

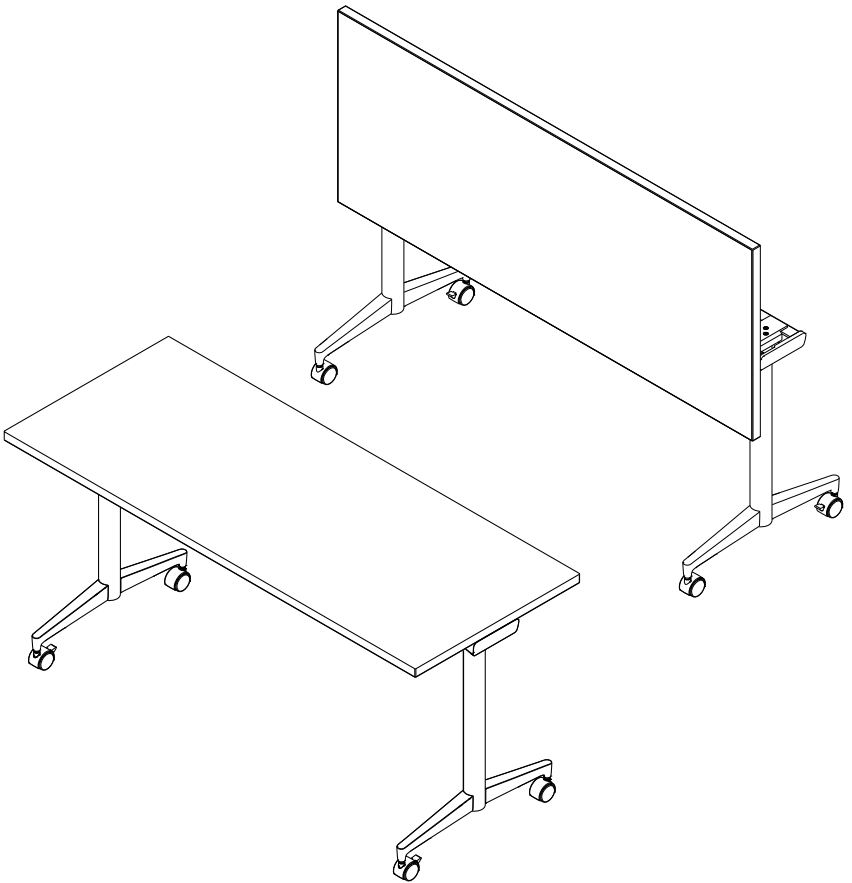
Parallon

FLIP-TOP TABLE ASSEMBLY INSTRUCTIONS

Everything to the table.

When you want cohesion in spaces large, small, shared or separate, there's Parallon. It's a single collection with a singular look, offering an array of choices for a variety of environments—and all the features to fit.

Ensure design is never a distraction in the places where everyone needs to focus. Our Parallon line of training tables provides a unified and streamlined look from room to room.



Read the entire instruction manual before you start installation and assembly. If you have any questions regarding any of the instructions or warnings, please contact your local distributor for assistance.

To report any issues with this product, contact our customer experience team at: (888) 274-8664 or sitonit@exemplis.com.



CAUTION

Failure to follow instructions could result in product failure or potential injury.

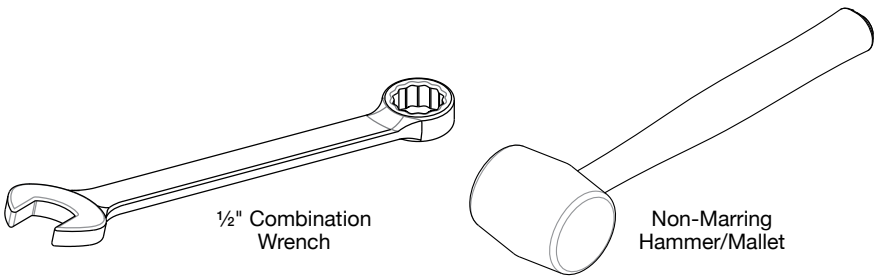
Do not apply sudden weight to table.

Do not exceed 200 lb static load weight capacity.

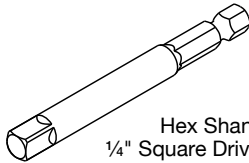
Keep fingers clear of pinch points.

Recommended Tools

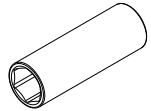
- Non-Marring Mallet/Hammer
- Cordless Drill/Driver
- #3 Phillips Bit
- 5/32" Hex Bit
- 3/16" Hex Bit
- Magnetic Bit Holder
- 1/2" Combination Wrench
- 1/2" Deep Well Hex Socket, 1/4" Drive
- Hex Shank to 1/4" Square Drive Adapter
- 1/4" Drive Universal Joint



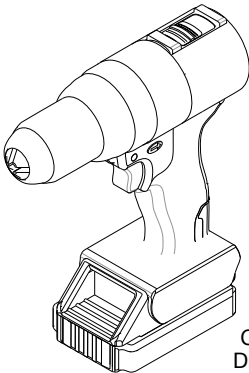
Universal Joint
1/4" Drive



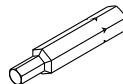
Hex Shank to
1/4" Square Drive Adapter



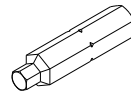
1/2" Deep Well Hex
Socket, 1/4" Drive



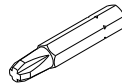
Cordless
Drill/Driver



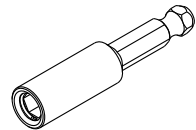
5/32" Hex Bit



3/16" Hex Bit



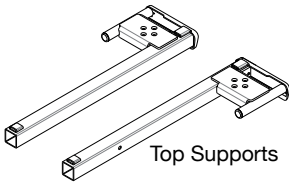
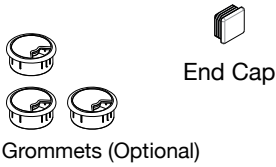
#3 Phillips Bit



