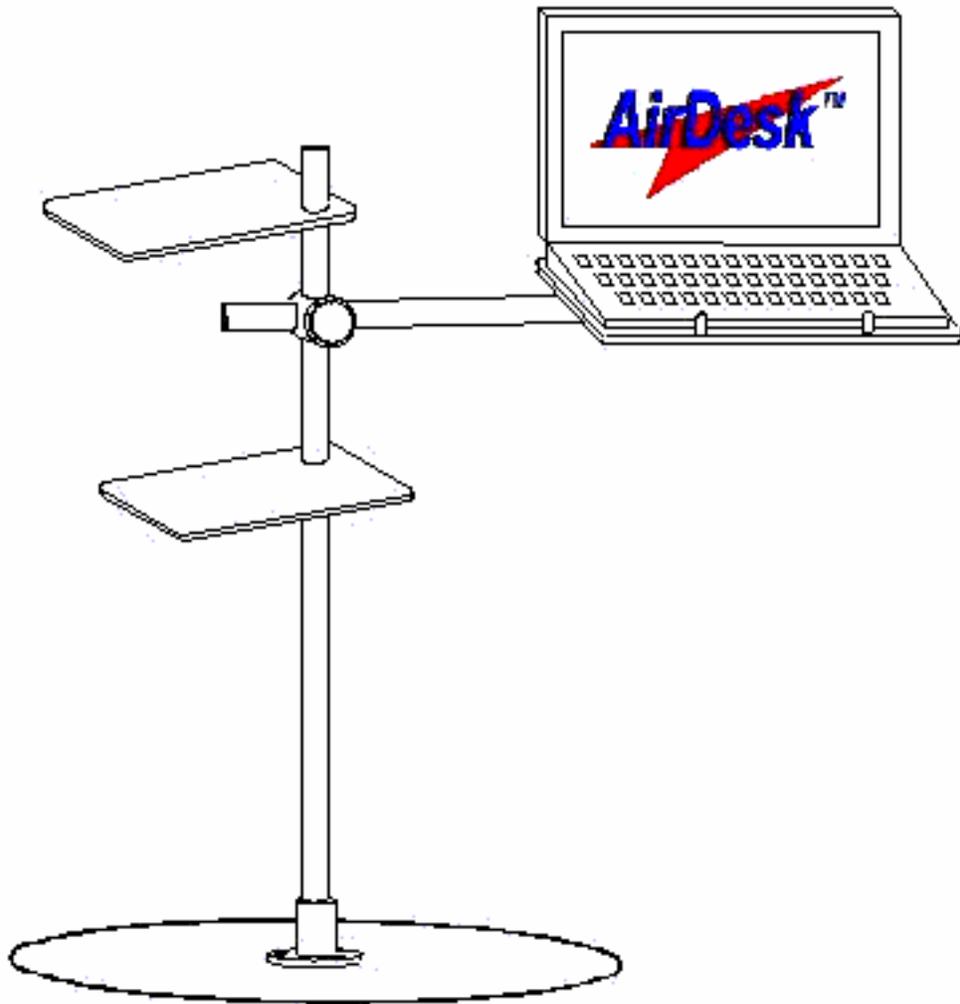


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***IMPORTANT (but easy)***  
**AIRDESK ASSEMBLY INSTRUCTIONS**



*Dear Customer,*

Thank you for purchasing your AirDesk. I hope you will enjoy using your AirDesk as much as I enjoy using my AirDesks. I have one at home and one at work. I would like to hear from you. Please feel free to contact me with your feedback or if you have any questions. If you are happy with your AirDesk, tell your friends, if you are unhappy, tell me. Thank You and Enjoy !

