





How to Attach Surround Panels

Install Instructions

Tools Required

- #2 Phillips Head 
- Drill 

Hardware Included

- Handwheels + 2 Washers 
- 6 each - 5/16-18 x 2in Bolts + 2 Washers 
- 2 each - 10-24 x 1/2in Flat Head Machine Screws 

Installation

Note: Due to the product weight, it is recommended two or more people help with the installation of the chair.

Note: Leg assembly instructions needed as well.

Note: All screws provided must be installed for proper installation and compliance with product warranty.

Note: Privacy panels will be delivered in separate box.

1. Lay out protective floor covering (cardboard, blanket, etc.)
2. Open box and remove objects.
3. Lay surround back panel on the floor with the inside up.
4. Orientate the seat so that the back of the chair is laying on top of the surround back. (See figure A)
5. Remove the cardboard dust cover by flexing the front side and pulling out of the plywood frame. (Figure B)
6. Align the clearance holes in the seat back with the threaded holes in the surround back and secure the handwheels. Make sure it is parallel with bottom of seat frame. (Figure C)
7. Two seat units have 4 handwheels and one seat units have 2.

Figure A

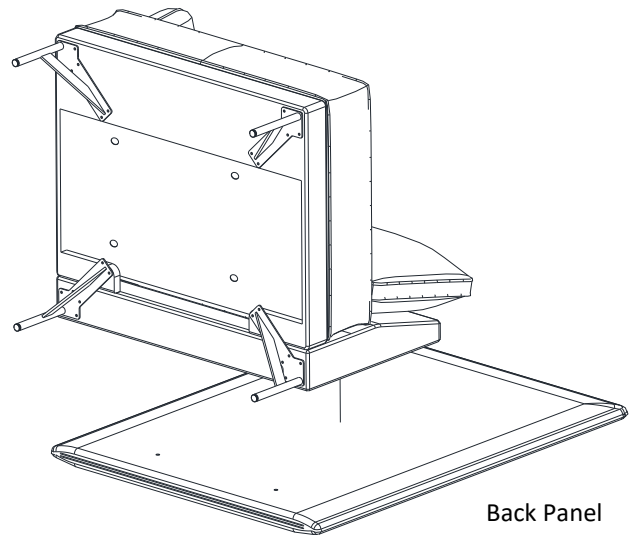


Figure B

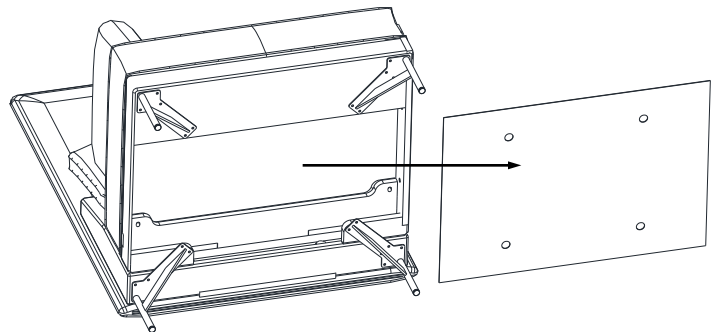
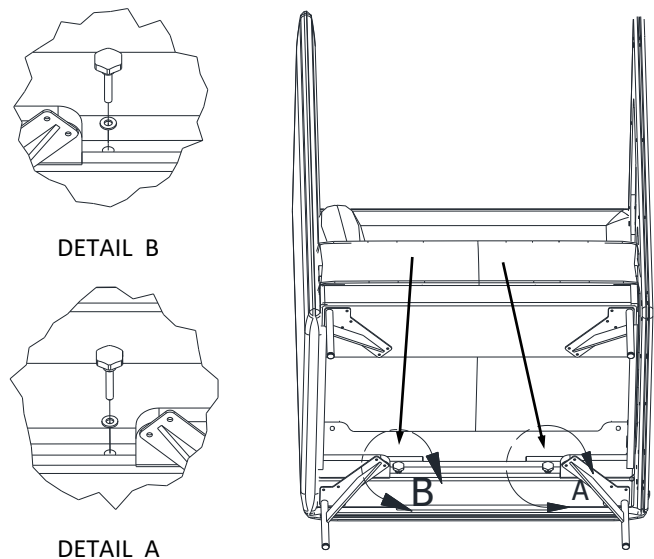



Figure C






How to Attach Surround Panels

Install Instructions

Tools Required

- #2 Phillips Head 
- Drill 

Hardware Included

- Handwheels + 2 Washers 
- 6 each - 5/16-18 x 2in Bolts + 2 Washers 
- 2 each - 10-24 x 1/2in Flat Head Machine Screws 

Installation

Note: Due to the product weight, it is recommended two or more people help with the installation of the chair.