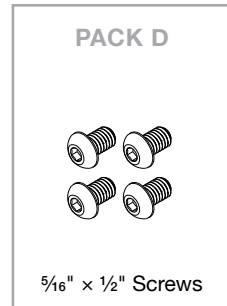
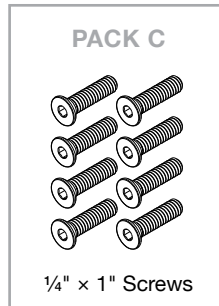
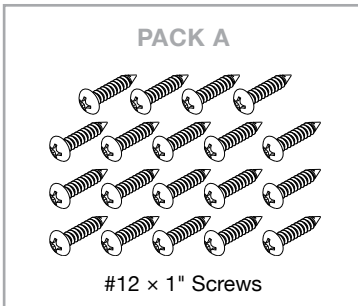
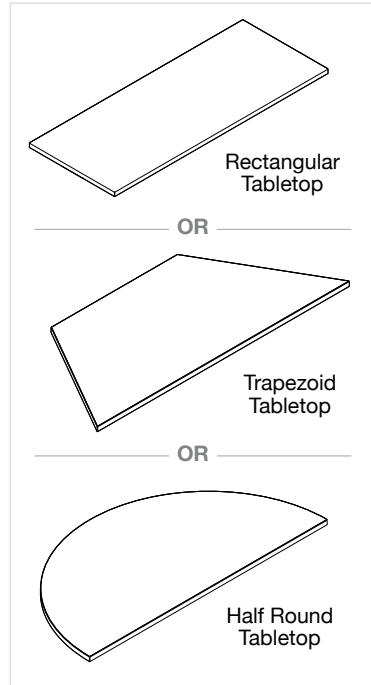
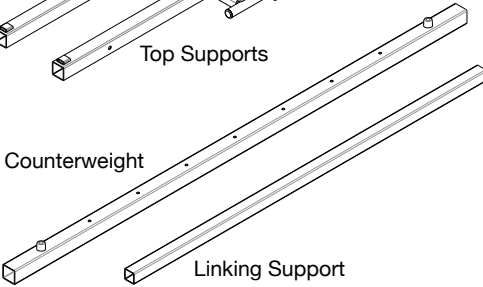
Magnetic Bit Holder

Parts: Top and Frame

- Tabletop (1, rectangular, trapezoid or half round)
- Top Support (2)
- Linking Support (1)
- Counterweight (1)
- Grommet (Optional)
- Hinge Sleeve (4)
- Hinge Bracket (4)
- End Cap (1)
- **Pack A:**
 - #12 × 1" Screw (19)
- **Pack C:**
 - 1/4" × 1" Screw (8)
- **Pack D:**
 - 5/16" × 1/2" Screw (4)



Counterweight

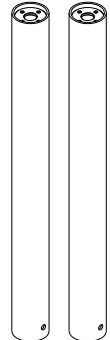


Parts: Columns and Feet

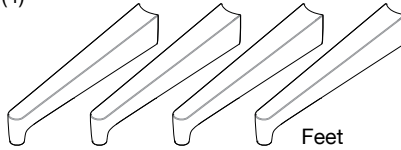
- Column (2)
- Foot (4)
- Caster (4, Optional)
- **Pack B:**
 - $\frac{5}{16}$ " \times $1\frac{1}{2}$ " Bolt (4)
 - $\frac{5}{16}$ " Nut (4)
 - Foot Attachment Plate (4)



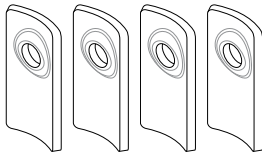
Casters (Optional)



Columns



Feet

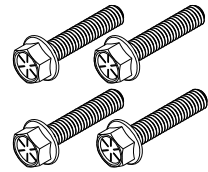


Foot Attachment Plates

PACK B



$\frac{5}{16}$ " Nuts



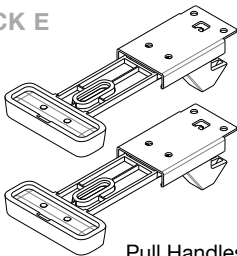
$\frac{5}{16}$ \times $1\frac{1}{2}$ " Bolts

Parts: Pull Handles

Some models have shorter pull handles which do not use the shoulder screws. See page 14 for more information.

- **Pack E:**
 - Pull Handle (2)
 - #12 \times 1" Shoulder Screw (2)
 - #12 \times 1" Screw (8)

PACK E



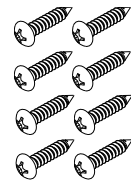
Pull Handles

E1



#12 \times 1"
Shoulder Screws

E2

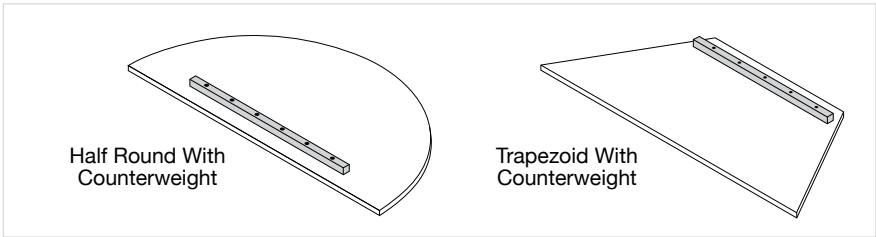
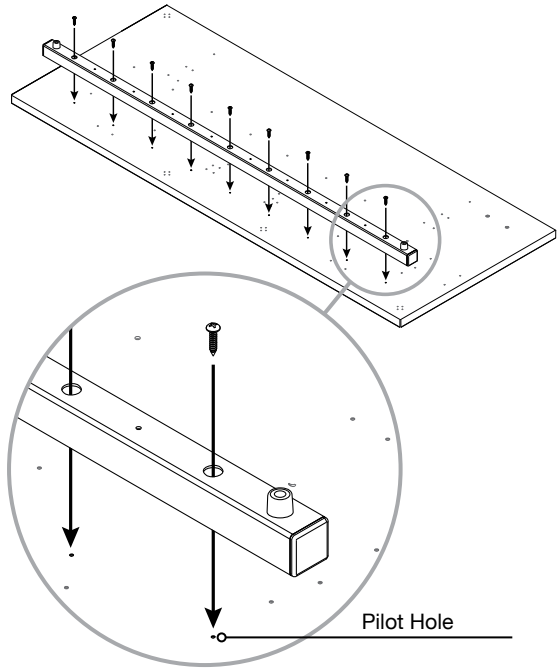


#12 \times 1" Screws

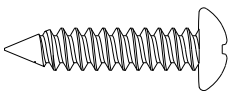
Step 1: Attach the counterweight to the tabletop.

