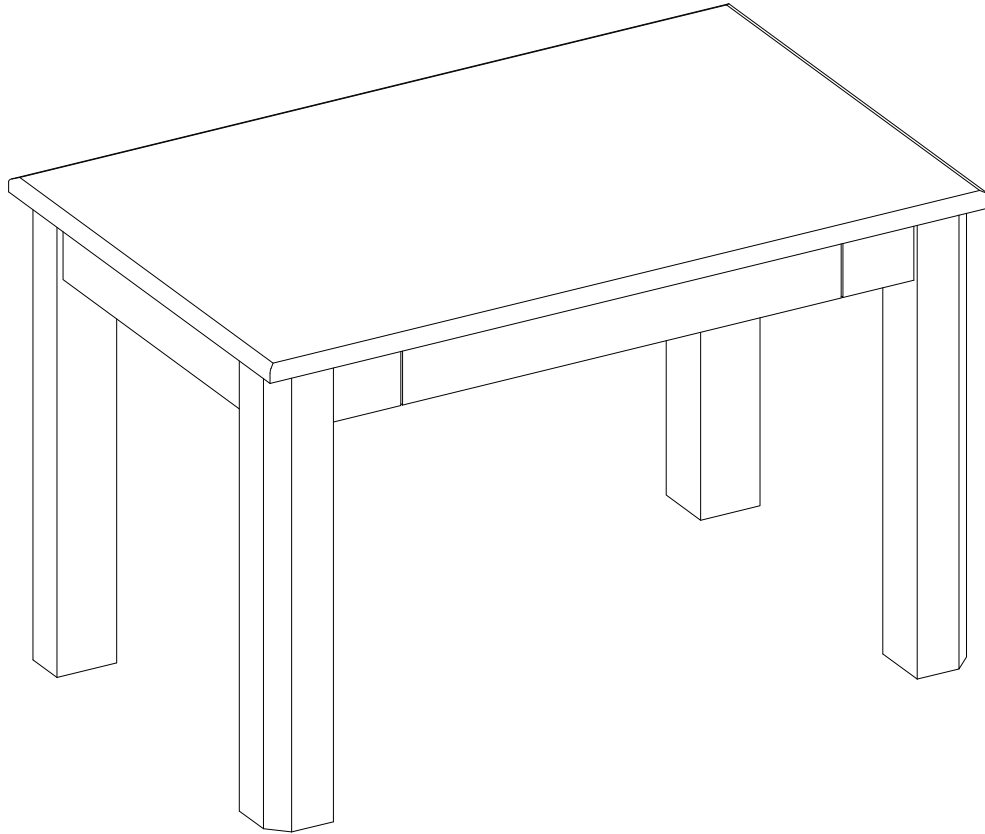




LOT NUMBER: \_\_\_\_\_  
DATE PURCHASED: \_\_/\_\_/\_\_

## Renai Parsons Desk Model # ECOM-RPD



### **ADULT ASSEMBLY REQUIRED**

If you have any questions regarding assembly or if parts are missing, **DO NOT** return this item to the store where it was purchased. Please call our toll-free customer service number and have your instructions and parts list ready to provide the model name, part name or factory number:

