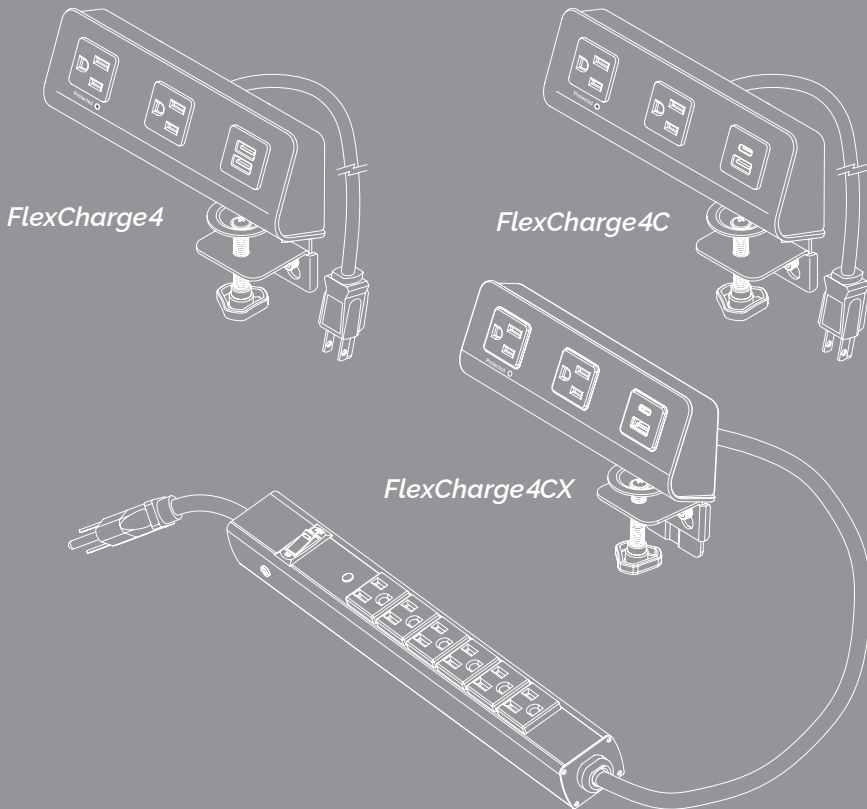


Fellowes®

FlexCharge4™ FlexCharge4C™ FlexCharge4CX™

Personal Desktop Power



INSTALLATION INSTRUCTIONS

Model # FCH4-WHT
Model # FCH4-BLK

Model # FCH4CX-WHT
Model # FCH4CX-BLK

Model # FCH4C-WHT
Model # FCH4C-BLK



IMPORTANT SAFETY INSTRUCTIONS AND WARNINGS

Read before using!

Always read safety instructions carefully.