Attachment Hardware

Tabletop Length	Screws
Rectangular	
42"	6
48"	7
54"	8
60"	9
66"	10
72"	11
Trapezoid	
48"	5
60"	6
Half Round	
48"	4
60"	5

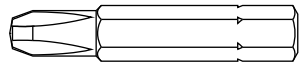


1:1 HARDWARE

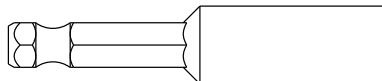


#12 x 1" Screw (Pack A)

TOOLS

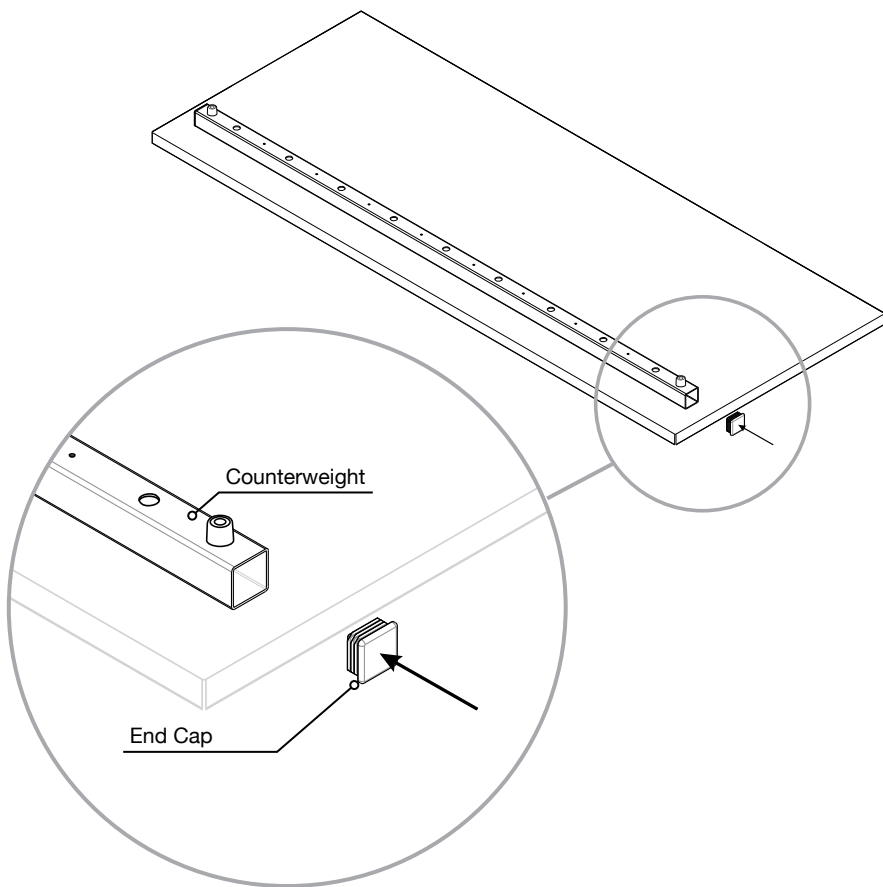


#3 Phillips Bit

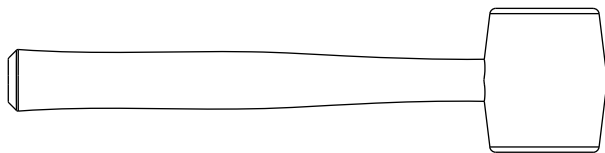


Magnetic Bit Holder

Step 2: Insert the end cap into the open side of the counterweight.

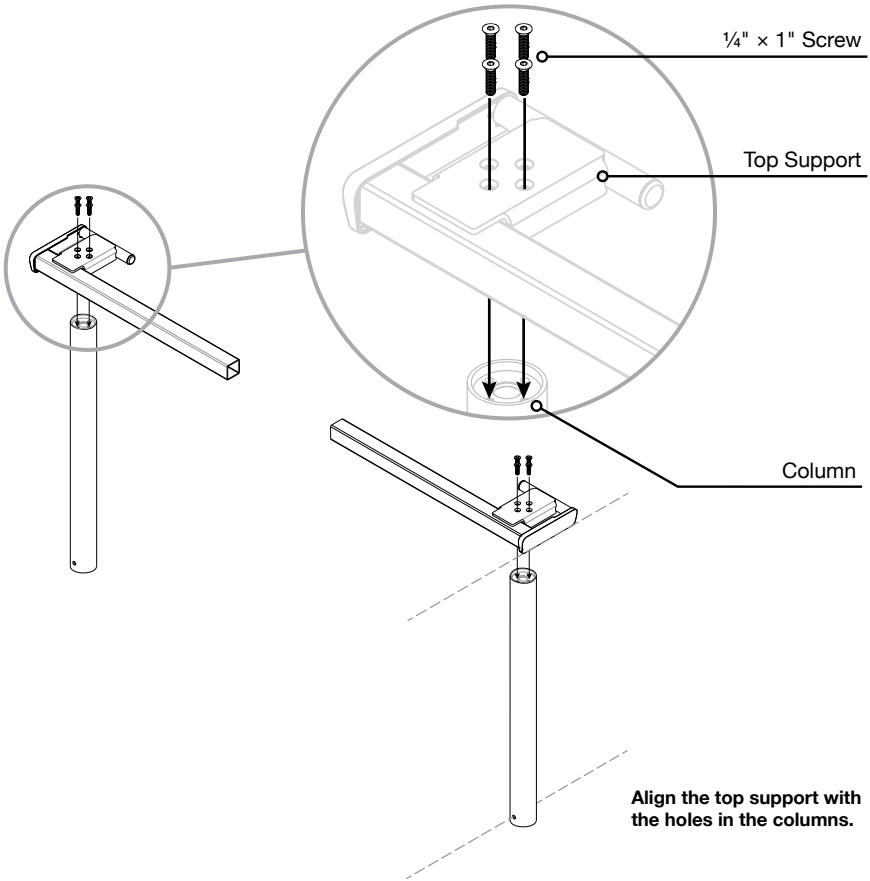


TOOLS

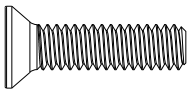


Non-Marring Hammer

Step 3: Attach the top support to the columns.



