

L A Z B O Y[®]

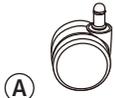
P R O F E S S I O N A L

**Roxy
Conference Chair**



MODEL OFD-LAZ550-BLK / OFD-LAZ550-GRY

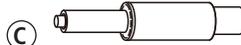
PARTS



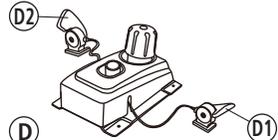
A
Casters X5



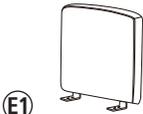
B
Star Base X1



C
Gas Lift X1



D
Seat Plate X1



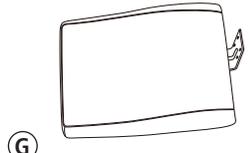
E1
Left Arm X1



E2
Right Arm X1



F
Seat Cushion X1



G
Back Cushion X1



H
1" Screws X8



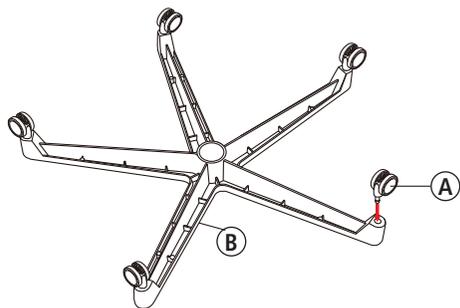
I
1-1/4" Screws X4



J
Allen Key X1

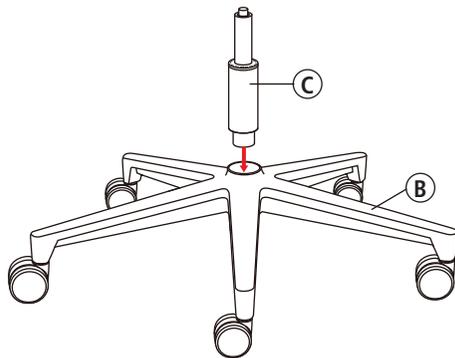
Step 1

Place the star base (B) upside down and insert 5 casters (A) into the holes on the star base (B).



Step 2

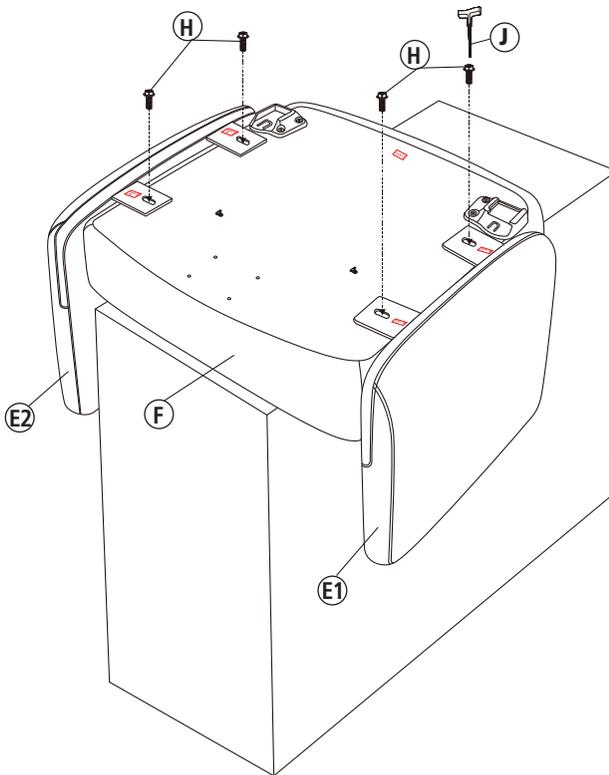
Turn the star base (B) over and insert the gas lift (C) through the center hole on top of star base (B).



Step 3

Tighten the brackets of arms (E1 & E2) onto the bottom of the seat cushion (F) (with front of arms facing the front of seat cushion) by using 1" screws (H).

