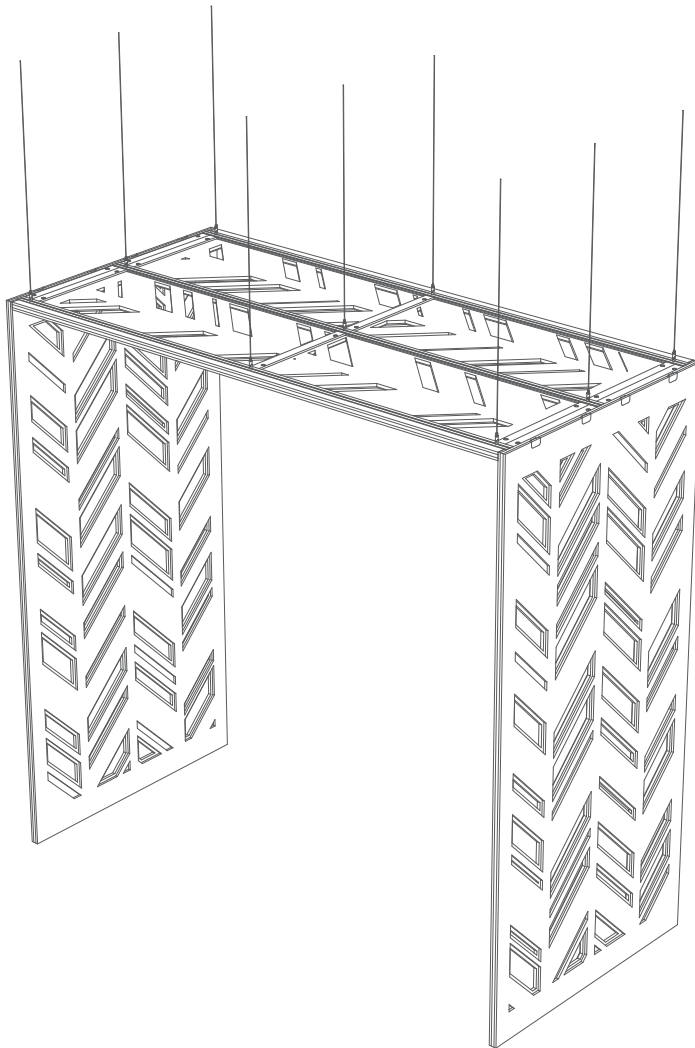
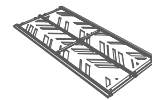


## SUSPENDED OFFICE



### PARTS:



TOP PANEL  
x1



SIDE PANEL  
x2



UPPER  
SUSPENSION KIT  
x9



HEIGHT  
ADJUSTABLE  
WIRE RATCHET  
x9



STUD SCREW  
x9 +1EXTRA



WRENCH  
x2

\*Images reflect typical hardware options. Please refer to packing list for items & quantities specific to your order.

**Thank you for your order!**

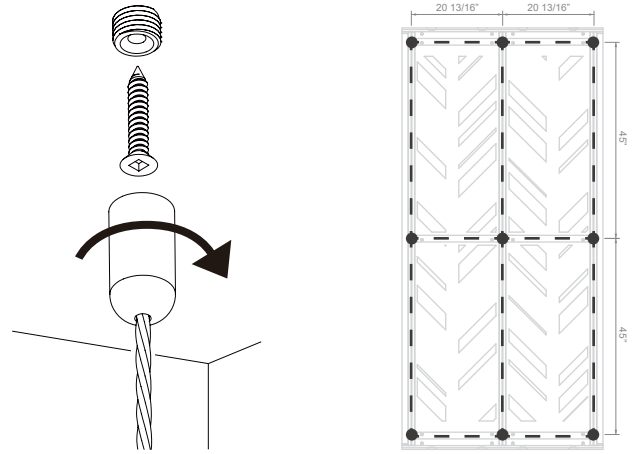
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Canada: 1-844-441-1122 or [sales@ayrsonics.com](mailto:sales@ayrsonics.com)  
USA: 1-847-379-1822 or [sales@vervia.net](mailto:sales@vervia.net)

# SUSPENDED OFFICE

**1** Locate 9 suspension points on ceiling according to their location on the top panel and where the hanging office is installed.

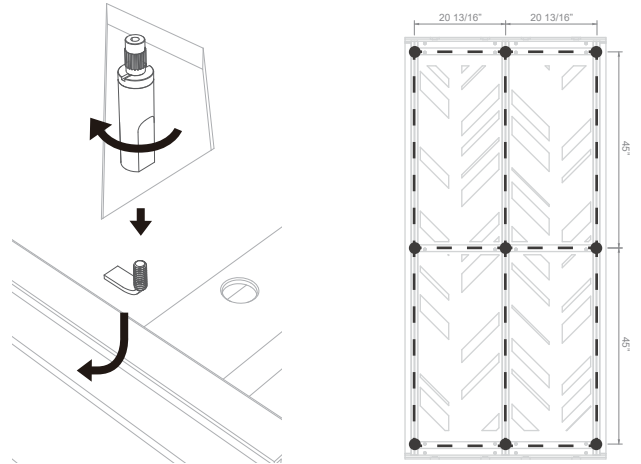
**2** Mount brass locators securely onto ceiling with appropriate fastener. (not included)

