

OAK950 TRADITIONAL OAK CHAIR

OPERATING INSTRUCTIONS

FEATURE

• HEIGHT ADJUSTMENT

To raise seat remove pressure from seat and lift lever (1). To lower seat height sit on chair and lift lever(1).

• LOCKING 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 (2) clockwise to increase tension and counter-clockwise to decrease or ease the tension. To lock return chair to the upright position and push lever (1) in. To unlock pull lever (1) out.

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

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 six 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.

Warranty

5 Year limited warranty on all non moving metal parts. Seat plate, pneumatic cylinder, wood, plastic parts, base and casters for 2 years. Upholstery fabric against wear and deterioration for 1 year.

All warranties are limited to the original purchaser for normal residential usage by persons weighing 250 lbs. or less.

To make a warranty claim, contact Customer Service. Provide model number and description of the problem. At it's option Office Star Products will: (a.) Supply compatible components of current manufacture. (b.) Repair the customer's component. The customer must prepay freight on any components returned to the factory. Return freight on components still in warranty will be paid by Office Star Products.

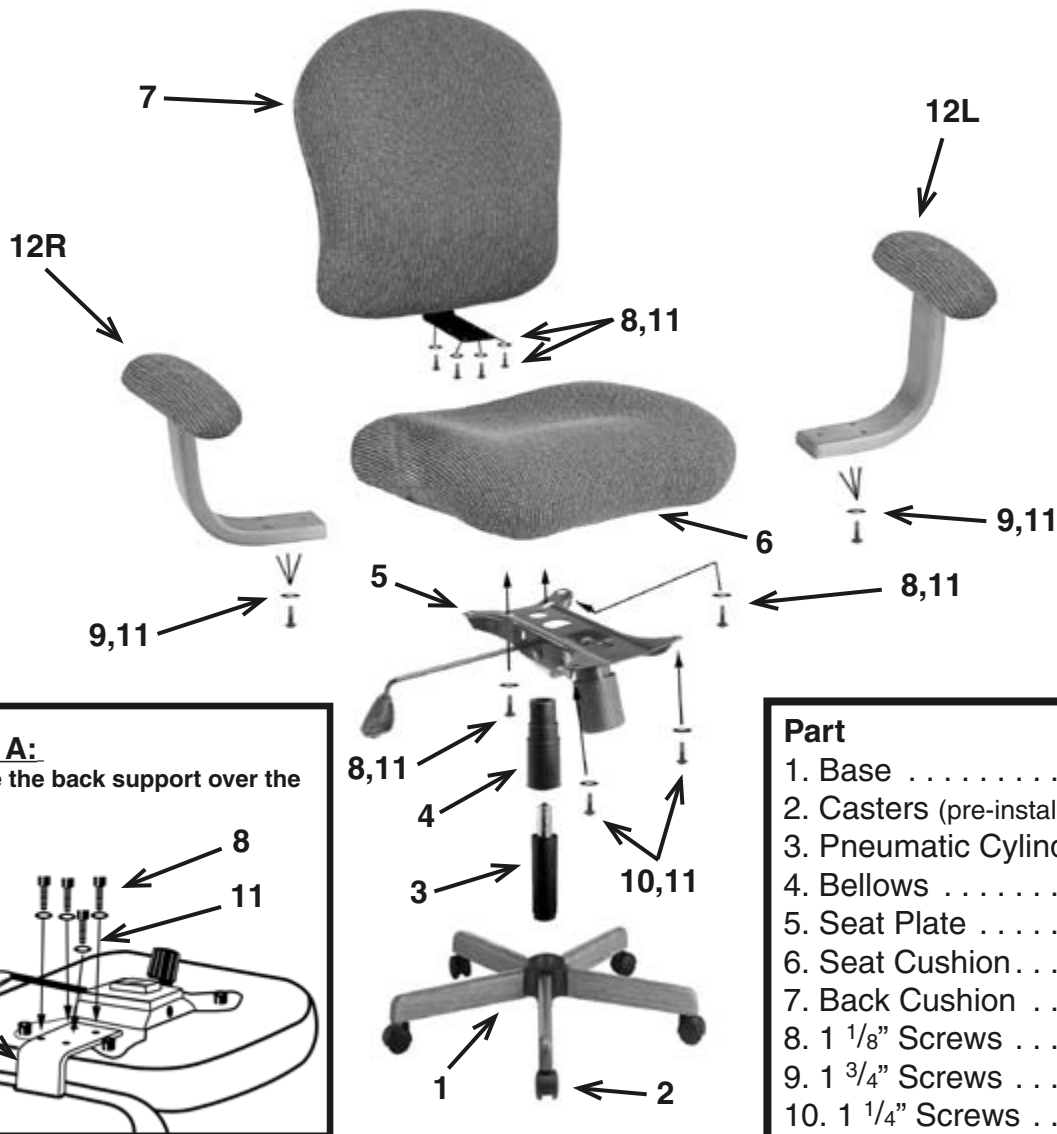


Our quality standards are among the highest in the industry. Sometimes, no matter how hard we try, there are times when parts are damaged or missing. Our customer Service Department will do everything possible to promptly remedy the problem. **TOLL FREE PARTS NUMBER 1-800-950-7262, Fax 1-909-930-5629** Monday through Friday 8:00 a.m. - 5:00 p.m. Pacific Time or e-mail: parts@officestar.net.



