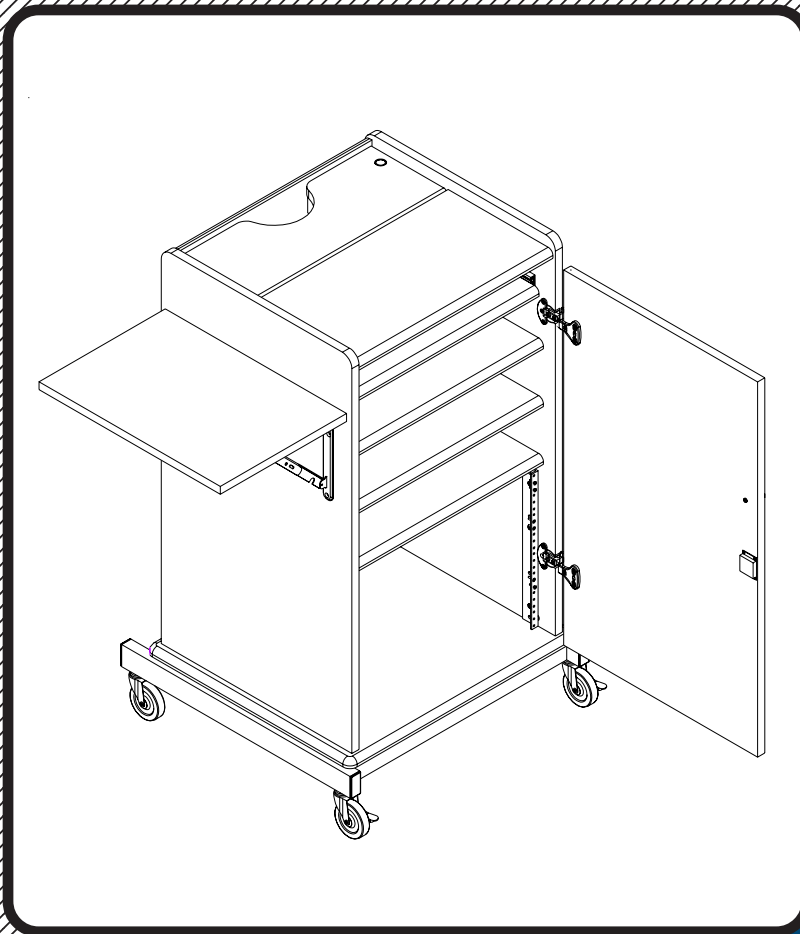




# #89853 Command Center

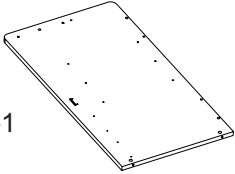

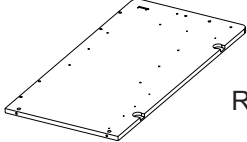
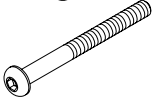
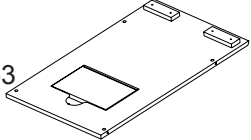

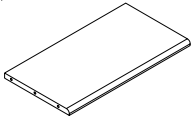

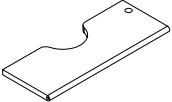

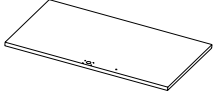

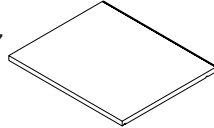

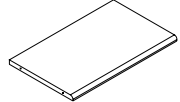

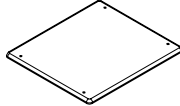






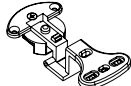
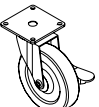
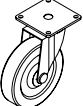
Portable AV Center



**Assembly Instructions**

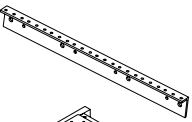
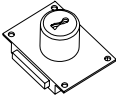



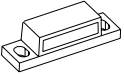





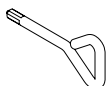
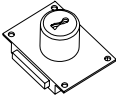



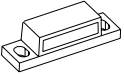





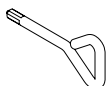
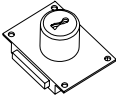



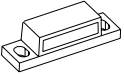





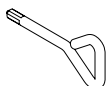
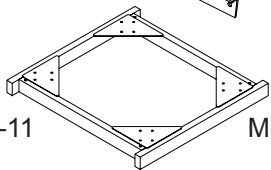
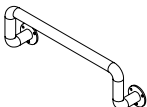
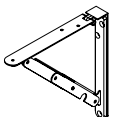
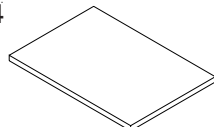
# #89853

# Command Center Portable AV Center

| Part | Drawing   | Description       | Qty  | Part | Drawing  | Description                                     | Qty   |
|------|---|-------------------|------|------|--|---|-------|
|      | <b>Hardware List</b>  |                   |      |      |  |   |       |
| P-1  |    | Left Side Panel   | 1 EA | A    |     | Socket Screw M6X9mm                             | 16 EA |
| P-2  |    | Right Side Panel  | 1 EA | A1   |    | Socket Screw M6X60mm                            | 4 EA  |
| P-3  |    | Back Panel w/door | 1 EA | A2   |    | Wood Screw #4x1/2<br>(locks)                    | 12 EA |
| P-4  |   | Top Panel         | 1 EA | A3   |    | Wood Screw #6x5/8"                              | 14 EA |
| P-5  |  | Top Door          | 1 EA | A4   |    | Wood Screw #4x1/2<br>(magnet & Catch)           | 4 EA  |
| P-6  |  | Front Door        | 1 EA | A5   |    | Screw (Door Knobs)                              | 2 EA  |
| P-7  |  | Removable shelf   | 3 EA | A6   |    | Wood Screw #8x3/4"<br>(Pan Head For Rack Rails) | 8 EA  |
| P-8  |  | Keyboard Shelf    | 1 EA | A7   |    | Wood Screw -Strike Plate                        | 1 EA  |
| P-9  |  | Bottom Panel      | 1 EA | A8   |   | Phillips Screw M4 X12                           | 18 EA |
|      |   |                   |      | B    |  | Keyboard Slide                                  | 2 EA  |
|      |   |                   |      | C    |  | Shelf Support Pins                              | 12 EA |
|      |   |                   |      | D    |  | Cam Lock  | 10 EA |
|      |   |                   |      | E    |  | Cam Post  | 10 EA |
|      |   |                   |      | F    |  | Wood Dowel                                      | 12 EA |
|      |   |                   |      | G    |  | Door Hinge                                      | 2 EA  |
|      |   |                   |      | H    |  | 4" Locking Caster                               | 2 EA  |
|      |   |                   |      | J    |  | 4" Caster                                       | 2 EA  |

# #89853

# Command Center Portable AV Center

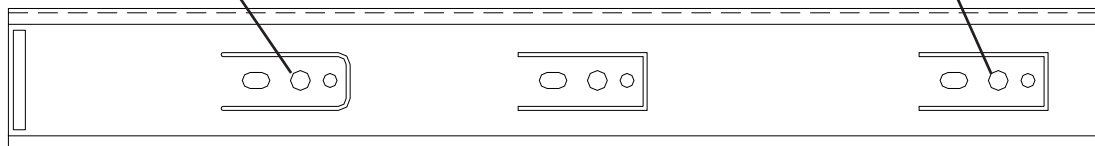
| Part   | Drawing  | Description  | Qty  | Part  | Drawing | Description | Qty |   |  |           |      |    |   |           |      |    |  |            |      |   |  |     |      |   |  |             |      |    |  |                    |      |   |   |                 |      |    |   |                |      |   |  |  |      |   |   |              |      |   |  |                      |      |
|--|--|--|------|---|---------|-------------|-----|---|--|-----------|------|----|---|-----------|------|----|--|------------|------|---|--|-----|------|---|--|-------------|------|----|--|--------------------|------|---|---|-----------------|------|----|---|----------------|------|---|--|--|------|---|---|--------------|------|---|--|----------------------|------|
| P-10   |     | Rack Rail  | 2 EA | <p style="text-align: center;"><b>Hardware List</b></p> <table border="0"> <tr> <td>K</td> <td></td> <td>Door Lock</td> <td>3 EA</td> </tr> <tr> <td>K1</td> <td></td> <td>Lock Ring</td> <td>3 EA</td> </tr> <tr> <td>K2</td> <td></td> <td>Lock Catch</td> <td>1 EA</td> </tr> <tr> <td>L</td> <td></td> <td>Key</td> <td>6 EA</td> </tr> <tr> <td>M</td> <td></td> <td>Door Magnet</td> <td>1 EA</td> </tr> <tr> <td>M1</td> <td></td> <td>Metal Strike Plate</td> <td>1 EA</td> </tr> <tr> <td>N</td> <td></td> <td>Metal Door Knob</td> <td>1 EA</td> </tr> <tr> <td>N1</td> <td></td> <td>Wood Door Knob</td> <td>1 EA</td> </tr> <tr> <td>P</td> <td></td> <td>Plastic Spring Button<br/>2 Installed in door in Back Panel (P-3)</td> <td>4 EA</td> </tr> <tr> <td>R</td> <td></td> <td>Allen Wrench</td> <td>1 EA</td> </tr> <tr> <td>S</td> <td></td> <td>Phillips Screwdriver</td> <td>1 EA</td> </tr> </table> |         |             |     | K |  | Door Lock | 3 EA | K1 |  | Lock Ring | 3 EA | K2 |  | Lock Catch | 1 EA | L |  | Key | 6 EA | M |  | Door Magnet | 1 EA | M1 |  | Metal Strike Plate | 1 EA | N |  | Metal Door Knob | 1 EA | N1 |  | Wood Door Knob | 1 EA | P |  | Plastic Spring Button<br>2 Installed in door in Back Panel (P-3) | 4 EA | R |  | Allen Wrench | 1 EA | S |  | Phillips Screwdriver | 1 EA |
| K  |    | Door Lock  | 3 EA |   |         |             |     |   |  |           |      |    |   |           |      |    |  |            |      |   |  |     |      |   |  |             |      |    |  |                    |      |   |   |                 |      |    |   |                |      |   |  |  |      |   |   |              |      |   |  |                      |      |
| K1   |     | Lock Ring  | 3 EA |   |         |             |     |   |  |           |      |    |   |           |      |    |  |            |      |   |  |     |      |   |  |             |      |    |  |                    |      |   |   |                 |      |    |   |                |      |   |  |  |      |   |   |              |      |   |  |                      |      |
| K2   |    | Lock Catch   | 1 EA |   |         |             |     |   |  |           |      |    |   |           |      |    |  |            |      |   |  |     |      |   |  |             |      |    |  |                    |      |   |   |                 |      |    |   |                |      |   |  |  |      |   |   |              |      |   |  |                      |      |
| L  |    | Key  | 6 EA |   |         |             |     |   |  |           |      |    |   |           |      |    |  |            |      |   |  |     |      |   |  |             |      |    |  |                    |      |   |   |                 |      |    |   |                |      |   |  |  |      |   |   |              |      |   |  |                      |      |
| M  |    | Door Magnet  | 1 EA |   |         |             |     |   |  |           |      |    |   |           |      |    |  |            |      |   |  |     |      |   |  |             |      |    |  |                    |      |   |   |                 |      |    |   |                |      |   |  |  |      |   |   |              |      |   |  |                      |      |
| M1   |    | Metal Strike Plate   | 1 EA |   |         |             |     |   |  |           |      |    |   |           |      |    |  |            |      |   |  |     |      |   |  |             |      |    |  |                    |      |   |   |                 |      |    |   |                |      |   |  |  |      |   |   |              |      |   |  |                      |      |
| N  |     | Metal Door Knob  | 1 EA |   |         |             |     |   |  |           |      |    |   |           |      |    |  |            |      |   |  |     |      |   |  |             |      |    |  |                    |      |   |   |                 |      |    |   |                |      |   |  |  |      |   |   |              |      |   |  |                      |      |
| N1   |   | Wood Door Knob   | 1 EA |   |         |             |     |   |  |           |      |    |   |           |      |    |  |            |      |   |  |     |      |   |  |             |      |    |  |                    |      |   |   |                 |      |    |   |                |      |   |  |  |      |   |   |              |      |   |  |                      |      |
| P  |  | Plastic Spring Button<br>2 Installed in door in Back Panel (P-3) | 4 EA |   |         |             |     |   |  |           |      |    |   |           |      |    |  |            |      |   |  |     |      |   |  |             |      |    |  |                    |      |   |   |                 |      |    |   |                |      |   |  |  |      |   |   |              |      |   |  |                      |      |
| R  |   | Allen Wrench   | 1 EA |   |         |             |     |   |  |           |      |    |   |           |      |    |  |            |      |   |  |     |      |   |  |             |      |    |  |                    |      |   |   |                 |      |    |   |                |      |   |  |  |      |   |   |              |      |   |  |                      |      |
| S  |  | Phillips Screwdriver   | 1 EA |   |         |             |     |   |  |           |      |    |   |           |      |    |  |            |      |   |  |     |      |   |  |             |      |    |  |                    |      |   |   |                 |      |    |   |                |      |   |  |  |      |   |   |              |      |   |  |                      |      |
| P-11   |     | Metal Base   | 1 EA |   |         |             |     |   |  |           |      |    |   |           |      |    |  |            |      |   |  |     |      |   |  |             |      |    |  |                    |      |   |   |                 |      |    |   |                |      |   |  |  |      |   |   |              |      |   |  |                      |      |
| P-12   |     | Handle   | 1 EA |   |         |             |     |   |  |           |      |    |   |           |      |    |  |            |      |   |  |     |      |   |  |             |      |    |  |                    |      |   |   |                 |      |    |   |                |      |   |  |  |      |   |   |              |      |   |  |                      |      |
| P-13   |     | Folding Shelf Bracket  | 2 EA |   |         |             |     |   |  |           |      |    |   |           |      |    |  |            |      |   |  |     |      |   |  |             |      |    |  |                    |      |   |   |                 |      |    |   |                |      |   |  |  |      |   |   |              |      |   |  |                      |      |
| P-14   |   | Side Shelf   | 1 EA |   |         |             |     |   |  |           |      |    |   |           |      |    |  |            |      |   |  |     |      |   |  |             |      |    |  |                    |      |   |   |                 |      |    |   |                |      |   |  |  |      |   |   |              |      |   |  |                      |      |
| <p><b>Missing Parts or UPS Damaged Parts</b><br/>           For Your Convenience you can<br/>           EMAIL us at<br/> <b><u><a href="mailto:furniture@baltinc.com">furniture@baltinc.com</a></u></b><br/>           24HOURS 7 DAYS A WEEK</p> |  |  |      |   |         |             |     |   |  |           |      |    |   |           |      |    |  |            |      |   |  |     |      |   |  |             |      |    |  |                    |      |   |   |                 |      |    |   |                |      |   |  |  |      |   |   |              |      |   |  |                      |      |



