



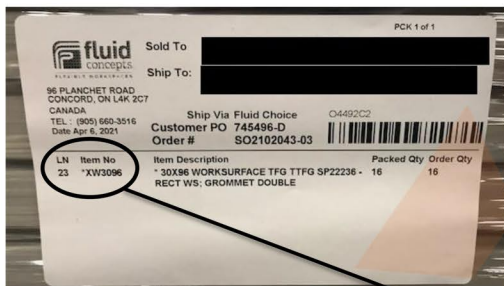
****IMPORTANT**** The parts of the product are identified on the **OUTSIDE** of the product packaging using labels. Please review **The information below.** Please contact fluidconcepts at (905) 672-5258 or 1-(866) 789-6057 with any questions

Product Identification

This is where these instructions are located



These labels show which products are inside the packaging




Area description. All the parts below, on the shipping documents, are for this area (also, please see next page)

Customer PO	Ship Terms	Ship Via	FOB	Sales Rep	Sales Order	Ship Date
745496-D	Prepaid	Fluid Choice		2-ILN	SO2102043-03	04/07/21

LN	Item No	Description	UOM	Ordered	Back Ordered	Previously Shipped	Shipped Today	Weight (lbs.)	Volume
1	-MISC	2103065 A1 - 8 PACK BLADE W/POWER POLY STRUCTURES: ANO WORKSURFACE: TFL FOLKSTONE GREY UPPER DIVIDER: FROSTED ACRYLIC SPINE DIVIDER: SS25 RED SOFTSCAPE LOWER GABLES: TFL BLACKWOOD OVERHEAD STORAGE: CASE - TFL BLACKWOOD; DOORS - FOLKSTONE GREY	EA	2	0	0	2	0.00	0.00
2	RPST120-LVL	120 - 4" SQUARE RUNWAY POST, 4 SLOT, 90 - STYLE R ANO TAG: A1	EA	2	0	0	2	27.37	0.00
3	*XPST1A49-LVL	* 49 - 1" SQUARE BLADE POST, 4 SLOT, 90 - STYLE 1A ANO 12 BOLTS 4-4-4-0 TAG: A1	EA	4	0	0	4	3.39	0.00
4	*XPST1A49-LVL	* 49 - 1" SQUARE BLADE POST, 4 SLOT, 90 - STYLE 1A ANO 8 BOLTS 4-4-0-0 TAG: A1	EA	8	0	0	8	3.39	0.00
5	*XPST1A49-LVL	* 49 - 1" SQUARE BLADE POST, 4 SLOT, 90 - STYLE 1A ANO 8 BOLTS 4-0-4-0 TAG: A1	EA	10	0	0	10	3.39	0.00
23	*XW3096	* 30X96 WORKSURFACE TFG TTFG SP22236 - RECT WS; NO GROMMET TAG: A1	EA	16	0	0	16	21.53	0.00



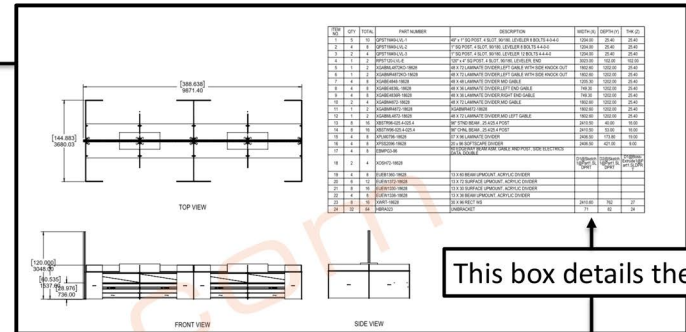
NOTE this is an example only this is not your specific order



****IMPORTANT**** The parts of the product are identified on the **OUTSIDE** of the product packaging using labels. Please review The information below. Please contact fluidconcepts at (905) 672-5258 or 1-(866) 789-6057 with any questions

Product Identification

This page is in the Instructions



This box details the parts



NOTE this is an example only this is not your specific order

Customer PO 745496-D Ship Terms Prepaid Ship Via Fluid Choice FOB Sales Rep 2-ILN

LN	Item No	Description	UOM	Ordered	Bac Ord
1	-MISC	Q202011-18628 A1 - 8 PACK BLADE W/POWER POLE STRUCTURES: ANO WORKSURFACE: TFL FOLKSTONE GREY UPPER DIVIDER: FROSTED ACRYLIC SPINE DIVIDER: SS25 RED SOFTSCAPE LOWER GABLES: TFL BLACKWOOD OVERHEAD STORAGE: CASE - TFL BLACKWOOD; DOORS - FOLKSTONE GREY	EA	2	0
2	RPST120-LVL	120 - 4" SQUARE RUNWAY POST, 4 SLOT, 90 - STYLE R ANO TAG: A1	EA	2	0
3	*XPST1A49-LVL	* 49 - 1" SQUARE BLADE POST, 4 SLOT, 90 - STYLE 1A ANO 12 BOLTS 4-4-4-0 TAG: A1	EA	4	0
4	*XPST1A49-LVL	* 49 - 1" SQUARE BLADE POST, 4 SLOT, 90 - STYLE 1A ANO 8 BOLTS 4-4-0-0 TAG: A1	EA	8	0
5	*XPST1A49-LVL	* 49 - 1" SQUARE BLADE POST, 4 SLOT, 90 - STYLE 1A ANO 8 BOLTS 4-0-4-0 TAG: A1	EA	10	0
23	*XW3096	* 30X96 WORKSURFACE TFG TTFG SP22236 - RECT WS; GROMMET DOUBLE TAG: A1	EA	16	0

ITEM NO.	QTY	TOTAL	PART NUMBER	DESCRIPTION	WIDTH (X)	DEPTH (Y)	THK (Z)
1	5	10	QPST1M49-LVL-1	49" x 1" SQ POST, 4 SLOT, 90/180, LEVELER 8 BOLTS 4-0-4-0	1204.00	25.40	25.40
2	4	8	QPST1M49-LVL-2	1" SQ POST, 4 SLOT, 90/180, LEVELER 8 BOLTS 4-4-0-0	1204.00	25.40	25.40
3	2	4	QPST1M49-LVL-3	1" SQ POST, 4 SLOT, 90/180, LEVELER 12 BOLTS 4-4-0-0	1204.00	25.40	25.40
4	1	2	RPST120-LVL-E	120" x 4" SQ POST, 4 SLOT, 90/180, LEVELER, END	3023.00	102.00	102.00
5	1	2	XGABML4872KO-18628	48 X 72 LAMINATE DIVIDER, LEFT GABLE WITH SIDE KNOCK OUT	1802.60	1202.00	25.40
6	1	2	XGABMR4872KO-18628	48 X 72 LAMINATE DIVIDER, LEFT GABLE WITH SIDE KNOCK OUT	1802.60	1202.00	25.40
7	4	8	XGABE4848-18628	48 X 48 LAMINATE DIVIDER MID GABLE	1205.30	1202.00	25.40
8	4	8	XGABE4836L-18628	48 X 36 LAMINATE DIVIDER, LEFT END GABLE	749.30	1202.00	25.40
9	4	8	XGABE4836R-18628	48 X 36 LAMINATE DIVIDER, RIGHT END GABLE	749.30	1202.00	25.40
10	2	4	XGABM4872-18628	48 X 72 LAMINATE DIVIDER, MID GABLE	1802.60	1202.00	25.40
11	1	2	XGABMR4872-18628	XGABMR4872-18628	1802.60	1202.00	25.40
12	1	2	XGABML4872-18628	48 X 72 LAMINATE DIVIDER, MID LEFT GABLE	1802.60	1202.00	25.40
13	8	16	XBSTR96-025.4-025.4	96" STND BEAM , 25.4/25.4 POST	2410.50	40.00	16.00
14	8	16	XBSTW96-025.4-025.4	96" CHNL BEAM , 25.4/25.4 POST	2410.50	53.00	16.00
15	4	8	XPLM0796-18628	07 X 96 LAMINATE DIVIDER	2406.50	173.80	19.00
16	4	8	XPSS2096-18628	20 X 96 SOFTSCAPE DIVIDER	2406.50	421.00	9.00
17	4	8	EBMPG3-96	60 EDGEWAY BEAM ASM, GABLE AND POST, SIDE ELECTRICS DATA, DOUBLE			
18	2	4	XOSH72-18628		D1@Sketch 1@Part1.SL DPRT	D2@Sketch 1@Part1.SL DPRT	D1@Boss-Extrude1@Part1.SL DPRT
19	4	8	EUEB1360-18628	13 X 60 BEAM UPMOUNT, ACRYLIC DIVIDER			
20	6	12	EUEW1372-18628	13 X 72 SURFACE UPMOUNT, ACRYLIC DIVIDER			
21	8	16	EUEW1330-18628	13 X 30 SURFACE UPMOUNT, ACRYLIC DIVIDER			
22	4	8	EUEW1336-18628	13 X 36 BEAM UPMOUNT, ACRYLIC DIVIDER			
23	8	16	XWRT-18628	30 X 96 RECT WS	2410.60	762	27
24	32	64	UNBRA023	UNIBRACKET	71	82	24