*Sincerely, Ed MacLeod, President*

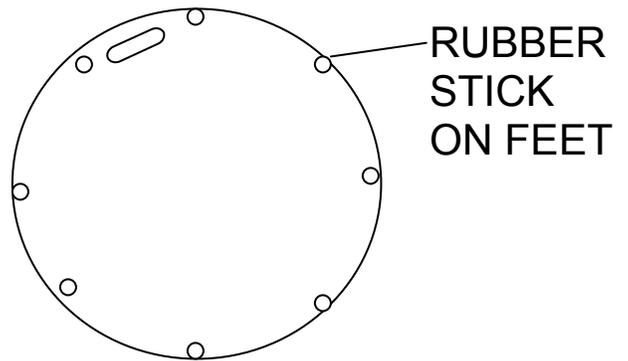
## **AIRDESK PARTS LIST**

- 1 Round Steel Base with Chrome Fitting**
- 1 Long Stainless Steel Tube (Vertical Mast)**
- 1 Arm, Hub Assembly**
- 1 Cross Fitting**
- 2 Hand Screws**
- 1 Flat Head Screw**
- 1 Computer Table**
- 1 Height Adjuster Ring**
- 1 Thumb Screw for Ring**
- 2 Black Screw Stops**
- 2 “L” Wrenches, one larger, one smaller**
- 3 Velcro Cable Management Straps**
- 8 Rubber Feet**
- Optional: AirShelves and Accessories**

# ASSEMBLY INSTRUCTIONS

## 1) For hard floors, attach the 8 rubber feet.

Peel and stick the 8 feet to the base bottom as shown. This is only required for slippery floor surfaces such as hardwood or stone tile. This step is not desirable for carpeting.

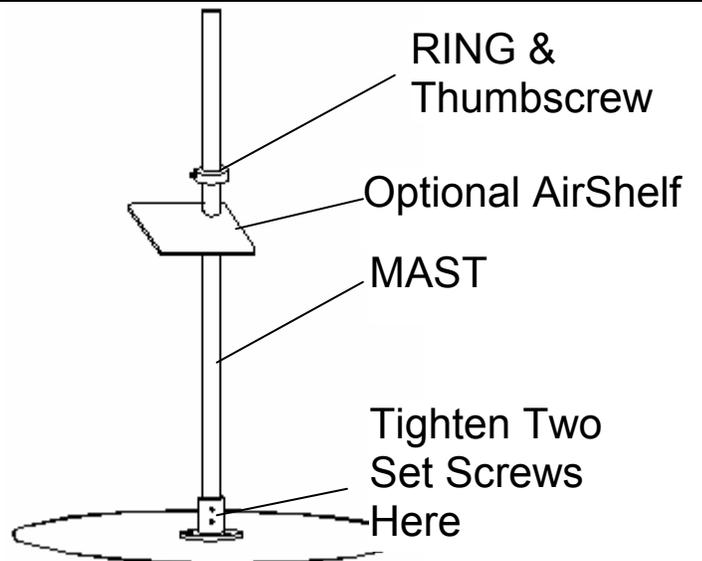


## 2) Install Base Tube, Shelf, and Locking Ring

With the smaller "L" wrench provided, loosen the two setscrews in the base fitting then insert the long stainless steel Mast. Tighten the two setscrews. The base tube should not slip out of the base when lifted.

If you have one, you may want to slide your AirShelf onto the Mast at this point. Carefully use a twisting sliding motion. It is meant to be a tight fit. **It is important to keep the shelf perpendicular to the mast.** Wiggle and push gently to get it started.

Slide the Height Adjustment Ring onto the vertical tube, install and tighten the Thumbscrew. This ring controls the height of the arm that holds your laptop computer.



