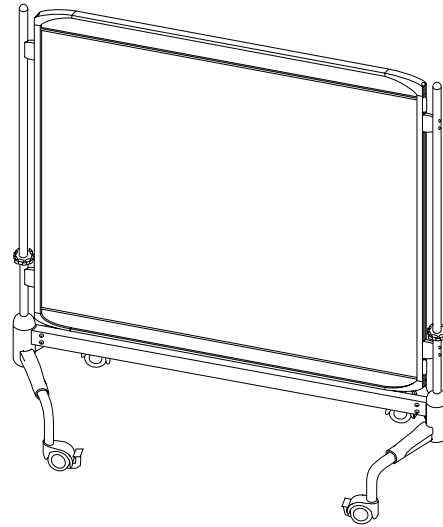




BRETFORD™

**HERE®
HMDE / HMFB
MOBILE BOARD
WITH CASTERS
Assembly Instructions**



Parts List

Qty.	Part No.	Description
2	022-2000	Upright Assembly
1	017-0618	Brace, Crossmember (48)
	017-0619	Brace, Crossmember (60)
	017-0620	Brace, Crossmember (72)
1		Board (48)
		Board (60)
		Board (72)

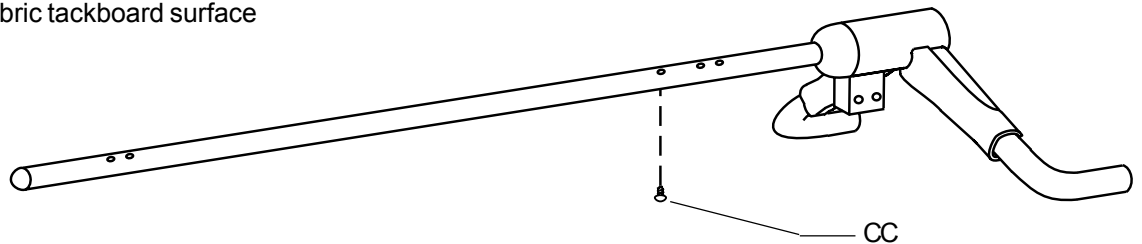
Hardware List

Qty.	Ref.	Part No.	Description
4	AA	012-0679	Spacer, Board/Upright
8	BB	030-0691	#10-24 x 3" Phillips Pan Head Screw
2	CC	030-0528	#8 x 1/2" Self Threading Screw
8	DD	030-0304	1/4-20 x 5/8" Combo Screw
4		015-0150	Caster w/brake
2		012-0662	Gere

Note:
HMDE Mobile Board has a porcelain dry erase surface on both sides.
HMFB Mobile Board has a porcelain dry erase surface on one side and a fabric tackboard surface on the other side.

