



Richelieu




















ACES HEIGHT ADJUSTABLE DESK BASE

ASSEMBLY AND USAGE
INSTRUCTIONS

MARCH 2022


ASSEMBLY AND USAGE INSTRUCTIONS

CAUTIONS / INFORMATION

	Make sure no obstacles are in the desk's path. Make sure the desktop is not touching any walls. Make sure all cords are of appropriate length to accommodate the change in height.			WARNING Pinch Point Keep hands and fingers clear.
	Keep children away from electric height-adjustable desks, control units and handsets. There is a risk of injury and electric shock.			
	Keep liquids away from electrical components.			
	Do not sit or stand on the desk frame. Do not crawl or lie under the desk frame.			
	Do not place any objects taller than 20" underneath the desk.			
	Do not open any of the components: Legs, Control Box, or Switch. There is a danger of electric shock.			
	This product is designed with a duty cycle of 10% (2 min on, 18 min off).			
	In the event of a power outage or if the power cord is unplugged, a manual reset may be necessary: see USE section.			

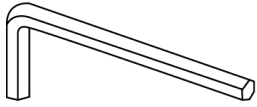
USE / LIABILITY

- This height-adjustable desk has electric motors and is designed for use in dry work areas only.
- The desk height is adjustable so that it can be positioned at the most ergonomically suitable height.
- Any other use is at user' s risk.
- Under no circumstances does the manufacturer accept warranty claims or liability claims for damages caused from improper use or handling of the desk frame.

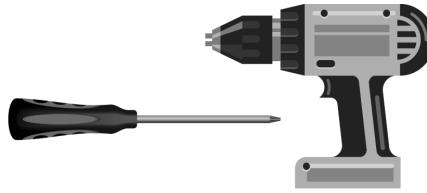
 **IMPORTANT:** Please read this manual carefully. If this desk is sold, please provide this manual to the buyer.

ASSEMBLY AND USAGE INSTRUCTIONS

TOOLS



4mm Allen Wrench (included)

