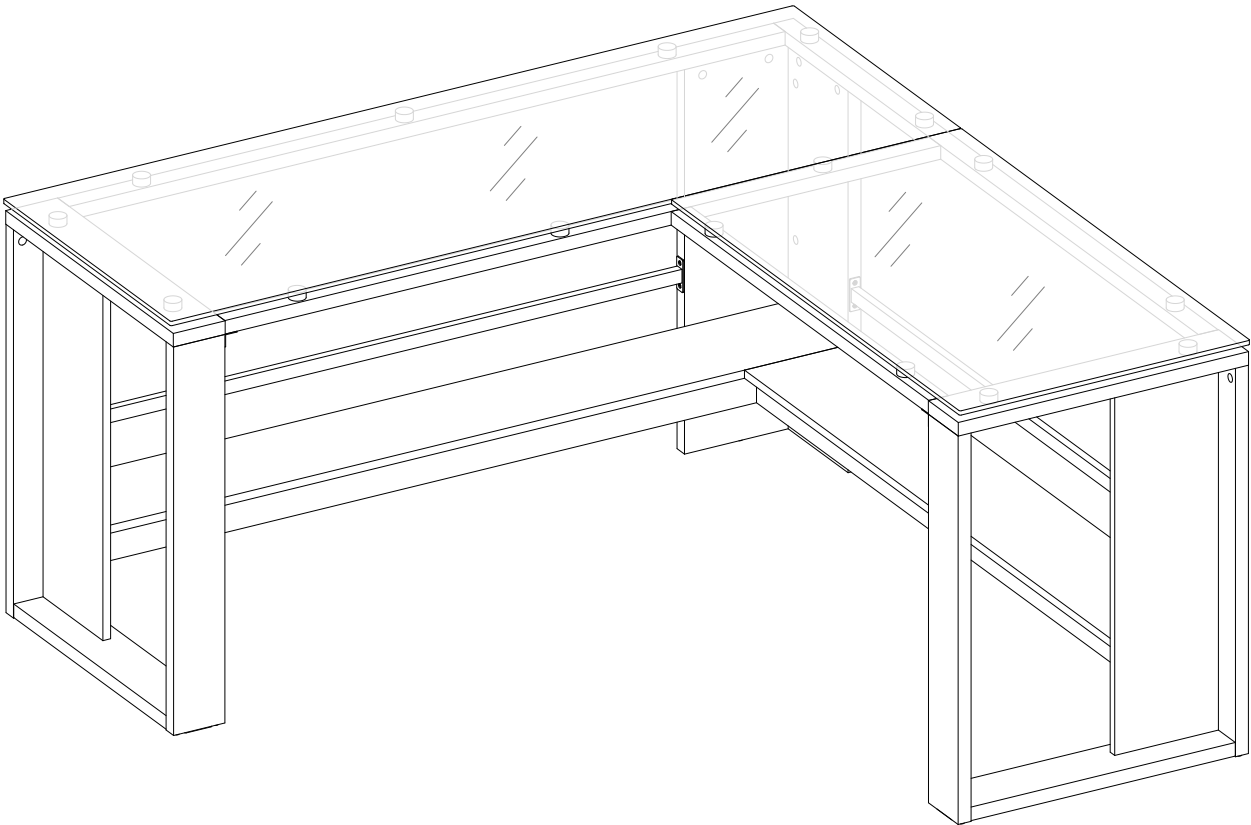




LOT NUMBER: _____
DATE PURCHASED: __/__/__

Jasper L Desk

Model # ODUS-JLDHCV



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

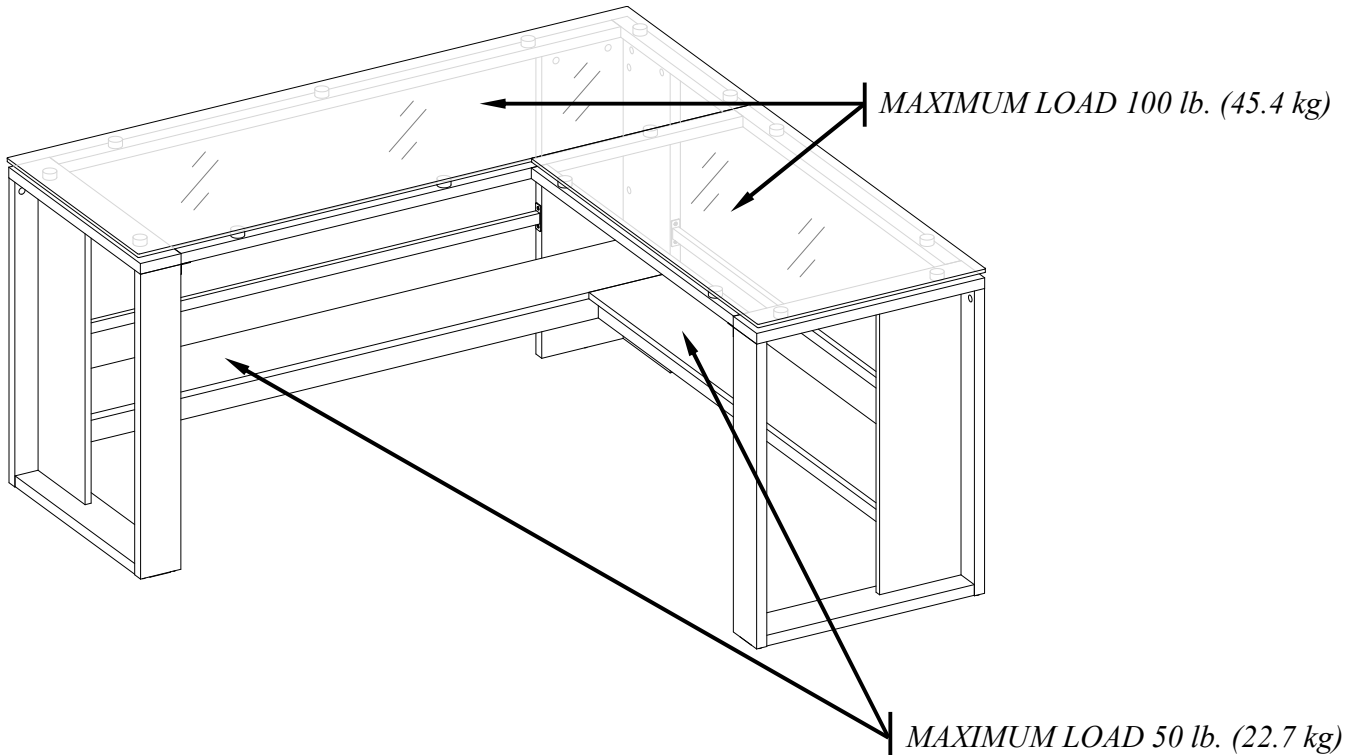
Or e-mail your request to **parts@whalenfurniture.com**

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

Date 2020-07-17 Rev. 0001-A

MAXIMUM RECOMMENDED WEIGHT LOADS

MANUFACTURER: Whalen Furniture Manufacturing
CATALOG: Jasper L Desk
MODEL # ODUS-JLDHCV



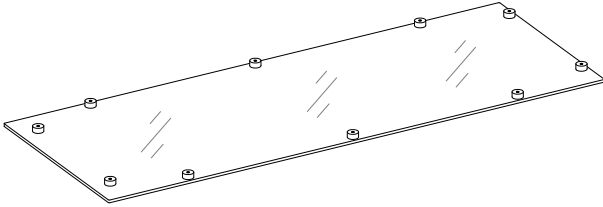
⚠ WARNING THIS UNIT IS INTENDED FOR USE ONLY WITH THE MAXIMUM WEIGHTS INDICATED. USE WITH LOAD HEAVIER THAN THE MAXIMUM WEIGHTS INDICATED MAY RESULT IN INSTABILITY, CAUSING POSSIBLE INJURY.

SPECIAL NOTE

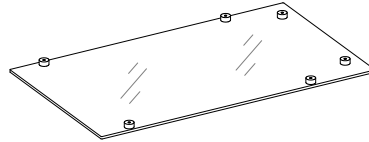
Please read the instruction sheets completely before assembly. Examine all packaging material before discarding carton. Remove any remaining staples from the carton before discarding. Remove all parts from carton and separate into groups as indicated on part list. Please ensure all parts are included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

Parts and Hardware List

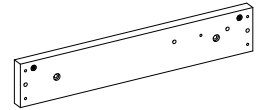
Please read completely through the instructions and verify that all listed parts and hardware are present before beginning assembly.



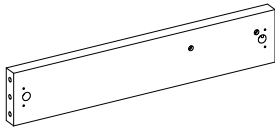
A- Desk Glass Top
(Qty. 1)



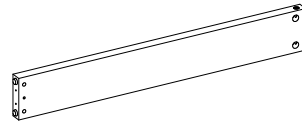
B- Return Glass Top
(Qty. 1)



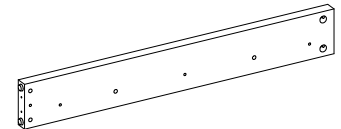
C- Left Top Panel
(Qty. 1)



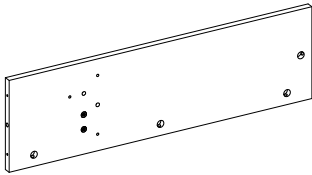
D- Left Bottom Panel
(Qty. 1)



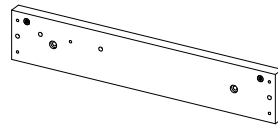
E- Left Front Panel
(Qty. 1)



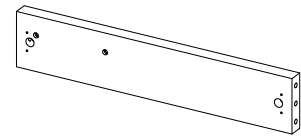
F- Left Back Panel
(Qty. 1)



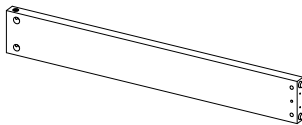
G- Left Side Panel
(Qty. 1)



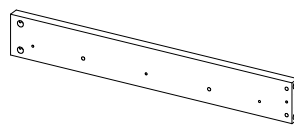
H- Right Top Panel
(Qty. 1)



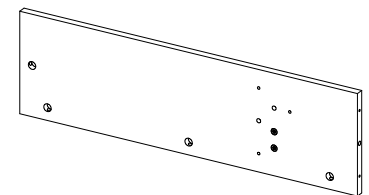
I- Right Bottom Panel
(Qty. 1)



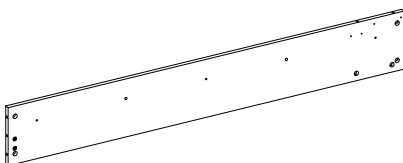
J- Right Front Panel
(Qty. 1)



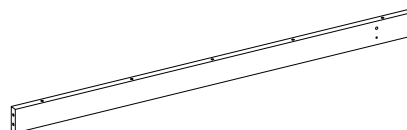
K- Right Back Panel
(Qty. 1)



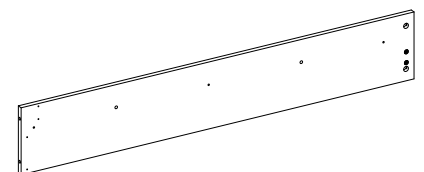
L- Right Side Panel
(Qty. 1)



M- Desk Fixed Shelf
(Qty. 1)



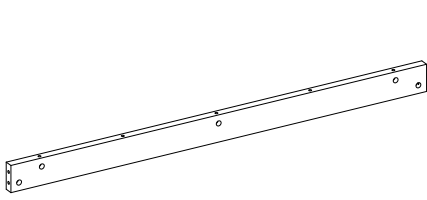
N- Desk Shelf Support
(Qty. 1)



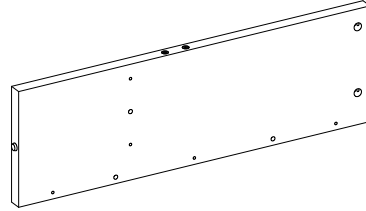
O- Return Fixed Shelf
(Qty. 1)

Parts and Hardware List

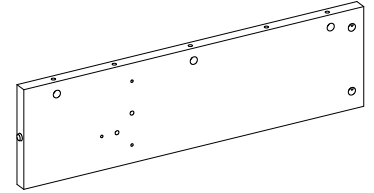
Please read completely through the instructions and verify that all listed parts and hardware are present before beginning assembly.



