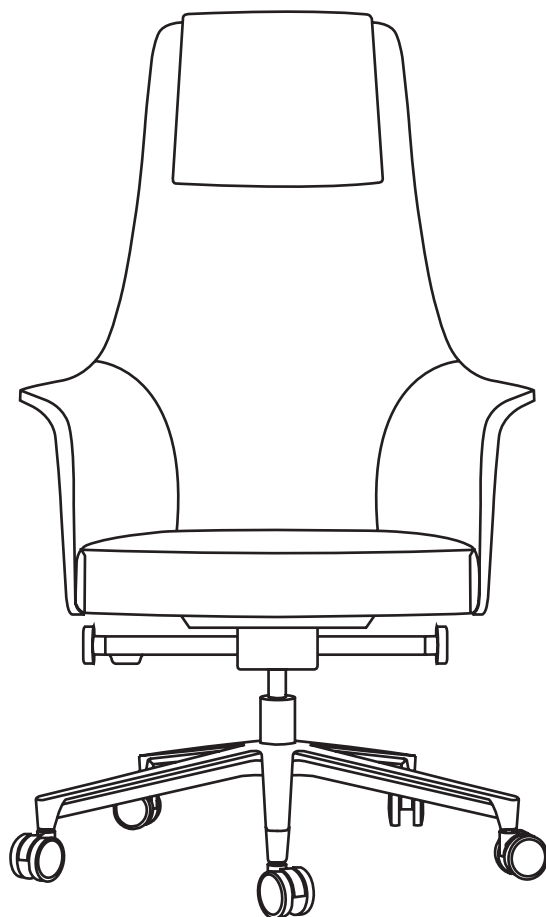


BOLO™ 3531

OFFICE CHAIR

INSTRUCTION MANUAL

LET'S GET STARTED.



BDi

BDIUSA.COM



Congratulations on the purchase of your Bolo Office Chair 3531 from BDI. Your office chair has been designed to provide a lifetime of enjoyment. This manual will provide assembly instructions and other helpful information to ensure you get the most out of your product. Please save it for future reference.

Your Bolo Office Chair has been engineered for simple assembly. Please follow these directions carefully to prevent any damage.

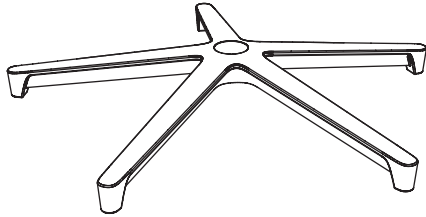
Should you need further assistance, contact BDI at customerservice@bdiusa.com.

ENJOY!

HARDWARE AND COMPONENTS

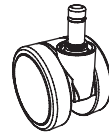
Unpack and identify the parts listed below. The assembly workspace should be a non-marring surface, such as carpet. For missing hardware pieces, please contact BDI Customer Service at customerservice@bdiusa.com. For all other concerns, please contact your BDI retailer.

Do not use power tools for the assembly of this product.



Base (C1)

QTY: 1



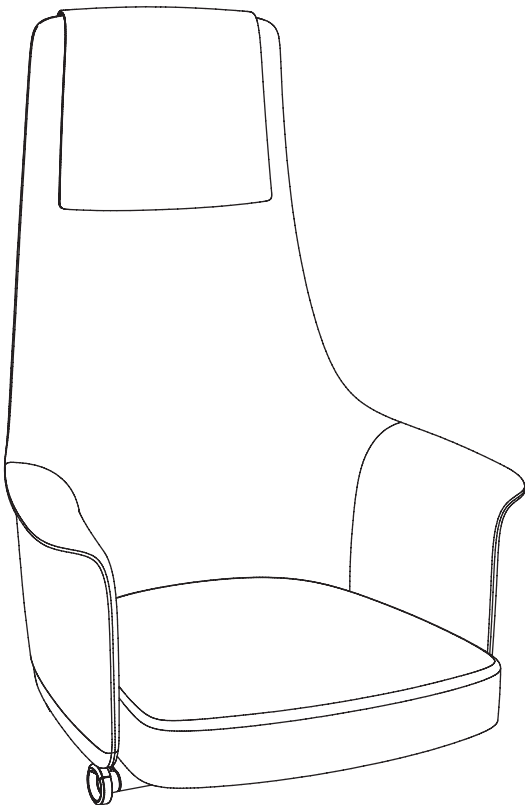
Swivel Wheels (C2)