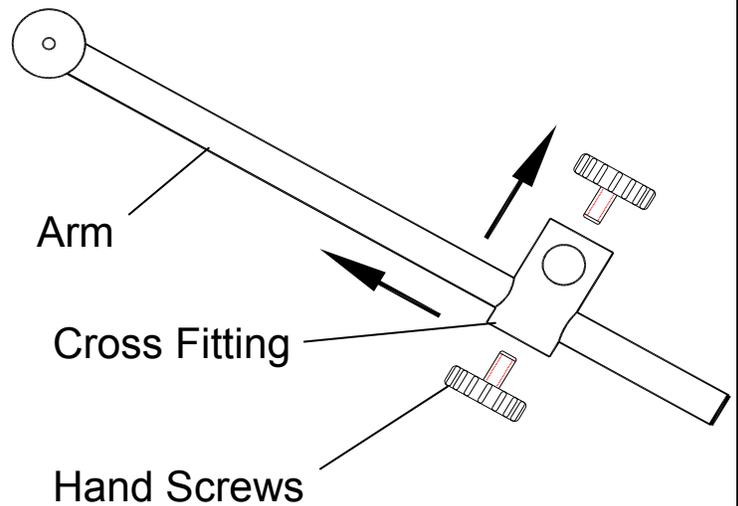
### 3) Assemble Arm and Cross Fitting

There are two holes in the black Cross Fitting. One hole is larger than the other. Using the picture as a guide slide the arm into the larger hole into the Cross Fitting, use a twisting motion.

#### IMPORTANT

**The cross fitting should be oriented like the picture, If it is not, flip the cross fitting around.**

Gently screw in the two hand screws.



### 4) Attach computer tray to arm assembly.

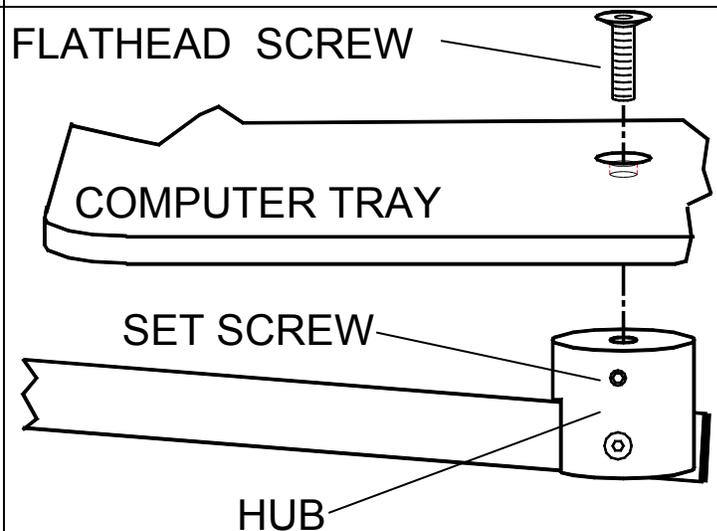
Remove the brown protective paper from the trays by peeling it back from a corner, use a finger nail or sharp edge to start the paper. It should come off in one piece.

First attach the tray to the black HUB with the FLAT HEAD SCREW, **GENTLY TIGHTEN THE SCREW** with the larger "L" wrench.

#### IMPORTANT

**Use the smaller "L" wrench to tighten the SETSCREW in the side of the black HUB until it stops turning. This locks the FLAT HEAD SCREW from turning in service.**

The TRAY should rotate easily on the HUB and the FLAT HEAD SCREW should not loosen.

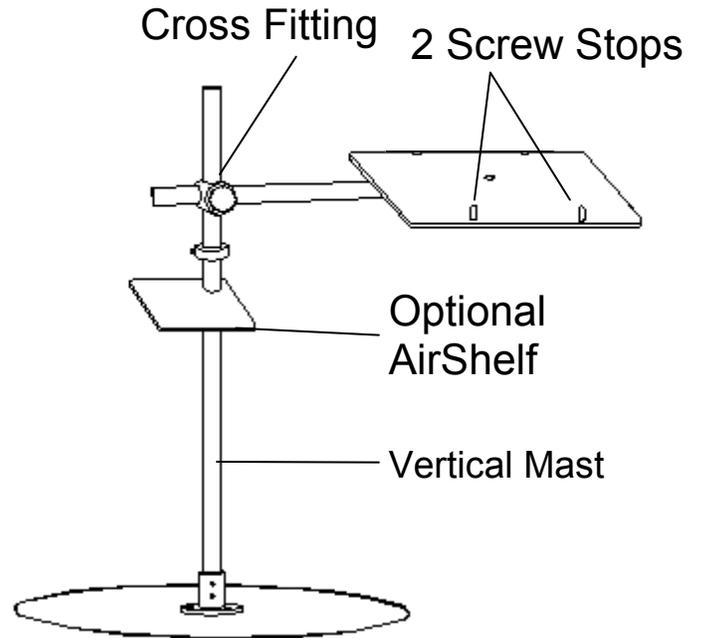


## 5) Install Arm on Mast

Slide the Arm assembly onto the vertical mast. Tighten the Hand Screw. This allows you to adjust the length as well as the rotation of the arm. The patent pending design gives you infinite adjustment capability. Your Notebook computer will be positioned exactly where you want it. You won't have to compromise comfort!