Insert Screw  
in this hole.

Insert Screw  
in this hole.

FRONT OF BRACKET →



**Keyboard Slide Detail**

# #89853 Command Center Assembly Diagram



To Assemble:

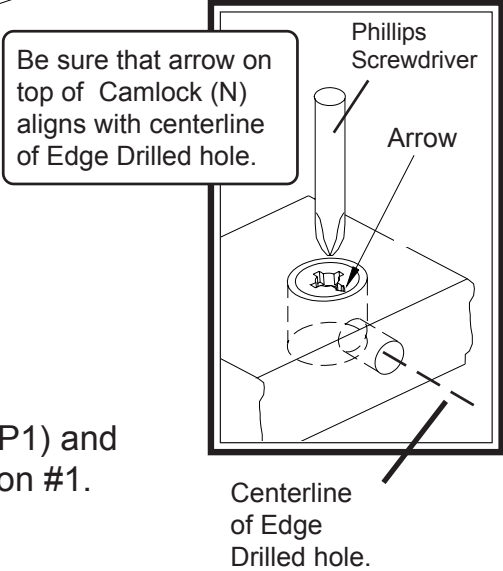
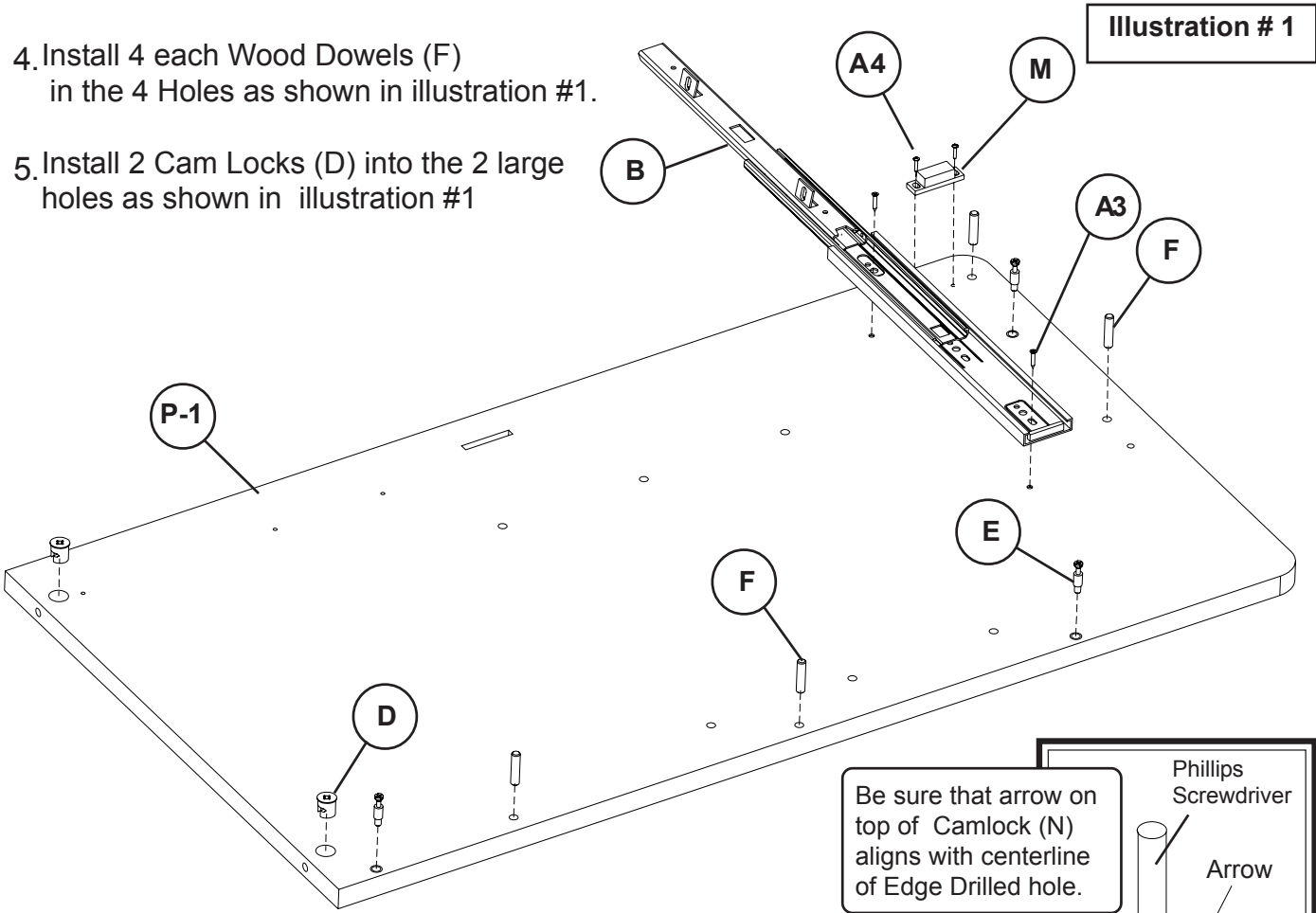
1. Identify and Separate all the Parts and Hardware.
2. Place the Left Side Panel (P1) with the Predrilled holes facing up. Attach 1 Keyboard Slide (B) to Left Side Panel (P1) and secure using 2 Wood Screws (A3) as shown in illustration #1.

**(See Slide Detail on Page 3)**

3. Install 3 each Cam Posts (E) in the 3 threaded insert nuts (Pre-installed) as shown in illustration #1.

4. Install 4 each Wood Dowels (F) in the 4 Holes as shown in illustration #1.

5. Install 2 Cam Locks (D) into the 2 large holes as shown in illustration #1



6. Attach 1 each Door Magnet (M) to the Left Side Panel (P1) and secure using 2 Wood Screws (A4) as shown in illustration #1.