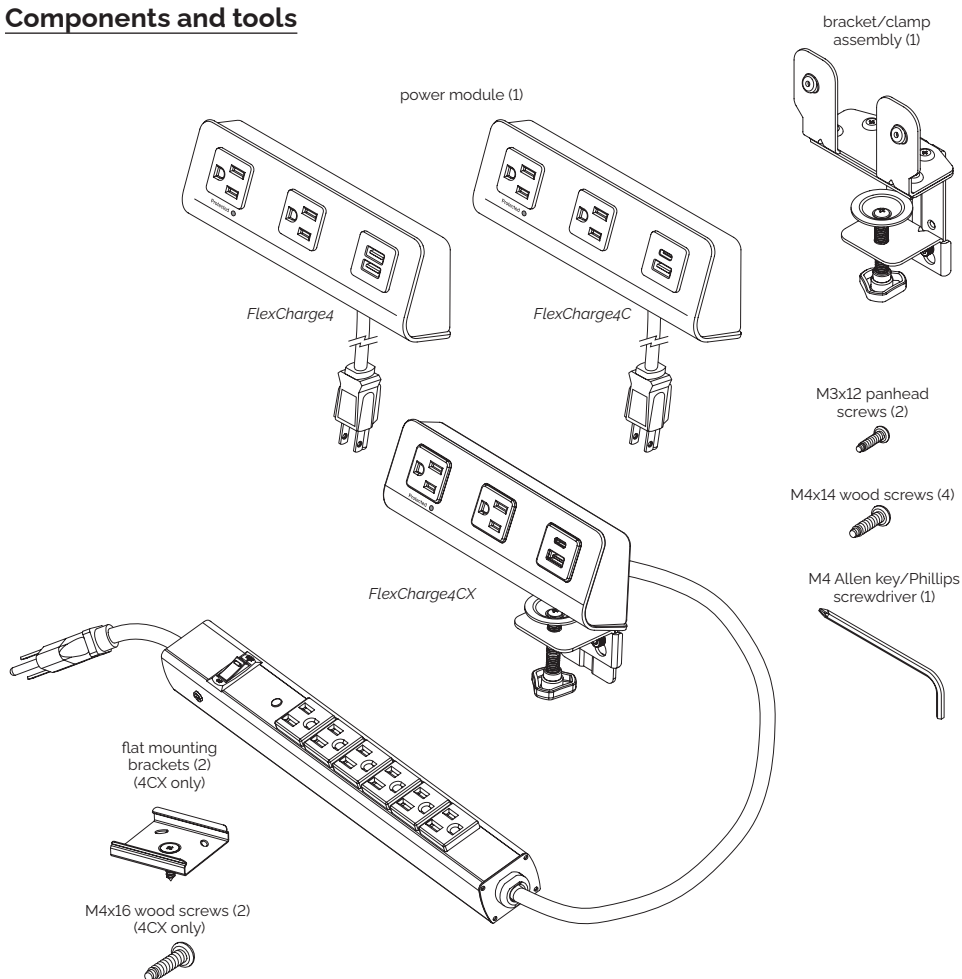
- Do not install near heat sources such as radiators, heat registers, stoves or other equipment (including amplifiers) that produce heat.
- Unplug the unit during lightning storms or when unused for extended periods of time.
- To reduce the risk of fire or electric shock, do not expose this unit to rain or moisture, including any drips or splashes.
- Objects filled with liquids such as vases, should never be placed on or near the unit.
- Do not open the unit due to risk of electric shock hazard.
- The outlet used to power the unit should be easily accessible and located near the equipment.
- The unit is for indoor use only.
- Please refer to the marking label on the unit for input and output ratings. Do not overload the power supply.
- DO NOT USE this unit in life support applications where failure of the unit can reasonably be expected to cause the failure of the life support equipment or to significantly affect its safety or effectiveness.
- DO NOT USE this unit in the presence of a flammable anesthetic mixture with air, oxygen or nitrous oxide.
- Failure to adhere to these instructions effectively voids the warranty.

Please review these instructions before beginning the installation. Check that all parts and tools needed were provided with your order (see illustrations on the next page). Contact your supplier if any parts are missing. Do not discard the packaging until the product works to your satisfaction.

Note that the only difference between models 4 and 4C is the USB port configuration on the power module. **FlexCharge4** has two Type-A USB ports, while **FlexCharge4C** has one Type-A port and one Type-C port. **FlexCharge4CX** adds a six-outlet power strip to model 4C.

Important: Hand tighten screws only.

Components and tools



Additional tools required

- power drill with $\frac{1}{8}$ " drill bit (under-desk mounts and FlexCharge4CX only)

Mounting options

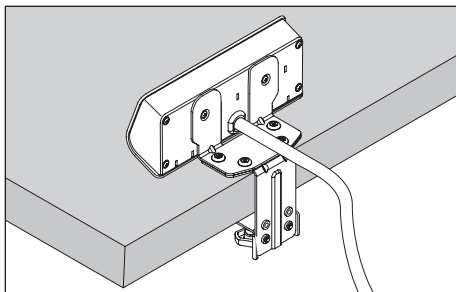
There are three ways to mount the FlexCharge power module. Choose the best mounting method based on user preference and the mounting circumstances.

- Edge mount (page 4)
- Grommet mount (page 6)
- Under-Desk mount (page 9)

With FlexCharge 4CX, the six-outlet power strip is mounted on the underside of the worksurface. See page 12.