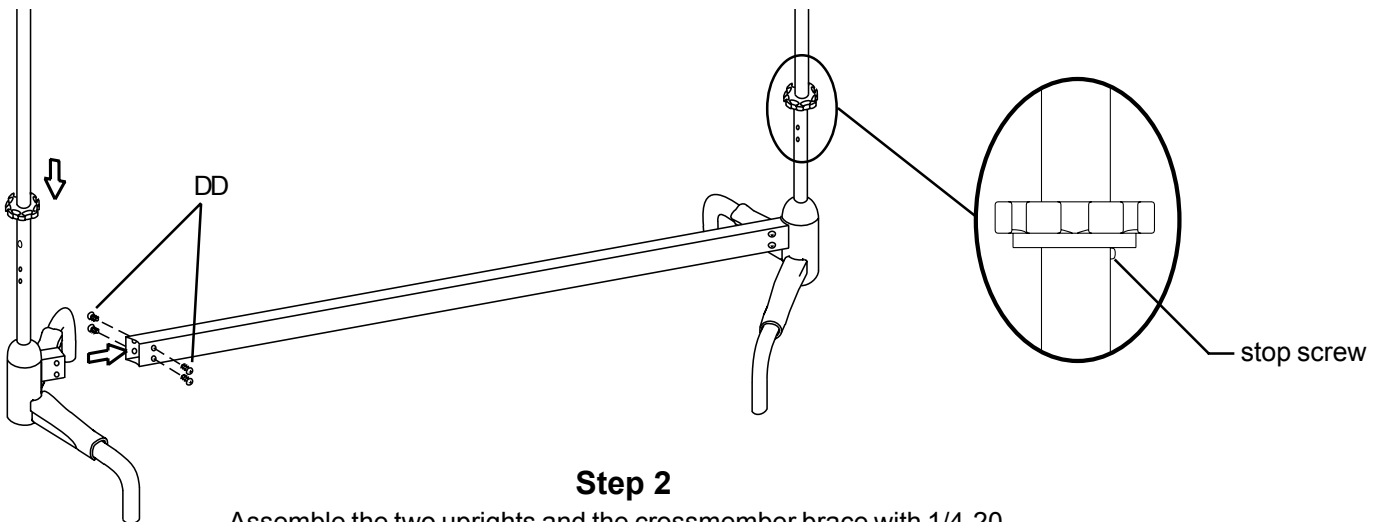
Tools Required

Phillips Screw Driver



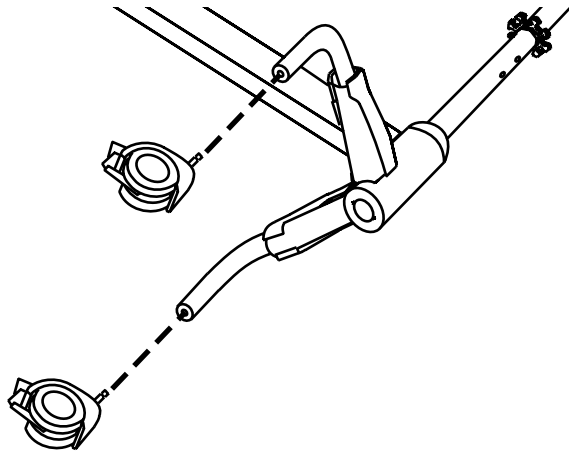
Step 1

Install Gere stop screw (CC) to both upright assemblies as shown.