**3** Thread top cap onto brass locator by hand only.

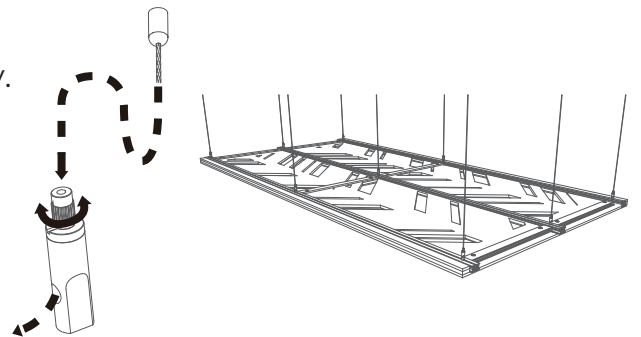


**4** Insert the stud screws into the cavities on the top structural extensions to the desired locations.

**5** Thread the Height Adjustable Wire Ratchet onto the stud screw by hand only.

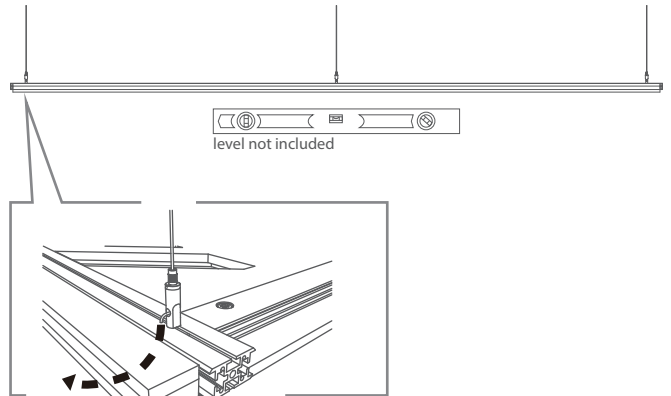


**6** Loop the cable through Height Adjustable Wire Ratchet and adjust the height accordingly.

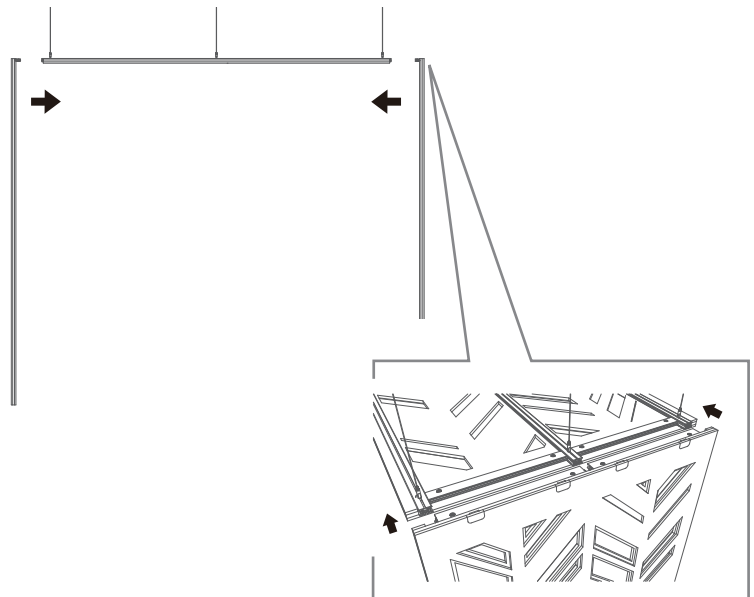


# SUSPENDED OFFICE

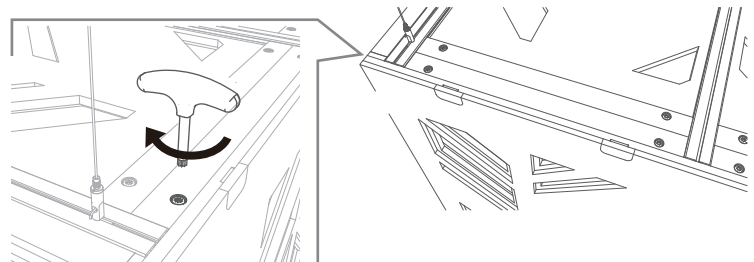
**7** Adjust the top panel to level with a level (not included) by pulling / releasing the cable through Height Adjustable Wire Ratchet, set the top panel to the desired height (bottom surface 106" to 97" to floor).



**8** Attach the side panels to the top panel, sliding the extrusions prebuilt on the side panel into the slots of the horizontal extrusions until they touch the cross beams.



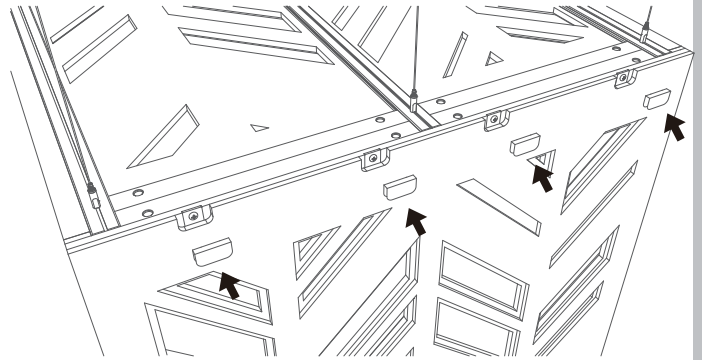
**9** Use the wrench. Turn 90 degrees to lock the side panels onto the top panel.