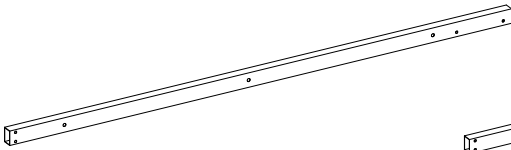
P- Return Shelf Support
(Qty. 1)



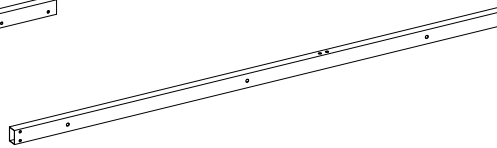
Q- Large Leg
(Qty. 1)



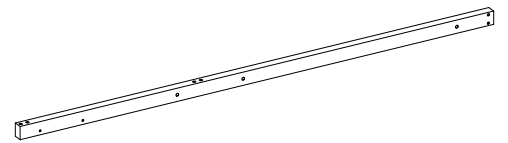
R- Small Leg
(Qty. 1)



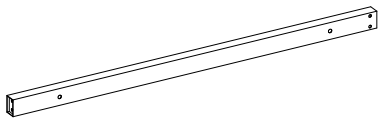
S- Desk Back Upper Stretcher
(Qty. 1)



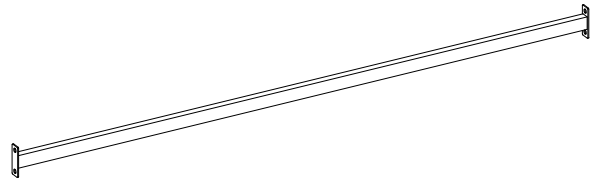
T- Desk Front Upper Stretcher
(Qty. 1)



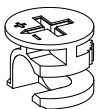
U- Return Back Upper Stretcher
(Qty. 1)



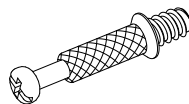
V- Return Front Upper Stretcher
(Qty. 1)



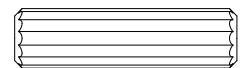
W- Back Bottom Stretcher
(Qty. 2)



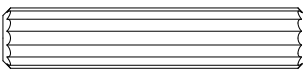
(1) Cam Lock
(Qty. 45+2 extra)



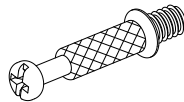
(2) Self-tapping Cam Bolt
(Qty. 41+2 extra)



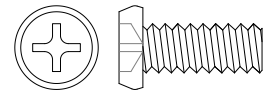
(3) M8 x 30 mm Wood Dowel
(Qty. 36+1 extra)



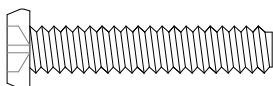
(4) M8 x 40 mm Wood Dowel
(Qty. 2+1 extra)



(5) Regular Cam Bolt
(Qty. 4+1 extra)



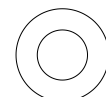
(6) M6 x 15 mm Black Bolt
(Qty. 32+1 extra)



(7) M6 x 32 mm Black Bolt
(Qty. 4+1 extra)



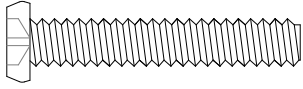
(8) Black Lock Washer
(Qty. 36+1 extra)



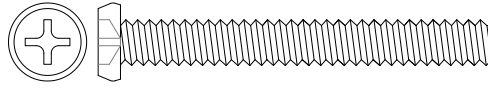
(9) Black Flat Washer
(Qty. 36+1 extra)

Parts and Hardware List

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



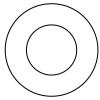
(10) M6 x 35 mm Zinc Bolt
(Qty. 11+1 extra)



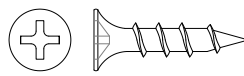
(11) M6 x 50 mm Zinc Bolt
(Qty. 6+1 extra)



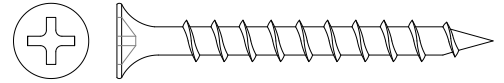
(12) Zinc Lock Washer
(Qty. 11+1 extra)



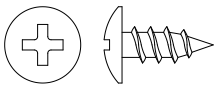
(13) Zinc Flat Washer
(Qty. 17+1 extra)



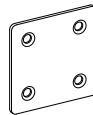
(14) M4 x 20 mm Screw
(Qty. 16+1 extra)



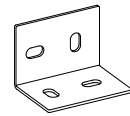
(15) M5 x 50 mm Screw
(Qty. 4+1 extra)



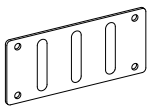
(16) M5 x 12 mm Screw
(Qty. 8+1 extra)



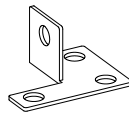
(17) Square Metal Bracket
(Qty. 4)



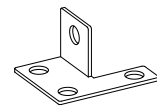
(18) L-shaped Metal Bracket
(Qty. 2)



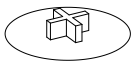
(19) Straight Metal Bracket
(Qty. 2)



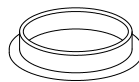
(20) Left Metal Bracket
(Qty. 2)



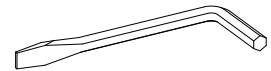
(21) Right Metal Bracket
(Qty. 2)



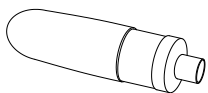
(22) Cam Lock Cover
(Qty. 8+1 extra)



(23) Cam Lock Cap
(Qty. 15+1 extra)



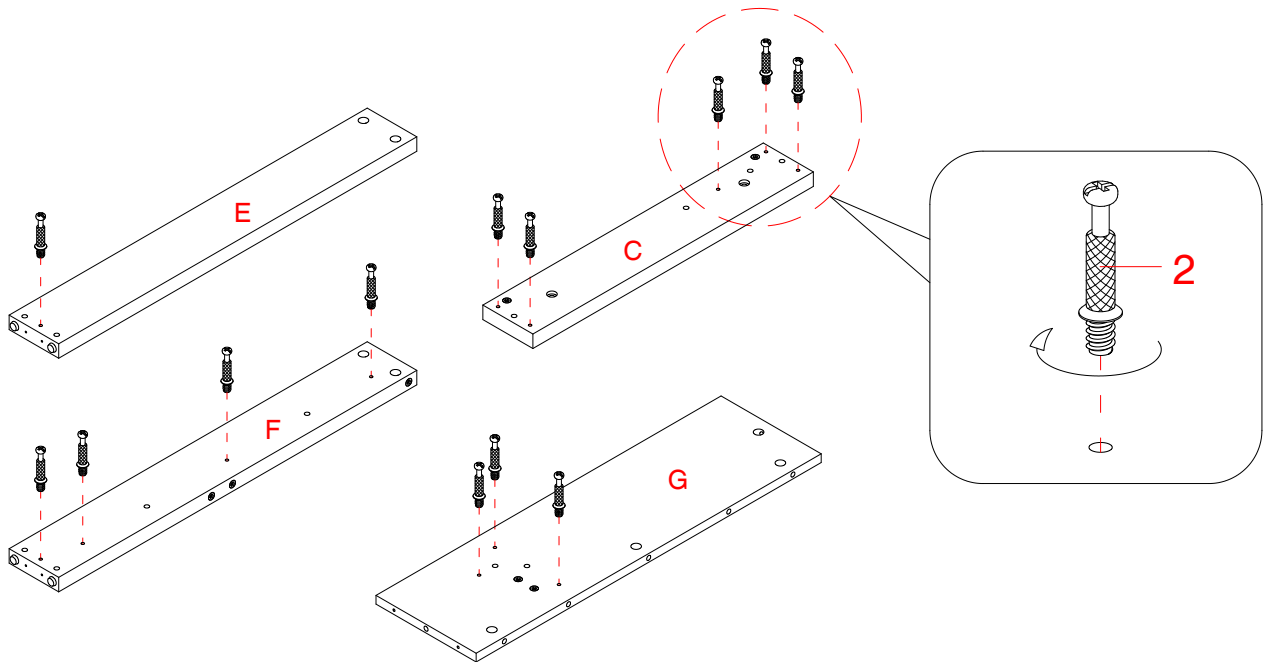
Flat Tip Hex Wrench
(Qty. 1)



Glue (Qty. 2)

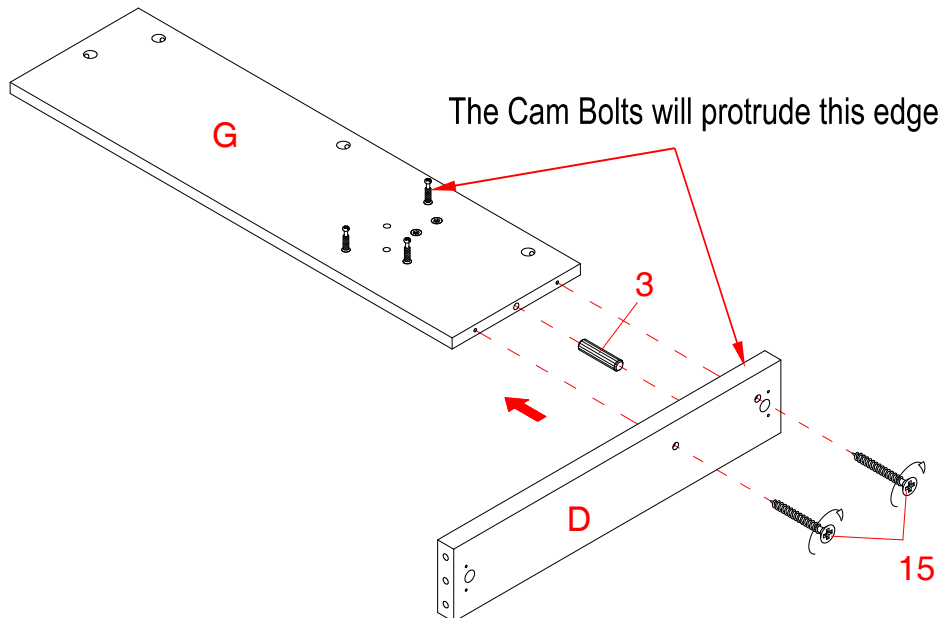
Tools required: Hex wrench (provided) and Phillips screwdriver (not provided).

