



VERSA DESK®

Foundry Bench FB Series 48" & 60"

Assembly Instructions

REV 01062025



How can we improve our assembly instructions?
Your comments and suggestions are important to us.
Please e-mail us at: support@versaproducts.com



**MADE IN
AMERICA**

Parts

Bamboo Surfaces

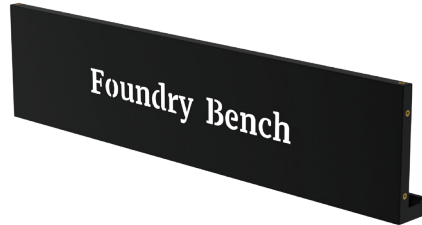


Top Surface (1 pc)



Bottom Surface (1 pc)

Metal Panels



Back Panel (1 pc)



Front Panel (1 pc)

Steel Support



Foot (2 pc)



Leg Upright (2 pc)



Cross Support (1 pc)



Moving Beam (2 pc)

Electronics



Actuator (2 pc)



Y-Split Cable (1 pc)



Control Switch (1 pc)



Control Box (1 pc)



Power Cord (1 pc)



Extension Cord (1 pc)



HJC4S Power Box (1 pc)

Hardware


Caster (4 pc)
2 Brake, 2 No Brake


20mm Furniture Bolt (16 pc)



50mm Furniture Bolt (4 pc)


8A x 5/8"
Wood Screw (5 pc)


3/8-16 Washer (12 pc)



12mm Washer (2 pc)



Clevis Pin (2 pc)



Cotter Pin (2 pc)


1/4-20 x 1/2"
Truss Head Screw (12 pc)


3/8-16 x 2 1/2" Hex Bolt (6 pc)


8-32 x 3/4 Flat
Head Screw (4 pc)


3/8-16 Hex Nut (6 pc)

Additional Tools Required


4mm Allen Wrench
(Included)

9/16" Wrench (Qty 2)
(Included)


Phillips Head Screwdriver

Assembly

Step 1

Leg Uprights

Attach the Leg Upright to the Foot using (3) 3/8-16 x 2 1/2 Hex Bolts, (3) 3/8-16 Washers and (3) 3/8-16 Hex Nuts as shown. Use the included wrenches to tighten the bolts.

Repeat for other side.

Please note: Insert the bottom Hex Bolt first and secure it with the nut. Then, move your way up and tighten all bolts at the end.

x6



3/8-16 x 2 1/2
Hex Bolt

x6

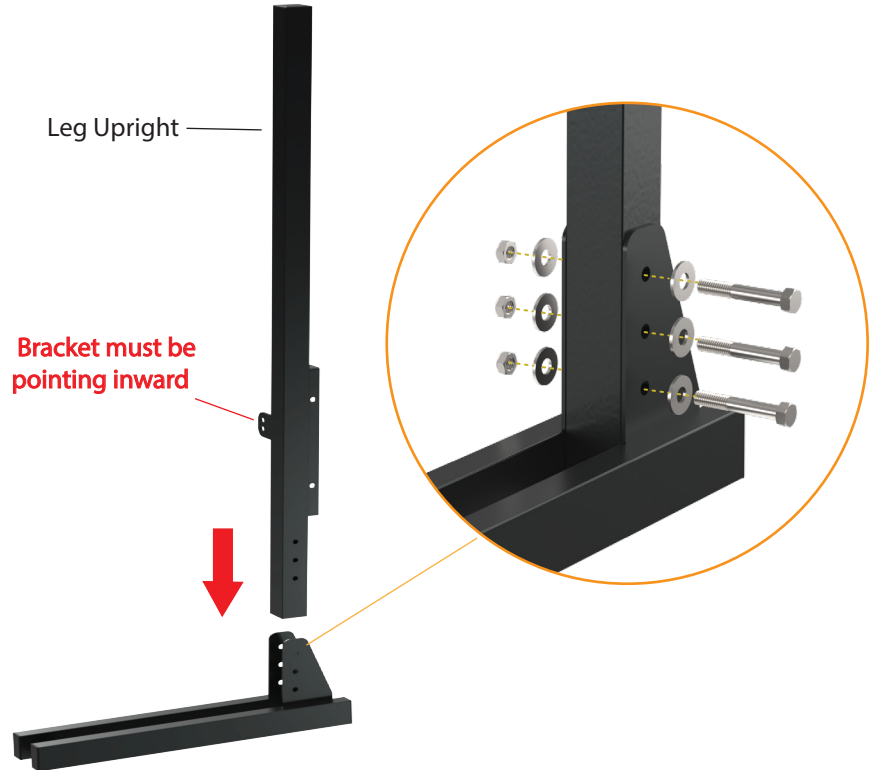


3/8-16 Hex
Nut

x12



3/8-16 Washer



Step 2

Back Panel

Please note: We highly recommend that you place a cardboard or soft material beneath the parts in this step to avoid damage from scraping.

Place both Leg Uprights on the ground as shown. Then, attach the Back Panel to the uprights using (4) 20mm Furniture Bolts. Repeat for other side.

