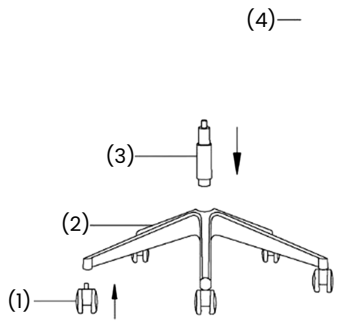
Assembly, Operating & Maintenance Instructions

MARY CONFERENCE

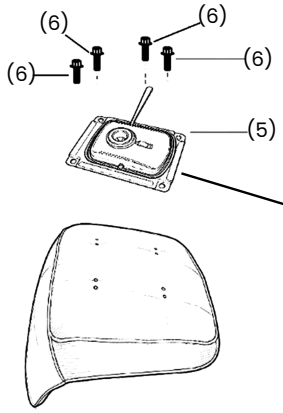
(Rev.2.0)

Remove all items from the carton. Verify all pieces before assembly.

STEP 1.



STEP 2.



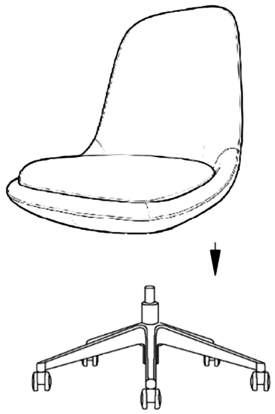
PART LIST

KEY	QTY	DESCRIPTION
1	5	Casters
2	1	Chair base
3	1	Gas lift
4	1	Seat/Back
5	1	Mechanism
6	4	Mechanism screws 6MM*20MM

ATTENTION

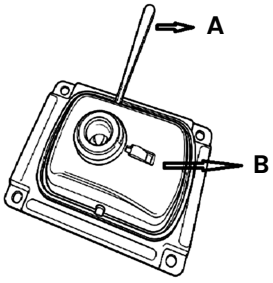
Install slide facing towards the front of the chair. Slide to forward position to lock. Slide to rear position to unlock tilt function.

STEP 3.



MECHANISM OPERATING INSTRUCTIONS

IMPORTANT NOTE: Do not operate the mechanism levers unless properly seated in the chair.



(A) SEAT HEIGHT ADJUSTMENT:
Pull lever up. Release lever when desired position is reached.

(B) BACK TILT ADJUSTMENT:
Slide to forward position to lock. Slide to rear position to unlock tilt function.

CARE & MAINTENANCE

GENERAL CARE

To maintain the appearance of non-upholstered parts wipe the surface with a clean cloth dampened with a mild detergent solution.
Do not remove any parts for separate cleaning.
Do not saturate the fabric or interior with water or other cleaning liquids.
Do not shampoo clean.
Do not clean with hot water extraction machine.
Do not clean with onsite drycleaning machine.
Protect from direct sunlight, heat and weather.

Every 6 months, please make sure all bolts, screws and knobs are fully tightened to ensure stability.

If you require assistance with assembly or use, please call Customer Service at 1-866-574-3183.

For full warranty information, please see website www.woodstockfurnishings.com

Woodstock
900 SE 5th St., Suite 22
Bentonville, AR 72712
Ph: 866-574-3183
info@woodstockfurnishings.com

PREVENTATIVE MAINTENANCE & WARNING!

- Use this product only for seating one person at a time.
- Do not use this chair as a step stool/ladder.
- Do not sit on any part of the chair except the seat.
- Do not use this chair on uneven floor surfaces.
- Do not interfere with the operating of the gas lift.
- Do not use chair unless all bolts, screws and knobs are tight. At least every six months check all bolts, screws and knobs to ensure they are tight.
- If any parts are missing, broken, damaged or worn do not use the product until repairs are made using factory authorized parts.
- Dispose of packaging properly.
- Plastic bag is not a toy.
- Do not use plastic bag as a head covering as it may cause suffocation.
- Failure to follow these warnings could result in serious injury.