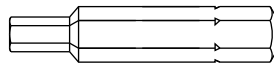
1:1 HARDWARE



1/4" x 1" Screw (Pack C)

TOOLS

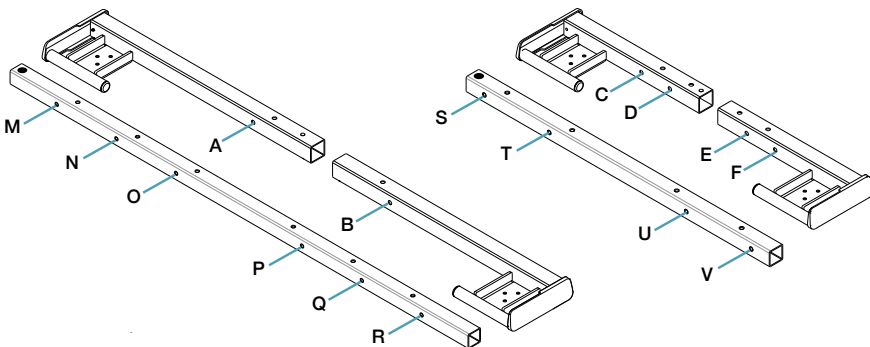
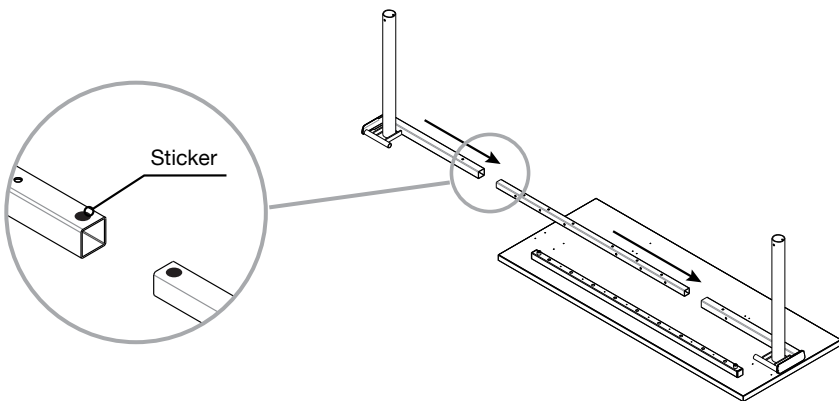
TOOLS



5/32 Hex Drill Bit

Step 4: Set a leg assembly on the tabletop and slide together the two top support assemblies with the linking support.

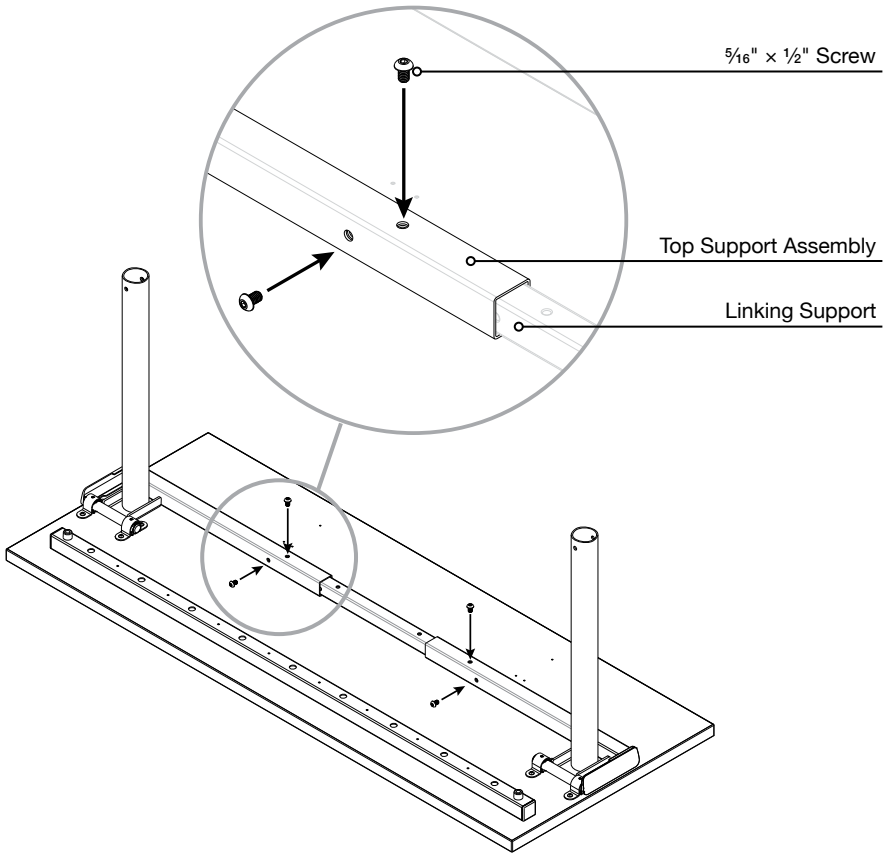
Use the stickers to orient the top support assemblies and linking support. Match up the holes on the sides of the linking support and top supports using the chart below.



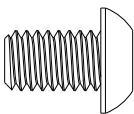
Tabletop Length	Alignment Points
Rectangular Tabletops	
42"	S to D U to E
48"	O to A P to B
54"	N to A P to B
60"	N to A Q to B
66"	M to A Q to B
72"	M to A R to B

Tabletop Length	Alignment Points
Trapezoid Tabletops	
48"	T to C U to F
60"	T to D U to E
Half Round Tabletops	
48"	T to D U to E
60"	S to D U to E

Step 5: Attach the linking support and top support assemblies together.

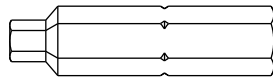


1:1 HARDWARE



$\frac{5}{16}$ " x $\frac{1}{2}$ " Screw (Pack D)

