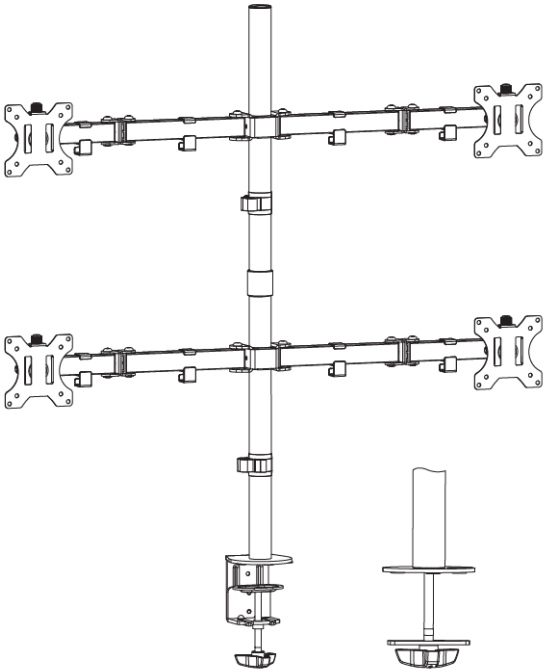


Quad Monitor Desk Mount

STAND-V004

Assembly Manual



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⚠ WARNING ⚠

If you do not understand these directions, or if you have any doubts about the safety of the installation, please contact our product support team at 309-278-5303 or help@vivo-us.com for further assistance. Check carefully to make sure there are no missing or defective parts. Failure to report missing parts within 30 days may result in denial of free replacement. Improper installation may cause damage or serious injury. Do not use this product for any purpose that is not explicitly specified in this manual. Do not exceed weight capacity. We cannot be liable for damage or injury caused by improper mounting, incorrect assembly or inappropriate use.



WARNING: CHOKING HAZARD

SMALL PARTS - NOT FOR CHILDREN UNDER 3 YEARS. ADULT SUPERVISION IS REQUIRED.



DO NOT EXCEED WEIGHT CAPACITY

FAILURE TO DO SO MAY RESULT IN SERIOUS INJURY.



TIPOVER WARNING

SERIOUS OR FATAL CRUSHING INJURIES CAN OCCUR FROM TIPOVER.
TO HELP PREVENT TIPOVER:

- DO NOT EXTEND ARMS TOO FAR FORWARD OR BACKWARD
- NEVER ALLOW CHILDREN TO CLIMB, STAND, OR PLAY ON ANY PART OF MONITOR MOUNT
- USE TIPOVER RESTRAINT TO REDUCE (BUT NOT ELIMINATE) RISK OF TIPOVER

ALWAYS EXERCISE CAUTION WHEN ADJUSTING THE PLACEMENT OF YOUR MONITORS.

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Monday-Friday from 7am-7pm CST
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Assembly Video & Product Info
www.vivo-us.com/products/stand-v004

Package Contents



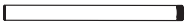
A (x4)
VESA Plate



B (x2)
Arm



C (x1)
Clamp



D (x1)
Lower Pole

E (x1)
Upper Pole



F (x1)
Pole Connector



G (x2)
Pole Cable Clip



H (x1)
Grommet Plate



I (x4)
VESA Cap



J (x1)
Pole Cap



K (x5)
Rubber Pad



L (x8)
Arm Cable Clip



M (x1)
Support Plate

Included Hardware & Tools



S-A (x4)
M3x8mm Screw



S-B (x3)
M5x16mm Screw



M-A (x16)
M4x12mm Screw



M-B (x16)
M4x16mm Screw



M-C (x16)
M5x12mm Screw



M-D (x16)
M5x16mm Screw



M-E (x16)
M5 Washer



M-F (x16)
Spacer



T-A (x1)
3mm Allen Wrench



T-B (x1)
4mm Allen Wrench



T-C (x1)
5mm Allen Wrench



T-D (x1)
6mm Allen Wrench

Tools Needed:



Phillips Screwdriver

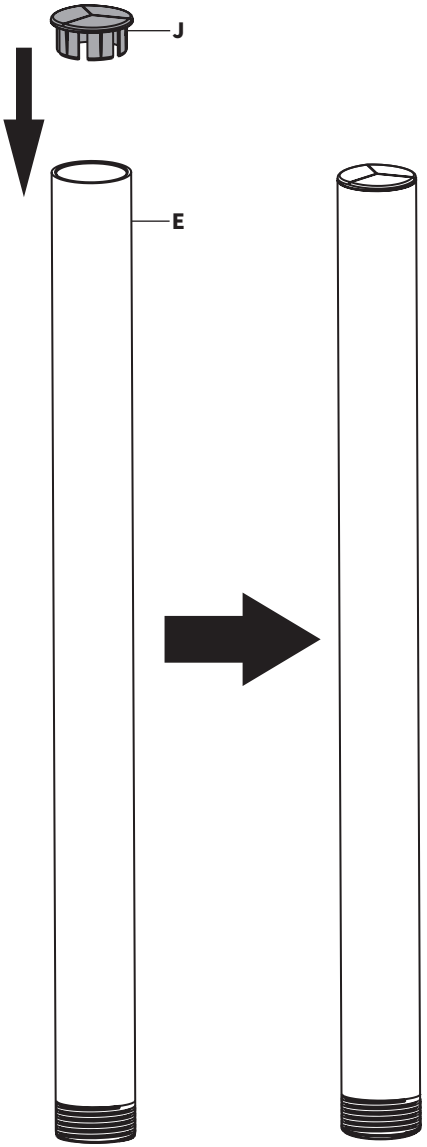
Weight Capacity:



Assembly Steps

STEP 1

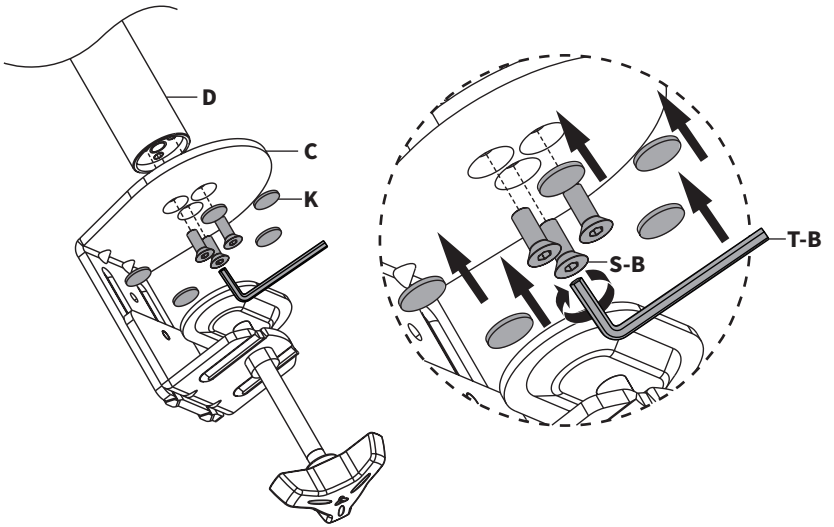
Press Pole Cap **(J)** into Upper Pole **(E)**.



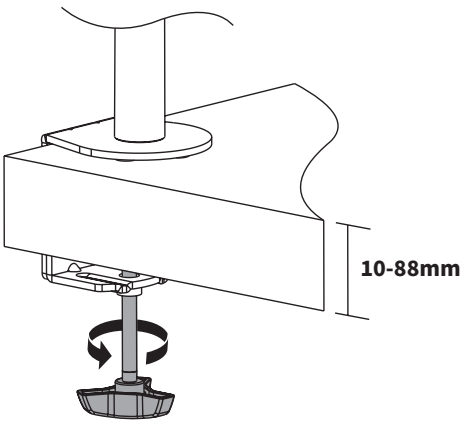
STEP 2

Option 1: Clamp Installation

Remove adhesive backing from Rubber Pads **(K)** and apply to the underside of Clamp **(C)**. Attach Lower Pole **(D)** to Clamp using M5x16mm Screws **(S-B)**. Tighten using 4mm Allen Wrench **(T-B)**.