Assembly Instructions



NOTE: Please do not fully tighten all bolts until you finish assembling all parts. Once assembled, go back and fully tighten all bolts. This will make the assembly easier.

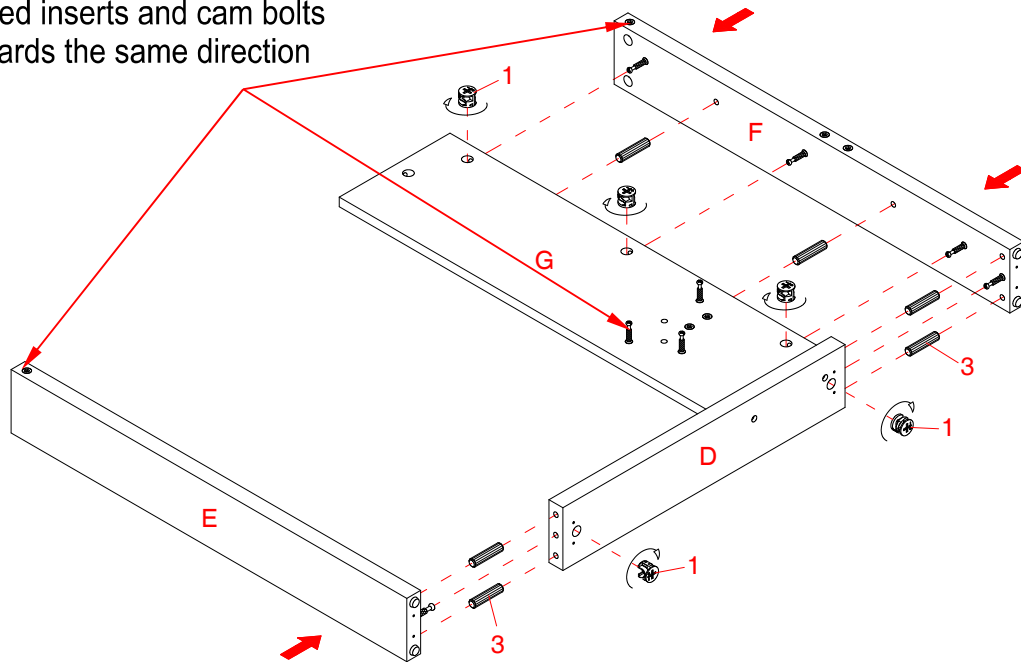
1. Unpack the unit and confirm that you have all the hardware and required parts. Assemble the unit on a carpeted floor or the empty carton to avoid any scratch.
2. Lay out the Left Side Frame components (C, E, F and G) with the holes facing up. Securely screw the Self-tapping Cam Bolts (2) into the designated small holes, as shown in the illustration.



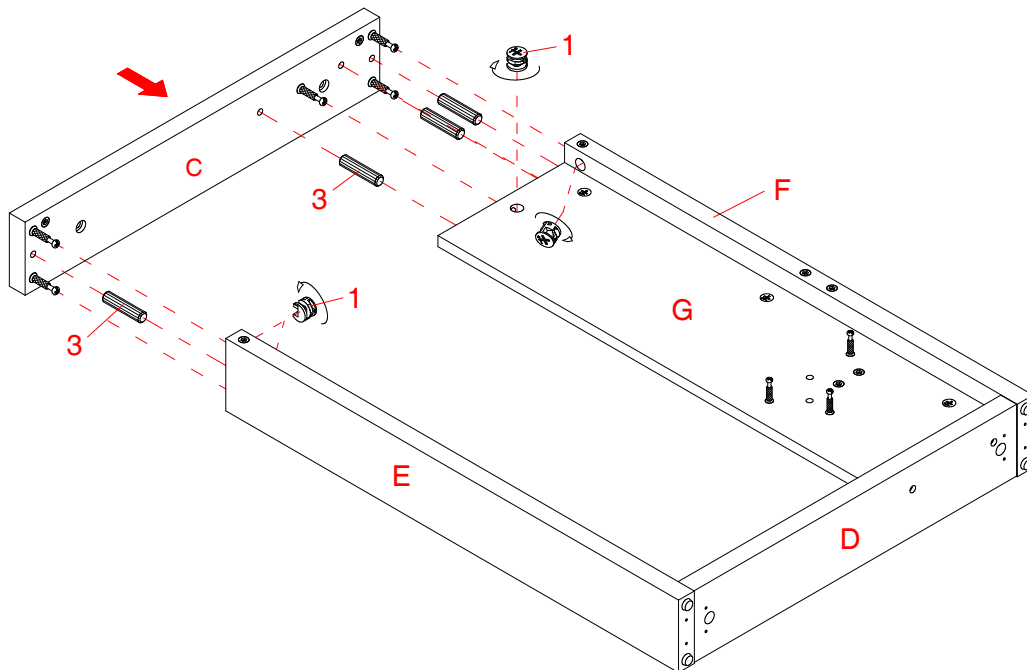
3. Glue one 30 mm Wood Dowel (3) into the bottom middle hole of the Left Side Panel (G) and attach it to the Left Bottom Panel (D) with two 50 mm Screws (15). Tighten the screws with a Phillips screwdriver. Make sure that you use a small amount of glue with both ends of all dowels.

Assembly Instructions

The threaded inserts and cam bolts point towards the same direction

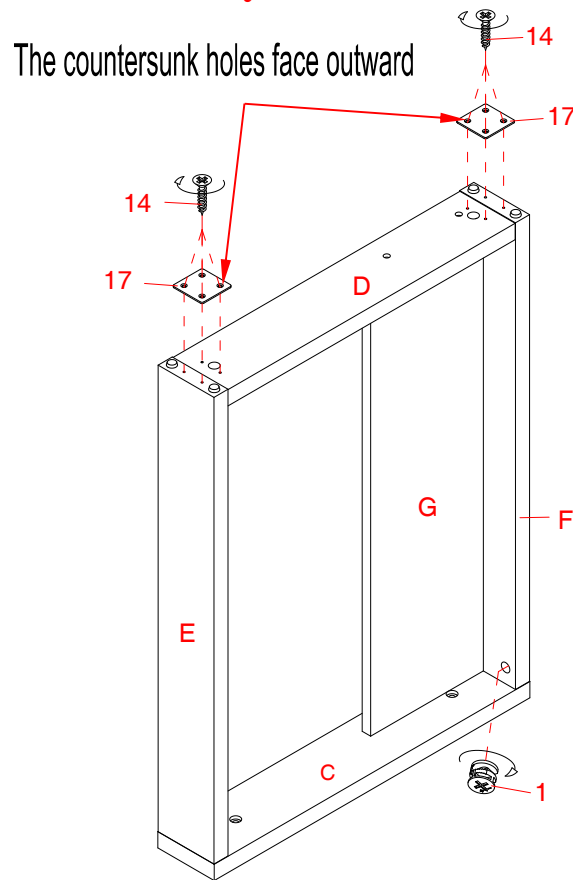


4. Glue four 30 mm Wood Dowels (3) to the Left Back Panel (F) and attach it to the previous assembly by engaging four Cam Locks (1) (Refer to page 3 on Cam Lock system operation supplement).
5. Fasten the Left Front Panel (E) to the front end of Left Bottom Panel (D) using two 30 mm Wood Dowels (3) and one Cam Lock (1).

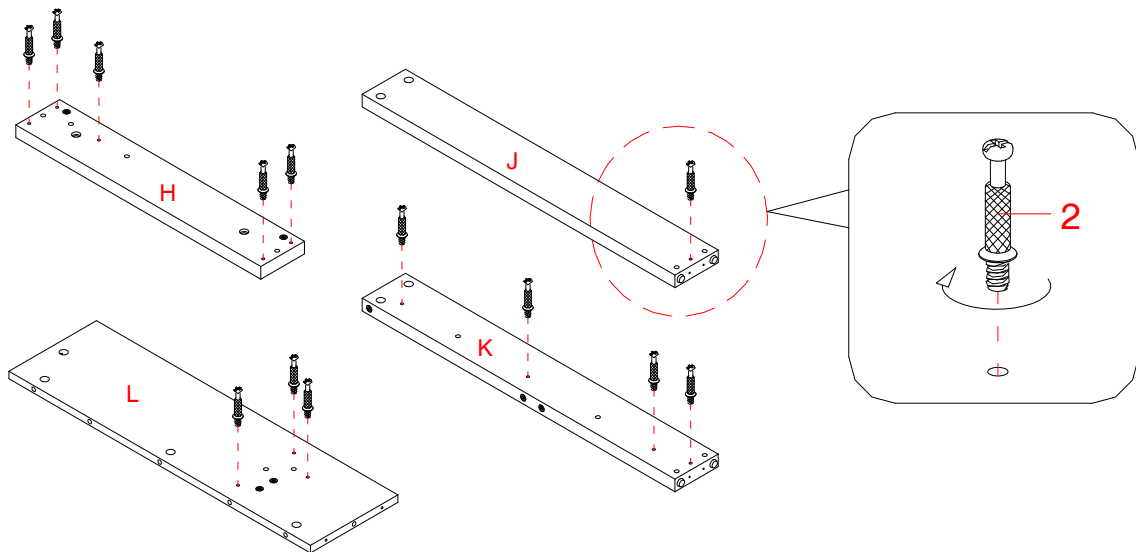


6. Glue four 30 mm Wood Dowels (3) into the drilled holes on the top edge of the previous assembly.
7. Align the drilled holes on the Left Top Panel (C) with the inserted Wood Dowels (3) and press them together. Fasten the Left Top Panel (C) in place by engaging four Cam Locks (1).

