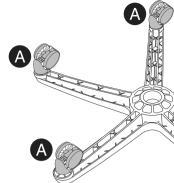
## **INSIGNIA**<sup>™</sup>

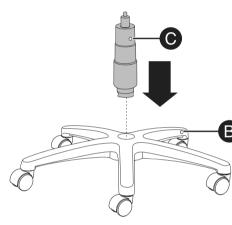
# **QUICK SETUP GUIDE** Mesh Office Chair NS-FPAMC23

### **ASSEMBLING YOUR CHAIR**

- 1 Turn the base (B) upside down on carpet or a soft towel.
- 2 Insert the wheel (A) posts into the holes at the ends of the star base arms until they click into place.



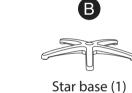
3 Turn the base right side up, then insert the bottom of the center support post (C) into the hole in the center of the base.



4 Turn the seat bottom (E) upside down and place it on a padded box or small stool to support it.

### **PACKAGE CONTENTS**

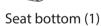


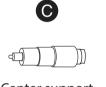


Wheels (5)





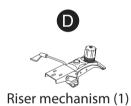




Center support

 $M8 \times 25 \text{ mm}$ 

screw (7)





Allen wrench (1)



### **FEATURES**

- Adjustable seat and arm rests fit your body's specific needs
- Swivel and tilt mechanism lets you customize the chair to your ideal position

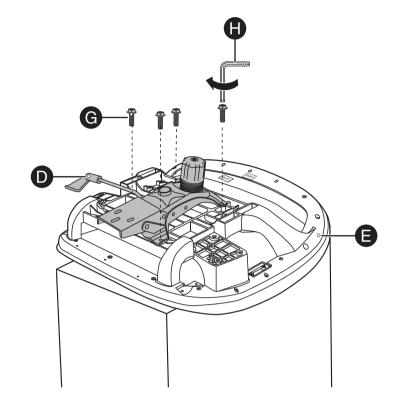
Back and arms (1)

- Sturdy, five-pointed star base with wheels makes it easy to move around your workspace
- Reinforced lumbar support provides maximum comfort
- Breathable mesh design grants a modern, stylish look

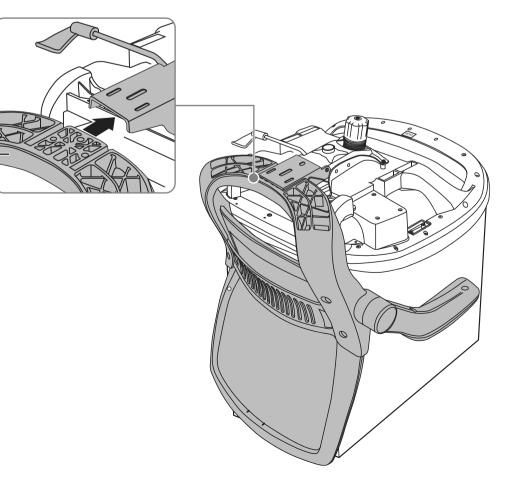
post (1) G



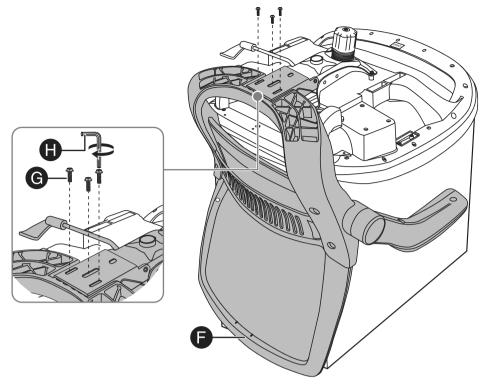
5 Align the riser mechanism (**D**) on the bottom of the seat and attach it to the seat with four M8  $\times$  25 mm screws (**G**). Tighten the bolts with the Allen wrench (**H**).



6 With the seat still supported, align the holes in the bottom of the chair back with the bracket on the riser mechanism. Make sure that the arms are toward the front of the chair seat.