**1-866-942-5362**

Pacific Standard Time: 8:30 a.m. - 4:30 p.m., Monday - Friday

Or visit our web site 24 hours a day, 7 days a week for product assistance at

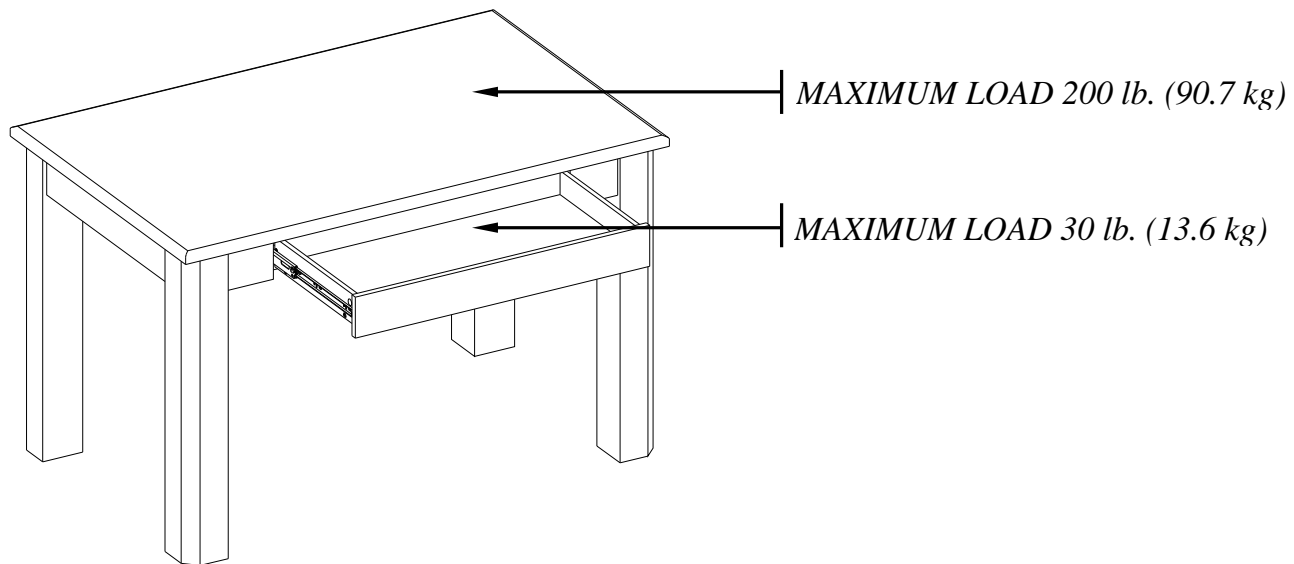
**[www.whalenfurniture.com](http://www.whalenfurniture.com)**

Or e-mail your request to **[parts@whalenfurniture.com](mailto:parts@whalenfurniture.com)**

**THIS INSTRUCTION BOOKLET CONTAINS IMPORTANT SAFETY INFORMATION.  
PLEASE READ AND KEEP FOR FUTURE REFERENCE.**

## MAXIMUM RECOMMENDED WEIGHT LOADS

MANUFACTURER: Whalen Furniture Manufacturing  
CATALOG: Renai Parsons Desk (ECOM-RPD)  
DATE OF MANUFACTURE: January 2015  
MADE IN CHINA



**WARNING** THIS UNIT IS INTENDED FOR USE ONLY WITH THE MAXIMUM WEIGHTS INDICATED. USE WITH LOAD HEAVIER THAN THE MAXIMUM WEIGHTS INDICATED MAY RESULT IN INSTABILITY, CAUSING POSSIBLE INJURY.

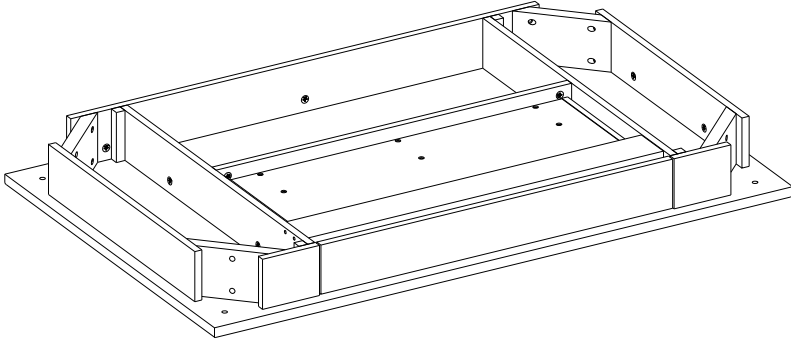
### SPECIAL NOTE

Please read the instruction sheets completely before assembly. Examine all packaging material before discarding carton. Remove any remaining staples from the carton before discarding. Remove all parts from carton and separate into groups as indicated on part list. Please ensure all parts are included prior to assembly. Use of power tools to complete assembly is not recommended.

