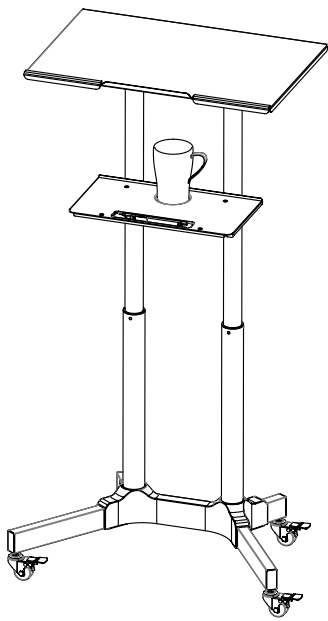


Black 24" Multi-Purpose Mobile Podium Instruction Manual



SKU: CART-V03E



Scan the QR code with your mobile device or follow the link for helpful videos and specifications related to this product.

<https://vivo-us.com/products/cart-v03e>

GET IN TOUCH | Monday-Friday from 7:00am-7:00pm CST



help@vivo-us.com



www.vivo-us.com
Chat live with an agent!



309-278-5303

WARNING!

If you do not understand these directions, or if you have any doubts about the safety of the installation, please call a qualified technician. Check carefully to make sure there are no missing or defective parts. 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.

TIPOVER WARNING

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

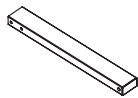
- NEVER ALLOW CHILDREN TO CLIMB, STAND, HANG, OR PLAY ON ANY PART OF CART.
- USE TIPOVER RESTRAINT OR ANCHOR CART TO WALL

USE OF TIPOVER RESTRAINTS MAY ONLY REDUCE, BUT NOT ELIMINATE RISK OF TIPOVER.

WARNING: CHOKING HAZARD

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

PACKAGE CONTENTS



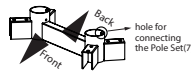
1 (x2)
Long Square
Tube



2 (x2)
Short Square
Tube



3 (x4)
Wheel and
Washer



4 (x1)
Tube Connector



5 (x1)
Tube Connector
Cover



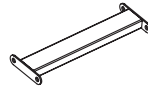
6 (x4)
M6 Socket Plate



7 (x2)
Pole Set



8 (x4)
Plastic Sleeve



9 (x1)
Connecting
Tube



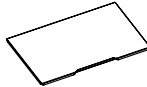
10 (x2)
Plastic Knob



11 (x2)
Shelf Support



12 (x1)
Shelf



13 (x1)
Top Plate



14 (x1)
Right Connecting
Plate



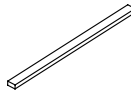
15 (x1)
Left Connecting
Plate



16 (x4)
M6 Nut



17 (x2)
Lever



18 (x2)
Soft Pad



19 (x8)
M6x60



20 (x12)
M6x10



21 (x4)
Countersink Bolt



22 (x2)
M5x6 Grub
Screw



23 (x2)
M6 Washer

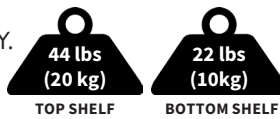


24 (x1)
Tool Kit

NOTE: NOT ALL HARDWARE INCLUDED WILL BE USED

DO NOT EXCEED WEIGHT CAPACITY.

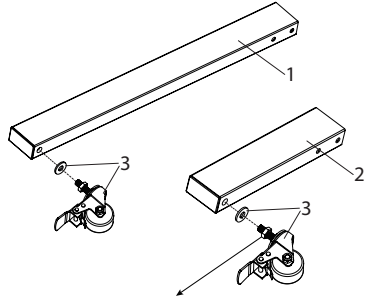
Failure to do so may result in serious injury.



ASSEMBLY STEPS

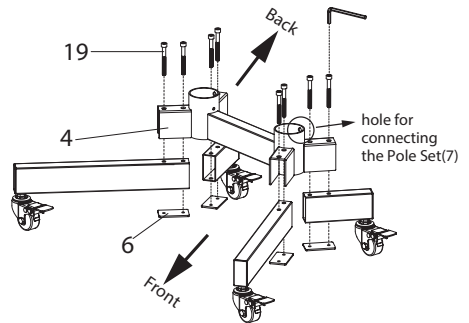
STEP 1

Attach wheels and washers (3) to the long and short square tubes (1, 2) using the provided wrench (24).



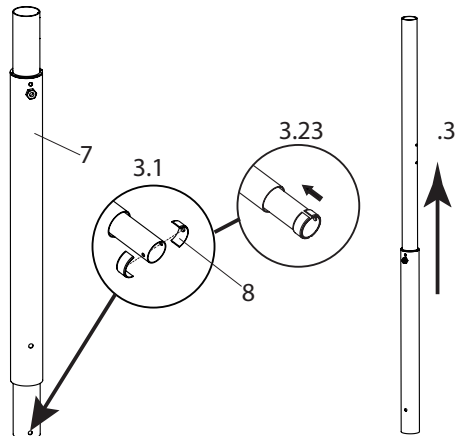
STEP 2

Attach the square tubing (1,2) to the tube connector (4) using M6x60 Allen head bolt (19) and the M6 socket plate (6). Tighten using the tool kit (24).



