

RAVI Chair Assembly Instructions

The function diagram



Parts list

1.Backrest 1 pc	2.Armrest 1 pair	3.Seat cushion 1 pc	4.Mechanism 1 pc
5.25" Dia base 1 pc	6.Gas lift 1 pc	7.Caster 5 pcs	8.Armrest cover 2 pcs
9.M5 6mm Allen wrench	10.(M6*30)10pcs	11.(M6*20)6pcs	12.5mm Spacer 2pcs

Installation diagram

<p>1. Turn Base upside down and push in the 5 casters. Gas Lift: Take cover off thin end and discard, then insert fat end into base.</p>	<p>2. Backrest to Arms: Attach the backrest to the arms with a #11 screw M6X20 with flat washer. Do not tighten all the way at this point.</p>	<p>3. Backrest to seat: Using 4 of #10 screws M6X30 with flat washers insert first the "A" screws and then the "B" screws. First install all 4 screws just a couple of turns to line them up. Then push seat towards back to eliminate gap between seat and back. Then tighten the 4 screws.</p>
<p>4. Arms to seat: Using 6 #10 screws M6X30 with flat washer attach the arms to the seat. Before final tightening make sure arms are pushed all the way towards the center of the chair and fully tighten.</p>	<p>5. Mechanism to seat: put mechanism on seat with front (marked on mechanism facing towards the front of the seat) Attach mechanism with 4 #11 M6X20 screws with flat washers. Make sure to put the 2 #12.5mm spacers in front 2 positions. These go between the seat bottom and the mechanism giving the mechanism a slight tilt backwards.</p>	<p>6. Tighten all screws and put the 2 small covers on the backrest to hide the screws from step #2. Then put the chair on the base/gas lift and sit in the chair to lock it into place.</p>

Further Instructions

1. Every 3 months check that all exposed screws are tight
2. This chair is designed for office use for 1 person at a time
3. Do not stand on the chair
4. Maximum weight for use is 250 pounds
5. If you have any question or are missing any parts please call Customer Service