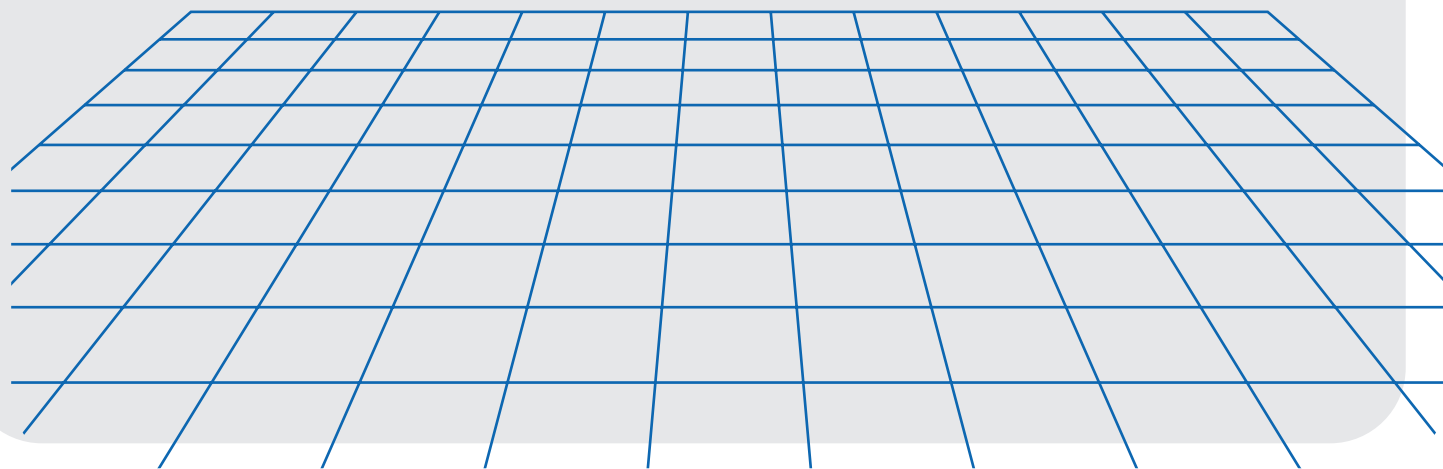


# New Working New Living

**Website:** [www.flexispot.com](http://www.flexispot.com)

**Tel:** 1-855-585-5618

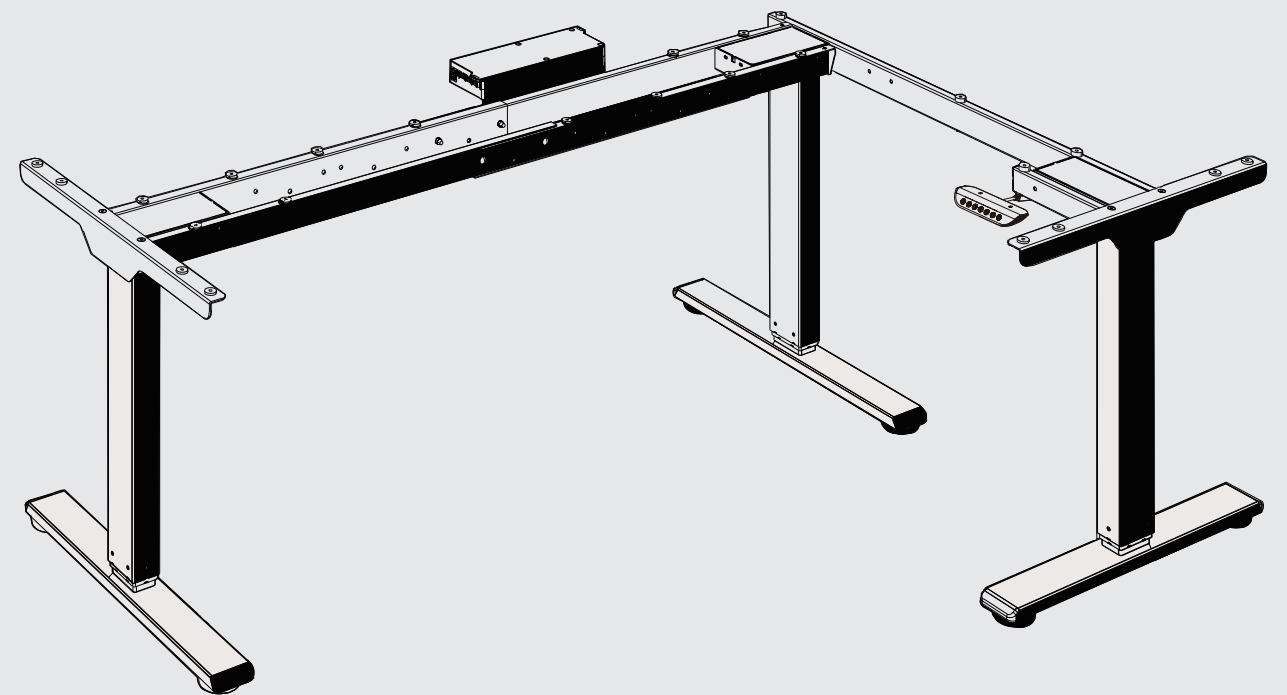
**Address:** 6475 Las Positas Rd. Livermore, CA 94551



# FlexiSpot

## User Manual

Item No. E7LB-Lite/E7LW-Lite

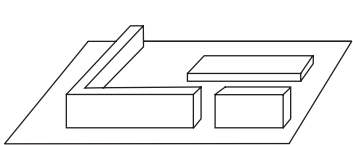


INSTRUCTIONS –  
KEEP FOR FUTURE REFERENCE

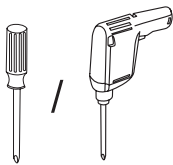
Specifications

|                    |                                 |
|--------------------|---------------------------------|
| Column Stage       | 3                               |
| Max. Load Capacity | 330lbs                          |
| Max. Speed         | 1"/s                            |
| Lowest Height      | 23.6"                           |
| Highest Height     | 49.2"                           |
| Stretch Range      | Main tabletop: 55.1"-74.8"      |
|                    | Secondary tabletop: 39.4"-47.2" |

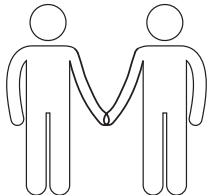
Preparation before Installation



Install on carpet to prevent scratches.



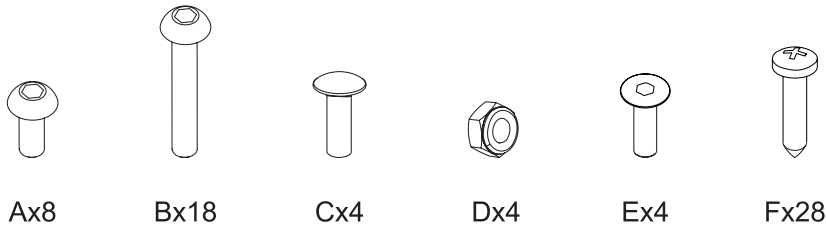
Bring your own phillips screwdriver or pistol drill.



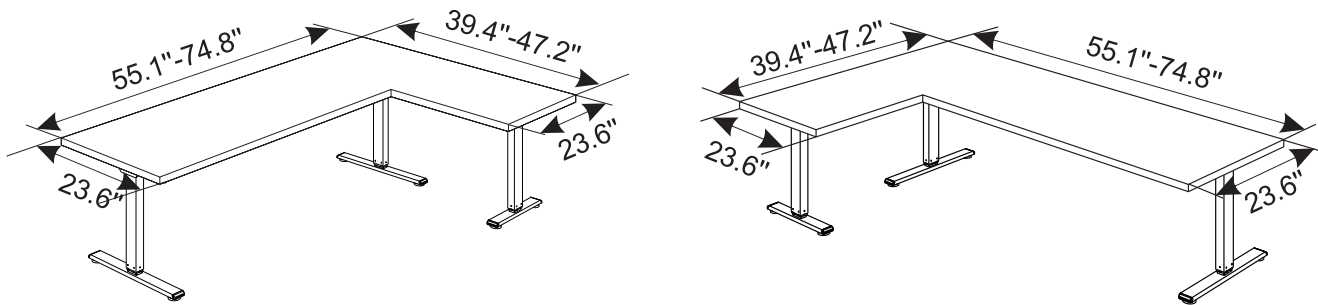
Need two or more people to cooperate together.

Accessory Package

**Attention:** The drawings below are for guidance only and they may differ slightly from the product and fittings received. Please contact customer service if there are any missing tools or installation problems.