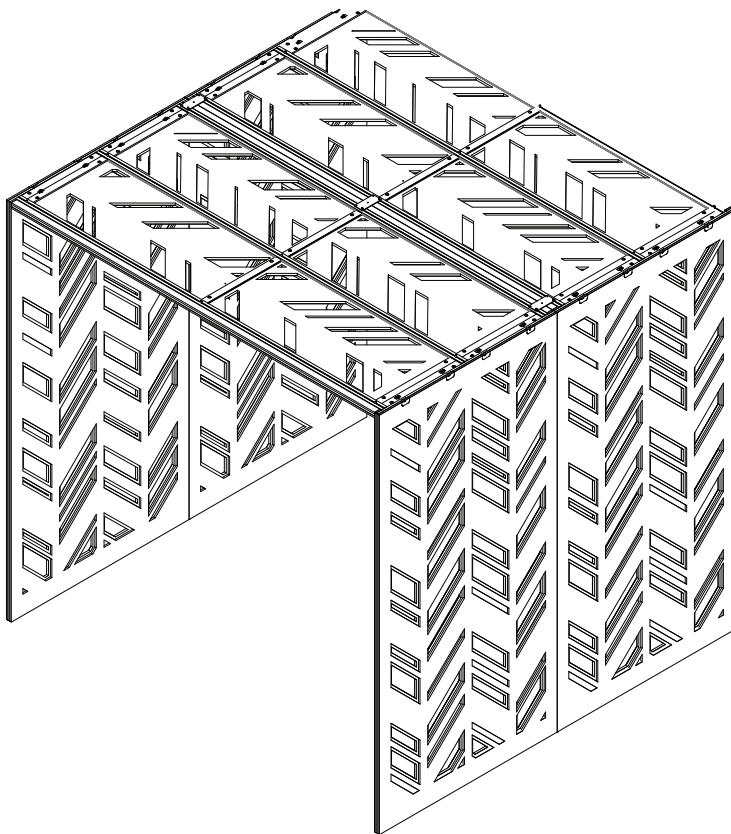
# SUSPENDED OFFICE

**10** If the side panel is tilted, remove the 4 caps on each of the side panel and tighten the bolts to adjust the side panel to perfectly vertical.

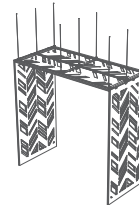
Replace Caps.



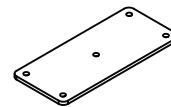
## DOUBLE MODULE



### PARTS:



SINGLE UNIT  
x2



UPPER JOINER  
x3



STUD SCREW  
x12 +1EXTRA



WING NUT  
x12 +1EXTRA



BOTTOM JOINER  
x2

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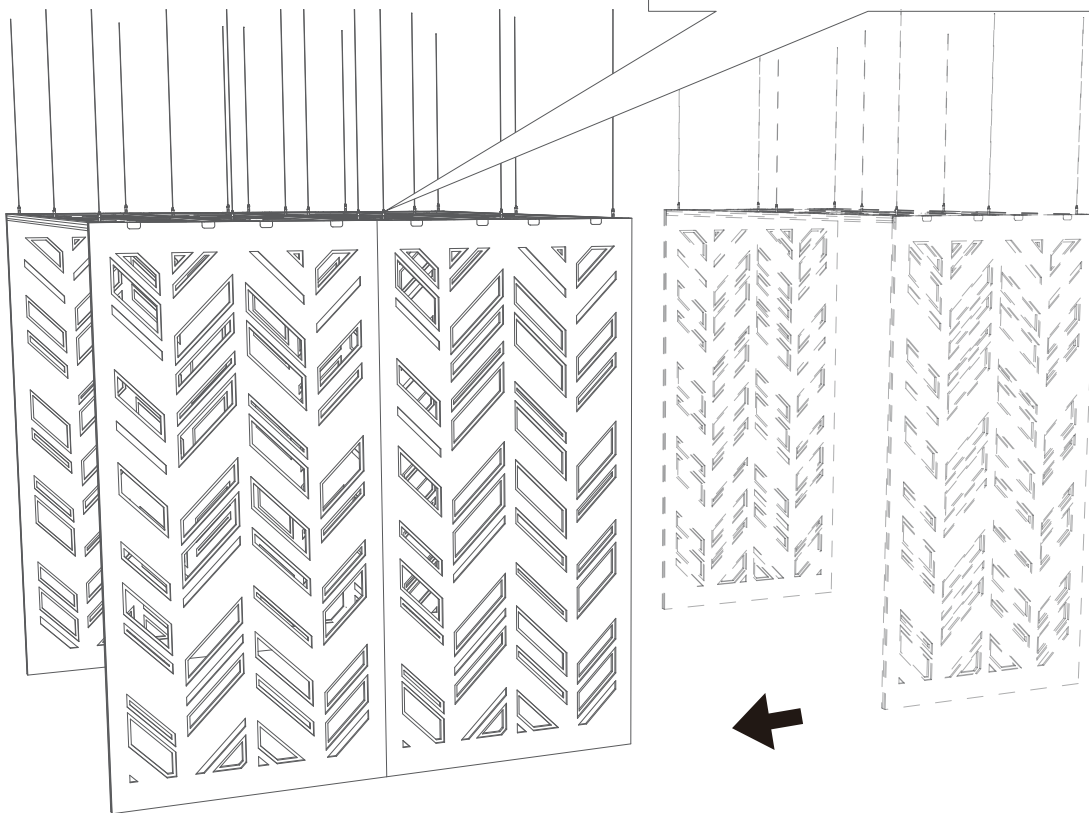
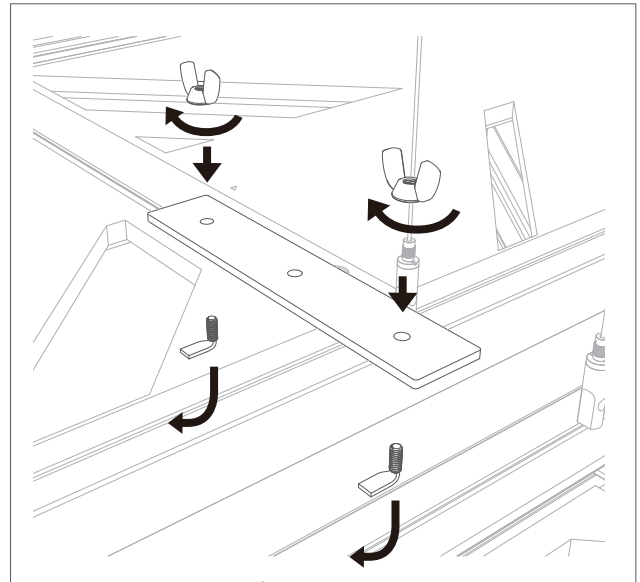
# Double Module

