



# ASSEMBLY INSTRUCTIONS

<p>1.</p>	<p>2.</p>
<p>3.</p>	<p>4.</p>
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<p>A.</p> <p>5 PCS</p>	<p>F.</p> <p>1 PAIR</p>
<p>B.</p> <p>1 PC</p>	<p>G.</p> <p>19 mm 4 PCS</p>
<p>C.</p> <p>1 PC</p>	<p>H.</p> <p>44 mm 6 PCS</p>
<p>D.</p> <p>1 PC</p>	<p>I.</p> <p>1 PC</p>
<p>E.</p> <p>1 PC</p>	

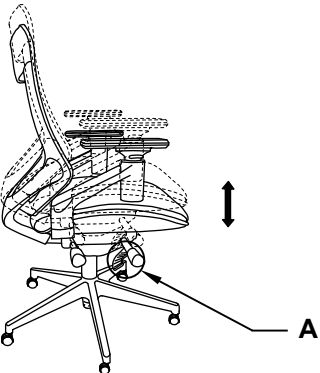
Model: ALE-EBW4213  
 Manufactured for/ Hecho para/ Fabriqué pour Alera®/ Essendant Co.,  
 One Parkway North, Deerfield, IL 60015 © 2015 Essendant Co.  
 Made in/ Hecho en/ Fabriqué en China  
 Product support and parts: 1-800-733-4000  
 Ayuda del producto y partes / Support technique et pieces

# OPERATING INSTRUCTIONS

Model: ALE-EBW4213

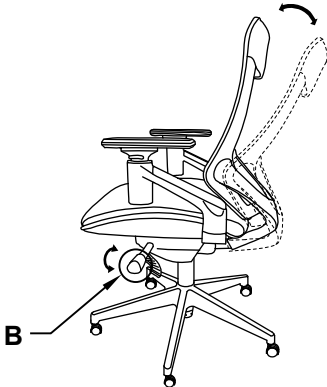
### A. Seat height adjustment

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.



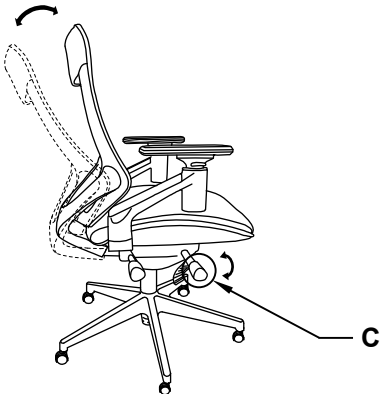
### B. Tilt Lock

Turn lever (B) to lock-out or unlock the back tilt function.



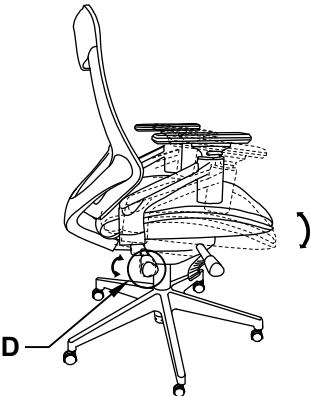
### C. Tilt tension

Lever (C) adjusts angle and ease with which chair reclines to the different weights and strengths of different users. Turn the lever (C) to increase to release tension.



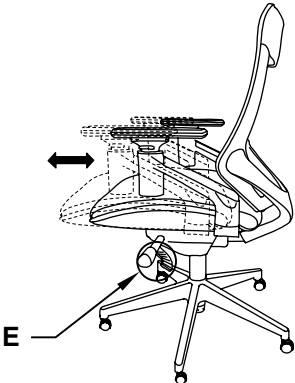
### D. Seat angle adjustment

Turn lever (D) to adjust the seat angle incline a few degrees forward or backwards. Tilt forward for heavy keyboarding usage or backward for a more relaxed sit.



### E. Sliding seat adjustment

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



### F. Arm adjustments

To adjust arm height, push the button on each arm to move arms up and down. Release to set height. To adjust arm width, push in or out to the desired width. To adjust arm pad angle, firmly grasp arm pads and pivot to desired angle.

