

## **Portable Outdoor Desk**

### **Installation Instructions**

#### **Instructions**

1. Remove items from packaging. You should find one (1) seat, one (1) Front leg, one (desk head), one (Back leg,) one (1) seat support, and one (1) acrylic desk top (not shown).

\*Note: Ensure all acrylic locks are turned so they are aligned with the wood during assembly (see above). Joints should fit tightly. A small mallet may be required to achieve the required fit.

- 2. Grab the Seat Support and the Front Leg. Turn the Front Leg so the small arrow is pointing up towards the Seat Support, and turn the Seat Support so the smaller notched end faces down and goes in the Front Leg. Tip the Front Leg slightly away from the Seat Support so you can put the down-facing notch of the Seat Support into the vertical slot of the Front Leg. Tip the Front Leg up so it's vertical, and tap the top of the Seat Support so it drops snugly down into the Front Leg slot.
- 3. Grab the Back Leg, turn it so the arrow faces the Front Leg, and insert the notched end of the Seat Support into the vertical slot in the Back Leg. Tap the Seat Support so it fits snugly into the notch.
- 4. Find the Seat and turn it over so that "THIS SIDE DOWN" is facing the top edge of the Seat Support.
- 5. Gently push the Seat forward so that the 3 tongues go into their holes in the Front Leg, and push in as far as you can so that the two acrylic keys are all the way through the Front Leg, and so that the 2 slots on the back of the Seat are aligned with their corresponding slots.
- 6. Push the Seat slots down firmly on the Back Leg, and tap if necessary.















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7. Rock the Front Leg of the desk towards the Seat. When the acrylic locks are through the holes, turn them to lock the Front Leg to the seat.



8. Find the Desk Head, turn it velcro edge up, and so the slope is down toward the seat, and drop it into the notch in the top edge of the Front Leg.



9. Now turn the acrylic Desktop so the velcro faces down, and the pencil catch is at the top, and place it squarely on the receiving velcro.



- 10. To disassemble, peel off acrylic top by lifting one corner, then reverse the above process to pull the desk apart.
- 11. All wood is treated with kid-friendly preservative, but as is the case with all wood facing the elements, it needs to be cared for, so check it periodically for rough spots, splinters, etc, and sand them out, and treat it with kid-friendly wood preservative (we have it available if you can't find it) once or twice a year to keep the wood from deteriorating.
- 12. Enjoy your Portable Outdoor Desk!

NOTE: for kids in wheelchairs, try turning the Desk Head around so it slopes in the other direction, and attach the desktop. If this a long-term desired use, let us know, and we will make a larger acrylic top so a wheelchair can get closer. Or take the top off and use in your lap!

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