Step 2

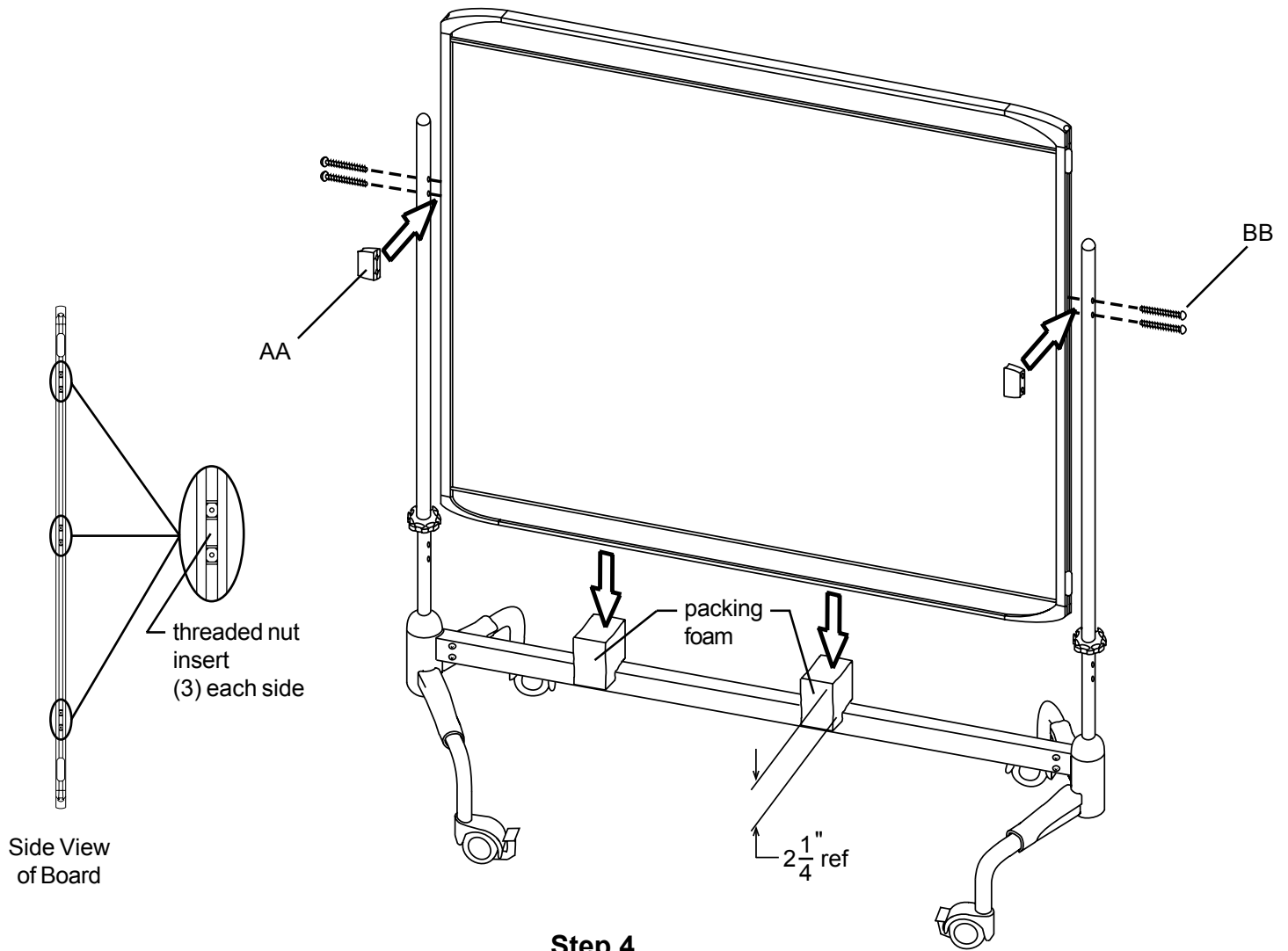
Assemble the two uprights and the crossmember brace with 1/4-20 screws (DD) as shown. Slide a Gere onto each upright until it rests on the stop screw (see detail).