QTY: 5



Lift Column (C3)

QTY: 1



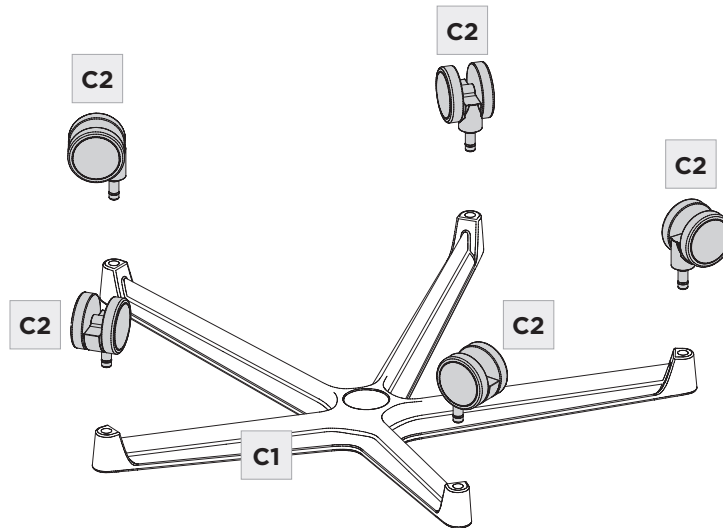
Seat Assembly (C4)

QTY: 1

STEP 1. INSTALL SWIVEL WHEELS

ASSEMBLY

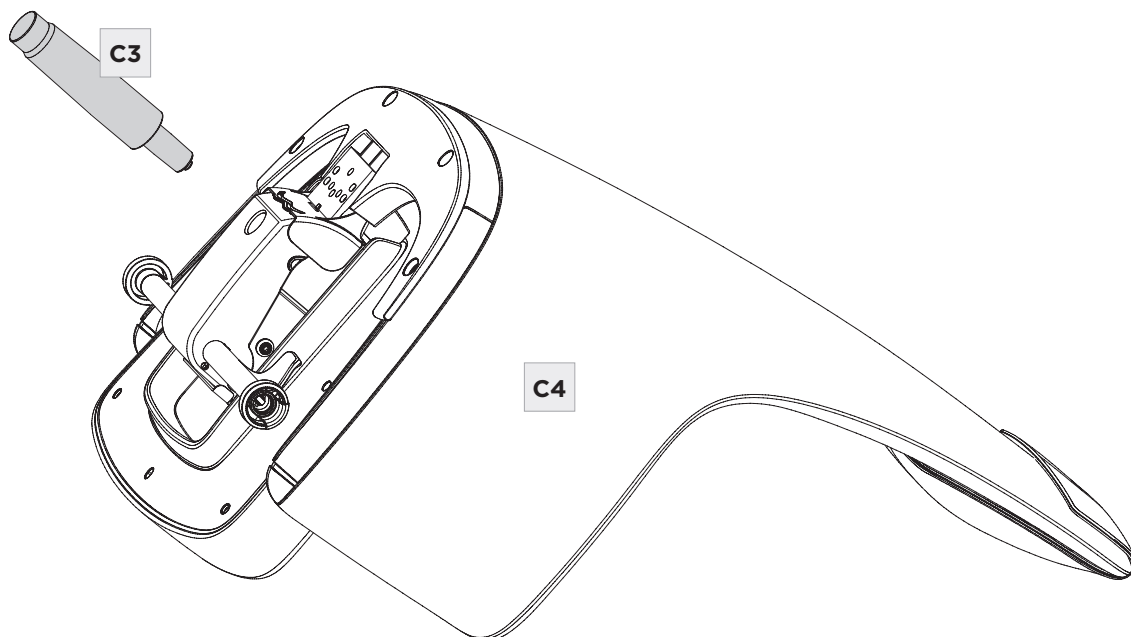
Position the **Base (C1)** upside down on a carpeted floor. Press the **Swivel Wheels (C2)** firmly into the holes until they lock.