7. Place the Right Side Panel (P2) with the Pre-drilled holes facing up. Attach 1 Keyboard Slide (B) to right Side Panel (P2) and secure using 2 Wood Screws (A3) as shown in illustration #2. **(See Slide Detail on Page 3)**

8. Install 3 each Cam Posts (E) in the threaded insert nuts (Pre-installed) as shown in illustration #2.

9. Install 4 each Wood Dowels (F) in the 4 Holes as shown in illustration #2.

10. Install 2 Cam Locks (D) into the 2 large holes as shown in illustration #2.

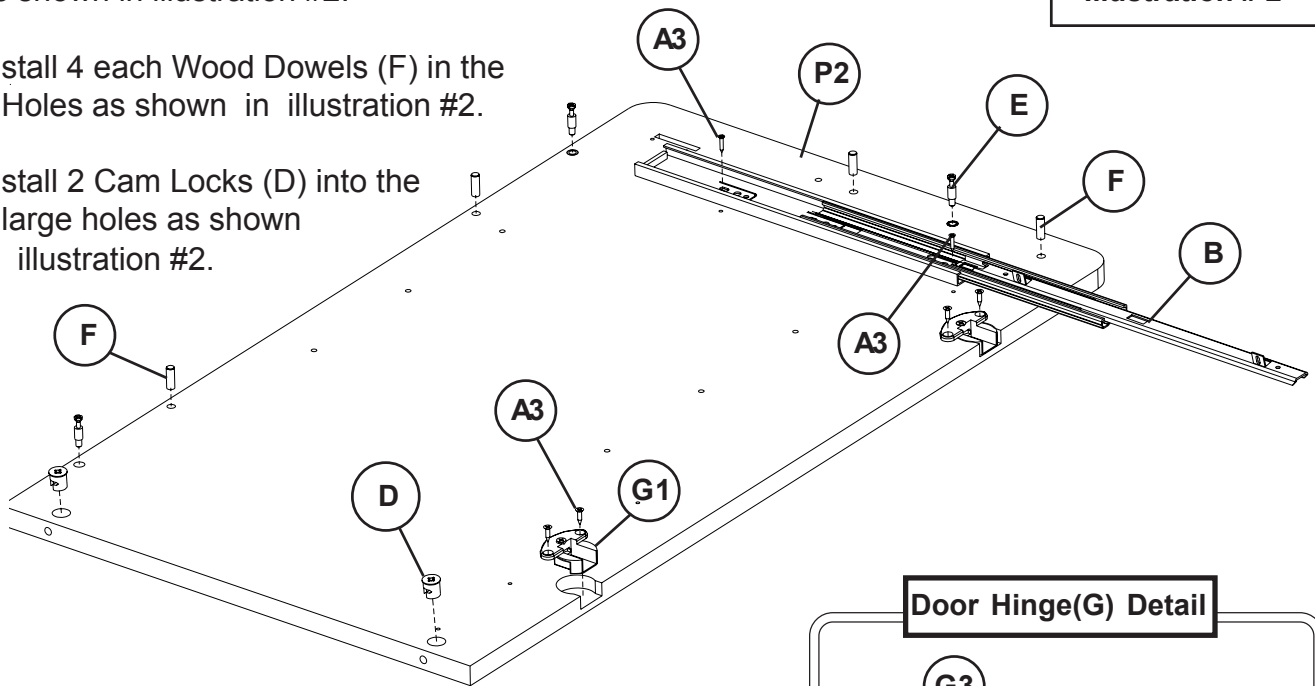
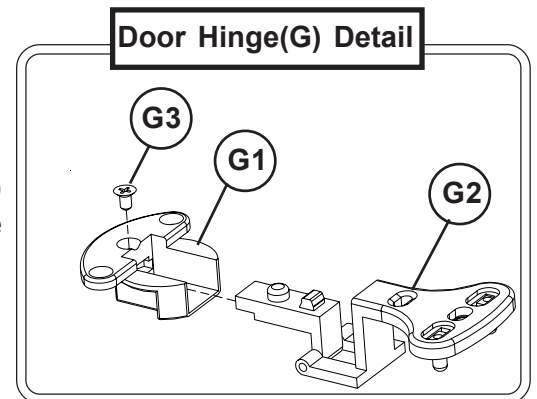


Illustration # 2

11. Separate parts of Door Hinge(G) by loosening Screw (G3) as shown in Door Hinge Detail. Attach 2 each (G1) to the right Side Panel (P1) using 4 screws (A3) as shown in illustration #2.



12. Place the Front Door (P6) with the 4 Screw Holes facing up and insert 1 Lock (K) into the large hole as shown in illustration #3. Press Lock Ring (K1) over protruding end of Door Lock (K) as shown in illustration #3. Secure using 4 Wood Screws (A2) as shown in illustration #3.

13. Attach 2 each (G2) to the Front Door (P6) using 4 screws (A3) as shown in illustration #3. **Do not Tighten all the way.**

14. Attach Metal Door Knob (N) to Front Door (P6) using 1 screw (A5).

15. Attach 1 Metal Strike Plate (M1) to Front Door (P6) using 1 screw (A7).

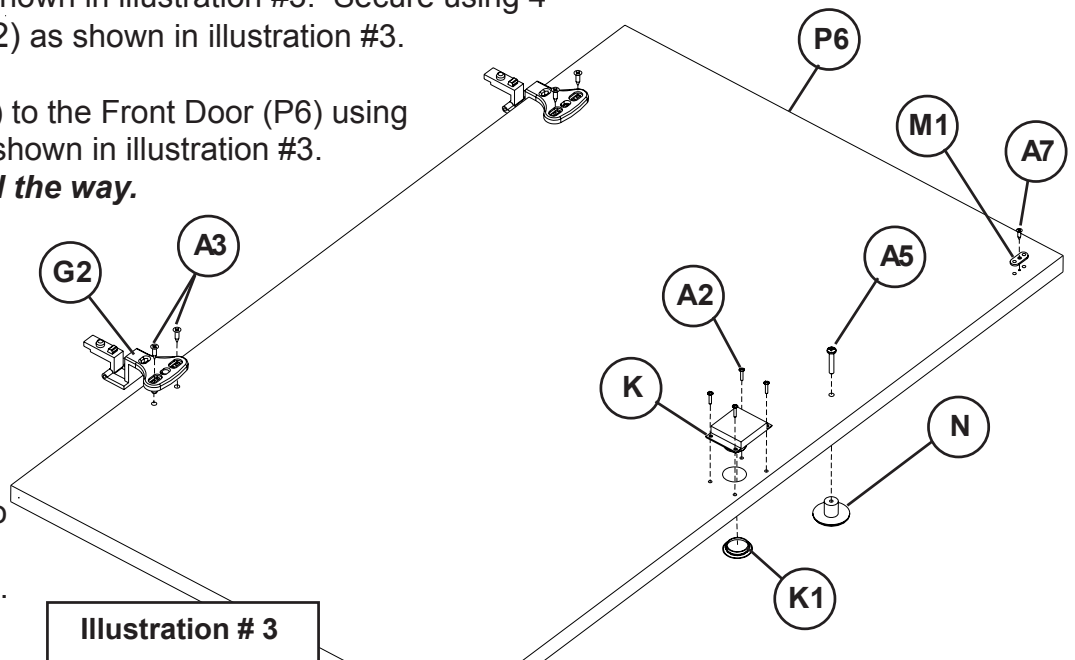


Illustration # 3

16. Place the Back Panel (P3) with the Holes facing up and install 4 each Cam Locks (D) into the large holes (Pre-installed) as shown in illustration #4.

17. Attach Wood Door Knob (N1) to Door in Back Panel (P3) using 1 each (A5) screw.

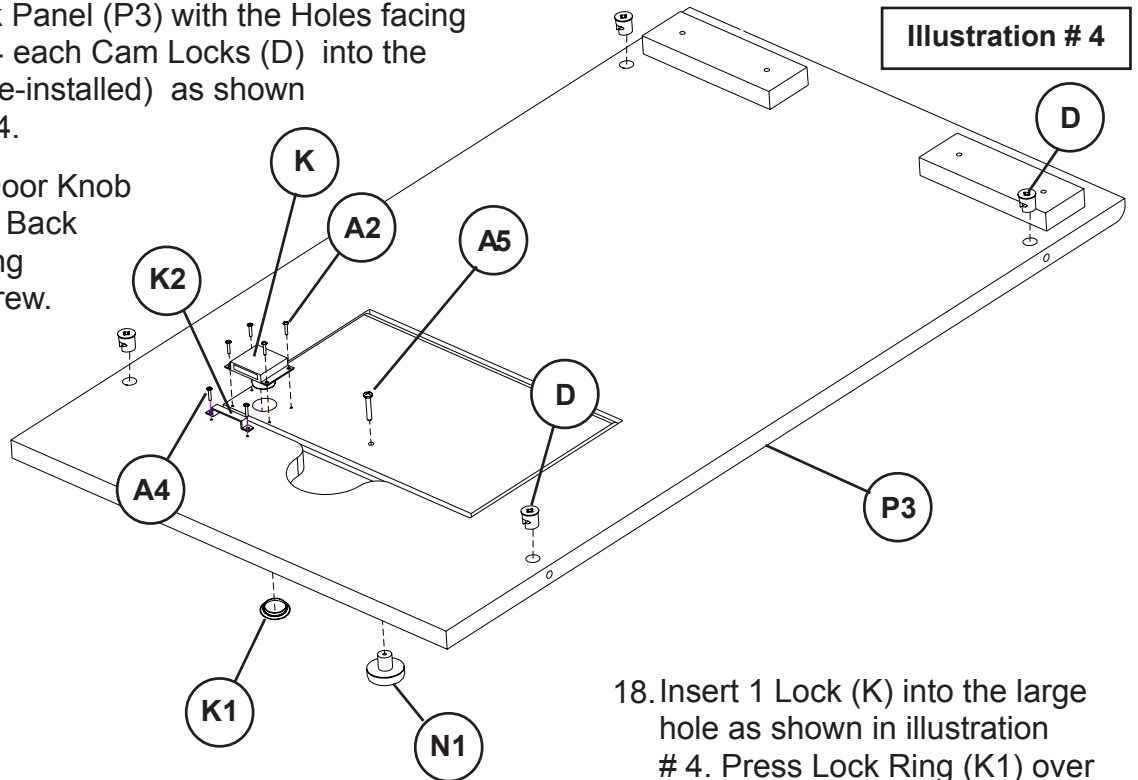


Illustration # 4

18. Insert 1 Lock (K) into the large hole as shown in illustration # 4. Press Lock Ring (K1) over protruding end of Door Lock(K) as shown in illustration # 4. Secure using 4 Wood Screws (A2).

Attach Lock Catch (K2) to Back Panel (P3) using 2 each Wood Screws (A4) as shown in illustration #4.

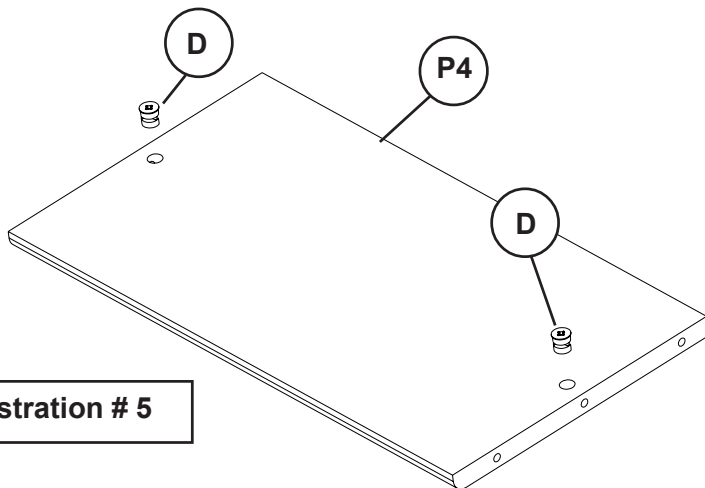


Illustration # 5

19. Place the Top Panel (P4) with the Pre-drilled Holes facing up and install 2 Cam Locks (D) into the 2 large holes as shown in illustration #5.