**11** Install 2 sets of Hanging Office single units side by side.

**12** Insert the 12 stud screws in pairs into the cavities of the adjacent horizontal extrusions of the 2 units. Put the 3 upper joiners on the threaded stem of the stud screws through the 4 outside holes.

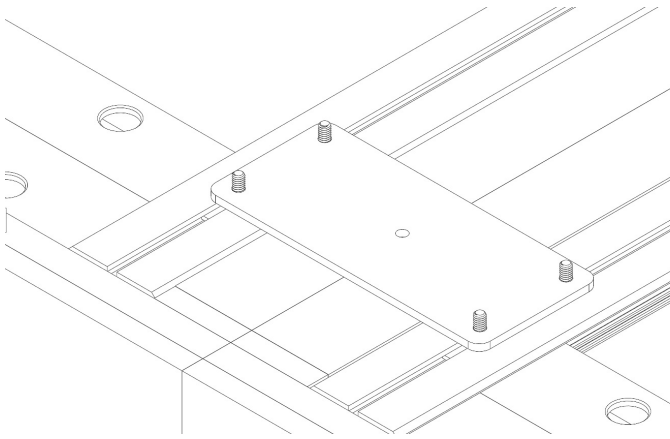
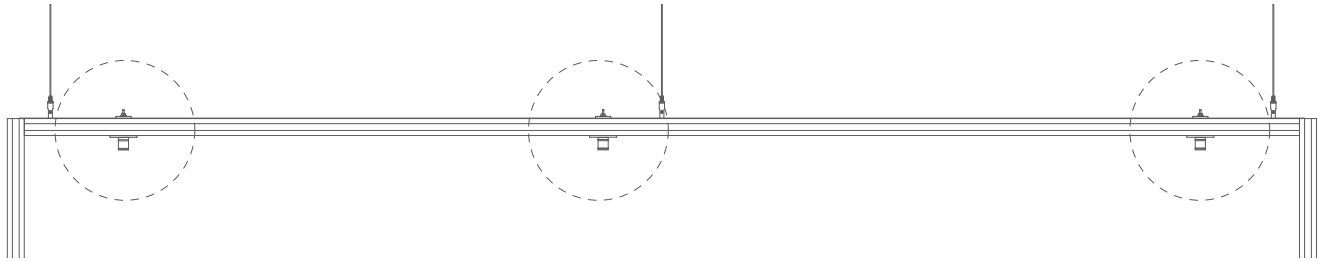
Tighten the joiner with wing nuts by hand only.

(Avoid the suspension locations)