x8



20mm Furniture Bolt



Assembly

Step 3

Casters

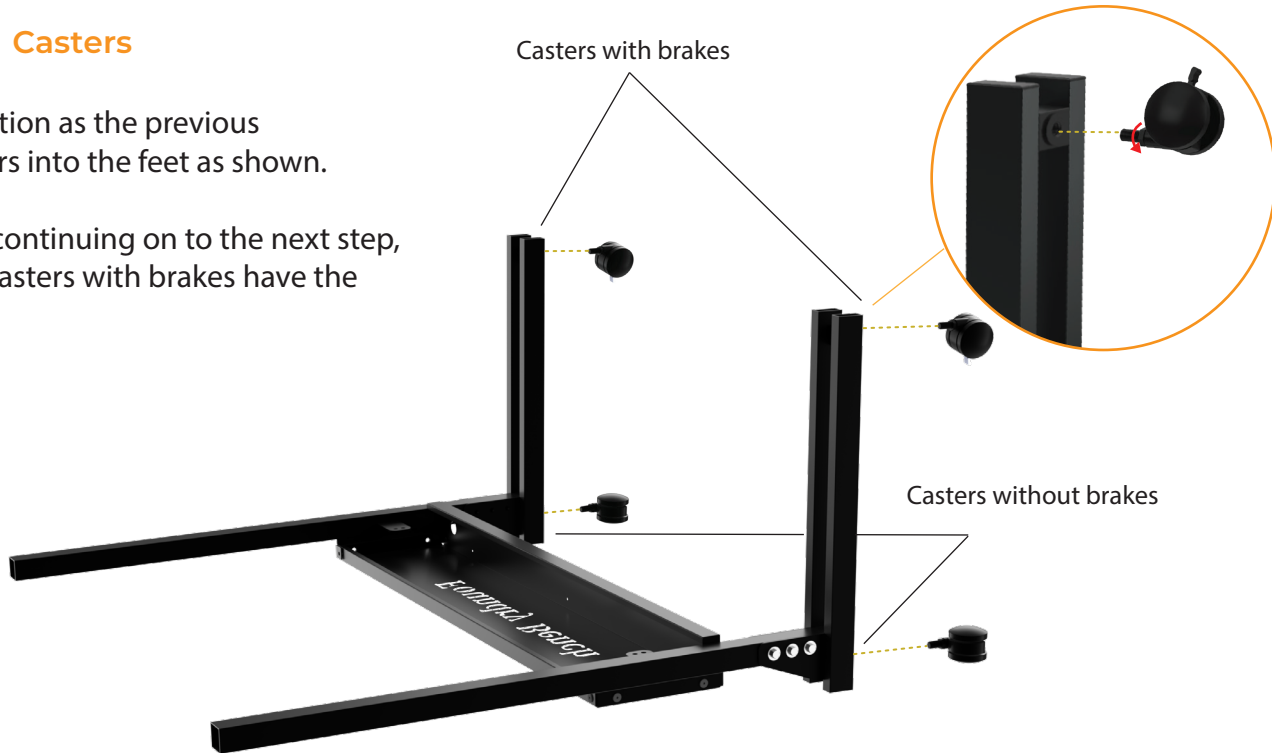
Using the same position as the previous step, insert (4) Casters into the feet as shown.

Please note: Before continuing on to the next step, make sure the two casters with brakes have the brake ON.

x4



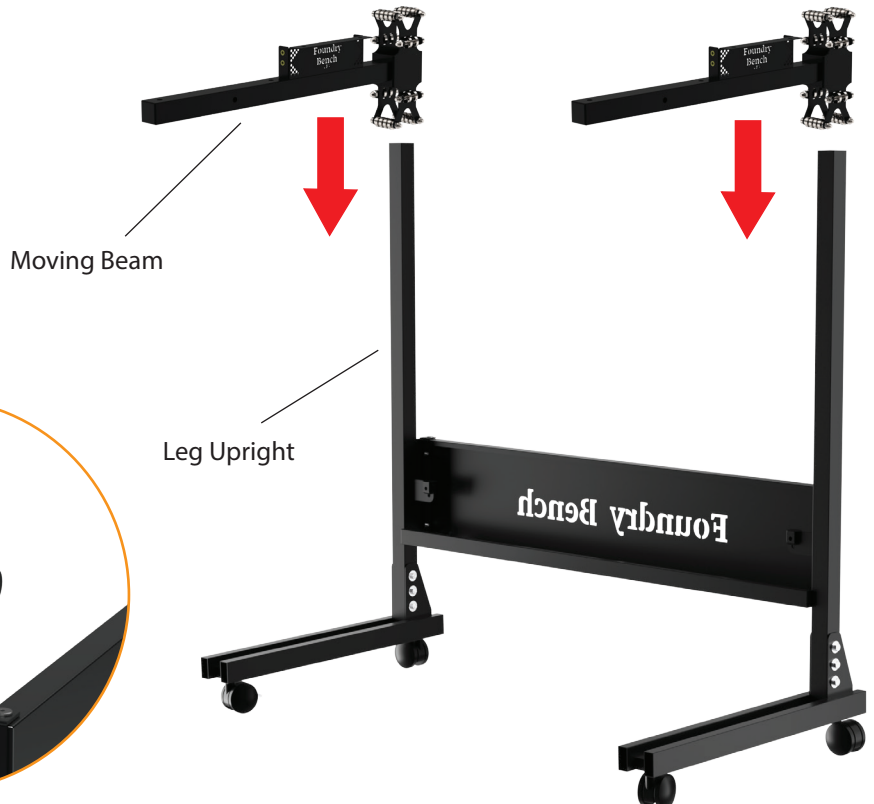
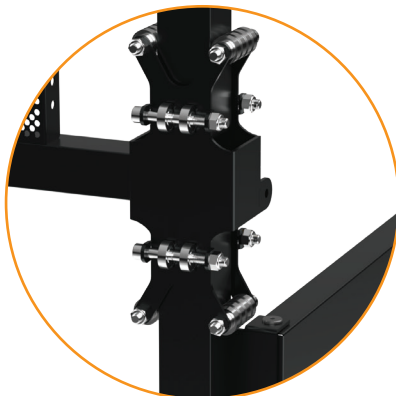
Caster



Step 4

Moving Beams

Carefully turn the frame of the bench over. Then, slide (2) Moving Beams down the leg uprights until the beams touch the Back Panel as shown.



Assembly

Step 5

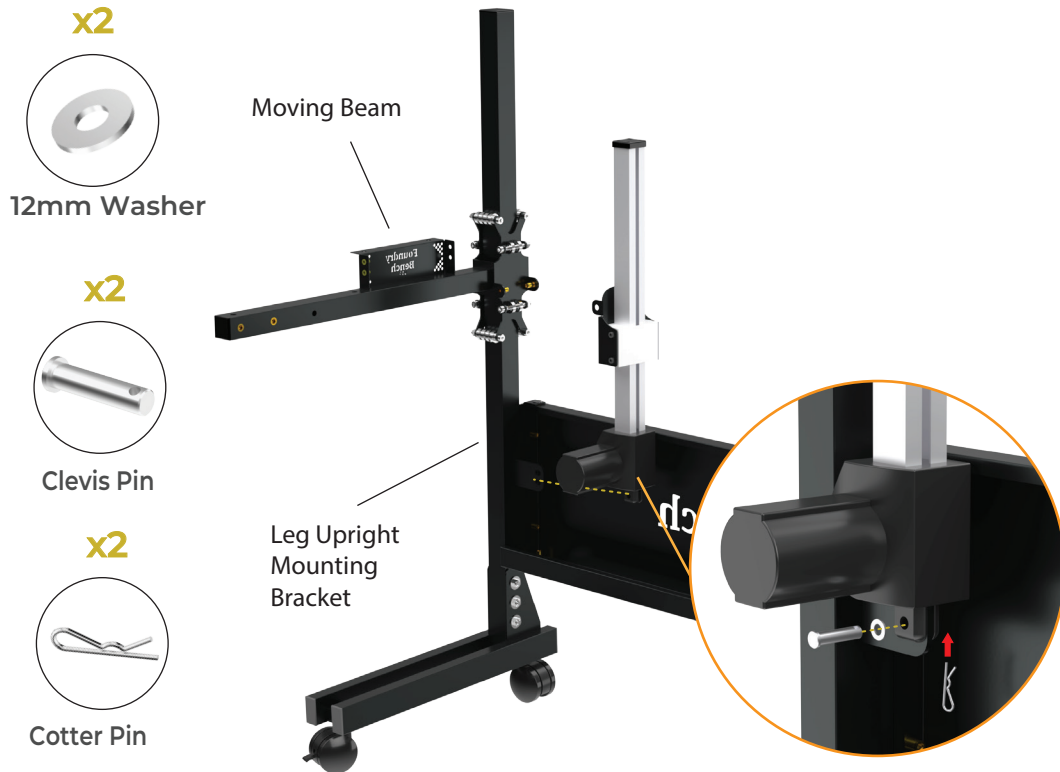
Actuators

Secure the bottom of the Actuator to the Leg Upright as shown.