Assembly Instructions

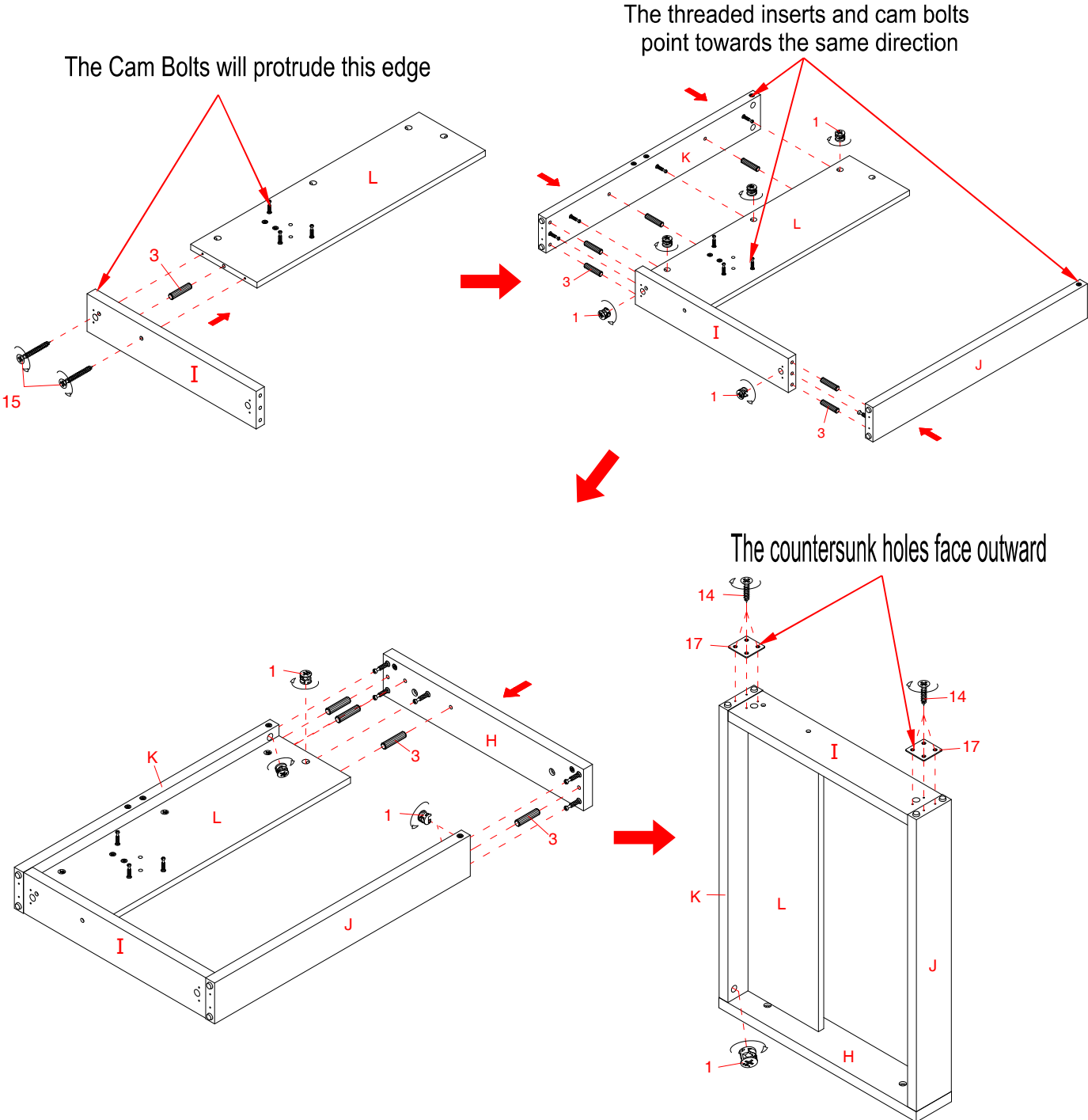


8. Flip around the assembled side frame.
9. With the pilot holes as a guide, fasten two Square Metal Brackets (17) at the joints of Left Bottom Panel (D) by using four 20 mm Screws (14) per bracket.
10. Secure the Left Top Panel (C) to the Left Back Panel (F) by engaging one Cam Lock (1).



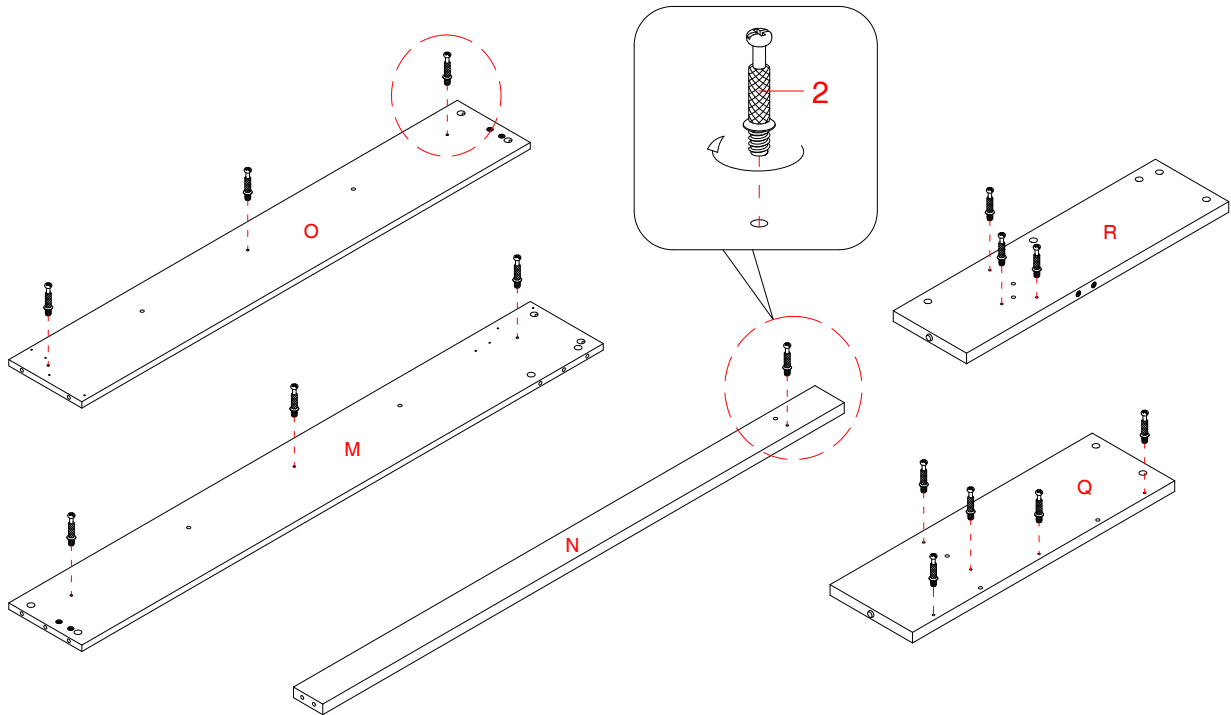
11. Securely screw the Self-tapping Cam Bolts (2) into the designated small holes on the Right Side Frame components (H, J, K and L), as shown in the illustration.

Assembly Instructions

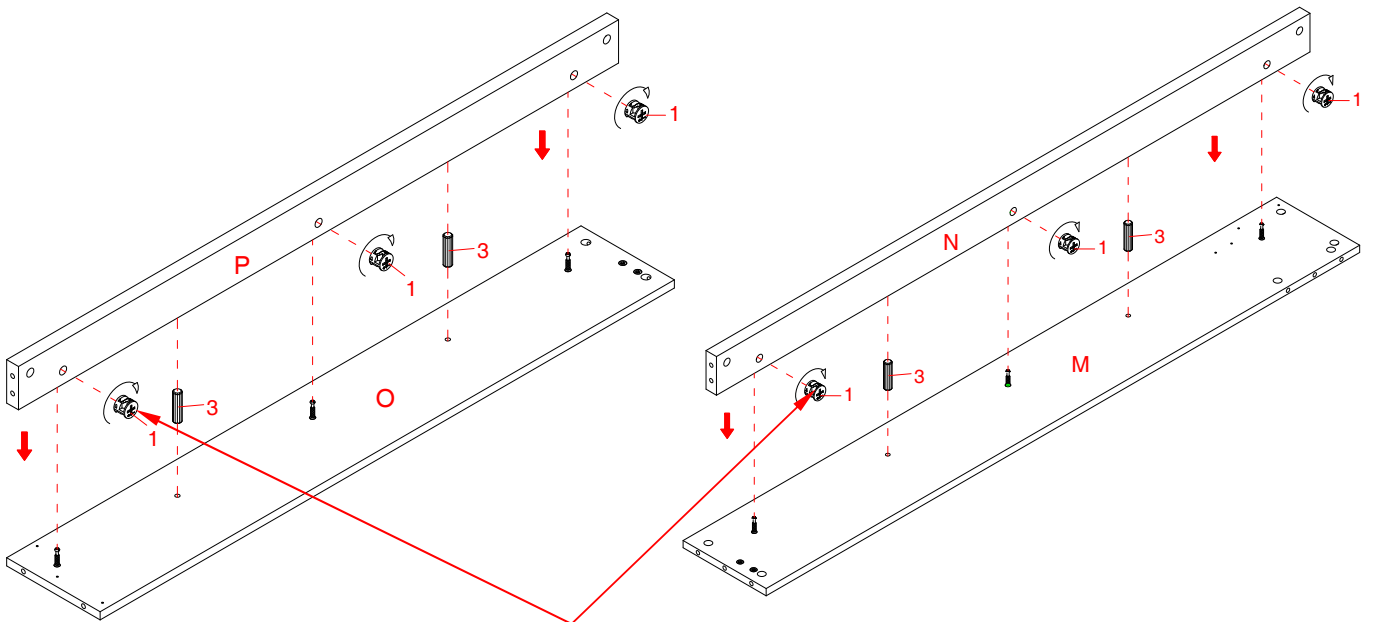


12. Repeat the same procedure to form the Right Side Frame.

Assembly Instructions



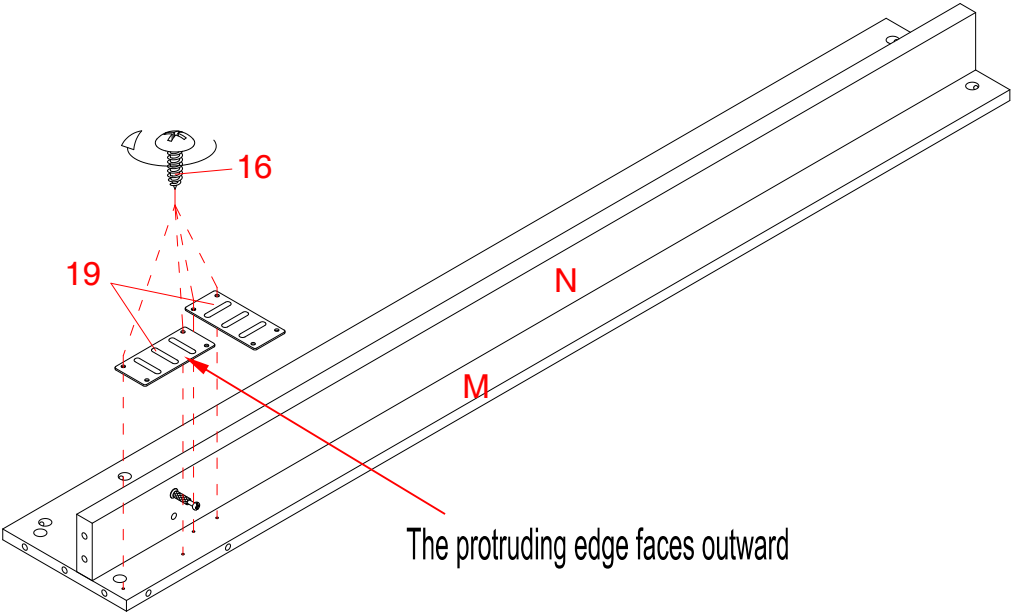
13. Securely screw the Self-tapping Cam Bolts (2) into the designated small holes on the Fixed Shelves (M and O), Legs (Q and R) and Desk Shelf Support (N) as shown.