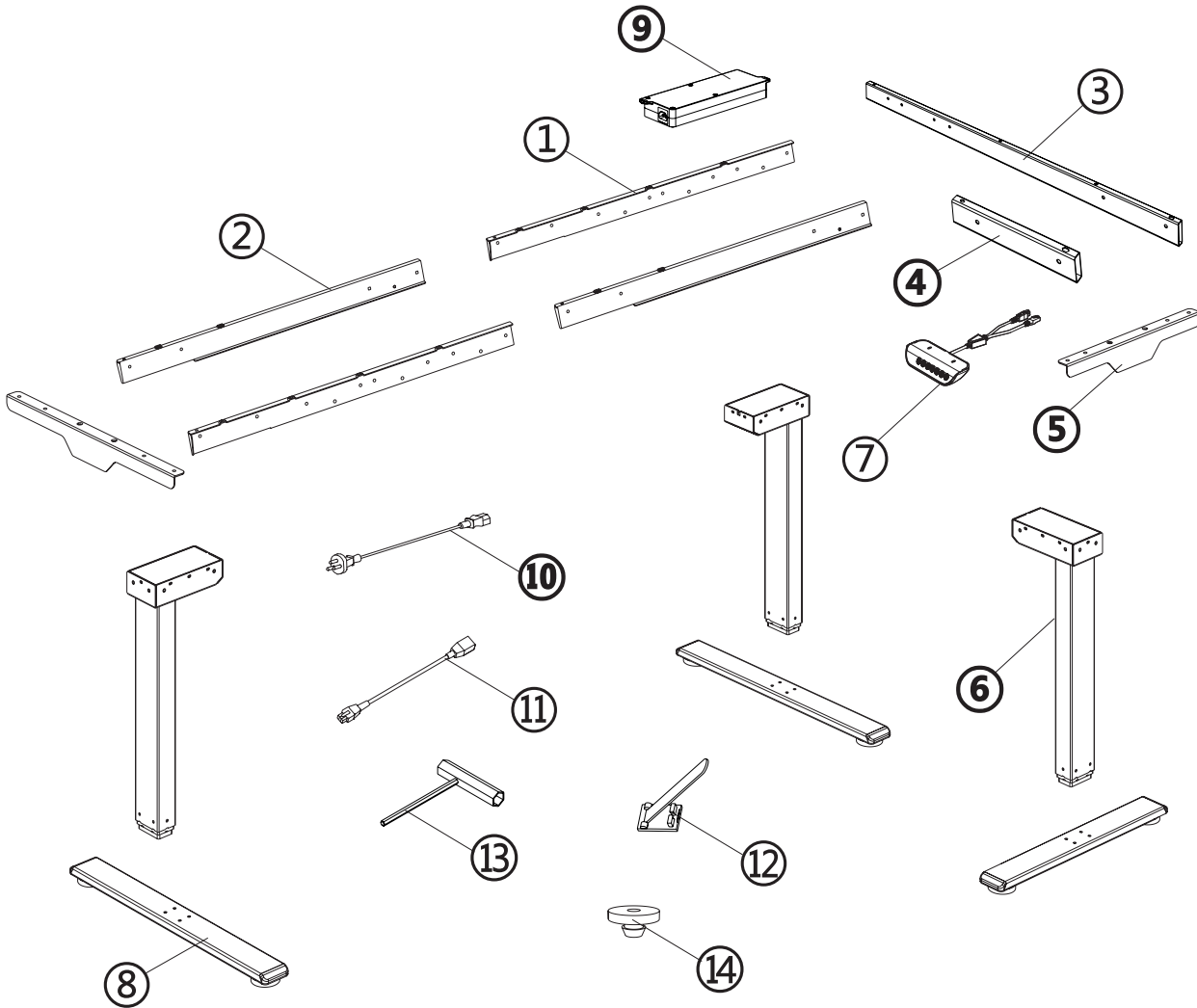


Applicable Desktop Size



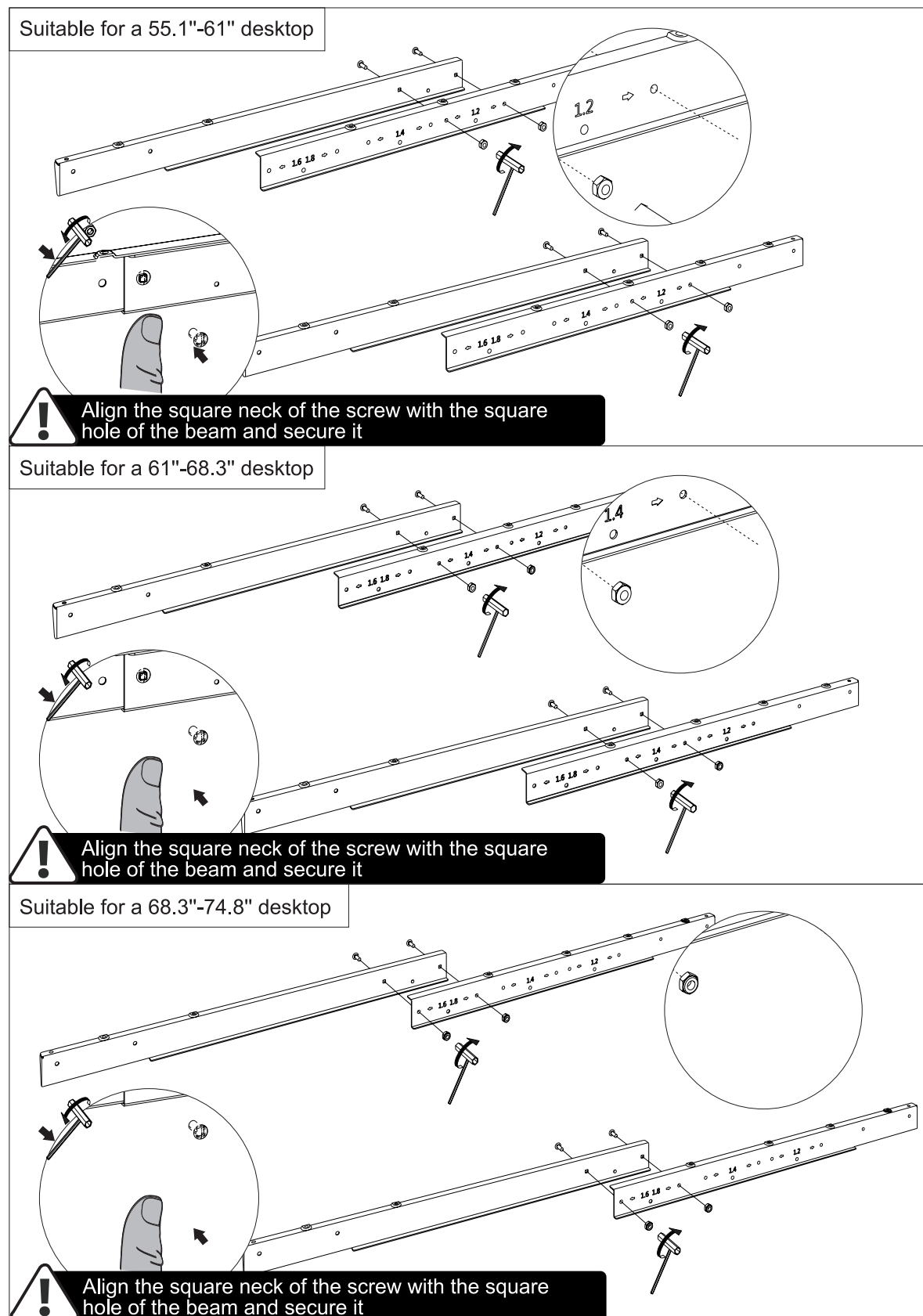
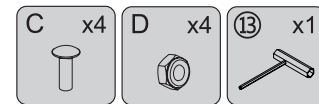
Parts Included

|   |                       |  |
|---|-----------------------|--|
| ① | Right support beam x2 |  |
| ② | Left support beam x2  |  |
| ③ | Long support beam x1  |  |
| ④ | Short beam x1         |  |
| ⑤ | Side bracket x2       |  |
| ⑥ | Lifting column x3     |  |
| ⑦ | Handset x1            |  |
| ⑧ | Pedestal x3           |  |
| ⑨ | Control box x1        |  |
| ⑩ | AC power cable x1     |  |
| ⑪ | Extension cord x1     |  |
| ⑫ | Cable tie x8          |  |
| ⑬ | T-socket wrench x1    |  |
| ⑭ | Damping pad x20       |  |



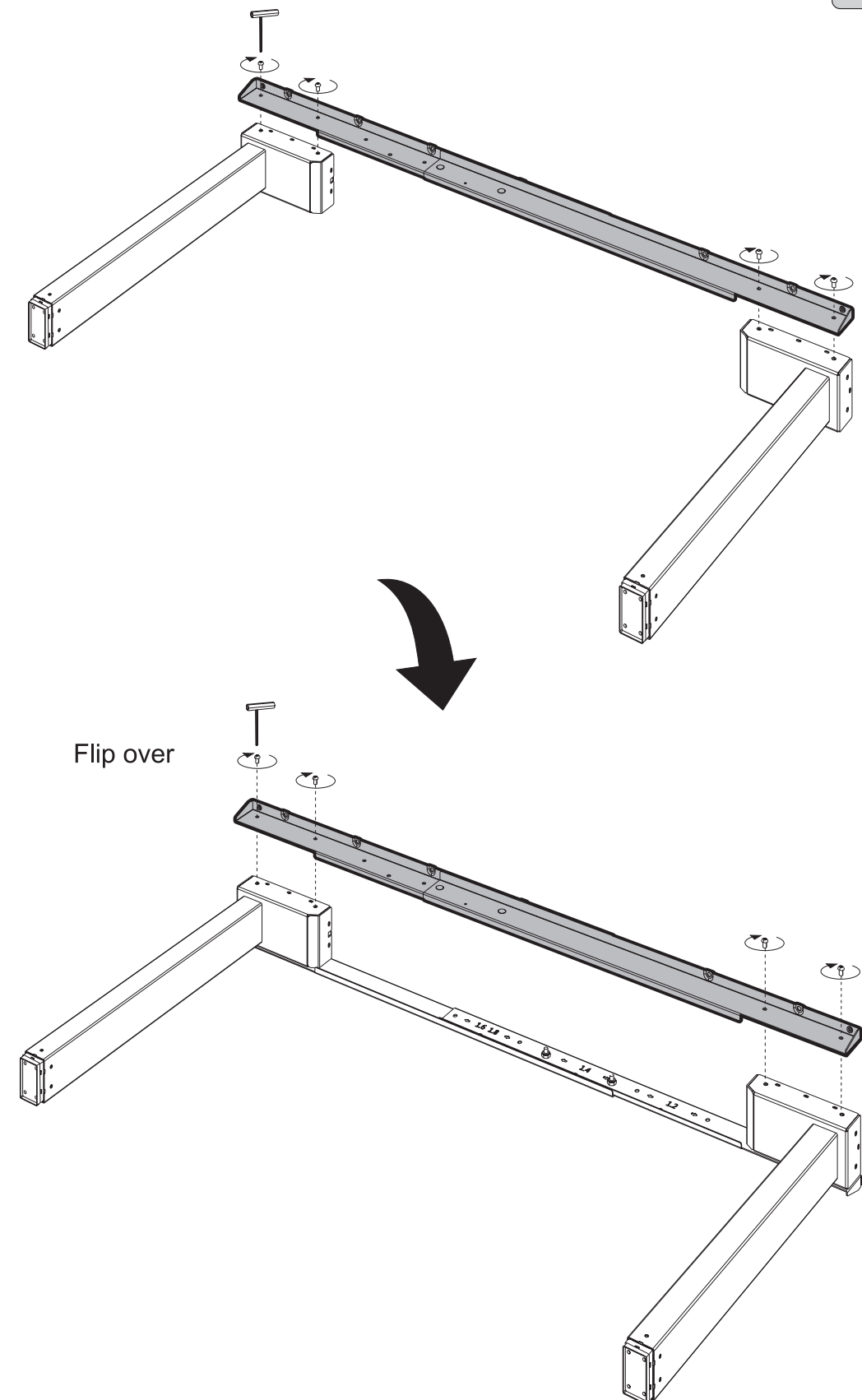
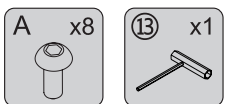
# 1 Connect the beams

 The beam has 3 adjustable positions.  
Please adjustable the beam to the appropriate length.



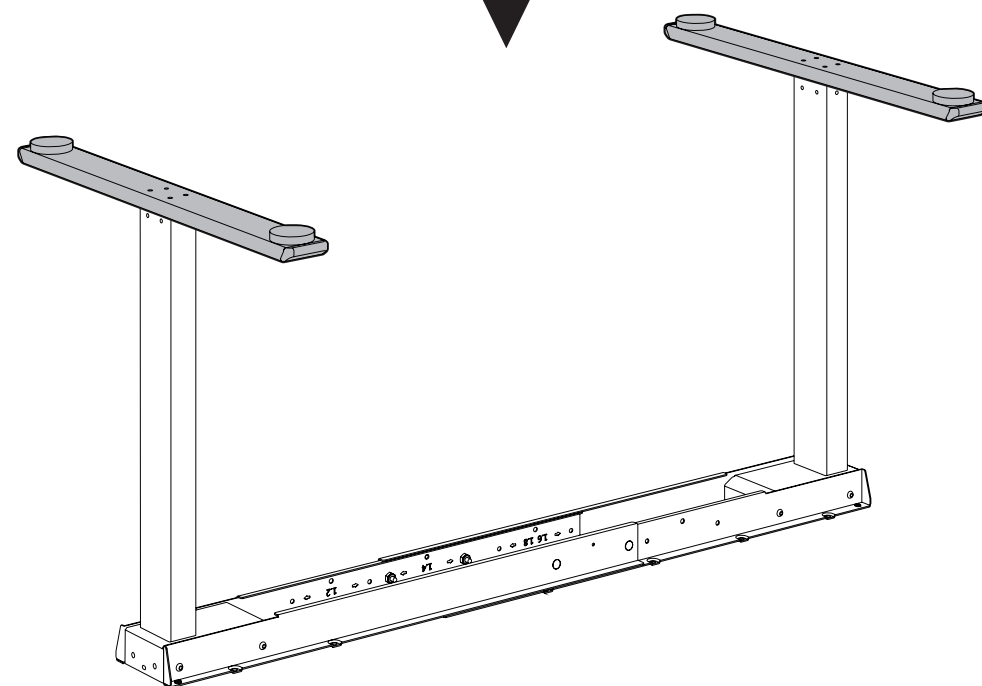
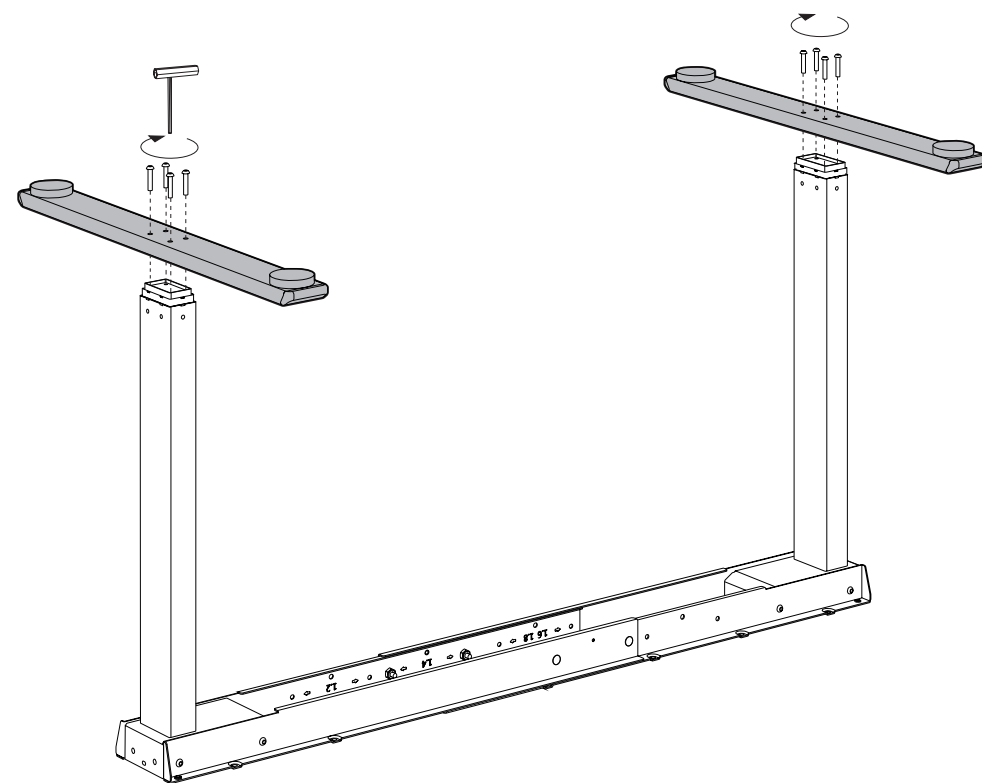
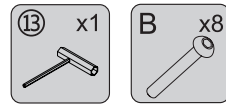
# 2 Install the beams

Pre-screw all screws for the installation of the crossbeam but do not tighten. Tighten them simultaneously finally.