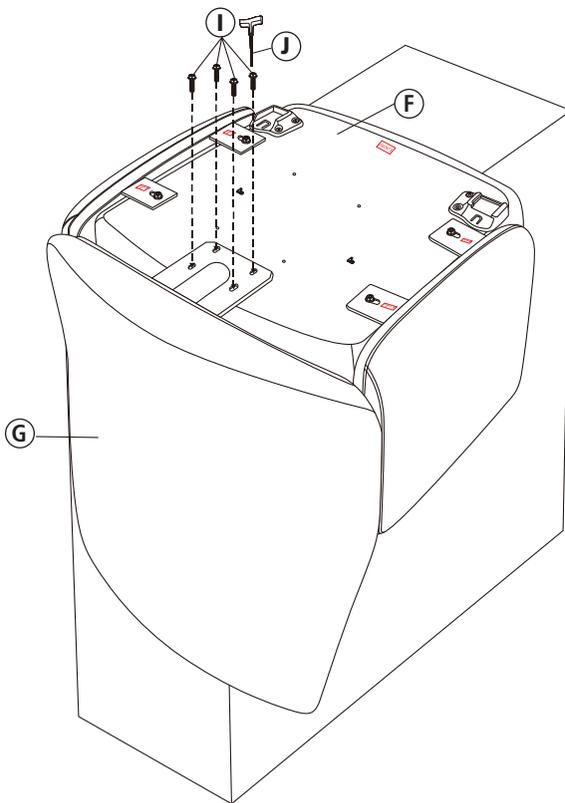
*Note: Tighten the screws completely.



Step 4

Align the back cushion (G) with the seat cushion (F) and attach the back support plate onto the bottom of the seat cushion (F) by using 1-1/4" screws (I).

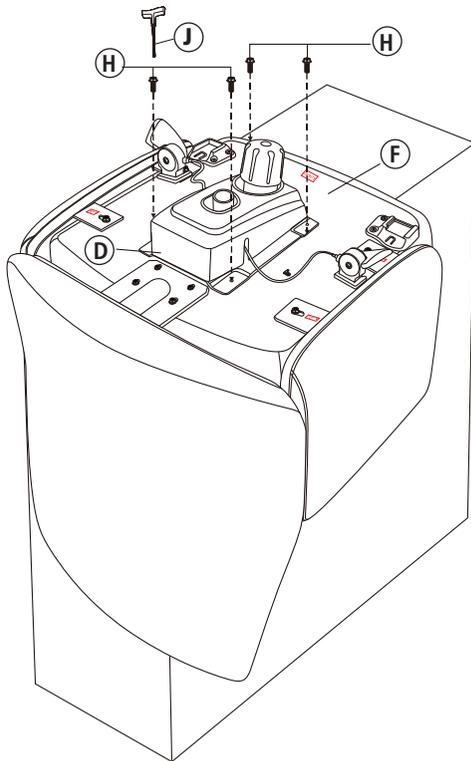
*Note: Tighten the screws completely.



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 four 1" screws (H) for the holes of the seat plate (D) and tighten the screws using allen key (J).

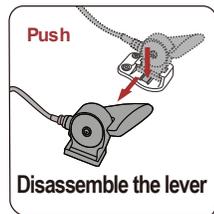
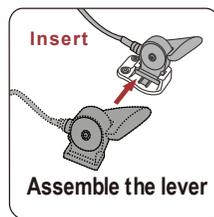
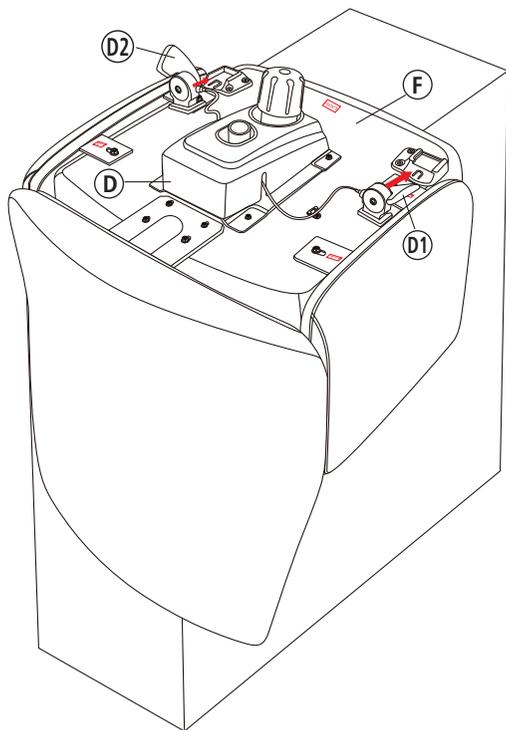
*Note: Tighten the screws completely.