Product Identification



****IMPORTANT**** This page identifies hardware commonly used by Fluid Concepts.

THIS IS NOT A COUNT OF YOUR ACTUAL HARDWARE

SEE NEXT PAGE FOR YOUR HARDWARE COUNTS

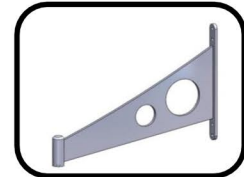
If you have any questions please contact fluidconcepts at (905) 672-5258 or 1-(866) 789-6057



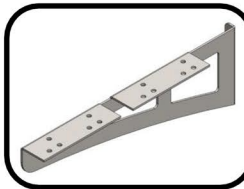
Torx key for beam locks



Cantilever-Holes - Right (different sizes)



Foot - Holes (different sizes)



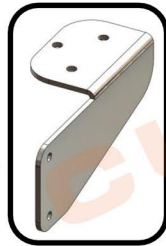
Cantilever - Wedge - Left (different sizes)



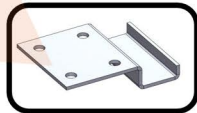
Cantilever joiner plate (joins surfaces)



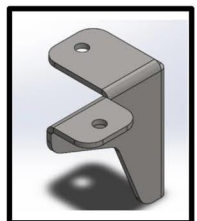
Foot - Wedge (different sizes)



Front Corner Bracket (mounts to a post)



Channel Beam Bracket



Transaction surface double cantilever



2" Cantilever



3" cantilever



Curved Beam Leveler Bracket



Post Extension Joiner



Post top cap (different sizes)



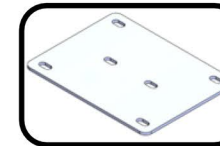
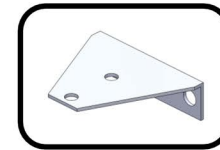
Post top cap (different sizes)



Cam / Pin to join laminate gable to post



Unibracket



Flush Plate - joiner plate for surfaces



NOTE ON SURFACE INSTALLATION

Surfaces are not pre-drilled. Place all surfaces on metal frame, position correctly, then screw to frame.



****IMPORTANT**** This page provides generic information related to worksurface installation. **THIS PAGE DOES NOT REPRESENT YOUR SPECIFIC ORDER.** FIND MORE INFORMATION ABOUT YOUR SPECIFIC ORDER IN FOLLOWING PAGES. If you have any questions, please contact fluidconcepts at (905) 672-5258 or 1-(866) 789-6057

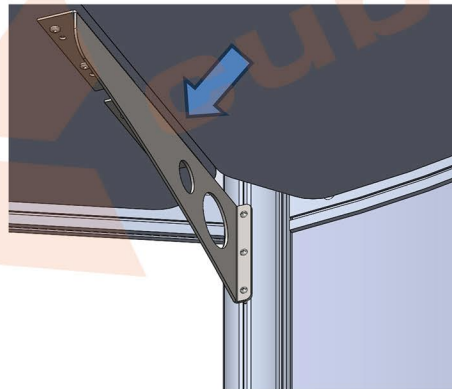
Label on surface means TOP SIDE UP. Install surfaces with label facing up



Ensure the edge of worksurfaces aligns with the slot on the post.



Rotate curved surfaces until they fit in the frame



Align Cantilever with joining edges.



Maintain $\frac{1}{4}$ " Offset between edge of the transaction top and edge of the post, unless otherwise specified.

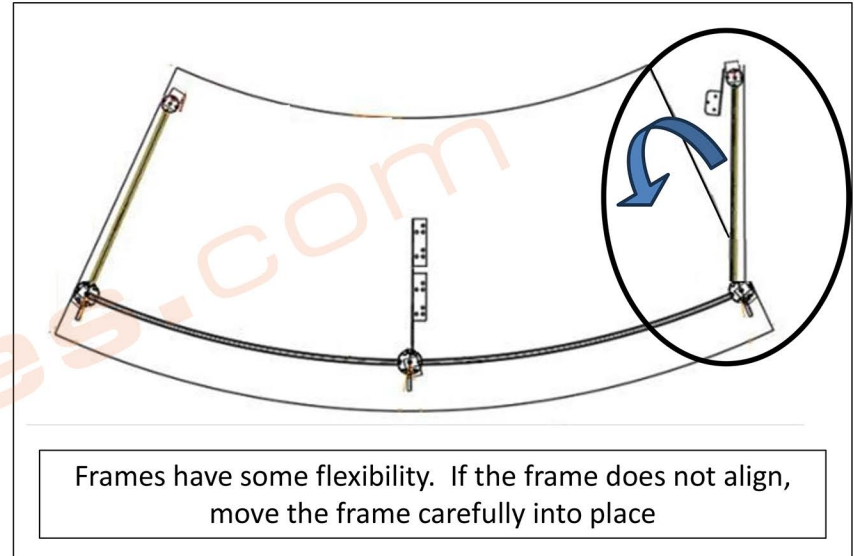


Keep post legs under the surface.



NOTE ON SURFACE INSTALLATION

EXAMPLES OF INCORRECT PLACEMENT



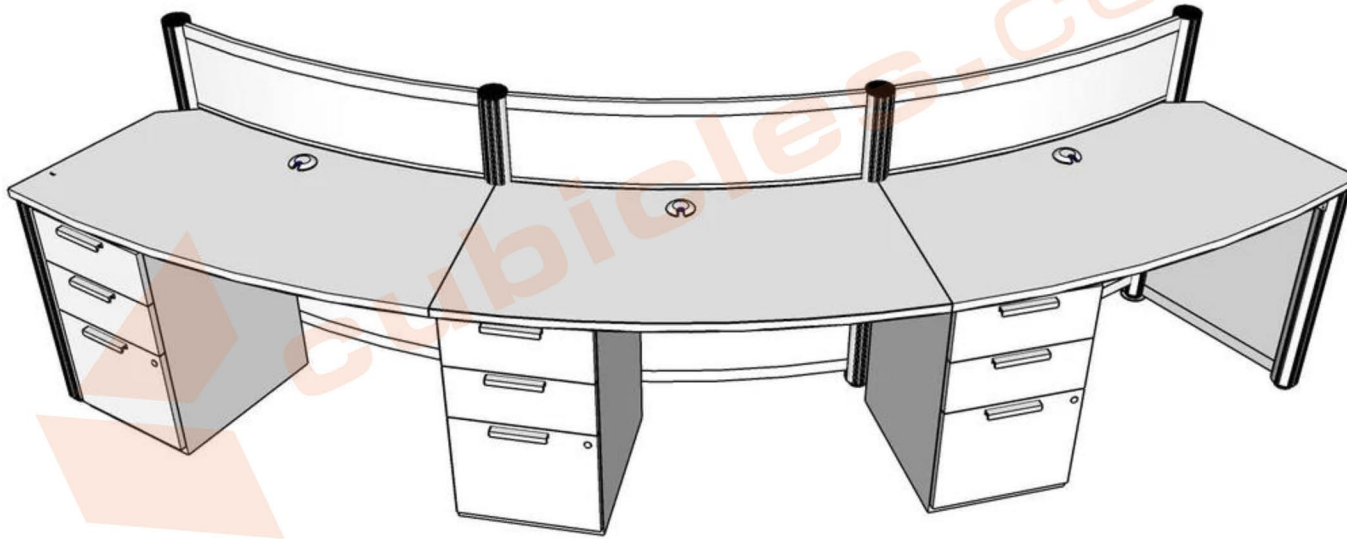
Packed Hardware List For Your Order



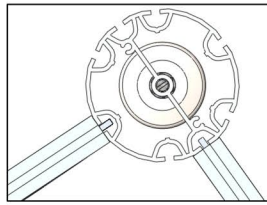
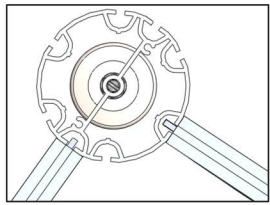
****IMPORTANT**** Before beginning installation, please ensure that all hardware items on this list are accounted for and have been received. If there are any discrepancies or missing items please contact fluidconcepts at (905) 672-5258 or 1-(866) 789-6057