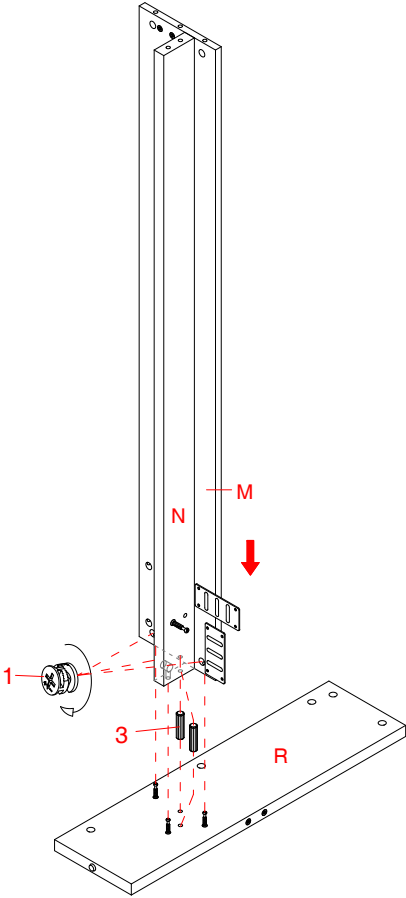
The Cam Locks will face back when the unit is turned upright

14. Glue two 30 mm Wood Dowels (3) into the inner holes of the Return Shelf Support (P) and attach it to the Return Fixed Shelf (O) by engaging three Cam Locks (1).
15. Repeat the same procedure to attach the Desk Shelf Support (N) to the Desk Fixed Shelf (M).

Assembly Instructions



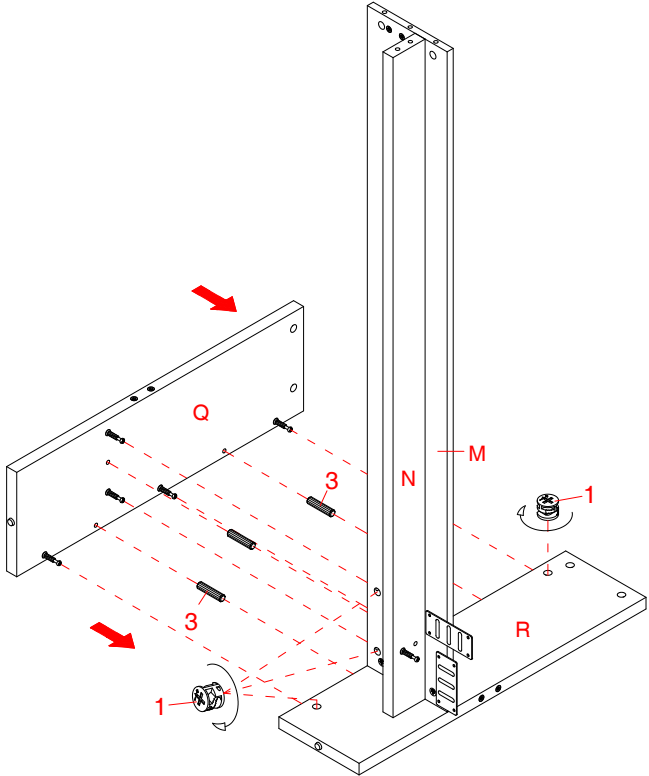
16. Using the pilot holes as a guide, attach two Straight Metal Brackets (19) to the Desk Fixed Shelf (M) with four 12 mm Screws (16).



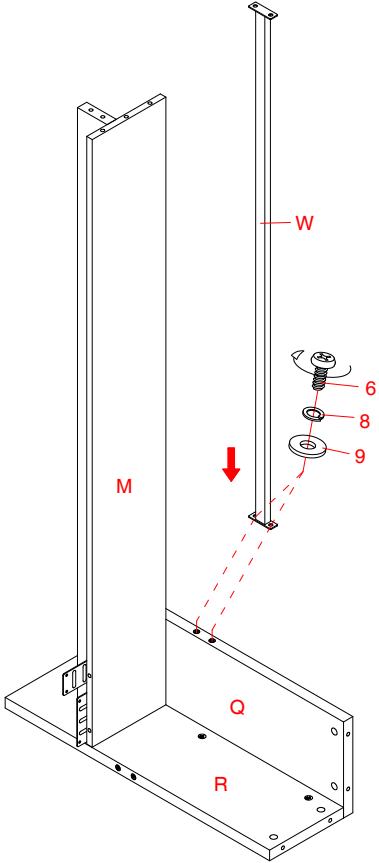
17. Align and attach the previous assembly to the Small Leg (R) with two 30 mm Wood Dowels (3) and three Cam Locks (1) as shown.

Assembly Instructions

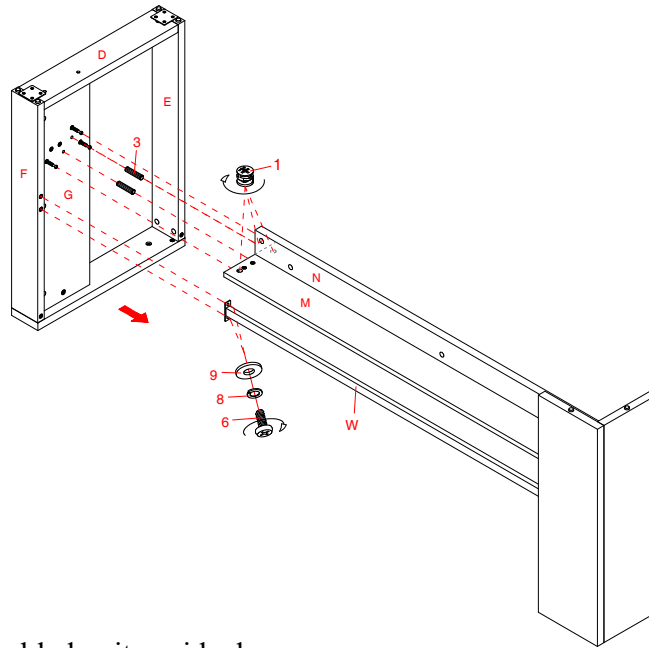
18. Align and attach the Large Leg (Q) to the Small Leg (R) and Desk Fixed Shelf (M) with three 30 mm Wood Dowels (3) and five Cam Locks (1).



19. Fasten one Back Lower Stretcher (W) to the Large Leg (Q) using two 15 mm Black Bolts (6) and two Black Washers (8 and 9).



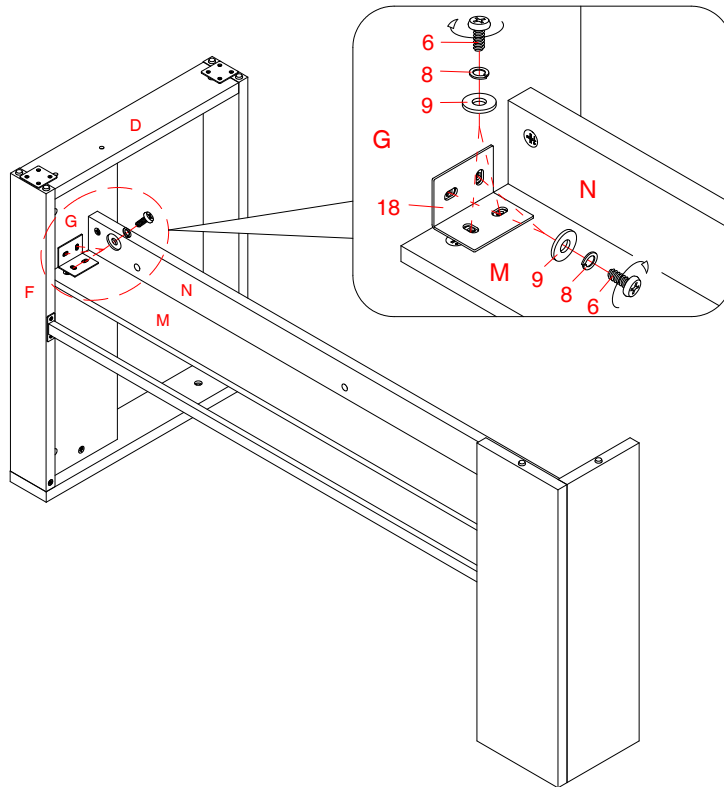
Assembly Instructions



20. Flip the previous assembled unit upside down.

21. Align and attach the Desk Fixed Shelf and Support (M and N) to the Left Side Panel (G) by using two 30 mm Wood Dowels (3) and three Cam Locks (1).