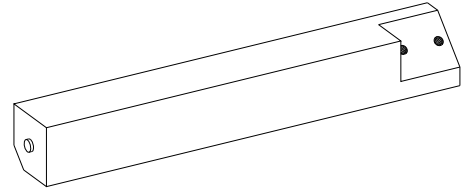
Please call for replacement parts or assistance: 1-866-942-5362

## Parts and Hardware List

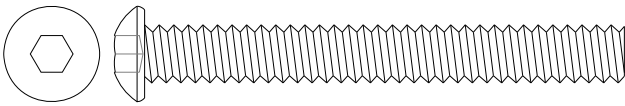
Please read completely through the instructions and verify that all listed parts and hardware are present before beginning assembly.



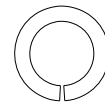
A- Desk Top (1)



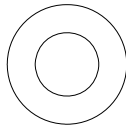
B- Leg (4)



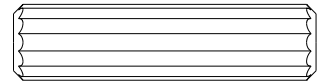
(1) M8 x 65 mm Bolt (8+1 extra)



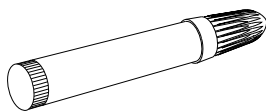
(2) Lock Washer (8+1 extra)



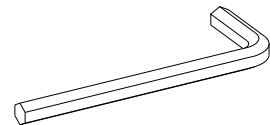
(3) Flat Washer (8+1 extra)



(4) Wood Dowel (4+1 extra)



Touch-up Pen (1)