Type	Item No	Description	UOM	Total
PACK	CBRA204	XCTC24L-1 BRKT: CANTILEVER HOLES LEFT 24"	EA	1.00
	CBRA206	XCTC24R-1 BRKT: CANTILEVER HOLES RIGHT 24"	EA	1.00
	CBRA214	BRKT: CHANNEL BEAM BRACKET	EA	12.00
	CBRA217	BRKT: CURVED BEAM LEVELLER BRACKET	EA	3.00
	CBRA502	XCTF24-1 - FOOT: HOLES 24"	EA	2.00
	CBRA651	POST CAP: TOP, 3" 8A POST	EA	4.00
	HACC675	HOSE: ANTI RATTLE ACYRLIC	LF	80.00
	HBRA450	PLATE: FLUSH PLATES, SMALL	EA	4.00
	HFAS204	SCR: No. 12 X 3/4 PAN HEL LOW ROOT	EA	64.00
	HFAS210	SCR: No. 8 X3/4 SCR WOOD PAN LOW ROOT	EA	27.00
	HFAS221	SCR: No. 12 X 1.25" WOOD FLAT HEL LOW ROOT	EA	6.00
	HKDF277	FASTCAP: CANADIAN GREY 18MM	EA	26.00

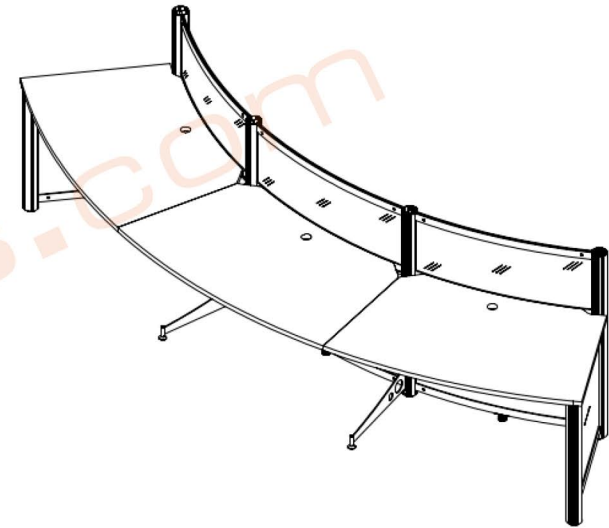
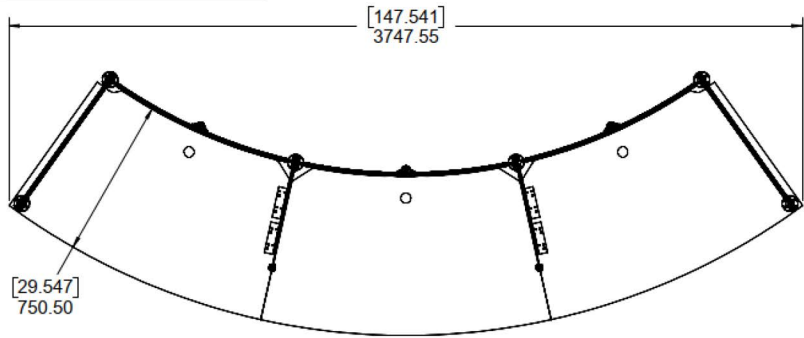
A1