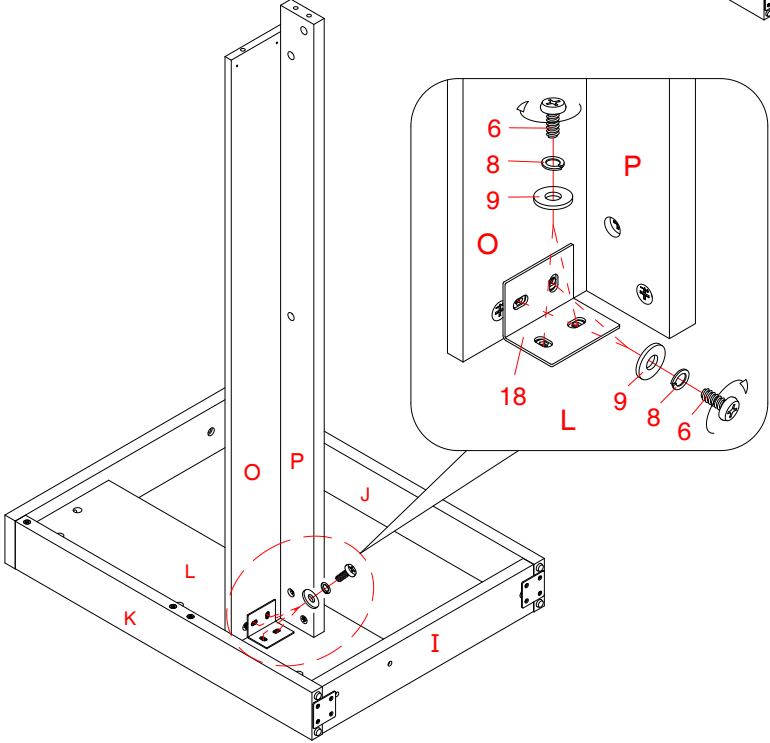
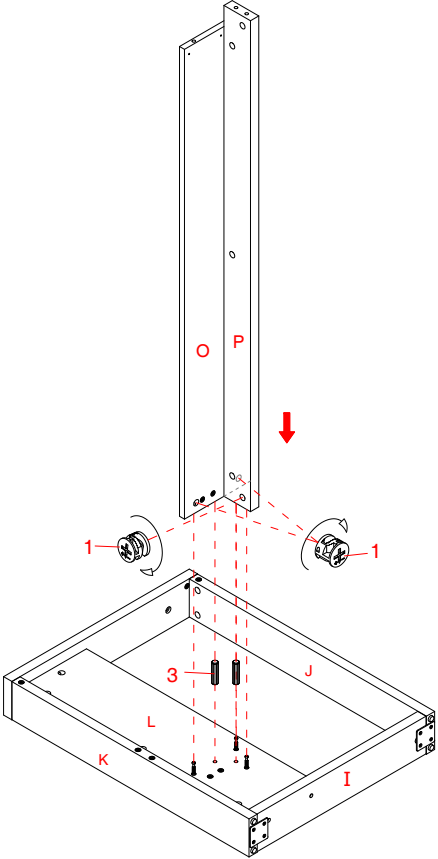
22. Fasten the Back Lower Stretcher (W) to the Left Back Panel (F) using two 15 mm Black Bolts (6) and two Black Washers (8 and 9).



23. Secure the Desk Fixed Shelf (M) to the Left Side Panel (G) by attaching one L-shape Metal Bracket (18) at the bottom joints with four 15 mm Black Bolts (6) and four Black Washers (8 and 9).

Assembly Instructions

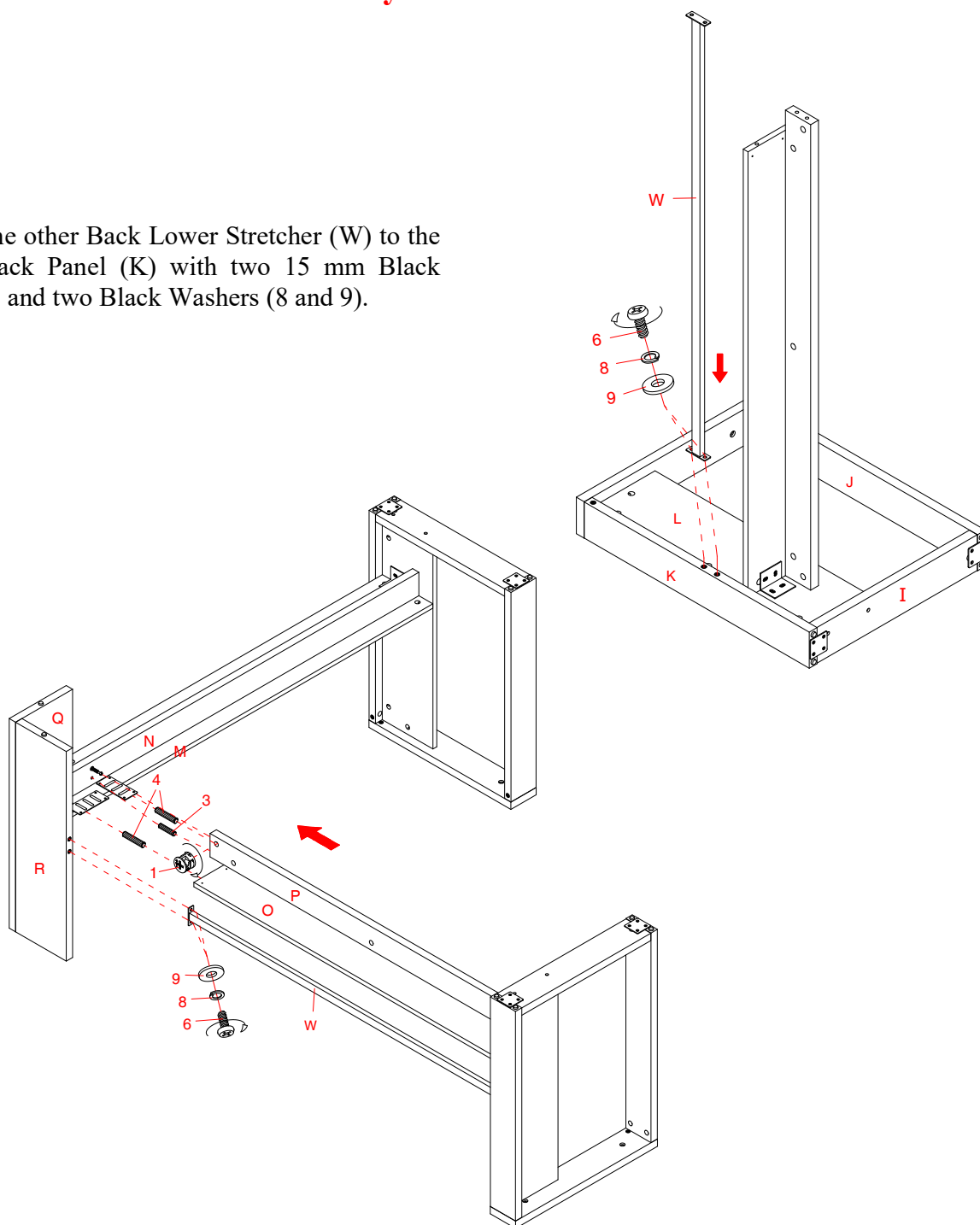
24. Align and attach the Return Fixed Shelf and Support (O and P) to the Right Side Panel (L) with two 30 mm Wood Dowels (3) and three Cam Locks (1).



25. Secure the Return Fixed Shelf (O) to the Right Side Panel (L) by attaching one Metal Bracket (18) at the bottom joints with four 15 mm Black Bolts (6) and four Black Washers (8 and 9).

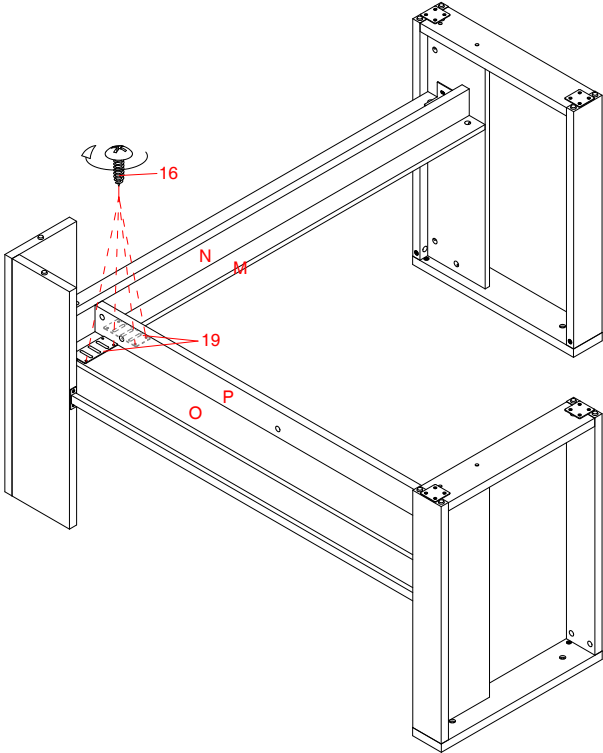
Assembly Instructions

26. Fasten the other Back Lower Stretcher (W) to the Right Back Panel (K) with two 15 mm Black Bolts (6) and two Black Washers (8 and 9).

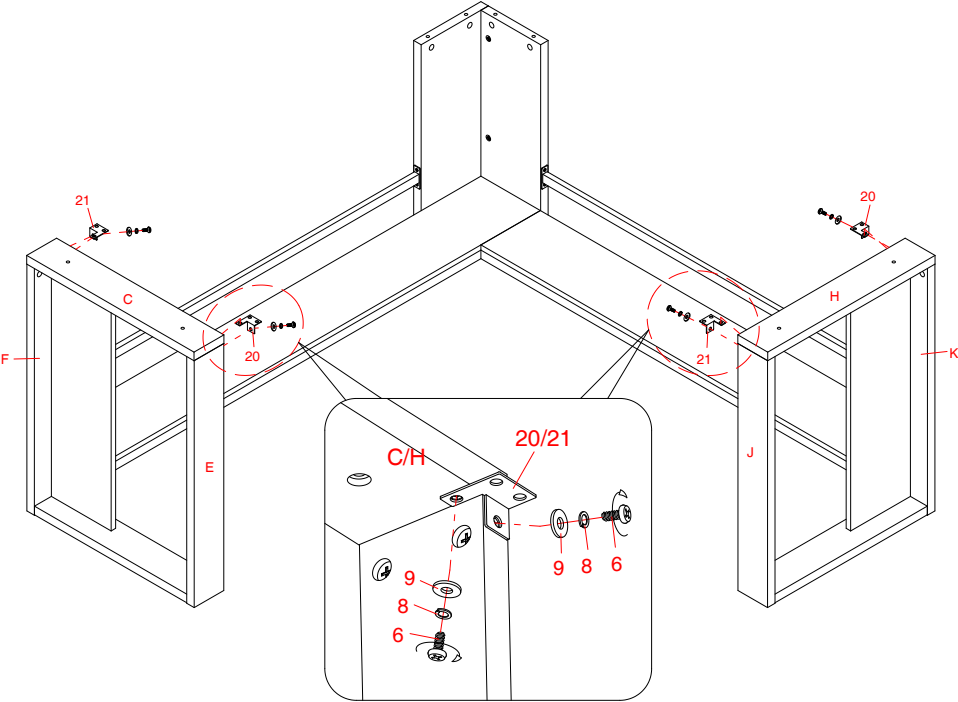


27. Glue two 40 mm Wood Dowels (4) into the end holes of the Return Fixed Shelf (O) and one 30 mm Wood Dowel (3) into the end hole of the Return Shelf Support (P).
28. Flip last assembly upright. Align the inserted Wood Dowels (3 and 4) with the drilled holes on the Desk Shelf and Support (M and N) and then press them together. Attach the Return Shelf Support (P) in place by engaging one Cam Lock (1).
29. Fasten the Back Lower Stretcher (W) to the Small Leg (R) using two 15 mm Black Bolts (6) and two Black Washers (8 and 9). As shown.