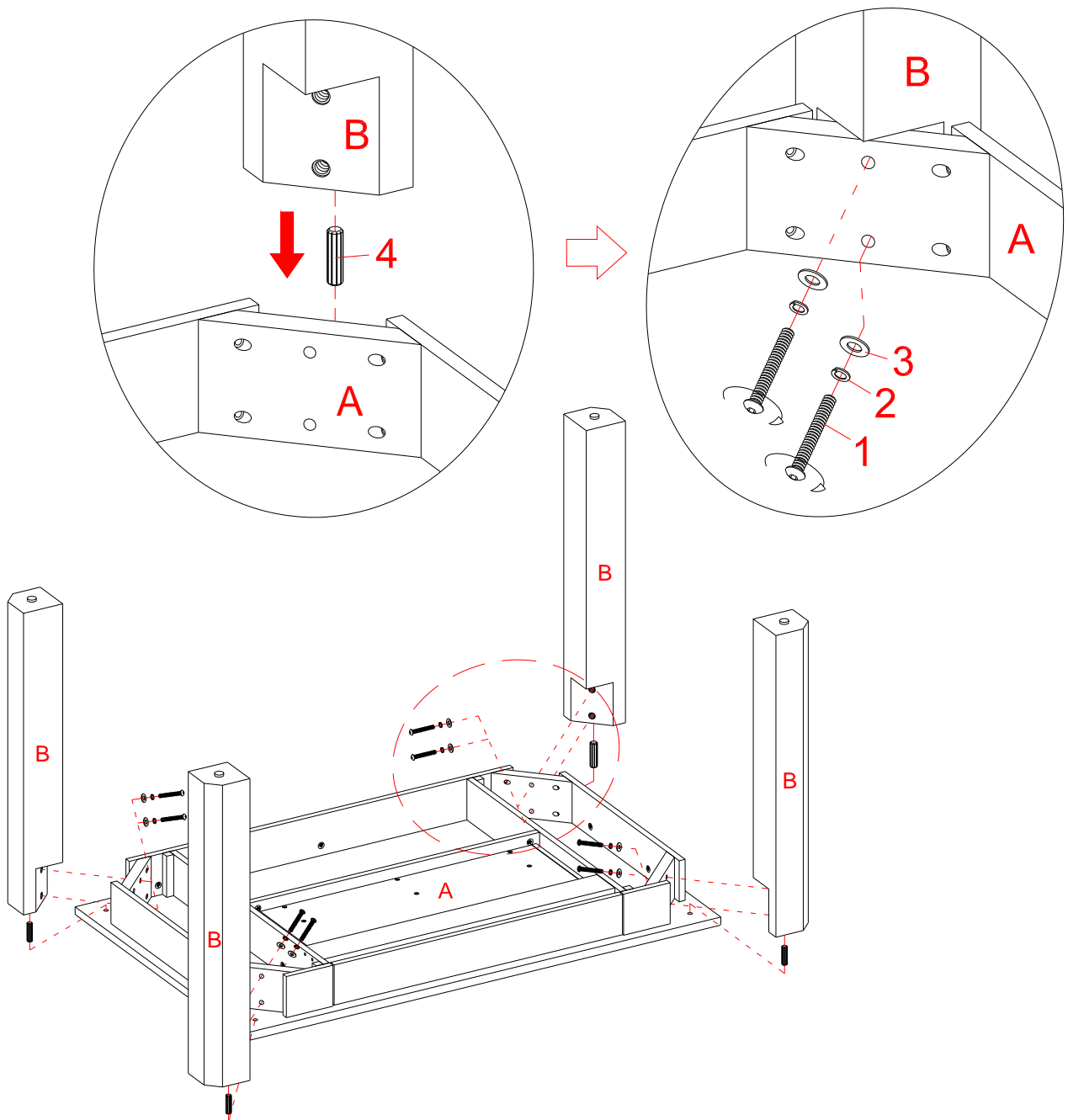


5 mm Allen Wrench (1)

Tools required: Allen wrench (provided).

## Assembly Instructions

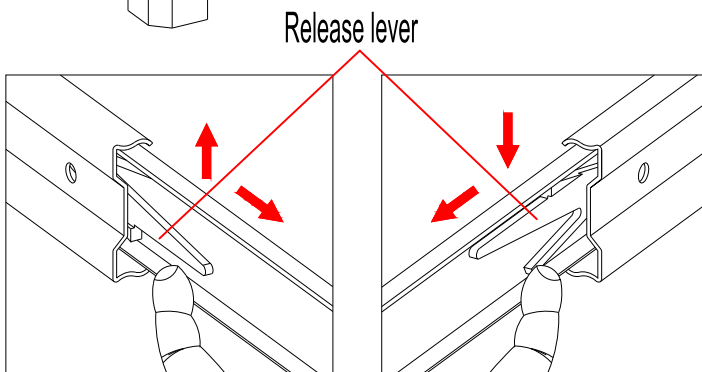
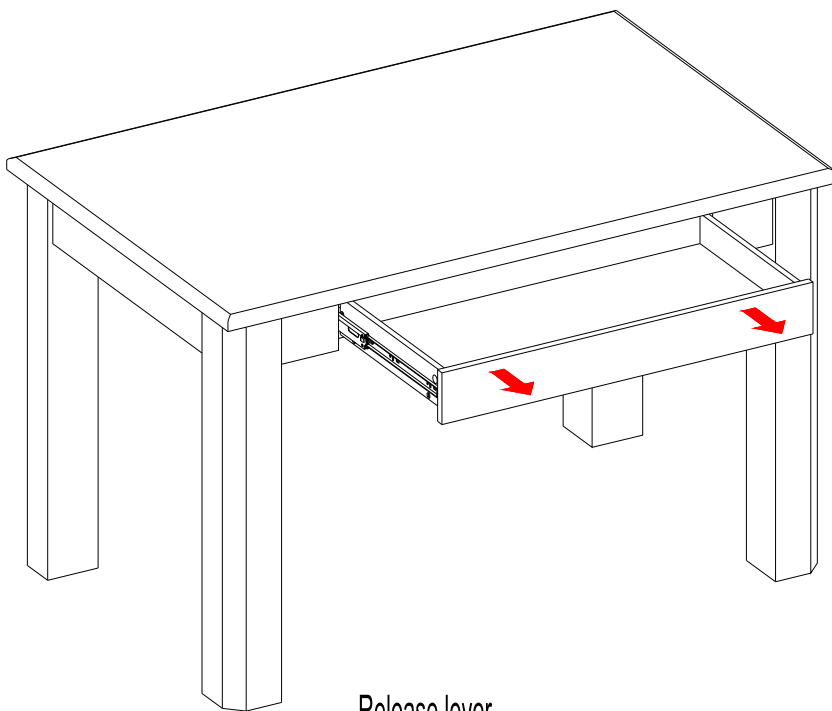
1. Unpack the unit and confirm that you have all the hardware and required parts. Assembly the unit on a carpeted floor or the empty carton to avoid any scratch
2. Position the Desk Top (A) upside down on a level and protective surface, as shown.
3. Insert four Wood Dowels (4) into the four corner holes of the Desk Top (A). Position 4 Legs (B) onto the inserted Wood Dowels (4) and attach to the apron corners of Desk Top (A) using the 65 mm Bolts (1) with Lock Washers (2) and Flat Washers (3) through the corner blocks and securely screw into the threaded inserts in Legs. Securely tighten the bolts with the enclosed Allen wrench. As shown.



