

REGENCY

Platter Base for Square & Round Tables- All models & sizes • INSTRUCTIONS

(MVCTBP24 (Via Cafe), MVTBP24/30 (Via Standard Height))

Organize your parts.



Parts:

A: P-Base



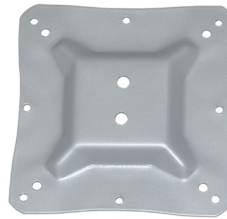
Quantity: 1

B: Post



Quantity: 1

C: Spider



Quantity: 1

Hardware:

D: Feet



Quantity: 5

E: Screws



Quantity: 8

IMPORTANT NOTICE:

Place all wooden parts on a clean and smooth surface such as a rug or carpet to avoid scratching the parts.

Check to be sure that you have all parts and hardware.

Remove all wrapping materials, including staples & packing straps before you start to assemble.

Keep all hardware parts and packaging out of reach of children.

Any problems or questions call Regency Office Furniture at 1-866-816-9822 or email customerservice@regencyof.com

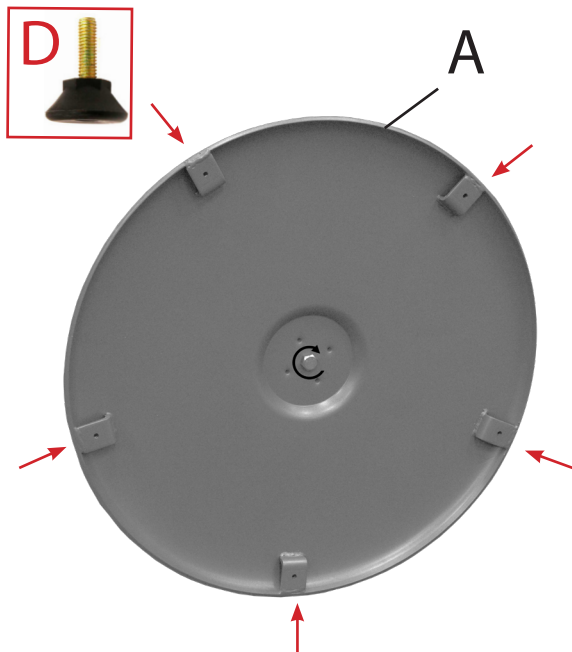
REGENCY

Platter Base for Square & Round Tables- All models & sizes • INSTRUCTIONS

(MVCTBP24 (Via Cafe), MVTBP24/30 (Via Standard Height))

Organize your parts.

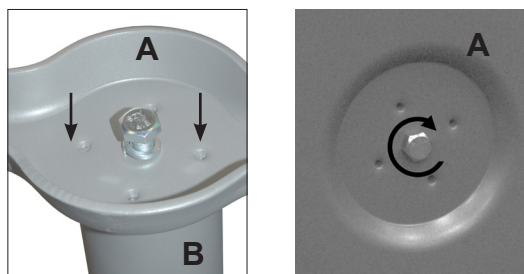
STEP 1: Attach Feet (D) to bottom of P-Base (A).



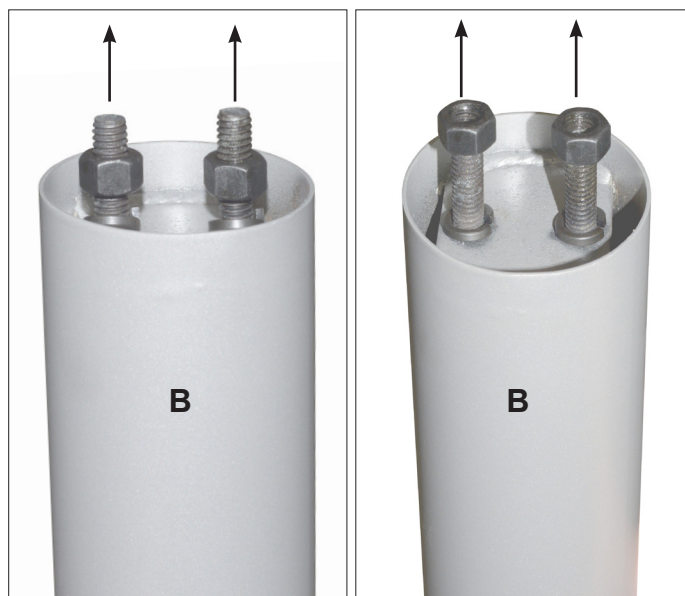
STEP 2A: Unthread single bolt & washer from bottom of Post (B).