TOOLS

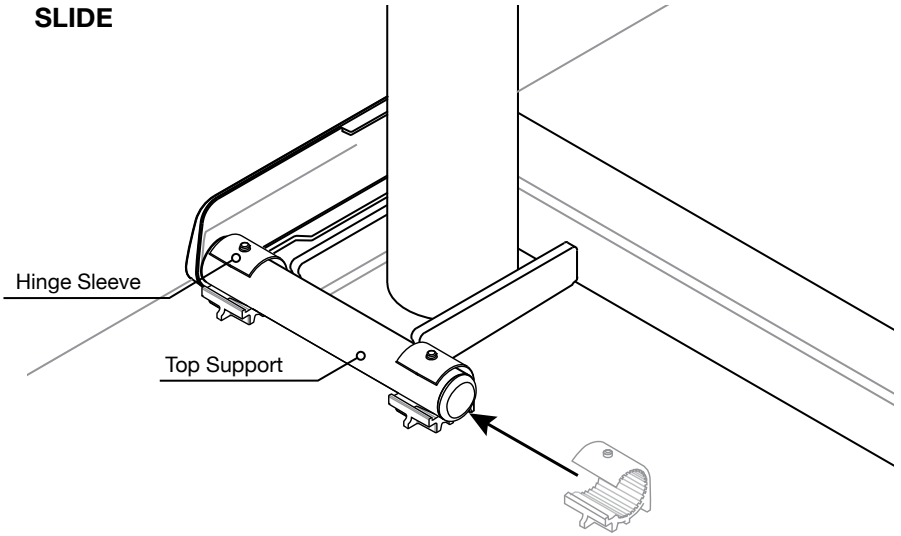


$\frac{3}{16}$ " Hex Drill Bit

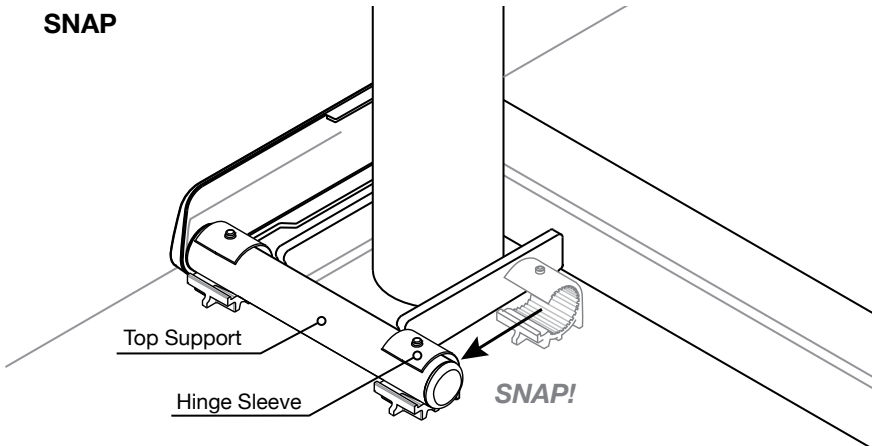
Step 6: Slide or snap the hinge sleeves over the top support.

This step is repeated on both top supports.

SLIDE

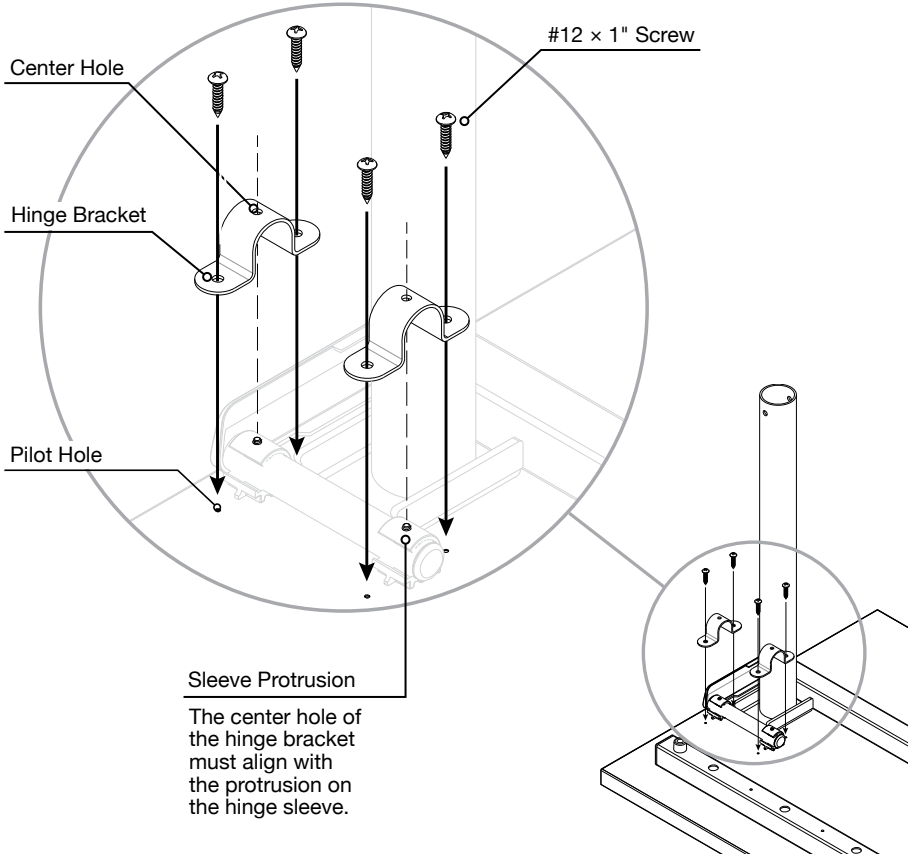


SNAP

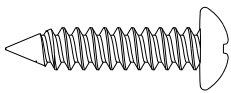


Step 7: Attach hinge brackets over the hinge sleeves.

This step is repeated on both top supports.

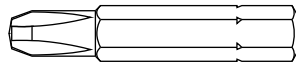


1:1 HARDWARE



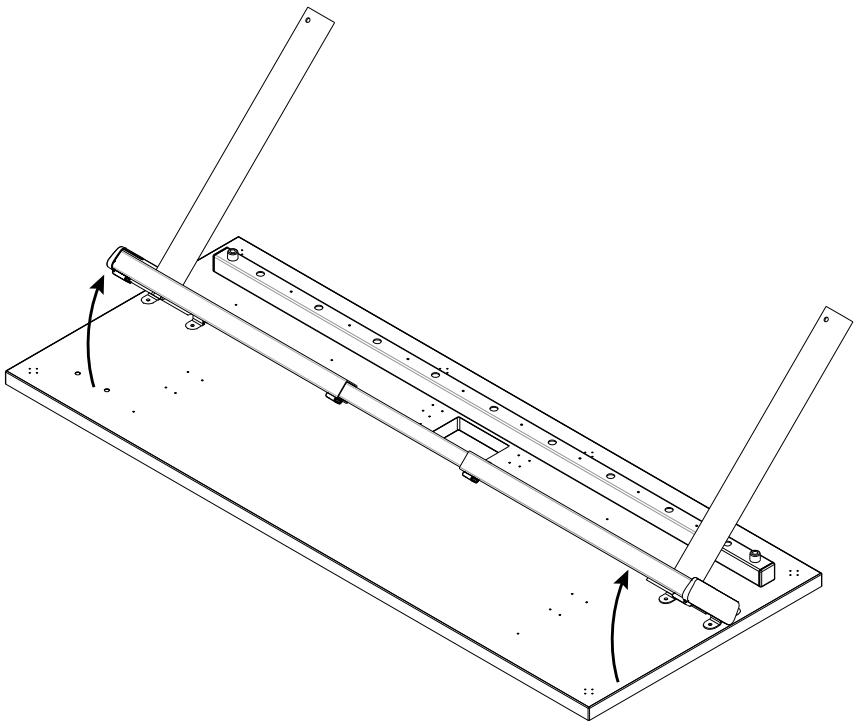
#12 x 1" Screw (Pack A)