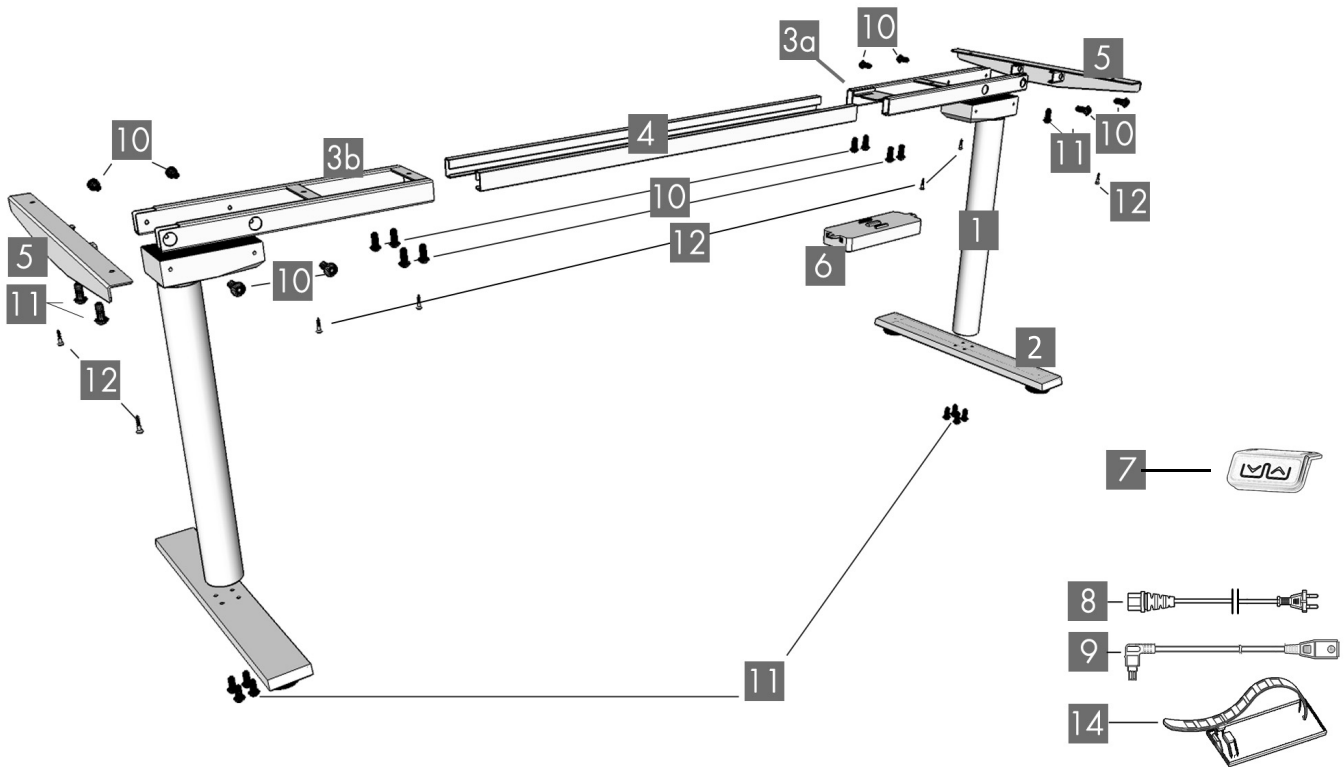


Phillips Head Screwdriver
and/ or Power Drill



Tape Measure

PARTS LIST



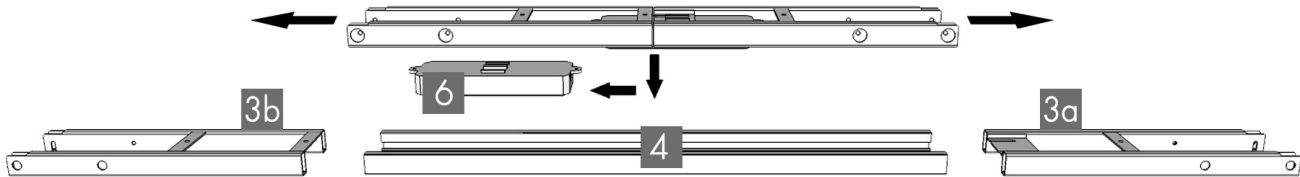
PART	QTY.	PART	QTY.	PART	QTY.
1 Leg	2	2 Foot	2	10 M6x10 Machine Screw	16
6 Control Box	1	3a Frame End-CB	1	11 M6x14 Machine Screw	12
7 Handset	1	3b Frame End	1	12 M5x20 Wood Screw	7
8 Power Cord	1	4 Center Rail	2	13 M5x16 Wood Screw	2
9 Cable (1.3 m)	1	5 Side Bracket	2	14 Cable Clip	10

ASSEMBLY AND USAGE INSTRUCTIONS

STEP BY STEP

STEP 1

Lay out all components and hardware to ensure that you have all the components and hardware listed on the parts page. Slide the Control Box (part 6) off the Frame End-CB (part 3a) and set aside. Fully separate Frame End (part 36) from Frame End-CB (part 3a). You will find the Center Rails (part 4) inside.



STEP 2

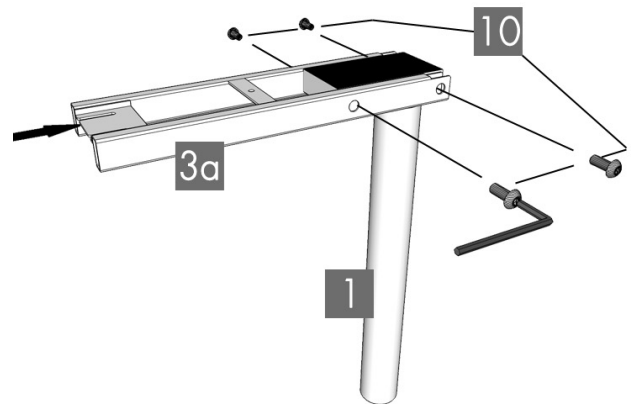
Place one of the Legs (part 1) into the Frame End-CB (part 3a) ensuring that the bar (arrow) is on "top" in relation to the Leg (part 1).