First, align the Actuator to the Leg Upright and put (1) Clevis Pin through the holes.

Then, put (1) Cotter Pin through the hole of the Clevis Pin.

Repeat these 2 steps for the other side.



Step 6

Actuators

Align the Actuator with both the Moving Beam and Leg Upright as shown. Use (2) 20mm Furniture Bolts to attach the Actuator to the Moving Beam. **Repeat for other side.**



Assembly

Step 7

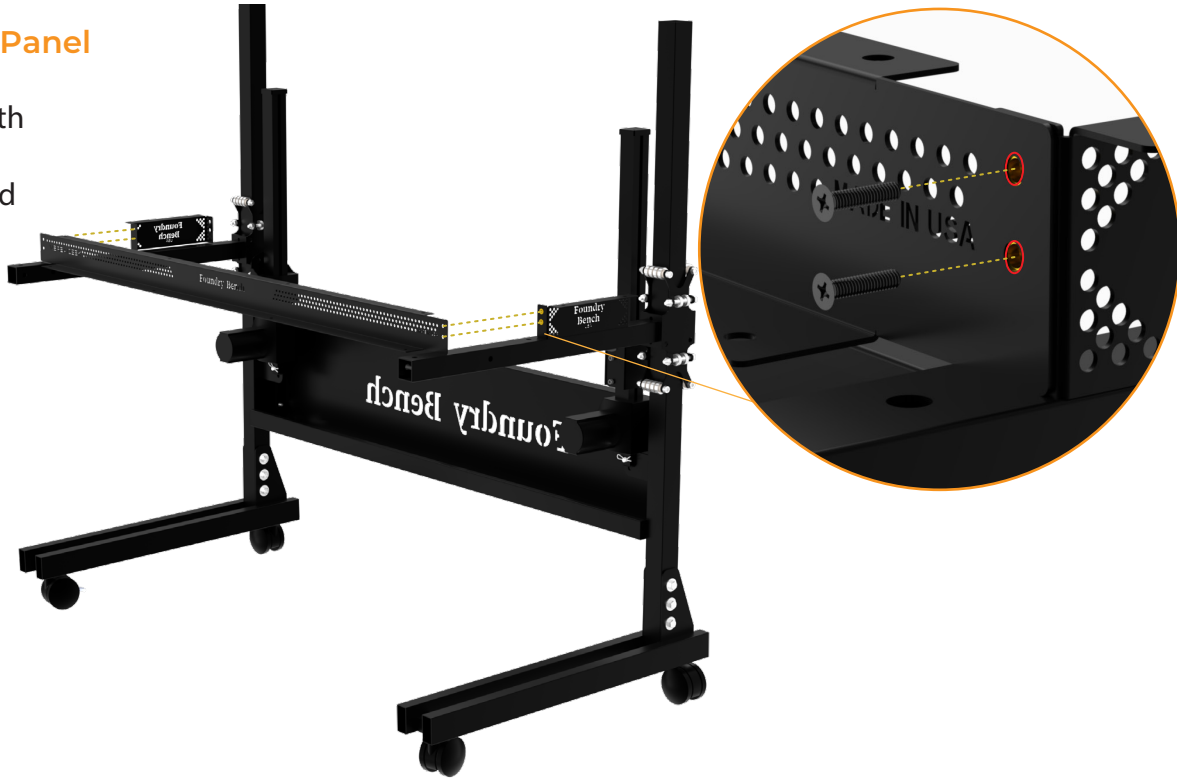
Front Panel

Attach the Front Panel to both of the supporting brackets using (4) 8-32 x 3/4" Flat Head Screws (2 screws per side).

x4



8-32 x 3/4
Flat Head Screw



Step 8

Top Surface

Place the Top Surface on top of the supporting brackets and the Front Panel.

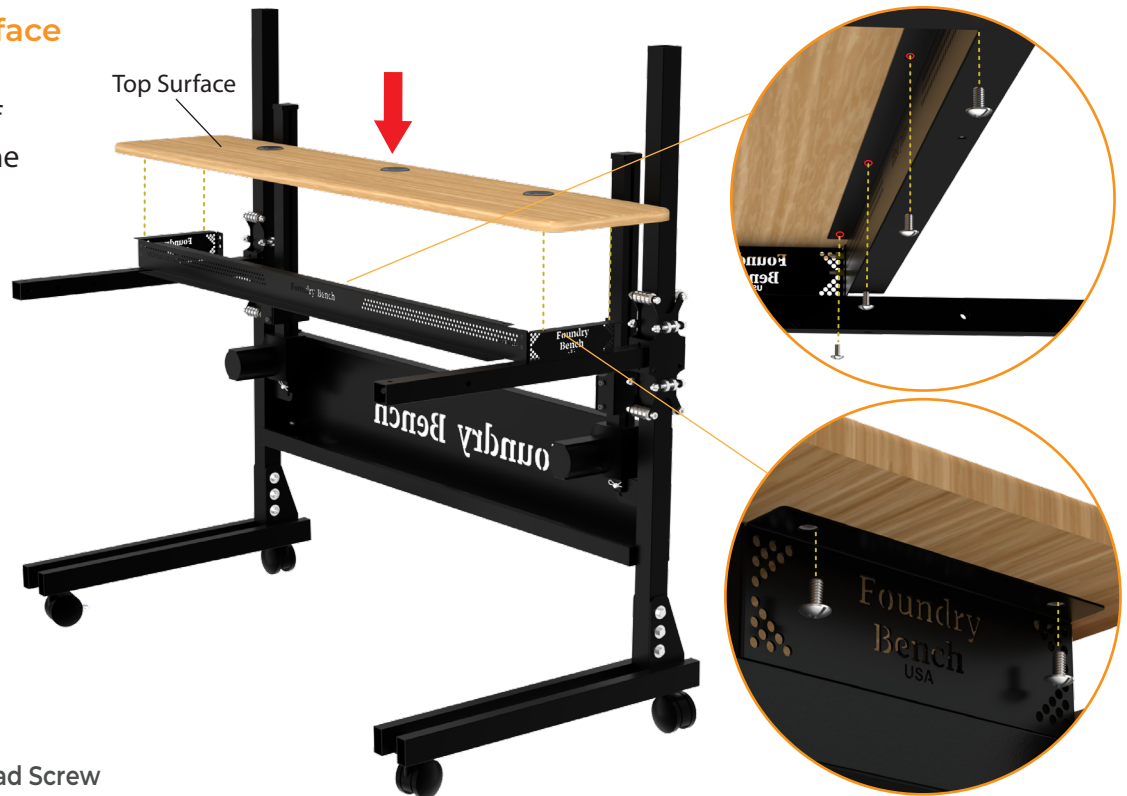
To attach the Top Surface to the supporting brackets, use (4) 1/4-20 x 1/2 Truss Head Screws (2 per side).

