

MODEL NUMBER
52069-BRN

L A  B O Y[®]

Live life Comfortably.®



Active Lumbar Office Chair
ASSEMBLY INSTRUCTIONS

Manufactured by: Living Style (Singapore) Pte. Limited

Customer Service Support: 1-800-379-9773

Chair Assembly Instructions

Carefully unpack all parts and identify them against the parts list before attempting to assemble. To avoid scratching the components, assemble the chair on a protected surface.

Note:

1. Do not stand on the seat cushion.
2. For indoor use only. Please do not expose to direct sunlight, sources of excessive heat, or use in wet or damp environments.
3. Do not allow children to play on or near this product.
4. Only a damp cloth should be used to clean the upholstery surface. For persistent stains and overall cleaning, contact a professional upholstery cleaning company.
5. Do not use power tools. Only use the Hex Wrench provided. Check and re-tighten screws and knobs every 90 days.
6. The casters sold with this chair are intended for use on carpet and not recommended for use on tile or hard wood floors. Using these casters on tile or wood flooring may cause floor surface damage, so please consider purchasing a chairmat to protect your floor surfaces. We are here to help if you have any questions, comments, or are in need of warranty replacement parts.

Visit our website at: **www.trueinnovations.com**

Or call us toll free at: **1-800-379-9773**

(Monday - Friday **6:00** am – **5:00** pm Pacific Time)

LA-Z-BOY is a trademark of La-Z-Boy Incorporated and is used under license to Living Style (Singapore) Pte. Limited.

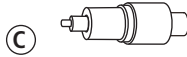
PARTS



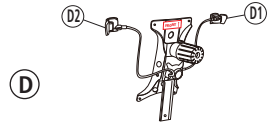
A
Casters
Quantity: 5



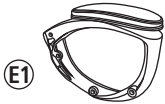
B
Star Base
Quantity: 1



C
Gas Lift with Telescoping Cover
Quantity: 1



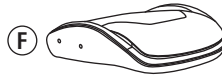
D
Seat Plate
Quantity: 1



E1
Left Arm
Quantity: 1



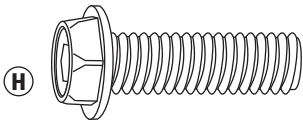
E2
Right Arm
Quantity: 1



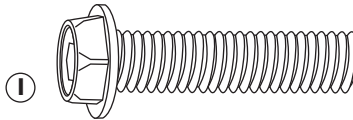
F
Seat Cushion
Quantity: 1



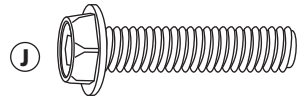
G
Back Cushion
Quantity: 1



H
1" Big Screws
Quantity: 2



I
1-1/4" Big Screws
Quantity: 2



J
1-1/4" Small Screws
Quantity: 8



K
5/8" Knob
Quantity: 1



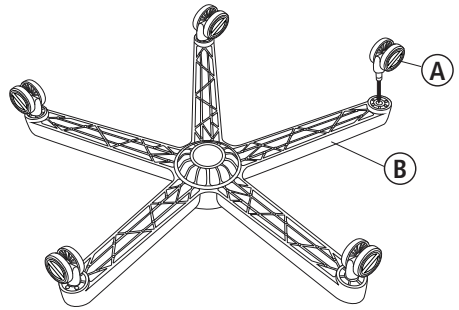
L
Plastic Caps
Quantity: 8



M
Hex Wrench
Quantity: 1

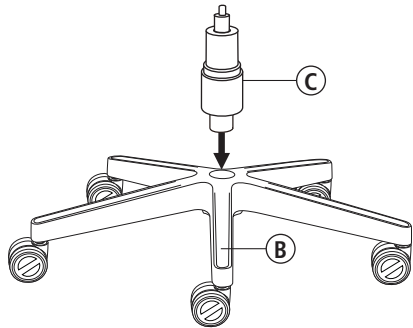
Step 1

Place the Star Base (B) upside down and insert 5 Casters (A) into the holes on the Star Base (B).