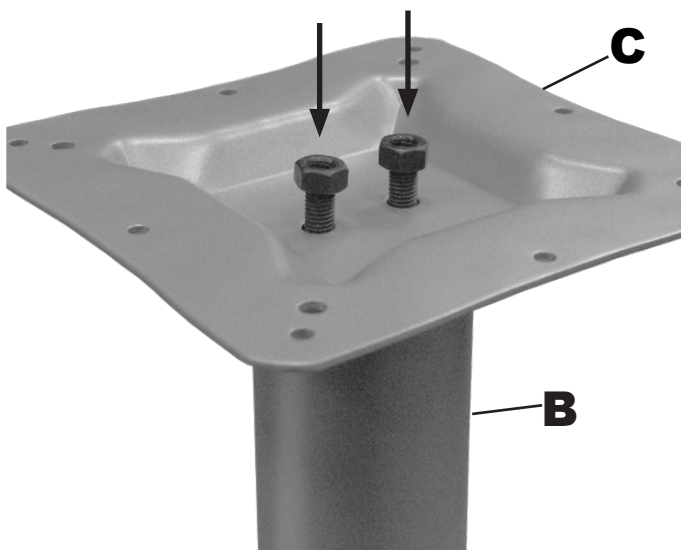
STEP 2B: Attach P-Base (A) to bottom of Post (B) with bolt & washer, tighten bolt.



STEP 3: Unthread bolts & washers from top of Post (B).



STEP 4: Attach Spider (C) to top of Post (B) using bolts and washers.



ReGENCY

Platter Base for Square & Round Tables- All models & sizes • INSTRUCTIONS

(MVCTBP24 (Via Cafe), MVTBP24/30 (Via Standard Height))

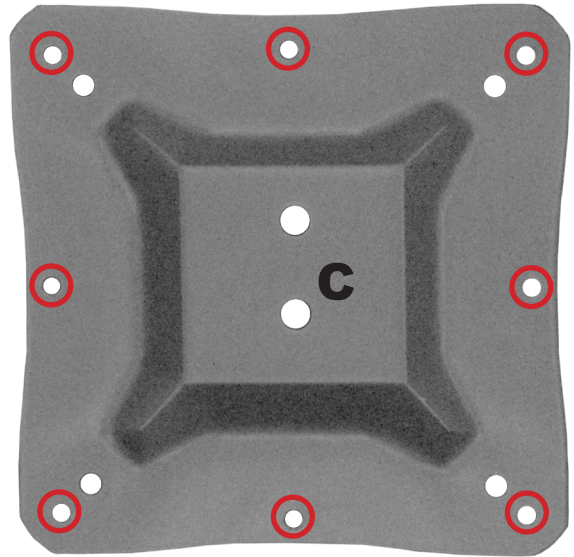
Organize your parts.


STEP 5: Attach a **Tabletop*** to the assembled **Base**. Start by placing the tabletop facedown and then find the center & mark it. Then, place the base in the center of the top. Then use the **8 Screws (E)** in the 8 holes on the **Spider (C)** to attach the top to the base.



* Tabletop is not included with base purchase

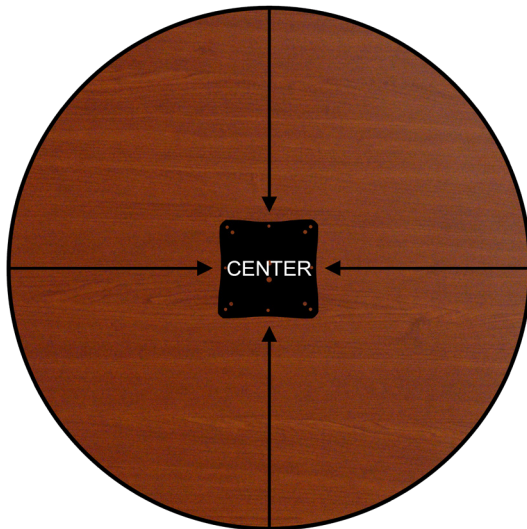
STEP 5 Diagram 1: Spider (C) Hole Pattern



 = Screw hole to use.

STEP 5 Diagram 2: Round Tabletop Center

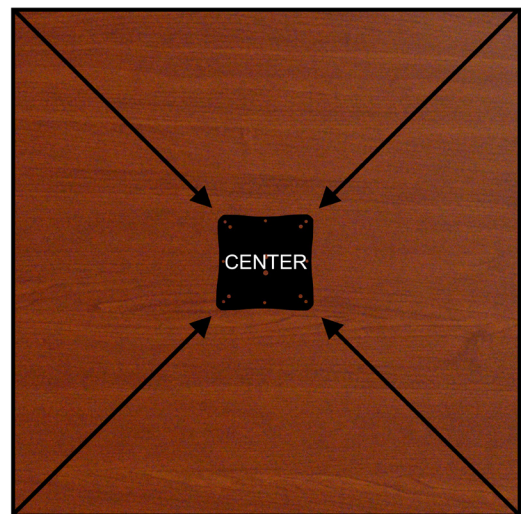
Measure and draw* from top to bottom and left to right to find the center.



* Make sure the drawings can be removed

STEP 5 Diagram 3: Square Tabletop Center

Measure and draw* from corner to corner diagonally to find the center.



* Make sure the drawings can be removed