Edge mount

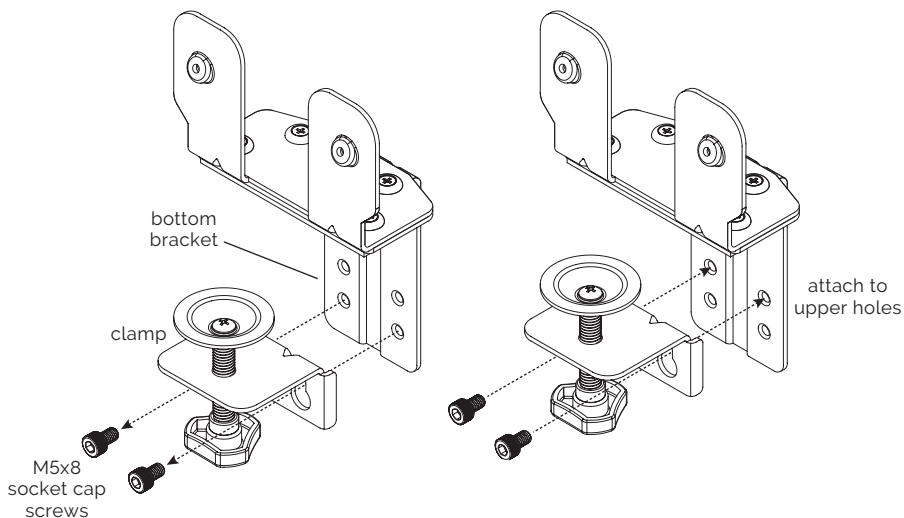
With edge mounts, the product is clamped to the edge of the worksurface.



Step #1: if necessary, raise clamp on bottom bracket

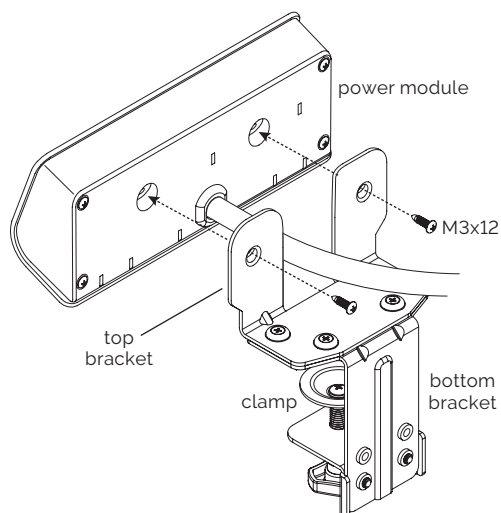
Skip this step if worksurface thickness is 0.9" or more.

- The clamp is attached to the lower two holes on bottom bracket. If worksurface thickness is less than 0.9", clamp attachment must be moved to the upper two holes.
- Use the provided M4 Allen key to unscrew the two M5x8 socket cap screws that secure the clamp.
- Raise the clamp to the upper two holes and attach it using the socket cap screws. Tighten securely using the Allen key.

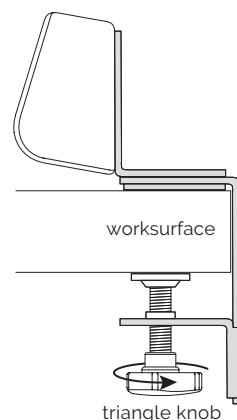


Step #2: attach bracket/clamp assembly to power module

- Route the power cord through the opening in the top bracket.
- Attach the top bracket to the rear of the power module using the two M3x12 panhead screws. Hand-tighten securely using the provided Phillips screwdriver.

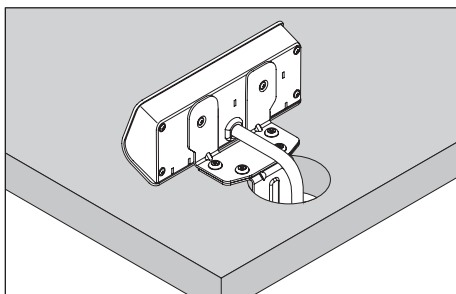
**Step #3: clamp FlexCharge assembly to worksurface**

- Position the assembly in the desired location and clamp it securely to the worksurface by tightening the triangle knob.
- **FlexCharge4 and 4C only:** Plug the power cord into an AC outlet.
 - This completes the installation. You are now ready to use the AC power outlets and USB charging ports.
- **FlexCharge 4CX only:** Mount the six-outlet power strip to the underside of the worksurface. See page 12.



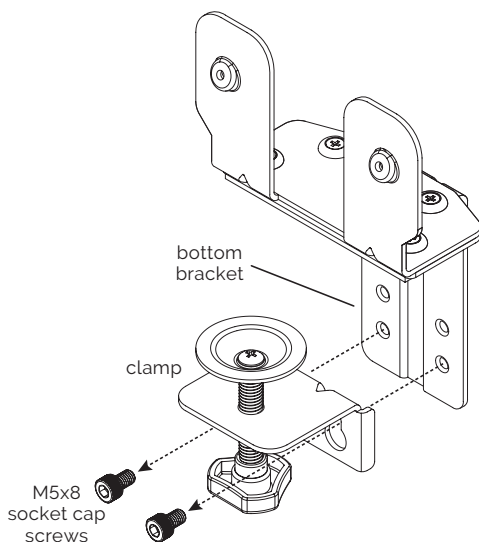
Grommet Mount

The grommet mount method is similar to the edge mount method, except here the assembly is clamped to the edge of a grommet hole rather than the edge of the worksurface. Minimum diameter of the grommet hole is 2.3".