To attach the Top Surface to the Front Panel, use another (4) 1/4-20 x 1/2 Truss Head Screws.

x8



1/4-20 X 1/2 Truss Head Screw



Assembly

Step 9

Cross Support

Attach the Cross Support to the Moving Beams using (4) 20mm Furniture Bolts (2 bolts per side).



x4



20mm
Furniture Bolt

Step 10

USB Switch

Attach the Switch Bracket to the Bottom Surface using (2) 8A x 5/8" Wood Screws as shown.

x1

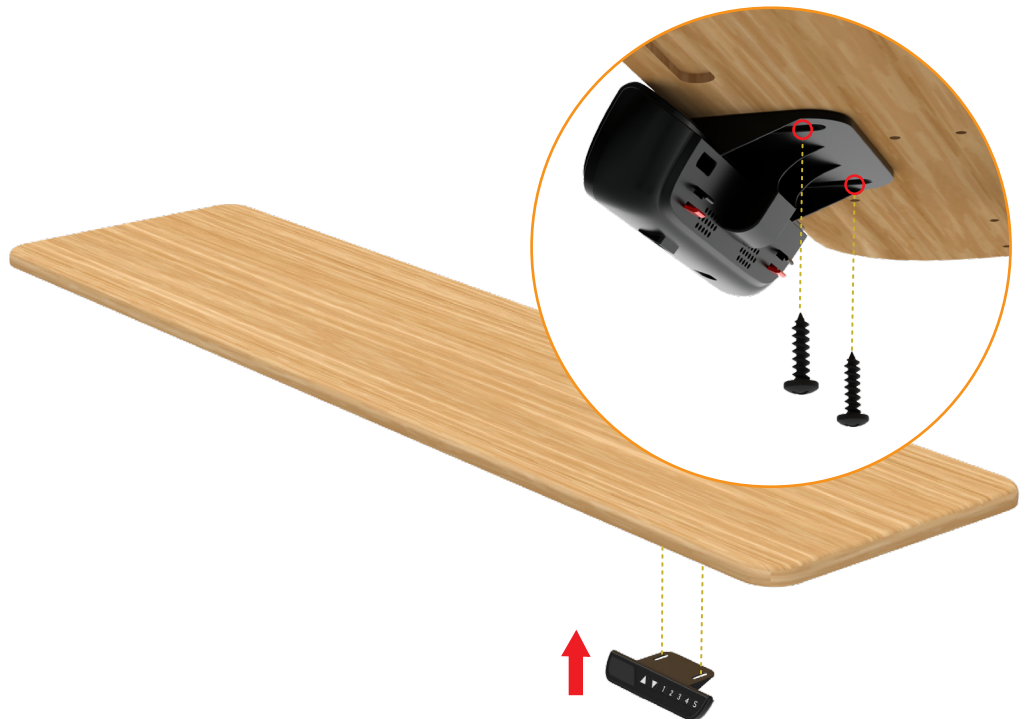


Switch Bracket
with USB Switch

x2



8A x 5/8
Wood Screw



Assembly

Step 11

Bottom Surface

Attach the Bottom Surface to the Moving Beams using (4) 50mm Furniture Bolts as shown.

Then, use (4) 1/4-20 x 1/2" Truss Head Screws to fasten the Bottom Surface onto the Front Panel as shown.