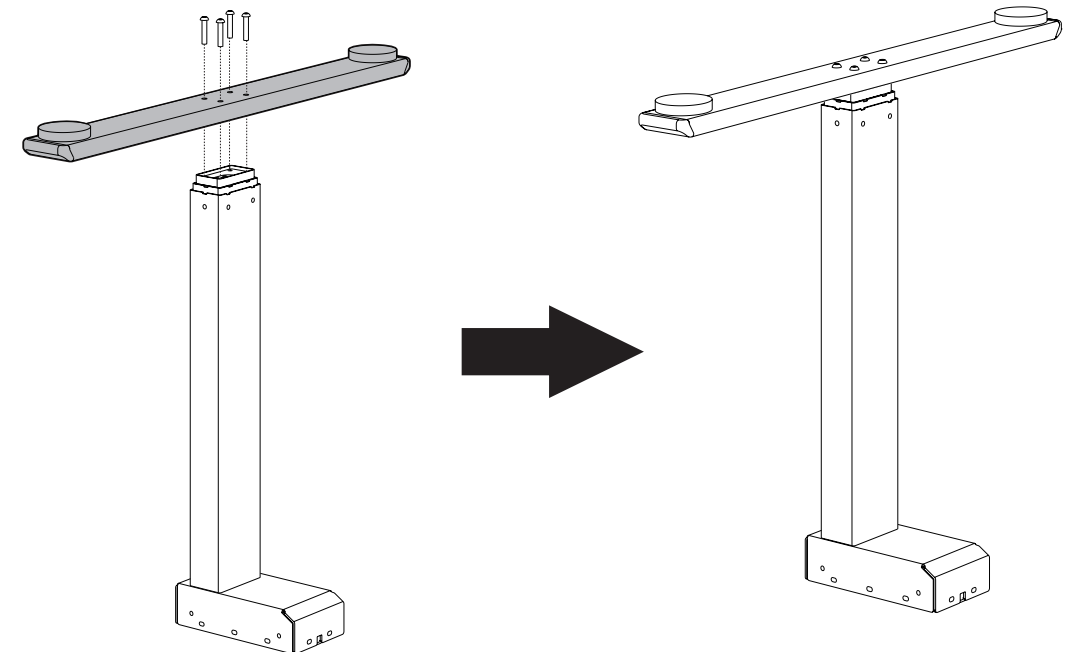
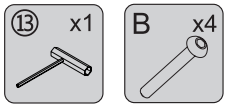
### 3 Install the pedestal

⚠ During installation, it is important to prioritize the installation of diagonal screws.



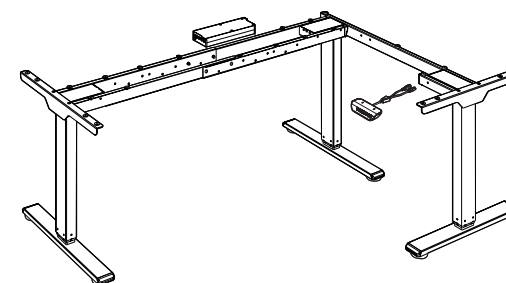
### 4 Install the pedestal

⚠ During installation, it is important to prioritize the installation of diagonal screws.

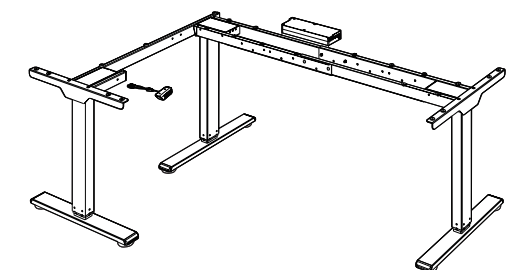


⚠ Step 5 and subsequent steps vary according to the assembly method of the product. For solution A, refer to A-5 to A-13. For solution B, refer to B-5 to B-13.

PLAN A

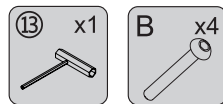
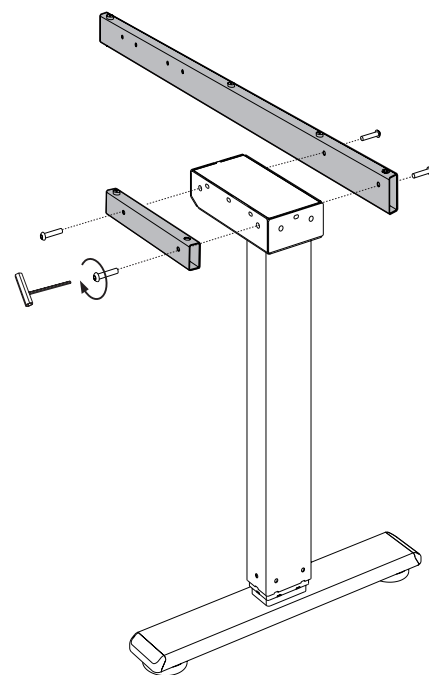


PLAN B



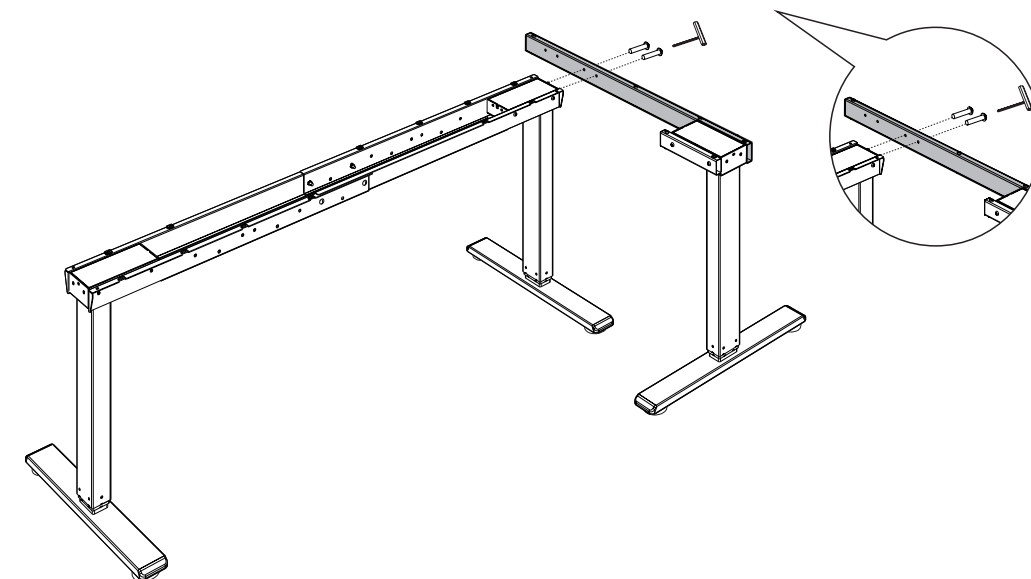


## A-5 Install short beams and long support beam



Suitable for 39.4"-44.1" Secondary tabletop

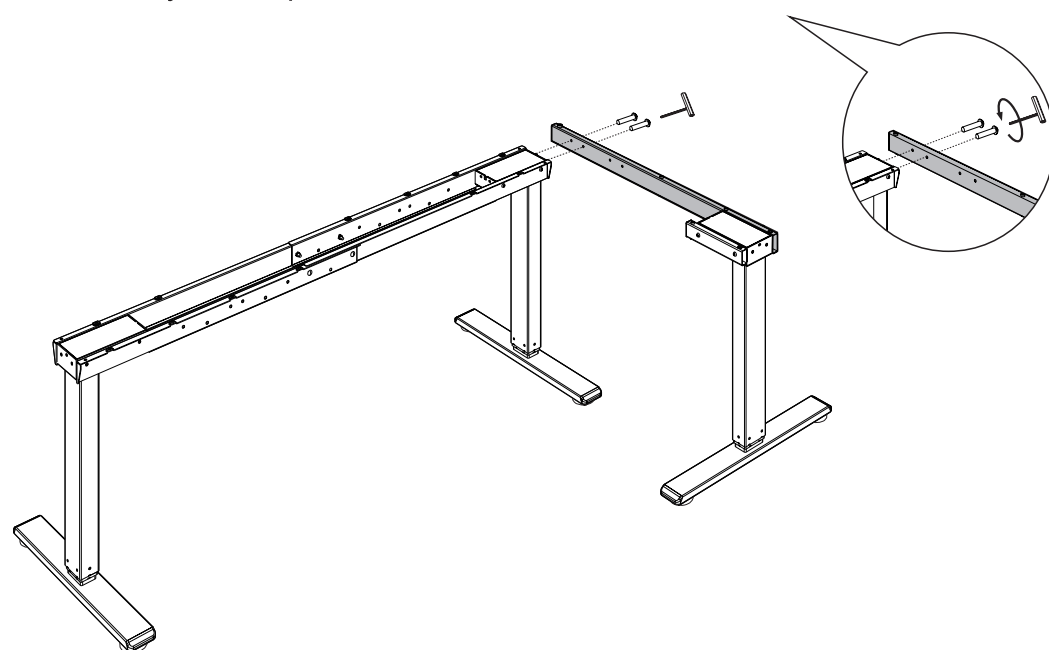
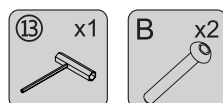
⚠ Adjust the beam to the appropriate length for the secondary tabletop.



## A-6 Connecting long support beam

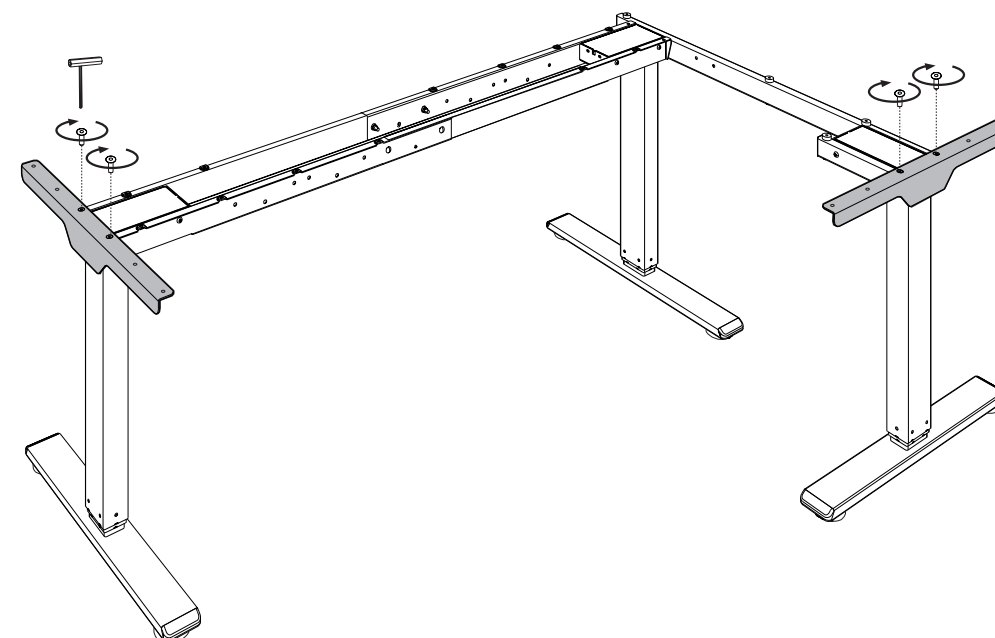
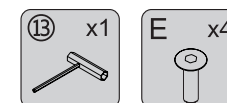
Suitable for 44.1"-47.2" Secondary tabletop

⚠ Adjust the beam to the appropriate length for the secondary tabletop.

