

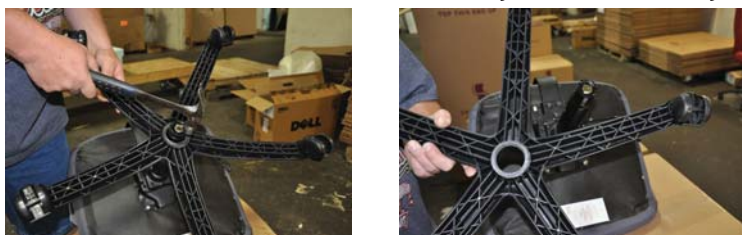


Executive, Task, Stool Disassembly



1 Chair Series: **ADVENT, CONTOUR II, EDU, EDU², FIT, K, MONTEREY II, MUSE, PEARL II, SADDLE, TRADITION**
Tools Required: Phillips & Flat Head Screwdrivers, Needle Nose Pliers, Staple Puller, Hammer

2 The base is press fitted to the cylinder. The receiving hole of the base is tapered.
Turn the chair over and firmly hold a base leg in one hand using upward pressure away from cylinder.
Using the steel hammer with the other hand, Strike firmly on the bottom edge of the cylinder.
The base will then release from the cylinder. This may take a few strikes with the steel hammer.



3 The cylinder is press fitted to the mechanism. The receiving hole of the mechanism is tapered.
With the chair still in a flipped position, firmly hold cylinder in one hand using upward pressure away from the mechanism.
Using the steel hammer with the other hand, Strike firmly on the mechanism.
The cylinder will then release from the mechanism. This may take a few strikes with the steel hammer.



4 Remove the foot ring if applicable.
Turn the foot ring until it is loose enough to slide away from the cylinder.



5 The mechanism is mounted to the seat with 4 screws.
Using the phillips head screwdriver, remove the 4 screws.



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6 TASK & STOOL: The outer back is attached to the back rest with either nails or 6 plastic, push-in fasteners. Remove the outer back by sliding the flat head screwdriver into the gap between the outer back and the back rest. Gently pry the outer back away from the back rest moving all around the back until the outer back falls away. Using the needle nose pliers, remove any nails.



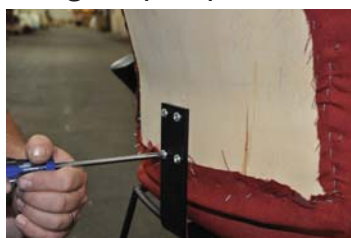
ADVENT's plastic outer back is attached with 4 plastic, push-in fasteners.



Saddle has a flap that drapes over the top of the back rest. It is held in place by 3 plastic, push-in fasteners. Pull the flap away from the outer back.



7 TASK & STOOL: The back rest is mounted to a steel bracket with 4 screws. Using the phillips head screwdriver, remove the 4 screws.



8 EXECUTIVE: The seat and the back are a one piece assembly made up of 3 wood substructures (1 inner back, 1 seat, 1 main substructure). The seat is fastened to the main substructure with 4 screws. Using the phillips head screwdriver, remove the 4 screws. If applicable, a filler plate is attached to the main substructure with plastic push in fasteners. Using the flat head screwdriver, pry away the filler plate.





9 EXECUTIVE: The inner back is fastened to the main substructure with plastic push-in fasteners. Remove the inner back by sliding the flat head screwdriver into the gap between the inner back and the main substructure. Pry the outer back away from the main substructure moving all around the back until the inner back falls away.



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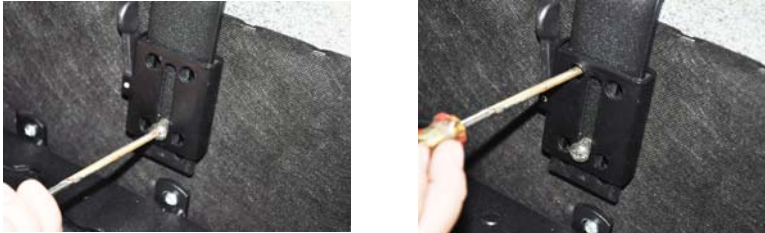


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- 10** Remove the arms if applicable. Turn the chair over. Using the phillips head screwdriver, remove the 4 screws and any plastic spacers that hold the arms to the underside of the chair. If applicable, Use the flat head screwdriver to remove the set screw that goes through the arm bracket. Slide the arm out of the adjustment bracket. Using the phillips head screwdriver, remove the 4 screws and any plastic spacers that hold the bracket to the underside of the seat.



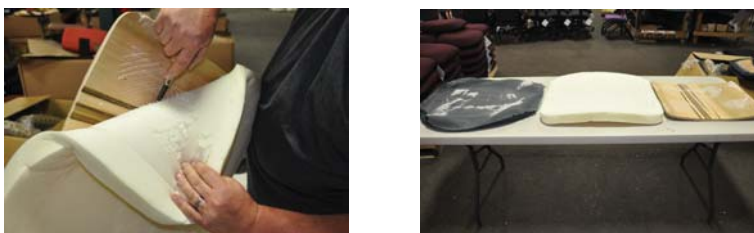
- 11** If applicable, remove the upholstery from the arms. The upholstered arms are a one piece assembly made up of 3 pieces (1 inner piece, 1 outer piece, and one mounting bracket). The inner piece is held to the outer piece with 6 plastic, push-in fasteners or nails/glue. Remove the inner piece by sliding the flat head screwdriver into the gap between the inner piece and the outer piece. Pry the inner piece away from the outer piece moving all around the assembly until it falls away. The mounting bracket is held to the wood with 4 screws. Using the phillips head screwdriver, remove the 4 screws.



- 12** The upholstery is stapled to the wood substructures. Using the staple puller, remove the staples.





- 13** The upholstery is glued to the foam cushions. The foam cushions are glued to the wood substructures. Pull the upholstery away from the foam cushions. Pull the foam cushions away from the wood substructures while using the flat head screwdriver or the staple puller to assist the release.



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Parts List:

- 4 Screws
- Staples
- 2-5 Substructures
- 3-6 Upholstery Pieces
- 2 Cushions
- 1 Mechanism
- 1 Cylinder
- 1 Base
- Casters/Glides
- If Applicable:
- 1 Foot Ring
- 1 Outer Back
- Push-in Fasteners
- Nails
- 2 Arm Mounting Brackets
- 2 Adjustment Brackets
- Nails
- 2 Arms
- 8-16 Arm Mounting Screws
- 2 Set Screws
- Spacers

Composition:

-  Steel
-  Steel
- Wood
- Fabric, Vinyl, or Leather
- Foam
-  Steel
-  Steel
- Plastic
- Plastic
-  Steel
- Plastic
-  Plastic
-  Steel
-  Steel
-  Steel
-  Steel
-  Steel
-  Steel
-  Steel
- Plastic

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