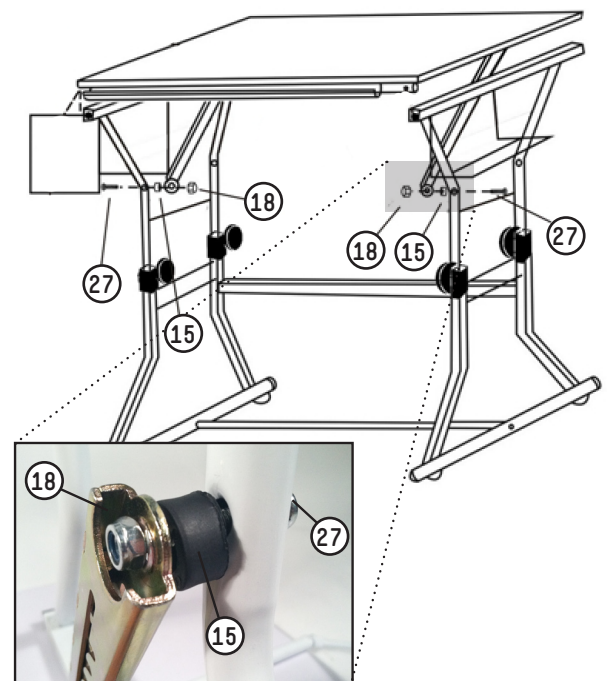
Turn the Table Top over and place it on the base. You will need to kneel down to finish assembly

Insert a 6x40mm bolt (Part 27) into the outer side of the base.

Now place the thick plastic washer (Part 15) on the bolt (Part 27) thru the inside of the base.

Slide the tilt mechanism so the stamped side is next to the plastic washer.

Secure with a nut (Part 18) and tighten with the wrench (Part 22) and Allen Wrench (Part 23) and tighten till snug. **DO NOT OVERTIGHTEN**, otherwise the tilt mechanism will not work smoothly.

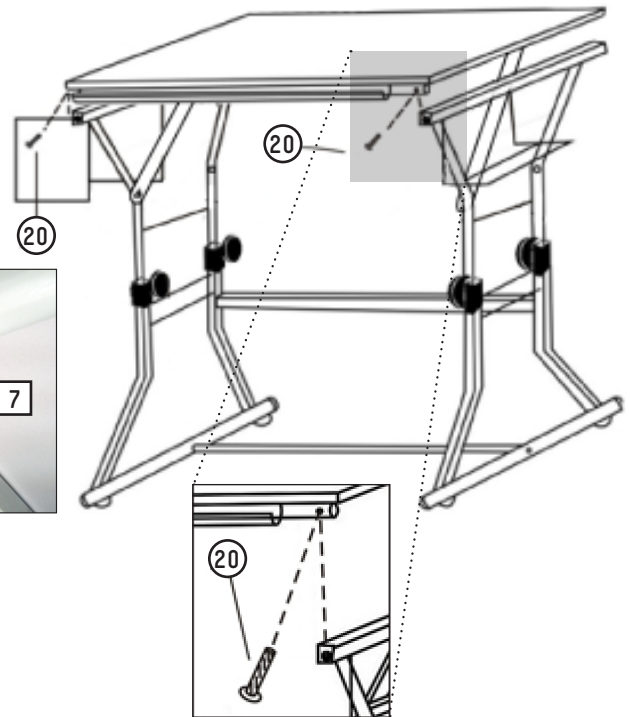


Step 12: Board Brace to Base

Fastener Parts Needed for this Step : (20) = 2 ea.

Attach Board Brace (Part 7) to the base using the 6x45mm bolt (Part 20).

Secure using the Allen Wrench (Part 23)



Step 13: Adjustments

HEIGHT ADJUSTMENT:

To adjust the height of your table - loosen the knobs on the collars found on the base of the table and lift the table top to desired height.

TILT ADJUSTMENT:

To adjust the tilt of your table top, grab the back edge of the table top and lift the top with [2] hands to the maximum tilt and then back down to your desired position.

NOTE: You must lift the table top all the way up before lowering it to the desired tilt level.