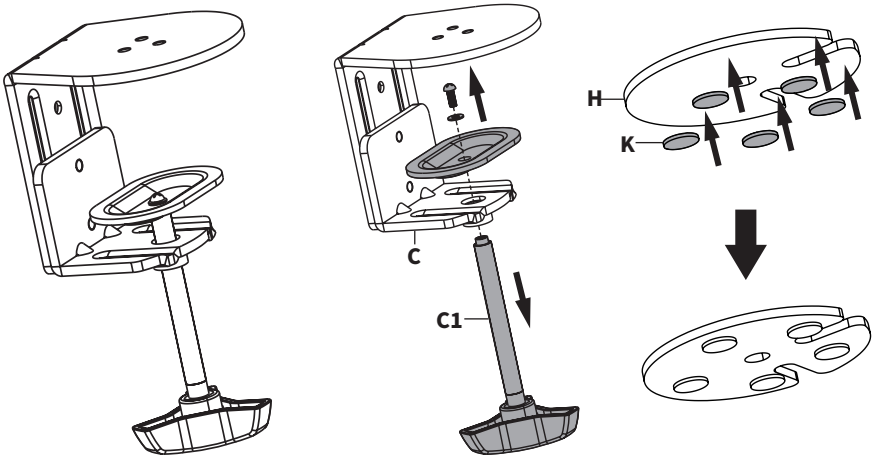
Clamp the assembly to the desktop.



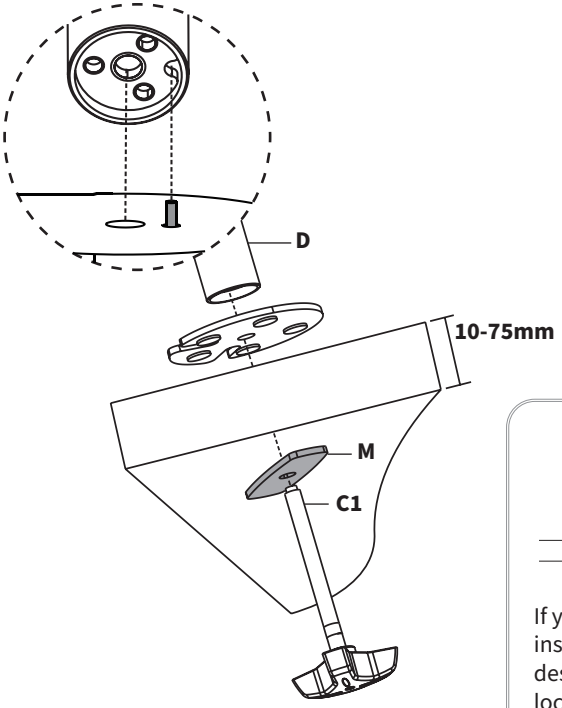
Proceed to STEP 3
on **Page 8**

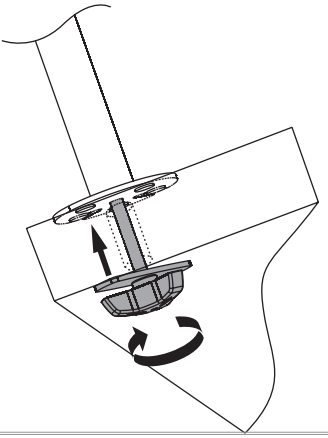
Option 2: Grommet Installation

Disassemble the Clamp **(C)** using a Phillips screwdriver and remove the Clamp Bolt **(C1)**. Remove adhesive backing from Rubber Pads **(K)** and apply to the bottom of Grommet Plate **(H)**.



Place Support Plate **(M)** onto Clamp Bolt **(C1)** and thread it through the grommet hole and into Lower Pole **(D)** as shown.





