

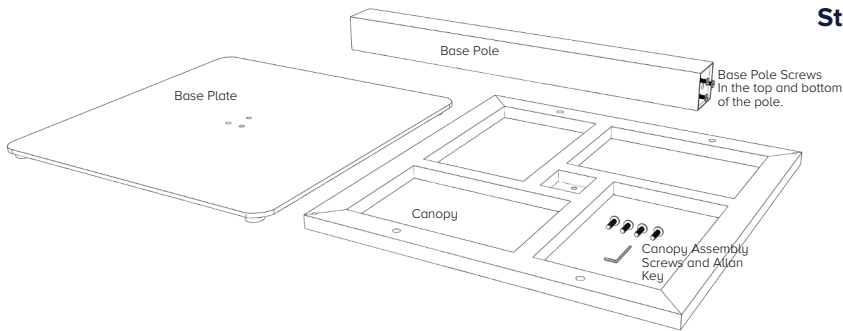
MERCHANT SEATING SOLUTIONS

Table Top and Base Installation Guide

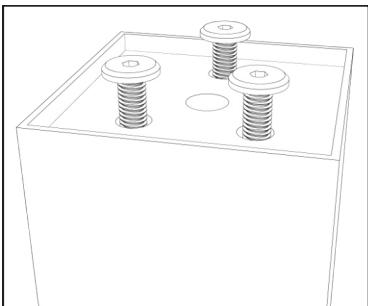
Marco Polo Furnishings always recommends that tables, especially those that have to be marked, drilled and screwed, be installed by a qualified professional. Marco Polo Furnishings is not responsible for damage and/or loss of use as a result of installation caused issues.

This document shows the basic assembly of most indoor and outdoor tables sold by Marco Polo Furnishings that use our FLBASE universal base, and either the pre-drilled outdoor tables or the solid melamine/laminate tops. Note where indicated if hardware is included or must be purchased separately.

Step 1 Account for pieces and parts provided.

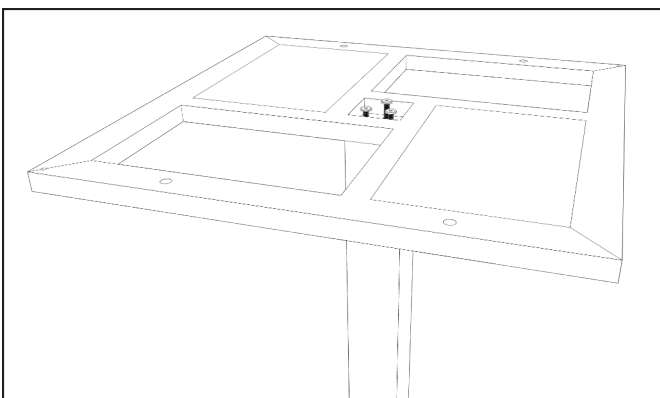
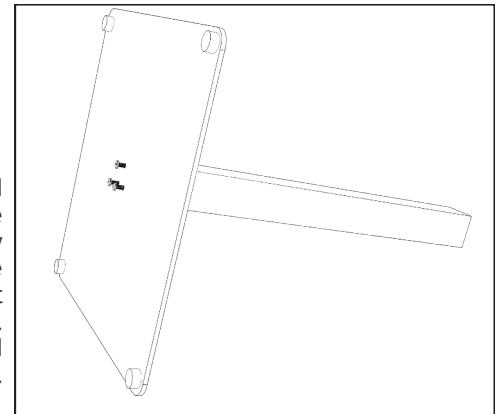


Note that the canopy may be packed inside the outdoor top packaging (either loose or screwed to the top) and will have to be removed before assembly of the base.



Step 2 Remove screws from the top and bottom of the pole.

Step 3 Tilt the base against your body and hold the pole against the top of the plate (opposite the feet). Align screws and screw in 3 of them about half way. Make sure the flat side of the base aligns with the flat edge of the bar (if the bar is square). Tighten screws with allan key once all screws are in place.