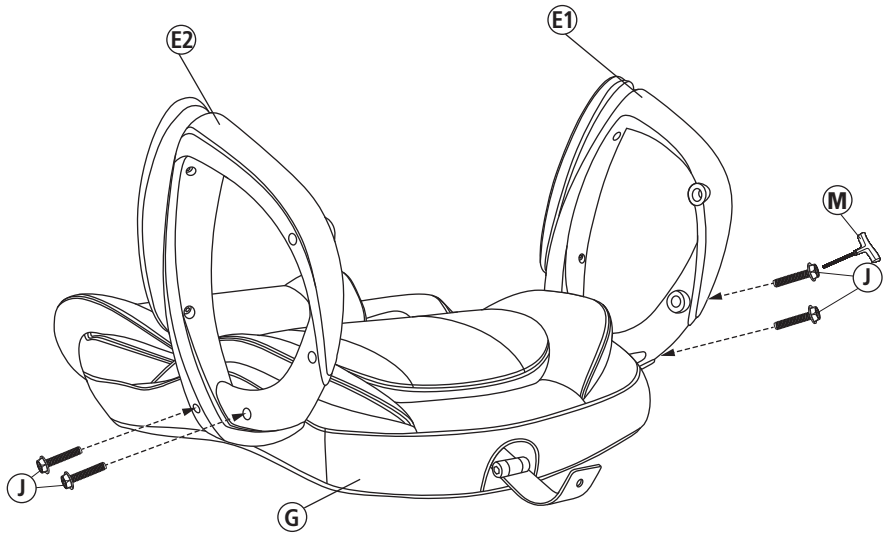
Step 2

Turn the Star Base (B) over and insert the Gas Lift with Telescoping Cover (C) through the center hole on top of Star Base (B).



Step 3

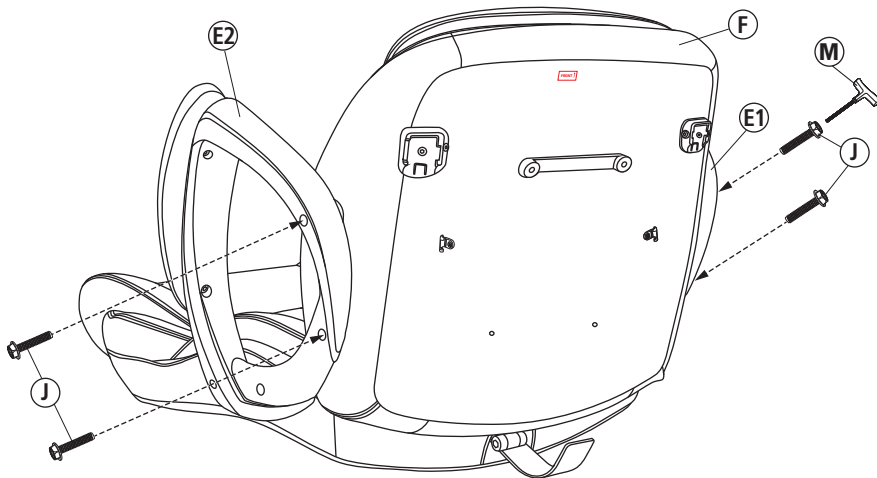
Place the Back Cushion (G) between Arms (E1 & E2) and use 1-1/4" Small Screws (J) to fasten screws on both the arms and back cushion. Do not tighten the screws completely!



Step 4

Place Seat Cushion (F) between Arms (E1 & E2), and use 1-1/4" Small Screws (J) to fasten screws on both the arms and seat cushion.

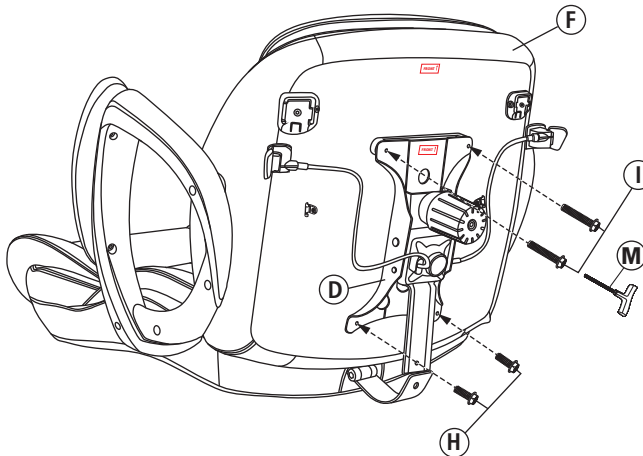
Note: Tighten all the screws completely.



Step 5

Attach Seat Plate (D) to the bottom of the Seat Cushion (F) (with the front of the seat plate facing the front of seat cushion). Attach by using 1-1/4" Big Screws (I) for the front holes of the Seat Plate (D) and 1" Big Screws (H) for the rear holes of the Seat Plate (D) and tighten screws.

