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Sauder 416513

Sauder Palladia Executive Office Desk (Model 416513) Instruction Manual

Model: 416513 | Brand: Sauder

INTRODUCTION

This manual provides detailed instructions for the assembly, operation, and maintenance of the Sauder Palladia Executive Office Desk, Model 416513, in Wind Oak finish. Please read all instructions carefully before beginning assembly or use to ensure proper function and safety.



Image: The Sauder Palladia Executive Office Desk in Wind Oak finish, positioned in a home office environment, showcasing its design and size.

SAFETY INFORMATION

Important Safety Precautions:

- Always use caution when opening and closing drawers to prevent injury.
- Ensure that drawers are fully closed when not in use to maintain stability.
- This product is heavy. Assembly and relocation should be performed by at least two individuals to prevent injury and damage.
- Keep all small parts and packaging materials away from children and pets.

SETUP AND ASSEMBLY

The Sauder Palladia Executive Office Desk requires assembly. It is recommended that two people perform the assembly process. All necessary tools for assembly are included. Follow the detailed instructions provided in the packaging for step-by-step guidance.

Key Assembly Features:

- **Patented T-slot Drawer System:** Designed for quick and easy drawer assembly.
- **Pre-drilled Holes:** Components feature pre-drilled holes for accurate alignment.
- **Hardware:** All hardware is clearly labeled and organized.

Recommendation: Lay out all parts and hardware before beginning assembly. Do not fully tighten screws until all components are correctly positioned and squared.

OPERATING INSTRUCTIONS

Drawer Operation:

The desk features multiple drawers designed for various storage needs:

- **Keyboard/Mouse Tray:** The large center drawer includes a flip-down panel, allowing it to function as a keyboard and mouse tray. It operates on metal runners with safety stops.
- **Pencil and Storage Drawers:** Two pencil drawers and two additional storage drawers are equipped with metal runners and safety stops for smooth operation.
- **File Drawers:** Two lower file drawers feature full extension slides, accommodating both letter and legal-size hanging files.



Image: The desk with its central keyboard tray extended and various storage drawers open, demonstrating accessibility.

Cable Management System:

The desk is equipped with an integrated cord management system to keep your workspace organized:

- **Desktop Grommets:** Two grommets are located on the desktop for routing cables from monitors, lamps, and other peripherals.
- **Pass-throughs:** Numerous pass-throughs are integrated within the desk structure to guide cables discreetly.
- **Hinged Pedestal Panel:** A hinged panel on the pedestal provides easy access for managing power strips and larger cables.



Image: A close-up view of a desktop grommet, illustrating its function in organizing cables.



Image: The rear of the desk with a hinged panel open, showing internal storage space and access points for cable routing.

MAINTENANCE

To ensure the longevity and appearance of your Sauder Palladia Executive Office Desk, follow these maintenance guidelines:

- **Cleaning:** Wipe surfaces with a soft, damp cloth. Avoid harsh chemicals or abrasive cleaners, which can damage the Wind Oak finish.
- **Spills:** Clean spills immediately to prevent staining or damage to the finish.
- **Sunlight Exposure:** Avoid prolonged exposure to direct sunlight to prevent fading or discoloration.
- **Drawer Slides:** Periodically check drawer slides for smooth operation. If necessary, clean any dust or debris from the tracks.
- **Hardware:** Ensure all screws and fasteners remain tight. Tighten as needed to maintain structural integrity.



Image: A detailed view of the Wind Oak finish, highlighting its texture and color.

TROUBLESHOOTING

This section addresses common issues you might encounter with your desk. For problems not listed here, please contact customer support.

- **Drawers not sliding smoothly:**

- Check for obstructions in the drawer slides.
- Ensure the drawer is correctly aligned on its runners.
- Verify that all assembly screws for the drawer slides are securely tightened.

- **Desk instability/wobbling:**

- Confirm that the desk is placed on a level surface.
- Inspect all connection points and tighten any loose fasteners.
- Ensure all components were assembled according to the instructions.

- **Missing or damaged parts:**

- Refer to the parts list in your assembly manual.
- Contact Sauder customer support for replacement parts.

SPECIFICATIONS

Feature	Detail
Brand	Sauder
Model Number	416513
Model Name	Palladia
Product Dimensions (D x W x H)	29.5"D x 65.12"W x 29.61"H
Item Weight	239 Pounds
Color	Wind Oak
Finish Type	Wind Oak Finish
Base Material	Engineered Wood
Number of Drawers	7 (1 large keyboard tray, 4 smaller storage/pencil, 2 file)
Special Features	Keyboard Tray, Cable Management System, Flip-down Panel, File Drawers
Required Assembly	Yes
Recommended People for Assembly	2