x4

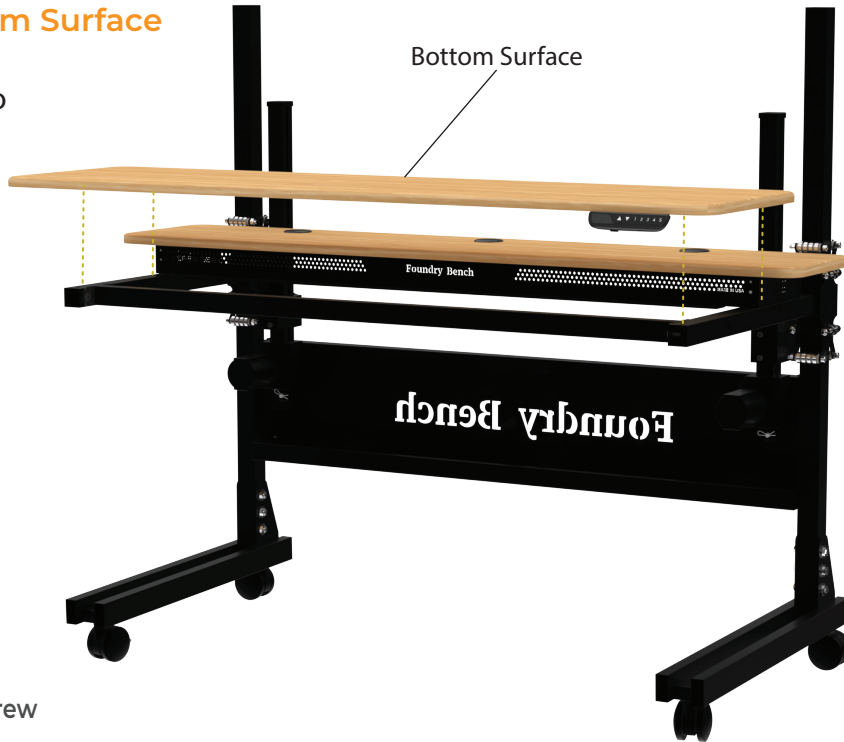


50mm
Furniture Bolt

x4



1/4-20 x 1/2
Truss Head Screw



Step 12

Complete

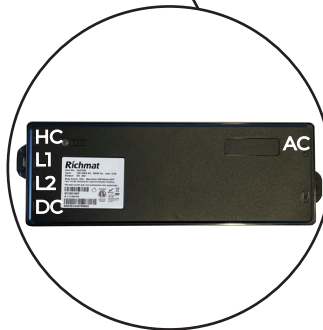
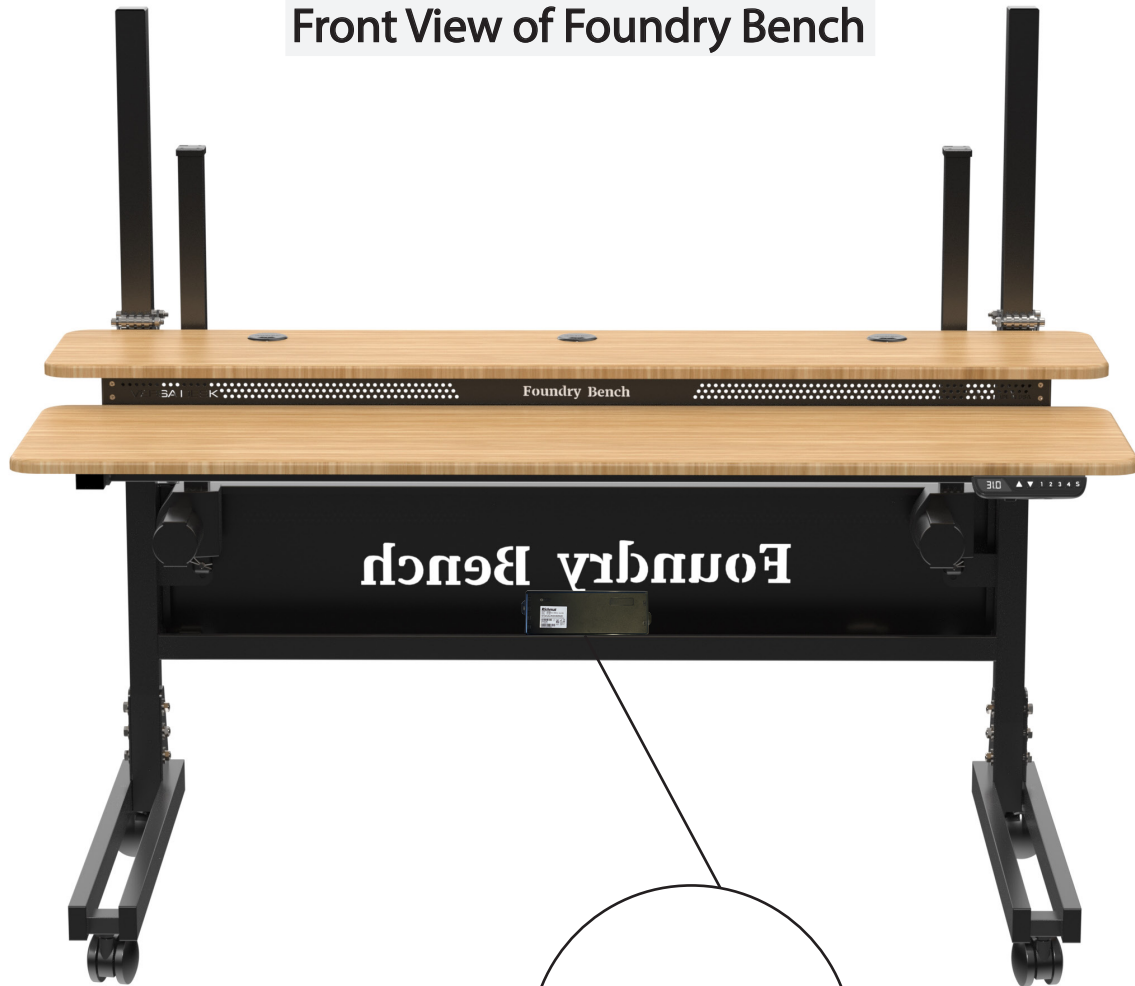
Assembly is now complete. Please refer to the next page to complete the wiring of the electronics.



Assembly

Wiring

Front View of Foundry Bench



Note: Control Box can be placed on the Center Back Panel

Assembly

Foundry Wiring

Place the control box inside the center panel as shown before beginning the wiring steps.



- L1** Connect the Left Actuator directly to the L1 port on the control box. Untie the twist tie to fully extend the actuator wire.



Assembly

Foundry Wiring

L2

Similarly to L1, Connect the Right Actuator directly to the L2 port on the control box. Untie the twist tie to fully extend the actuator wire.


HC

Connect the end of the extension cable (circle in red) to the HC port of the control box.



Please Note: If C66 equipped, must connect the C66 end first to the HC Port of the control box then connect extension cord to C66 Box.



Assembly

Foundry Wiring



Extend the cable through the middle panel towards the control switch as shown and connect the corresponding end of the control switch.



Assembly

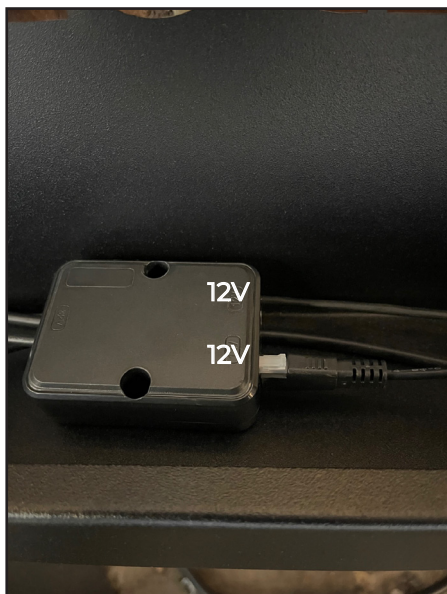
Foundry Wiring



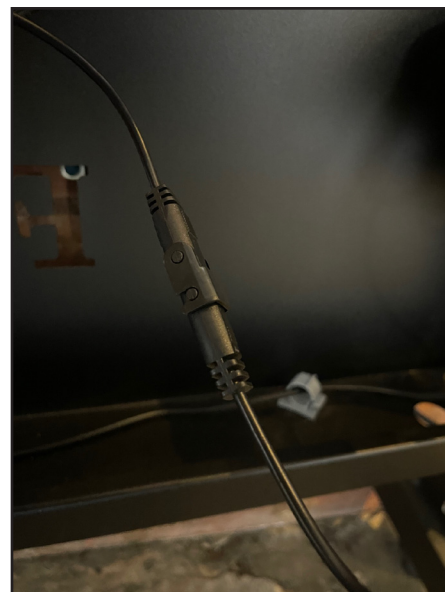
Connect the end of the HJC4S Power Box to the DC port of the control box. Similar to the previous step, extend the Power Box through the middle panel towards the control switch.