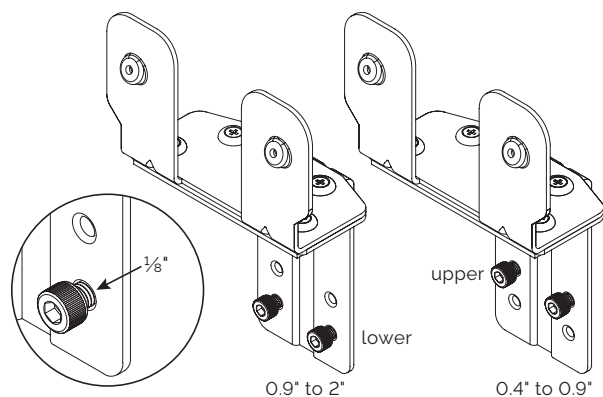
Step #1: remove clamp from bottom bracket

- Unscrew the two M5x8 socket cap screws using the M4 Allen key.
 - Remove the clamp from the bottom bracket.

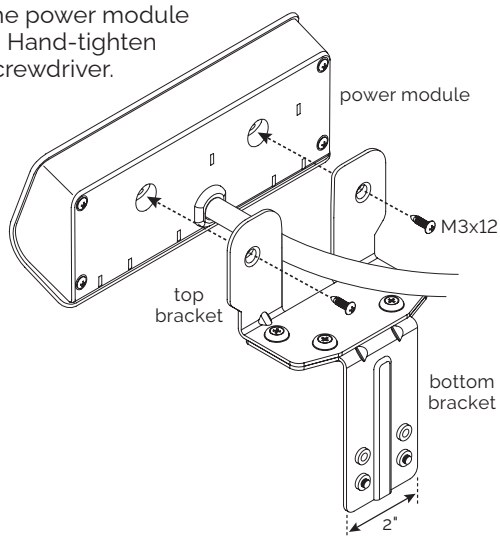


Step #2: attach M5x8 screws to bottom bracket

- Install the two M5x8 screws back onto the bottom bracket, leaving about $\frac{1}{8}$ " exposed between the screw heads and the bracket.
 - With worksurface thicknesses between 0.9" and 2", attach the screws to the lower two holes.
 - With worksurface thicknesses less than 0.9", attach the screws to the upper two holes.

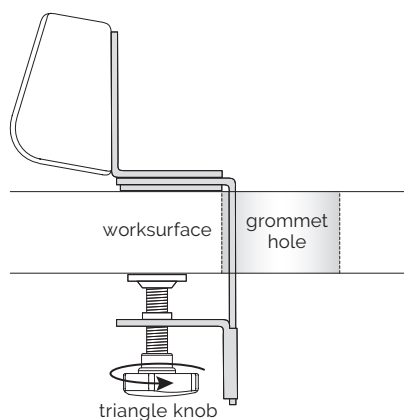
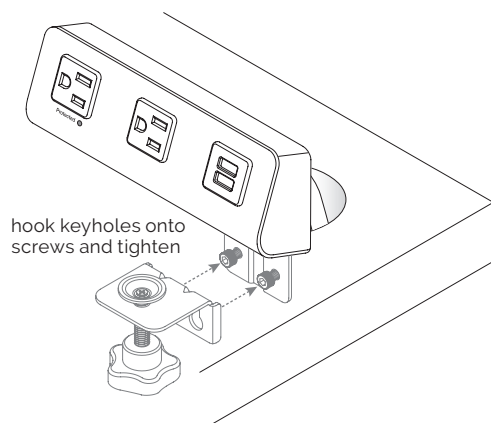
**Step #3: attach bracket assembly to power module**

- Route the power cord through the opening in the top bracket.
- Attach the top bracket to the rear of the power module using the two M3x12 panhead screws. Hand-tighten securely using the provided Phillips screwdriver.



