



recommended tools

- Safety Glasses
- Work Gloves
- Flat Head Screw Driver
- Phillips Screw Driver
- Socket Wrench Set
- Allen Wrench Set
- Hammer (Sledge preferred)
- Pipe Wrench (24 inch preferred)
- Utility Knife
- Steel Putty Knife
- Magnet

recyclable material

- A** Base — Plastic or Aluminum
- B** Back Yoke — Aluminum
- C** Seat Board — Plastic
- D** Polyback — Plastic
- E** Mechanism — Steel or Aluminum
- F** Cylinder — Steel
- G** Upright Bar — Steel
- H** Nameplate — Plastic
- I** Outer Back — Plastic
- J** Inner Back — Plastic
- K** Covers — Plastic
- L** Hardware — Steel

steps to disassemble

- 1 Start by laying the chair on its back.
- 2 Pull the casters off the base. Use a flat head screw driver if needed to pry them loose.
- 3 Separate the base **(A)** from the cylinder **(F)** by striking the bottom of the cylinder housing with a hammer.
- 4 For stool models, remove the footring from the cylinder by loosening the handwheel. If no handwheel is found, twist the entire footring.
- 5 If the mechanism **(E)** has an aluminum body (a magnet will not attract to it), remove the cylinder from the mechanism.
Use a pipe wrench to twist the piston inserted into the mechanism housing. If the mechanism is steel (a magnet will attract to it), the cylinder and mechanism can be recycled together.
- 6 Remove the arms from the seat with a screw driver or socket wrench.
- 7 Locate four bolts holding the mechanism to the seat, and remove them with a screw driver or socket wrench.
If needed, slide the seat forward to access the screws.
- 8 Remove the covers **(K)** from the back yoke with a screw driver.
- 9 Remove the upright bar **(G)** from the back yoke **(B)** with an allen wrench.
- 10 With a screw driver, remove the polyback **(D)** from the outerback **(I)** and nameplate **(H)**.
- 11 Then remove the inner back **(J)** from the outer back.
- 12 Remove the fabric from the seat with a utility knife.
- 13 Separate foam from the wood or plastic seat board **(C)** with putty knife.