A1

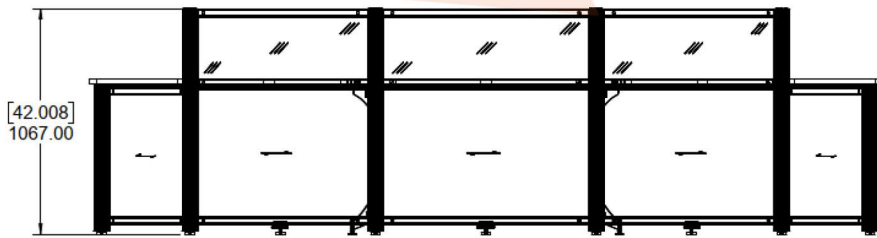


Plan View For Your Order

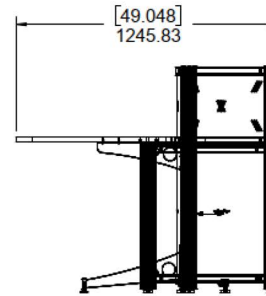


TOP VIEW

cubicles.com



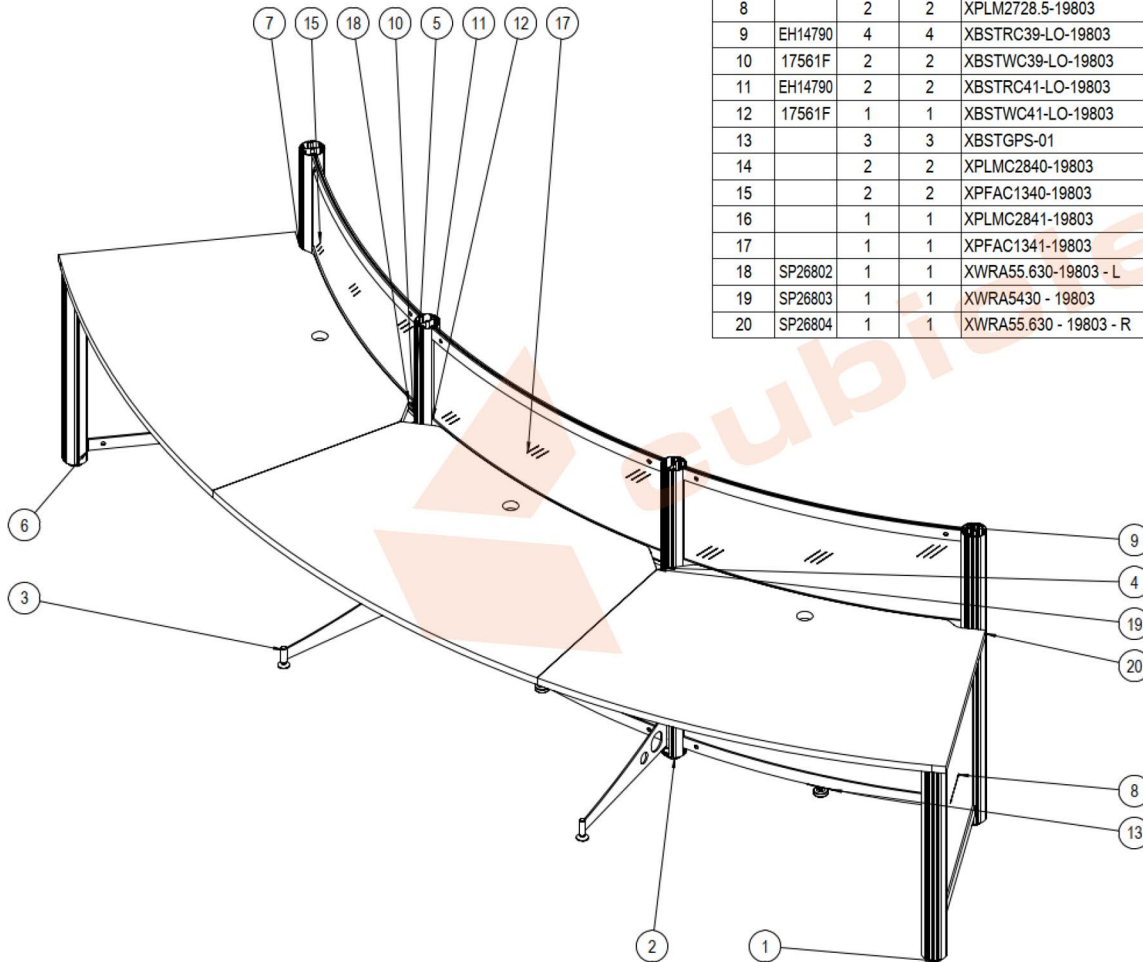
FRONT VIEW



SIDE VIEW

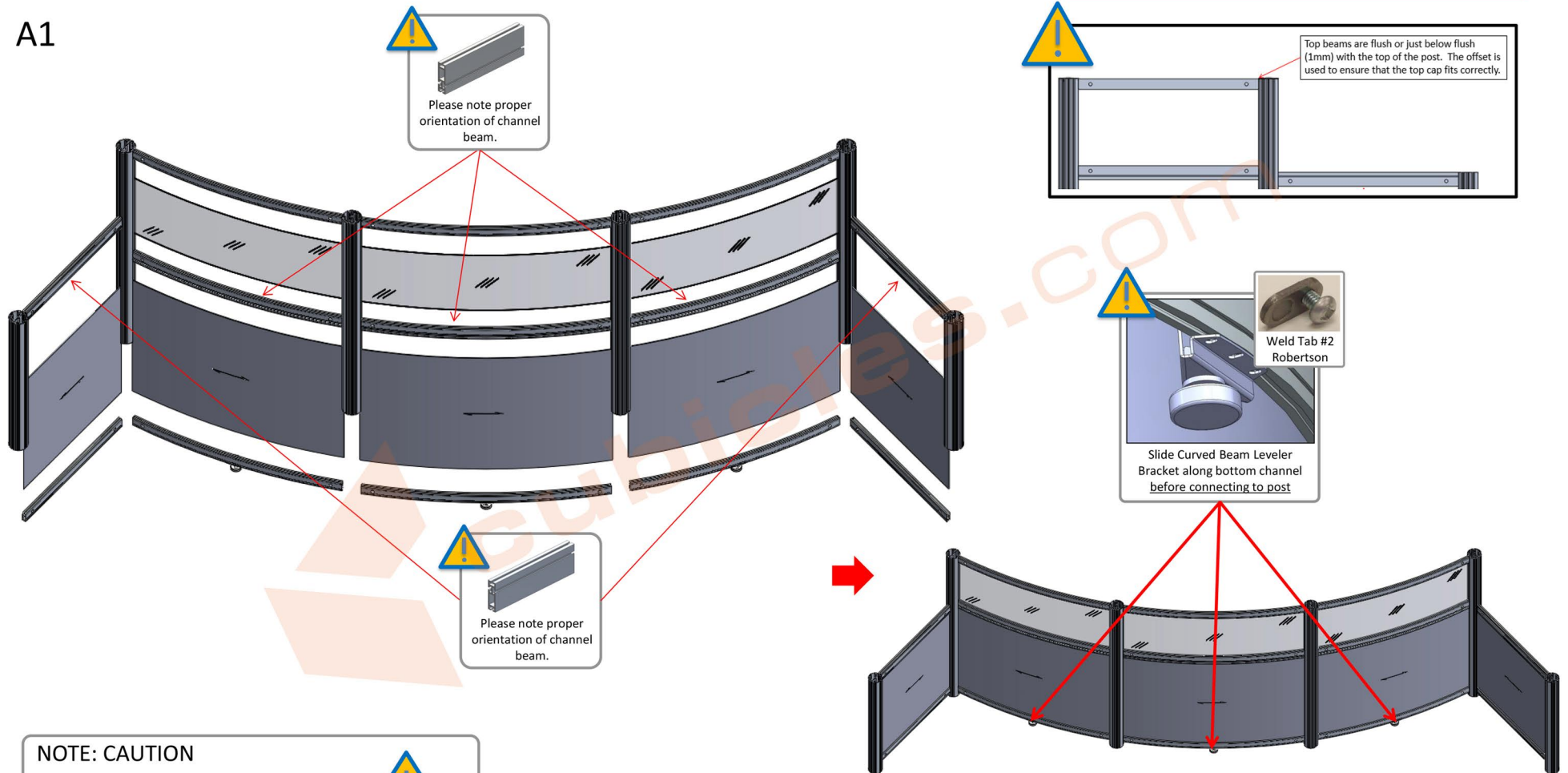
A1

ITEM NO.	Number	QTY	TOTAL	PART NUMBER	DESCRIPTION	WIDTH (X)	DEPTH (Y)	THK (Z)
1	H16834C	2	2	XPST8A28-LVL	28" x 3" RND POST, 8 SLOT, 30/90/120, LEVELER	693.00	75.00	75.00
2	H16834C	4	4	XPST8A42-LVL	42" x 3" RND POST, 8 SLOT, 30/90/120, LEVELER	1049.00	75.00	75.00
3		2	2	XCTF24-1	24" FOOT, HOLES, w/ LEVELER	480.8	228	19
4		1	1	XCTC24L-1	24" CANTILEVER, HOLE, LEFT	409.50	127	44.50
5		1	1	XCTC24R-1	24" CANTILEVER, HOLE, RIGHT	409.50	127	44.50
6		2	2	XBSTR28.5-075.0-075.0	28.25" STND BEAM , 75/75 POST	643.00	40.00	16.00
7		2	2	XBSTW28.5-075.0-075.0	28.25" CHNL BEAM , 75/75 POST	643.00	53.00	16.00
8		2	2	XPLM2728.5-19803	27 X 28.5 LAMINATE DIVIDER	653.00	582.50	3.00
9	EH14790	4	4	XBSTRC39-LO-19803	39 CURVED STANDARD BEAM, LOCKS CONVEX	894.05	40.00	16.00
10	17561F	2	2	XBSTWC39-LO-19803	39 CURVED CHANNEL BEAM, LOCKS CONVEX	894.05	53.00	16.00
11	EH14790	2	2	XBSTRC41-LO-19803	41 CURVED STANDARD BEAM, LOCKS CONVEX	978.34	40.00	16.00
12	17561F	1	1	XBSTWC41-LO-19803	41 CURVED CHANNEL BEAM, LOCKS CONVEX	978.34	53.00	16.00
13		3	3	XBSTGPS-01	LEVELER BRACKET, CURVED BEAM	82	43	36.5
14		2	2	XPLMC2840-19803	28 X 40 LAMINATE DIVIDER, CURVED	904.09	607.50	3
15		2	2	XPFAC1340-19803	13 X 40 FROSTED ACRYLIC DIVIDER, CURVED	904.09	301	3
16		1	1	XPLMC2841-19803	28 X 41 LAMINATE DIVIDER, CURVED	988.10	607.50	3
17		1	1	XPFAC1341-19803	13 X 41 FROSTED ACRYLIC DIVIDER, CURVED	988.10	301	3
18	SP26802	1	1	XWRA55.630-19803 - L	55.6 X 30 RADIUS WS LEFT	1304.50	782.61	25.40
19	SP26803	1	1	XWRA5430 - 19803	54 X 30 RADIUS WS CENTER	1370.99	788.76	25.40
20	SP26804	1	1	XWRA55.630 - 19803 - R	55.6 X 30 RADIUS WS RIGHT	1304.50	782.61	25.40



Step 1 – Assemble Post & Beam Frame

A1



NOTE: CAUTION

Please follow proper Post & Beam Orientation as noted throughout Install Guide.

Top Beam is typically flush with top of post.

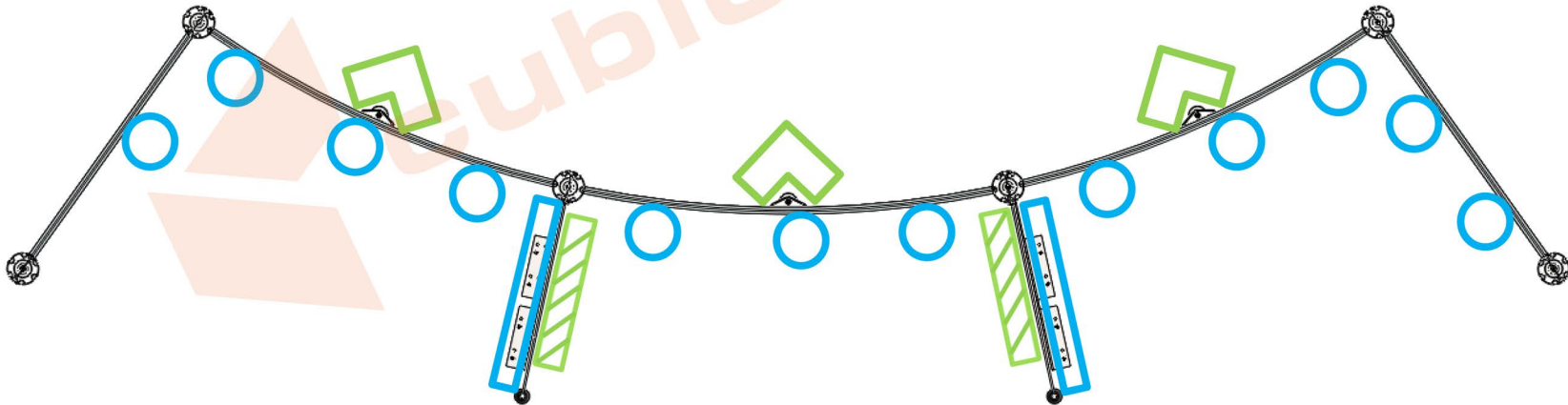
Channel beam orientation is critical for worksurface supports.