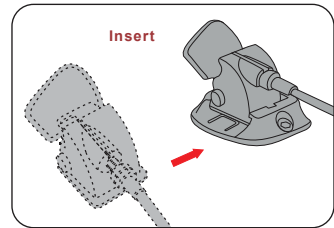
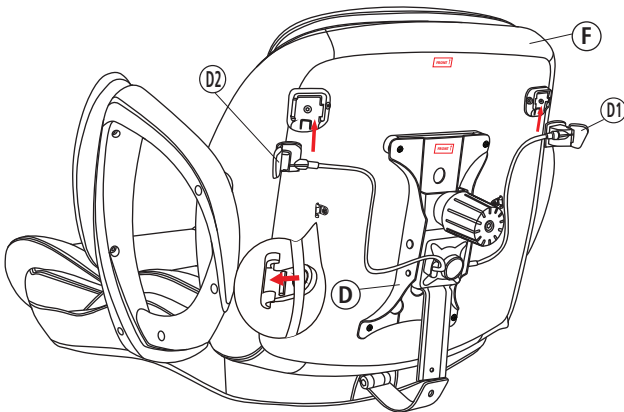
Note: Tighten the screws completely.



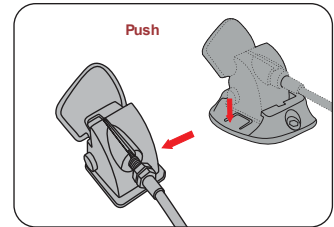
Step 6

Insert Levers (D1 & D2) of Seat Plate (D) to the pre-attached cable lever receivers on the underside of Seat Cushion (F). Push down the key on the receivers to pull out the levers.

Note: Fix the cable for the seat plate into the plastic clips attached to the bottom of the seat cushion.



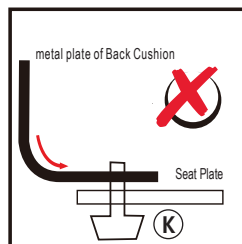
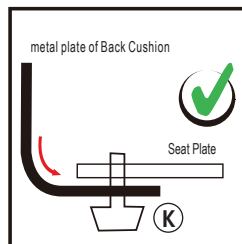
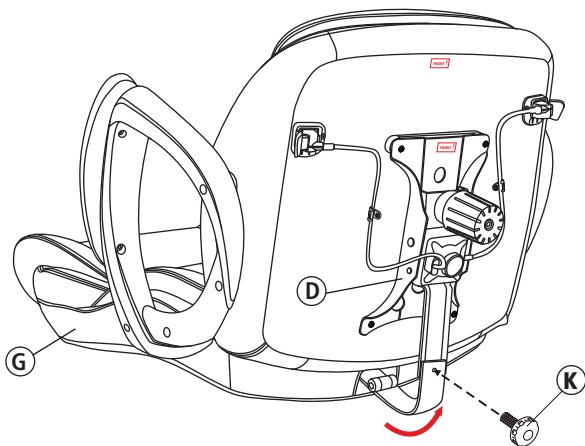
Assemble the lever



Disassemble the lever

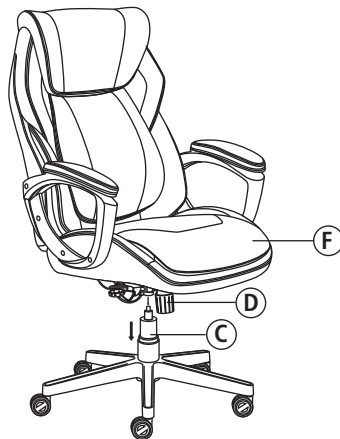
Step 7

Pull down the metal plate of Back Cushion (G) and attach it over to the Seat Plate (D) by using 5/8" Knob (K). Tighten the knob.



Step 8

Position the assembled chair upright with the seat plate facing down. Insert the Gas Lift (C) into the center hole of the Seat Plate (D). Push down firmly over the Gas Lift (C) until it is securely connected.



