

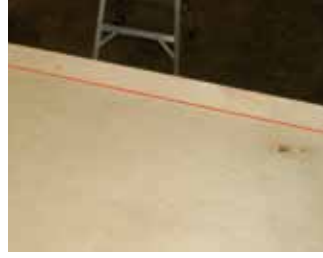
# Pencil Drawer (-PD) Assembly Instructions



1. Work with the top turned upside down on a smooth surface to protect the top surface.



2. With a pencil, make a mark 3/4" back from the edge of the front trim moulding. Make another mark at the opposite end of the desk.



3. Draw a line to connect the two marks you made. The front edge of the pencil drawer case will go against this line.



4. Place the pencil drawer against the line you just made. The front edge of the case (not the drawer front!) should be against this line.



5. Center the pencil drawer from side to side on the top. Make sure that the case is still 3/4" from the edge of the front trim moulding.



6. Pull the drawer out halfway. Attach the drawer case to the desktop using the rear mounting strip. Attach with four 1 1/4" course thread wood screws by screwing through the rear mounting strip into the top. Be careful not to countersink the screws too far.



7. Pull the drawer out the rest of the way. Attach the drawer case using the front mounting strip and four 1 1/4" course thread wood screws by screwing through the rear mounting strip into the top. Be careful not to countersink the screws too far.



8. The completed pencil drawer mounted to the top.