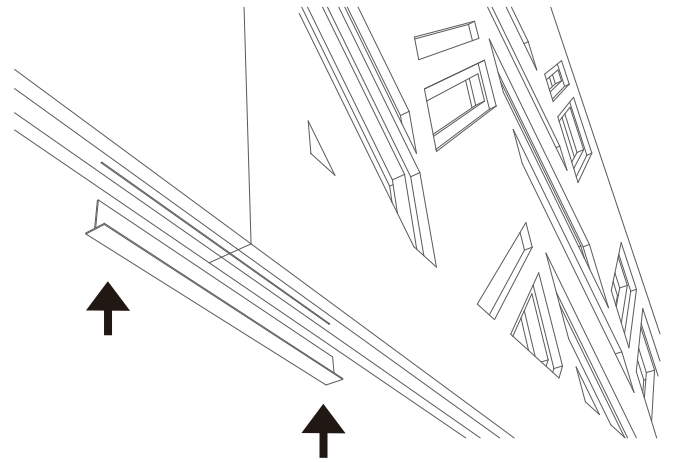


# Double Module

## 13 Upper joiner locations.

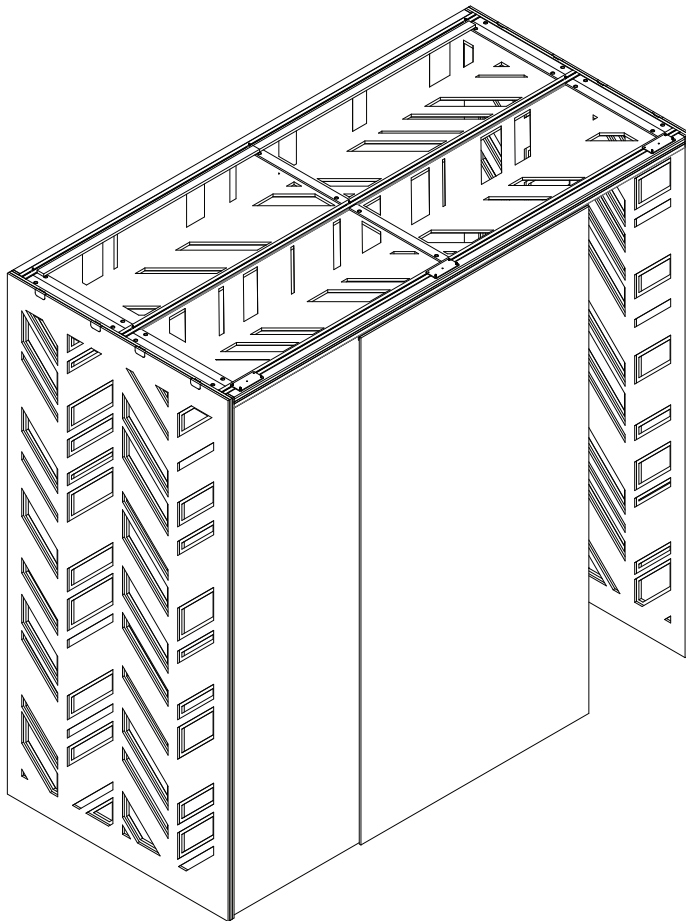


**14** Insert the bottom joiner piece into the pre-cut slot on the middle layer .





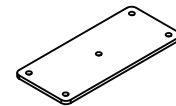
## SLIDING PANELS



### PARTS:



WORK ZONE  
DIVIDER  
x2



UPPER JOINER  
x3



BOLT  
x6 +1EXTRA



STUD SCREW  
x6 +1EXTRA



SLIDING TRACK  
x1



WING NUT  
x12 +1EXTRA

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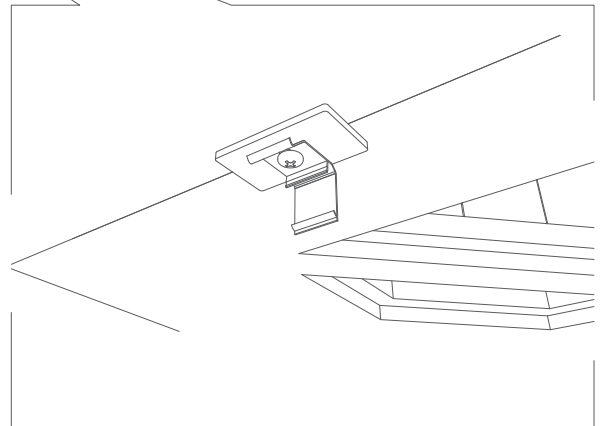
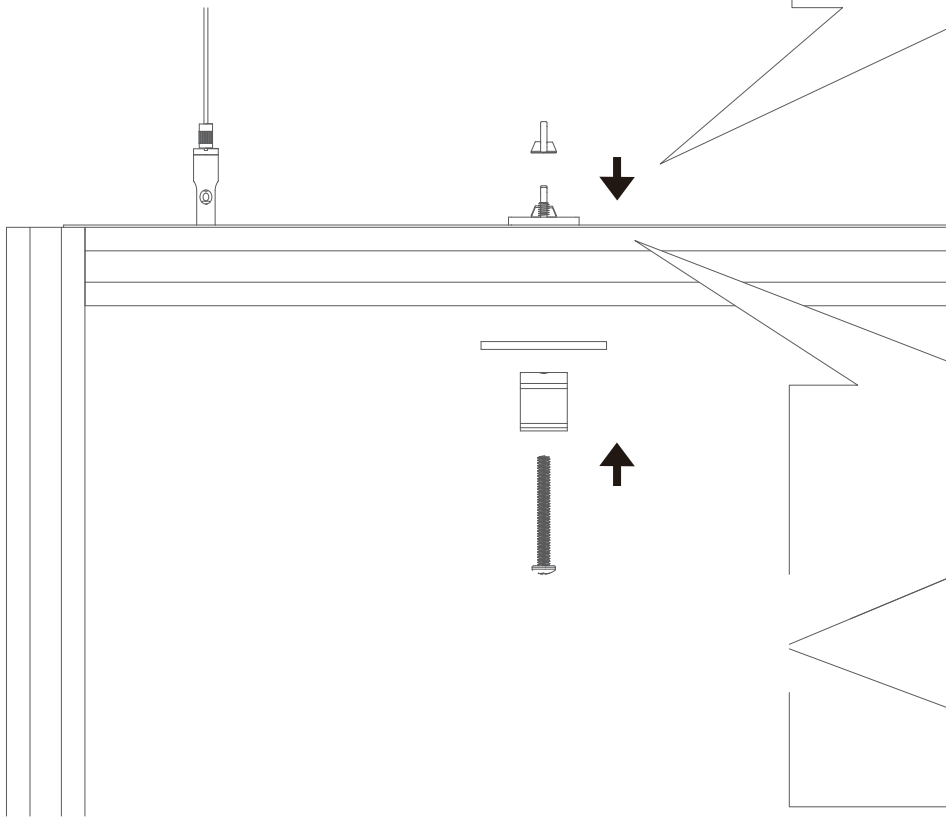
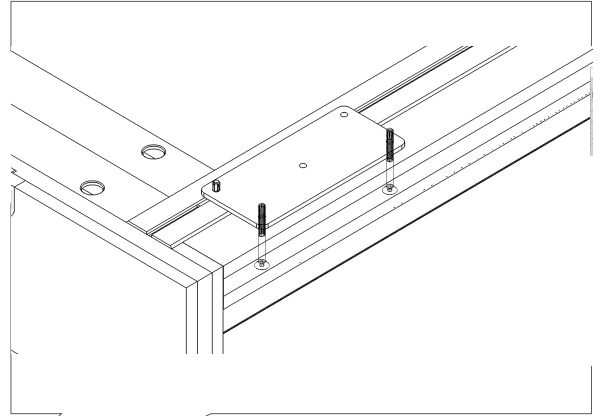
# SLIDING PANELS

