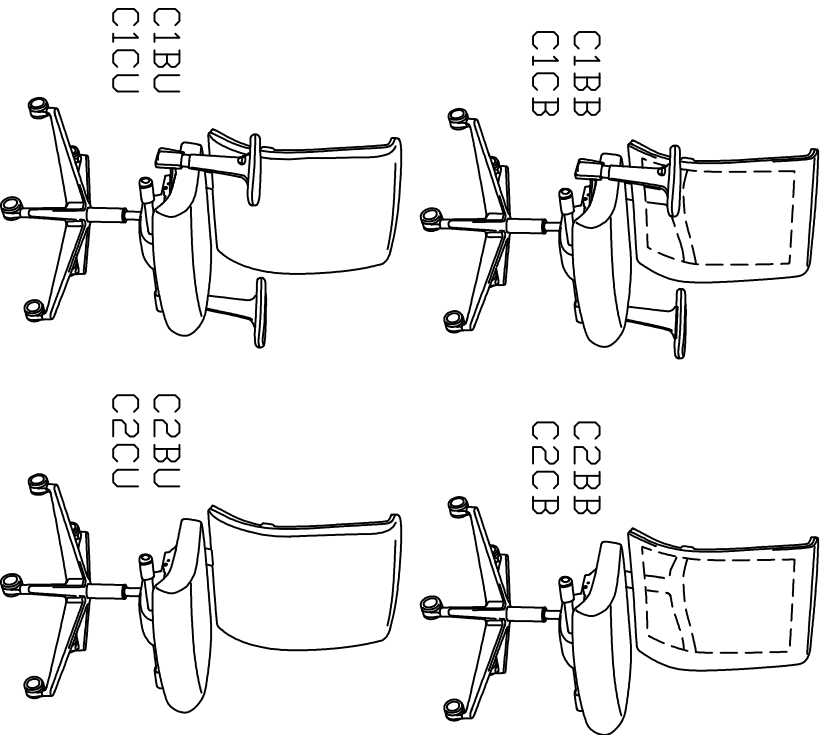


ASSEMBLY INSTRUCTIONS COMMUTE SERIES



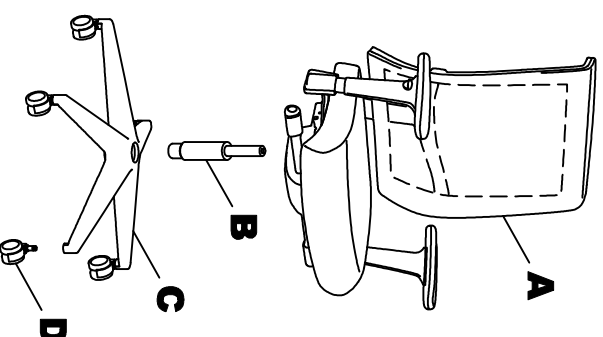
IMPORTANT!
Review ALL instructions before beginning assembly. These instructions are provided to avoid problems that may occur from improper assembly or installation. Mayline and/or its distributor are not responsible for failure resulting from improper assembly or installation of this product. Moreover, all warranties are void for failure to follow these assembly instructions.

PARTS LIST COMMUTE

When ordering components, specific color and/or size information may be required.
 Contact a Mayline Customer Service Representative. 1-800-822-8037

* Individual Items, Order by part number.
 ** Denotes Color Code

Reference Letter	Quantity
A *	1
Part Number Back, Call Customer Service	
Reference Letter	
B *	1
Part Number IV101** Cylinder	
Reference Letter	
C *	1
Part Number IV103 Base, Nylon Black IV104 Base, Chrome	
Reference Letter	
D *	5
Part Number IV102** Caster (5 pack)	



1. Place Base (C) upside down and push Casters (D) firmly into base. 5 places.
2. Turn Base right side up and insert Cylinder (B) into center hole of Base.
3. Carefully place seat assembly onto base assembly.

OPERATING INSTRUCTIONS FOR SYNCROSLIDER MECHANISM

1. Seat Height Adjustment Lever.

To raise the seat, rotate lever upward and raise your body up slightly to allow the chair to rise to the desired height.

To lower the seat, rotate lever upward and apply weight downward on the seat.

2. Tilt Tension Control Knob.

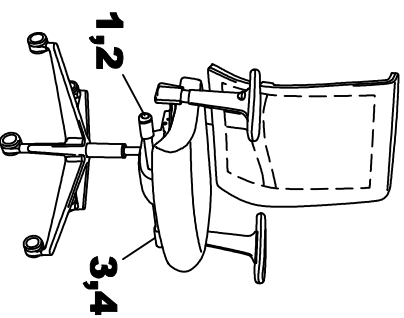
To increase tilt tension turn knob clockwise.

To decrease tilt tension turn knob counter-clockwise

3. Seat/Back Tilt Adjustment Lock Knob

To lock tilt adjustment to the desired position rotate knob clockwise.

To unlock tilt adjustment rotate knob counter-clockwise, apply weight onto the back cushion and then lean forward.



4. Seat Slider Lever.

To adjust seat slider while seated, place one leg of the base between your feet. Rotate lever upward and slide seat to desired position and release lever to lock seat.