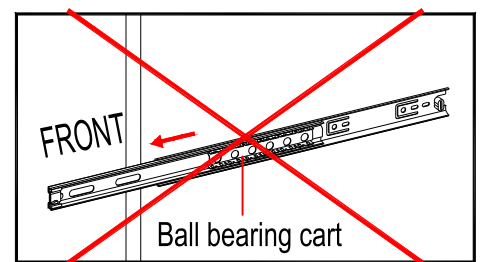
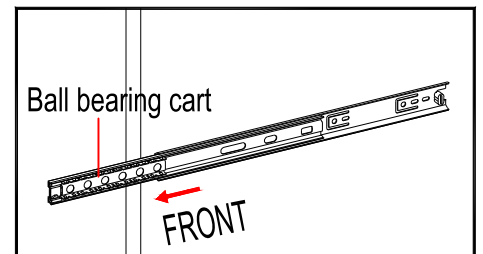
## Assembly Instructions

4. Ask for assistance to lift the unit upright and position it at the desire location.
5. If you need to remove the drawer with ball bearing slides from the unit, please pull the drawer all the way out, then simultaneously push the plastic release lever of the ball bearing slide up on one side and down on the other side, and pull the drawer completely out. As shown.

**NOTE:** To place the drawer back, simply push the ball bearing cart all the way to the end of the slides (in both sides), and align the slide runners on the drawer with the slide tracks on the unit and push it carefully inside until it stops. If the drawer does not go in smoothly, please take it out and repeat the step.



Utility Drawer Removal



Utility Drawer Installation

## Care and Maintenance

- Use a soft, clean cloth that will not scratch the surface when dusting.
- Use of furniture polish is not necessary. Should you choose to use polish, test first in an inconspicuous area.
- Using solvents of any kind on your furniture may damage your furniture's finish.
- Never use water to clean your furniture as it may cause damage to the finish.
- Always use coasters under beverage glasses and flowerpots.
- Liquid spills should be removed immediately. Using a soft clean cloth, blot the spill gently. Avoid rubbing.
- Always use protective pads under hot dishes and plates. Heat can cause chemical changes that may create spotting within the furniture finish.
- Stains or marks from crayons or ink markers will be difficult to remove.
- In the event that your furniture is stained or otherwise damaged during use, we recommend that you call a professional to repair your furniture.
- Check bolts/screws periodically and tighten them if necessary.

## Further advice about wood furniture care

It is best to keep your furniture in a climate-controlled environment. Extreme temperature and humidity changes can cause fading, warping, shrinking and splitting of wood. It is advised to keep furniture away from direct sunlight as sun may damage the finish.

Proper care and cleaning at home will extend the life of your purchase. Following these important and helpful tips will enhance your furniture as it ages.

**A Touch-up Pen has been provided to repair any small nicks or scratches that may occur during assembly or shipping.**

We hope you enjoy your purchase for many years.  
Thank you for your purchase!

## QUALITY GUARANTEE

We are confident that you will be delighted with your Whalen Furniture purchase.

