

# EXECUTIVE HIGH BACK EZ CHAIR

## OPERATING INSTRUCTIONS

### 1. To Adjust Seat Height:

While seated, lean forward and reach under the right side of the chair to find the handle. Lift the handle and raise your body up slightly to allow the chair to raise to the desired height. To lower the seat, lift the handle while applying weight downward on the seat. The chair will descend until the handle is released or the chair reaches the bottom position.

### 2. To Operate Tilt Lockout:

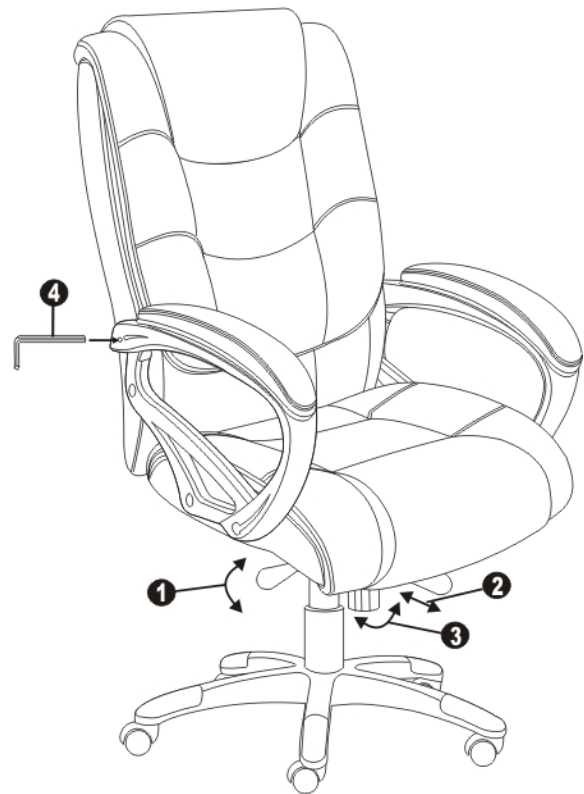
While seated, reach under the left side of the chair to find the lockout handle. Pull the handle out of the locked position which allows the chair to tilt backwards. To lock the chair in the vertical position, sit upright and push the handle in (or towards the center of the chair).

### 3. To Adjust Tension On The Tilt Mechanism:

Reach under the front center of the chair, grasp the round knob and turn counter - clockwise to make the tilt mechanism firmer (stiffer). To make the tilt mechanism less firm, turn the knob clockwise until the desired resistance is found.

### 4. To Disassemble The Back Cushion:

Standing behind the chair, insert a wrench end (4) into arm hole position on both sides of the arms to release the pins. Both pins must be disengaged at the same time. Push the back cushion forward and fold the back cushion on seat cushion. (Refer to Diagram 1 and Diagram 2 for proper disassembly)



Disassembly of back cushion

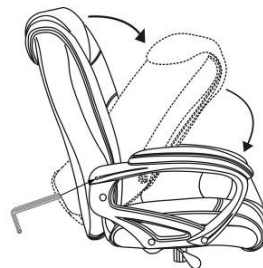


Diagram 1

Disassembly of back cushion

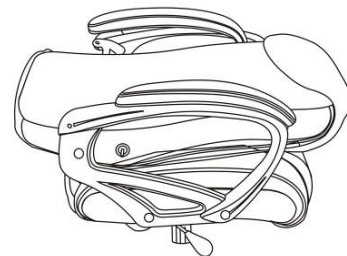


Diagram 2

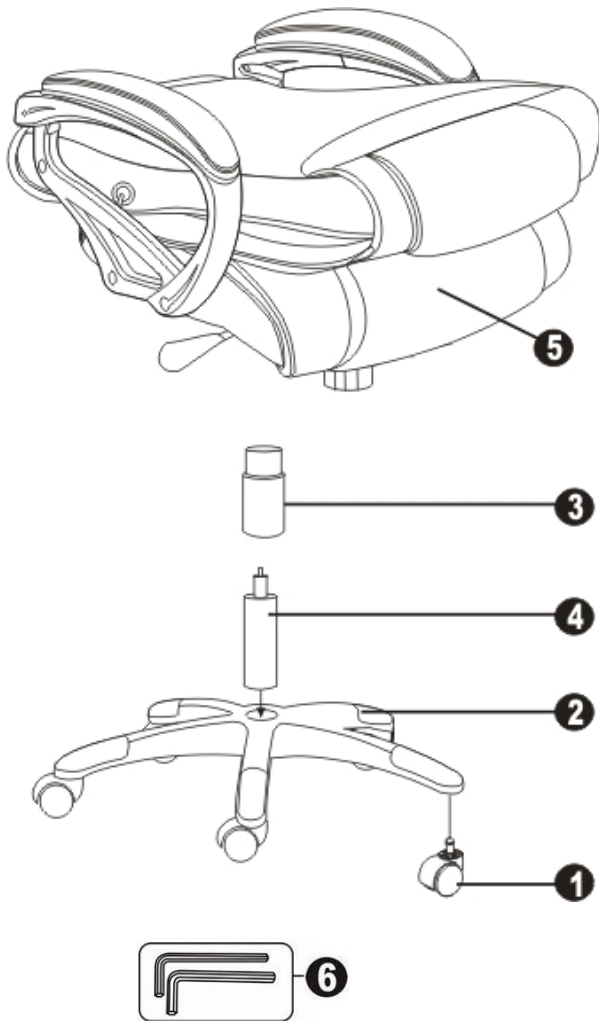
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Item number: **UL550HEZBLK**

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## PARTS LIST



Item #	Description	Quantity	Part #
1	Casters	5	11625
2	5 Star Base	1	11673slt
3	Telescoping Cover	1	11626
4	Gas Lift	1	11708
5	Seat and Back Cushions w/Arms & Seat Plate	1	11692**
6	Wrenches (Attached to seat cushion bottom)	2	~
~	Pre-assembled Seat Plate	1	11601

Assembly of back cushion

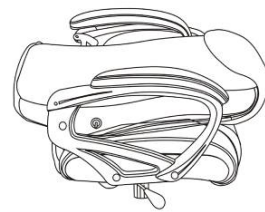


Diagram 1

Assembly of back cushion



Diagram 2

## ASSEMBLY INSTRUCTIONS

- Remove all parts from carton and separate them into part number groups as indicated in the parts list.
- To begin assembly, place the 5 star base (2) upside down and insert the casters (1) into bottom of the base (2).
- Turn the base (2) right side up on the floor and insert the gas lift (4) into center hole on the base (2).
- Place the telescoping cover (3) over the gas lift (4) and rest it on the base (2).
- Place the seat and back cushions with arms and seat plate (5) on top of gas lift (4) and press down until fully engaged.
- Standing in front of the chair, push the back cushion into an upright position. Check to make sure the pins have locked into the arm holes correctly. (Refer to Diagram 1 and Diagram 2 for proper assembly)
- Periodically (every 90 days) make sure that the screws are still fully tightened.

**ATTENTION: Make certain all screws are fully tightened before using chair.**

**Item number: UL550HEZBLK**

**U.S. Patent: D542,578**