Safety Glasses

Work Gloves

Flat Head Screw Driver

Phillips Screw Driver

Socket Wrench Set

Allen Wrench Set

Hammer (Sledge preferred)

Pipe Wrench (24 inch preferred)

Utility Knife

Steel Putty Knife

Magnet

Plastic or Aluminum Base

B Back Yoke Aluminum

C Seat Board Plastic

Plastic **D** Polyback

Steel or Aluminum **E** Mechanism

Steel **F** Cylinder

G Upright Bar Steel

Plastic **H** Nameplate

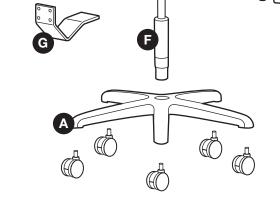
Plastic Outer Back

Plastic Inner Back

Plastic Covers

Steel Hardware





steps to disassembl

- Start by laying the chair on its back.
- Pull the casters off the base. Use a flat head screw driver if needed to pry them loose.
- 3 Separate the base (A) from the cylinder (F) by striking the bottom of the cylinder housing with a hammer.
- 4 For stool models, remove the footring from the cylinder by loosening the handwheel. If no handwheel is found, twist the entire footring.
- 5 If the mechanism (E) has an aluminum body (a magnet will not attract to it), remove the cylinder from the mechanism. Use a pipe wrench to twist the piston inserted into the mechanism housing. If the mechanism is steel (a magnet will attract to it), the cylinder and mechanism can be recycled together.
- 6 Remove the arms from the seat with a screw driver or socket wrench.
- Locate four bolts holding the mechanism to the seat, and remove them with a screw driver or socket wrench. If needed, slide the seat forward to access the screws.
- **8** Remove the covers **(K)** from the back yoke with a screw driver.
- Remove the upright bar (**G**) from the back yoke (**B**) with an allen wrench.
- **10** With a screw driver, remove the polyback **(D)** from the outerback **(I)** and nameplate **(H)**.
- **11** Then remove the inner back (**J**) from the outer back.
- 12 Remove the fabric from the seat with a utility knife.
- **13** Separate foam from the wood or plastic seat board (**C**) with putty knife.