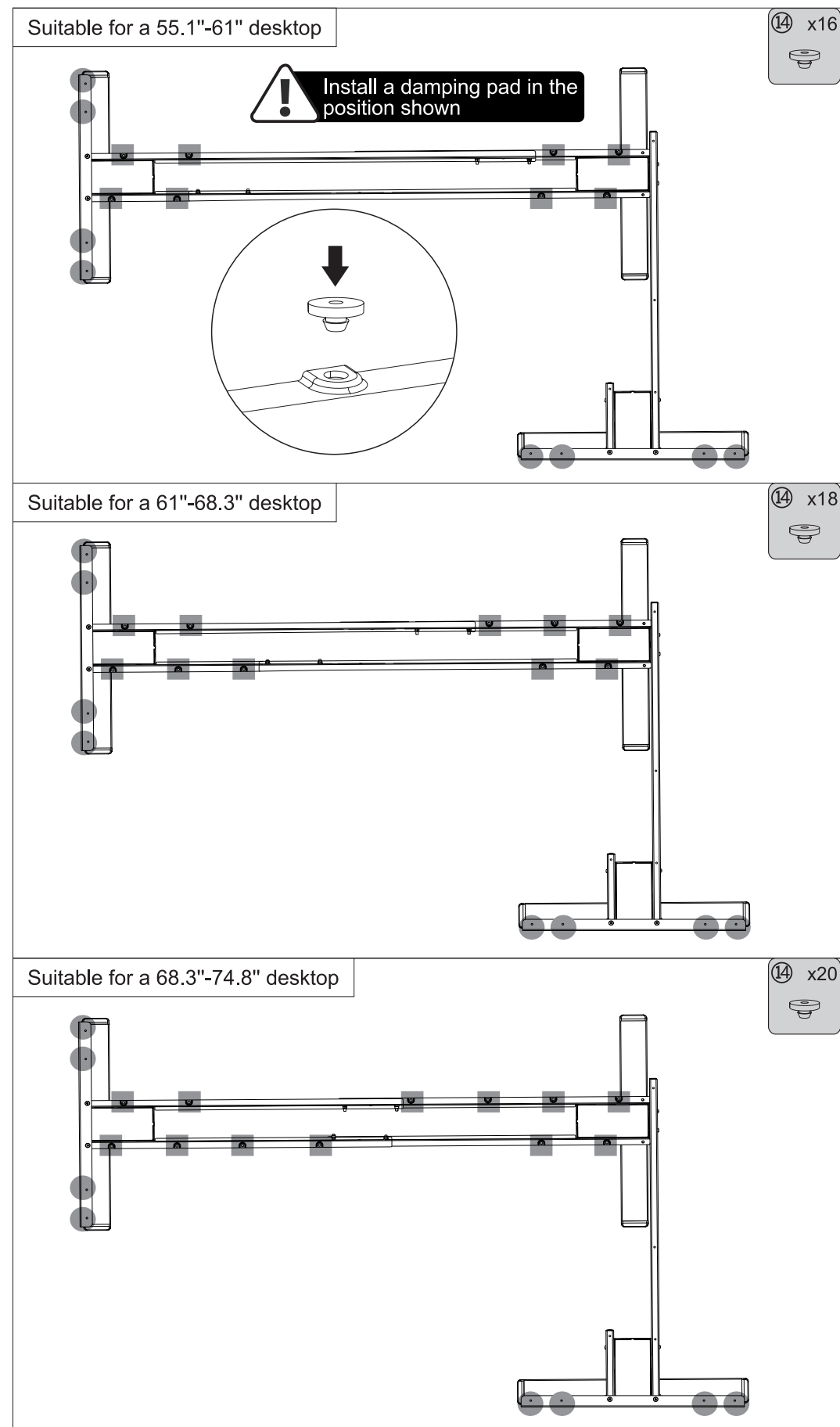


## A-7 Install side bracket

⚠ Pre-screw all screws for the installation of the crossbeam but do not tighten. Tighten them simultaneously finally.

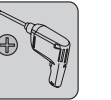


## A-8 Install the damping pad

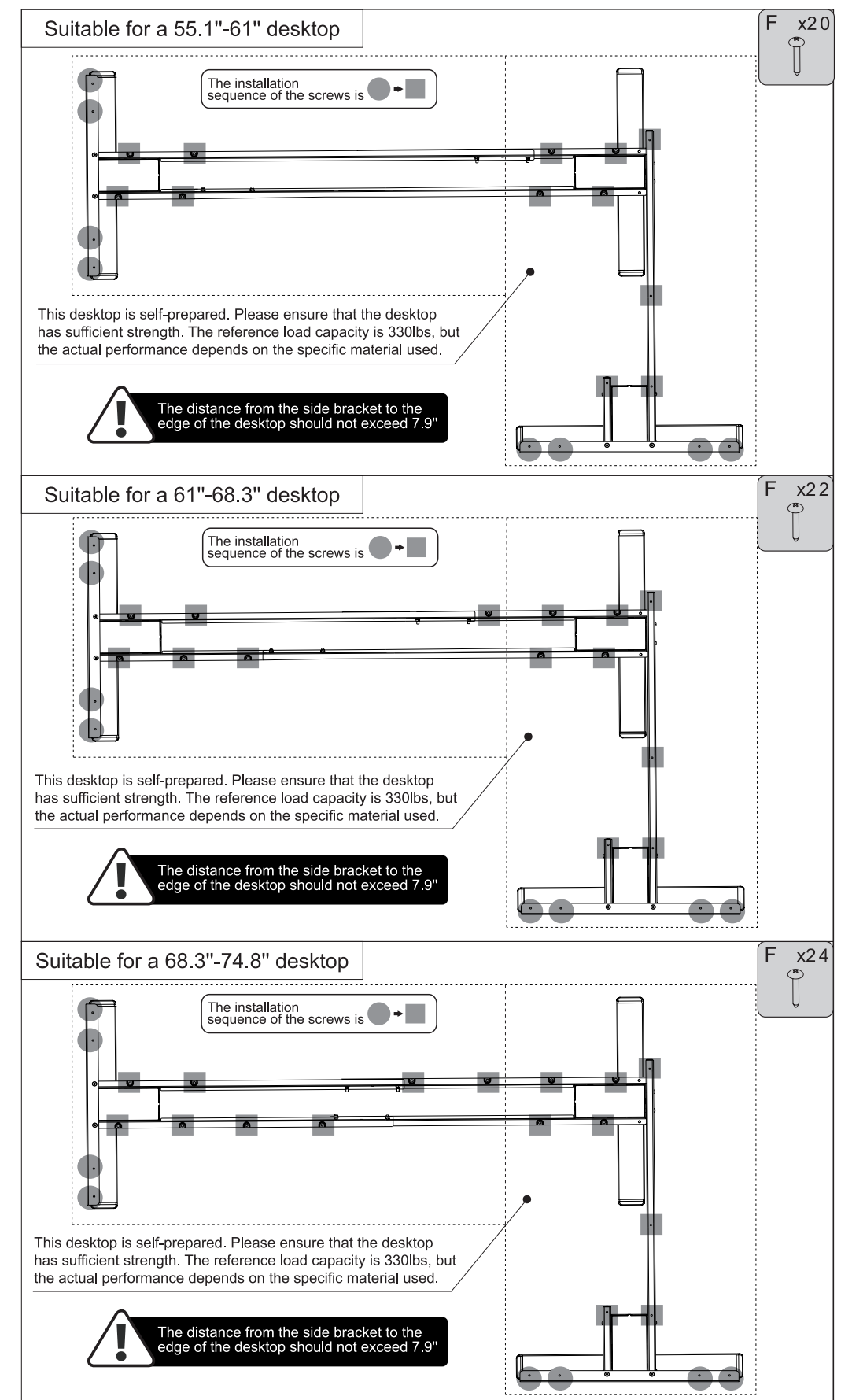


## A-9 Install the tabletop

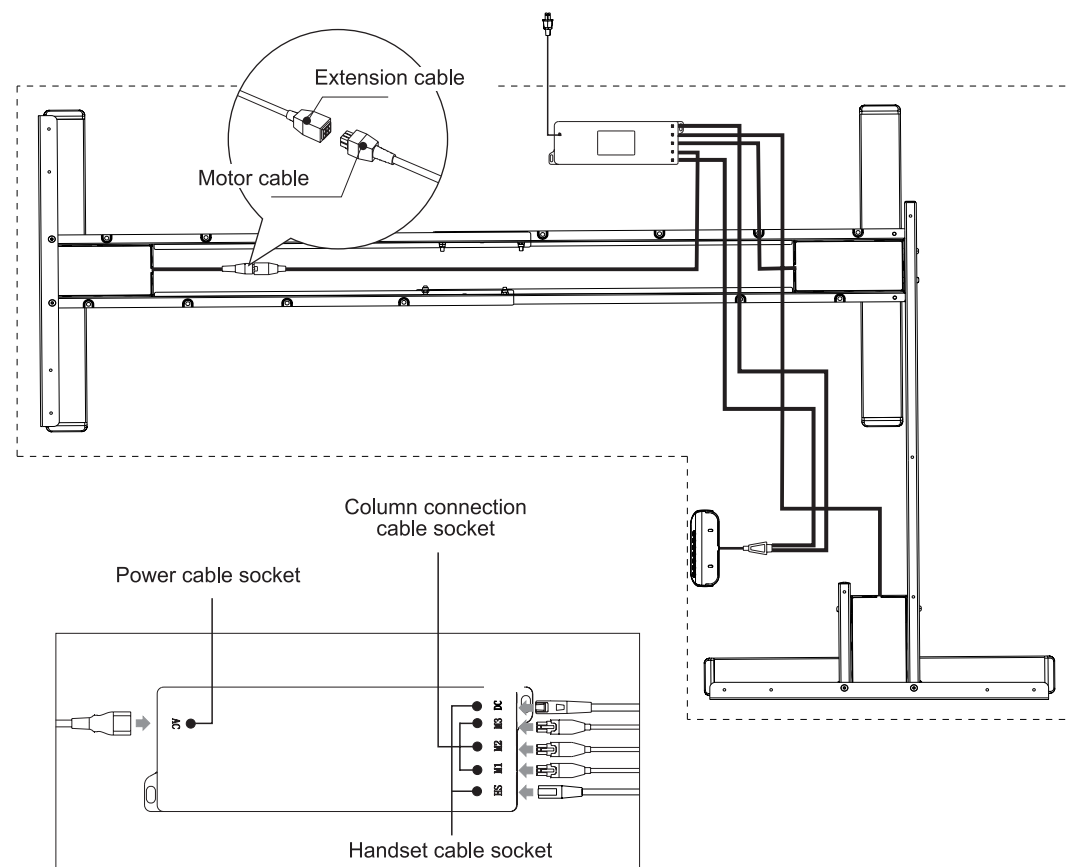
⚠ Either a single-piece desktop or two joined desktop panels may be used; however, the joint configuration must follow the diagram.



