

Field Installed Grommet

Tools Required

- Tape Measure
- Rubber Mallet
- Hole Saw
- Power Drill
- Drill Bit - As Required

Package Contents

- Grommet (qty. per order)

General Information

- Grommets can be located in any worksurface.
- Check for clearance under worksurface **BEFORE** boring to avoid brackets, panels or similar interferences.

Installation

1. Verify the model number for the grommet being installed and note appropriate drill bit to be used. (Figure A).
2. Prepare face side of surface (drilling side) by placing masking tape or similar material over area to be drilled to prevent tear out. Measure and mark grommet location noting minimum distances recommended from the edge of the core material or adjacent worksurface. Using specified drill bit, bore hole through worksurface as shown. (Figure B).
3. Place grommet in hole. As required, use rubber mallet to secure grommet into place by tapping grommet along its outer edges, not in the center. Install grommet cap.

Figure A

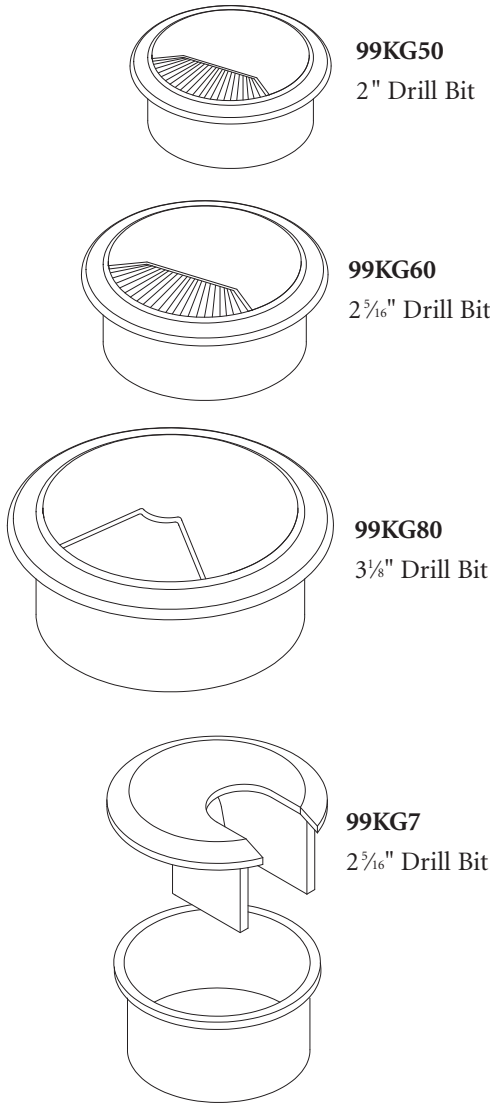
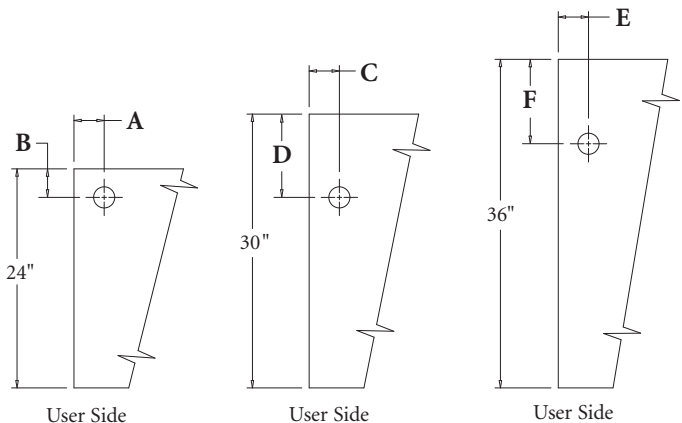


Figure B

| Series | Dimensions | | | | | |
|------------|------------|---------|---------|----------|---------|---------|
| | A | B | C | D | E | F |
| Definition | 3 3/8" | 3 3/8" | 3 3/8" | 9 3/8" | 3 3/8" | 9 3/8" |
| Invoke | 14 1/8" | 5 3/8" | 14 1/8" | 5 3/8" | 14 1/8" | 5 3/8" |
| Prevail | 3 5/16" | 3 5/16" | 3 5/16" | 7 23/32" | 3 5/16" | 9 1/16" |
| Priority | 3 3/8" | 3 3/8" | 3 3/8" | 7 1/2" | 3 3/8" | 7 1/2" |
| Transcend | 5" | 5" | 5" | 7 1/4" | 5" | 7 1/4" |
| Footprint | 5" | 5" | 5" | 5" | 5" | 5" |



Proper product installation, in accordance with these instructions, is the responsibility of the installing agent. If you have any questions concerning these instructions, please call Kimball Office Customer Service.

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