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› [BONTEC MWS04-WH Mobile Standing Desk with Keyboard Tray User Manual](#)

## BONTEC MWS04-WH

# BONTEC MWS04-WH Mobile Standing Desk with Keyboard Tray User Manual

Brand: BONTEC | Model: MWS04-WH

## 1. SAFETY INFORMATION

Please read and understand all instructions before assembly and use. Keep this manual for future reference.

- **Weight Limit:** Do not exceed the maximum weight limit of 33 pounds (15 kg) on the desktop.
- **Stability:** Ensure the desk is stable and does not tip over. Always use the desk on a flat, even surface.
- **Height Adjustment:** Adjust the height carefully to avoid pinching hands or objects.
- **Children:** Keep children away from the desk during assembly and adjustment to prevent injury.
- **Moving the Desk:** Unlock the wheels before moving the desk. Lock the wheels once the desk is in the desired position to ensure stability.

## 2. PACKAGE CONTENTS

Verify that all components are present and undamaged before beginning assembly. If any parts are missing or damaged, please contact BONTEC customer support.



Image: All components of the BONTEC Mobile Standing Desk laid out for assembly, including the desktop, keyboard tray, base, support column, and hardware.

- Desktop Surface
- Keyboard Tray
- Main Support Column (with gas spring mechanism)
- H-shaped Base
- Keyboard Tray Brackets
- Caster Wheels (4 with lockable function)
- Headphone Hook
- Assembly Hardware (screws, washers, wrench)
- Instruction Manual

### 3. SETUP AND ASSEMBLY INSTRUCTIONS

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Assembly is required. Follow these steps carefully for proper setup.

1. **Unpack Components:** Carefully remove all parts from the packaging and lay them out on a clean, soft surface to prevent scratches.
2. **Attach Base to Support Column:** Secure the H-shaped base to the bottom of the main support column using the provided screws and tools. Ensure a tight and stable connection.
3. **Install Caster Wheels:** Screw the four caster wheels into the designated holes on the base. Make sure they are securely fastened.
4. **Assemble Keyboard Tray:** Attach the keyboard tray brackets to the keyboard tray. Then, slide the assembled keyboard tray onto the main support column or desktop frame, securing it as per the manual's diagrams.
5. **Mount Desktop Surface:** Carefully align the desktop surface with the top of the main support column. Secure it using the appropriate screws.
6. **Attach Headphone Hook:** Install the headphone hook in the desired location on the side of the desktop or support column.
7. **Final Check:** Double-check all screws and connections to ensure they are tight and secure before using the desk.

### 4. OPERATING INSTRUCTIONS

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This section details how to use the various features of your BONTEC Mobile Standing Desk.

#### 4.1 Height Adjustment

## ◆ Height Adjustment



Image: Two individuals demonstrating the adjustable height feature of the BONTEC Mobile Standing Desk, one using it while sitting (28.3 inches) and another while standing (44.1 inches).

- **To Raise:** Locate the hand lever on the side of the desk. Squeeze the lever and gently lift the desktop to your desired standing height. The gas spring mechanism will assist in smooth upward movement.
- **To Lower:** Squeeze the hand lever and apply gentle downward pressure on the desktop. Guide the desk to your desired sitting height.
- The desk can be adjusted smoothly between 28.3 inches (72 cm) and 44 inches (111.8 cm).

### 4.2 Mobility and Locking Wheels

## ◆ Universal Mute Wheel



Image: A close-up of one of the universal mute wheels, illustrating its 360-degree rotation capability for easy movement.

- **To Move:** Ensure all four caster wheels are unlocked. Gently push or pull the desk to relocate it.
- **To Secure:** Once the desk is in the desired position, press down on the locking mechanism on each wheel to prevent movement.

### 4.3 Keyboard Tray and Accessory Features

## ◆ Special Details



Image: A detailed view of the desk's special features, including a slot for phones/tablets, a headphone hook, and the keyboard tray with a guard.

- The retractable keyboard tray provides space for a full-size keyboard and mouse.
- A dedicated slot on the desktop is designed to hold phones and tablets.
- Utilize the integrated hook for hanging headphones or other accessories.

## 5. MAINTENANCE

Regular maintenance ensures the longevity and optimal performance of your desk.

- **Cleaning:** The MDF board desktop is waterproof and scratch-resistant. Wipe with a damp cloth for general cleaning, then dry with a clean, dry cloth. Avoid harsh chemicals.
- **Hardware Check:** Periodically check all screws and connections to ensure they remain tight. Retighten if necessary.
- **Gas Spring:** The gas spring mechanism is designed for minimal maintenance. Avoid applying excessive force or attempting to disassemble it.

## 6. TROUBLESHOOTING

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If you encounter any issues with your desk, refer to the following common problems and solutions.

| Problem   | Possible Cause   | Solution  |
|---|--|---|
| Desk is wobbly or unstable.                             | Loose connections; uneven surface; overloaded.                         | Ensure all screws are tightened. Move the desk to a flat, even surface. Reduce weight on the desktop, ensuring it does not exceed 33 lbs.                   |
| Height adjustment is difficult or not working smoothly. | Gas spring mechanism issue; lever not fully engaged; excessive weight. | Ensure the hand lever is fully squeezed. Reduce weight on the desk. If the issue persists, contact customer support. Do not attempt to force the mechanism. |
| Wheels do not roll smoothly or lock properly.           | Debris in wheels; locking mechanism obstructed.                        | Clean any debris from the wheels. Ensure the locking mechanism is clear and fully engaged/disengaged.   |

## 7. SPECIFICATIONS

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## ◆ Product Dimensions



Image: A diagram illustrating the product dimensions (25.6"D x 17.7"W x 44"H) and weight capacities (33 lbs for desktop, 11 lbs for keyboard tray).

| Feature                        | Detail   |
|--------------------------------|--|
| Brand                          | BONTEC   |
| Model Number                   | MWS04-WH   |
| Product Dimensions (D x W x H) | 25.6" x 17.7" x 28.3" - 44" (adjustable)                   |
| Adjustable Height Range        | 28.3 inches (0.72 meters) to 44 inches (111.8 centimeters) |
| Desktop Surface Dimensions     | 25.6" x 17.7"  |
| Keyboard Tray Dimensions       | 23.6" x 11.8"  |
| Maximum Weight Recommendation  | 33 lbs (15 Kilograms)                                      |
| Material                       | MDF (desktop), Alloy Steel (base, frame)                   |

| Feature             | Detail                        |
|---------------------|-------------------------------|
| Color               | White                         |
| Lifting Mechanism   | Pneumatic (Gas Spring)        |
| Mobility            | 4 Lockable Caster Wheels      |
| Included Components | Headphone Hook, Keyboard Tray |
| Assembly Required   | Yes                           |

## 8. WARRANTY AND SUPPORT

The BONTEC MWS04-WH Mobile Standing Desk comes with a limited warranty.

- **Warranty Details:** For specific terms and conditions of the limited warranty, please refer to the warranty card included with your product or visit the official BONTEC website.
- **Customer Support:** If you have any questions, require technical assistance, or need to report a missing/damaged part, please contact BONTEC customer support through their official website or the retailer where the product was purchased.