

# ASSEMBLY INSTRUCTIONS

<p>1.</p>	<p>2.</p> <p>This stopper must be properly inserted by pressing.</p>
<p>3.</p>	<p>4.</p>
<p>5.</p> <p>This stopper must be properly inserted by pressing.</p>	<p>6.</p>

<p>A.</p> <p>1 PC</p>	<p>E.</p> <p>5 PCS</p>
<p>B.</p> <p>1 PC</p>	<p>F.</p> <p>1 PC</p>
<p>C.</p> <p>1 PAIR</p>	<p>G.</p> <p>2 PCS</p>
<p>D.</p> <p>1 PC</p>	<p>H.</p> <p>1 PC</p>

Model: ALE-ET4017  
 Manufactured for/ Hecho para/ Fabriqué pour Alera®/ USSCo,  
 1 Parkway North, Suite 100, Deerfield, IL 60015 ©2011 USSCo  
 Made in/ Hecho en/ Fabriqué en China  
 Product support and parts: 1-800-733-4000  
 Ayuda del producto y partes / Support technique et pieces

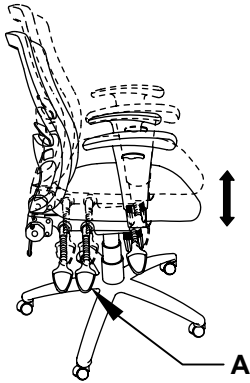


# OPERATING INSTRUCTIONS

Model: ALE-ET4017

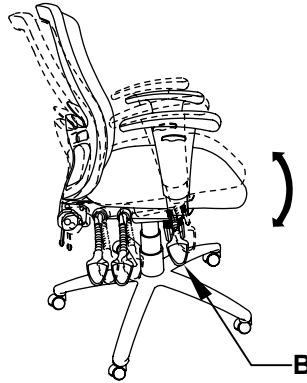
## A. Seat height adjustment

To raise the seat height, stand up from the chair while lifting the lever (A) under the right side of the seat. To lower the seat height, lift the lever (A) while sitting in the chair.



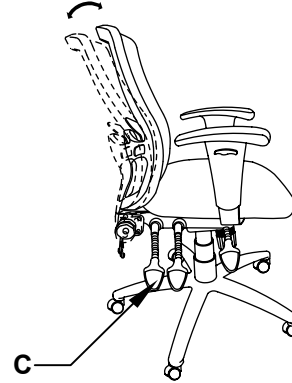
## B. Seat angle adjustment

Push the lever (B) upward. Leaning back will cause the chair seat to tilt backwards. To lock the chair seat in the upright or vertical position, sit upright and push the lever (B) downward.



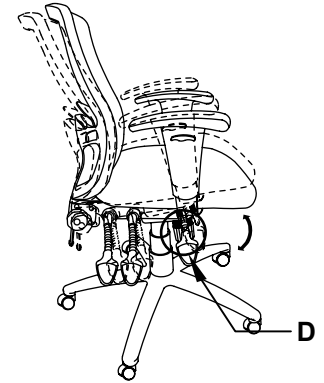
## C. Back angle adjustment

Push the lever (C) upward. Leaning back will cause the chair back to tilt backwards. Push the lever (C) downward. To lock the chair back in the upright, vertical position or sit upright.



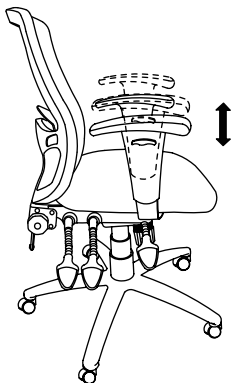
## D. Tilt tension

Knob underneath seat adjusts angle and ease with which chair reclines to the different weights and strengths to different users. To increase tension, turn knob to the right. To release tension, turn knob to the left.



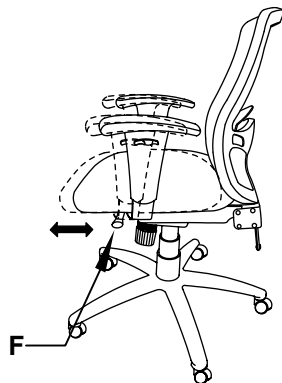
## E. Arm height adjustment

To adjust arm height, push the button on the outside of each arm and move the arm up or down. Release the button to set the height.



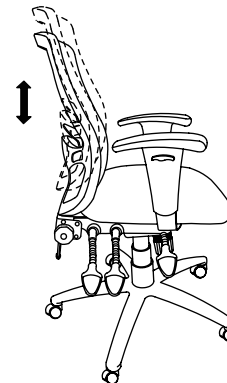
## F. Sliding seat adjustment

Push the lever (F) upward to allow seat to slide forward or backward. Release handle to lock in desired seat position.



## G. Backrest height adjustment

To raise the back, pull up on the seat back until it clicks into the desired height. To lower the back, raise the seat back all the way up until tension is released and then lower all the way down. Raise back up to desired position.



## H. Arm width adjustment

To adjust arm width, loose the switch underneath seat pan on both sides of chair arms. Tighten the switch to fix the width of armrests.