Assembly Instructions



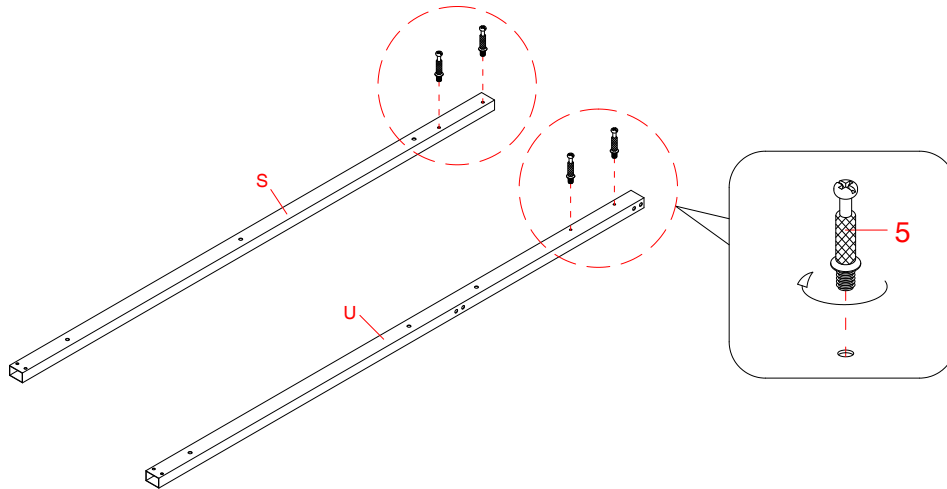
30. Attach the Return Fixed Shelf (O) to the Straight Metal Brackets (19) with four 12 mm Screws (16).



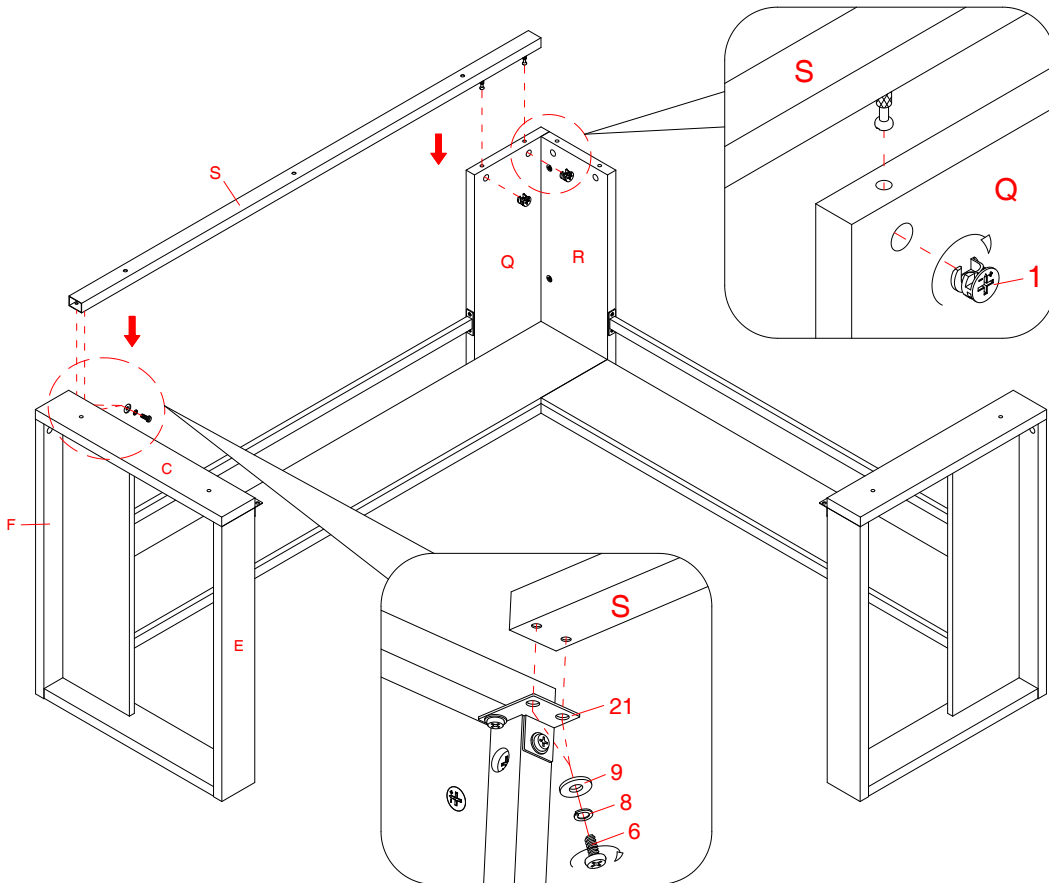
31. Ask for assistance to flip around the assembled unit upright.

32. Fasten the Left and Right Metal Brackets (20 and 21) to the upper corners of assembled side frames by using two 15 mm Black Bolts (6) and two Black Washers (8 and 9) per bracket.

Assembly Instructions

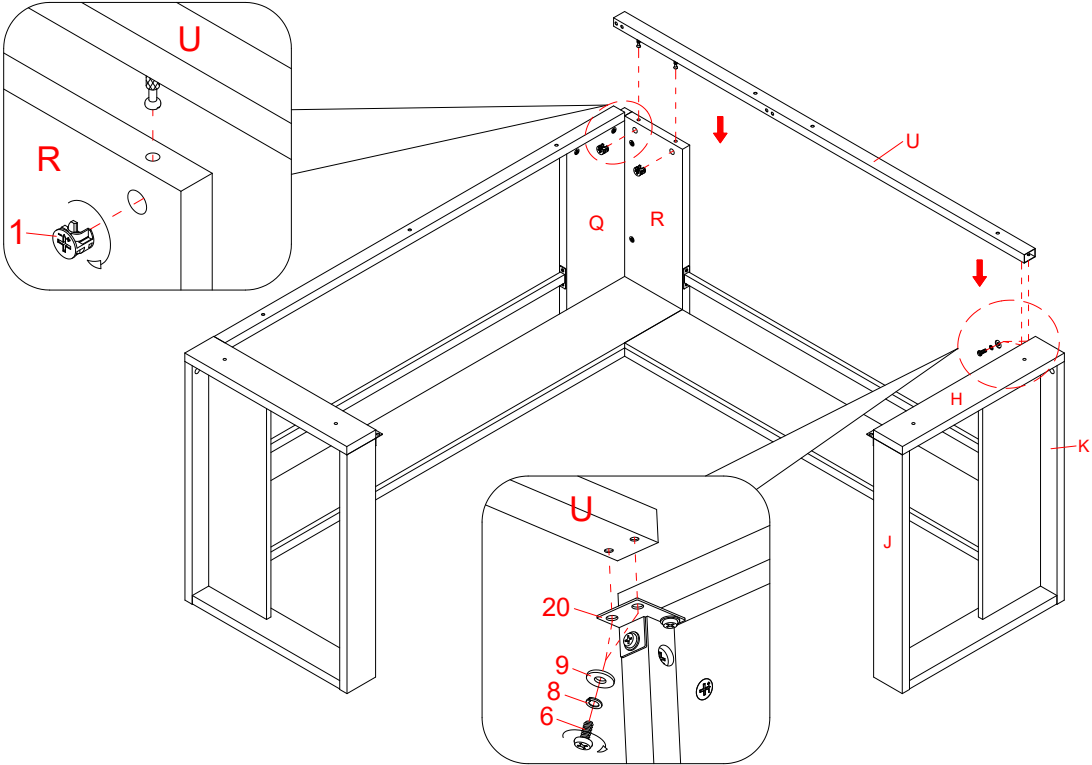


33. Screw the Regular Cam Bolts (5) into the side threaded sockets on the Back Upper Stretchers (S and U) as shown.

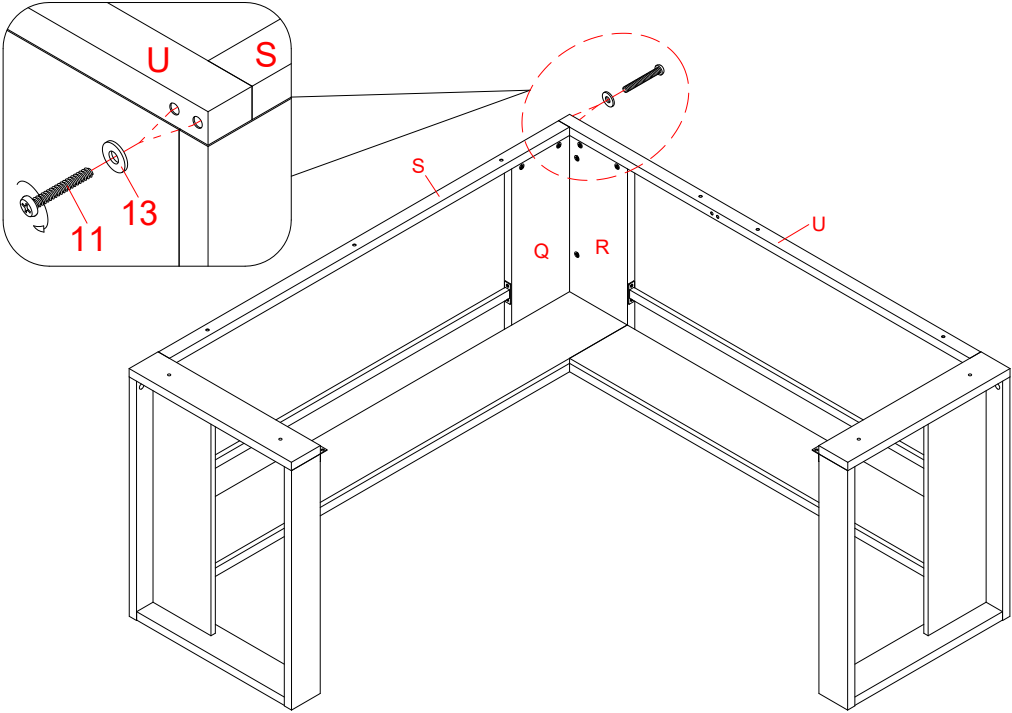


34. Align and attach the Desk Back Upper Stretcher (S) to the Large Leg (Q) by using two Cam Locks (1). You may need to adjust the height of Regular Cam Bolts (5) when assembling.
35. Fasten the Desk Back Upper Stretcher (S) to the installed Right Metal Bracket (21) with two 15 mm Black Bolts (6) and two Black Washers (8 and 9).