Step 6

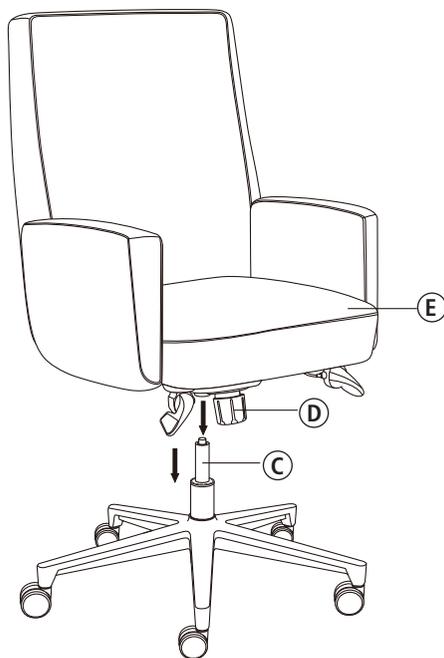
Insert levers (D1 & D2) of seat plate (D) to the pre-attached cable lever receivers on the underside of seat cushion (F). Push down the key on the receivers to pull out the levers.

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



Step 7

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) and press down until fully engaged.

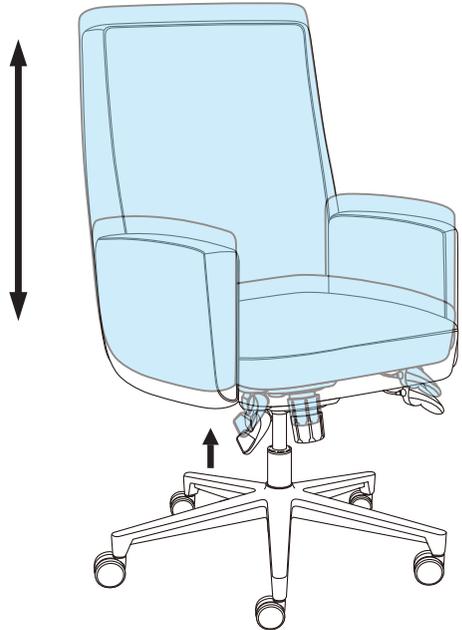


Operating Instructions

Function Instruction - 1

To Adjust Seat Height:

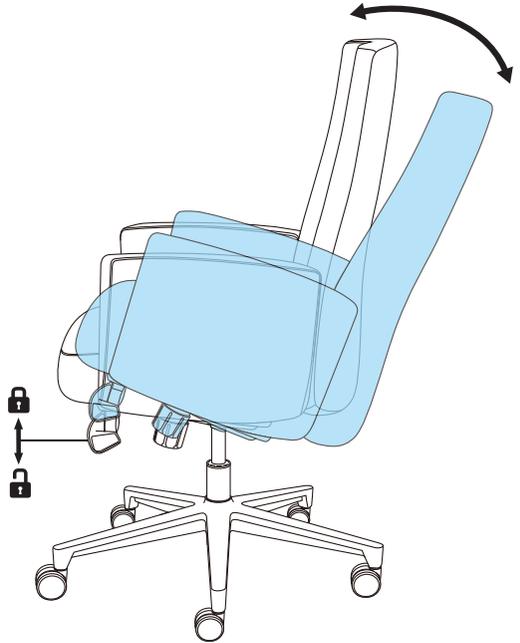
While seated, lean forward and reach under the right side of the chair to find the lever. Lift the lever and raise your body up slightly to allow the chair to rise to the desired height. Once desired height is reached, release lever to lock chair at desired height. To lower the seat, lift the lever while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



Function Instruction - 2

To Operate Tilt Lockout:

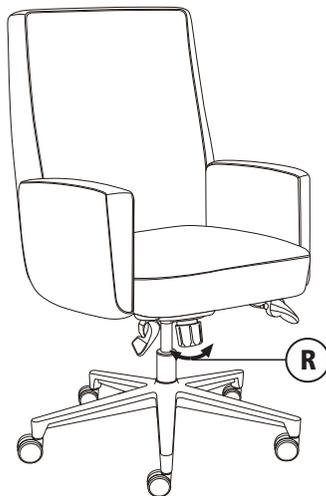
Reach under the left side of the chair to find the lever. Flip the lever down and lean back to allow the chair to tilt backwards. Flip the lever up to lock the chair angle while the desired position is reached.



Function Instruction - 3

To Adjust Tension on the Tilt:

Reach under the front center of the chair, grasp the round knob (R) and turn it counter-clockwise to stiffen the tilt mechanism for a heavier user. Turn the knob (R) clockwise to loosen the tilt mechanism for a lighter user. Rotate the knob (R) until the desired resistance is reached.



Function Instruction - 4

360° Swivel:

360° seat swivel.



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P R O F E S S I O N A L



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