TOOLS

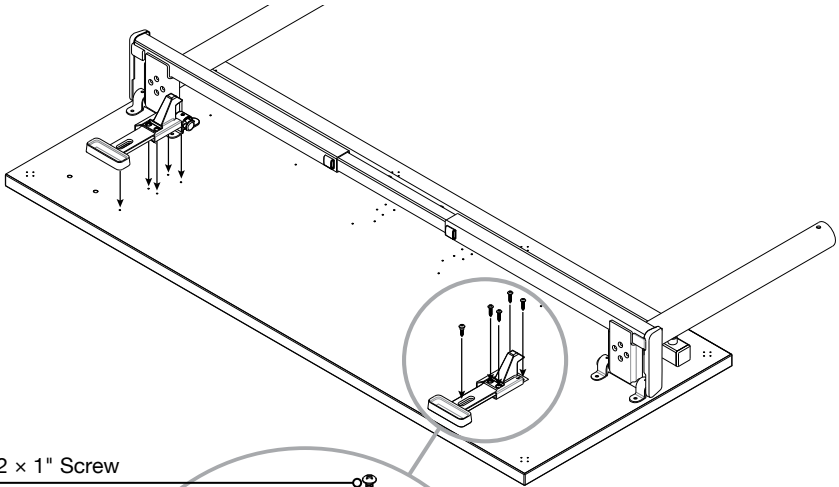


#3 Phillips Bit

Step 8: Flip the frame assembly back towards the counterweight.

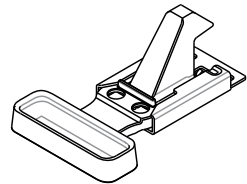
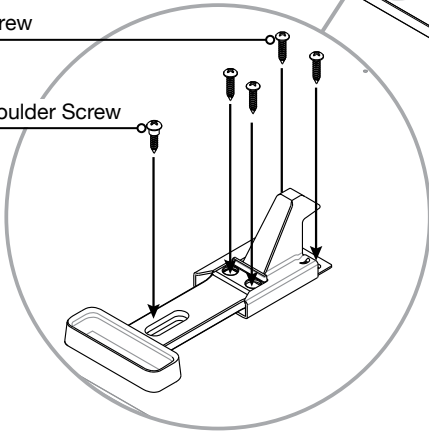


Step 9: Line the pull handles up with their pilot holes and attach them to the tabletop.



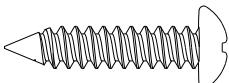
#12 x 1" Screw

#12 x 1" Shoulder Screw

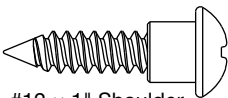


Smaller pull handles do not use a shoulder screw

1:1 HARDWARE

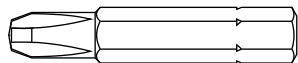


#12 x 1" Screw (Pack E2)

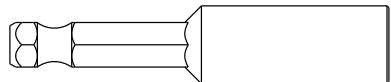


#12 x 1" Shoulder Screw (Pack E1)

TOOLS

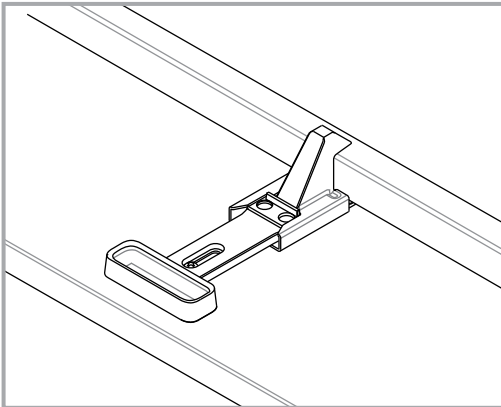
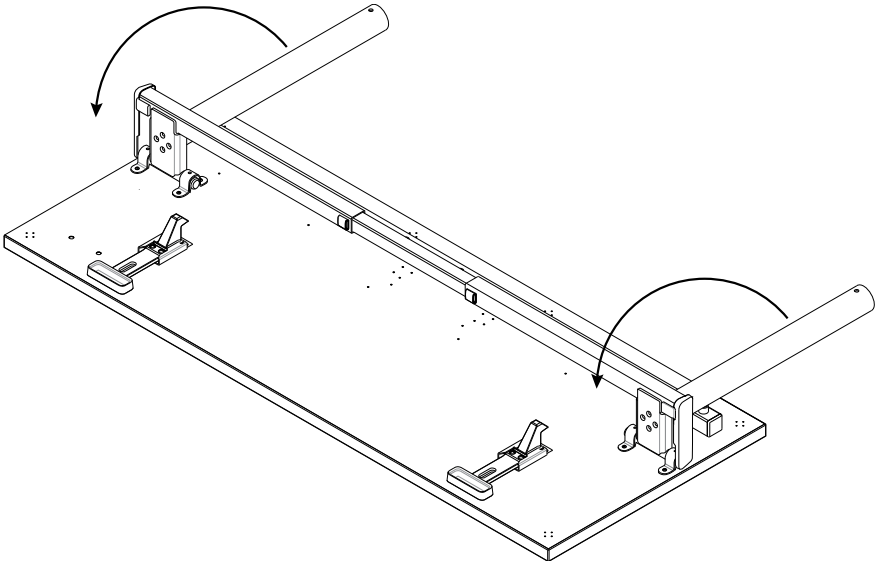


