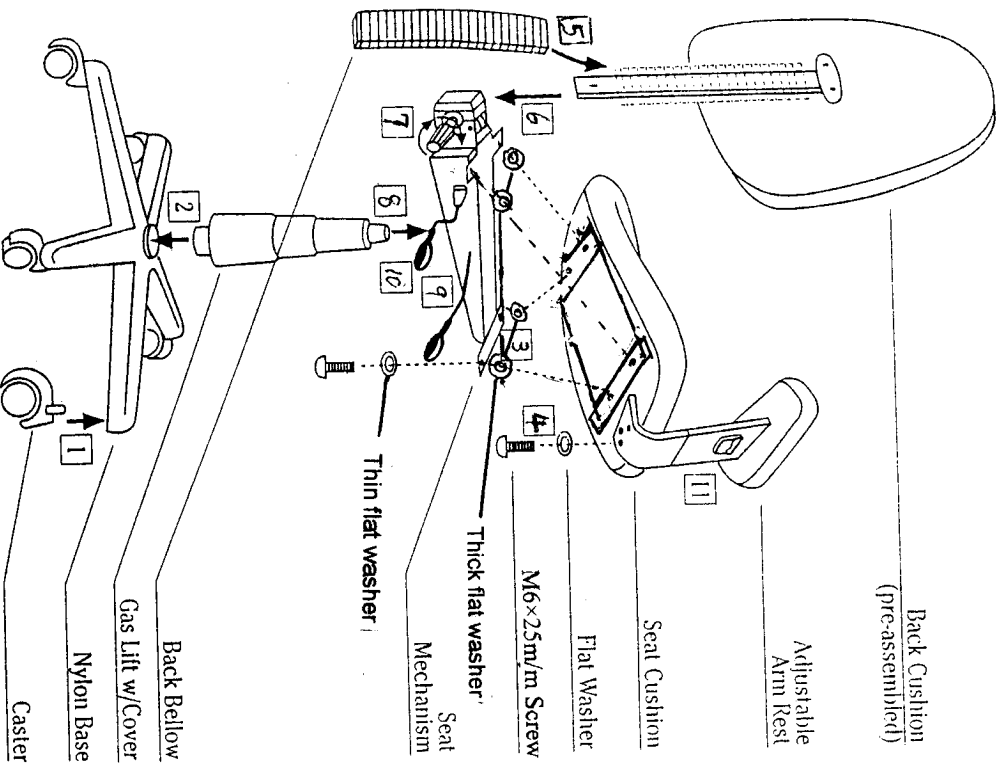


# Model 122-AA

# Assembly Instructions



## CONTENTS :

Parts	Qty	Hardware	Qty
Back Cushion	1	Flat Washer(M6)	4 (thicker one)
Adjustable Arm Rest	1 pr	Flat Washer(M6)	10 (thinner one, for armrest & Seat Mechanism)
Seat Cushion	1		
Seat Mechanism	1		
Back Bellow	1	Screw(M6 x 25m/m)	6 (for Arm rest)
Gaslift w/Cover	1		
Nylon Base	1		
Caster	5		

## INSTRUCTIONS :

Before starting, please read instructions carefully.

**Step A** Insert the 5 casters into the outer holes on the base(1). (We recommend using a rubber hammer.) Then insert the bottom end of the Gaslift w/Cover into the center hole on the base(2).

**Step B** Turn the Seat Cushion pre-assembled the sliding plate upside down, then put 4 thicker washer onto the sliding plate first, then attach the Seat Mechanism w/M6 x 16m/m screw and M6 thinner Washers(3). When all screws required for this chair have been placed, you may then tighten all screws completely.)

**Step C** Assemble the two adjustable Arm Rest with the Screws and Flat Washers provided(4).

**Step D** Place the Back Bellow over the steel tube on the pre-assembled Back Cushion(5). Then insert the steel tube into the slot on the Seat Mechanism(6). Tighten the Knob Screw(7). (Make sure the top of the gaslift Has been properly fitted into the hole of the Seat Mechanism.)

## ADJUSTMENTS :

**Step 1** Seat Height Adjustment: To raise the chair, lift the front lever(8). To lower the seat, sit on the seat cushion and lift the lever until the seat is at the desired height.

**Step 2** Seat and Back Pitch Adjustment: Lift the back lever(9&10). Lean back on the back cushion and rock back and forth to adjust the seat and back pitch.

**Step 3** Back Height Adjustment: Loosen the Knob Screw(8) on the seat mechanism. Adjust the back to desired height. Then tighten it again.

**Step 4** Arm Height Adjustment: Lift the knob on the side of the Arm Rest to adjust arm height(11).

## WARNING

**HAND TIGHTEN ALL SCREWS FIRST ! !** After all the Screws are in place, finish tightening with a screwdriver or electric drill/screwdriver. **IF YOU ARE USING A DRILL OR ELECTRIC SCREW DRIVER, use a #3 bit only.**

**ALL OTHER SIZE BITS WILL STRIP THE SCREW HEADS.**

**CAUTION :** 1. Do not use this chair as a step ladder.

2. Check for loose screws and tighten every 6 months.