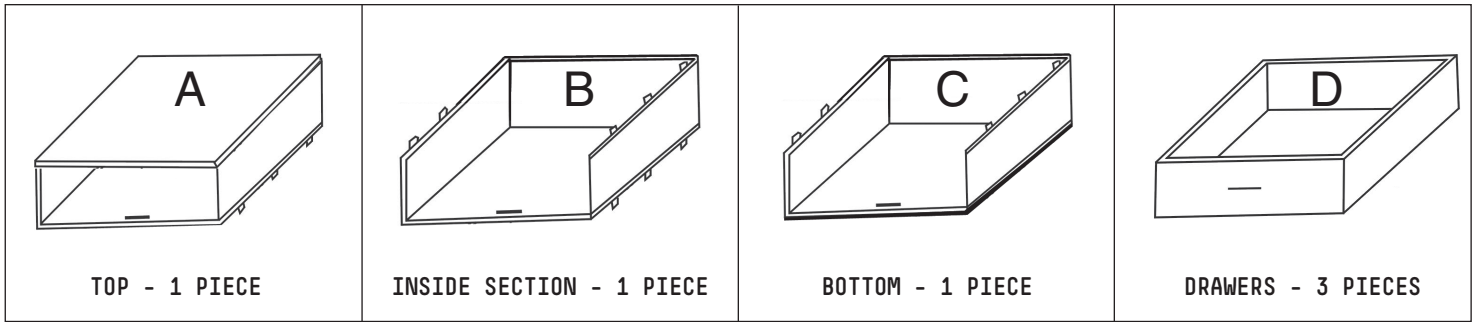
NOTE: If the top does not seem to move smoothly - this means you are NOT holding the top balanced with both hands. Make sure your hands are positioned evenly. This will make the adjustments easier.

LEVELING FLOOR GUIDES:

If your floor is uneven, you can adjust the floor guides by loosening the floor guides to make up for the uneven floor.

In order to lower the table top, lift it all the way up to its maximum height which allows the tilt mechanisms to release from their locked position. To avoid damaging the table top, DO NOT attempt to lower the table top by forcefully pushing down on the top when its in a locked position.

Drawer Assembly Instructions

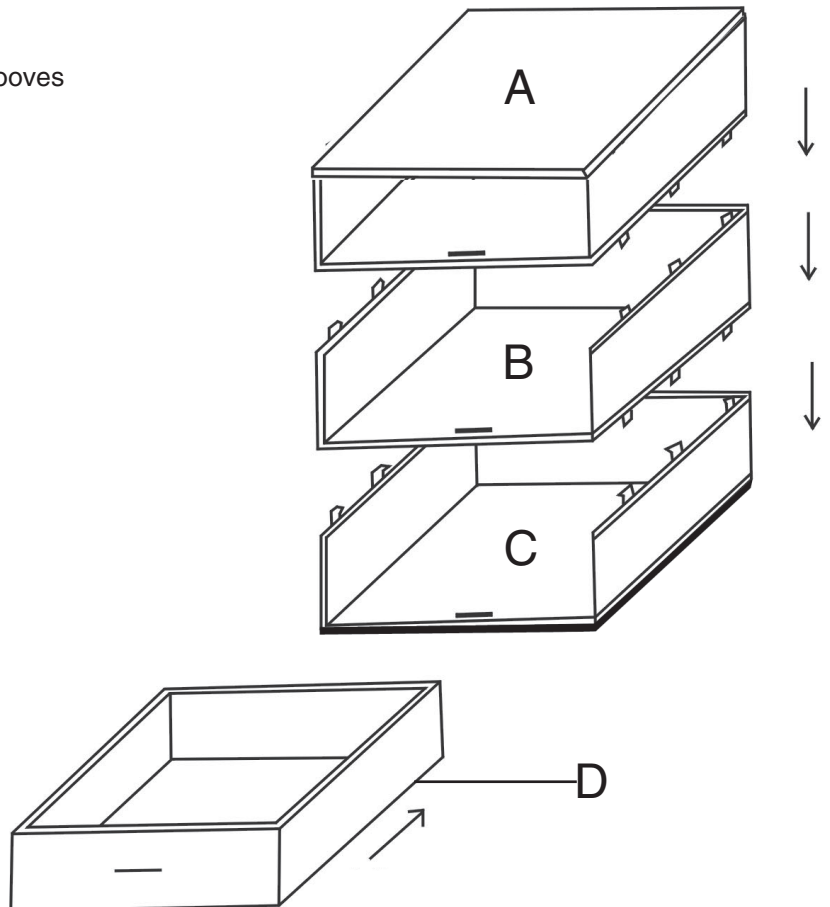
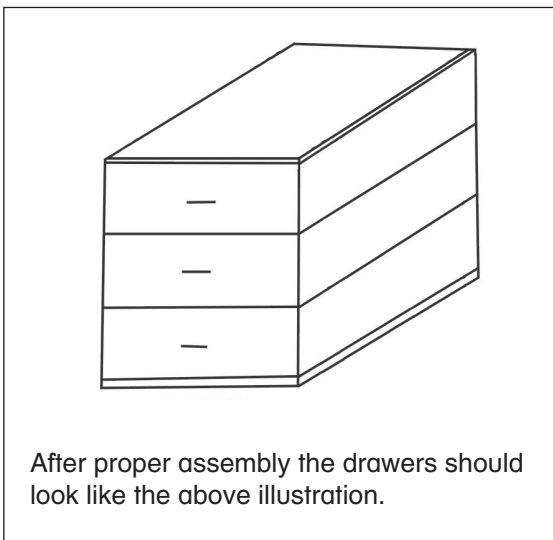


WARNING: Read all instructions first before assembling drawers. Once pieces are snapped together they are secured.