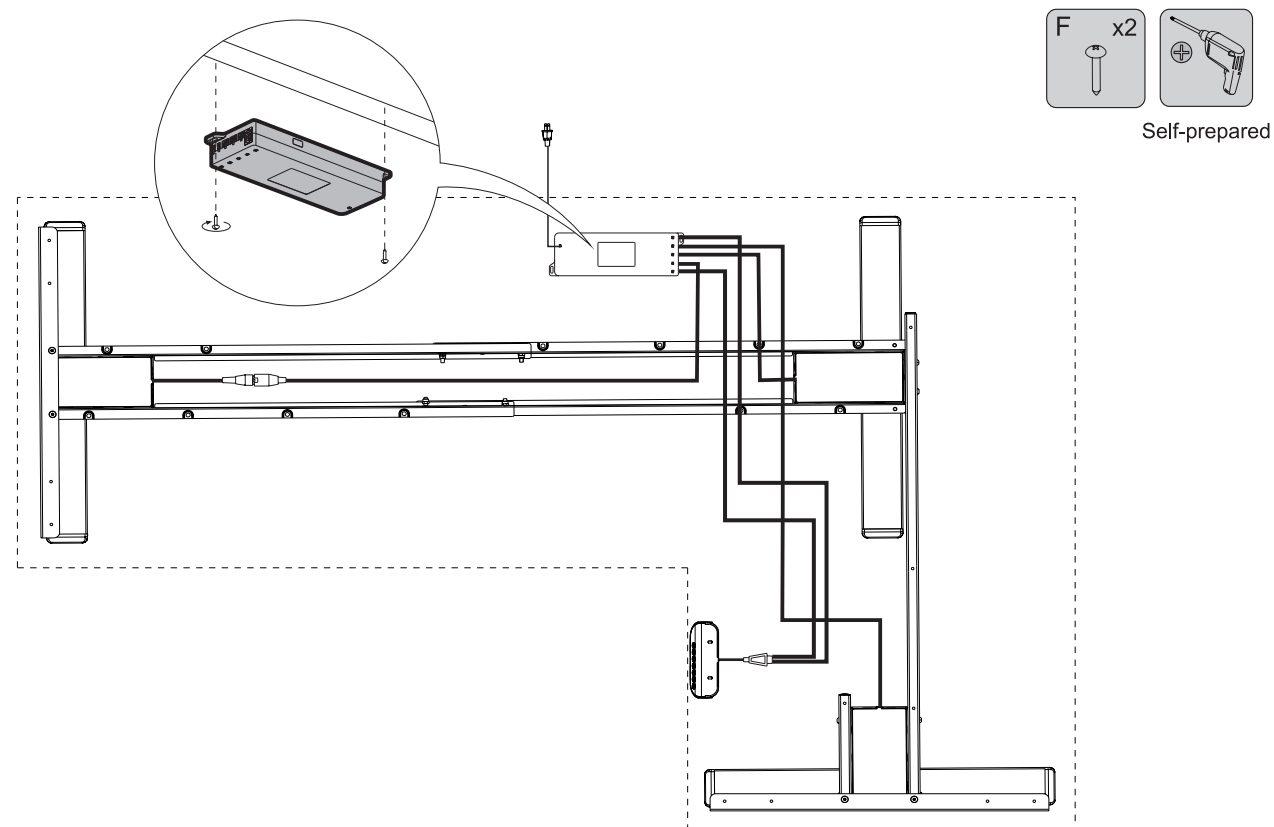
Self-prepared



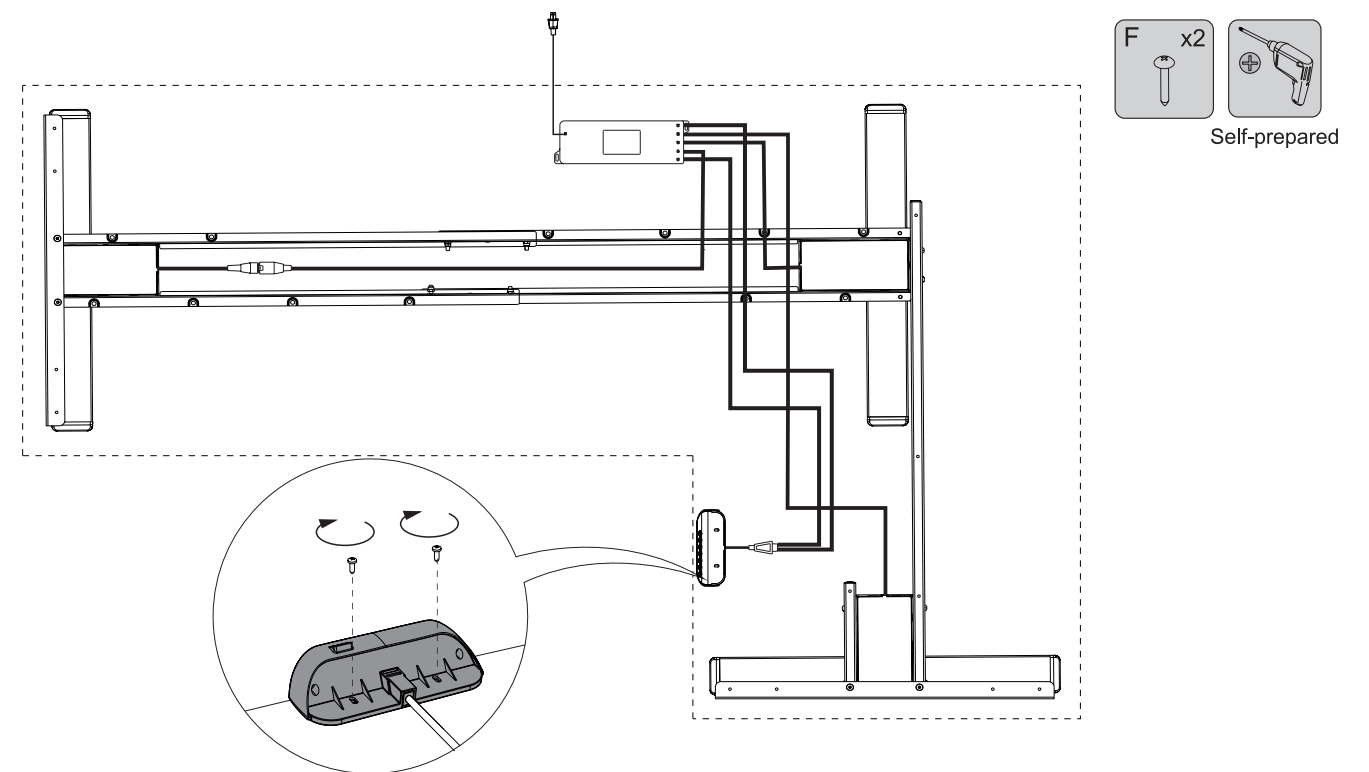
## A-10 Connect the cables



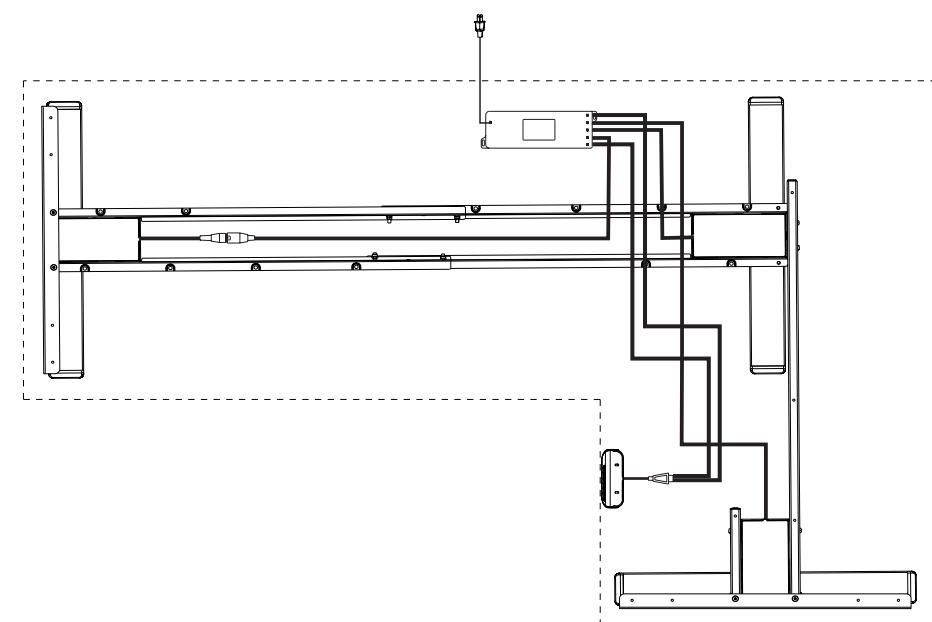
## A-11 Install the control box



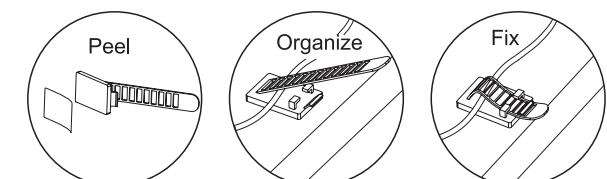
## A-12 Install the handset



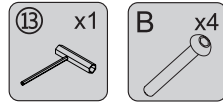
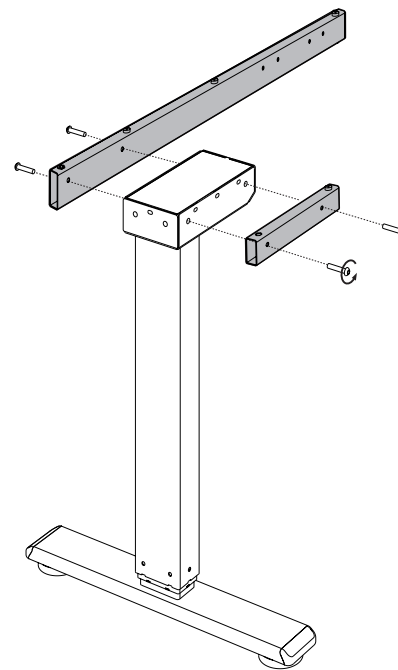
## A-13 Cable management



Use cable clip(12) to secure the various connecting wires to the desktop, keeping the cables tidy.

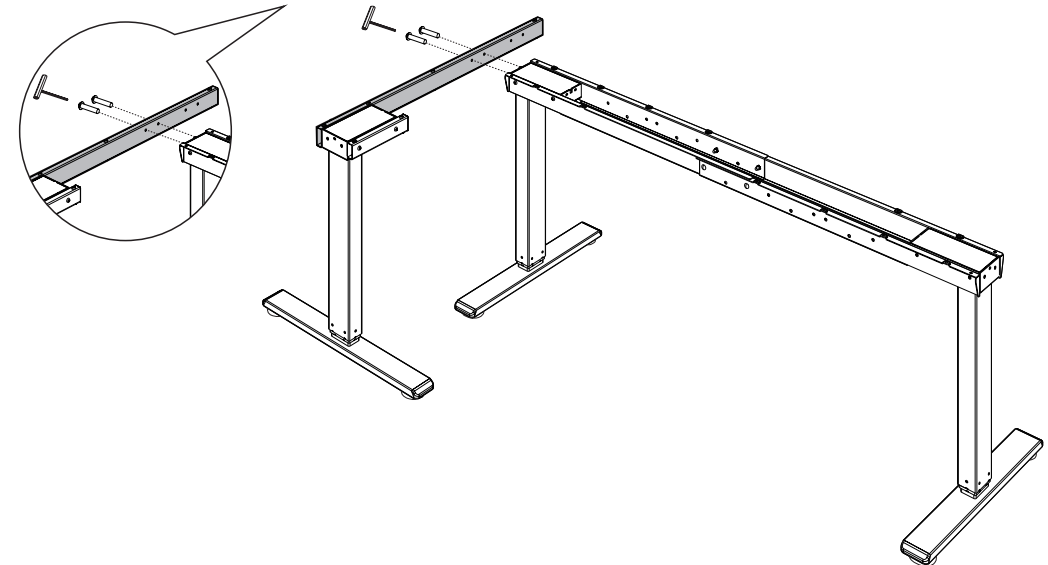


## B-5 Install short beams and long support beam



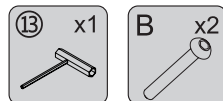
Suitable for 39.4"-44.1" Secondary tabletop

⚠ Adjust the beam to the appropriate length for the secondary tabletop.

