1. Place Base (F) upside down and push Casters (E) firmly into base, 5 places.

2. Turn Base right side up and insert Cylinder (G) into center hole of Base.

3. Place Cylinder Cover (H) over Cylinder.

4. Assemble Mechanism (D) onto Seat (B) using Screws (J) 4 places.

5. Assemble Back (A) onto Seat (B) using Screws (L) 4 places. DO NOT TIGHTEN SCREWS AT THIS TIME. This will allow a tolerance when assembling.

6. Assemble Arms (C) 2 places onto Back (A). 8 Screws (K) 8 places. DO NOT TIGHTEN SCREWS AT THIS TIME.

7. After both arms are installed tighten all Screws (K, L, 12 places.

8. Insert Arm Plugs (M) into Arms (C) 8 places.
OPERATING INSTRUCTIONS FOR CENTER PIVOT MECHANISM

1. Seat Height Adjustment:
   - To raise the seat, pull lower seat up and apply your body up slightly to allow the chair to rise to the desired height.
   - To lower the seat, pull lower seat up and apply your body up slightly to allow the chair to settle to the desired height.

2. Tension Control Knob:
   - Turn knob clockwise to decrease tension.
   - Turn knob counterclockwise to decrease tension.

3. Pull away from chair to unlock chair in upright position.
   - Pull forward to lock chair in upright position.
   - Pull back to unlock chair from forward position.

4. Seat Upholstered:
   - With seat down, push seat forward and apply your body up slightly to allow the chair to rise to the desired height.

5. Carefully place chair assembly onto base assembly.

NOTE:
- Periodically (every 90 days) make sure screws are fully tightened.