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# SNAP™ SEATING

## Operating Instructions



Save for future reference.

## Operating Instructions Snap™ Seating Task Chair

### How do I raise or lower the seat?

(For all models, except for OEI48S)  
Simply pull the seat lever up, toward seat, to activate seat height mechanism. To lower the seat, pull up on lever while sitting. To raise height, you should sit up, slightly out of the chair, while lifting lever. Release lever to lock in place.

### How do I change seat depth?

(For OEI42, OEI46, OEI47, OEI48S)  
The handwheel located on the underside of the back support allows the back to be adjusted horizontally. With handwheel loosened, back can be slid forward or backward to change seat depth. Use care to make sure handwheel is tightened to avoid injury.

### How do I adjust back and seat angle?

(For OEI44)  
Grasp lever under right side of seat and pull up to adjust back and seat angle. Shift weight on seat and pressure on back to desired position. Release lever to lock.

(For OEI48)

This model has separate levers for the seat adjustment and back adjustment. Also, only with OEI48, you can allow the seat and back to "free-float" (move with your body) if you leave the seat and back handles in the "up" position.

### How do I adjust height of back?

(For all models)  
Loosen handwheel located on lower portion of back support. Slide back support up or down to individual preference. Tighten handwheel to hold in place. Use care to make sure handwheel is tightened to avoid injury.

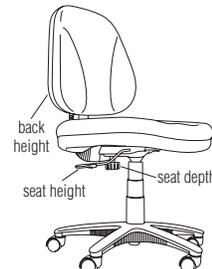
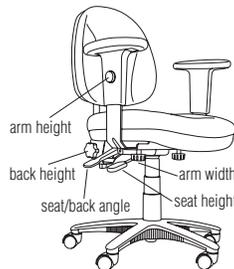
### Can I adjust the arms?

(Model BJR3)  
Arms can be adjusted vertically. Press the buttons at the sides of the arms and move the arms up or down as desired.

(Model BJR3 and BR1)

For horizontal adjustment, loosen handwheels under either side of seat and slide arms in or out.

**Note:** Care should be used to make sure handwheels are tightened to avoid injury.



## Care of your Snap™ Seating Task Chair

Care for your Snap Task chair is easy.

It requires no more care than any other fine seating. Exclusive functional mechanisms and component integrity are thoroughly tested. All Snap chairs meet or exceed BIFMA test standards. A ten-year warranty covers structural integrity, while a one-year warranty covers upholstery.

Periodic light cleaning is all that is necessary. Be certain to vacuum upholstery frequently and thoroughly.

Use mild soap or detergent with luke-warm water and a soft, non-scratching cloth to clean plastic surfaces, upholstery, and powder coated metal.

Stains and spots may require a more thorough cleaning. For this we recommend:

**Fabric Upholstery** – Use a foam-type cleaner such as Johnson Wax "Glory" or Earl Grissmer Co. "Blue Lustre" for general cleaning.

For more stubborn spots and stains, use Texie Chemical Co.'s "K2r". Always follow the manufacturer's directions.

**Plastic parts and powder-coated finishes** – Chewing gum and similar stubborn spots may be removed with cigarette lighter fluid. Wipe dry immediately. Sunnyside Plastic cleaner is ideal for light cleaning. Buffing with this product restores luster to smooth surfaces. Its anti-static properties help repel dust and dirt. High quality wax, such as Johnson's "Glo-Coat" or "Simonize", restores luster and protects the finish. Follow container directions and apply with a soft cloth and buff thoroughly.

**Caution:** Do not use dry cleaning agents on upholstery, or coarse cloth when applying cleaning agents to smooth surfaces.