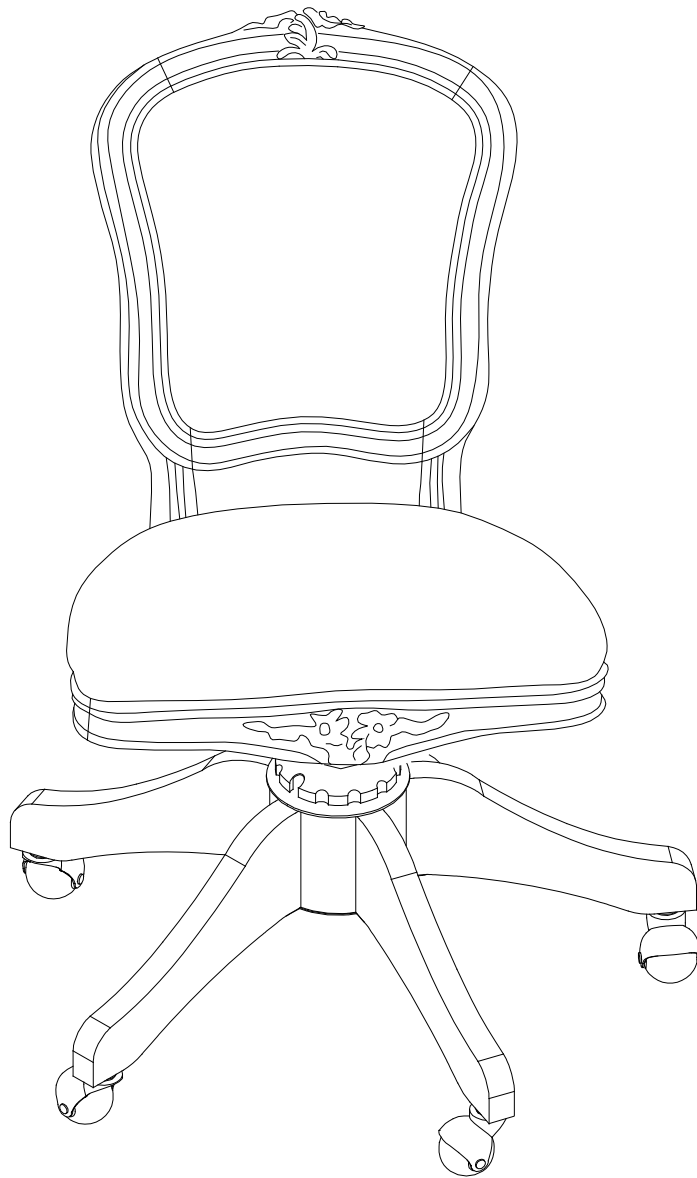




## OOH-LA-LA SWIVEL CHAIR

### ASSEMBLY INSTRUCTIONS



**Important Safety Instructions:**

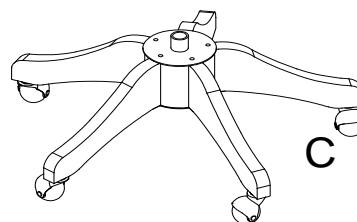
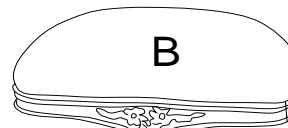
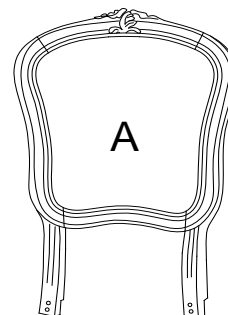
- Please read all instructions carefully before assembling this furniture.
- For your safety, assembly by two or more adults is strongly recommended.
- Keep these instructions for future use.
- Use only vendor-supplied hardware to assemble this item. Using unauthorized hardware could jeopardize the structural integrity of the item.