Line up the holes on the Leg (part 1) with the holes on the Frame End-CB (part 3a).

Using the supplied Allen Wrench, insert four (4) M6x10 Machine Screws (part 10) through the holes in the Frame End-CB (part 3a), going into the Leg (part 1) and rotate each screw just a few turns.

After all four (4) M6x 10 Machine Screws (part 10) are inserted, tighten all four (4) screws.

Do the same for the other Leg (part 1) and the Frame End (part 36).



i NOTE: If you drop a screw inside the frame end, simply tilt to retrieve.

STEP 3

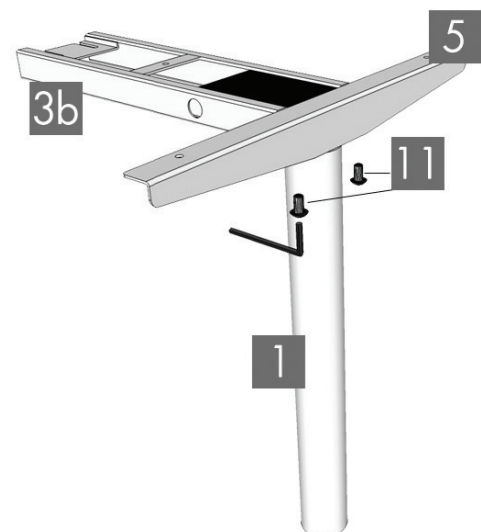
The Frame End-CB (part 3b) should be placed on the side of the desk where you plan to mount the Contrai Box (part 6) and the Handset (part 7).

Slide the Side Bracket (part 5) into the Frame End-CB (part 3b).

Insert two (2) M6x14 Machine Screws (part 11) through the two (2) holes in the bottom of the Frame End (part 3b) going into the inserted Side Bracket (part 5).

Using the supplied Allen Wrench, rotate each screw just a few turns. After both M6x14 Machine Screws are inserted, tighten both screws.

Do the same for the other frame end/leg assembly.



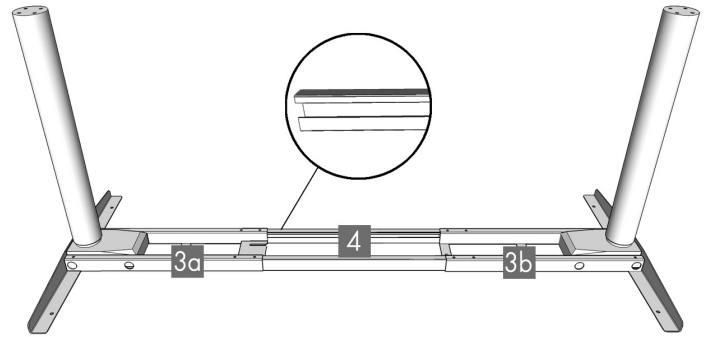
ASSEMBLY AND USAGE INSTRUCTIONS

STEP BY STEP

STEP 4

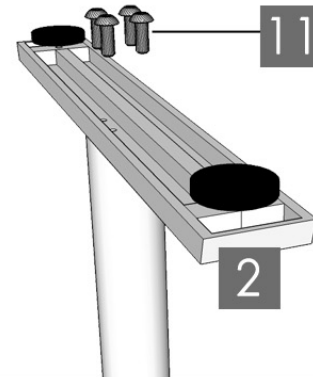
Slide the two (2) Center Rails (part 4) into the two Frame Ends (parts 3a & 3b) ensuring:

- a) The slots in the Center Rails (part 4) face inward
- b) The slots in the Center Rails (part 4) are closer to the top edge when the assembly is upside down (see inset).



