



Leaders in Reception Seating

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# Assembly Instructions For Newport and Lenox Steel Hip Chairs

**Tools required:** Allen wrench (included in hardware pack) and rubber mallet (optional).

**Note:** These instructions are intended for various models and configurations. Your products may not look exactly as those shown in the diagrams.

**Important:** The assembly process requires that some hardware be kept loose until later in the sequence. Follow these instructions closely to ensure correct assembly.

**Recommendation:** Retighten all bolts on a seasonal basis to ensure your product remains strong and stable for many years of use.

**Weight Capacity:** All chairs in this series have a weight capacity of 275 lbs. per seat, unless otherwise stated.

## Parts List

Leg Frames, L&R  
H-Frame Seat Support  
Footrest  
Back Cushion  
Seat Cushion

## Hardware Pack

$\frac{5}{8}$ " Allen Bolts, 12 pcs.  
2  $\frac{3}{8}$ " Allen Bolts, 4 pcs.  
Allen Wrench

Wedge  
Hardware

1. Unpack and identify all parts.

2. Connect H-frame and footrest between left and right leg frames, as shown in figure 1. Stems on leg frames slide inside tubes. Be sure long tube of H-frame is in front and short tube is in back. Attach using  $\frac{5}{8}$ " Allen bolts. Keep bolts slightly loose.

3. The back cushion for this chair is held in place by **interlocking wedge hardware**, as shown in figure 2.

4. With the chair upright on a level surface, attach the back cushion to the leg frames by aligning the interlocking wedges on each side and sliding them together simultaneously, as shown in figure 3. Use care that the wedges on both sides are properly aligned and connected simultaneously. Do not attempt to insert one side ahead of the other. Use your hands to apply downward pressure to the back cushion. You should feel the wedges slide together and tighten.

5. Use your fist or palm of your hand to gently pound the back cushion down until the interlocking wedges are "locked" together. You may find that a rubber mallet is helpful for this step, but be sure to protect the fabric with a towel, clean cardboard, or other such material. A standard hammer is not recommended. **Important: Wedges are correctly "locked" when the inner wedge comes into contact with the top flap of the outer wedge, and the bottom edges align, as shown in figure 4. Avoid excessive force or damage to the wedges may occur.**

6. Tighten  $\frac{5}{8}$ " Allen bolts from step 2 securely.

7. Attach seat cushion to H-frame using 2  $\frac{3}{8}$ " Allen bolts, as shown in figure 5. Once all 4 bolts are started, tighten all securely.

8. Wedge connections must be visually inspected before use to ensure all are correctly set and locked.

9. Your product is now assembled and ready to use.

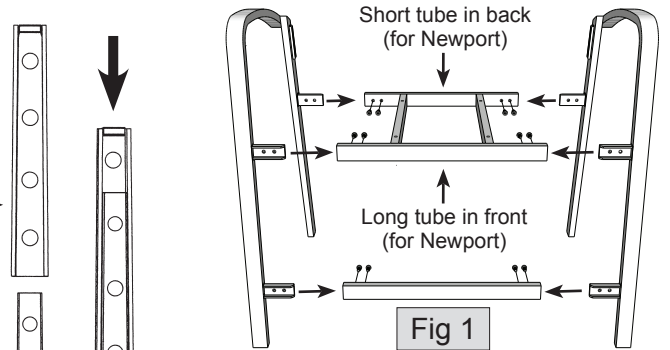


Fig 1

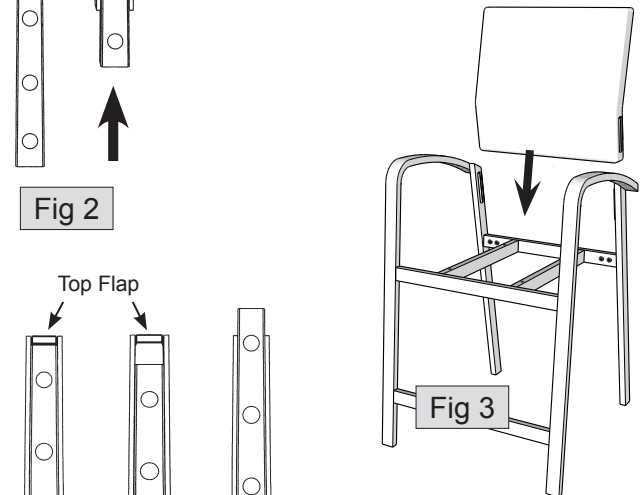


Fig 3

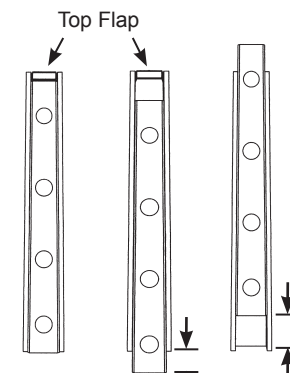


Fig 4

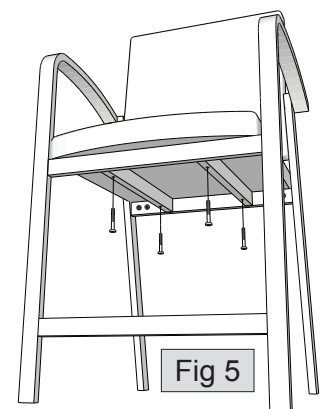


Fig 5

**TROUBLESHOOTING TIP:** If back cushion is not level, check that wedges on both sides are correctly "locked" as shown in figure 4.

Thank you for purchasing a Lesro product.  
Need assistance with assembly? Call Lesro customer service 1-800-275-7545.  
Visit us online at [www.lesro.com](http://www.lesro.com)