# RETHA

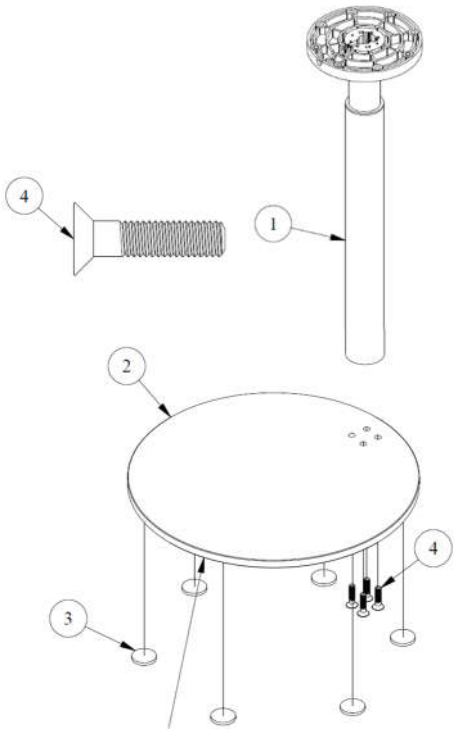
## ASSEMBLY INSTRUCTIONS

Customer Service 816-774-4050

Assemble the base and attach the tabletop using the steps below.
Install optional accessories on page 2 only when supplied.

**Tool required: 4 mm hex Allen wrench.**

| Item | Qty | Base components |
|---|---|---|
| 1 | 1 | Column |
| 2 | 1 | Disc base (shape varies) |
| 3 | 4-6 | Adhesive-backed plastic or felt pads |
| 4 | 4 | M6 × 25 mm flat-head socket screws |




### 1. Attach the column to the base

Align the tapped holes in the bottom of the column (1) with the countersunk holes in the base (2).
Place the column on the base and thread in all four M6 × 25 mm screws (4).
Use the 4 mm Allen wrench to seat each screw completely in its countersink.
**The column should not rotate.**

### 2. Apply the feet

Select plastic/nylon glides for soft floors or felt pads for hard floors.
Remove the paper backing and stick the pads (3) to the underside of the base, as close to the edge as possible in the locations shown.
Pad quantity varies with the base.





### 3. Attach the tabletop

Attach the assembled base to the tabletop using #8 × 1-inch screws in the offset position shown for your top and base shape. Base shape may vary.

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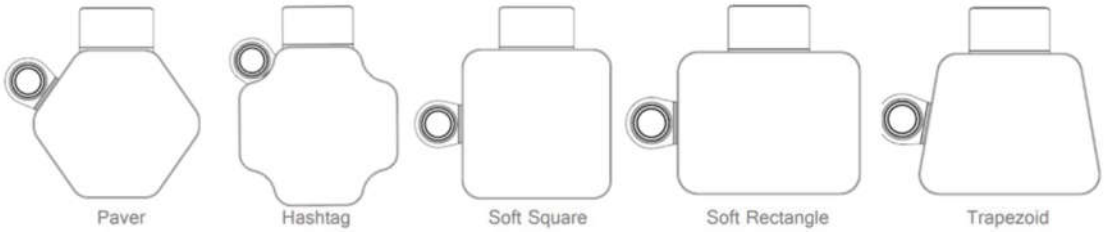
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## Optional tablet and cup holders

### 4. Install the optional tablet holder

Attach the metal tablet holder to the predrilled holes using the supplied #12 × ¾-inch screws.

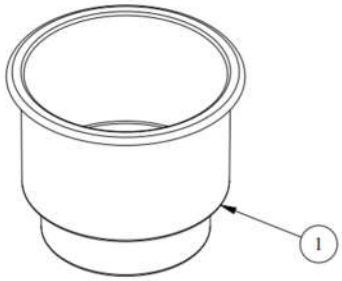
Available top shapes are shown below; round tops do not offer a tablet holder.






### 5. Install the optional pivoting cup holder

| Item | Qty | Description |
|---|---|---|
| 1 | 1 | Black plastic cup holder |
| 2 | 1 | Cup holder pivot plate |
| 3 | 2 | 5/16 SAE flat washer |
| 4 | 2 | Nylon washer with flange |
| 5 | 2 | #12 × ¾-inch pan-head sheet-metal screw |




Position the pivot plate beneath the tabletop as shown.

The slot-screw location determines the direction of rotation.

Assemble both mounting points in the exploded-view order: screw (5), flat washer (3), flanged nylon washer (4), then pivot plate (2), with the nylon flange engaging the plate opening.

Fasten the plate to the underside of the top and insert the cup holder (1) into the large opening.

