



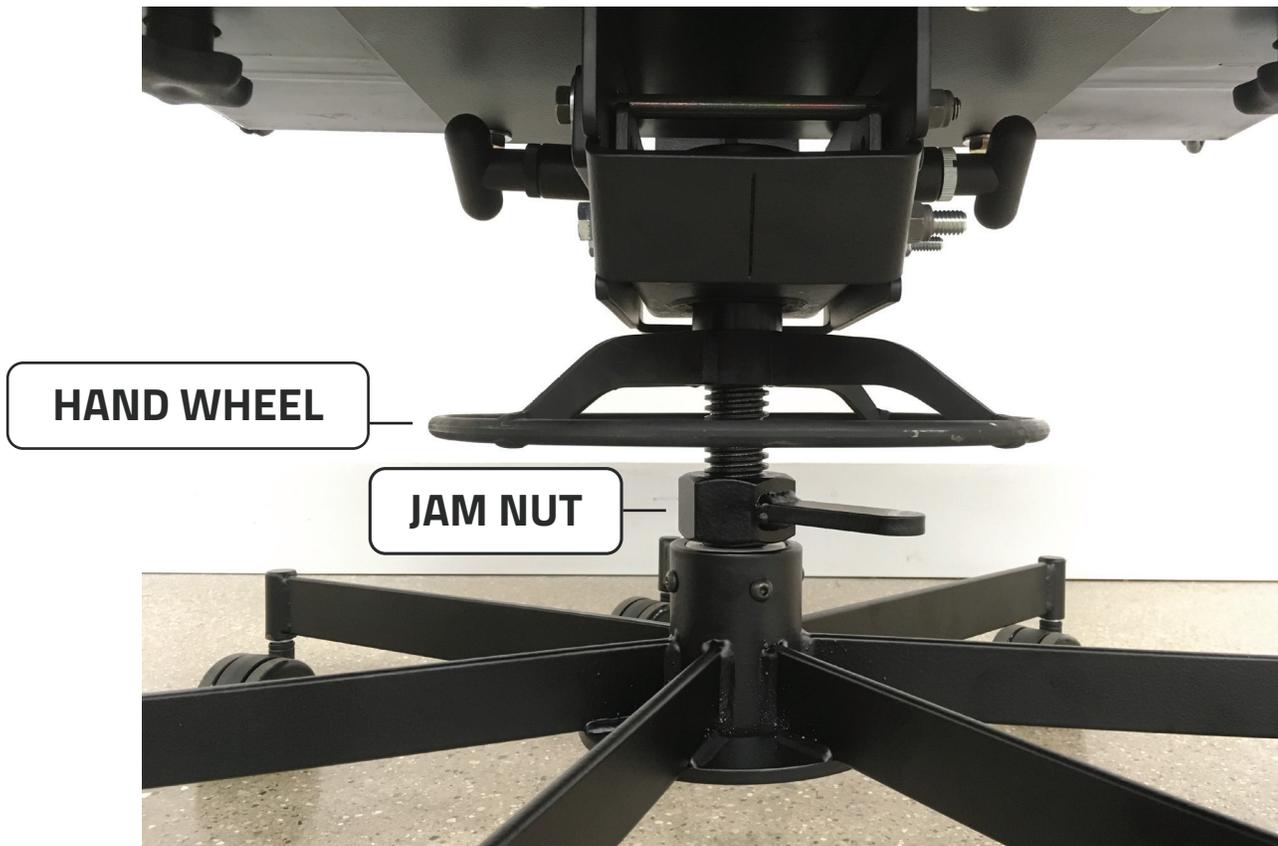
# CONCEPT SEATING

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## ADJUSTMENT INSTRUCTIONS MODELS 3156 & 3156HR

### HEIGHT ADJUSTMENT:

- 1.) Loosen large jam nut located by chair base.
- 2.) Rotate hand wheel to thread acme shaft up or down.
- 3.) Tighten jam nut against base when finished.



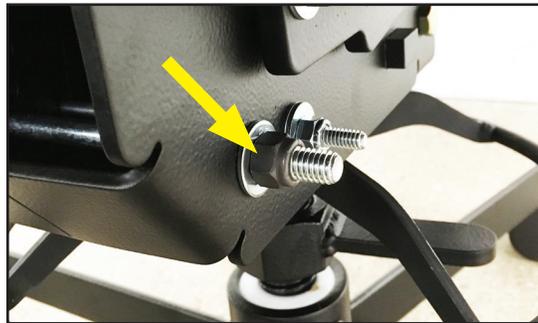
## SEAT BOTTOM TILTING (requires two 9/16" wrenches)



- 1) Using one 9/16" wrench, loosen (but don't remove) the hex-head bolts located on the left and right sides at the rear of the tilt mechanism. There is one bolt on each side:



- 2) Identify the tilt-lock bolt and nut, located on either side of the front of the tilt mechanism:



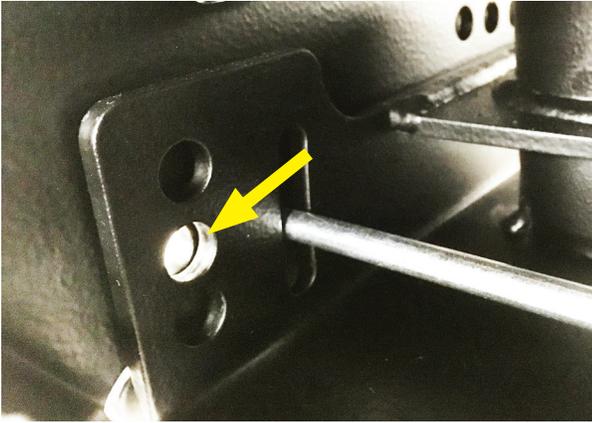
- 3) Using both 9/16" wrenches, remove the tilt-lock nut and washer, then slide the tilt-lock bolt all the way out of the tilt mechanism: **CAUTION - Hold the seat while removing the tilt-lock bolt to prevent sudden backward tilting.**



## SEAT BOTTOM TILTING (continued)



- 4) Tilt the seat to one of the three tilt-lock positions, as indicated by lining up the holes where the tilt-lock bolt was removed. When the desired tilt-lock position is aligned, slide the tilt-lock bolt back into place:



- 5) Replace the washer and tilt-lock nut on the end of the tilt-lock bolt. Using both 9/16" wrenches, securely tighten the tilt-lock nut onto the tilt-lock bolt:



- 6) Using one 9/16" wrench, tighten the two hex-head bolts that were loosened in Step 1.



## **SEAT BACK DEPTH AND TILTING:**

- 1) On the back of the tilt mechanism, pull back **Lock Out Pin** (black handle with silver base) and turn 90 degrees to lock pin in the open position.
- 2) Pull back **Spring Pin** (black handle with black base) and push seat back up or down, then slide it forward or backward to adjust the depth and tilt position.
- 3) Release Spring Pin handle and make sure it is in full contact with the base to insure that pin is fully engaged in the hole.
- 4) Pull the Lock Out Pin and turn 90 degrees to release. Make sure it is flush with base for full pin engagement.

