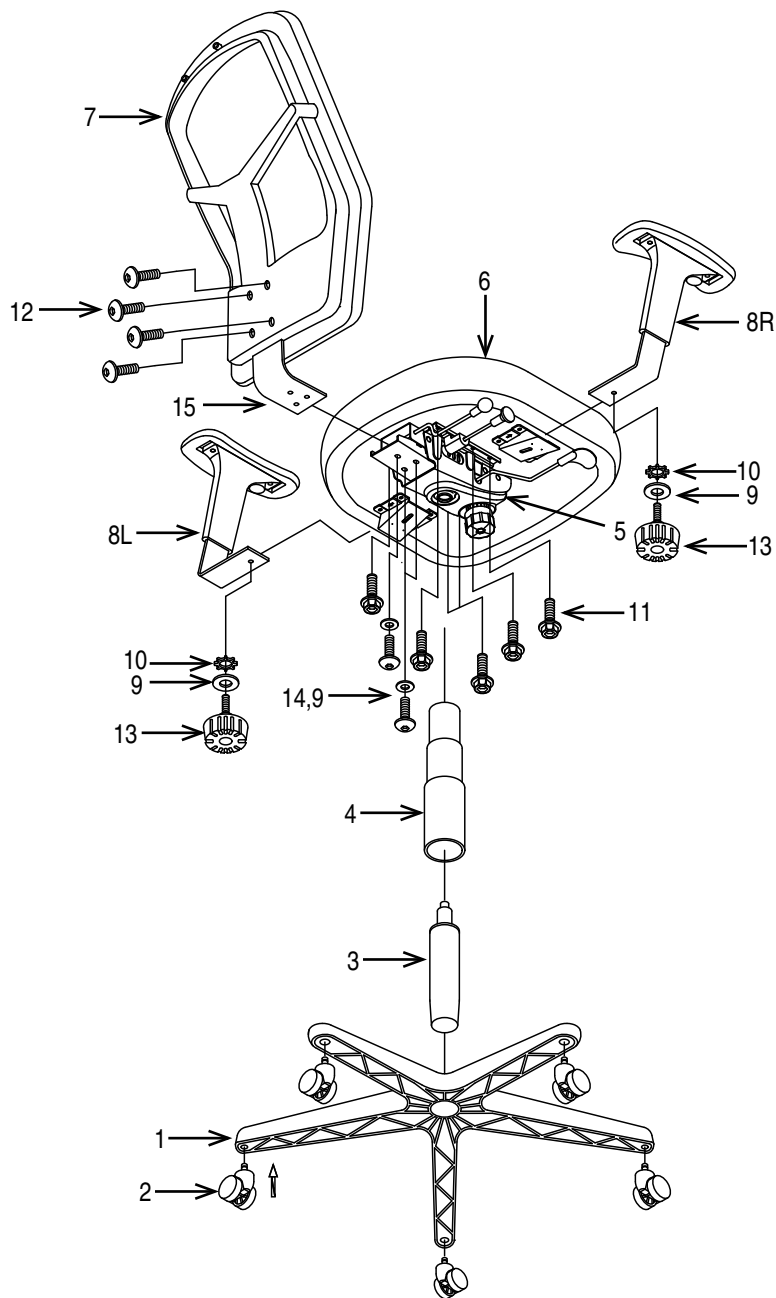


HW Pro High-Back Mesh Office Chair Assembly Instructions



PART	QTY
1. Base	1
2. Casters	5
3. Pneumatic Cylinder	1
4. Bellows	1
5. Mechanism	1
6. Seat Cushion	1
7. Back Assembly	1
8. Arms (8L & 8R)	2
9. Flat Washers	5
10. Star Washers	2
11. Mechanism Screws	6
12. Backrest Screws	4
13. Knob	2
14. Bracket Screws	3
15. Back Support (pre-installed)	1
16. Allen Wrench (not shown)	1

Remove all parts from carton, separate by part numbers indicated on parts list, and verify part quantities.

STEP 1 Insert five Casters (2) into Base (1), push hard until you feel or hear the Caster (2) snap into place. Insert Pneumatic Cylinder (3) into Base (1) and slip Bellows (4) over Pneumatic Cylinder (3).