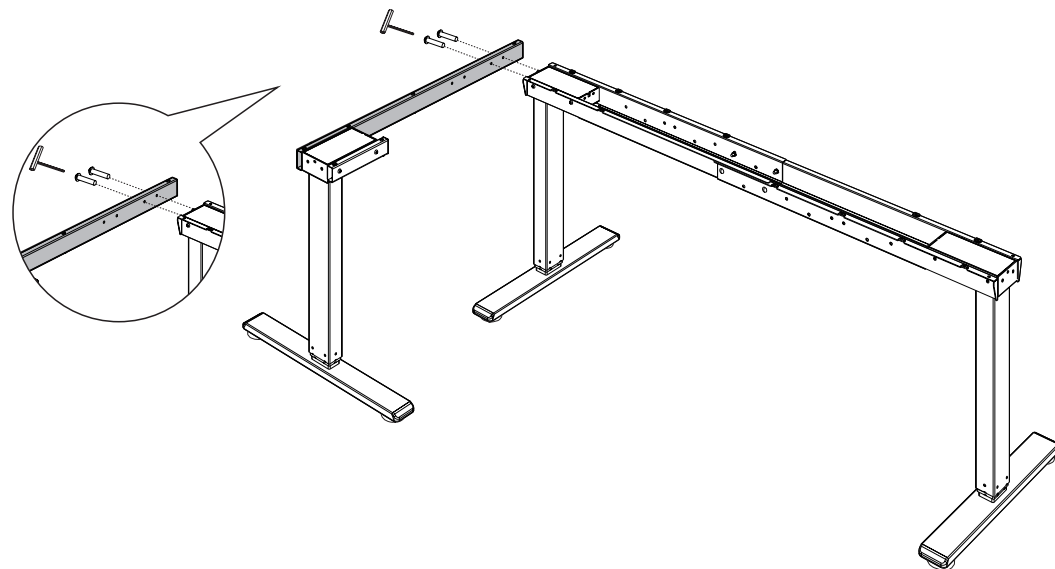


## B-6 Connecting long support beam

Suitable for 44.1"-47.2" Secondary tabletop

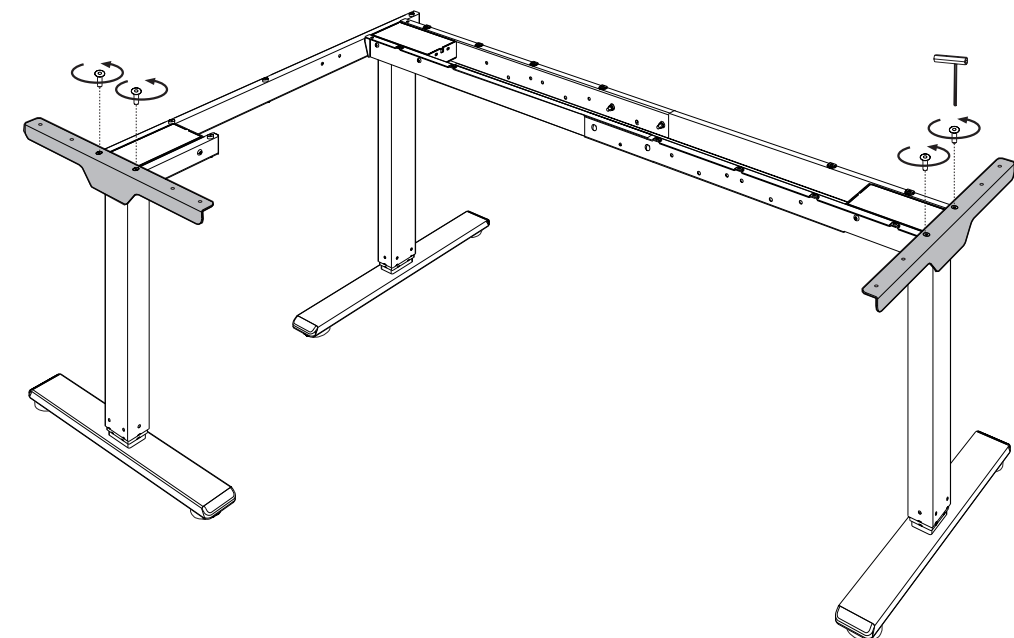
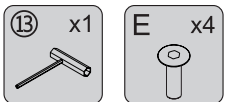


⚠ Adjust the beam to the appropriate length for the secondary tabletop.

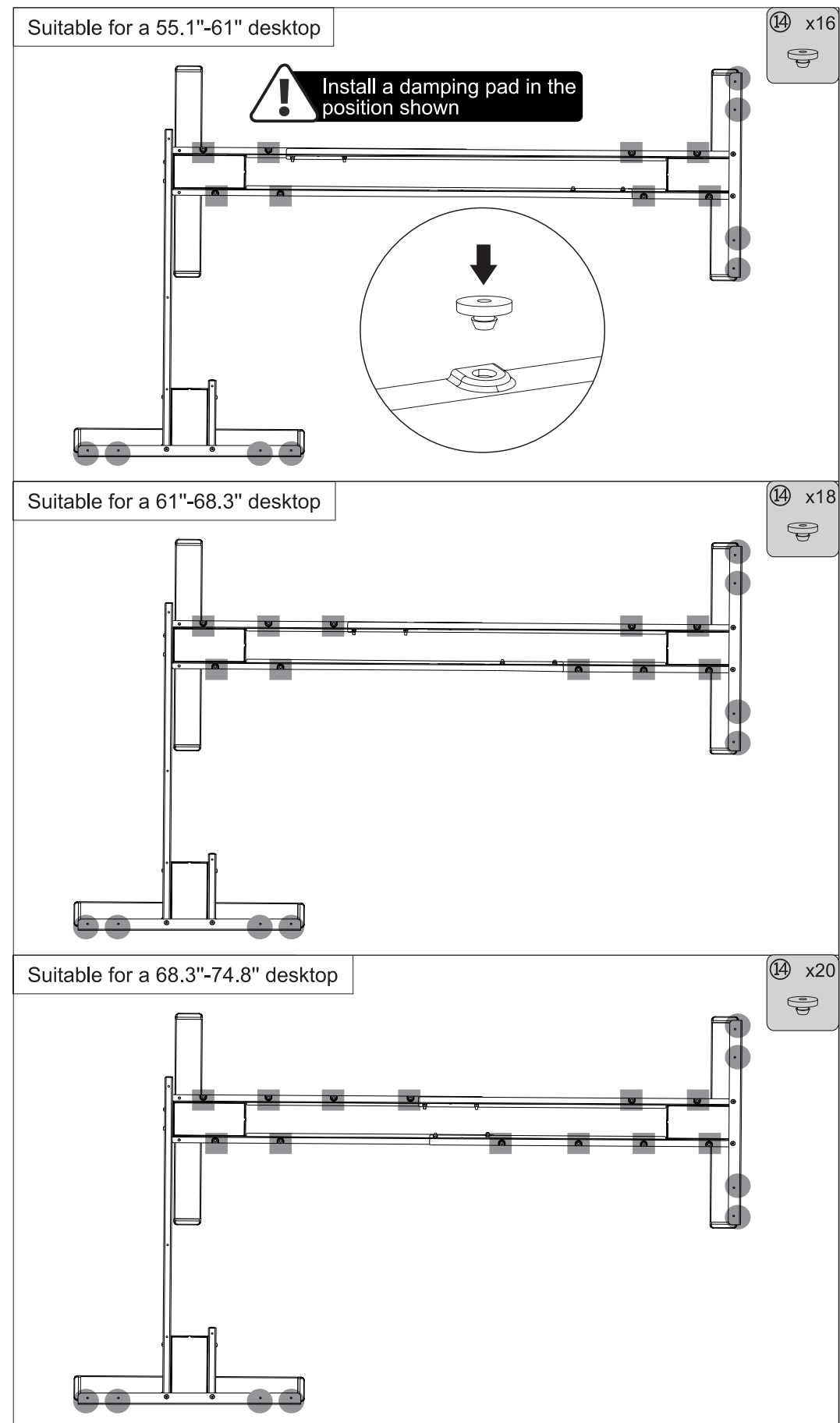


## B-7 Install side bracket

⚠ Pre-screw all screws for the installation of the crossbeam but do not tighten. Tighten them simultaneously finally.