Post Orientation is critical for proper layout of supporting brackets.

REFER TO APPENDIX A FOR MORE TIPS

Step 2 – Mount Support Hardware to Frame

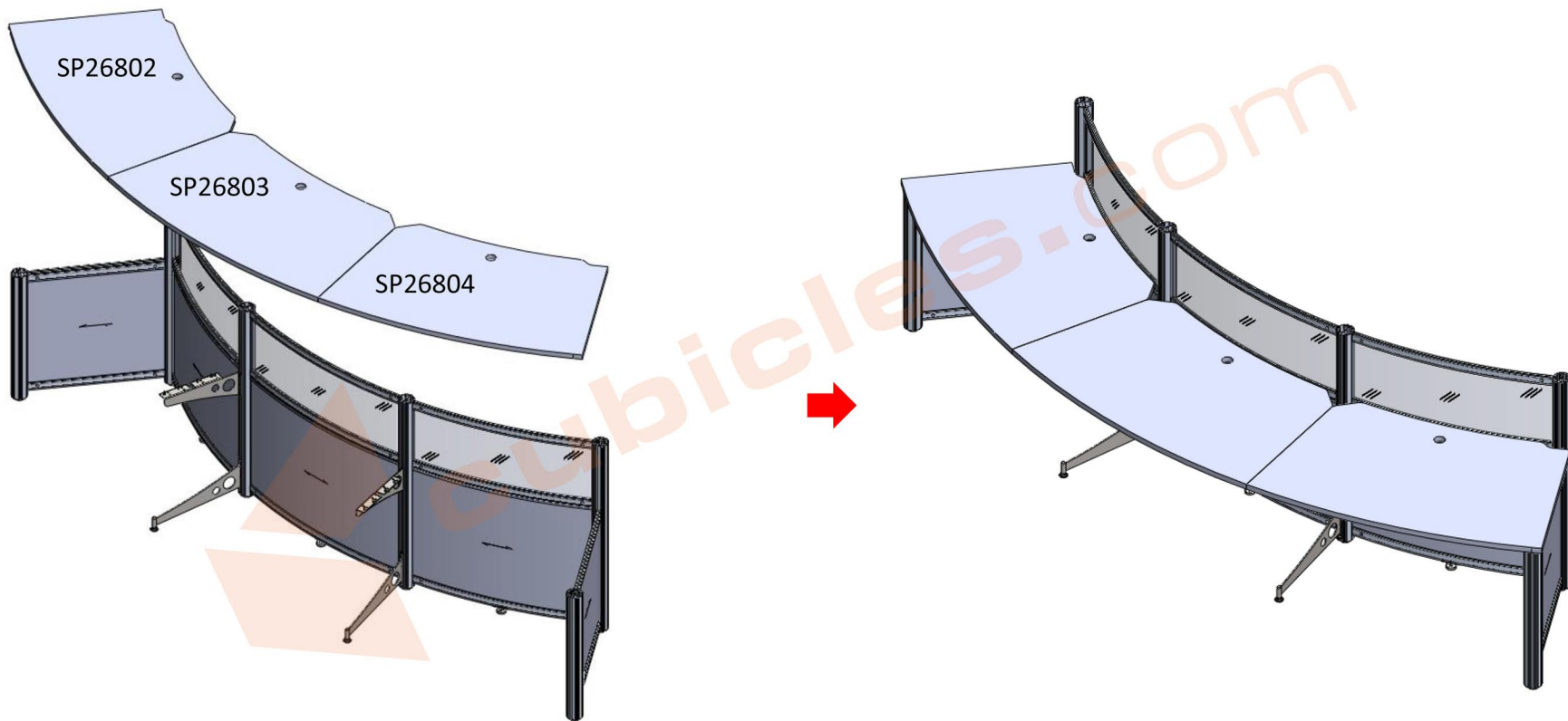
A1 Before mounting the surfaces to the structure, mount the support hardware to the frame. A detailed overview of the hardware used is shown below.



REFER TO APPENDIX B FOR MORE TIPS

Step 3 – Mount Surfaces

A1 Mount the surfaces to the frame using the hardware provided.

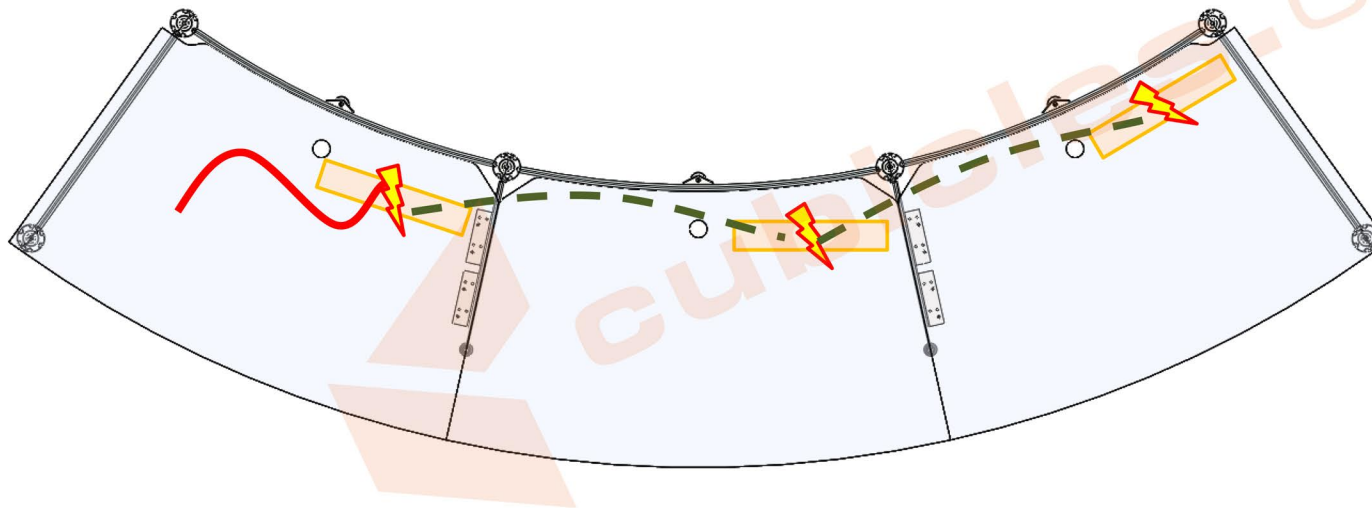


Please note that you will see some screw marks on our surfaces etc. These are sometimes made during our mockup process. Locate any brackets in this same location.

REFER TO APPENDIX C FOR MORE TIPS

Step 4 – Install Electrical Components

A1 Continue by mounting the electrical components to the structure. A detailed overview of the electrical hardware used is shown below.




- #12 X 1.25" Wood Screw (Qty. 2)



Service Box - XBSBX




Base Feed – can enter any electrical module as needed


Interconnect

REFER TO APPENDIX D FOR MORE TIPS

****NOTE****

Any Wires/Cables would be running through Wire Managers.
Diagrams for illustrative purposes only

****NOTE****

Hardwired feeds are to be pulled through ceiling feeds using the wires end – NOT the connection end – in some posts sizes the connection end does not fit

Post and Beam Installation Guide

GENERIC Assembly Instructions-Appendix A



Dimple
(Unlocked)



NOTE

- Do NOT use power tools on locks. Locks may become stripped.
- Pencil Marks may be on parts to designate installation heights. They should be removed once install is complete.
- Channel beam orientation may be flipped. Please refer to job-specific install guide for correct orientation.

Step 1: Place exposed end of lock in the channel of the post. Take note of the dimples orientation. It shows the hook can slide into the channel.