STEP 5

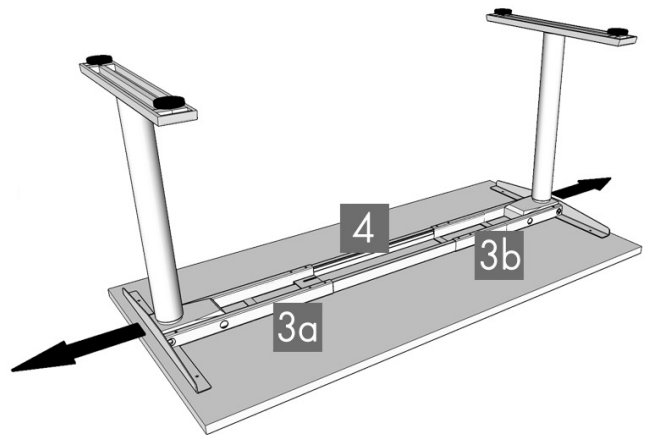
For each leg assembly, attach a Foot (part 2) with four (4) M6x14 Machine Screws (part 11) and tighten in a cross-pattern.



STEP 6

Your desktop may or may not be pre-drilled. Check both sides of the desktop before placing the desk base on the underside of the desktop.

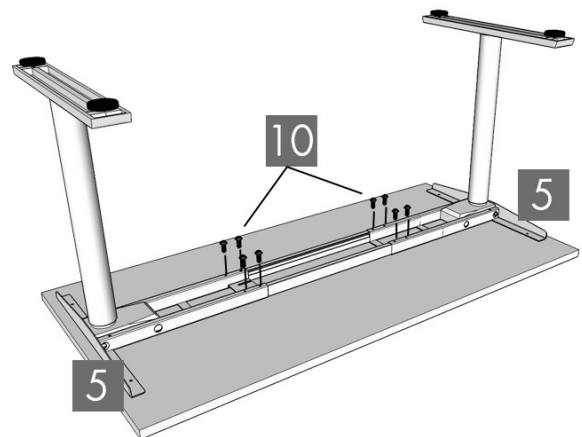
Adjust the width of the desk base to fit the desktop by sliding the two halves outward. We recommend leaving at least 1/2" of the desktop width (on each end) protruding beyond the frame width and centering the Side Brackets (part 5) fore and aft.



STEP 7

If the desktop is pre-drilled, perform step 8 before step 7.

If the desktop is not pre-drilled, lock the position of the center rails (part 4) using eight (8) M6x10 machine screws (part 10).



! IMPORTANT: Ensure that the M6x10 machine screws (part 10) come into contact with the center rails (part 4) by sliding the center rails (part 4) as needed.

ASSEMBLY AND USAGE INSTRUCTIONS

STEP BY STEP

STEP 8

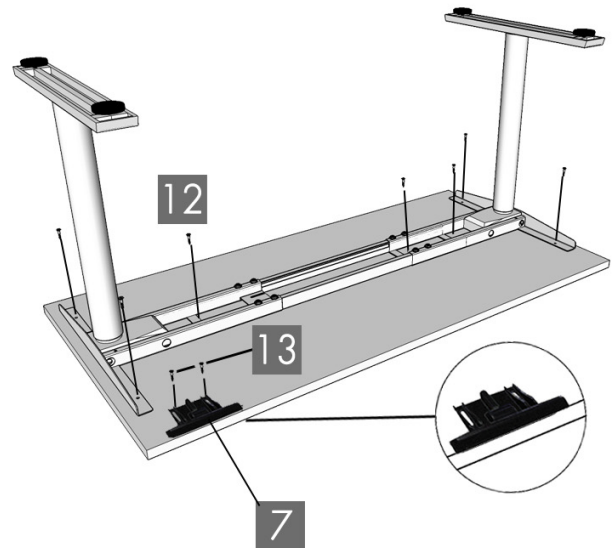
! **IMPORTANT:** Double-check that the wood screws are not too long for your desktop and won't puncture the surface when screwed all the way in.

i **NOTE:** We recommend that you pre-drill any holes needed for fasteners if your desktop is not pre-drilled. Never use countersunk screws.

Double-check that the desk base is properly positioned on the underside of the desktop.

Attach the desk base to the underside of the desktop using seven (7) M5x20 wood screws (part 12).

Attach the handset (part 7) so the front of the handset is flush with the front desktop edge (or recessed up to 1/8"). The handset may be placed anywhere along the front edge of the desktop but we recommend placing it toward an end so it does not interfere with your chair when seated. Use two (2) M5x16 wood screws (part 13) to attach the handset to the desktop.



