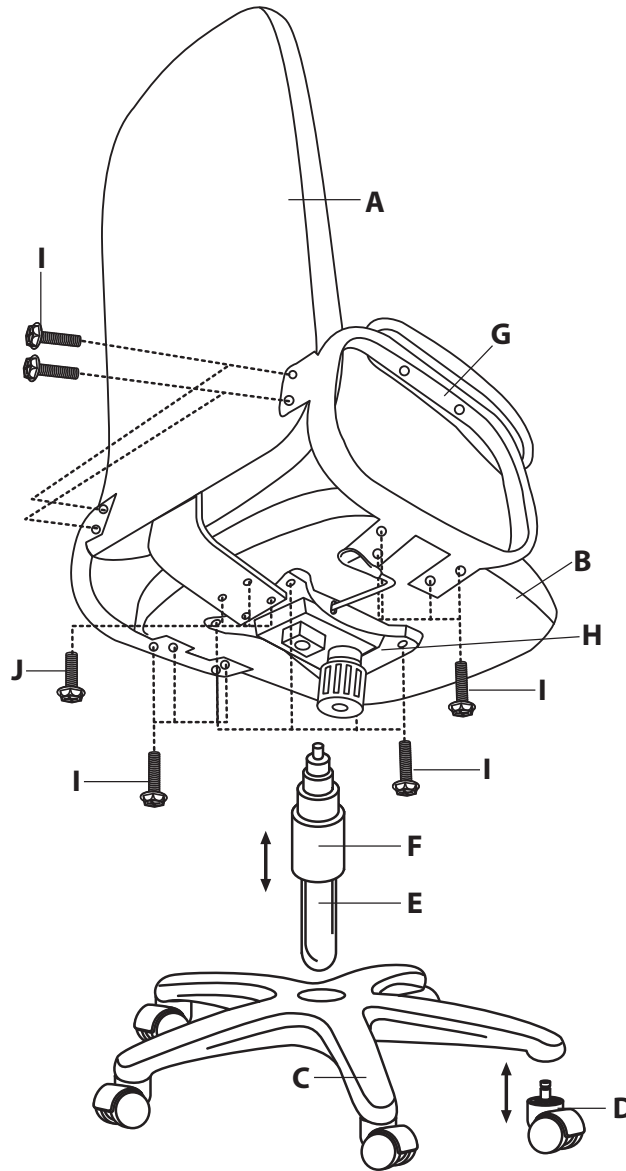
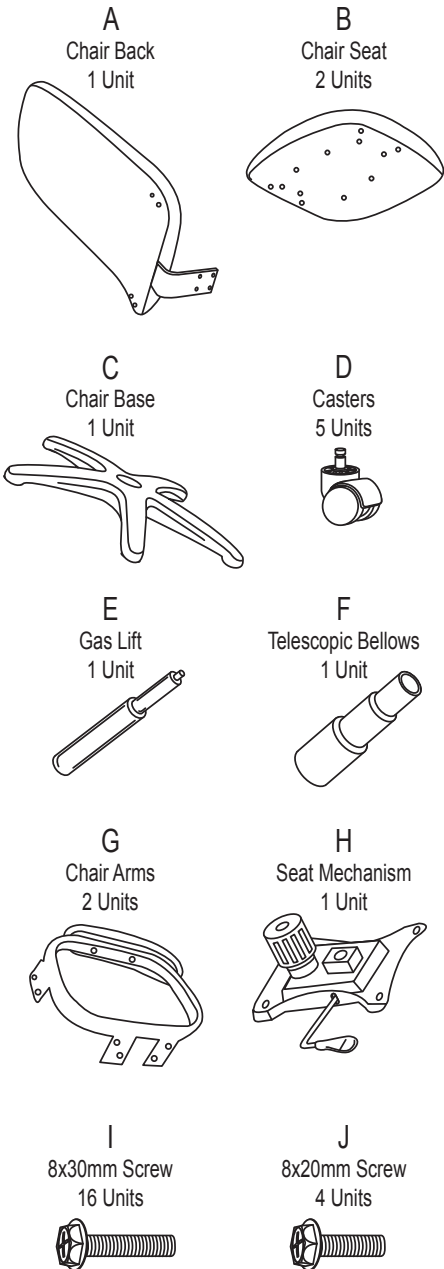


Model 670 Executive Hi-Back Task Chair

Parts Listing



WEIGHT CAPACITY: 250 lbs.

Assembly Notes:

During assembly, hand tighten screw 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.

Assembly Instructions



Tools Needed: Phillips Head Screwdriver
Please read all instructions before assembly.

- Step 1:** Insert Casters (D) into Chair Base (C).
- Step 2:** Insert Gas Lift (E) into Chair Base (C) and cover with Telescopic Bellows (F).
- Step 3:** Place Chair Seat (B) upside down on a level, non-abrasive surface. Align holes in Seat Mechanism (H) with holes on bottom of Chair Seat (B).
- Step 4:** Insert four Screws (I) through the holes in the Seat Mechanism (H) and into the Chair Seat (B). Tighten with screwdriver.
- Step 5:** Attach Chair Back (A) to Chair Seat (B) by aligning the holes in the bottom of the Seat (B) with the holes in the back support bar. Insert Screws (J) through bar and into Chair Seat (B). Tighten with screwdriver.
- Step 6:** Attach Chair Arms (G) to Chair Seat (B) using Screws (I). Attach Chair Arms (G) to Chair Back (A) by aligning holes in both, and attach using Screws (I). Tighten with screwdriver.
- Step 7:** Carefully place Chair Seat (B) and attached Seat Mechanism (H) onto the Gas Lift (E), aligning the hole in the Mechanism (H) with the top of the Gas Lift (E). Press down firmly to secure.
- Step 8:** Carefully sit on Chair Seat (B) to make sure the Gas Lift (E) is properly inserted into the Chair Base (C).

ofm
Furniture For The Real Office™

161 Tradition Trail Holly Springs, NC, 27540
800-520-7471 (voice) 919-362-4765 (fax)
919-303-6389 (voice) www.ofminc.com
support@ofminc.com