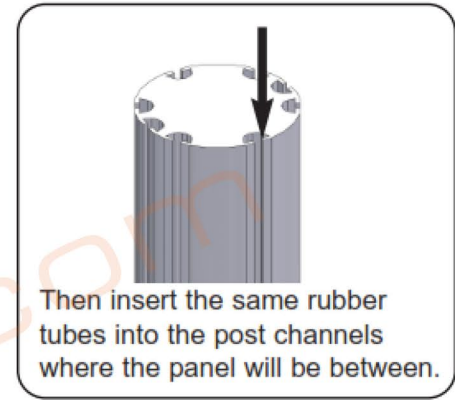
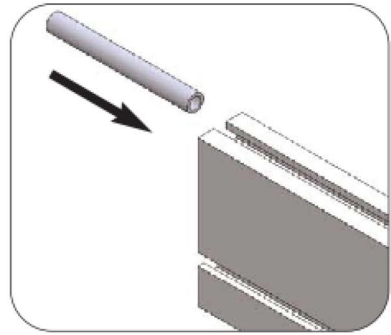
Step 2: Rotate the lock 180° with a T30 Torx Key (Found At Canadian Tire) until you feel the lock engage. Note - Do not over turn the lock.



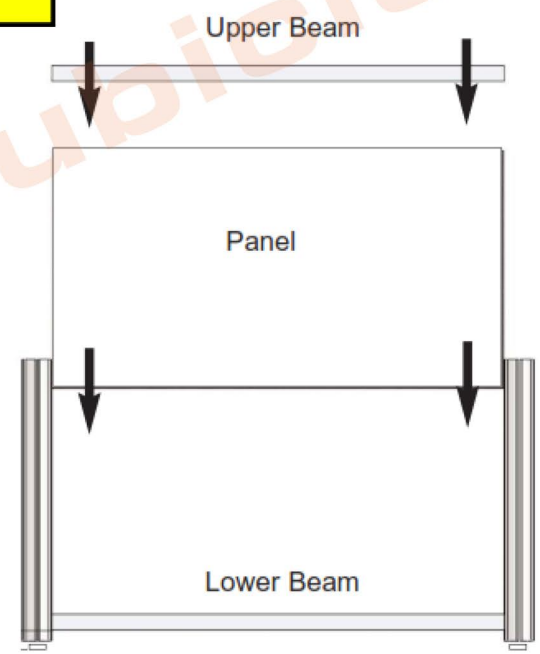
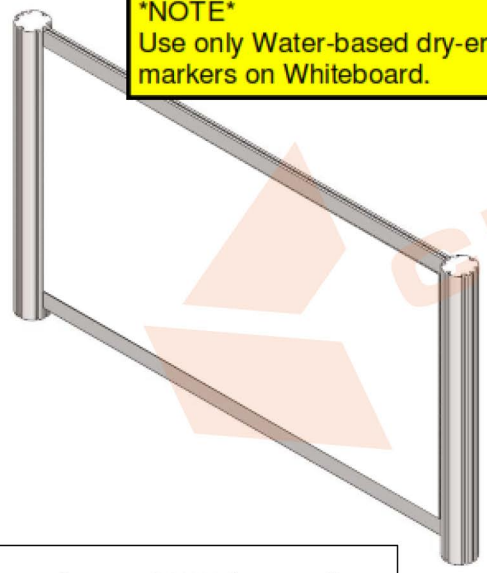
Step 3: Rotated lock 180°. Take note of the dimples orientation. It shows that the beam is lock tight into the post.

Dimple
(Locked)


Acrylic Divider Panels



NOTE
Use only Water-based dry-erase markers on Whiteboard.

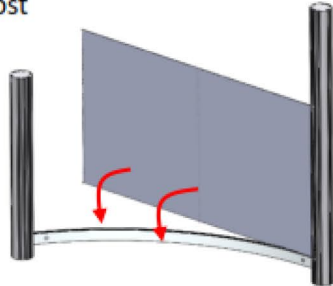


Once all is in place, adjustment can be made by loosening the beams (See 'Beam Installation Guide' for more details) to achieve the required top beam height.

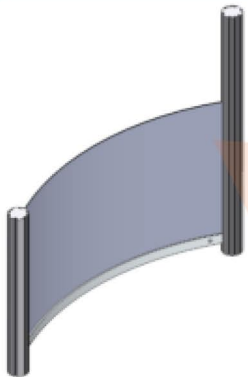
 NOTE: use hoses ONLY for acrylic and metal. Not needed for thin laminate dividers – only use where needed or you will run short

Curved Panels

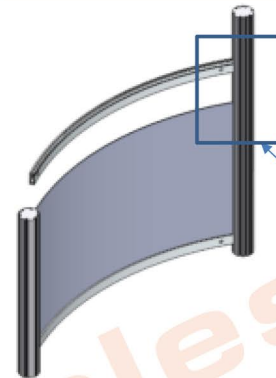
1. Connect Post & Beam. Insert one end of flat panel into post



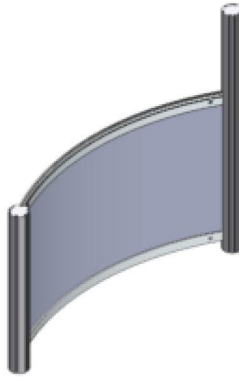
2. Wrap panel and insert second end of panel to post



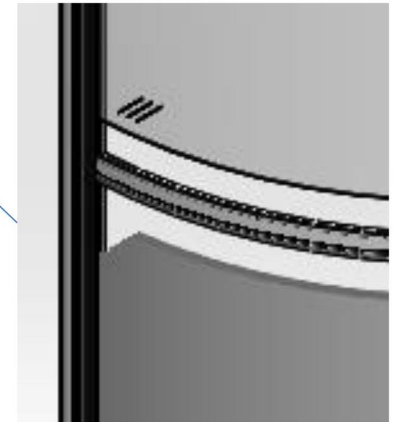
3. Connect top beam to post to encase panel



4. Lock Beam in place

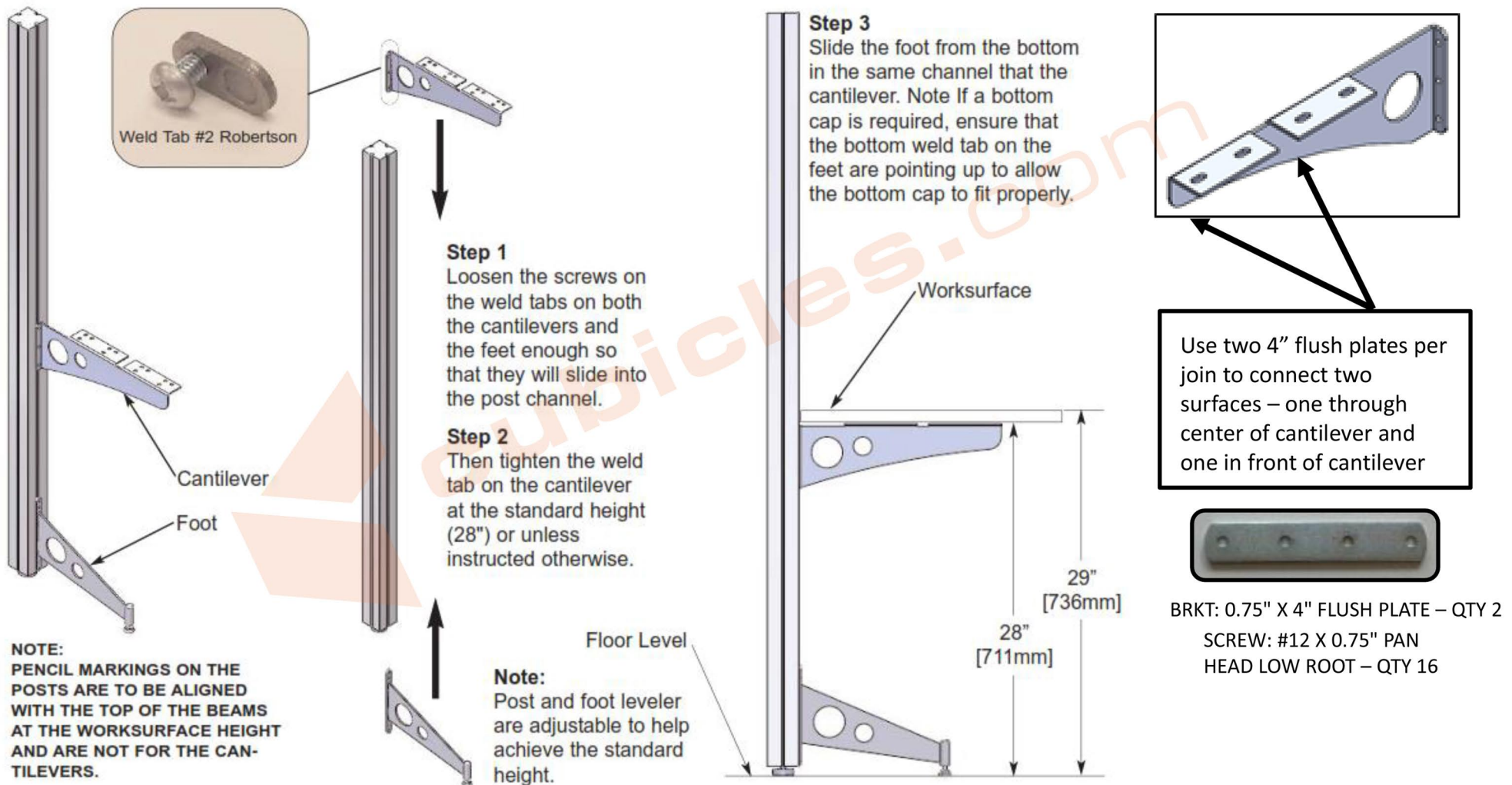


Middle dividers have corner knock outs – place at top and use to pass wires through