**Pre-assembly:**

- Remove all parts and hardware from the box. Place them on a carpeted or scratch-free work surface, as this will avoid damaging parts during assembly. The shipping box provides an ideal work surface.
- To avoid accidentally discarding small parts or hardware, do not dispose of any packaging or contents of the shipping carton until assembly is complete.
- Use the parts and hardware lists below to identify and separate each of the pieces included.
- The illustrations provided allow for easier assembly when used in conjunction with the assembly instructions.
- The use of power tools to aid in assembly is not recommended. Power tools can damage the hardware and split the wood.

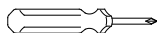
**Parts Included:**

- (A) Chair Back – 1x
- (B) Chair Seat – 1x
- (C) Chair Base – 1x


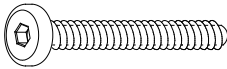
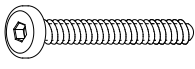


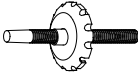
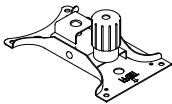


**TOOLS REQUIRED:**

Philips Screwdriver (Not included)



**Hardware Included:**

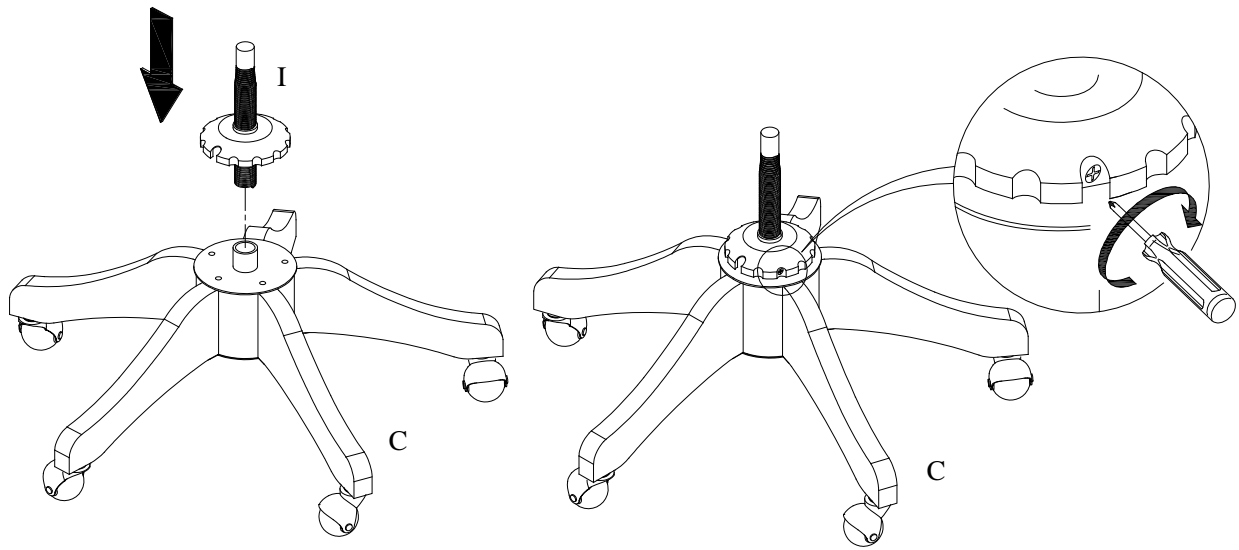
 (D) Allen Key – 1x	 (E) Long Bolt 5/16" x 50mm – 4x	 (F) Short Bolt 5/16" x 30mm – 4x
 (G) Flat Washer – 8x	 (H) Spring Washer – 8x	 (I) Cylinder – 1pc
 (J) Metal Bracket – 1x		