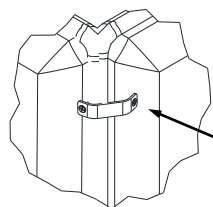
Note: Leg assembly instructions needed as well.

Note: All screws provided must be installed for proper installation and compliance with product warranty.

Note: Privacy panels will be delivered in separate box.

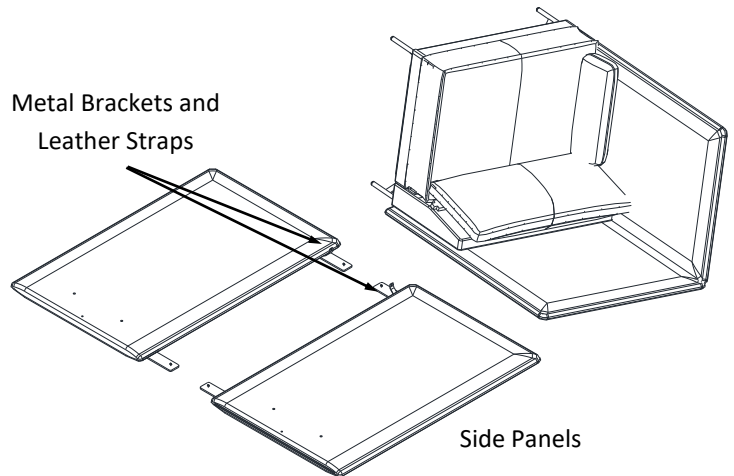
- Place the inside of the surround end panel against the outside of the seat end. (Figure D)
- Align the threaded holes of the surround end panel with the clearance holes in the seat and hand tighten all three bolts. Once all are started, tighten each bolt. Make sure the panel bottom is parallel with seat bottom. (Figure E)
- Repeat for the other surround end panel.
- Replace cardboard dust cover in seat frame.
- See leg attachment instructions.
- Lift and rotate the unit so that the feet are on the ground.
- Secure the surround back to each surround end panel using 10-24 screws through the metal bracket. (Figure F)
- Snap the upper strap into place covering the metal bracket on top and snap lower strap into place. (Figure F)

Corner straps not shown for clarity.



DETAIL A

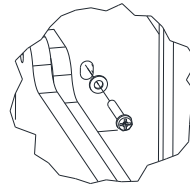
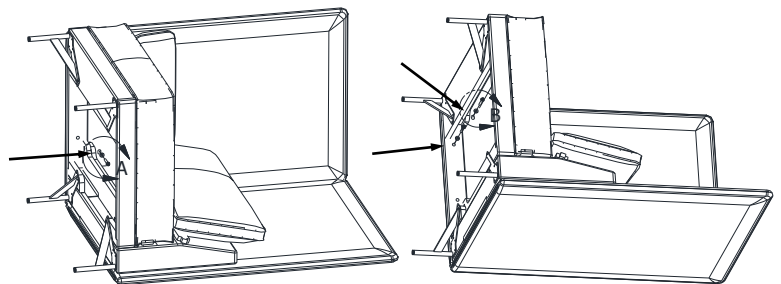
Figure D



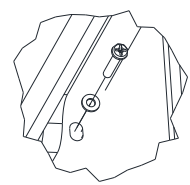
Metal Brackets and
Leather Straps

Side Panels

Figure E

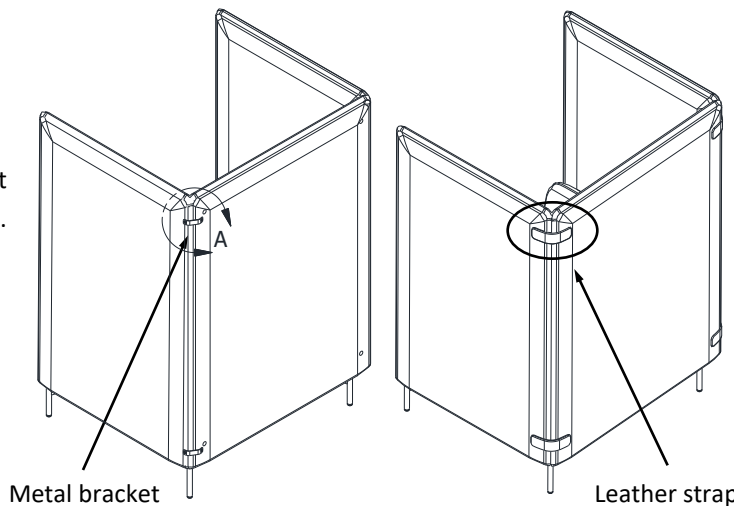


DETAIL A



DETAIL B

Figure F



Metal bracket

Leather strap