20. Place the Bottom Panel (P9) with the Pre-drilled Holes facing up. Install 4 each Cam Posts (E) in the 4 threaded insert nuts (Pre-installed) as shown in illustration #6.

21. Install 4 each Wood Dowels (F) in the 4 Holes as shown in illustration #6.

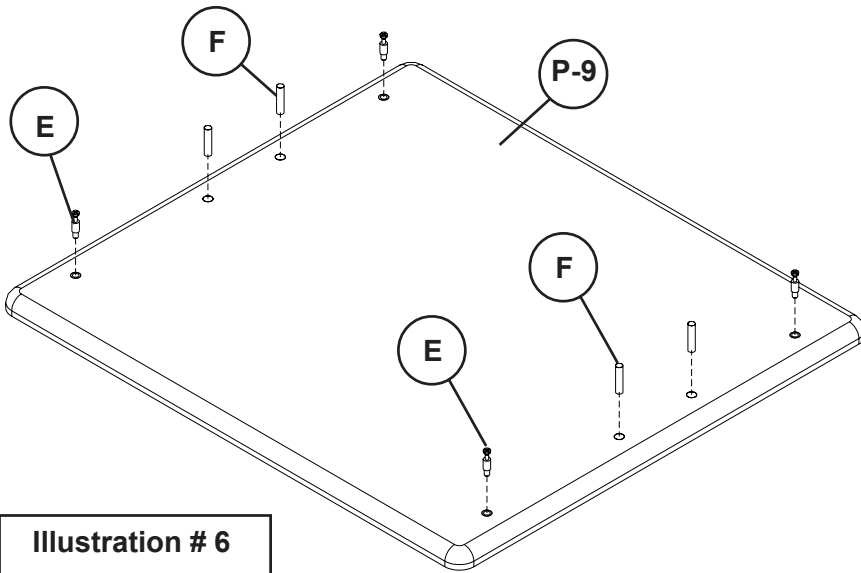
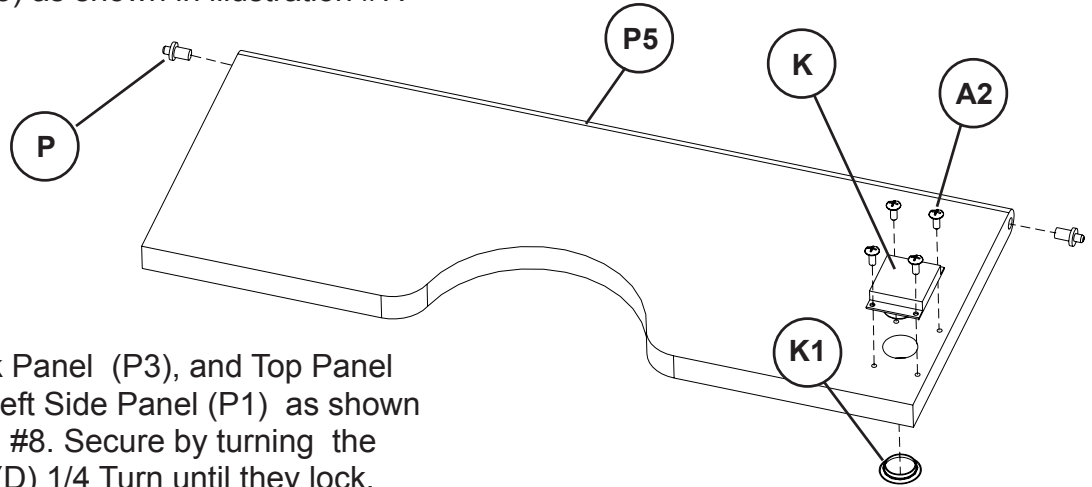


Illustration # 6

22. Place the Top Door (P5) with the 4 small holes facing up and insert 1 Lock (K) into the large hole as shown in illustration #7. Press Lock Ring (K1) over protruding end of Door Lock(K) as shown in illustration #7. Secure using 4 Wood Screws (A2).

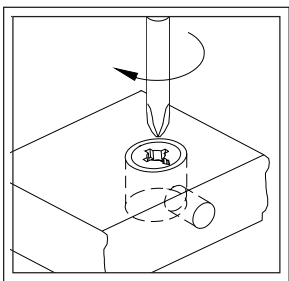
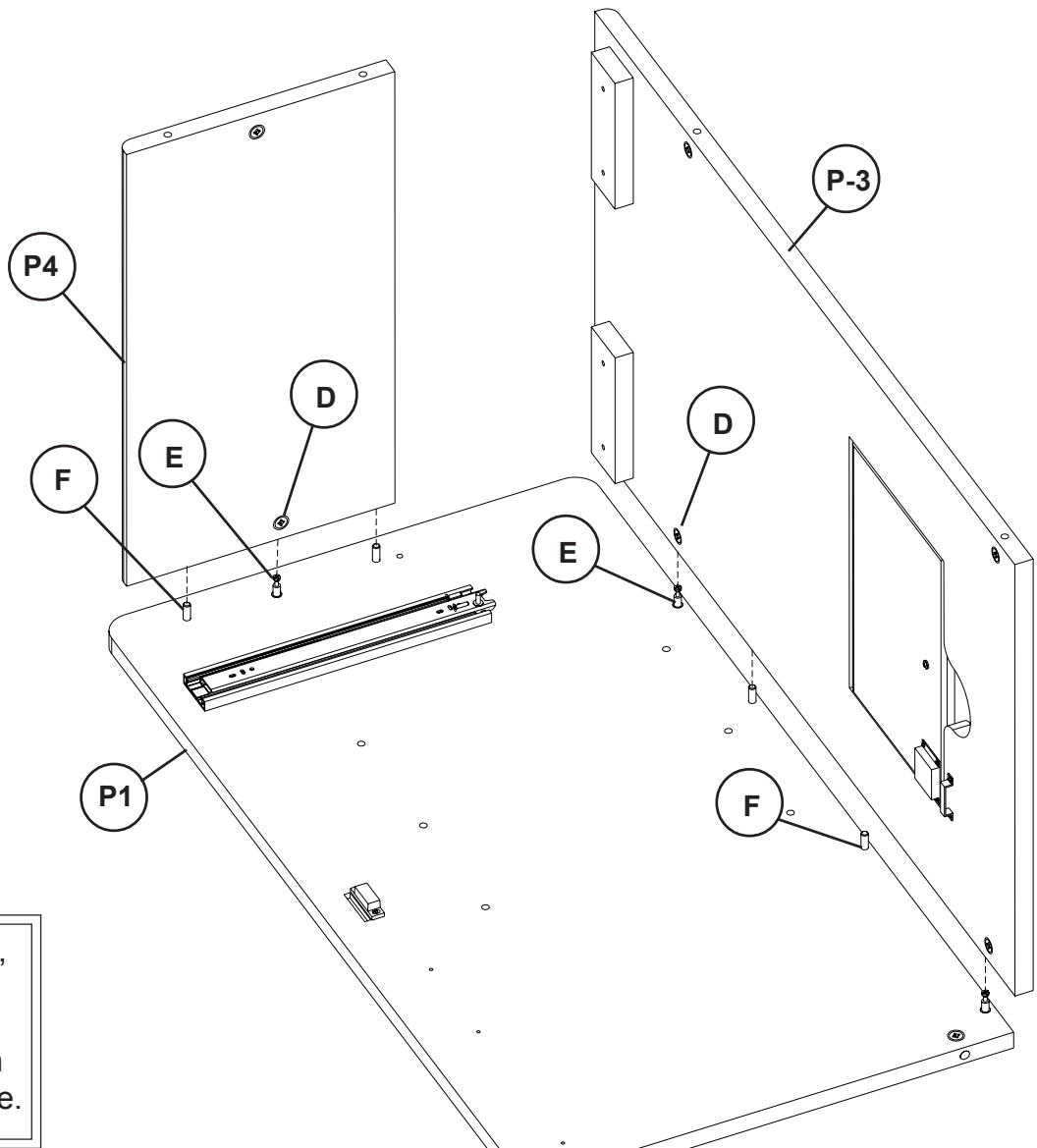
23. Insert 2 Plastic Spring Buttons (P) in the ends of Top Door (P5) as shown in illustration #7.

Illustration # 7



24. Attach Back Panel (P3), and Top Panel (P4) to the Left Side Panel (P1) as shown in illustration #8. Secure by turning the Cam Locks (D) 1/4 Turn until they lock.

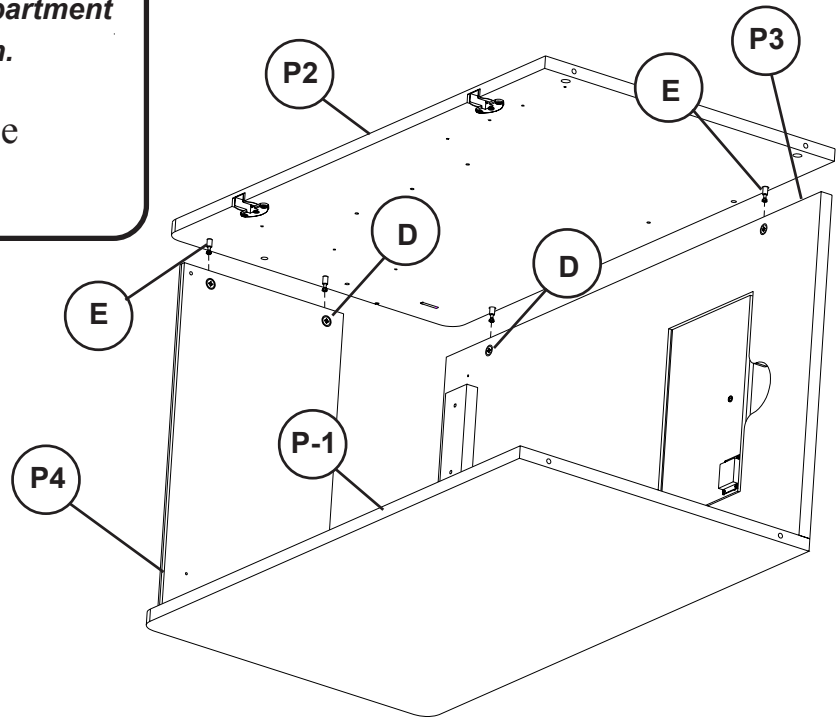
Illustration # 8



To Secure Cam Locks, Insert Large Phillips Head Screwdriver and turn Cam Lock 1/4 turn (90 degrees) clockwise.