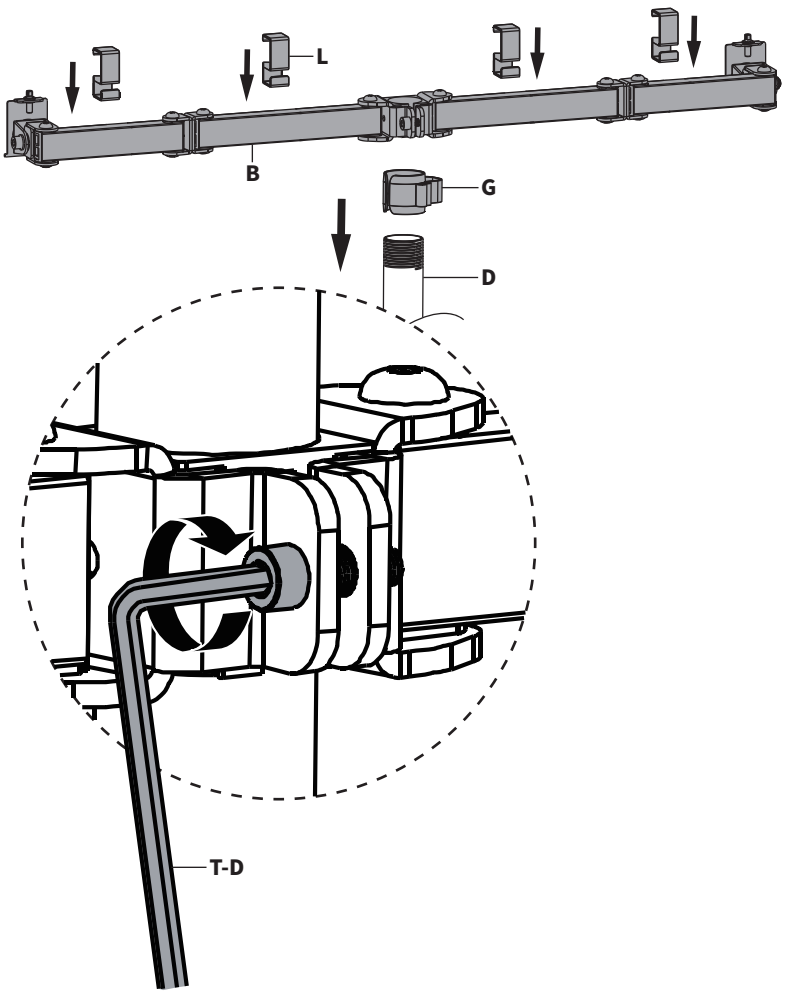


Don't Have a Grommet Hole?

If you do not have an existing hole for installation, drill a hole through your desktop in your desired mounting location using a 3/8" (10mm) drill bit.

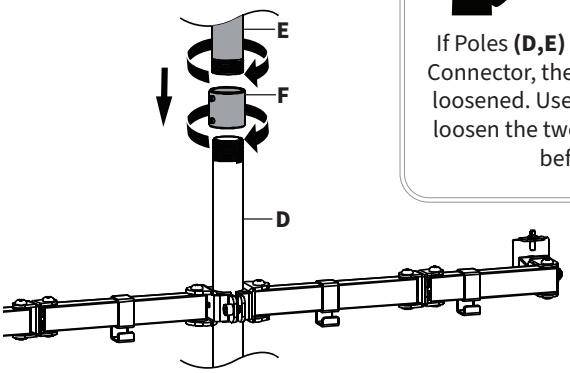
STEP 3

Slide one Pole Cable Clip **(G)** onto Lower Pole **(D)** and Arm Cable Clips **(L)** onto Arms **(B)**. Slide Arm down Lower Pole at the desired height and secure by tightening the back screw using 6mm Allen Wrench **(T-D)**.



STEP 4

Thread Pole Connector **(F)** onto Lower Pole **(D)**, then thread Upper Pole **(E)** into Pole Connector.