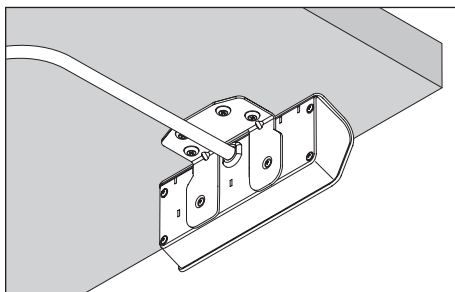
Step #4: clamp power module assembly to worksurface

- Insert the bottom bracket through the grommet hole.
- Attach the clamp to the bottom bracket.
 - Fit the keyhole openings in the clamp over the M5x8 screw heads. Tighten the screws securely over the narrow portion of the keyholes using the M4 Allen key.
- Clamp the assembly securely to the worksurface by tightening the triangle knob.
- **FlexCharge4 and 4C only:** Plug the power cord into an AC outlet.
 - This completes the installation. You are now ready to use the AC power outlets and USB charging ports.
- **FlexCharge 4CX only:** Mount the six-outlet power strip to the underside of the worksurface. See page 12.



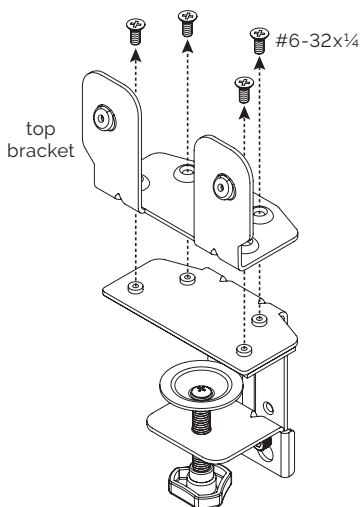
Under-desk mount

With this method, the top bracket is turned upside-down so that it can be mounted to the underside of the worksurface with M4x14 wood screws. As with the other methods, the power module is mounted to the bracket using two M3x12 panhead screws.



Step #1: remove top bracket

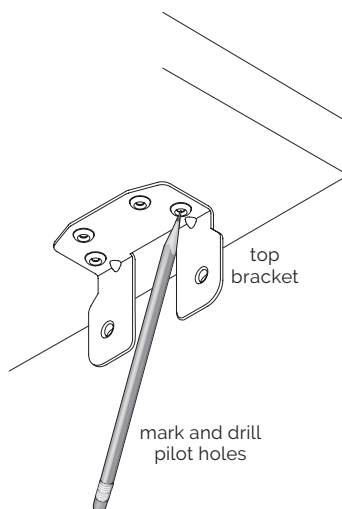
- Unscrew the #6-32x $\frac{1}{4}$ " screws using the provided Phillips screwdriver.
- Remove the top bracket from the bracket/clamp assembly.



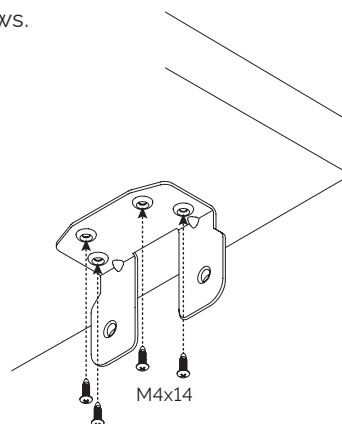
Step #2: mark and drill pilot holes

- Use the top bracket as a template to mark where to drill four pilot holes.
 - Position the bracket at the desired location, typically at the front of the worksurface on the left or right side.
 - Mark hole locations.
- Drill $\frac{1}{2}$ " deep pilot holes using a $\frac{1}{8}$ " drill bit.

Caution: Be careful not to not drill through the top of the worksurface.

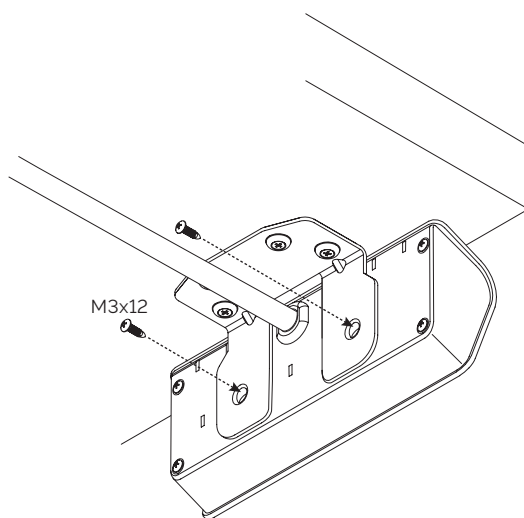
**Step #3: attach top bracket to underside of worksurface**

- Attach the bracket using the four M4x14 wood screws. Hand-tighten securely.