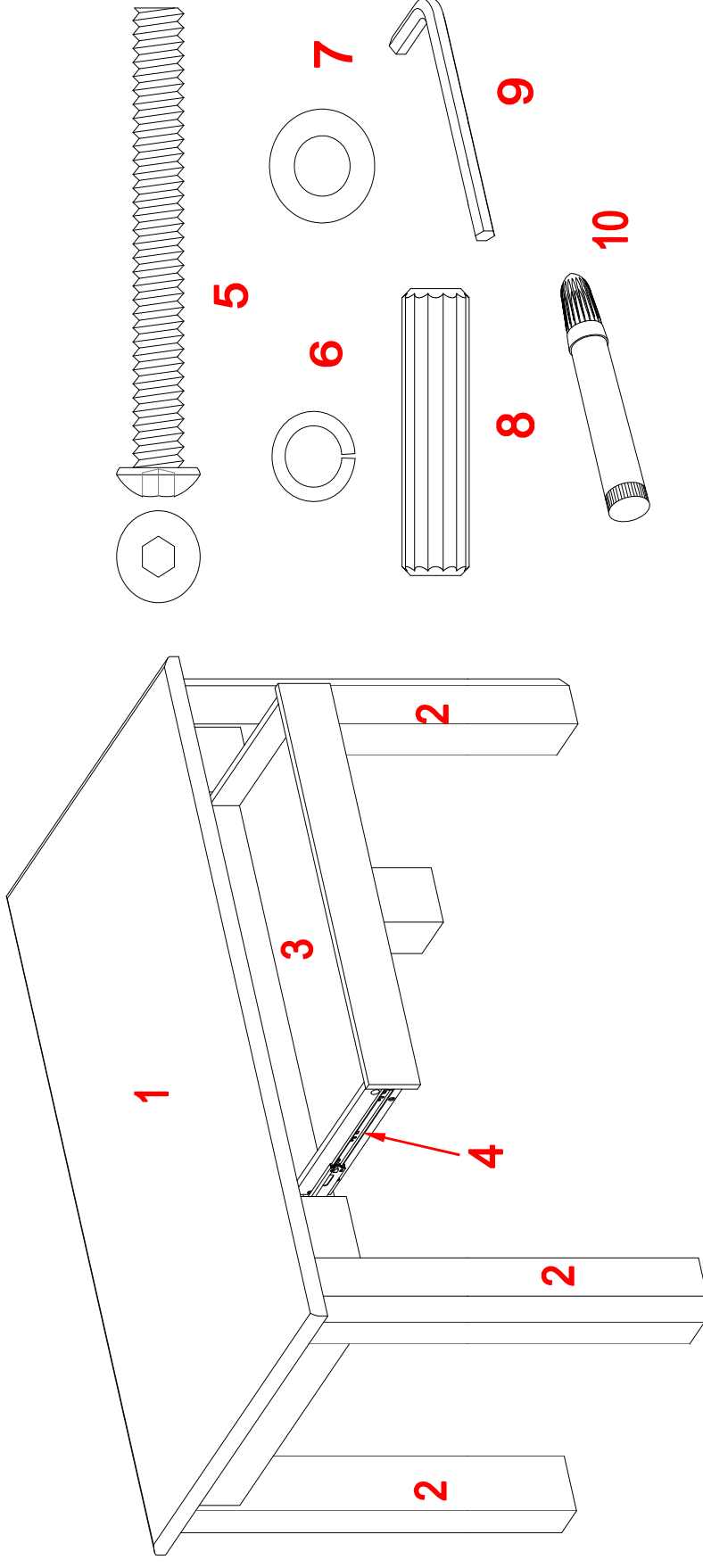
Should this product be defective in workmanship or materials or fail under normal use, we will repair or replace it for up to one (1) year from date of purchase. Every Whalen Furniture product is designed to meet your highest expectations. We guarantee that you will immediately see the value of our fine furniture.

This warranty gives you specific legal rights and you may also have other rights which vary from state to state (province to province).

Customer Service: 1-866-942-5362  
8:30 a.m. - 4:30 p.m., PST, Monday to Friday  
**[www.whalenfurniture.com](http://www.whalenfurniture.com)**

**Please call for replacement parts or assistance: 1-866-942-5362**

**IF YOU NEED TO ORDER ANY REPLACEMENT PARTS, PLEASE USE THE LIST BELOW**  
**Renai Parsons Desk (ECOM-RPD)**



*ECOM-RPD-1-DT	Desk Top	*ECOM-RPD-7-FW	Flat Washer
*ECOM-RPD-2-L	Leg	*ECOM-RPD-8-WD	Wood Dowel
*ECOM-RPD-3-UD	Utility Drawer	*ECOM-RPD-9-M5AW	5 mm Allen Wrench
*ECOM-RPD-4-DS	Drawer Slides (35 mm x 14" L)	*ECOM-RPD-10-TUP	Touch-up Pen
*ECOM-RPD-5-M8x65B	M8 x 65 mm Bolt	*ECOM-RPD-CH	Complete Hardware
*ECOM-RPD-6-LW	Lock Washer		