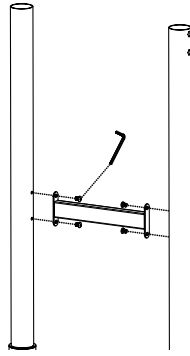
STEP 3

Attach plastic sleeves (8) to pole set (7) as shown. Slide the inner poles upward with the plastic sleeves fitting inside the outer poles, then extend the pole set to the maximum height.



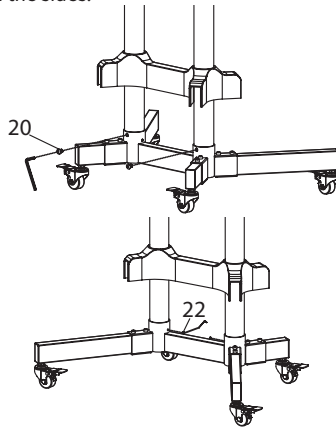
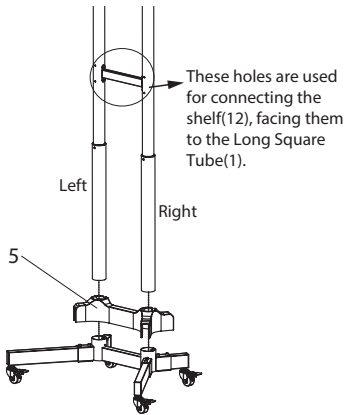
STEP 4

Mount the connecting tube (9) to the pole set with four M6x10 bolts (20) using the tool kit.



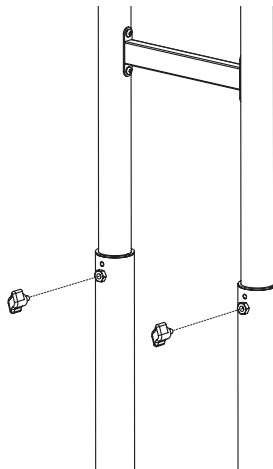
STEP 5

Attach the assembled pole set to the tube connector cover (5) then to the tube connector (4) using M6x10 bolts (20) in the back and M5x6 grub screws (22) in the sides.



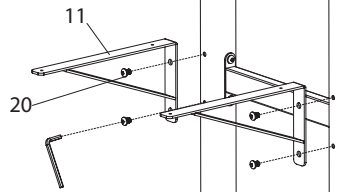
STEP 6

Insert plastic knobs (10) into the back of the pole set.



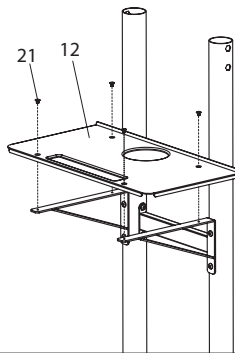
STEP 7

Attach the shelf supports (**11**) to the pole set using four M6x10 Allen head bolts (**20**).



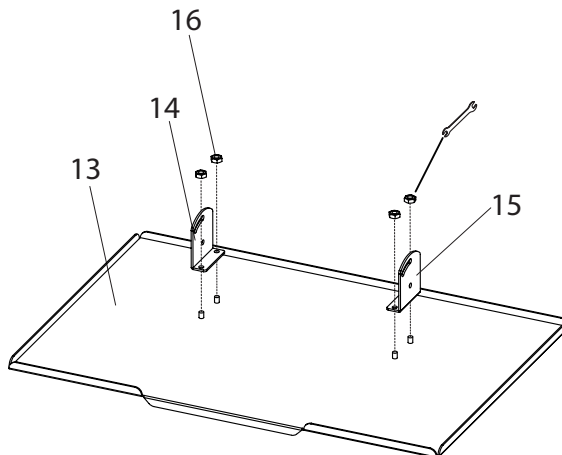
STEP 8

Attach the shelf (**12**) to the supports using M4x6 countersink bolts (**21**).



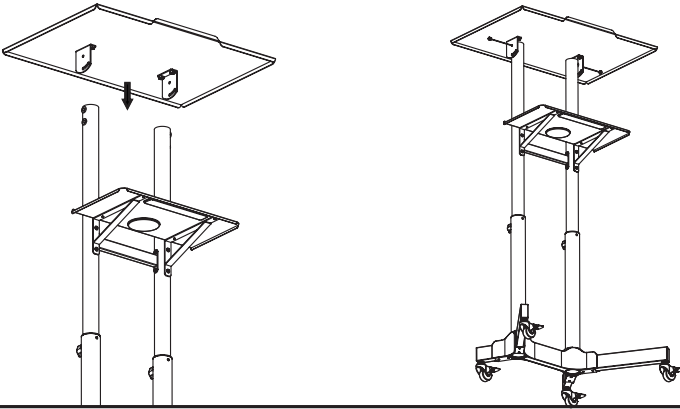
STEP 9

Mount the right and left connecting plates (**14, 15**) to the top plate (**13**) using M6 nuts (**16**) and tighten with the wrench. The slots in the connecting plates must be facing towards the front of the top plate.