Step 3

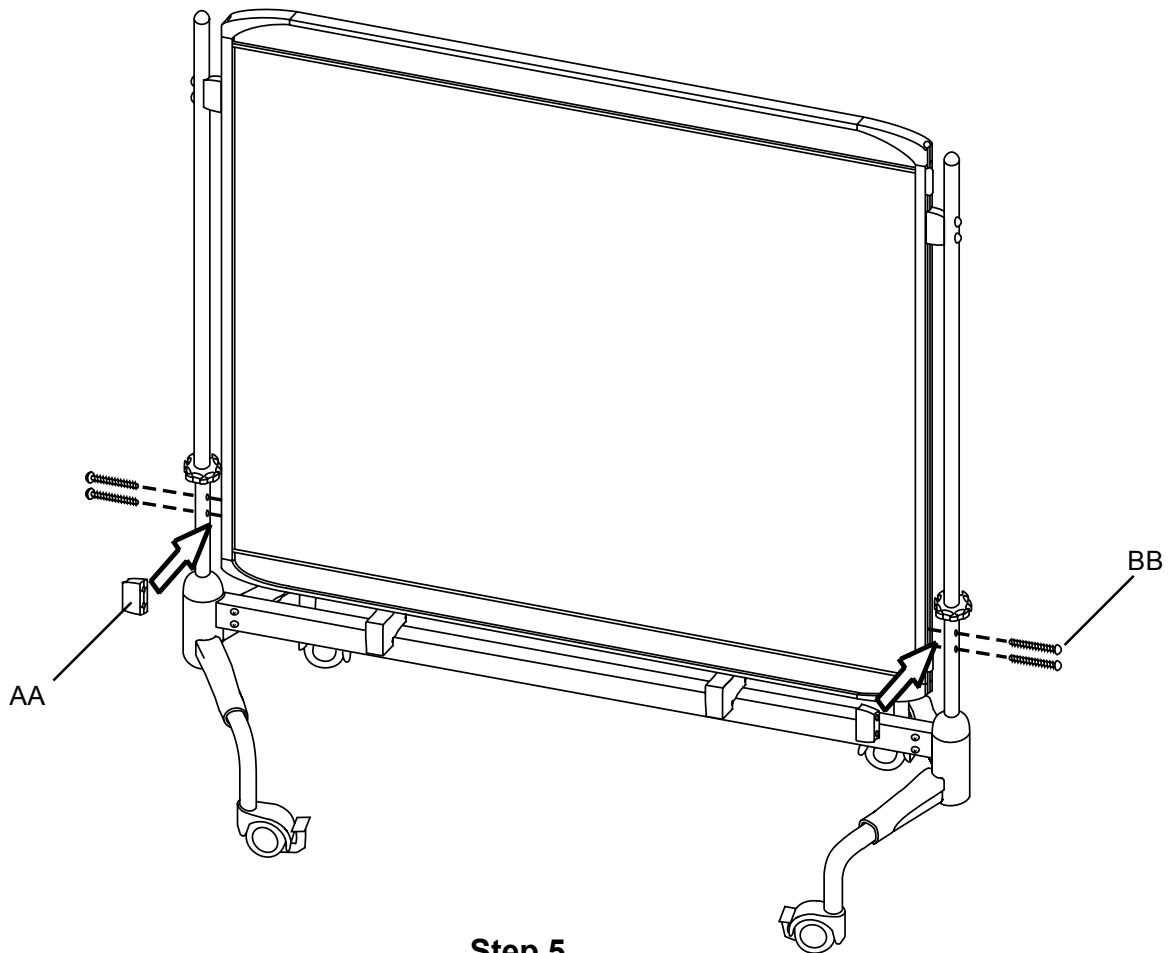
With the assembled unit laying down, install all casters by inserting the stem of the caster into the bottom of each leg and snapping it in place.

TWO PERSON ASSEMBLY RECOMMENDED FOR STEP 4



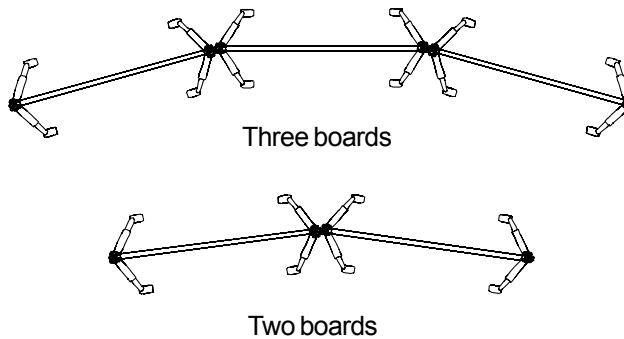
Step 4

Stand the unit upright and **lock all four casters** to keep the unit from rolling during board installation. Place two pieces of packing foam (from upright carton) onto the crossmember brace. Carefully rest the board onto the packing foam and align the two board/upright spacers (AA) with the top mounting holes of the uprights. Insert #10-24 x 3" screws (BB) through the upright and the spacer while aligning the top set of floating threaded inserts to engage screws.



Step 5

Install remaining spacers at the bottom of the board by inserting #10x24 x 3 screws (BB) through the upright and the spacer (AA) while aligning the bottom set of floating threaded nut inserts to engage screws. **(Note: there is one set of threaded nut inserts that are located between the top and bottom spacers. They are used for optional Pencil Tray accessory).** Tighten all screws (BB) and remove the packing foam.



Overhead view of typical board to board joining

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