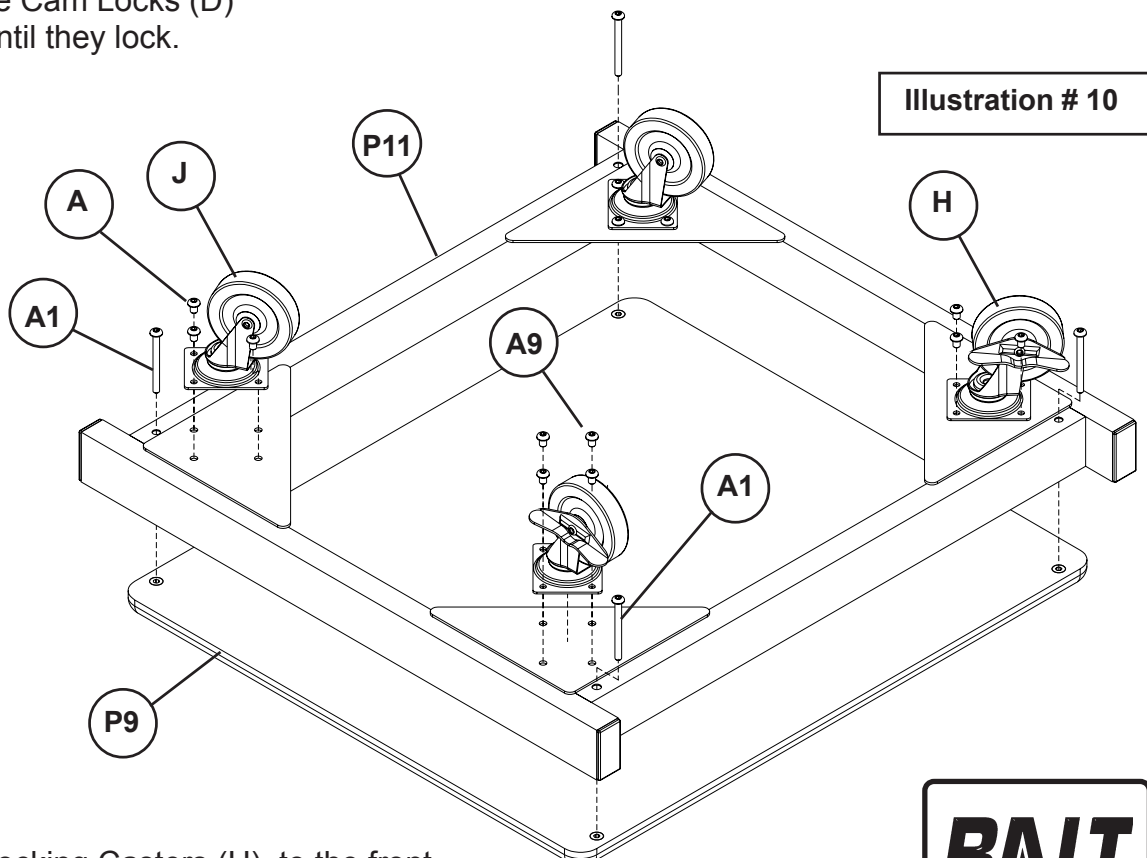
Illustration # 9

Should you require assistance during assembly,  
please call our Customer Service Department  
Monday - Friday 8 a.m. - 5 p.m.  
Central Standard Time  
Toll-Free Customer Service  
**1-800-749-2258**



25. Attach Right Side Panel(P2) to the Back Panel (P3), and Top Panel (P4) as shown in illustration #9. Secure by turning the Cam Locks (D) 1/4 Turn until they lock.

Illustration # 10



26. Attach 2 Locking Casters (H) to the front, and 2 Casters (J) to the back of the Metal Base (P11) using 16 screws (A). Tighten all Casters using Allen Wrench (R).

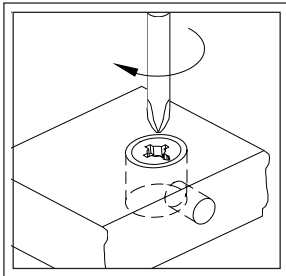


27. Attach Bottom Panel (P9) to the Metal Base (P-12) using 4 each screws (A1) as shown in illustration #10. Tighten these 4 Screws using Allen Wrench (R).

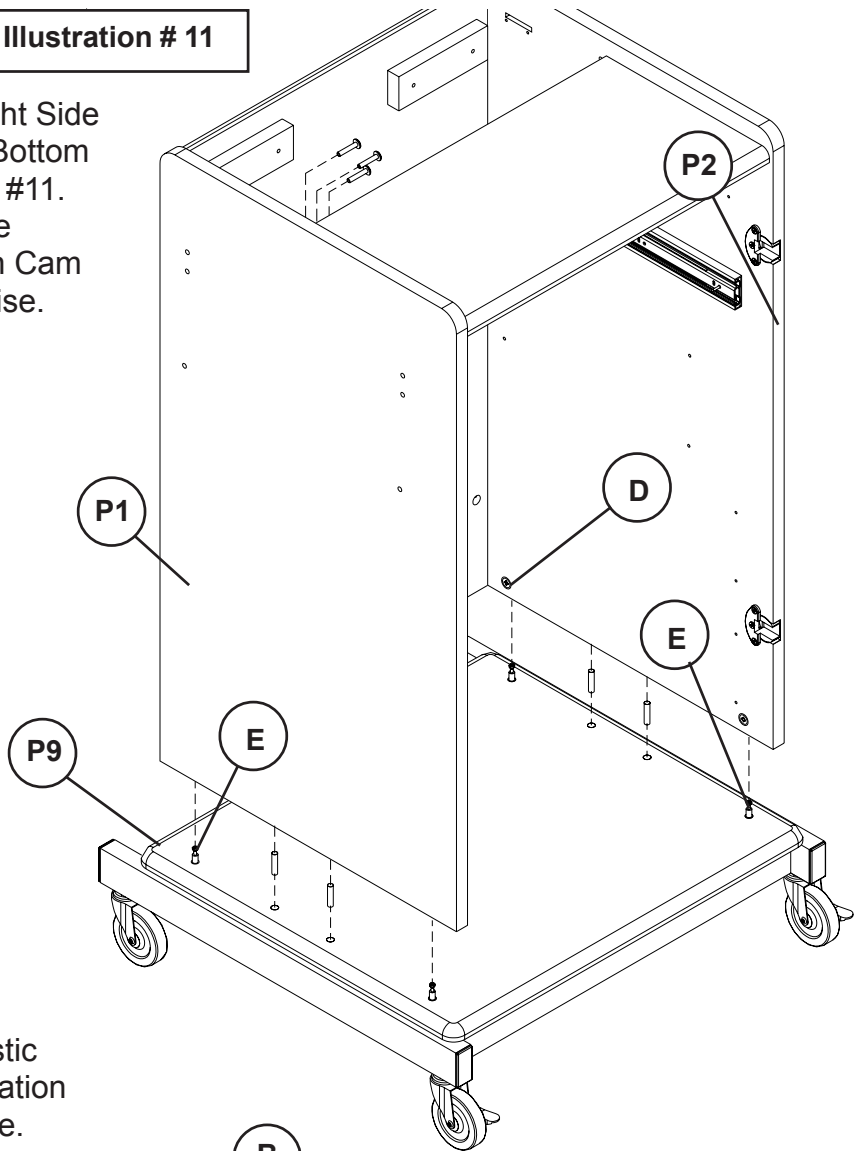


**Illustration # 11**

28. Slide Left Side Panel (P1) and Right Side Panel (P2) over Cam Posts(E) in Bottom Panel (P9) as shown in illustration #11. To secure Cam Locks, Insert Large Phillips Head Screwdriver and turn Cam Lock 1/4 turn (90 degrees) clockwise.

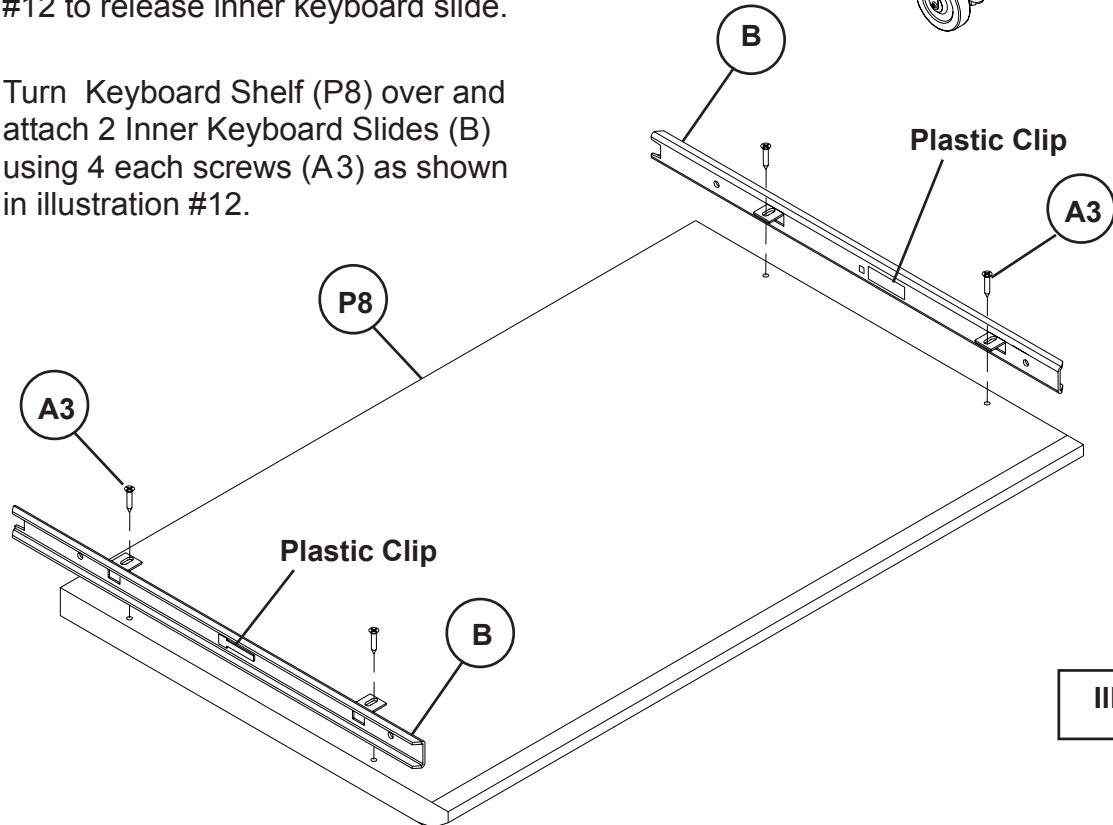


To Secure Cam Locks, Insert Large Phillips Head Screwdriver and turn Cam Lock 1/4 turn (90 degrees) clockwise.