Assembly Instructions

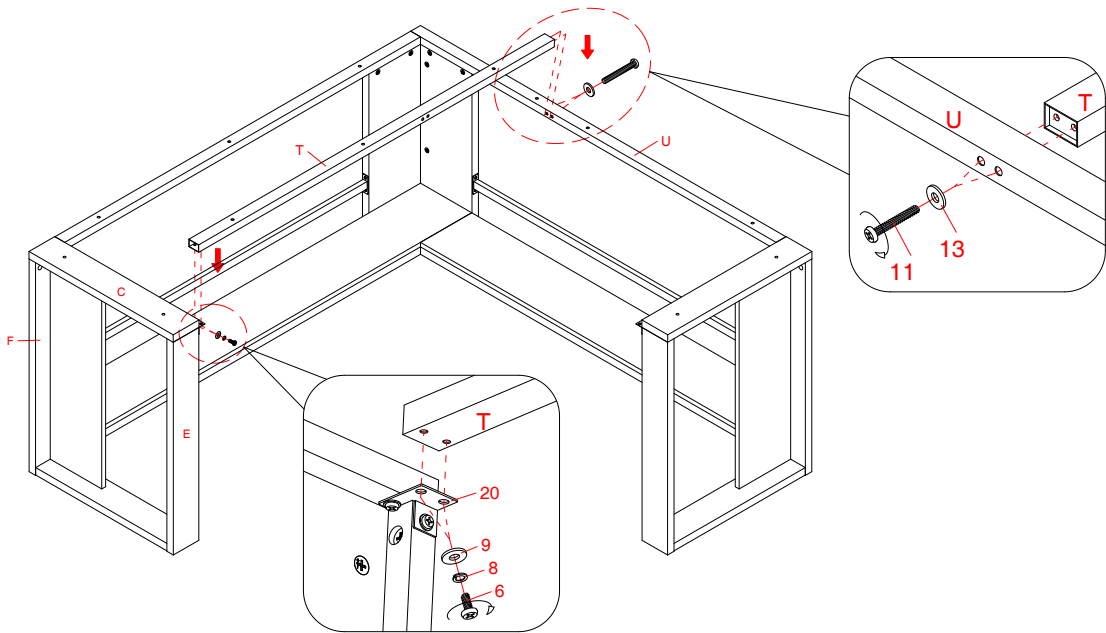


36. Repeat the same procedure to attach the Return Back Upper Stretcher (U) to the Small Leg (R) and the installed Left Metal Bracket (20).



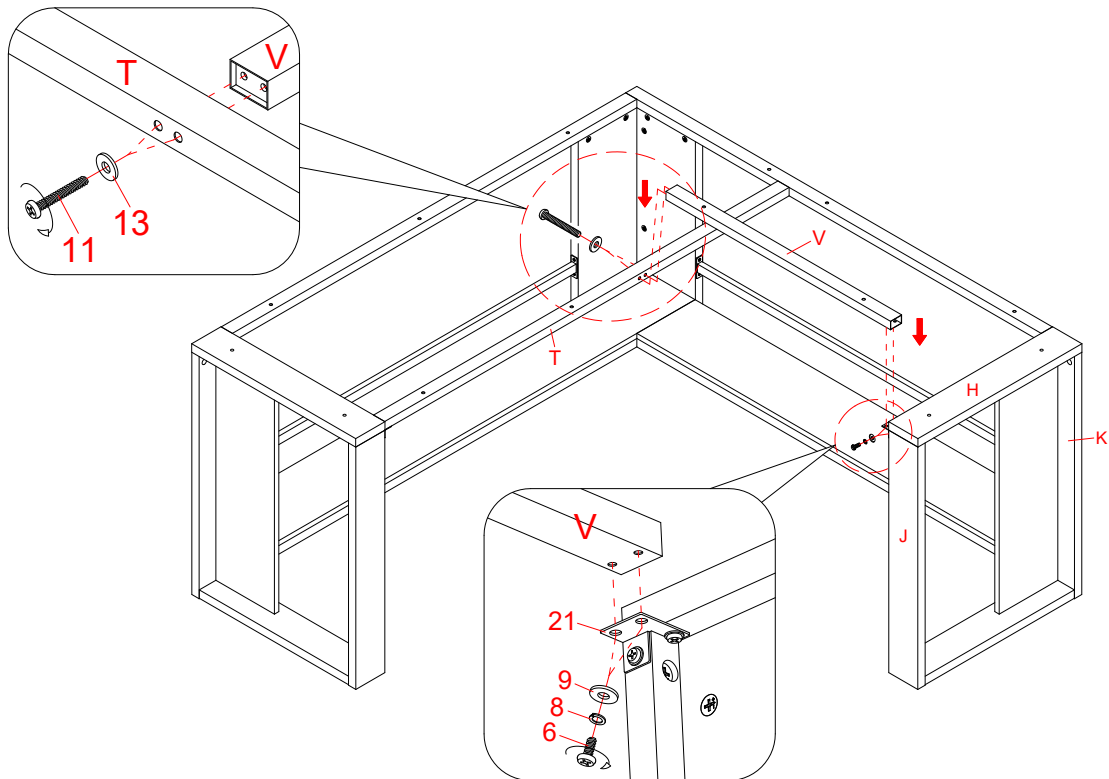
37. Insert two 50 mm Zinc Bolts (11) with the Zinc Flat Washers (13) through the drilled holes on the Return Back Upper Stretcher (U) and securely screw into the Desk Back Upper Stretcher (S).

Assembly Instructions



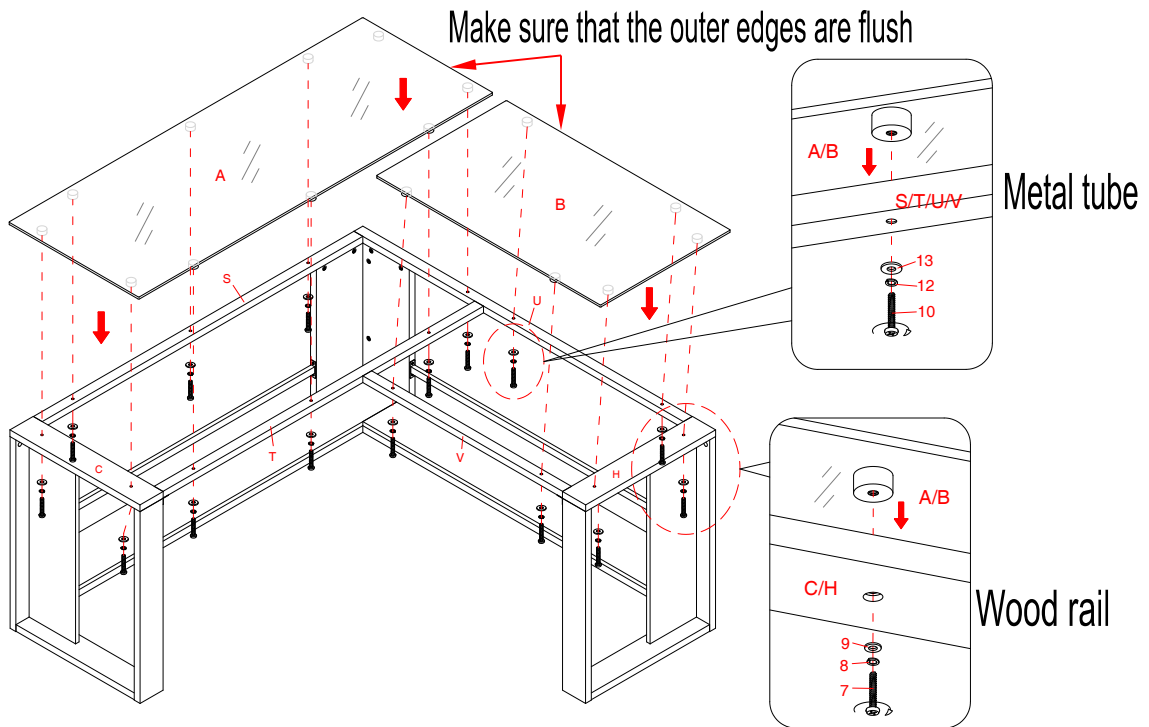
38. Align and attach the Desk Front Upper Stretcher (T) to the Return Back Upper Stretcher (U) by using two 50 mm Zinc Bolts (11) and two Zinc Flat Washers (13).

39. Fasten the Desk Front Upper Stretcher (T) to the installed Left Metal Bracket (20) with two 15 mm Black Bolts (6) and two Black Washers (8 and 9).

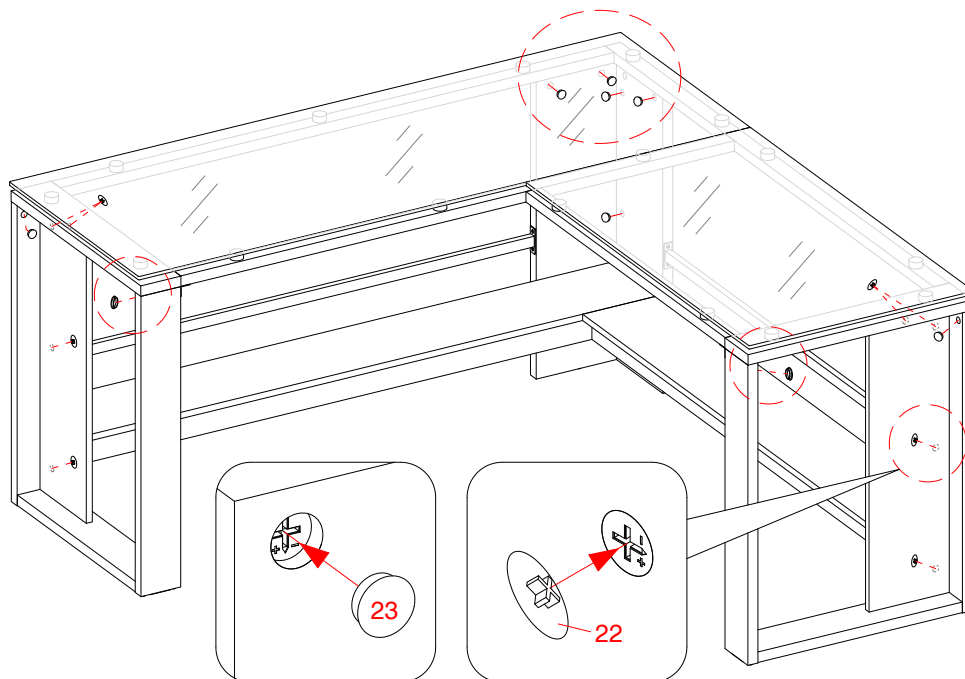


40. Repeat the same procedure to attach the Return Front Upper Stretcher (V) to the Desk Front Upper Stretcher (T) and the installed Right Metal Bracket (21).

Assembly Instructions



41. Position the Glass Tops (A and B) onto the assembled unit so that the threaded sockets underneath the metal plates overlap the drilled holes simultaneously. Insert four 32 mm Bolts (7) with the Black Washers (8 and 9) through the drilled holes on both Top Panels (C and H) and insert eleven 35 mm Zinc Bolts (10) with the Zinc Washers (12 and 13) through the Upper Stretchers (S, T, U and V) and securely screw into place.



42. Plug Cam Lock Covers (22) and Cam Lock Caps (23) onto the visible Cam Locks to conceal the Cams.

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.
- 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.

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).

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