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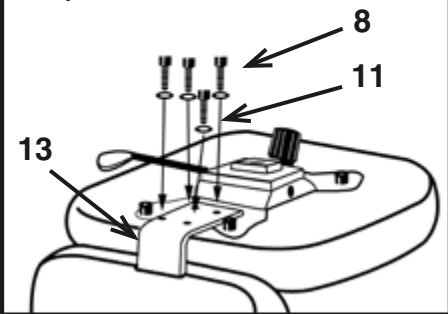
ASSEMBLY INSTRUCTIONS



Part	QTY
1. Base	1
2. Casters (pre-installed)	5
3. Pneumatic Cylinder	1
4. Bellows	1
5. Seat Plate	1
6. Seat Cushion	1
7. Back Cushion	1
8. 1 1/8" Screws	6
9. 1 3/4" Screws	6
10. 1 1/4" Screws	2
11. Washers	14
12. Arms Left (12L) Right (12R)	2
13. Back Support (pre-installed)	1
14. Allen Wrench (not shown)	1

DETAIL A:

Assemble the back support over the seat plate



STEP 1 Remove all the parts from carton, separate them into part numbers indicated on the list and make sure part quantities are correct.

STEP 2 Place Base (1) upright so that Casters (2) are on the floor. Insert Pneumatic Cylinder (3) into Base (1) and slip Bellows (4) over cylinder shaft.

STEP 3 Attach adjustable Seat Plate (5) to Seat Cushion (6) with the arrow towards the front of the chair using two 1 1/4" Screws (10) and two Washers (11) on the front of the Seat Cushion (6). Use two 1 1/8" Screws (8), and two Washers (11) on the rear of the Seat Cushion (6). **TIGHTEN ALL FOUR SCREWS COMPLETELY.**

STEP 4 Align the holes in the Arms (12L and 12R) with the holes in the Seat Cushion (6), using three 1 3/4" Screws (9) and three Washers (11) to attach each arm. **FULLY TIGHTEN ALL SCREWS.**

STEP 5 Attach back support (13) to Seat Plate (5). Use four 1 1/8" Screws (8), and four Washers (11). **DO NOT FULLY TIGHTEN SCREWS.**

IMPORTANT NOTE: MAKE SURE YOU HAVE ASSEMBLED THE BACK SUPPORT PLATE (13) OVER THE SEAT PLATE (5) THAT YOU ATTACHED TO THE SEAT CUSHION IN STEP 3. (SEE DETAIL A)

STEP 6 Place the assembled seat on top of Pneumatic Cylinder (3) and apply pressure.

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