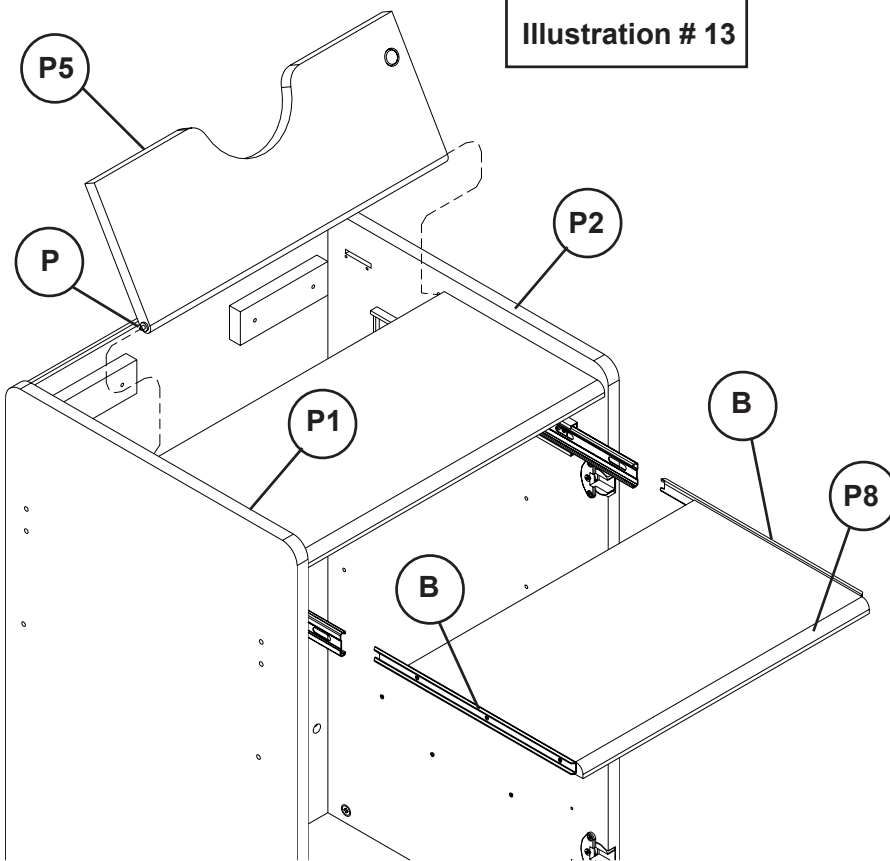
29. To assemble keyboard, press Plastic Clips as shown by arrows in illustration #12 to release inner keyboard slide.

30. Turn Keyboard Shelf (P8) over and attach 2 Inner Keyboard Slides (B) using 4 each screws (A3) as shown in illustration #12.



**Illustration # 12**

Illustration # 13



31. Slide Keyboard Shelf Assembly back into the Keyboard Slides as shown in illustration # 13.
32. Locate 2 each Spring Buttons (P) in the ends of the Top Door (P5).
33. Insert the end of Spring Buttons (P) into the holes in Left Side Panel (P1) and the Right Side Panel (P2) as shown in illustration # 13.

34. Attach 2 each Rack Rails (P10) to the Left Side Panel (P1) and the Right Side Panel (P2) using 8 each screws (A6) as shown in illustration # 14. (*Finger tighten only.*)

35. Place 12 Shelf Support Pins (C) in each of the two Side Panels (P1 & P2) at desired shelf height. Place Removable Shelves (P7) on Shelf Support Pins (C).

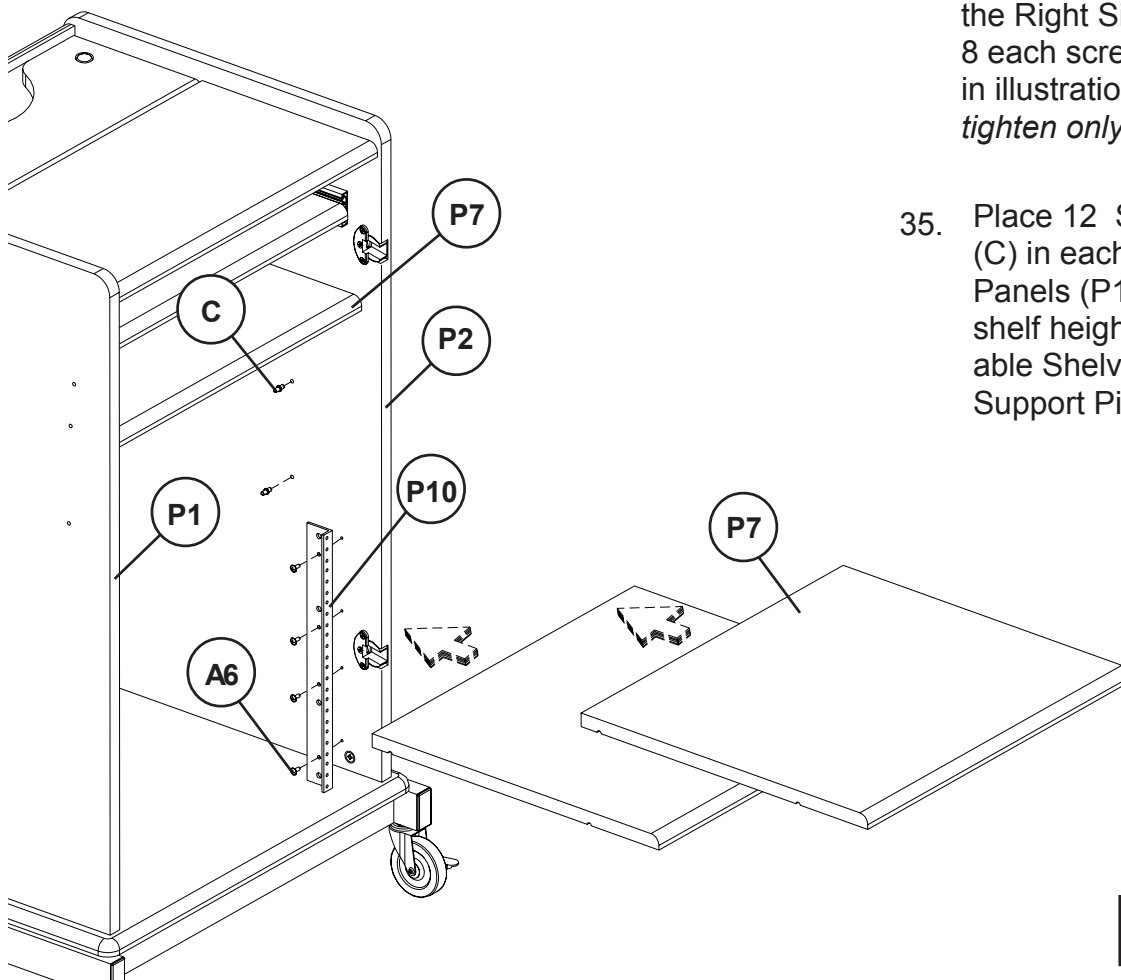
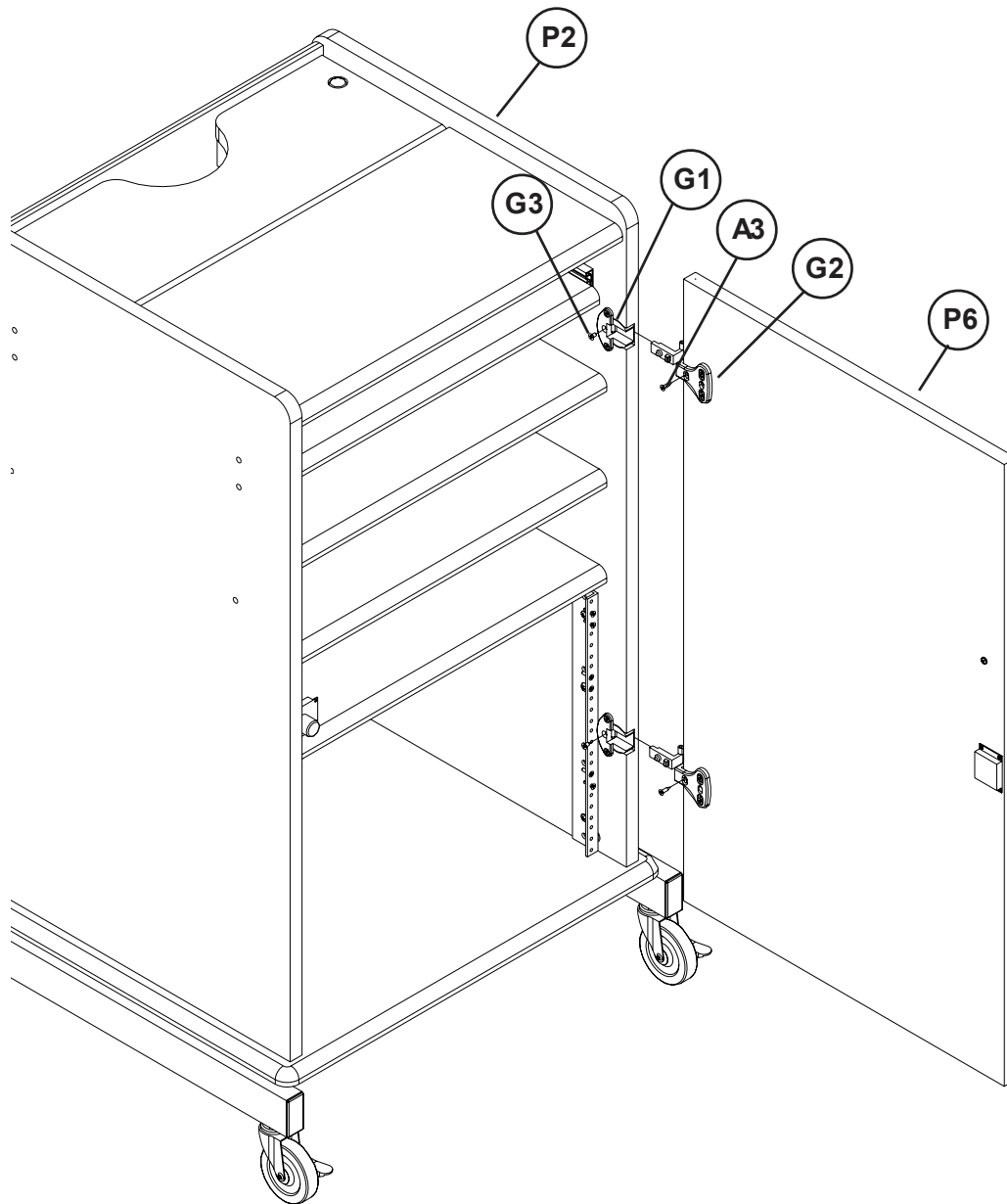
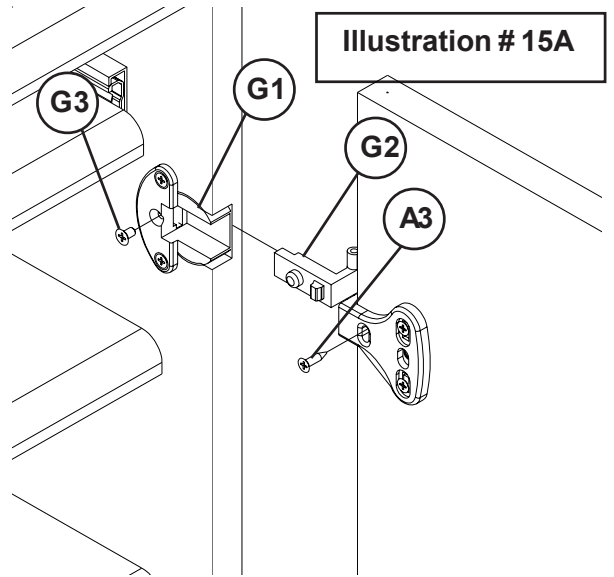


Illustration # 14

36. Align Front Door (P6) With the Right Side Panel (P2) as shown in illustration #15A & 15B.
37. To Adjust hinge spacing, insert Screwdriver in center hole on Hinge (G2) and turn. Slide Hinge (G2) into (G1) and tighten screw (G3).
38. Secure Door Hinges (G2) to the Front Door (P6) using 2 each Short Wood Screws (A3) as shown in illustration #15A & 15B.