7 Attach the chair back to the seat with three M8  $\times$  25 mm screws (G). Tighten the bolts with the Allen wrench (H).



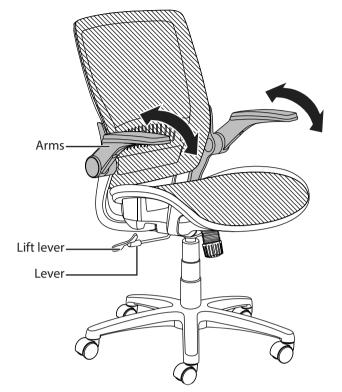
8 Turn the chair back/seat assembly right side up and attach it to the chair base by guiding the top of the center support post (C) into the hole in the bottom of the riser mechanism (D).



**CAUTION**: Make sure that the chair back/seat assembly and chair base are securely connected and that all bolts are tightened before sitting in the chair.

### **USING YOUR CHAIR**

- To raise the height of the chair, lift the lever on the right side while not sitting in the chair. To lower the height of the chair, raise the same lever while sitting in the chair.
- To lock the back of the chair, push the left lever backward. To unlock the chair, pull the left lever forward. • Raise or lower the arms by pulling them up or pushing them down.



### **IMPORTANT SAFETY INFORMATION** Warnings:

- Fall hazard Do not stand on the chair or attempt to use the chair as a ladder.
- Choking hazard Be sure to properly dispose of all plastic packing bags.
- Fall hazard Be careful not to lean the chair back so far that is causes the chair to fall backward or slip out from under you, or put all of your weight on the front of the chair, causing it to fall forward.

#### Caution:

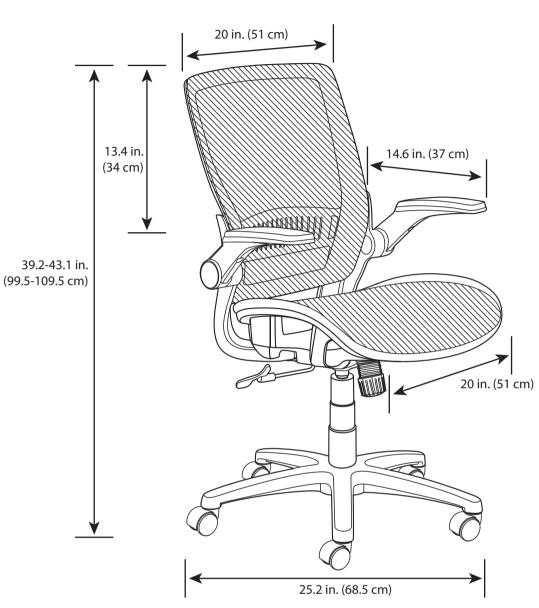
- Make sure that casters/wheels are fully inserted into the base of the chair.
- Always keep the base of the chair completely on the floor.
- Periodically make sure that the bolts holding the base and back of the chair in place are securely tightened.

### Safety information

- Maximum weight capacity: 275 lbs. (124.7 kg).
- Read the *Quick Setup Guide* completely before assembly.
- Remove all parts from the carton and make sure that all parts are included prior to assembly.
- Assemble the chair on the carton or carpet to prevent scratching the chair.
- This chair is designed for sitting on the seat only and nothing else. •
- Do not stand on or use as a step ladder.
- Do not sit on the armrests.
- This chair is designed for seating one person at a time.
- Tighten all screws, knobs, bolts, and parts firmly, otherwise do not use.
- If any parts are missing, damaged, or worn, stop using immediately.
- Do not use power tools.

### **SPECIFICATIONS**

- **Dimensions (H×W×D):**  $43.1 \times 26.4 \times 26.9$  in.  $(109.5 \times 67 \times 68.5 \text{ cm})$
- Weight: 37.9 lbs (17.2 kg)
- Maximum weight allowed: 275 lbs. (124.7 kg)



### **ONE-YEAR LIMITED WARRANTY**

Visit www.insigniaproducts.com for details.

### **CONTACT INSIGNIA:**

For customer service, call 1-877-467-4289 (U.S. and Canada) www.insigniaproducts.com

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