#3 Phillips Bit



Magnetic Bit Holder

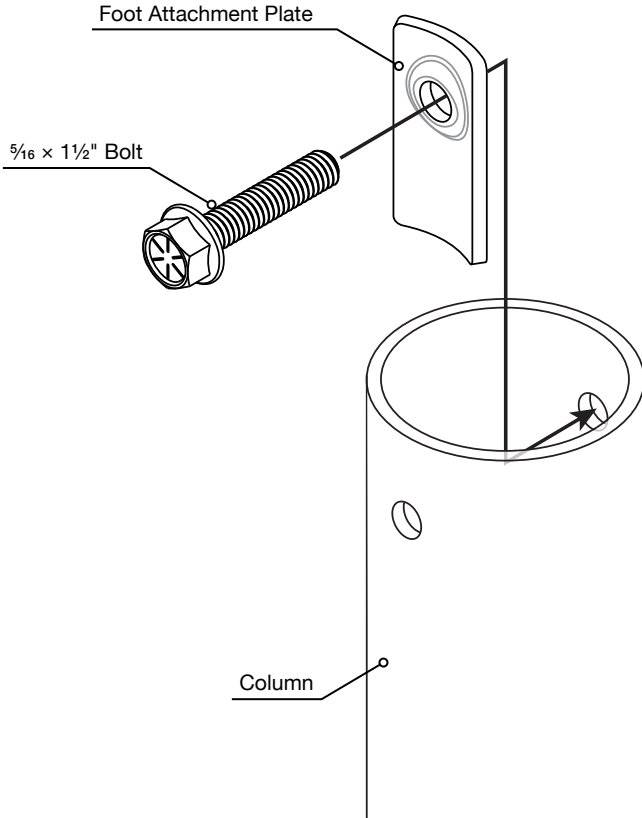
Step 10: Flip the frame back into place. It should engage with the pull handles.



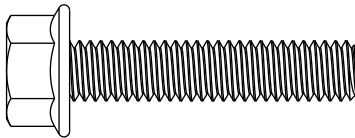
Frame correctly engaged with the pull handle

Step 11: Slide the bolt through the foot attachment plate and column.

This step is repeated on each foot.



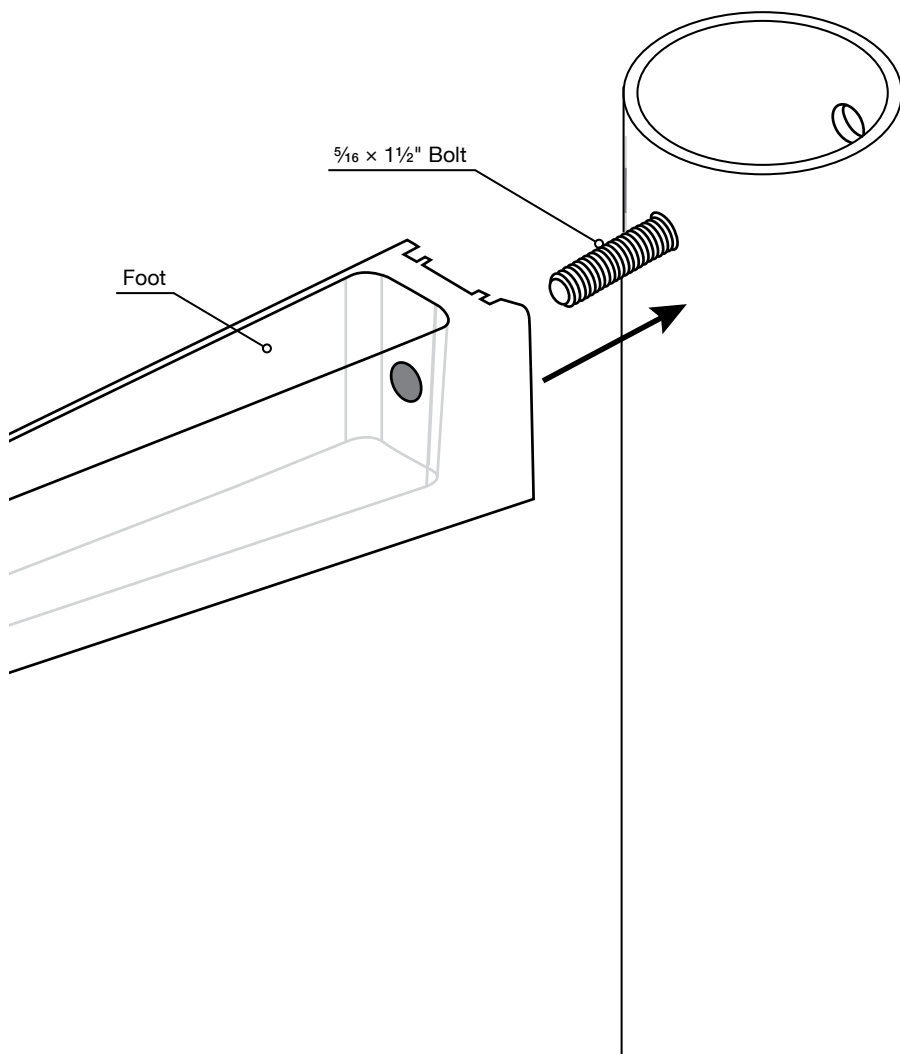
1:1 HARDWARE



$\frac{5}{16} \times 1\frac{1}{2}$ " Bolt (Pack B)

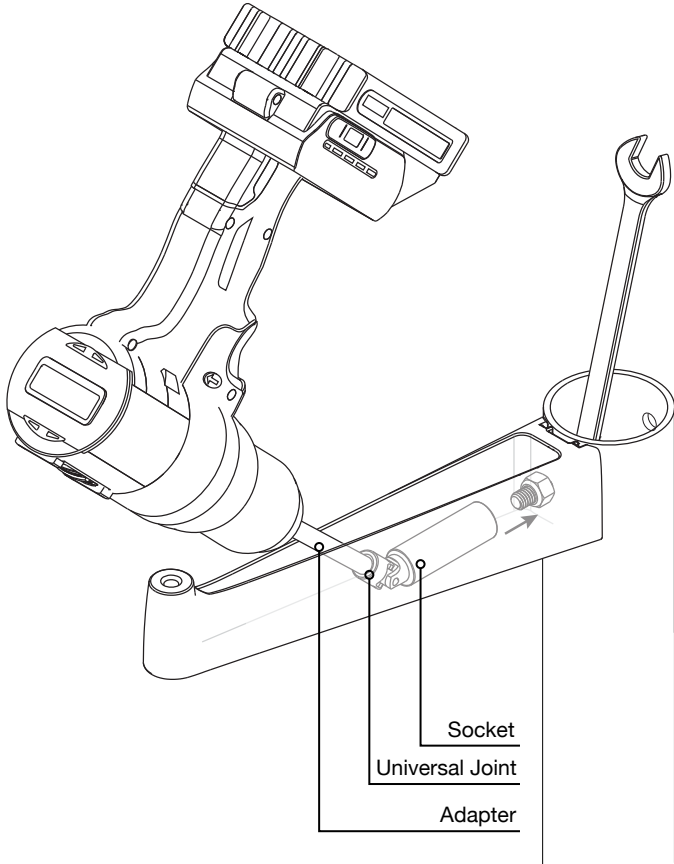
Step 12: Slide the foot over the bolt.