! **IMPORTANT:** Do not overtighten screws in this step. Overtightening could cause damage to the components.

STEP 9

Slide the control box (part 6) onto the Frame End-CB (part 3a).

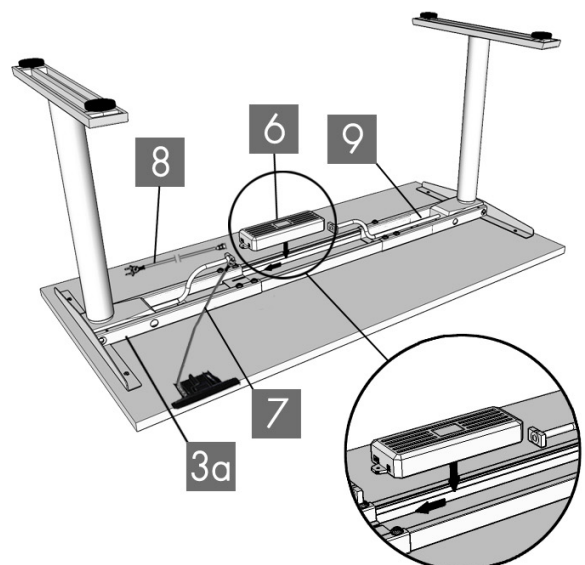
Connect the cable exiting the leg (part 1) that is attached to the Frame End-CB (part 3a) directly into the control box (part 6).

Connect the cable (part 9) to the other leg (part 1) and to the control box (part 6).

Connect the handset (part 7) cable to the control box (part 6).

Connect the power cord (part 8) to the control box (part 6).

Use the adhesive-backed cable clips (part 14) to secure the cables so they do not sag.



ASSEMBLY AND USAGE INSTRUCTIONS

STEP BY STEP





STEP 10

Turn the assembled desk right-side up. With at least two people, grab the DESK BASE (not the desktop) and turn the desk right-side up. Adjust the pre-installed glides on the feet (part 2) as needed.

STEP 11

Plug the power cord (part 8) into a 110v outlet.

USE

-  **IMPORTANT:** Make sure no obstacles are in the desk's path.
-  **IMPORTANT:** Make sure the desktop is not touching any walls.
-  **IMPORTANT:** Make sure all cords are of appropriate length to accommodate the change in height.
-  **IMPORTANT:** You must RESET the desk prior to use.

RESET PROCEDURE:

Press and hold the DOWN button on the Handset (part 7) until the desk reaches its lowest height. Release the DOWN button. Press and hold the DOWN button again about 10 seconds. Release the DOWN button. Press and hold the DOWN button again until the desk lowers a little bit more, slightly rises and stops. Release the DOWN button. Your desk is now ready to use.

The desk base can be adjusted by pressing and holding either the UP or DOWN button until the desired height is reached.

TROUBLESHOOTING

- If your desk is not functioning properly it may need to be reset. Follow the RESET procedure outlined in the USE section.
- If your desk has a handset with an LED readout and it displays "RST" (reset), perform the reset procedure outlined in the USE section.
- If the LED readout displays an error message ("Erl" - "Erl 3") confirm that all wired connections are secure (legs to cables, cables to control box). Then perform the reset procedure outlined in the USE section.
- If the error message persists after the reset procedure, contact the vendor.
- If the height between the legs exceeds 1.5 inches, stop the reset procedure & contact the vendor.
- If the handset displays "HOT," let the base cool down for 20 minutes.

ASSEMBLY AND USAGE INSTRUCTIONS

SPECIFICATIONS

Height range	Base width	Travel speed	Load capacity	Duty cycle
27" to 45" (686 mm to 1143 mm) (without desktop)	42" min. - 72" max. (1067 mm - 1829 mm)	1.2" (25,4 mm) / second (no load)	1000N	10%. Max. 2 mins on 18 mins off

- Soft start/ stop
- Adjustable leveling studs
- 4 Memory presets (some models)