STEP 2 Align holes of Arms (8L & 8R) with holes of Seat Cushion (6), secure Arms (8L & 8R) using one Knob (13), one Flat Washer (9) and one Star Washer (10) for each Arm (8), **FULLY TIGHTEN ALL KNOBS (13).**

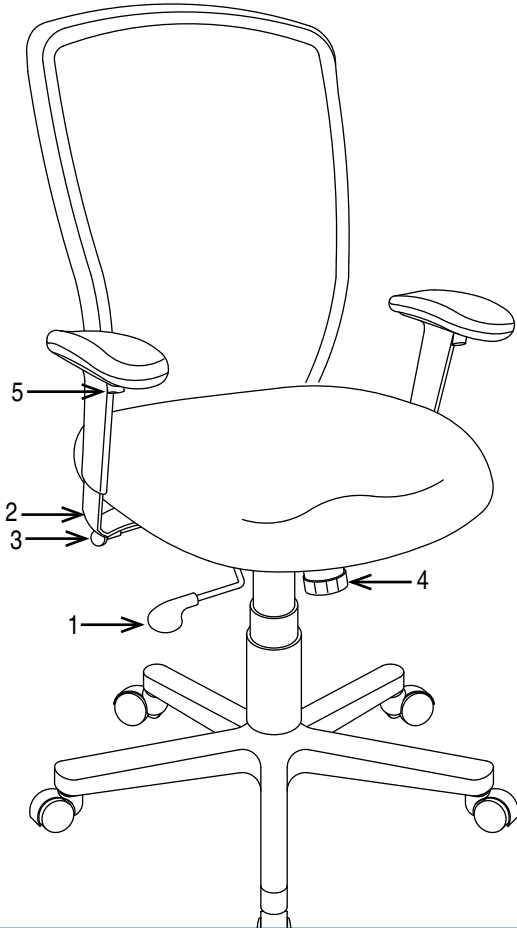
STEP 3 Attach Mechanism (5) to Seat Cushion (6) with the arrow towards the front of the chair using six Mechanism Screws (11), **FULLY TIGHTEN ALL SCREWS.**

STEP 4 Attach Back Support (15) to Back Assembly (7) using four Backrest Screws (12), secure Back Support (15) to rear of Mechanism (5) using three Bracket Screws (14) and three Flat Washers (9), **FULLY TIGHTEN ALL SCREWS.**

STEP 5 Place the assembled seat on top of Pneumatic Cylinder (3) and apply downward pressure.

ATTENTION: MAKE SURE ALL SCREWS ARE FULLY TIGHTENED BEFORE USING CHAIR.

HW Pro High-Back Mesh Office Chair Operating Instructions



FEATURES

• PNEUMATIC SEAT HEIGHT ADJUSTMENT

To raise seat remove pressure from seat and pull lever (1) up.

To lower seat height sit on chair and pull lever (1) up.

• 2-TO-1 SYNCHRO TILT ADJUSTMENT

For individual comfort, this chair has been equipped with an adjustment that will allow the user to change the tension of the tilting feature. Turn knob (4) clockwise to increase tension and counter-clockwise to decrease or ease the tension. To lock return chair to the three positions and push lever (2) in.

To unlock pull lever (2) out.

NOTE: Be careful not to loosen back tilt adjustment knob completely.

• SEAT SLIDER ADJUSTMENT

To slide seat forward or backward, pull knob (3) out.

Push knob (3) in to lock desired seat position.

• ARM HEIGHT ADJUSTMENT

To adjust arm height, push button (5) to allow the arms to move up or down freely. Release button (5) once the desired height is reached.

WARNING

1. Use this product only one person at a time.
2. Do not use this chair unless all bolts screws and knobs are securely tightened.
3. Check that all bolts screws and knobs are tight every three months or as needed.
4. Do not overturn back tilt knob when decreasing tension.
5. Dispose of packing material properly. Do not use plastic cover as head covering. It may cause suffocation.
6. Do not use chair as a stepladder.
7. Use this chair for its intended purpose only.
8. Use mild detergent only for cleaning.

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