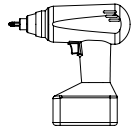


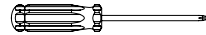
**TOOLS**



Impact Drill



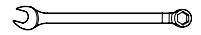
#3 Phillips Bit



#2 Phillips Screwdriver

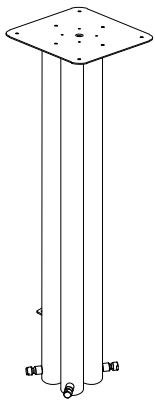


5mm Hex Key

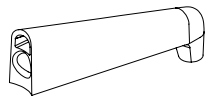


14mm Wrench

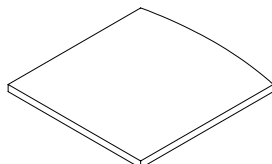
**PARTS & HARDWARE LIST**



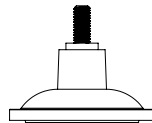
**A**  
Column Assembly  
(1)



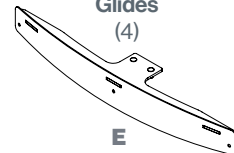
**B**  
Aluminum Feet  
(4)



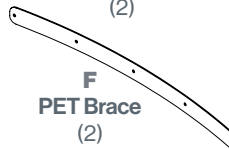
**D**  
Lectern Top  
(1)



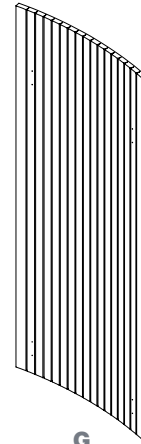
**C**  
Glides  
(4)



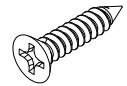
**E**  
PET Support Brackets  
(2)



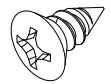
**F**  
PET Brace  
(2)



**G**  
PET Shroud  
(1)



**H**  
Flat Head  
Wood Screws  
(4)



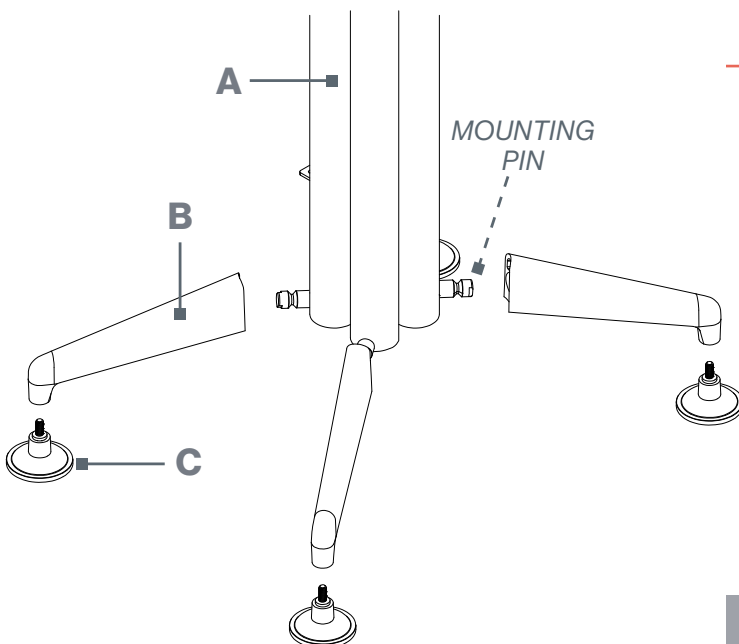
**I**  
Phillips Pan Head  
PET Screws  
(16)



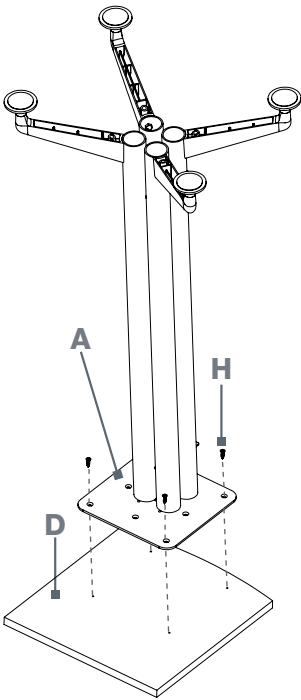
**J**  
M6 Nylon Lock Nut  
(4)

**ASSEMBLY STEPS**

- 1.** Ensure that all mounting pins are secure on the Column Assembly **(A)**. If necessary, use a 14mm wrench to tighten them.
- 2.** Place (4) Aluminum Feet **(B)** onto pins.
- 3.** Tighten (4) Aluminum Feet **(B)** onto pins using the 5mm Hex Key.
- 4.** Attach (4) Glides **(C)** to (4) Aluminum Feet **(B)**.