Insert Screwdriver here.

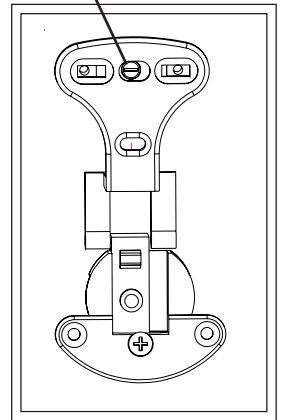
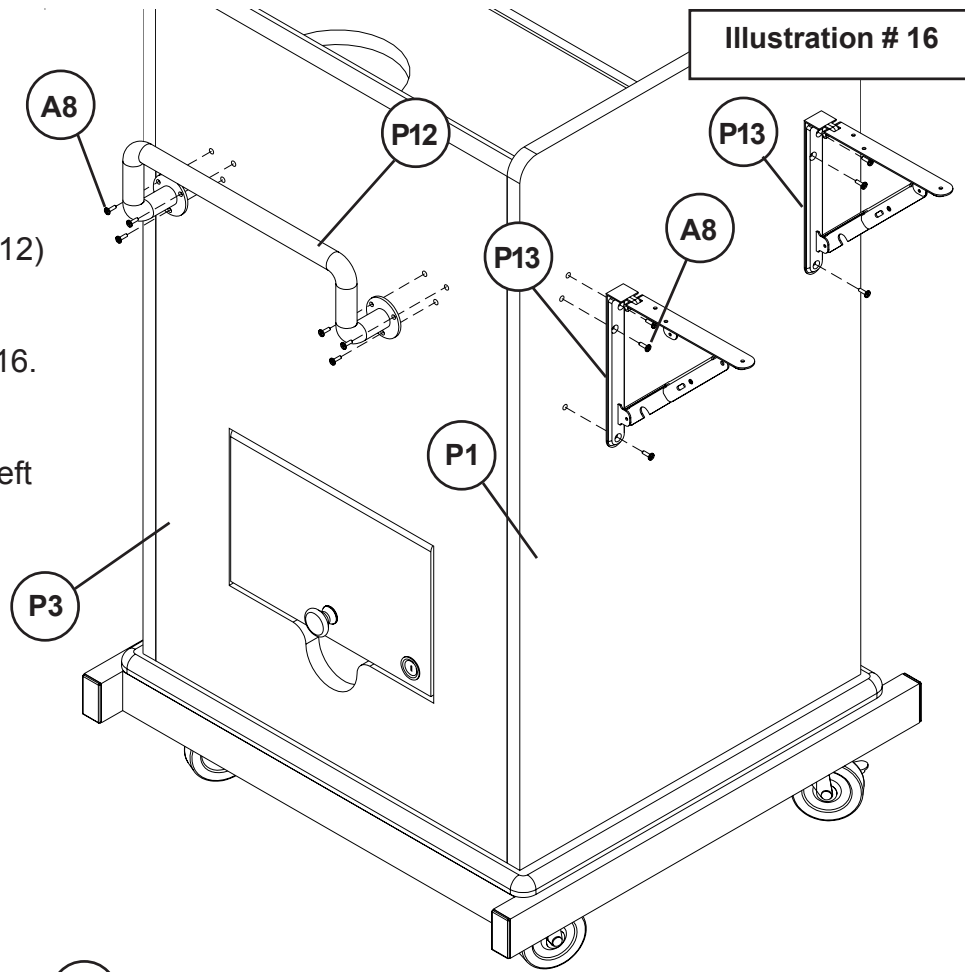


Illustration # 15B

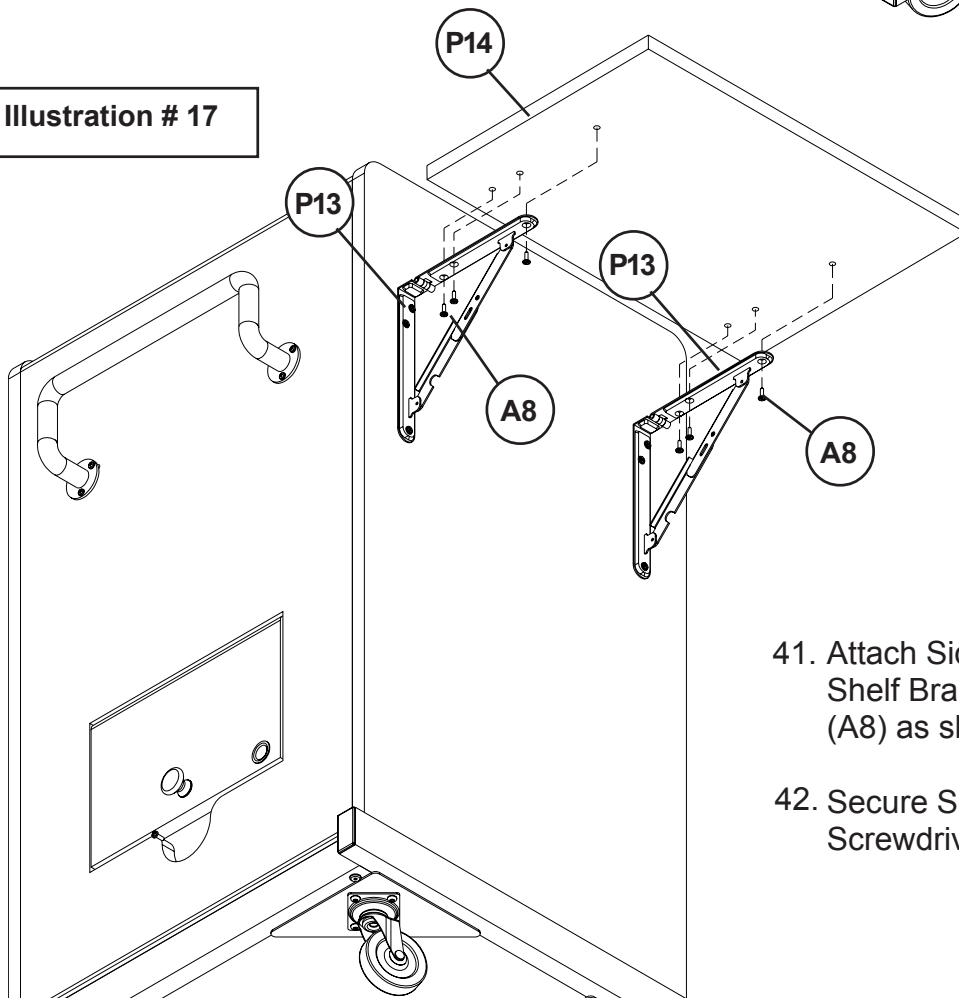
Illustration # 16



39. Attach Metal Handle (P12) to the Back Panel (P3) using 6 Screws (A8) as shown in illustration #16.

40. Attach 2 Folding Shelf Brackets (P13) to the Left Side Panel (P1) using 6 Screws (A8) .

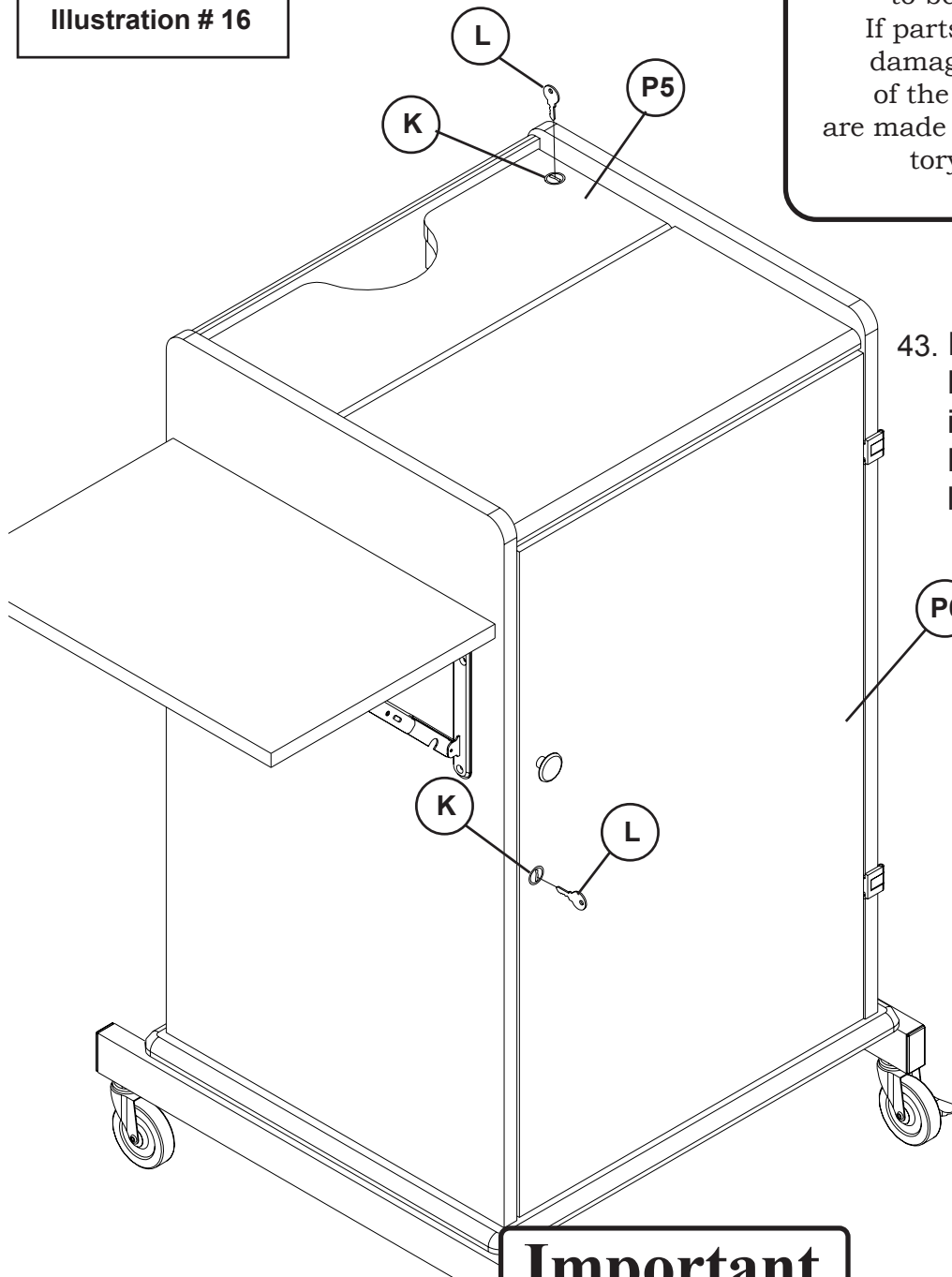
Illustration # 17



41. Attach Side Shelf (P14) to Folding Shelf Brackets (P13) using 6 Screws (A8) as shown in illustration #17.

42. Secure Screws using Phillips Screwdriver (S).

Illustration # 16



Do not use unless all screws are tight. At least every six months, check all screws to be sure they are tight. If parts are missing, broken, damaged, or worn, stop use of the product until repairs are made by your dealer using factory authorised parts.