Connect the end of the Y-Split cable to a 12V port on the Power Box and another end to corresponding end of the control switch.



Y-Split cable to the Power Box



Y-Split cable to the Control Switch

Assembly

Foundry Wiring

AC

Lastly, connect one end of the Power Cord to the AC port in the control box and connect the other end to any power outlet. Your New Desk is now Ready to Be Used!



Assembly

LED Wiring

Use the diagram below as reference for the following steps:



Note: The LED Strips are pre-installed on the wood surfaces.

Assembly

LED Wiring

A The LED Strip Wiring begins here. There is nothing to connect. Continue to **B**

B & **C** Locate the Female end barrel plug in location **B** and locate the Male end barrel plug in location **C**. Then simply connect both ends of the barrel plugs together.



Female End in Location **B**

+



Male End in Location **C**



Connect Both Ends

D Locate the Male End barrel plug in Location **D**. Connect this end with the Female End barrel plug found on the Y-Split cable.



Male End in Location **D**

+



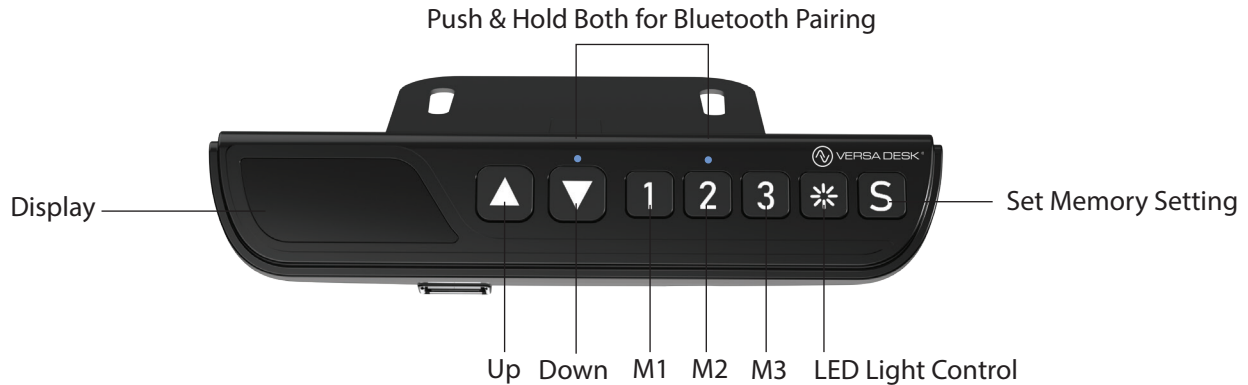
Female End on Y-Split Cable



Connect Both Ends

Your LED Lights are now ready to be used! Press the light symbol on the control switch to turn on/off the LEDs.

Control Switch Operation Instructions



1. INITIALIZATION / RESET

Press and hold **▲** and **▼** for 3 seconds, the desk moves down while the control reads **SET** or Error Code; keep pressing the buttons until the desk reaches the lowest height then bounces back about 5mm, the control box beeps and the height figure is shown on the control. The initialization / reset is complete.

2. Memory Position

2.1 Set memory position 1:

Adjust the desk to the desired height, then press **1** and **S** hold and for 3 seconds, the height figure flashes for 3 second. Memory Position 1 is set.

2.2 Recall memory position 1:

Change Memory Position Recall Mode: Press and hold **▲** and **2** for 3 seconds, the control shows **R 1 1** (Constant Touch)/ **R 1 2** (One Touch).

(1)“ **R 1 1** / Constant Touch”: Press and hold on **1** , the desk moves to the preset Memory Position 1.

(2)“ **R 1 2** / One Touch”: Click **1** , the desk moves to the preset Memory Position 1.

- Set memory position 2: Refer to 2.1 (Buttons: **2 S**)
- Recall memory position 2: Refer to 2.2(Buttons: **2**)

- Set memory position 3: Refer to 2.1 (Buttons: **3 S**)
- Recall memory position 3: Refer to 2.2 (Buttons: **3**)

- Set memory position 4: Refer to 2.1 (Buttons: **4 S**)
- Recall memory position 4: Refer to 2.2 (Buttons: **4**)

Add-on: Sit to Stand Keyboard Arm and Tray

Tools



Phillips Head Screwdriver

Parts

x8



8A x 5/8"
Wood Screw



Left Keyboard Bracket



Right Keyboard Bracket



Keyboard Tray

OR



Bamboo Keyboard

Assembly

Step 1

Attach both keyboard brackets to the Bottom Surface using (8) 8A x 5/8" Wood Screws as shown.

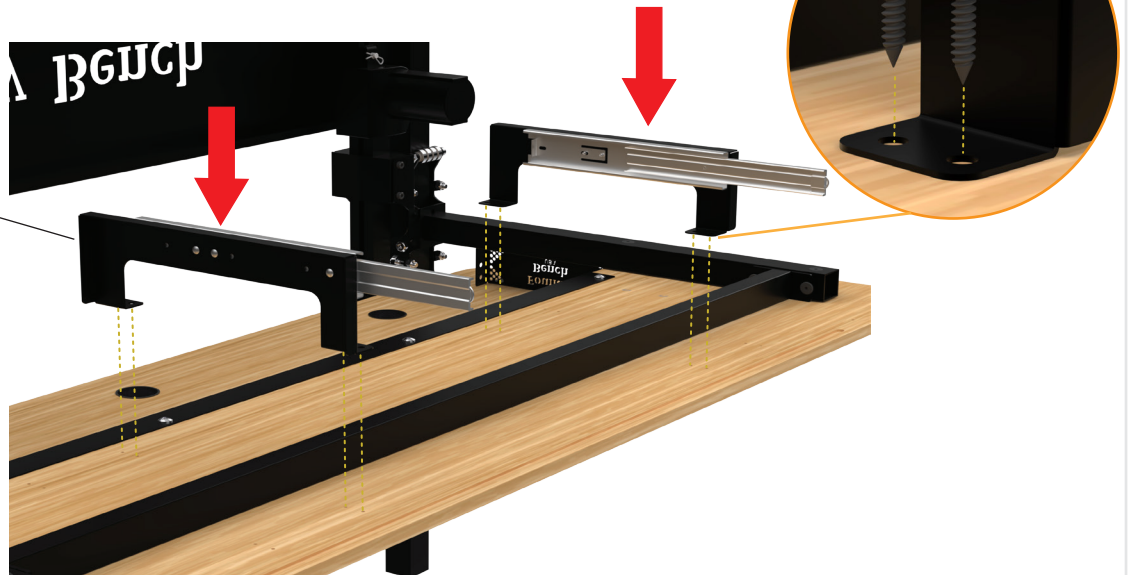
Please look at the next page before attaching.

