

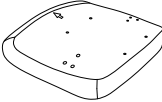
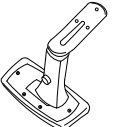
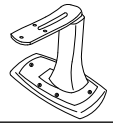
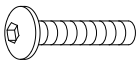

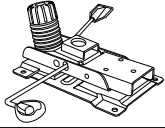
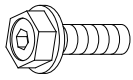








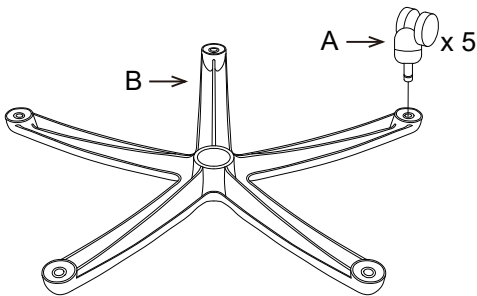
# ASSEMBLY INSTRUCTIONS

PRODUCT NO.: RS-639FBK / RS-639MBK

Part List			
Key	Description	Qty.	Part
A	CASTERS	5	
B	BASE	1	
C	SEAT CUSHION	1	
D	RIGHT ARMREST	1	
E	LEFT ARMREST	1	
F	ARMREST SCREWS D 1/4" x L 1"	6	
G	FLAT WASHERS	6	
H	MECHANISM	1	
I	MECHANISM SCREWS D 5/16" x L 1"	4	
J	BACKREST	1	
K	BACKREST SCREWS D 5/16" x L 5/8"	3	
L	ALLEN WRENCH	1	
M	GAS LIFT	1	

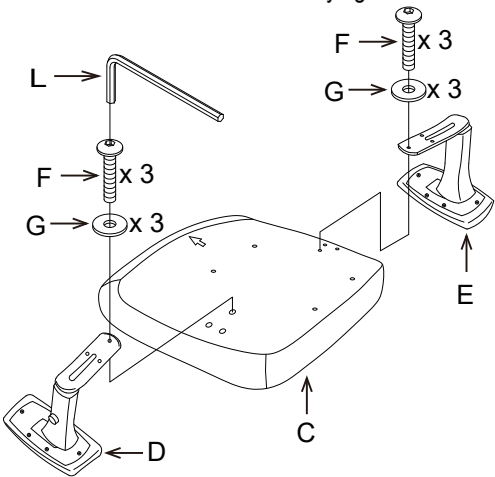
## Step 1

Turn Base "B" upside down.  
Insert Casters "A" into Base "B".



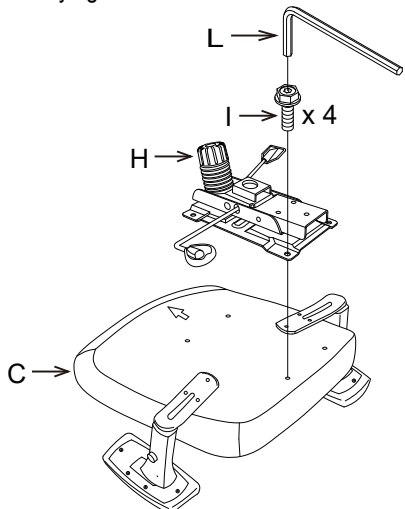
## Step 2

Attach Right Armrest "D" to Seat Cushion "C" with Armrest Screws "F" and Flat Washers "G".  
Repeat for Left Armrest "E". NOTE: Arrows on armrests point to front of seat cushion and fully tighten all screws.



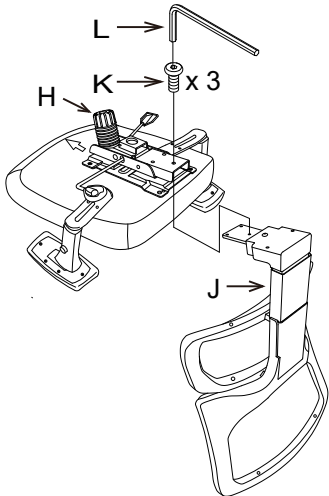
## Step 3

Attach Mechanism "H" to Seat Cushion "C" with Mechanism Screws "I".  
NOTE: Fully tighten all screws.



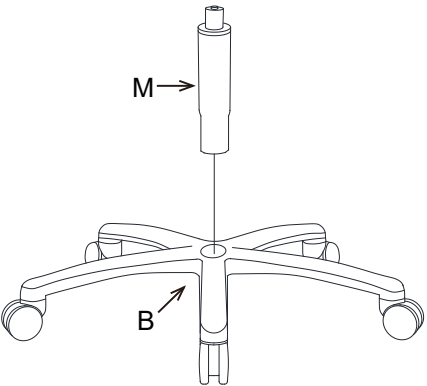
## Step 4

Attach Backrest "J" to the rear of Mechanism "H" with Backrest Screws "K".  
NOTE: Fully tighten all screws.



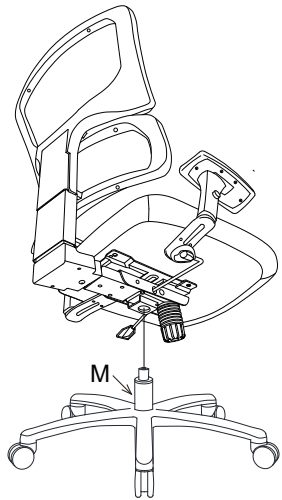
## Step 5

Insert Gas Lift "M" into hole on Base "B".

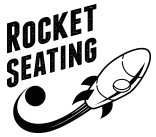


## Step 6

Place seat assembly onto Gas Lift "M". Push firmly on the chair seat to securely attach seat assembly to seat post.



**ATTENTION:** Make certain that all screws are fully tightened before using chair.  
Lubricate all moving parts and tighten all screws every 6 months or as needed.



# OPERATING INSTRUCTIONS

PRODUCT NO.: RS-639FBK / RS-639MBK

## ● BACK HEIGHT ADJUSTMENT

Slowly raise the chair back until it clicks and locks in position. You can keep raising the chair back in increments until you get the chair back to the preferred height. If the chair back is raised to the highest point, it will drop down to the bottom again and re-set the ratchet mechanism. If this happens, raise the back again slowly until the most comfortable position is reached.

## ● ARM HEIGHT ADJUSTMENT

To adjust arm height, push button (1) in to allow the arms to move up or down freely, release button (1) once the desired height is reached.

## ● ARM PAD ADJUSTMENT

To move the arm pad forward, backward, inward, outward or pivot inward, simply move the arm pad to desired position

## ● BACK ANGLE ADJUSTMENT

Push lever (2) back for free float. Push lever (2) forward to lock backrest in position. To unlock, push lever (2) back and lean back slightly to release lock.

## ● SEAT SLIDE ADJUSTMENT

Lift lever (3) up to slide seat forward or backward. Release lever (3) to lock the desired seat position.

## ● SEAT HEIGHT ADJUSTMENT

To raise seat height, remove pressure from the seat and lift lever (2). To lower seat height, sit on the chair and lift lever (2).

## ● TILT TENSION

Turn knob (4) clockwise to increase tension and counter-clockwise to decrease or ease the tension. Be careful not to loose the knob completely.