**Care Instructions:**

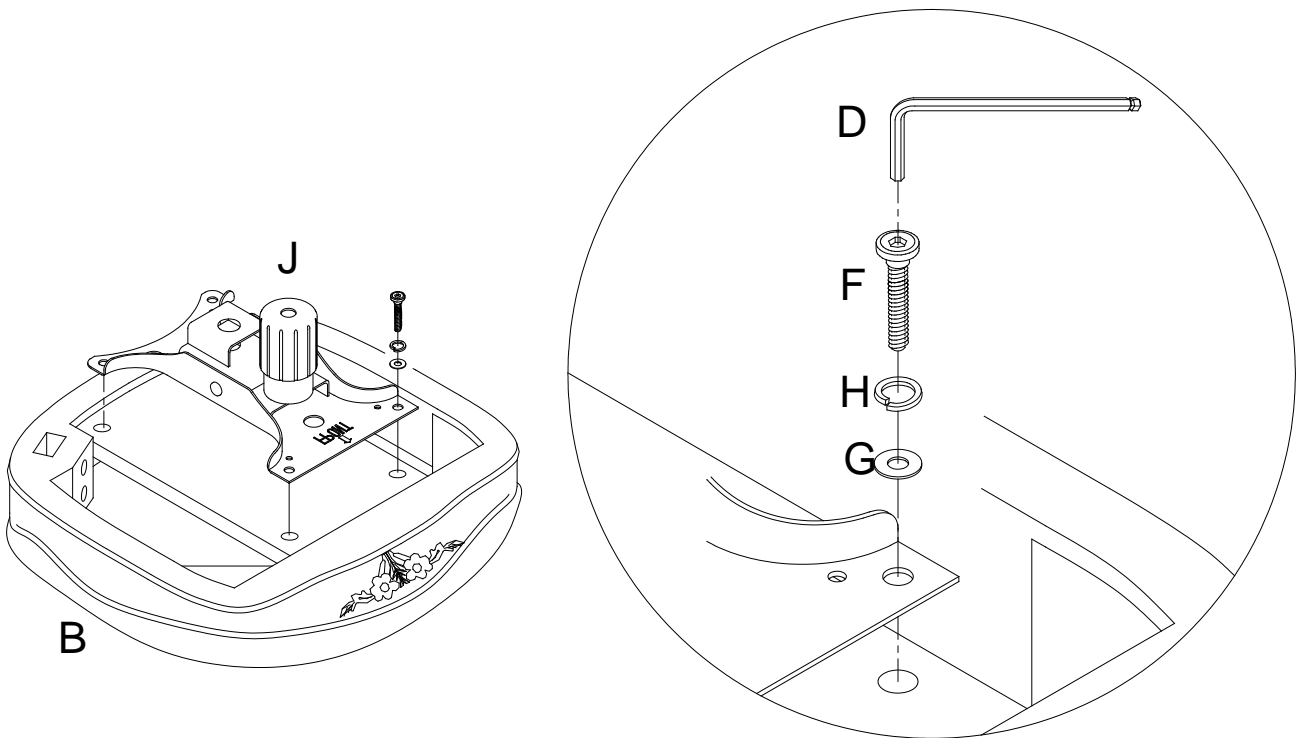
- Dust often using a clean, soft, dry, and lint-free cloth.
- Blot spills immediately and wipe with a clean, damp cloth.
- We do not recommend the use of chemical cleansers, abrasives, or furniture polish on our lacquered finish.
- Hardware may loosen over time. Periodically check to make sure all connections are tight. Re-tighten if necessary.