This step is repeated on each foot.

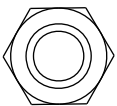


Step 13: Hold the bolt in place and tighten the nut.

This step is repeated on each foot.



1:1 HARDWARE

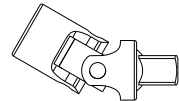


5/16 Nut (Pack B)

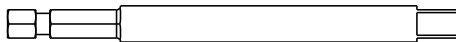
TOOLS



1/2" Deep Well Hex Socket,
1/4" Drive

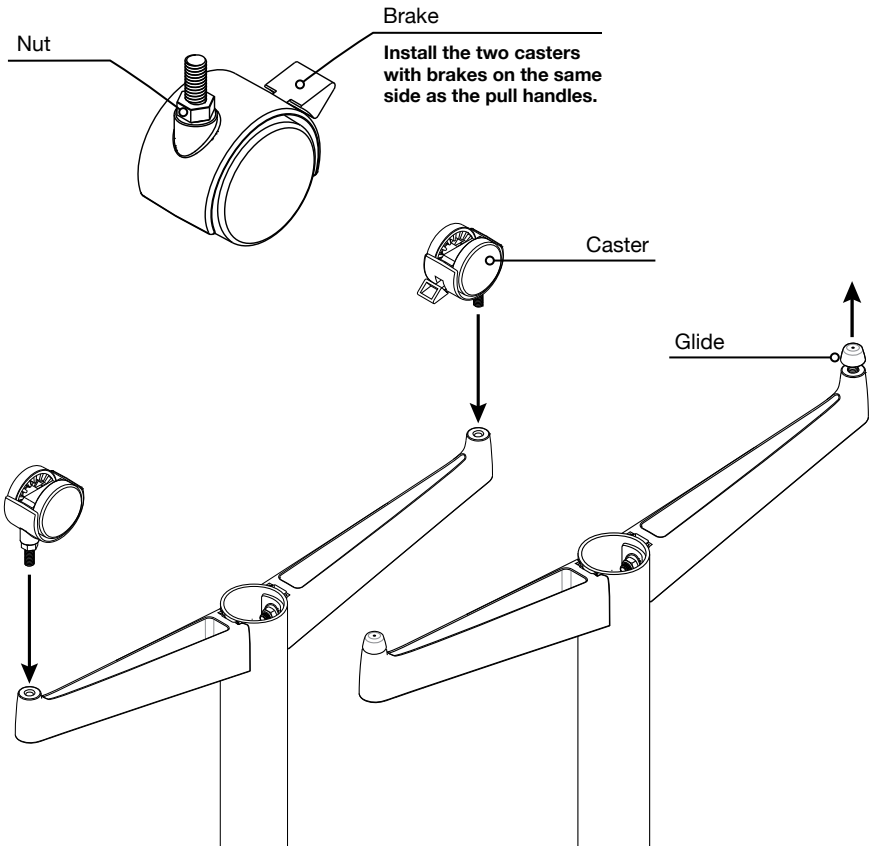


Universal Joint



Hex Shank to Square Drive Adapter

Step 14: Unscrew the glides to level as needed.
Alternatively, insert the optional casters into the feet and tighten the nuts.

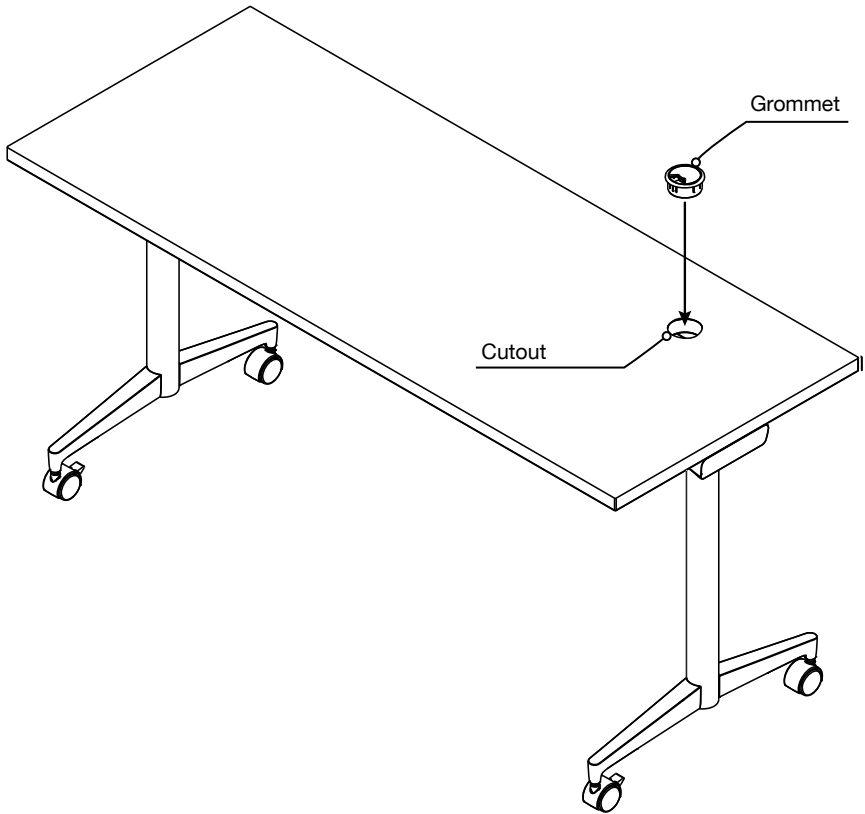


TOOLS



1/2" Combination Wrench

Step 15: Turn the table upright with the help of another person and if applicable, press the optional grommets into the cutouts.



USAGE

To flip the tabletop:
Pull the pull handles forward
and lift up on the tabletop