**15** Place the joiner plate along the longer width on the outer extrusion where the door panels will do.

**16** Fasten 2 stud screws with wing nuts.

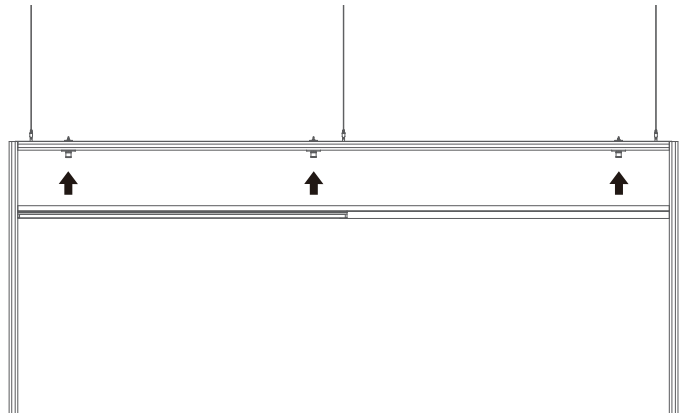
Drill clearance hole in the sliding track and insert the flat head screw to align with the holes on the joiner plate.  
3 plates will accommodate 6 screw in total and fastened with wing nuts.

The sliding track should approximately in line with the out edge of the wall panels

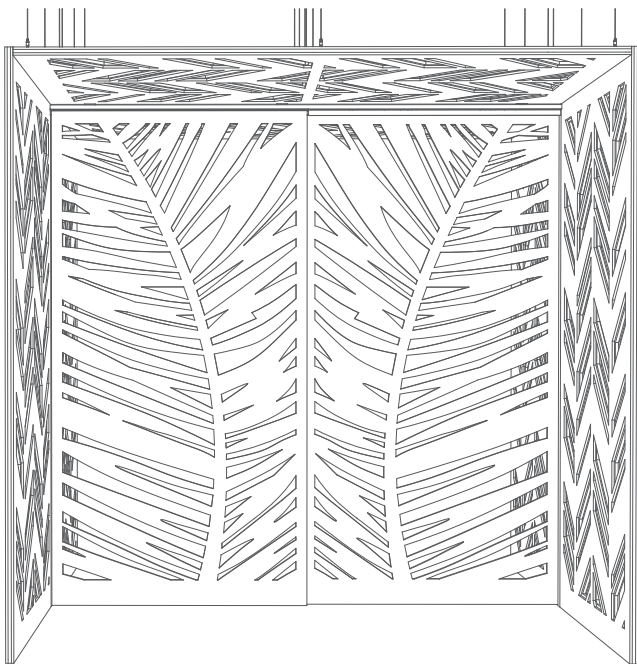
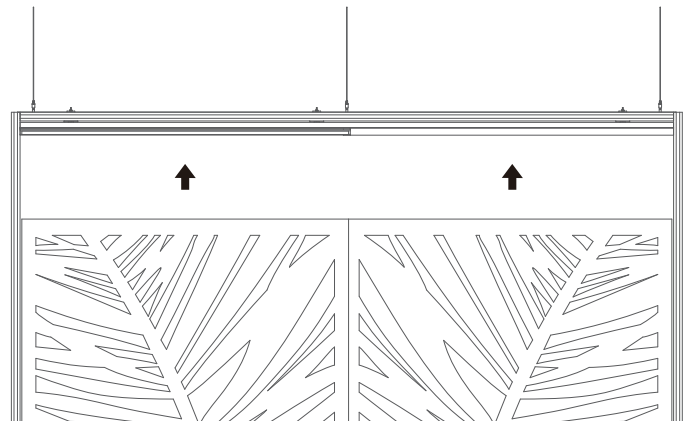