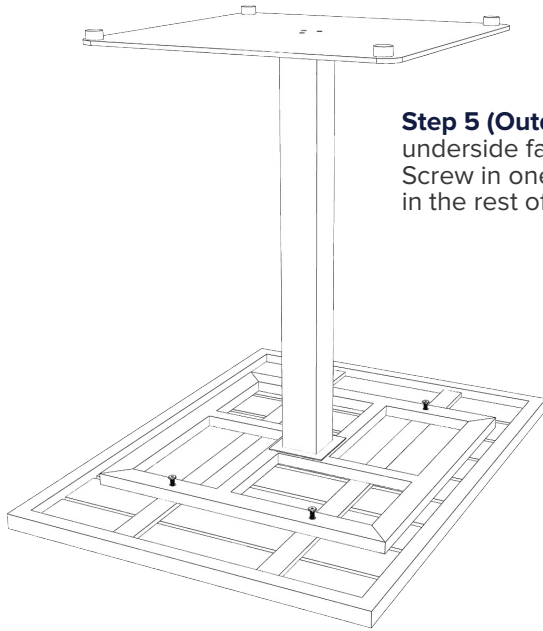


Step 4 Set base end down on the floor on a soft surface to avoid damage to the top. Place the canopy on top with the indented screw plate facing up. Make sure the flat edge of the base aligns with the flat side of the bar (if the bar is square). Align screws and screw in 3 of them about half way. Tighten screws with allan key once all screws are in place.

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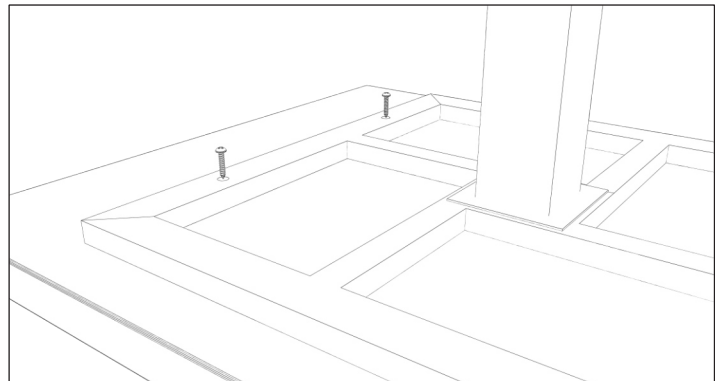
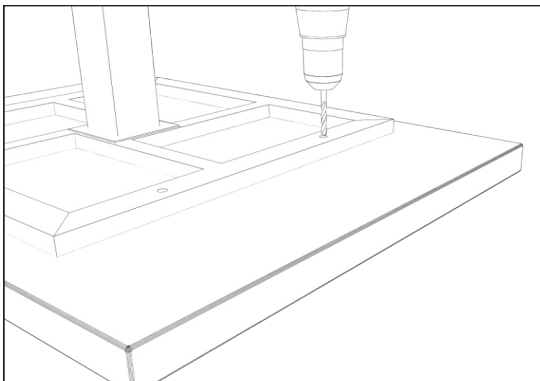
Step 5 (Outdoor Tables Only) Set top on the floor with underside facing up. Align holes to the strapping pieces. Screw in one screw (not tight) and align the other holes. Screw in the rest of the screws. Tighten well.

Note that the screws in the canopy may be tight and the canopy may have to be shifted to get the top holes to be accessible through the canopy holes.

Some canopy have holes in all four sides. If you find that the holes don't match up, turn the canopy 90 degrees and try again.

Note that for laminate, melamine and wood tops you will required wood screws with a non tapered head and washers to fit (not supplied by Marco Polo). Screws should go through the canopy and halfway through the top maximum. Over-tightening or using screws too long for the top may result in damage the table.

Step 5 (Laminate, Melamine or Wood Tables Only) Set top on the floor with underside facing up. Measure to place the canopy on the top to place it in its correct final position. Use masking tape to hold it in that position. Use a drill to make a hole that is slightly smaller than your screws through each of the four canopy holes. Once done, place a washer over the hole and screw in your wood screws until firm. Do not over tighten or the hole could be stripped.



Stone or tile tops require installation by a professional with experience in those products. Those instructions are not included here.