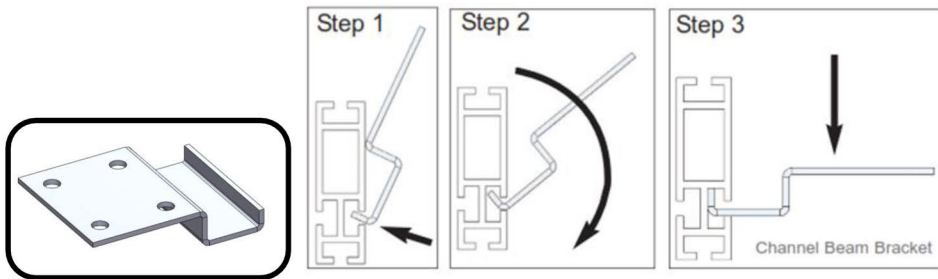
Cantilever and Foot Installation Guide

GENERIC Assembly Instructions-Appendix B

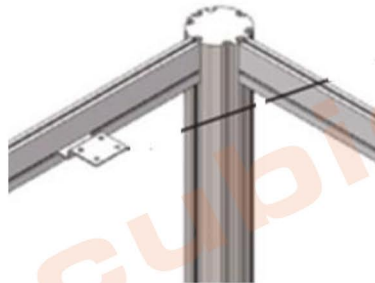


Work Surface Installation – Tips and Tricks

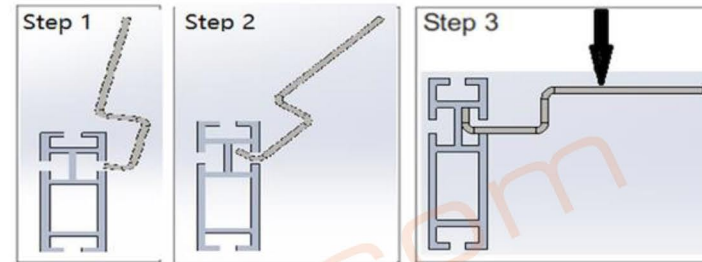
Worksurface on inside the beam



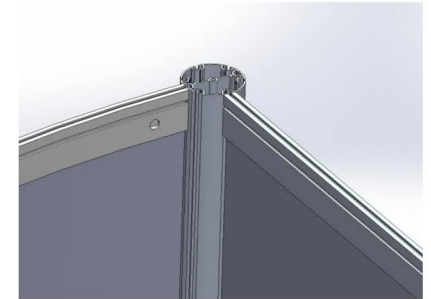
Please note the beam orientation when the worksurface is level with the top of the beam, (channel down)



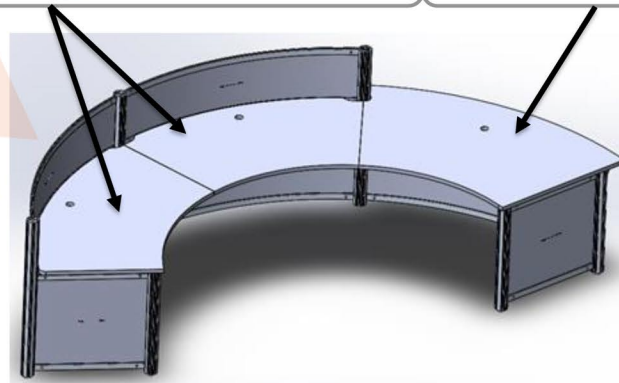
Worksurface on top of the post



Please note the beam orientation when the worksurface is on top of the post i.e surface on top of the beam, (channel up)



Lower the worksurfaces on to supporting brackets, ensure that the surfaces are square with the beams and that the spacing between the surfaces and beams is equal.



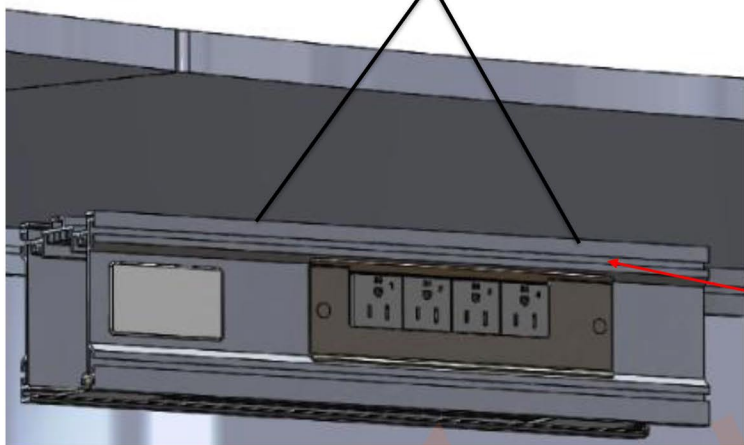
Once the surface is set in place, use wood screws to secure the worksurfaces to the supporting bracket also uses flush plates to tie surfaces together. Note that the surfaces are 1" thick, please ensure that the appropriate length of screws are used.

Note: this page does not show your specific product, but shows tips and tricks to properly install work surfaces.

Service Box and Wire Manager Installation Guide

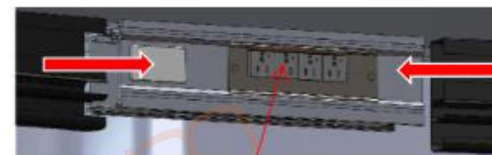


Screws are 1.25" long



Step 1:

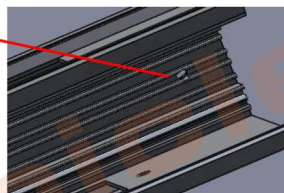
Locate the Service Box as shown. Secure unit to the underside of the worksurface through the access holes located on the top of the Service Box as shown below. Screws are 1.25" long



Simplex

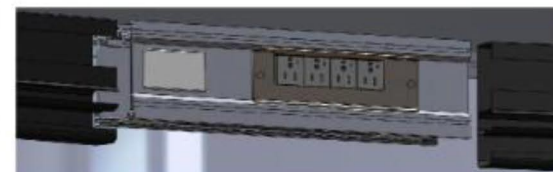
Step 3:

The interconnecting cables connected in side of the Service Box. The interconnecting cables are connected to the simplex which is housed within the Service Box which distributes power to the interconnecting cables.