Assemble your drawers by taking the section [A] and snapping into place - by lining up the tabs with the grooves in the outside edge of section piece [B].

Complete by snapping section [C] onto section A&B.

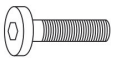
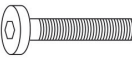


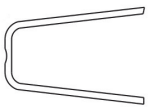
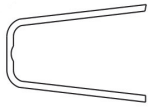

Finish by sliding the [3] Drawers into the drawer bank assembly.

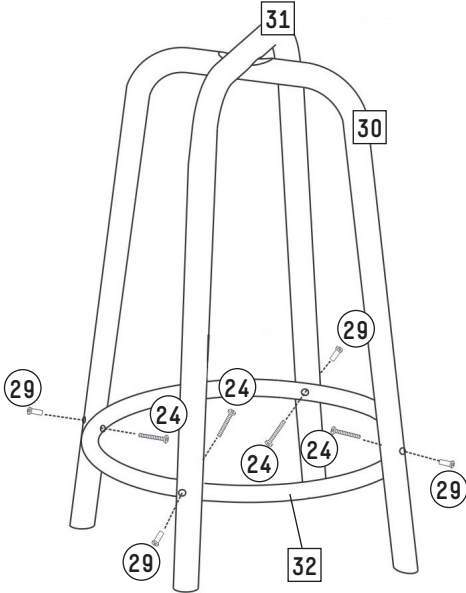
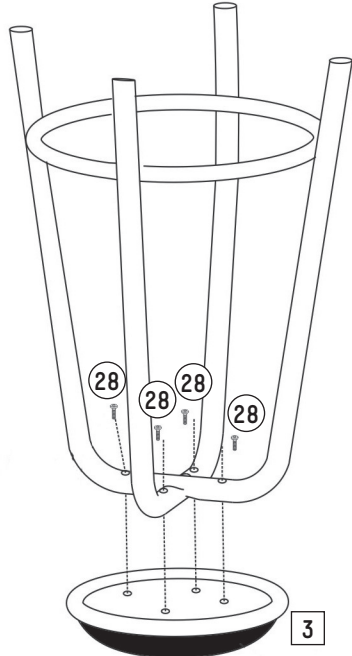
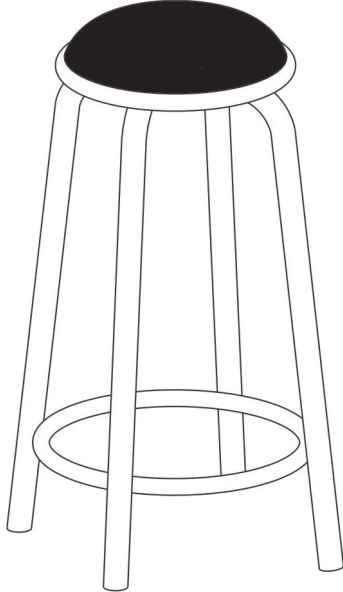


IMPORTANT:

If you have difficulty assembling your U-DS92ST Creative Center or need customer service assistance. Please call: Martin Universal Design, Inc. Customer Service Hot Line at 1-313-895-0700. If you need additional parts, it is not necessary to contact your dealer, our Customer Service Rep. will forward them to you immediately.

Stool Assembly Instructions

<p>24</p>  <p>6 X 25MM BOLT</p>	<p>28</p>  <p>6 X 35MM BOLT</p>	<p>29</p> 	<p>□ : TABLE COMPONENTS ○ : FASTENERS AND TOOLS</p>
<p>3</p>  <p>SEAT</p>	<p>30</p>  <p>STOOL LEG</p>	<p>31</p>  <p>STOOL LEG</p>	<p>32</p>  <p>FOOTRING</p>

		
<p>Begin by taking Part 30 & 31, position them as shown above. Insert part 32 between 30 & 31.</p> <p>Secure by inserting the [4] 6x25mm bolts (Part 24) through the inside back through to the outside and thread into Part 29. Tighten to secure.</p>	<p>Attach Stool seat to stool assembly by laying the seat onto the floor and place the stool assembly over it.</p> <p>Secure with [4] 6x35mm bolts (Part 28). Tighten down to secure.</p>	<p>Double check that all bolts are tightened. Once that is complete Turn your stool over onto its legs and use.</p>

IMPORTANT:

If you have difficulty assembling your U-DS92ST Creative Center or need customer service assistance. Please call: Martin Universal Design, Inc. Customer Service Hot Line at 1-313-895-0700. If you need additional parts, it is not necessary to contact your dealer, our Customer Service Rep. will forward them to you immediately.