# SLIDING PANELS

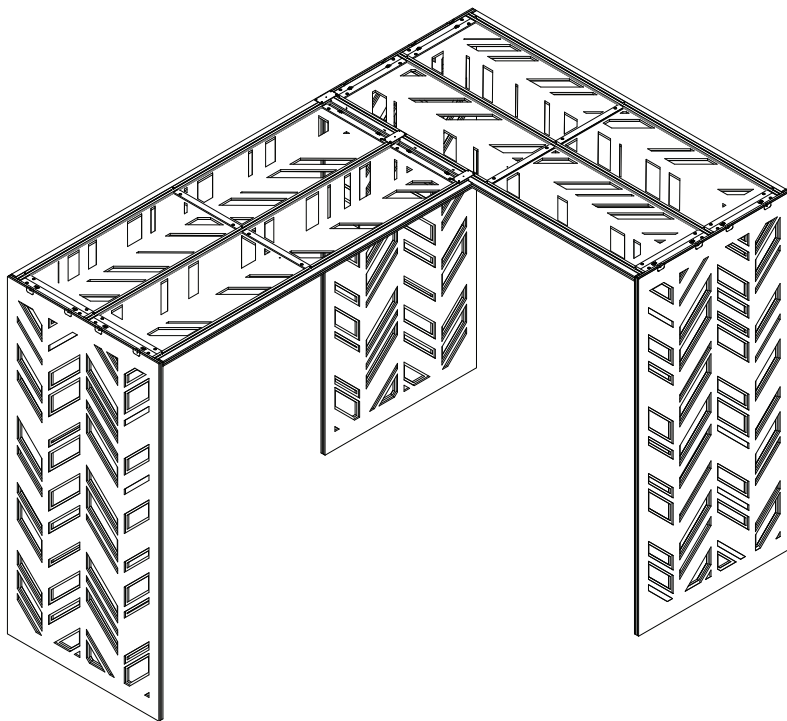
**17** Attach the sliding track onto the sliding track bracket.



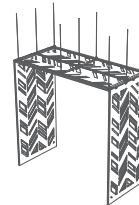
**18** Work Zone Dividers have velcro strips on the top, attach that part onto the moving bar of the sliding track.



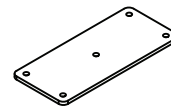
## L MODULE



### PARTS:



SINGLE UNIT  
x2



UPPER JOINER  
x3



STUD SCREW  
x12 +1EXTRA



WING NUT  
x12 +1EXTRA



BOTTOM JOINER  
x2

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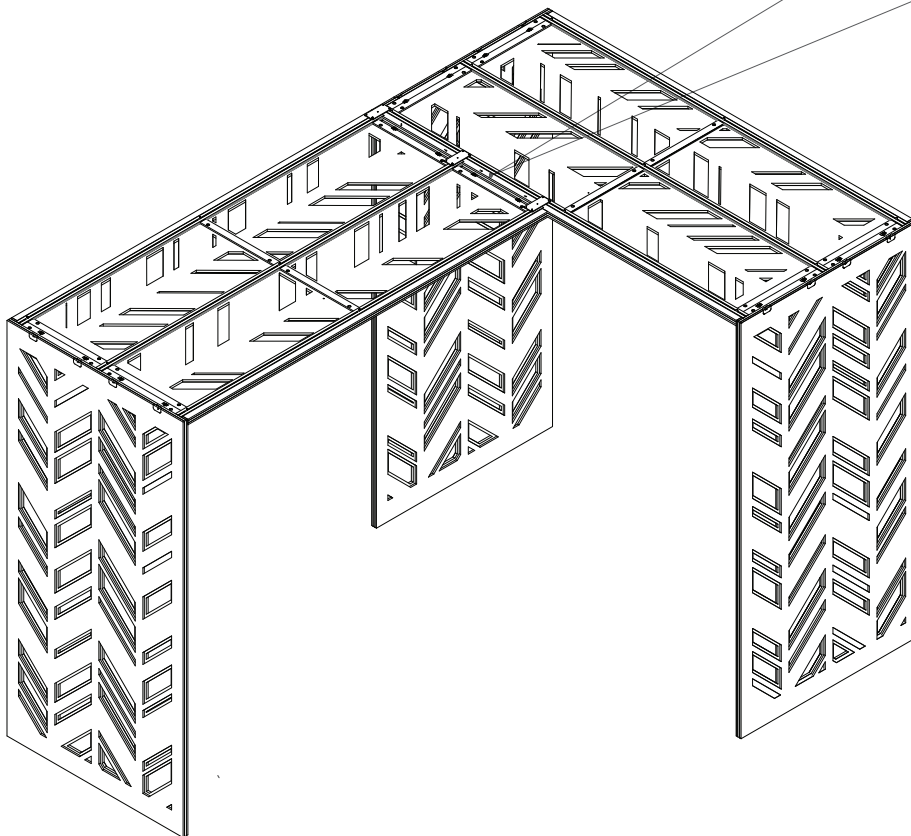
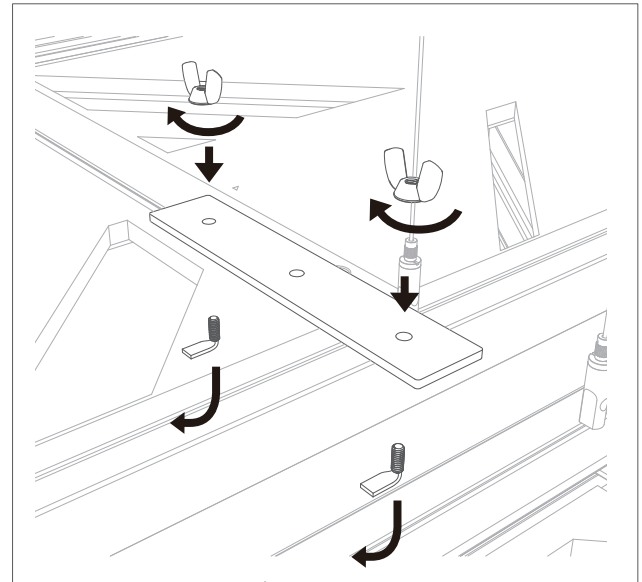
# L MODULE