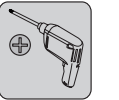


## B-8 Install the damping pad

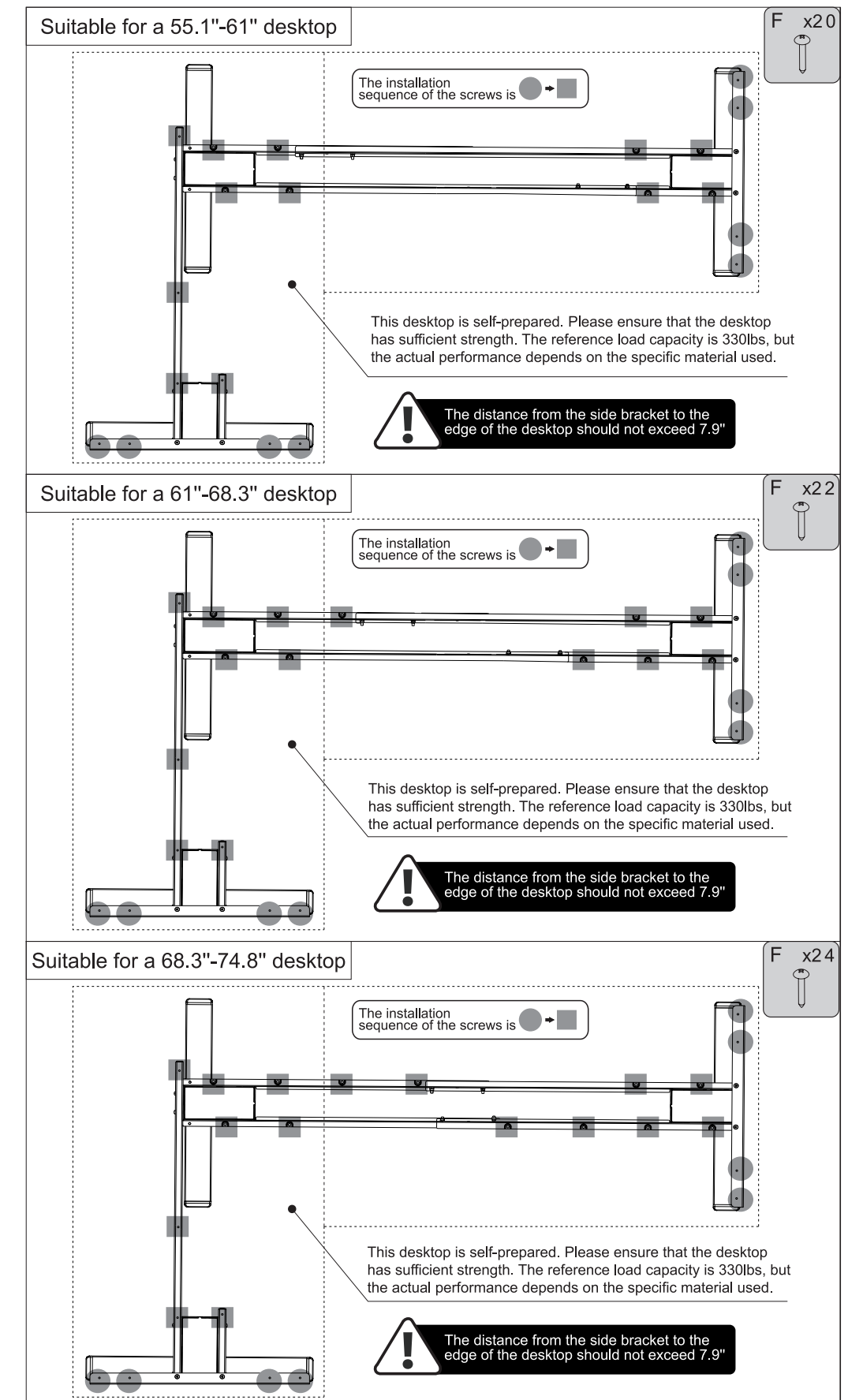


## B-9 Install the tabletop

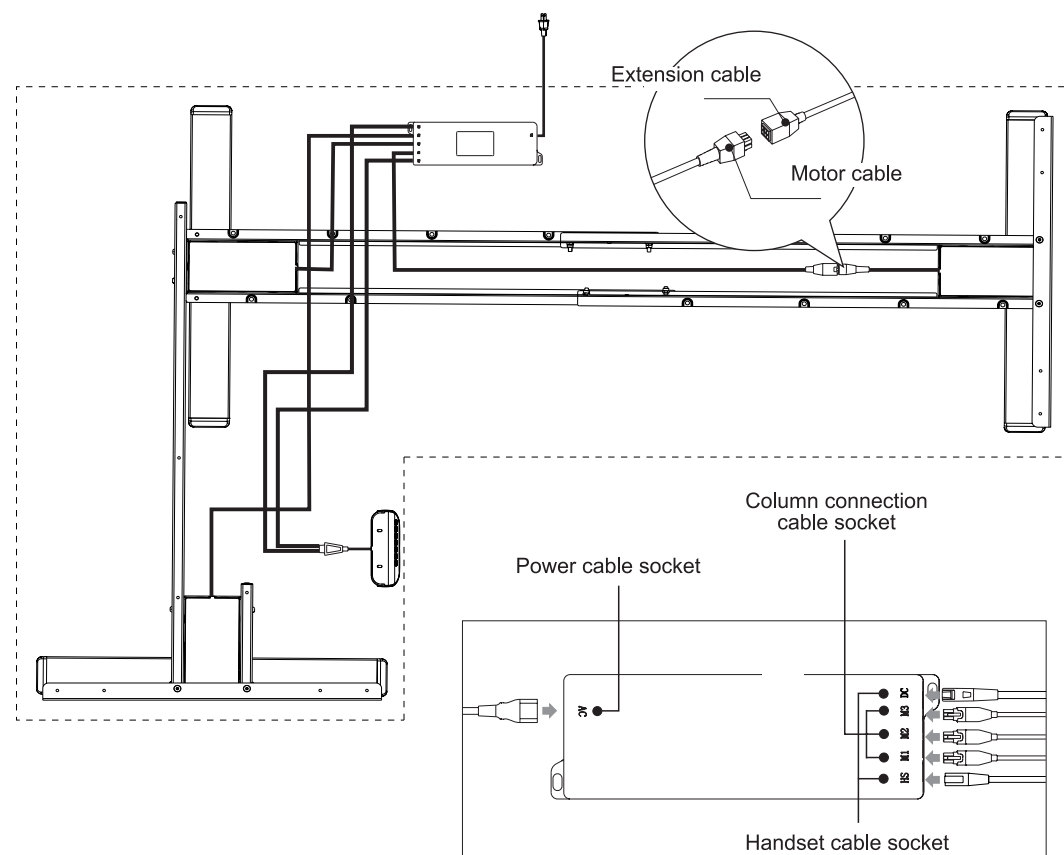
⚠ Either a single-piece desktop or two joined desktop panels may be used; however, the joint configuration must follow the diagram.



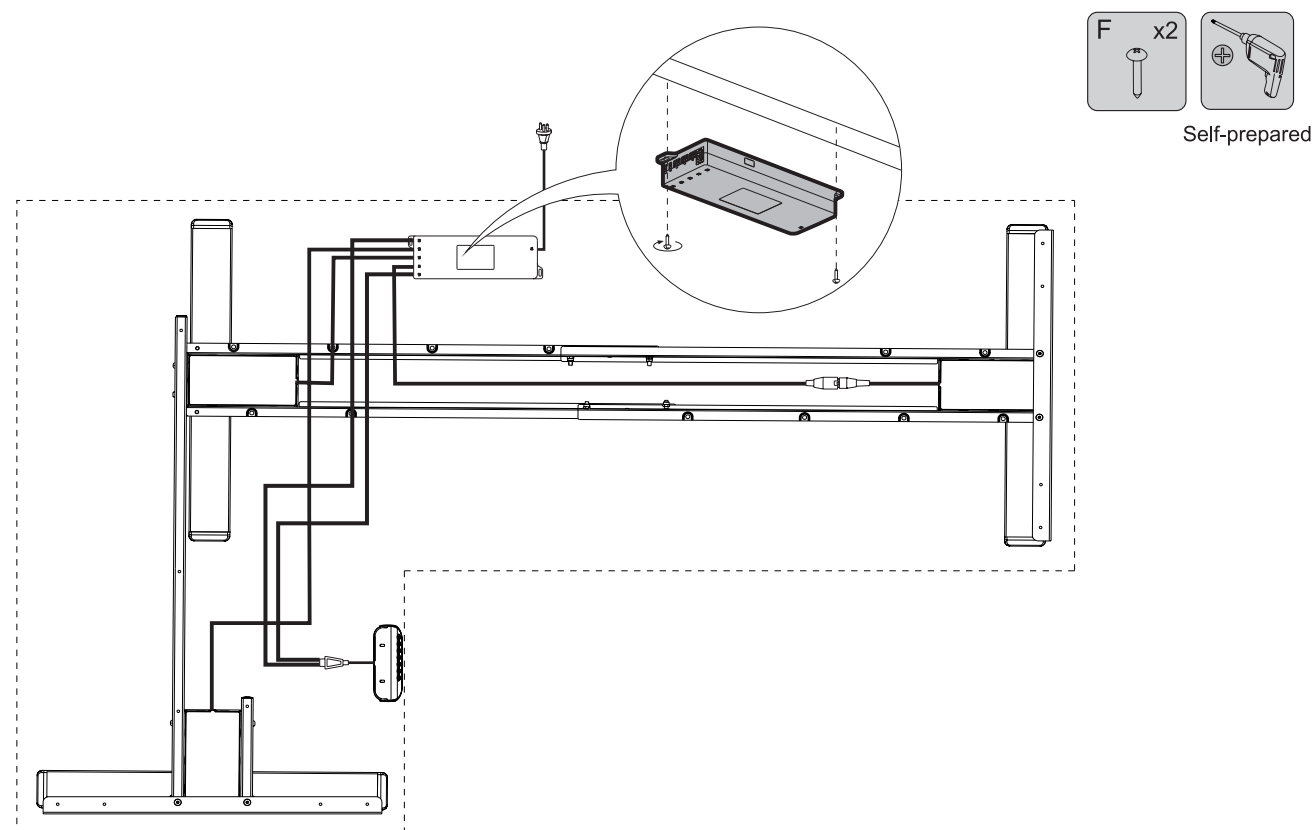
Self-prepared



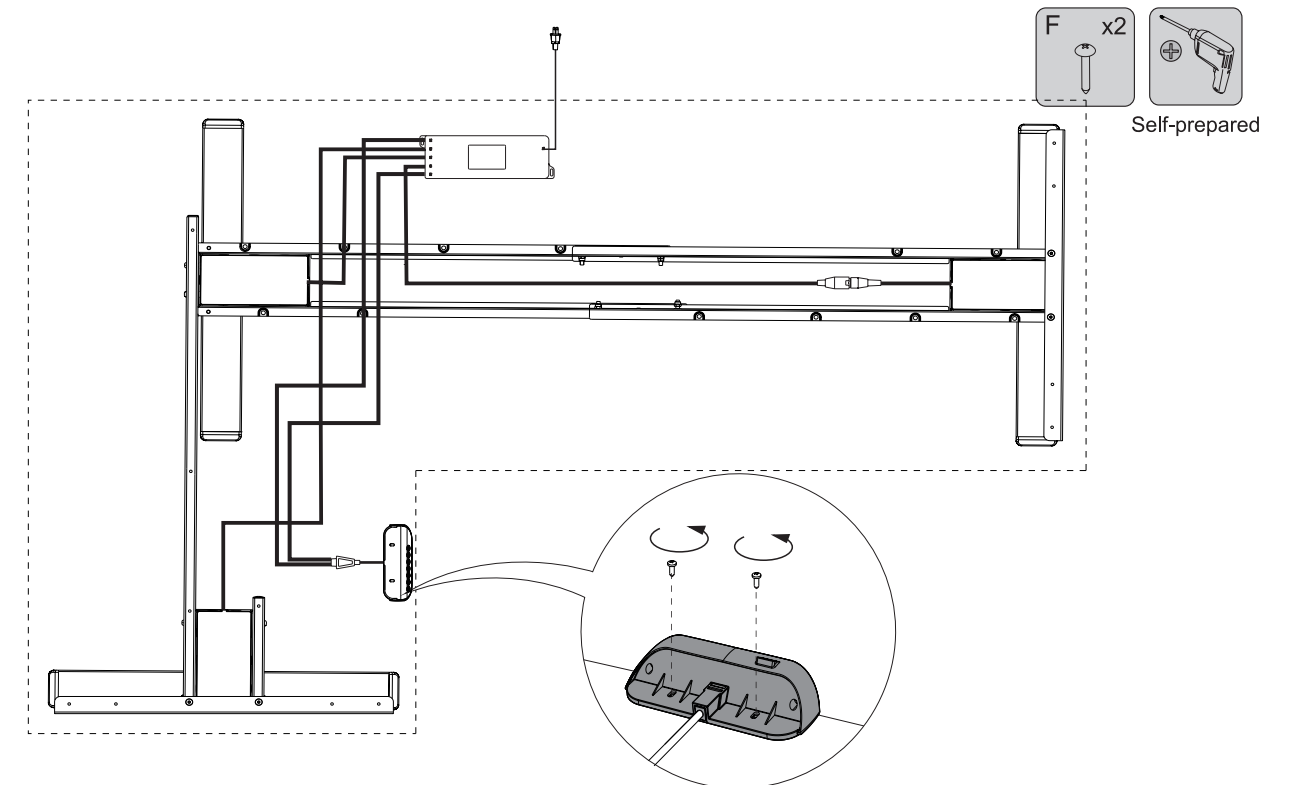
## B-10 Connect the cables



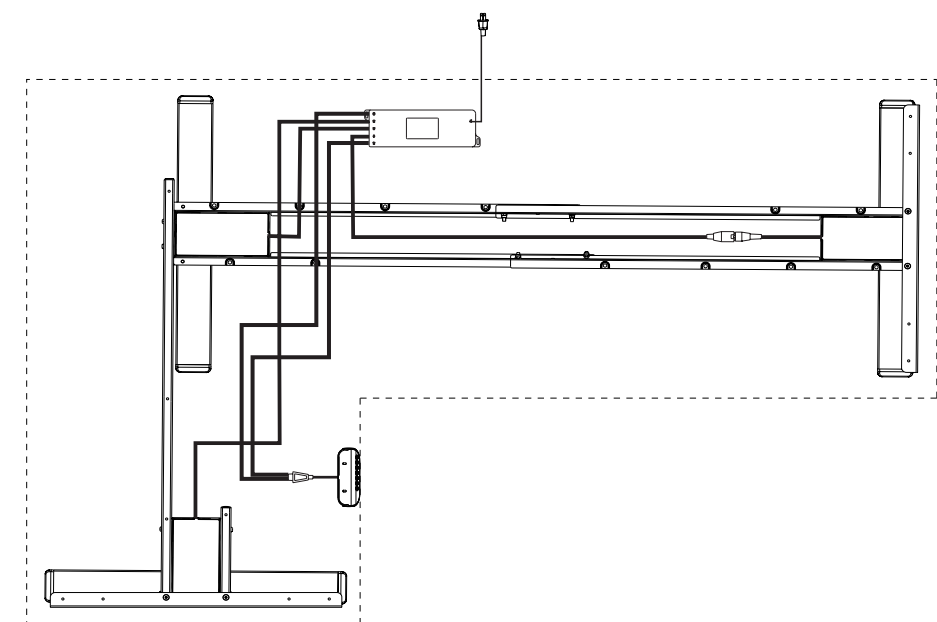
## B-11 Install the control box



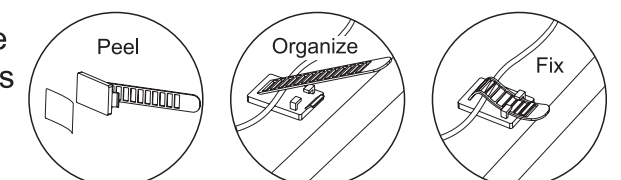
## B-12 Install the handset



## B-13 Cable management

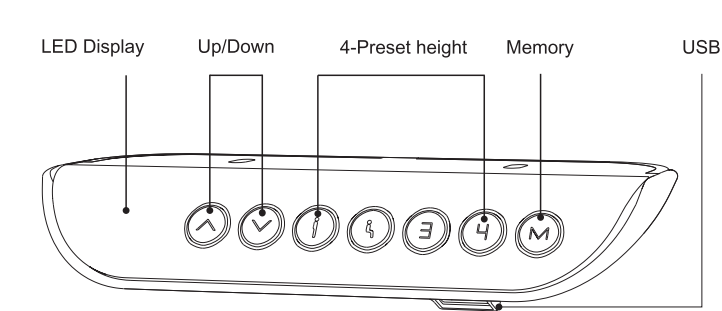


Use cable clip(12) to secure the various connecting wires to the desktop, keeping the cables tidy.