**Assembly Instruction Steps:**

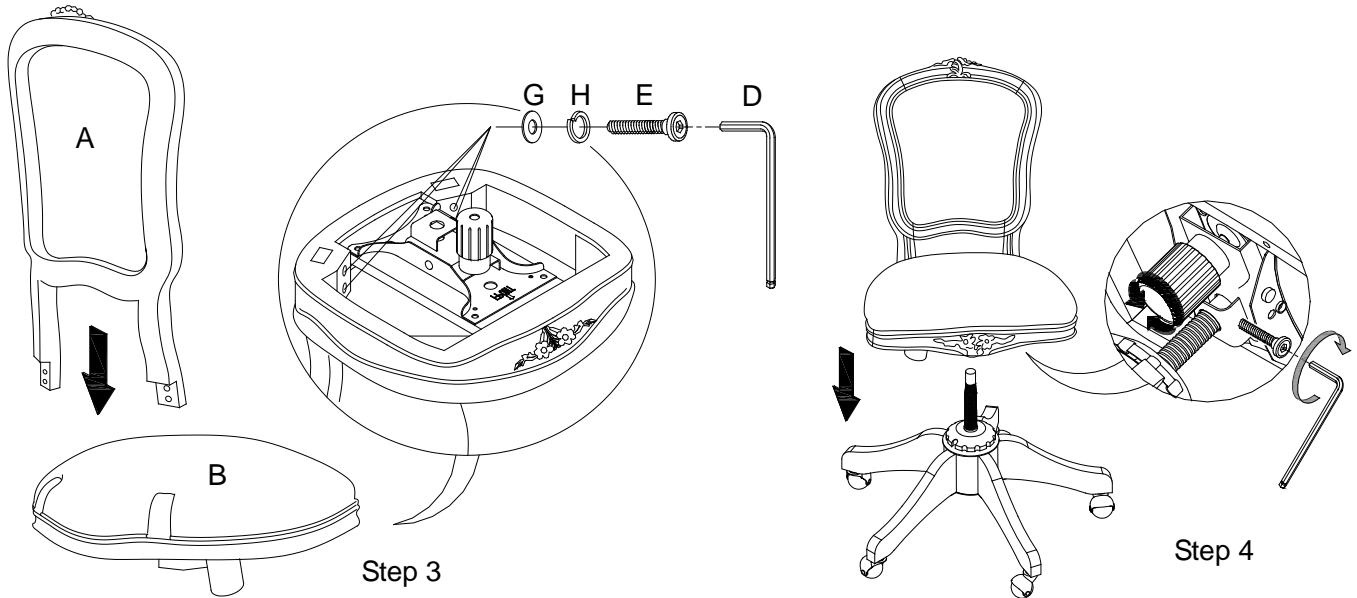
1. Insert Cylinder (I) into tube on Chair Base (C). Locate the Philips Head Screw found inside the black metal cap pre-attached to the cylinder as shown below; tighten with a Philips Head Screw Driver, but do not over tighten.



2. Place the Chair Seat (B) upside down on a clean, scratch-free surface. Align Metal Bracket (J) to insert nuts located on bottom of the Chair Seat. Slide a Spring Washer (H), Flat Washer (G) onto a Short Bolt (F). Insert the Short Bolt with washers through pre-drilled holes in the Metal Bracket into insert nuts located on the seat bottom and secured with an Allen Key (D) as shown below. Repeat for the remaining (3) Short Bolts then tighten all bolts.



- Carefully insert Chair Back (A) onto the two cut-outs located on rear side of the Chair Seat (B). Slide a Spring Washer (H), Flat Washer (G) onto a Long Bolt (E). Insert the Long Bolt with washers through a pre-drilled hole located on bottom of the Chair Seat into metal insert Chair Back as shown below. Secure bolt with Allen Key (D). Repeat with the remaining (3) Long Bolts. Check alignments and tighten all bolts.
- To attach the assembled Chair Seat to the Chair Base, align and connect the hole in center of the Metal Bracket (J) at bottom of the Chair Seat onto the assembled Cylinder (I) on the Chair Base. Firmly apply pressure onto the Chair Seat with both hands to ensure chair slides onto the Cylinder (I). Use Allen Key to tighten the pre-installed bolt against the cylinder as seen in illustration below.



- To adjust tilt of the seat, loosen the tilt knob found under the seat by turning in counter-clock wise direction and tilt seat to desired position. Turn tilt knob in clockwise direction to re-tighten.
- To adjust the height of the seat, hold the black metal cap with one hand while turning the Chair in a counter-clockwise direction to make it higher, or a clockwise direction to lower the seat. **Note: Make sure to periodically check that the Philip Head Screw inside the black metal cap on Chair Base is fully engaged, but do not over tighten. This prevents the seat from lifting out of the Cylinder.**
- 