Keyboard
Bracket

x8



8A x 5/8"
Wood Screw

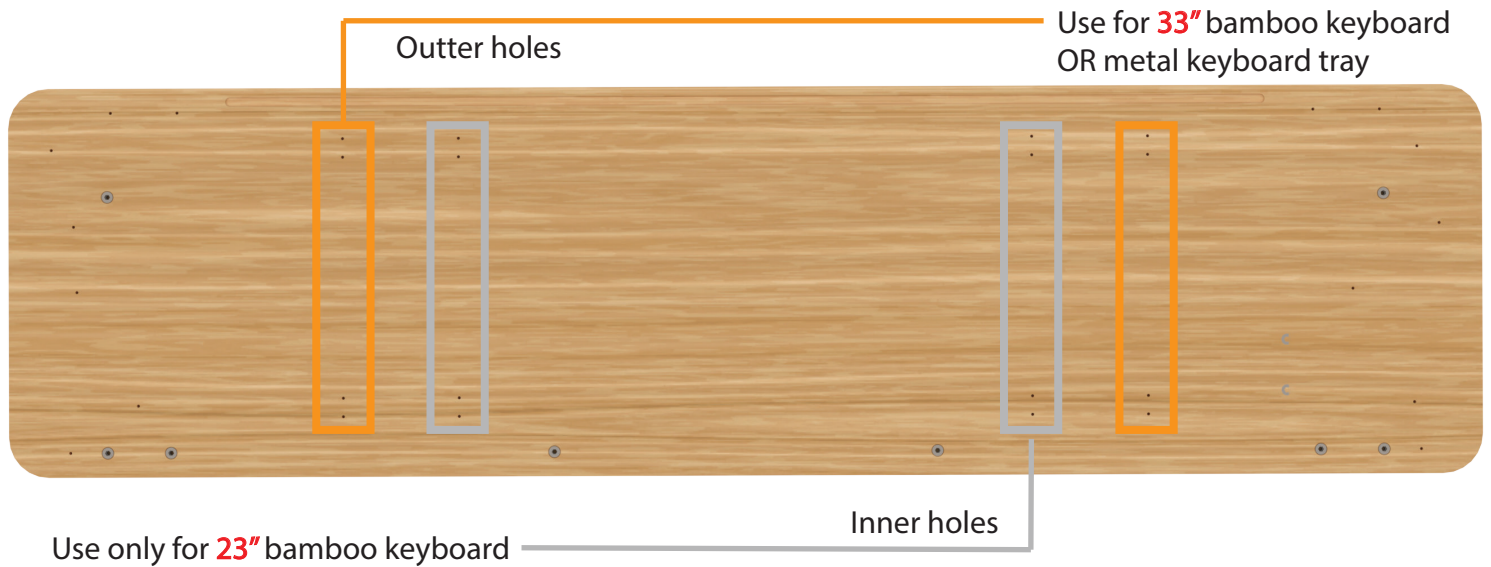




Add-on: Sit to Stand Keyboard Arm and Tray

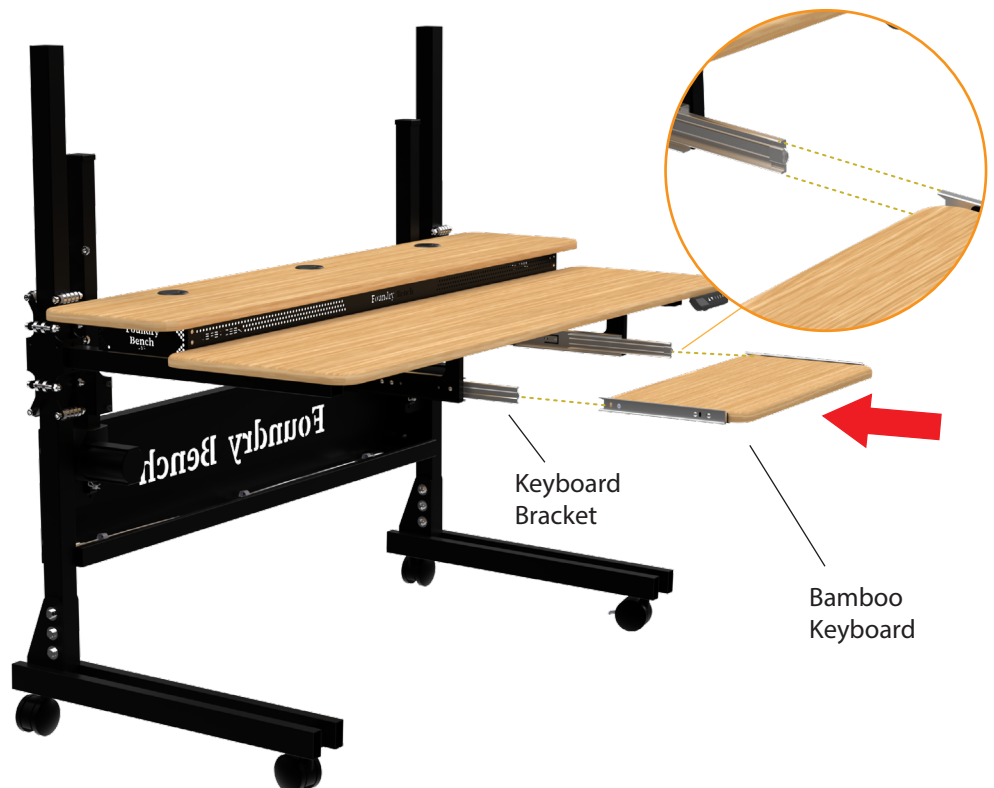
Assembly

Bamboo Keyboard Surfaces



Step 2

Slide the Keyboard Tray or Bamboo Keyboard into the Keyboard Brackets as shown.