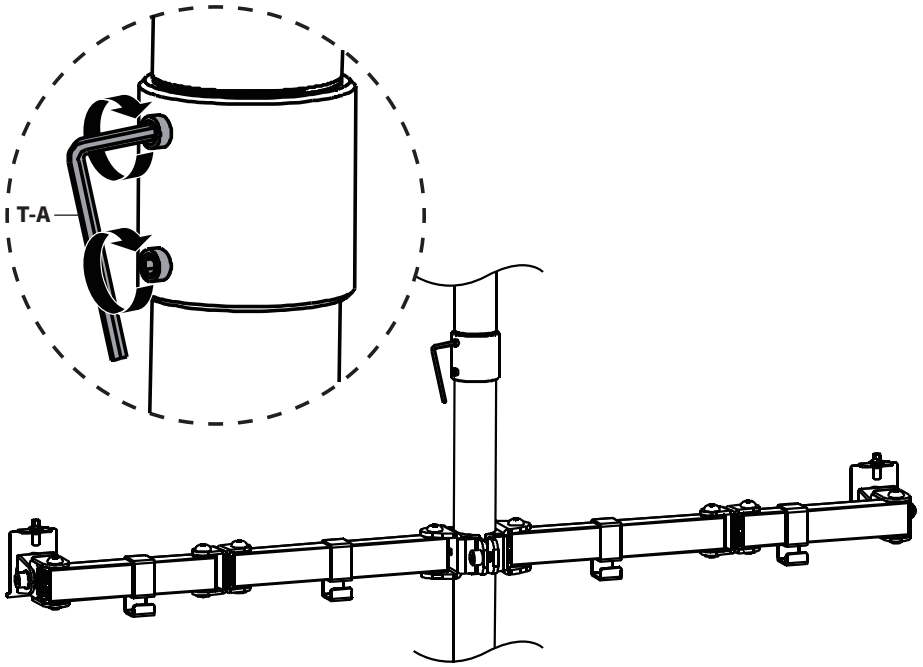




Poles Won't Thread Into Connector?

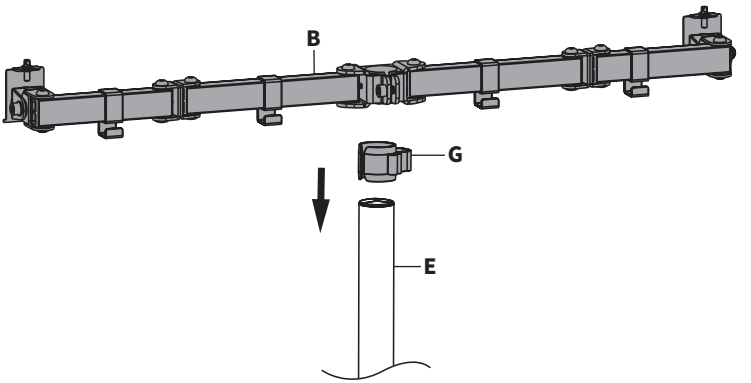
If Poles **(D,E)** are difficult to thread into Pole Connector, the two set screws may need to be loosened. Use 3mm Allen Wrench to partially loosen the two set screws on Pole Connector before threading Poles.

Secure by tightening the two set screws using 3mm Allen Wrench **(T-A)**.

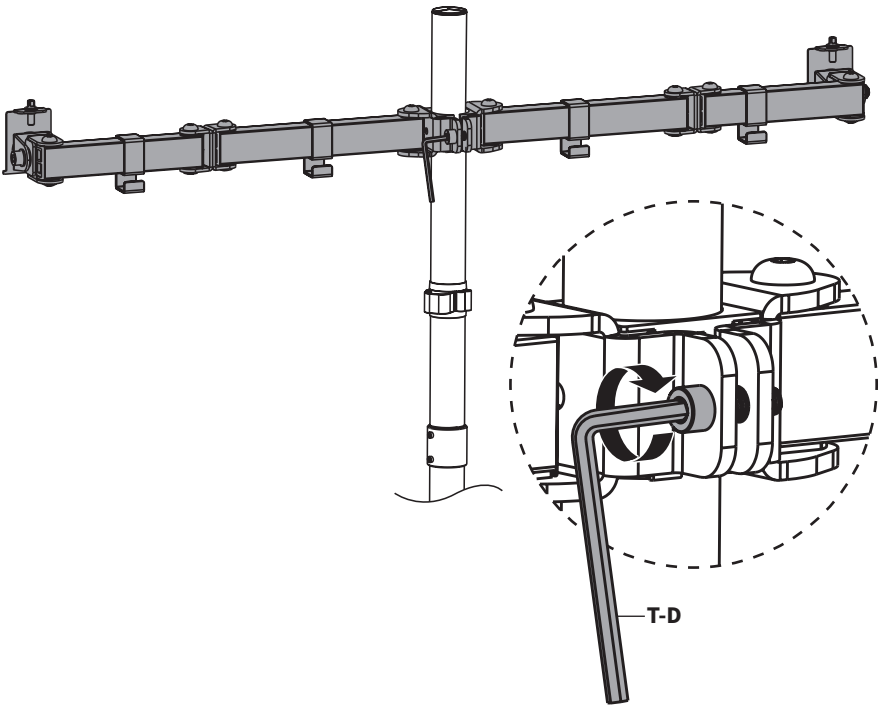


STEP 5

Slide the remaining Pole Cable Clip **(G)** and Arm **(B)** down Upper Pole **(E)** at the desired height.