43. Insert Key (L) in Door Lock (K) as shown in illustration # 16 and turn Key counter-clockwise to lock door.



## Important

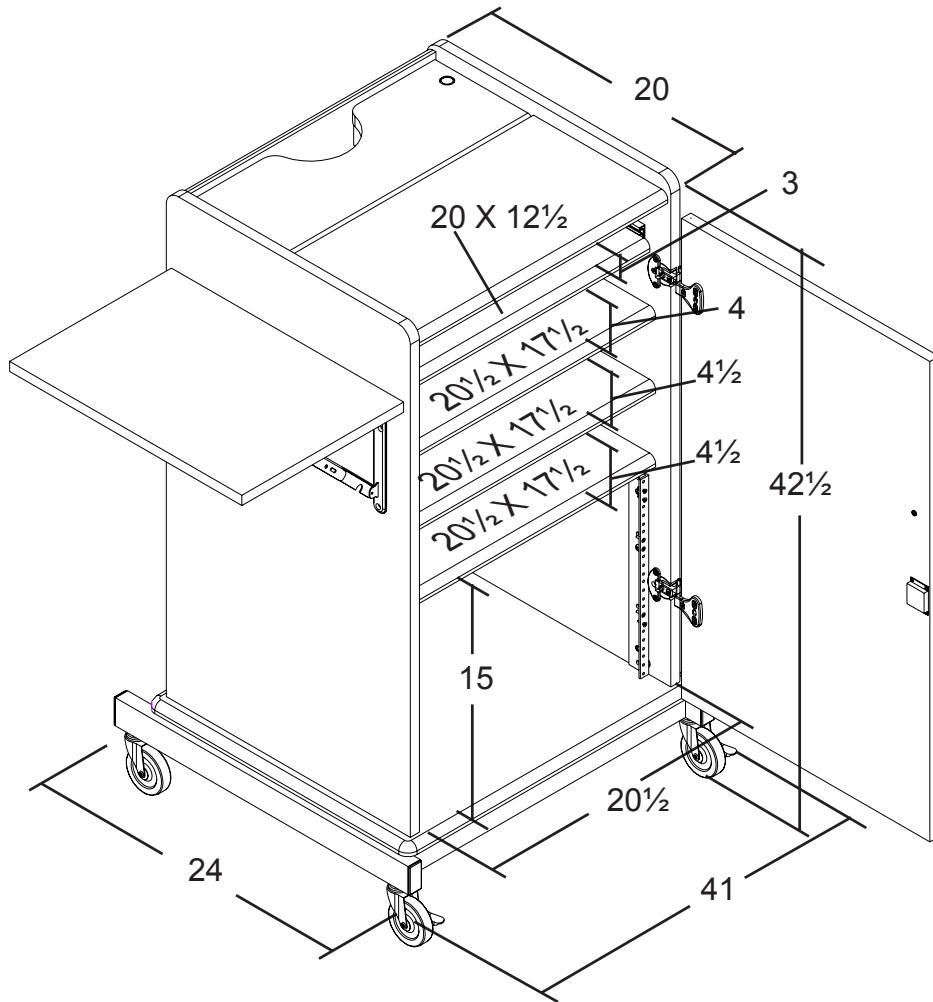
The Balt product you have purchased is guaranteed against material and workmanship defects. This guarantee extends 1 year from date of purchase. Should this product fail to function satisfactorily under normal use due to defect or imperfection, the defective part or product will be replaced. Damage caused by common carriers during shipment is not included in this guarantee.

**This guarantee sets forth all applicable guarantees and remedies. No other warranty, expressed or implied shall apply. Failure to follow instructions found in Important Information Section of Owner Sheet shall void the guarantee. Consequential or incidental damages and or costs are not refundable.**

# #89853 Command Center Portable AV Center



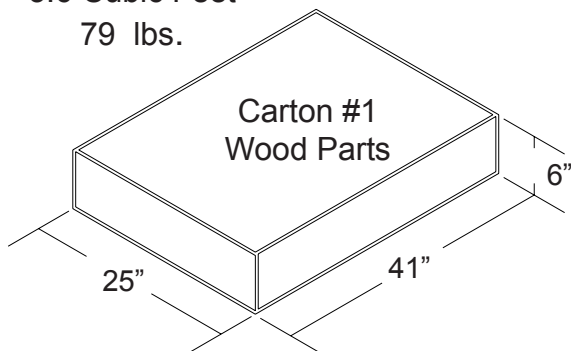
For more information  
1-800-749-2258



## Shipping Information

3.6 Cubic Feet

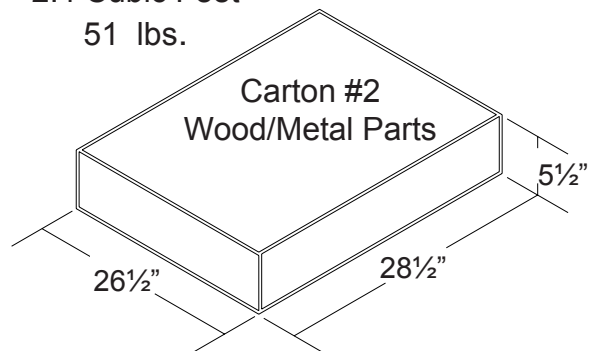
79 lbs.



## Shipping Information

2.4 Cubic Feet

51 lbs.



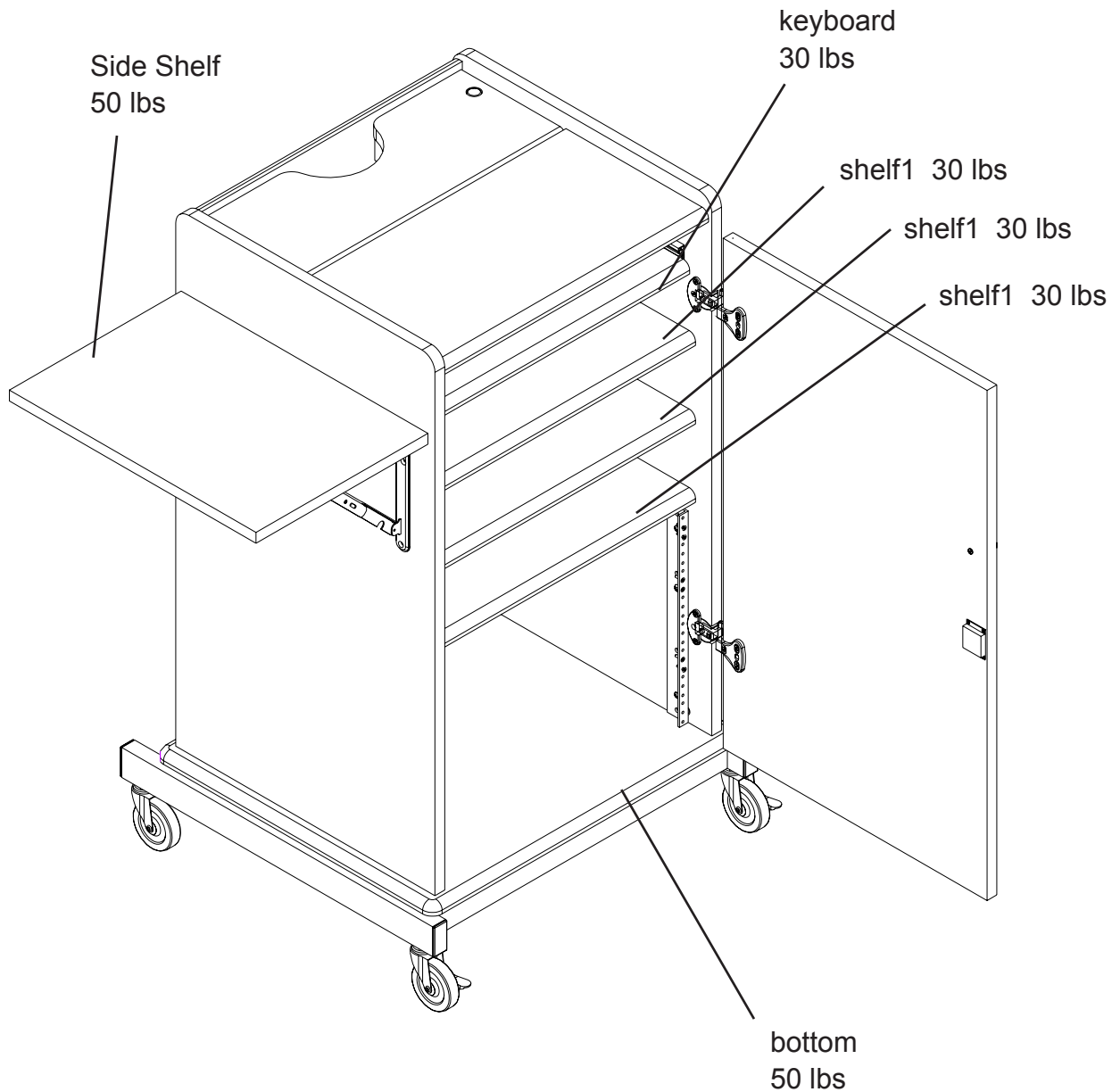
# #89853

## Role Model Portable AV Center



|            |         |
|------------|---------|
| unit Wt    | 150 lbs |
| shelf1     | 30 lbs  |
| keyboard   | 30 lbs  |
| bottom     | 50 lbs  |
| Side Shelf | 50 lbs  |

Total Recommended weight not to exceed 300lbs.



Unit Tested with 150 lbs of  
equipment added.