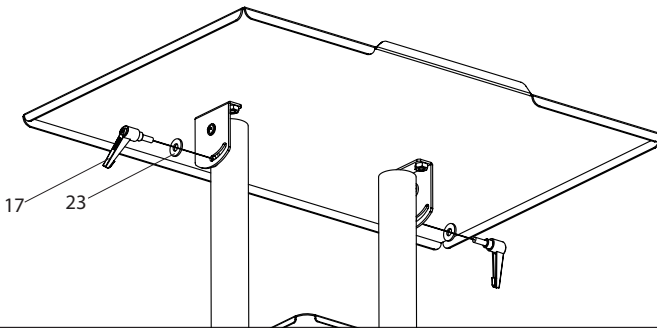
STEP 10

Place the assembled top plate onto the pole set, and secure with two M6x10 bolts (20).



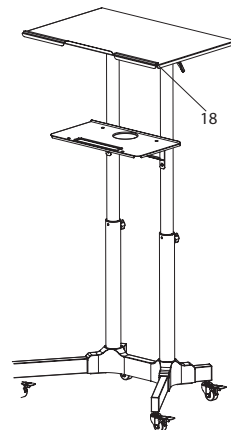
STEP 11

Insert levers (17) with M6 washers (23) through the slots in the connecting plates and screw into pole set.



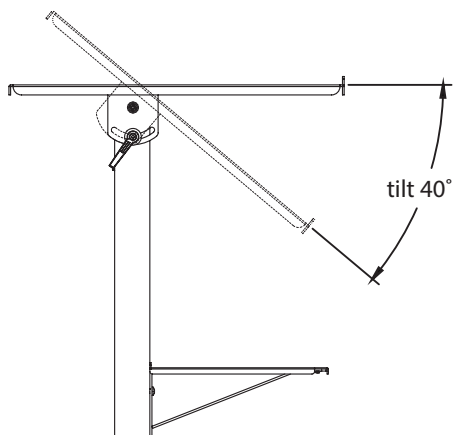
STEP 12

Attach soft pads (18) to the top front edge of the top plate.

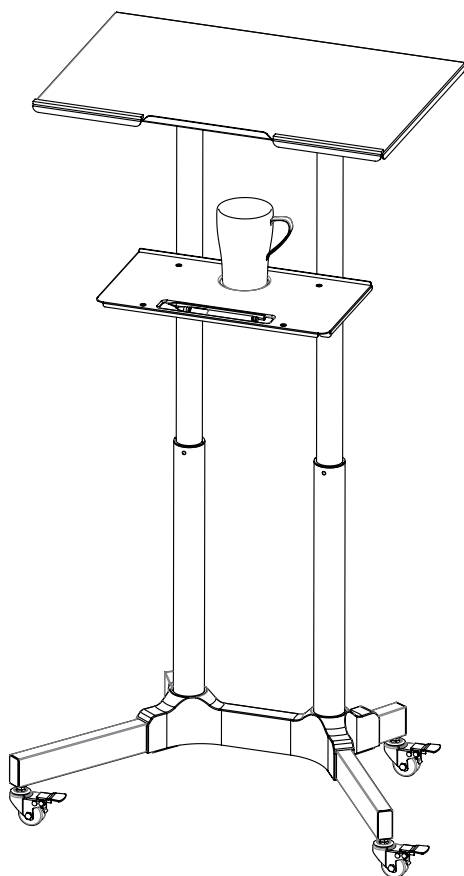


STEP 13

Loosen the levers to adjust the tilt angle, then tighten in the desired position. Adjust the height by loosening the plastic knobs, then tighten at the desired height.



STEP 14





Open **Monday - Friday 7:00am - 7:00pm CST**, our dedicated support team can offer immediate assistance with rapid response times. If any parts are received damaged or defective, please contact us. We are happy to replace parts to ensure you have a fully functioning product.


 help@vivo-us.com

AVG. RESPONSE TIME (*within office hrs*): **1HR 8M**

- 23% within < 15m
- 38% within < 30m
- 61% within < 1hr
- 83% within < 2hr
- 92% within < 3hr

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AVG. RESOLUTION TIME (*within office hrs*): **< 15 M**

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AVG. RESOLUTION TIME (*within office hrs*): **5M 4S**