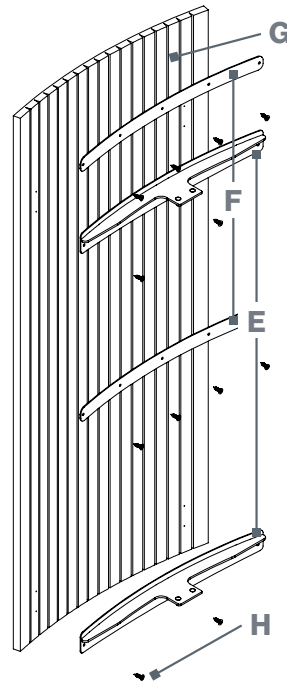


FOR MISSING PARTS OR QUESTIONS,  
PLEASE CALL CUSTOMER SERVICE AT 888-705-0777.



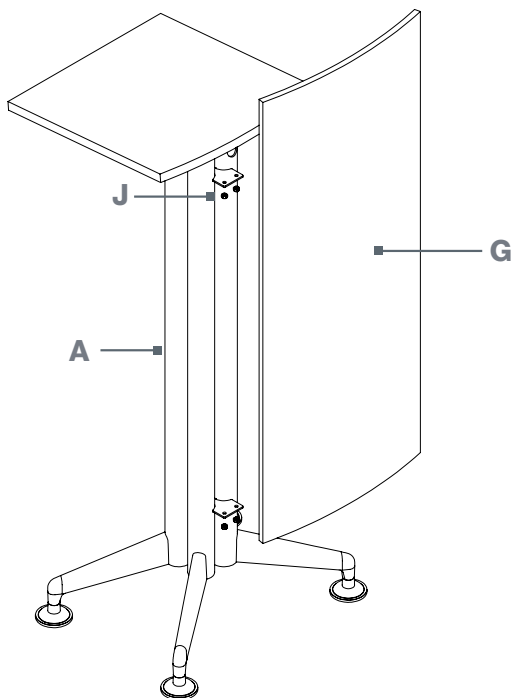
**5.** Align the Column Assembly Mounting Plate **(A)** with predrilled holes on the Lectern top **(D)**.

**6.** Attach the Lectern Top **(D)** to Column Assembly Mounting Plate **(A)** using (4) Phillips Flat Head Wood Screws **(H)**.



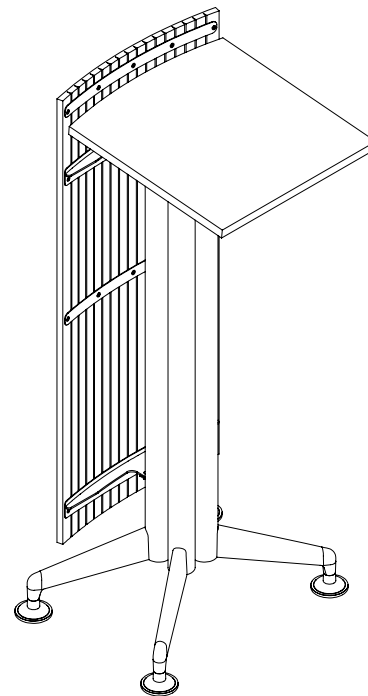
**7.** Align (2) PET Support Brackets **(E)** and (2) PET Braces **(F)** with predrilled holes in PET Shroud **(G)** (threaded studs on PET Support Brackets facing downward).

**8.** Attach (2) PET Support Brackets **(E)** and (2) PET Braces **(F)** to the PET Shroud **(G)** using (16) Phillips Pan Head PET Screws **(I)**.



**9.** Place the PET Shroud **(G)** onto the Column Assembly **(A)**.

**10.** Attach the PET Shroud **(G)** to Column Assembly **(A)** using (4) M6 Nylon Lock Nuts **(J)**.



ASSEMBLED ZIA LECTERN