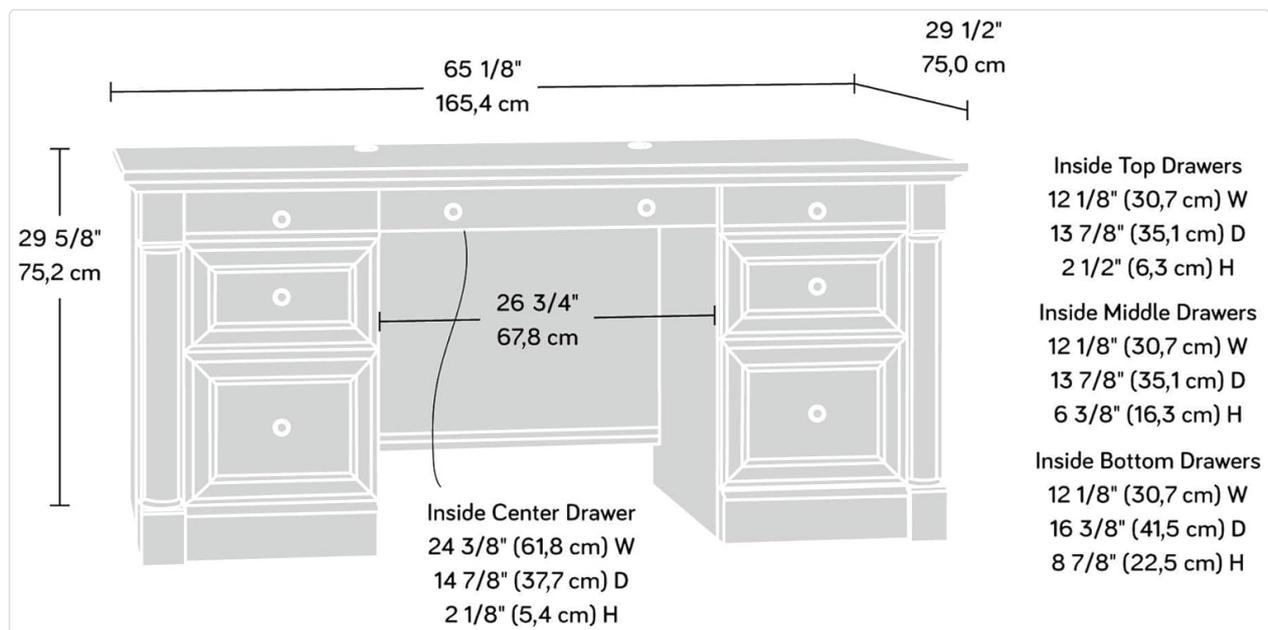


Image: A technical drawing displaying the precise dimensions of the Sauder Palladia Executive Office Desk, including internal drawer measurements.

WARRANTY INFORMATION

The Sauder Palladia Executive Office Desk (Model 416513) comes with a **5-year limited parts warranty**. This warranty covers manufacturing defects in materials and workmanship under normal use. For specific terms and conditions, or to make a warranty claim, please refer to the documentation included with your product or contact Sauder customer support.

SUPPORT INFORMATION

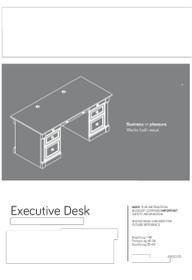
For further assistance, including assembly tips, replacement parts, or general inquiries, please contact Sauder customer support. You may find additional resources on the official Sauder website.

- **Live Chat:** On-demand support may be available through the manufacturer's website.
- **Assembly Tip Videos:** Helpful videos providing insight into the assembly process.
- **Replacement Parts:** Quick shipping for necessary replacement components.
- **Domestic Call Center:** Customer service representatives are available to assist.

For the most current support options, please visit the [Sauder Official Store](#) or their dedicated support portal.

Related Documents - 416513

 <p>Thumbnail showing the cover of the assembly instructions for the Sauder L-Desk (Model 420606). The cover features the Sauder logo, a photograph of the L-shaped desk, and the text 'L-Desk Palladia Collection Model 420606'.</p>	<p>Sauder L-Desk (Model 420606) Assembly Instructions</p> <p>Comprehensive assembly guide for the Sauder L-Desk, Palladia Collection (Model 420606), including part identification, hardware details, and step-by-step instructions.</p>
 <p>Thumbnail showing the cover of the assembly instructions for the Sauder Palladia Collection Computer Desk with Hutch (Model 420513). The cover features the Sauder logo, a photograph of the desk with a hutch, and the text 'Computer Desk with Hutch Palladia Collection Model 420513'.</p>	<p>Sauder Palladia Collection Computer Desk with Hutch (Model 420513) - Assembly Instructions</p> <p>Detailed assembly instructions and parts identification for the Sauder Palladia Collection Computer Desk with Hutch, Model 420513. Includes safety information and warranty details.</p>
 <p>Thumbnail showing the cover of the assembly instructions for the Sauder 428211 Lateral File Cabinet. The cover features the Sauder logo, a photograph of the file cabinet, and the text 'Sauder 428211 Lateral File Cabinet'.</p>	<p>Sauder 428211 Lateral File Cabinet Assembly Instructions</p> <p>Comprehensive assembly guide for the Sauder 428211 Lateral File Cabinet, featuring detailed part identification, hardware lists, step-by-step instructions, and safety precautions.</p>

	<p>Executive Desk Assembly Instructions - Sauder</p> <p>Detailed assembly instructions and parts list for the Sauder Executive Desk (Model 420604). Includes hardware identification, usage guide, and safety information.</p>
	<p>Sauder Executive Desk Model 402159 Assembly Instructions</p> <p>Detailed assembly instructions for the Sauder Executive Desk, Model 402159, including part identification, hardware list, step-by-step assembly guidance, and safety information. This guide helps users assemble their furniture correctly and safely.</p>
	<p>Sauder HomePlus Storage Cabinet User Manual and Assembly Guide</p> <p>Comprehensive user manual and assembly guide for the Sauder HomePlus Storage Cabinet, featuring step-by-step instructions, safety information, and warranty details in English, French, and Spanish.</p>

Documents - Sauder – 416513



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