Step 2:

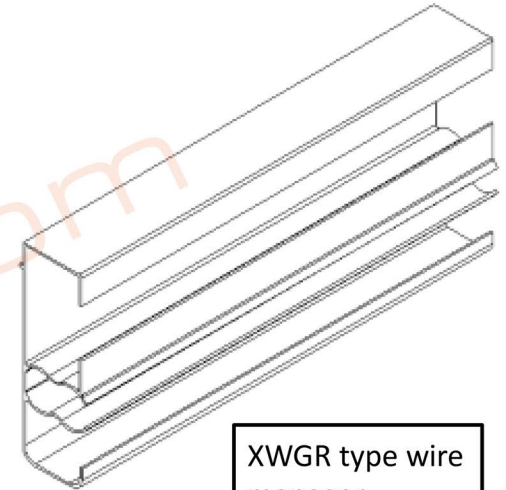
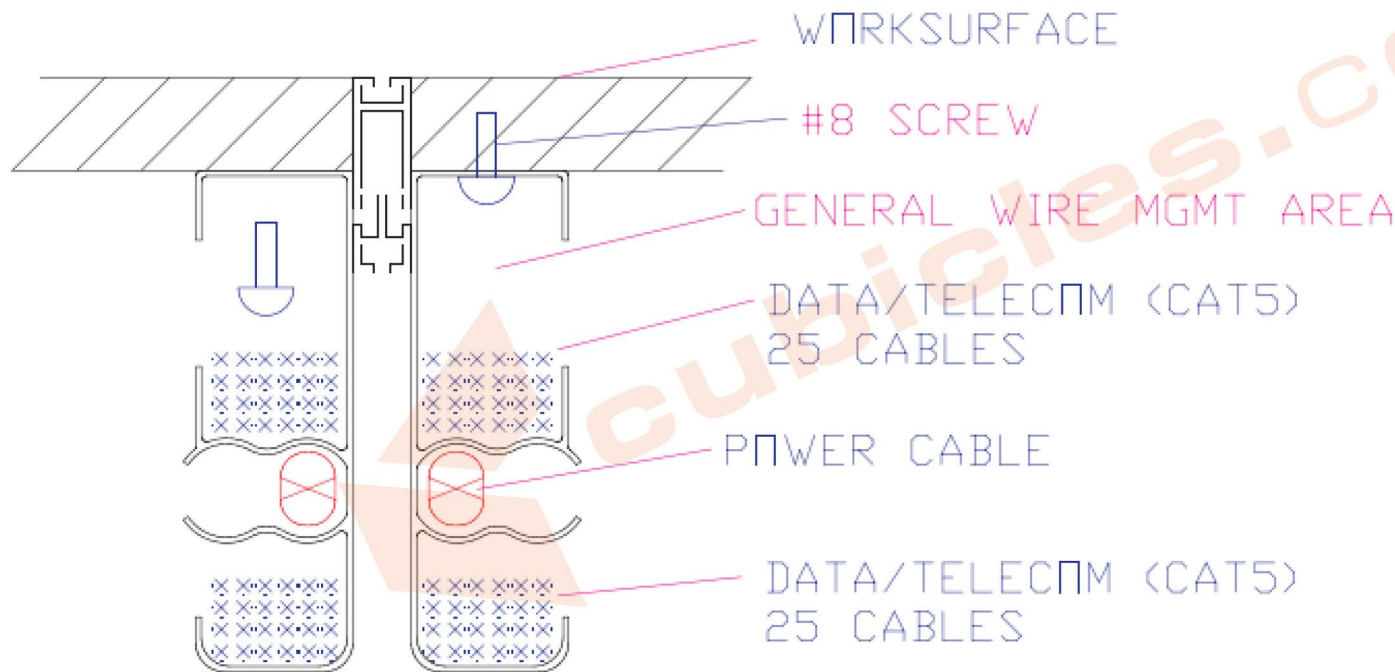
Locate the wire manager as shown on the Elevation Schematic drawings. Fasten in line with the Service Box with screws and secure it to the underside of the worksurface. The location of the Service Box is based off of the length of the wire managers provided.



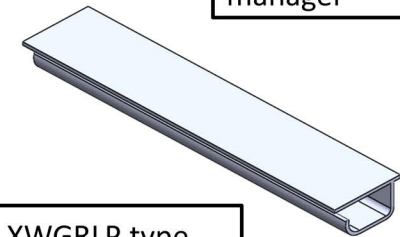
Typical Wire and Cable Installation Guide



NOTE – WIRE MANAGERS MUST BE FIXED IN PLACE USING SCREWS.
SCREW = #8 X 0.75" WOOD PAN HEAD LOW ROOT
These have been packed for this purpose. Double side tape is ONLY to help locate the wire manager before screwing in place



XWGR type wire manager



XWGRP type wire manager



SLOTTED wire manager

A MINIMUM OF TWO #8 SCREWS PER LENGTH AND AT EVERY 16" ON CENTER

General Care

- Remove any spilled liquids immediately with a blotting rather than a wiping action.
- Do not drag objects across finished surfaces.
- For chips, scratches or unusual damage, professional repair may be required.
- Avoid exposing the surface to extreme heat, cold or humidity.
- The surface finish may be burn-resistant; however, the wood beneath the finish is not and can be charred.
- Exposure to strong sunlight should be avoided. The surface finish is fade proof but the wood beneath may change in color from extended exposure to sunlight.
- Place a desk pad under mechanical equipment. Rubber and oil will permanently mark the surface.
- Dust the surface frequently with a clean, soft, dry cloth.

Storage, Structures and Hardware

Metal surfaces can be cleaned with a damp cotton cloth. A non-abrasive window cleaner will do a satisfactory job on most normal office grime.

Drawer suspensions are lubricated before installation. Additional lubrication may be applied to the ball-bearing housing if necessary. Use a high-quality lubricant (available in most hardware stores). Locks are provided for all lockable furniture. The key and the outside face of the correspondence lock are stamped with the same number. If a key is lost, contact the dealer.

Correct adjustment of the furniture's levelling glides will ensure proper drawer alignment for both desks and credenzas. Check glides when furniture is moved. It is fluidconcepts' policy to check and inspect all moving and mechanical parts prior to packing furniture. Occasionally there is disalignment during transit. Please contact your dealer for necessary service work.

Care & Maintenance of Laminated Surfaces

High pressure laminate (HPL) surfaces are highly resistant to wear, scratching, boiling water, food acids, alcohols, oil, grease and ordinary household chemicals. Surfaces will retain their original appearance indefinitely when these simple precautions are followed:

- Wash surface regularly with mild soap and water. Dry with a clean cloth or soft paper towel to prevent soap streaks.
- To remove superficial stains which may not be easily removed with soap and water, use a non-abrasive liquid cleaner.
- Use of an eraser can assist in the removal of ink marks.
- Avoid gritty or abrasive liquid cleaners and cleansing powders.
- Avoid bleaching cleaners and cleansing powders.
- Use a wooden cutting board when cutting, slicing or chopping.
- Use a trivet or hot pad under appliances.

Care & Maintenance of Hardcoat Surfaces

Hardcoat surfaces can be cleaned with a damp cotton cloth. A non-abrasive liquid detergent will do a satisfactory job on most normal office grime. A soft damp cloth with water is recommended for daily cleaning. Hardcoat surfaces are to be treated like wood veneer products. Hard or sharp objects can scratch, chip or dent the finish if applied inappropriately. Small chips or dents can be touched up with paint available from fluidconcepts. Dark hardcoat finishes show light scratching over time.

Care & Maintenance of Optical Dividers (Acrylic, glass, Lucite, etc.)

With proper care, optical dividers will retain their clarity indefinitely. Care should be taken against scratching or contact with very hot objects that might mar the surface.

Washing

Wipe optical dividers with a mild soap or detergent and lukewarm water. Use a clean soft cloth, applying only light pressure. Avoid scratching. Rinse with clean water and dry by blotting with a damp cloth or chamois. Grease, oil or tar may be removed with a good grade of hexane, aliphatic naphtha or kerosene. These solvents are available at paint and hardware stores.

Care & Maintenance of Fabric Dividers

Fabric Dividers are composed of 100 percent polyester or polyester blended with natural fibers. They are colorfast to the standard wet and dry cleaning procedures and are also highly resistance to most spot-cleaning solvents. Avoid excessiven brushing or rubbing during cleaning to prevent fuzzing of the fabric surface. Due to the low absorption properties, soiling will tend to remain on the fiber surface. To prevent overall soiling, frequent vacuuming or light brushing to remove dust and grime is recommended.

Oil or grease-type spots will respond to mild solvents or dry cleaning agents. When spot cleaning with a mild solvent or dry cleaning agent, follow instructions carefully and clean only in a well ventilated room. Avoid any product which contains carbon tetrachloride or other toxic materials. The blotting technique, without rubbing, should be sufficient to remove most spots.

To remove general dirt or grime spots, sponge with the foam from a mild detergent or upholstery shampoo. Rinse well with a clean sponge to remove traces of the water-based cleaning agent. The fabric will dry very quickly.

When spot cleaning with either the water-base or solvent-base type cleaning agents, test a small inconspicuous area before proceeding to spot clean the fabric any further. If an overall soiled condition has been reached, contact a professional furniture cleaning service.

**** FOR TERMS, CONDITIONS AND WARRANY INFORMATION PLEASE SEE OUR WEBSITE ****