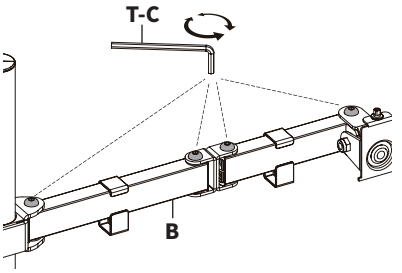


Secure by tightening the back screw using 6mm Allen Wrench **(T-D)**.



STEP 6

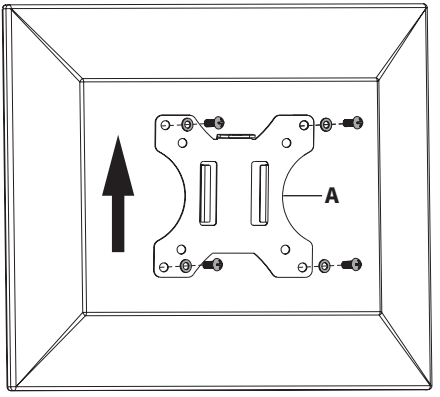
Use 5mm Allen Wrench **(T-C)** to adjust the Arm **(B)** joint tension.

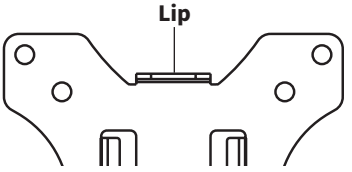


**** WARNING ****

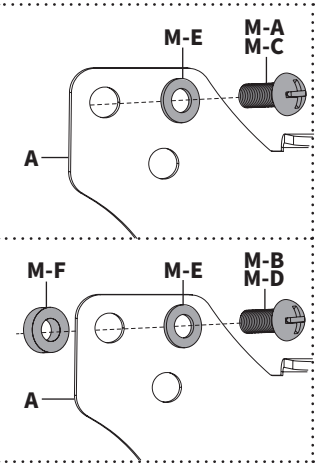
To avoid the risk of damaging monitors, never adjust the tension with monitors installed.

Secure VESA Plates **(A)** to the back of monitors using approprate Screws **(M-A thru M-D)** and M5 Washers **(M-E)**. Spacers **(M-F)** can be used if needed. Tighten using a Phillips screwdriver.



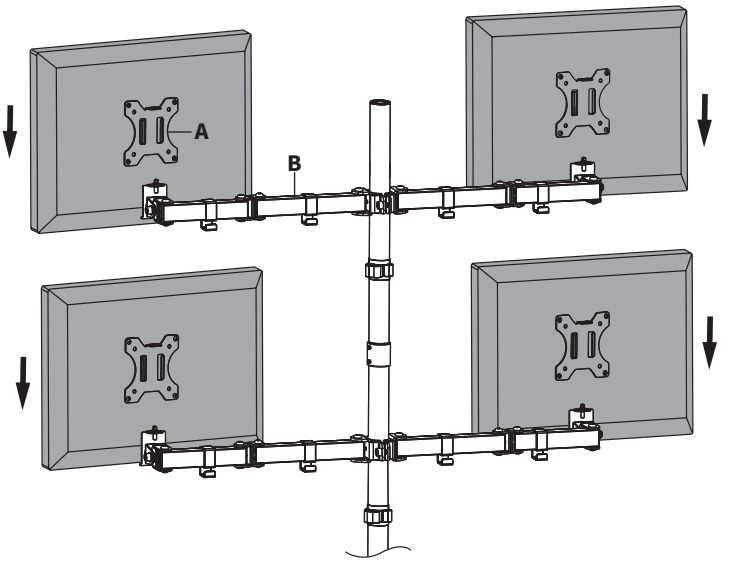


Ensure **Lip** on VESA Plate is facing up.