Slide the cross fitting down onto the vertical mast. Use the Locking Ring to adjust the height of the arm that holds your Notebook computer.

**NOTE: We have shipped the arm assembly with the Cross Fitting and the Hub already attached. Please note that the arm should tilt up slightly to compensate for the weight of your computer. If the arm ever tilts down, remove it and insert the arm into the cross fitting from the other direction.**



## 6) Install The Screw Stops

Screw the 2 Black Screw Stops into the Computer Tray as shown. The Screw Stops prevent your laptop computer or keyboard from sliding off when positioned at steep angles.

## 7) Using Your AirDesk

**Always Check that the computer table is secure before placing your valuable computer on it.**

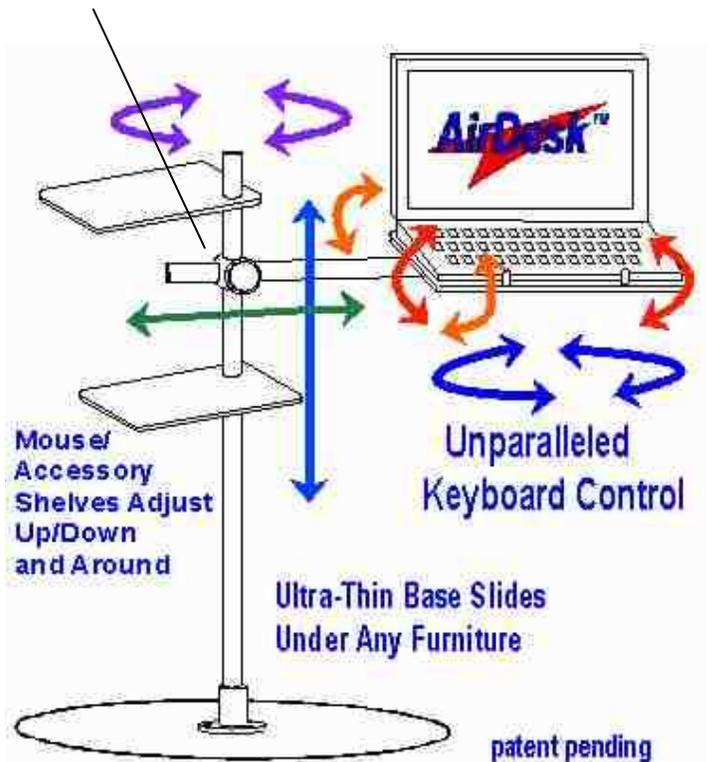
The AirDesk is amazingly versatile. You can swivel, swing, and adjust it so that your notebook stays put in any position.

The arm has been custom machined into an oval shape to maximize the flexibility of computer table positioning. Adjust the tilt with the Knob that tightens on the arm. Looser means more tilt. Do not loosen it so much that the computer table becomes unstable.

Lock the desired height of the computer table arm by tightening the thumbscrew in the Height Adjustment and Locking Ring.

Feel free to position the base under furniture or roll over it with your office chair. We designed it for this purpose.

Use this knob to adjust the Length and Rotation of the Arm



## 8) Free Cable Management Straps

As an added bonus to our highly valued customers (you). We have provided three convenient Velcro Cable Management Straps. To use them simply wrap them around your cables and the arm and mast. Now those unsightly cables are finally under control.

**In the very rare event that you want to return your AirDesk,**

**Please email us first and include the Order ID number, pack the unit well and write your order ID number on the box. Sorry, we do not pay for shipping. Ideally you did not remove the protective paper from the acrylic and you reused our original packing. Please include your order ID with all communications to help us serve you. We are here to help.**

***THANK YOU AGAIN FOR YOUR ORDER, ENJOY !***