Step 9

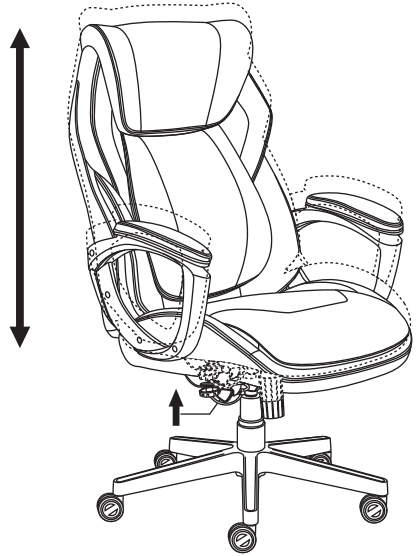
Press the Plastic Caps (L) into armrest holes once all screws have been tightened.



Operating Instructions

Function Instruction - 1 To Adjust Seat Height:

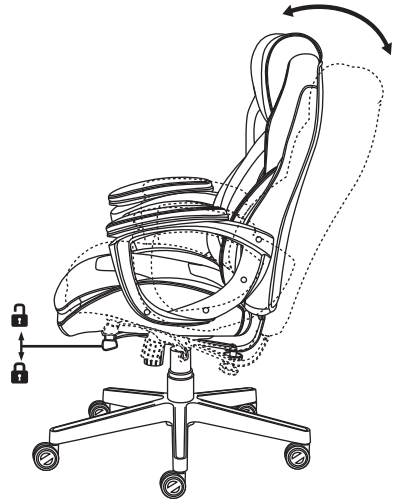
While seated, lean forward and reach under the right side of the chair to find the lever. Lift the lever and raise your body up slightly to allow the chair to rise to the desired height. Once desired height is reached, release lever to lock chair at desired height. To lower the seat, lift the lever while seated. The chair will descend until the lever is released or the chair reaches the bottom position.



Function Instruction - 2

To Operate Tilt Lockout:

While seated, reach under the left side of the chair to find the lever. Pull up the lever and lean back to allow the chair to tilt backwards. To lock the chair in the upright or vertical position, sit upright and push the lever to the down position.



Function Instruction - 3

To Adjust Tension on the Tilt:

Reach under the front center of chair seat and grasp the round black knob. To loosen the tilt mechanism, turn the knob clockwise. This lessens the effort required to rock back and forth. Rotate the knob until desired resistance is reached.



Function Instruction - 4

Featuring Active Lumbar™ Technology:

Patented technology allows the lumbar zone to flex, changing from full support to relaxed as you shift your sitting position from upright to reclined. The chair can be locked in the upright position using the tilt lockout for constant lumbar support while in a work posture.



Function Instruction - 5

360° Swivel:

360° seat swivel.



Limited Warranty

True Innovations seating products are warranted against defects in material and workmanship while owned by the “Original Purchaser”. The term “Original Purchaser” is defined as that party or entity which purchases True Innovations furniture from an authorized True Innovations retailer as shown by the **original sales receipt**. This warranty does not apply to “as is” or previously owned seating products.

True Innovations warrants its products to be free from defects in materials and workmanship (normal wear and tear, fading and stretching excepted), for ten years from the date of purchase, except as provided below under the limited warranty.

The exceptions or exclusions to this warranty are as follows:

1. Upholstery material and foam cushion material is warranted against defects in material and workmanship for a period of one year, beginning on the date of purchase as shown on the original sales receipt.
2. Any warranty claim that is submitted after the limited warranty period, or without proper proof of purchase will not include the cost of parts, labor, or delivery.
3. This warranty shall not apply to the True Innovations products which have been subjected to misuse, neglect, alteration, modification, or attachments, either caused by the original purchaser, shipping, storage, accident, fire, flood, or acts of God.

In the event of a defect in material or workmanship covered by this warranty, True Innovations will repair or replace, at their discretion, without charge the warranted furniture within a reasonable amount of time. We reserve the right to require damaged parts to be returned to us upon request. Natural markings such as scars, brands, grain variations, wrinkles, color variations, etc. will be considered normal characteristics and not construed as defects. We cannot warrant leather against scratching or scuffing, as all leather is subject to blemishes with use.

For claims or questions concerning this warranty, please contact True Innovations Customer Service department on the web at **www.trueinnovations.com**. Be prepared to provide your name, address, daytime phone number, the model and purchase order number of the product, date of purchase, and the store where it was purchased. True Innovations requires that the original sales receipt be submitted with all requests to confirm that you are the original purchaser according to our written warranty.

This warranty gives you specific rights, and you may also have other rights, which vary from state to state.

All warranties are limited to the original purchaser for normal use which is defined as a standard work week of forty hours by a person weighing less than 350 lbs.

Should you prefer to speak with a service representative, you may call toll free: 1-800-379-9773.

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