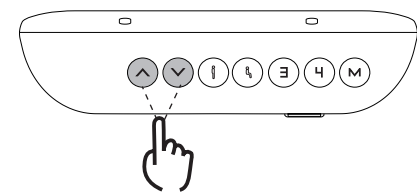


# Keypad Instruction

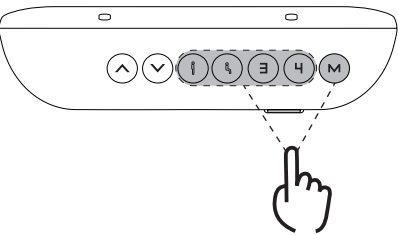


**Attention**  
Please ensure that there are no obstructions to the table and that all wires are long enough to move the table up and down.

**Advice**  
Preset your comfort level to "1" when sitting and "2" when standing, plus other preset heights can be freely set to other heights.

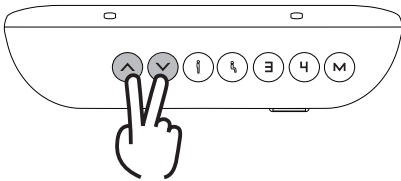


**Height Adjustable Function:**  
Press the "Up/Down" button to adjust the height. The LED display shows the current height.

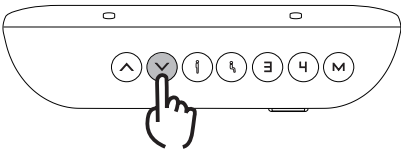


**Height Memory Function:**  
a. Press the "Up/Down" button and adjust the height to the desired height. Press "M" to save the height, and the screen will display "5-"; Press "1", "2", or "3", "4" then, that is, save the height to the corresponding position "1" or "2" or "3" or "4", which will show in the display screen as "5- 1" or "5-2" or "5-3" or "5-4";  
b. Press "1", "2", "3", "4" button directly to automatically adjust the memory height you saved.

# Keypad Instruction



**Collision prevention sensitivity adjustment - optional features:**  
a. Press and hold the "Up/Down" button for 5 seconds at the same time to switch the sensitivity. There are four levels of sensitivity (R-0, R-1, R-2, R-3). Each operation will switch the sensitivity into the next level. "R-0", the anti-collision function is off; "R-1", low sensitivity "R-2", medium sensitivity "R-3", high sensitivity;  
b. During height adjustment, when desktop comes in contact with another object, it instantly stops and reverses to avoid damage.  
c. Press and hold the "Up/Down" button for 5 seconds at the same time. If the display does not display the above code, there is no anti-collision function.



**Troubleshooting:**  
a. Reset: When the LED shows "R5f", press "Reset" button until the desk reaches its lowest height and rebounds to stop. At this point, the display screen shows the lowest height and the reset is complete.  
b. When it doesn't work and the LED shows "E01" or "E02", please retry 18mins later.  
c. If other codes appear, press "v" no response, please make sure the connection cable is not broken and connected properly, and power off for more than 10 seconds, reconnect the power and press "v", the display to show "R5f" or "Reset" and long press "v" down key to reset.  
d. If all these above process are in efficient, please contact our customer service.

**USB charging function:**  
USB output: QC2.0/QC3.0, 5.0v / 9.0v / 12.0v, ±5%, current: 1.5A.  
  
Attention: Before charging, please press any button on the keypad to wake up the screen. Charging will only work properly after the screen is on.

# Resolving Common Issues

The following tips will help you identify and correct common issues. If you encounter an issue not listed in the table below, or if you follow the instructions below and the issue is still not resolved, please contact your supplier. All such anomalies or errors can only be investigated and corrected by the manufacturer or specially trained personnel.

| Problem                                                          | Solution                                                           |
|------------------------------------------------------------------|--------------------------------------------------------------------|
| Electronic functions do not function properly                    | Checking that the connection cables are properly connected.        |
| Speed of lifting is slow                                         | Check if the load weighs more than 150 kg.                         |
| Worksurface downward sliding                                     |                                                                    |
| Automatically reset a lot                                        |                                                                    |
| Can lift but cannot lower down                                   | Start the reset process.                                           |
| Insufficient ascent and descent height                           |                                                                    |
| Bottom cannot rise                                               |                                                                    |
| Overworked beyond duty cycle: Max 2 min on/18 min off            | Keep the power on and stop working for 18 minutes.                 |
| Power supply module not working                                  | Need to reset first or wait 1s after rise and fall after use.      |
| Press the down button to raise the device instead of lowering it | Check for obstructions under the table or dangling wire harnesses. |

# Attention

- Power supply: AC100V - 240V, frequency 50/60HZ;
- Working environment: 32°-104°F;
- Before cleaning, you have to unplug the power supply cable. Clean with a slightly damp cloth to wipe away the surface dust. Keep all electrical components away from liquids. Do not damage the connection line and keep the plug in a safe position.
- Inside the control box, there are electronic components, metal parts, plastic parts, wires and so on. They should be disposed in accordance with the local laws and regulations. They cannot be disposed as household waste.
- Before using the product, please make sure the product has been installed correctly.
- Before starting use of the product, please read the instructions to fully understand all the product's functions and settings.
- Keep children away from electric height-adjustable desks, control units and handsets. Manufacturer is not responsible of any damages that result from children's unpredictable behaviour.
- Slight noise caused by the multi wedge belt or brake system will not impact the use of this product.
- Do not use corrosive or abrasive materials to clean this product and please dispose of cleaning solutions in an environmentally friendly manner.
- Understand the risks associated with using this product. Children or those with cognitive impairment should not use this product without supervision.
- If the power supply cord is damaged or broken, it must be replaced by the manufacturer or a relevant specialist to avoid any injuries.
- Please operate in a clean and safe environment. For example, do not left around your tools. And always be careful to deal with packaging materials, in order to avoid any kinds of possible danger. Potential chocking risk exists when children play with plastic bags!
- If necessary, retain the original package for future transportation.

# Recycling and Disposal

This product cannot be disposed of as household waste. To prevent damage to the environment, this product should be recycled. Please use the relevant recycling systems available to you or contract the distributor or manufacturer for recycling assistance.

## FlexiSpot Limited Warranty

This limited warranty offered by FlexiSpot covers defects in material or workmanship in new FlexiSpot products. This warranty extends to the original purchaser only and is non-transferable. Only consumers purchasing FlexiSpot products from authorized FlexiSpot retailers or resellers may benefit from our limited warranty.

### What is Covered?

The FlexiSpot limited warranty covers our products against defects in material or workmanship as follows:

#### ·FlexiSpot Height Adjustable Desk Frames

15 years: all metal and mechanical parts and components, including motors and electrical components of FlexiSpot Standing Desk E7 series.

10 years: all metal and mechanical parts and components, including motors and electrical components of FlexiSpot Standing Desk E5 series.

5 years: all metal and mechanical parts and components, including motors and electrical components of all other height adjustable desk except for E5, E7 series.

#### ·FlexiSpot Sit-Stand Desktop Workstations

All standing desks purchased on or after October 5, 2016 include a 5-year warranty for the frame, medium-fiber desktop and mechanisms.

#### ·FlexiSpot Desk Bikes

All desk bikes purchased on or after October 5, 2016 include a 3-year warranty for the frame, and a 1-year warranty for the electronics and other mechanisms.

#### ·FlexiSpot Mini Steppers

All desk bikes purchased on or after October 5, 2016 include a 1-year warranty for the frame, and other mechanisms.

#### ·Accessories

All monitor mounts purchased on or after October 5, 2016 include a 5-year warranty for the arms, 3-year warranty for gas spring system and mechanisms.

### What are your Remedies?

FlexiSpot will replace at no charge to the consumer the defective parts only or, at FlexiSpot's option, replace any product or part of the product that is defective because of improper workmanship and/or material, under normal installation, use, service and maintenance. If FlexiSpot is unable to provide a replacement and repair is not practical or cannot be completed in a timely fashion, FlexiSpot may elect to refund the purchase price in exchange for the return of the product. In the rare event that your FlexiSpot product is defective, we will provide you with a replacement item shipped at no cost to you within the continental United States. The shipping method for replacement products is FedEx Ground, but expedited shipping is available if you choose to pay the additional expense. In addition, you will need to pay the shipping costs if any products need to be shipped to you at an address outside the continental United States.

REPAIR OR REPLACEMENT (OR, IN LIMITED CIRCUMSTANCES, REFUND OF THE PURCHASE PRICE) AS PROVIDED UNDER THIS WARRANTY IS THE EXCLUSIVE REMEDY OF THE PURCHASER. FLEXISPOT NEITHER ASSUMES NOR AUTHORIZES ANY PERSON TO CREATE FOR IT ANY OTHER OBLIGATION OR LIABILITY IN CONNECTION WITH THIS PRODUCT.

## FlexiSpot Limited Warranty

### What is Not Covered?

Our limited warranty does not cover any problem that is caused by:

1. Conditions, malfunctions or damage not resulting from defects in material or workmanship.
2. Conditions, malfunctions or damage resulting from normal wear and tear, improper installation, improper maintenance, misuse, abuse, negligence, accident or alteration.
3. Accessories, connected materials and products, or related products not manufactured by FlexiSpot.
4. Conditions, malfunctions or damage resulting from failure to follow the instructions and guidelines relating to the product's intended use.

Our limited warranty is void if a product is returned with removed, damaged or tampered labels or any alterations (including removal of any component or external cover).

### How to File a Claim?

In order to receive the benefit of our limited warranty, you need to process your claim in compliance with the terms of this limited warranty and follow proper return procedure. To request warranty service, please contact customer service via email at [contact@FlexiSpot.com](mailto:contact@FlexiSpot.com) or toll free at 1-855-585-5618. You will need to provide the sales receipt or other evidence of the date and place of purchase for your FlexiSpot product.

### Implied Warranties and Limitation of Damages

**EXCEPT TO THE EXTENT PROHIBITED BY APPLICABLE LAW, ALL IMPLIED WARRANTIES (INCLUDING WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE) SHALL BE LIMITED IN DURATION TO THE DURATION OF THIS WARRANTY, AND FLEXISPOT SHALL NOT BE LIABLE FOR ANY INCIDENTAL, INDIRECT, SPECIAL, OR CONSEQUENTIAL DAMAGES, INCLUDING BUT NOT LIMITED TO LOSS OF PROFITS OR REVENUE, RESULTING FROM ANY BREACH OF EXPRESS OR IMPLIED WARRANTY OR CONDITION, OR UNDER ANY OTHER LEGAL THEORY, EVEN IF FLEXISPOT HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES.** Some jurisdictions do not allow limitations on the duration of an implied warranty or the exclusion or limitation of special, indirect, incidental or consequential damages, so the above limitations or exclusions may not apply to you.

### Governing Law

This Warranty shall be governed by the laws of the State of California, USA, without giving effect to any conflict of laws principles that may provide the application of the law of another jurisdiction.

### How State Law Applies

This Warranty gives you specific legal rights, and you may also have other rights which vary from state to state.