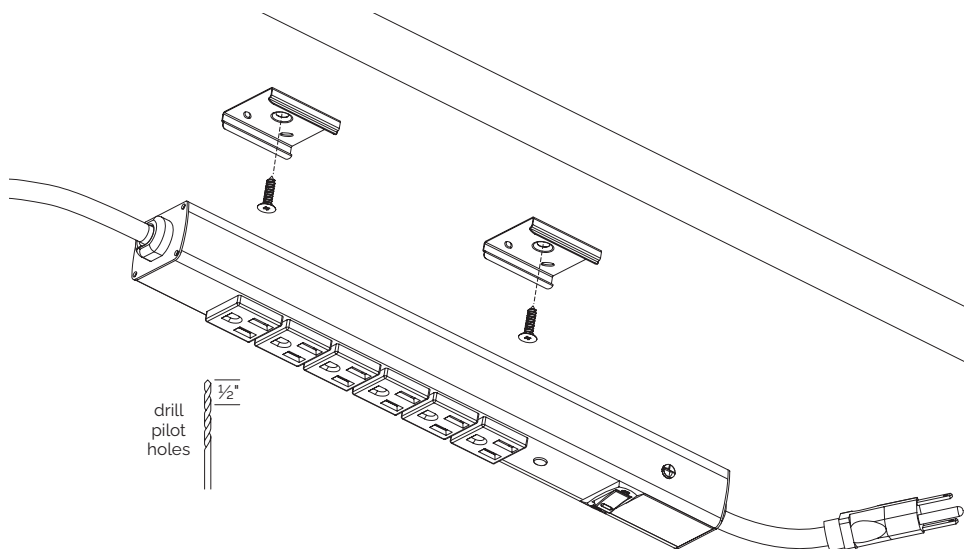
Step #4: attach power module to bracket

- Route the power cord through the opening in the top bracket.
- Attach the power module to the bracket using the two M3x12 panhead screws. Hand-tighten securely.
- **FlexCharge4 and 4C only:** Plug the power cord into an AC outlet.
 - This completes the installation. You are now ready to use the AC power outlets and USB charging ports.
- **FlexCharge 4CX only:** Mount the six-outlet power strip to the underside of the worksurface. See page 12.



Step #1: position and attach mounting brackets

- Using the M4x16 wood screws, attach the flat mounting brackets to the underside of the worksurface about 4-6" apart.
 - Once the flat mounting brackets are secure, snap the powerstrip into the desired location.
- Plug the power strip into an AC outlet and flip the switch on.
 - This completes the installation of Flexcharge4CX. You are now ready to use all the AC power outlets and the two USB charging ports.



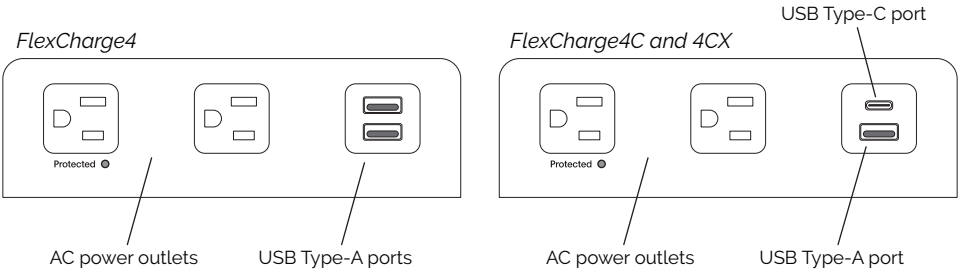
Specifications

FlexCharge4:

AC Power Outlet	15A, 120V, 60Hz
USB Maximum Current Flow	5V: 3.1A
USB Maximum Combined Output	15.5W

FlexCharge4C and 4CX:

AC Power Outlet	15A, 120V, 60Hz			
USB Maximum Current Flow	USB Type-A	5V: 2.4A		
	USB Type-C (PD 3.0)	5V: 3A	9V: 3A	12V: 2.5A
		15V: 2.0A	20V: 1.5A	
USB Maximum Combined Output	30W			



- FlexCharge complies with UL 962A Standard for Furniture Power Distribution Units and meets respective spill test criteria.
- FlexCharge offers built-in surge protection with an indicator light. The light displays when surge protection is active.
 - If the light is not illuminated, please contact Customer Service.
- AC outlet orientation on the power module can be rotated to accommodate large plugs.

This image shows a single sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.





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To contact a Fellowes®
service representative,
call 1-800-833-3746

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Warranty information can be found by contacting customer service, your sales representative or by visiting www.fellowes.com