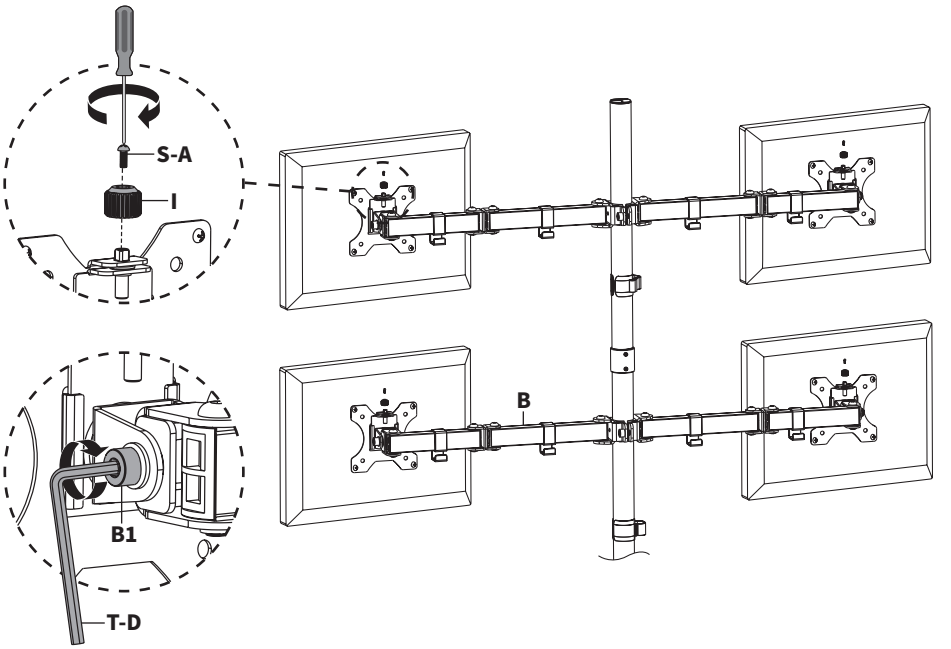


STEP 7

Slide VESA Plates **(A)** with monitors attached onto Arms **(B)**.