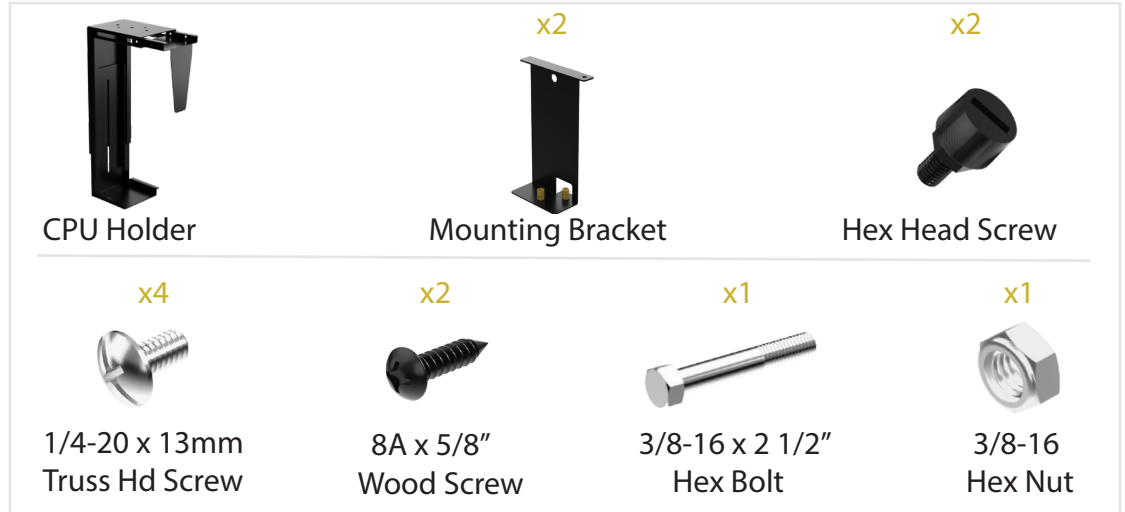


Add-on: CPU Holder

Tools



Parts



Assembly

Step 1

Align the top frame of the CPU Holder with the 4 holes on the mounting brackets.

Then, use **(4) 1/4-20 x 13mm Truss Head Screws** to attach the top frame of the CPU Holder to the mounting brackets as shown.

The screws should go into the inserts of the mounting brackets.



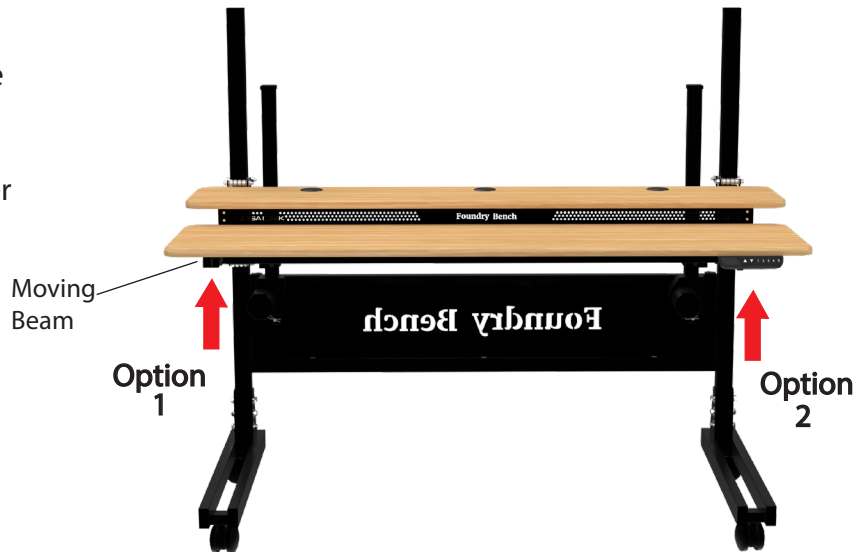
Add-on: CPU Holder

Assembly

Step 2

Decide which side you would like to place the CPU Holder on.

The CPU Holder can be mounted on either one of the moving beams.



Step 3

Align the holes of the mounting brackets with the holes on the moving beam as shown in the upper right corner.

Then, use **(2) 8A x 5/8" Wood Screws** to attach the mounting brackets to the bottom surface as shown.

The image on the bottom right shows a successful completion of this step.



Add-on: CPU Holder

Assembly

Step 4

Fasten the CPU Holder brackets to the moving beam using **(1) 3/8-16 x 2 1/2" Hex Bolt** and **(1) 3/8-16 Hex Nut** as shown.

The image on the bottom right corner shows a successful completion of this step.

x6



3/8-16 x 2 1/2
Hex Bolt

x6

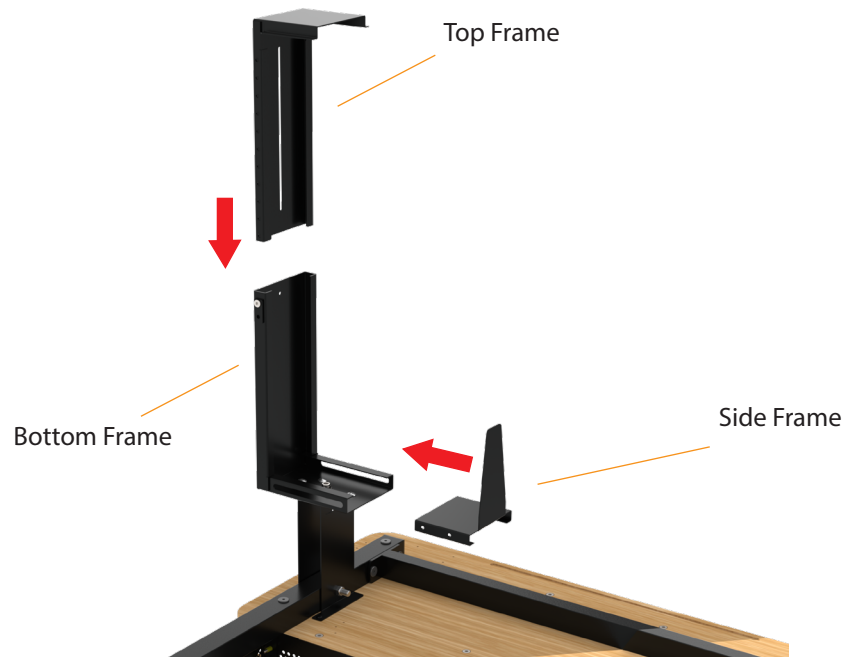


3/8-16 Hex
Nut



Step 5

Attach the bottom frame and the side frame of the CPU Holder to the top frame of the CPU Holder as shown. The frames are designed to simply slide into one another.



Add-on: CPU Holder**Assembly****Step 6**

Secure the side frame to the top frame using
(2) Head Hex Screws as shown.

**Step 7**

Place your CPU into the CPU Holder.

Adjust the CPU Holder to ensure that your CPU
is secured properly. Look at the next page for more
details on adjustability.



Add-on: CPU Holder

Adjustability

