Model ORO100  Executive High-Back Body Bolster Multi-Task Chair

Assembly Instructions

Tools Needed: Allen Wrench - included

Please read all instructions before assembly.

Step 1: Insert Casters (D) into Chair Base (C). Insert Gas Lift (G) into Chair Base (C) and cover with Telescopic Bellows (H).

Step 2: Attach Seat Mechanism (F) to the Chair Seat (B) with .75” Screws (I) at back of seat and 1.25” Screws (J) at front of seat, using the Allen Wrench (K) that is provided. Tension control knob should face front.

Step 3: Attach Chair Seat (B) to Chair Base (C) by inserting the top of the Gas Lift (G) into the center hole of the Seat Mechanism (F), and press down firmly to secure.

Step 4: Attach Chair Arms (E) to Chair Seat (B) using .75” Screws (I) and Allen Wrench (K). The tablet arm goes on the right side.

Step 5: Attach Chair Back (A) to Chair Arms (E) using .75” Screws (I) and Allen Wrench (K).

Step 6: Cover screw holes with Arm Caps (L).

Parts Listing

A  Chair Back  1 Unit
B  Chair Seat  1 Unit
C  Chair Base  1 Unit
D  Casters  5 Units
E  Chair Arms  2 Units
F  Seat Mechanism  1 Unit
G  Gas Lift  1 Unit
H  Telescopic Bellows  1 Unit
I  .75” Screws  10 Units
J  1.25” Screws  2 Units
K  Allen Wrench  1 Unit
L  Arm Caps  8 Units

WEIGHT CAPACITY: 350 lbs.

Assembly Notes:
During assembly, hand tighten screws only. When all screws are in place, you may then tighten all screws completely.

CAUTION:
1. Do not use this chair as a step ladder.
2. Check for loose screws and tighten them every 6 months.
1. Pull tablet outward 180° from its Tucked Position at side of chair until it stops. Tablet is now straight out and ready to be rotated.

2. With right hand on Bottom Edge/Shelf Edge of tablet, lift up and over counter clockwise 270° until it stops.

3. Place right hand under tablet mechanism at the bottom right corner and push in the Tablet Lock/Release Button. This will allow the tablet to be rotated from this position.

4. With left hand on Tablet Shelf Edge, pull tablet towards you counter clockwise 90° until it stops. Let go of Tablet Lock/Release Button when tablet begins to rotate. Tablet is now in final position. At this time, Tablet Distance from body can be adjusted.

**NOTE:** Notice the Tablet Lock/Release Button, Distance Adjustment Channels, and the Connection Magnet underneath the tablet.
1. With right hand, press the Tablet Lock/Release Button and begin rotating the tablet clockwise 90° until it stops and the button clicks.

2. With right hand, lift from Shelf Edge, up and over, rotating tablet clockwise 270° until it stops. Tablet is now in straight out position.

3. Tablet is now straight out and ready to be tucked away.

4. Pull Tablet clockwise 180° towards arm of chair and return it to Tucked Position. Tablet will click when it comes in contact with Connection Magnet.