



Service Solution (SS-0304)

Product: SSS-301 – Removal of Seat

Object: Removing the Seat of the chair from the chair assembly for replacement or return shipment.

Tools: Medium/large Phillips head screwdriver

Procedures:

1. Tip chair forward so that it is leaning on the backrest and seat.
2. There are four Phillips Head screws. Remove all four by turning (CCW.) Keep in mind orientation of screws. The two shorter screws go in the back of the seat and the two longer screws go in the forward mounting holes.
3. Seat is now ready for removal and replacement
4. Place new seat in place. Loosely insert all four screws by hand. Once all screws have been installed tighten completely.
5. Wrap existing seat in bubble wrap before return shipment.
6. Customer is responsible for the integrity of returned items.