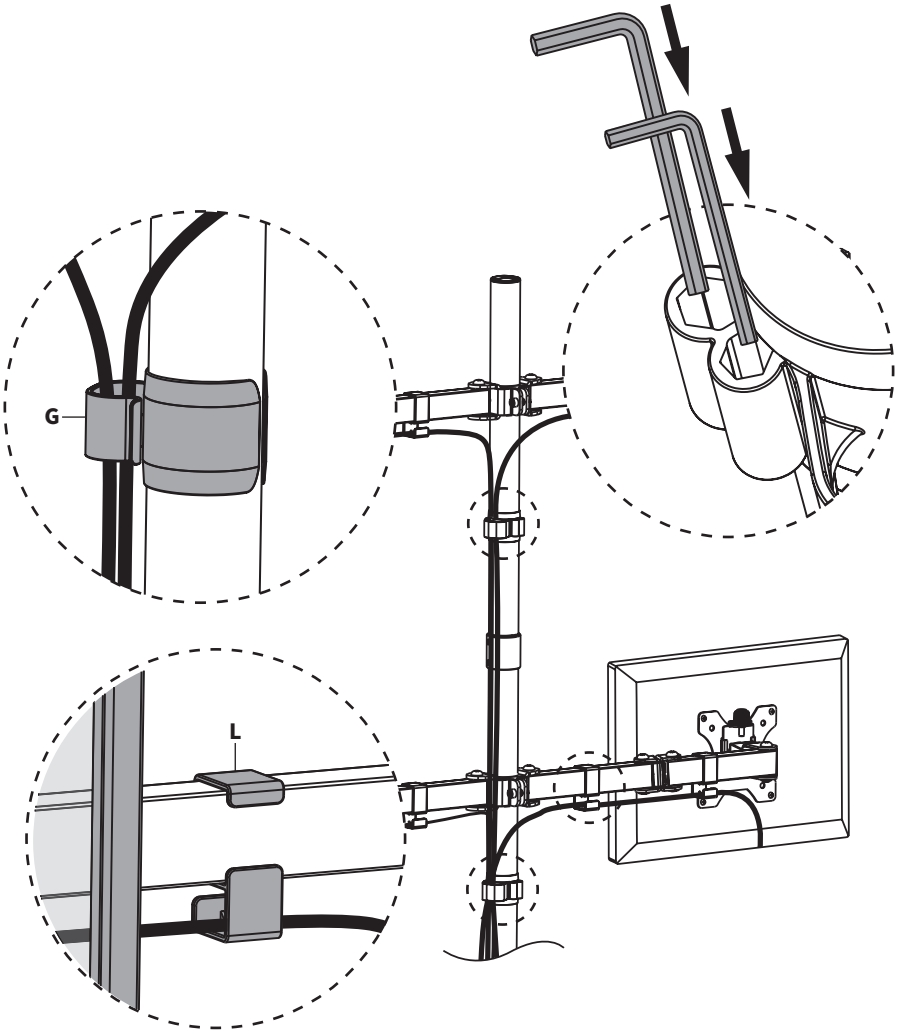


Secure monitors using VESA Caps **(I)** and M3x8mm Screws **(S-A)**, tightening with a Phillips screwdriver. Tighten the Tilt Joint Screws **(B1)** on Arms **(B)** using 6mm Allen Wrench **(T-D)** to secure the monitors in a straight position.



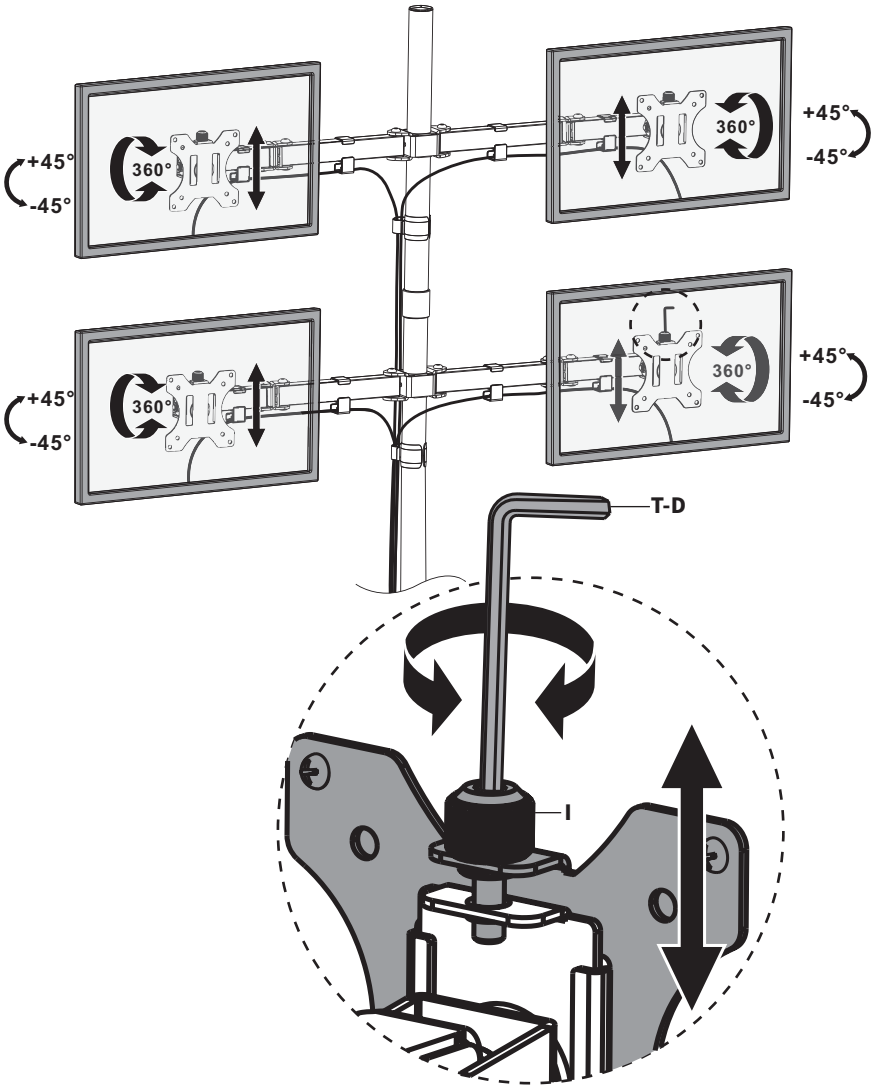
STEP 8

Use Cable Clips **(G,L)** to manage cables. Store Allen Wrenches **(T-A thru T-D)** in Pole Cable Clips **(G)**.



Adjustments

Turn the VESA Caps **(I)** using 6mm Allen Wrench **(T-D)** to shift the monitors up or down. Adjust as desired.



V·I·V·O



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