**11** The 2 modules should be at right angles as shown in the image.

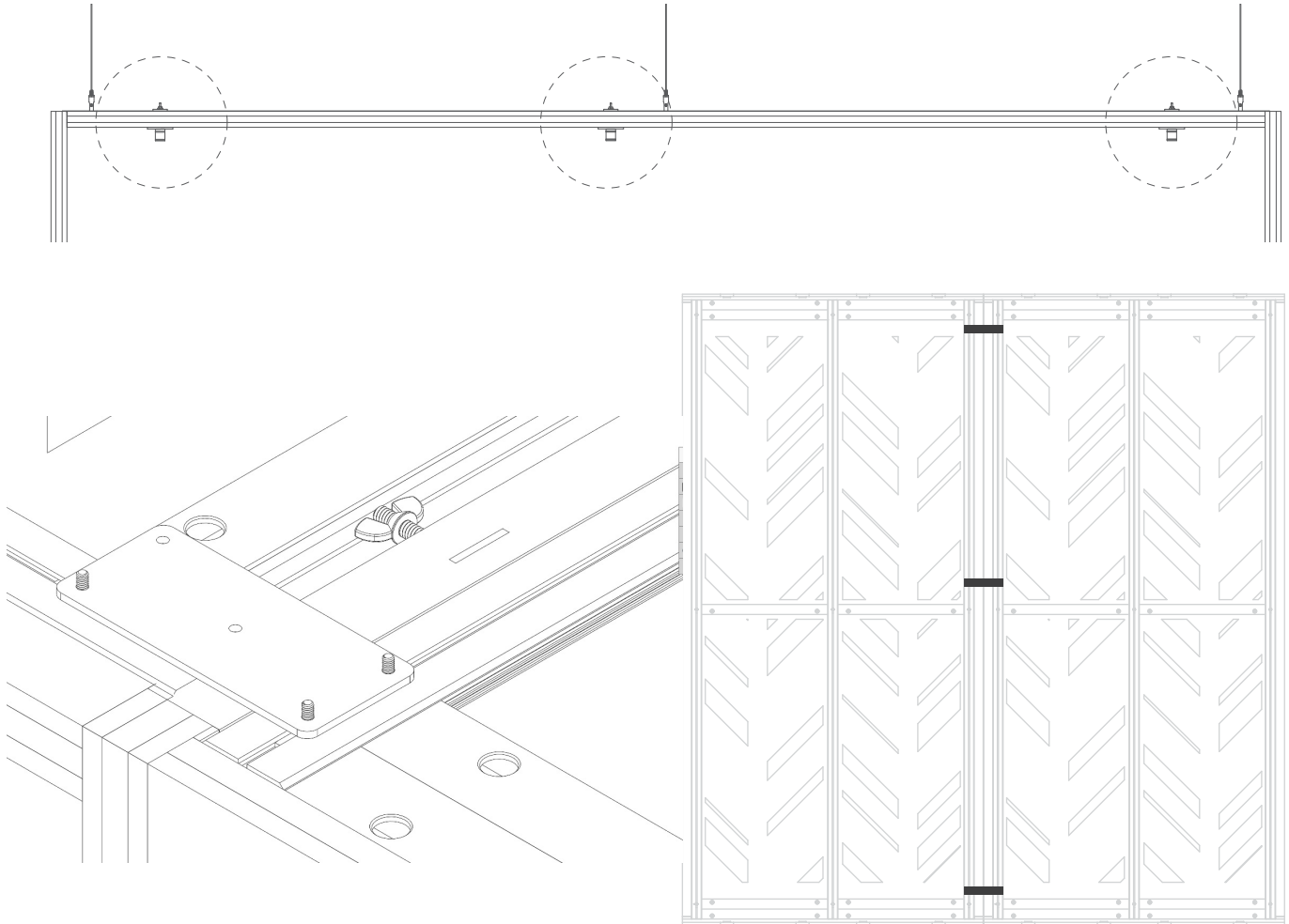
**12** Insert the 12 stud screws in pairs into the cavities of the adjacent horizontal extrusions of the 2 units. Put the 3 upper joiners on the threaded stem of the stud screws through the 4 outside holes.

Tighten the joiner with wing nuts by hand only.

(Avoid the suspension locations)



## 13 Upper joiner locations.



**14** Insert the bottom joiner piece into the pre-cut slot on the middle layer .