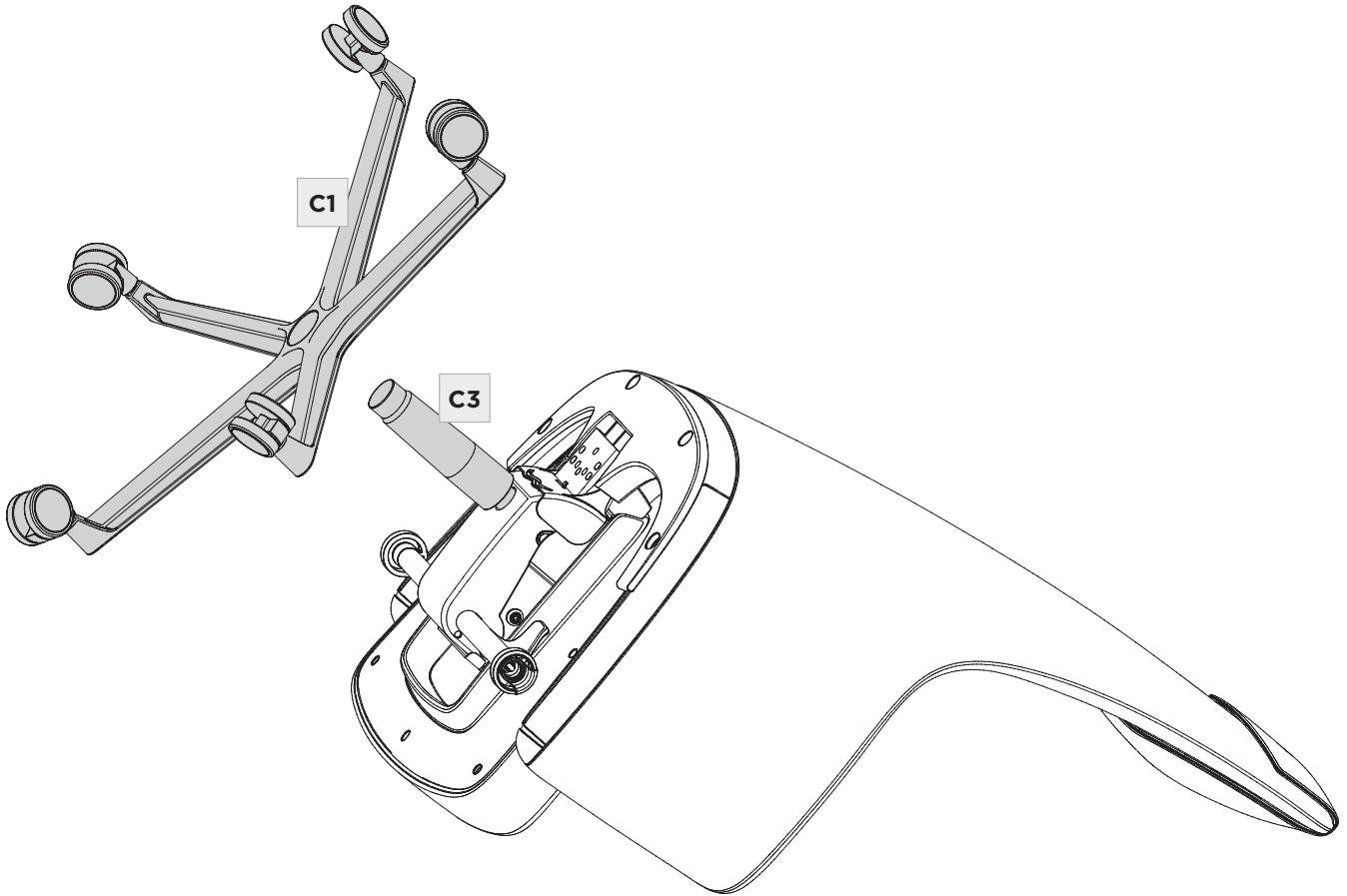
STEP 2. INSTALL LIFT COLUMN

ASSEMBLY

Position the **Seat Assembly (C4)** upside down on a soft, non marring surface such as carpet, as shown. Insert the **Lift Column's (C3)** narrow end into the hole on the bottom of the **Seat Assembly (C4)**. Press into place.



Connect the **Base (C1)** to the chair either right side up with base on floor, or while the chair is upside down (as shown). Insert the **Column (C3)** into the hole and press to fit.



ADJUSTING HEADREST

To position the headrest, slowly move it up or down. It will ratchet through various stopping heights. Select the best height for your comfort.

ADJUSTING SEAT HEIGHT

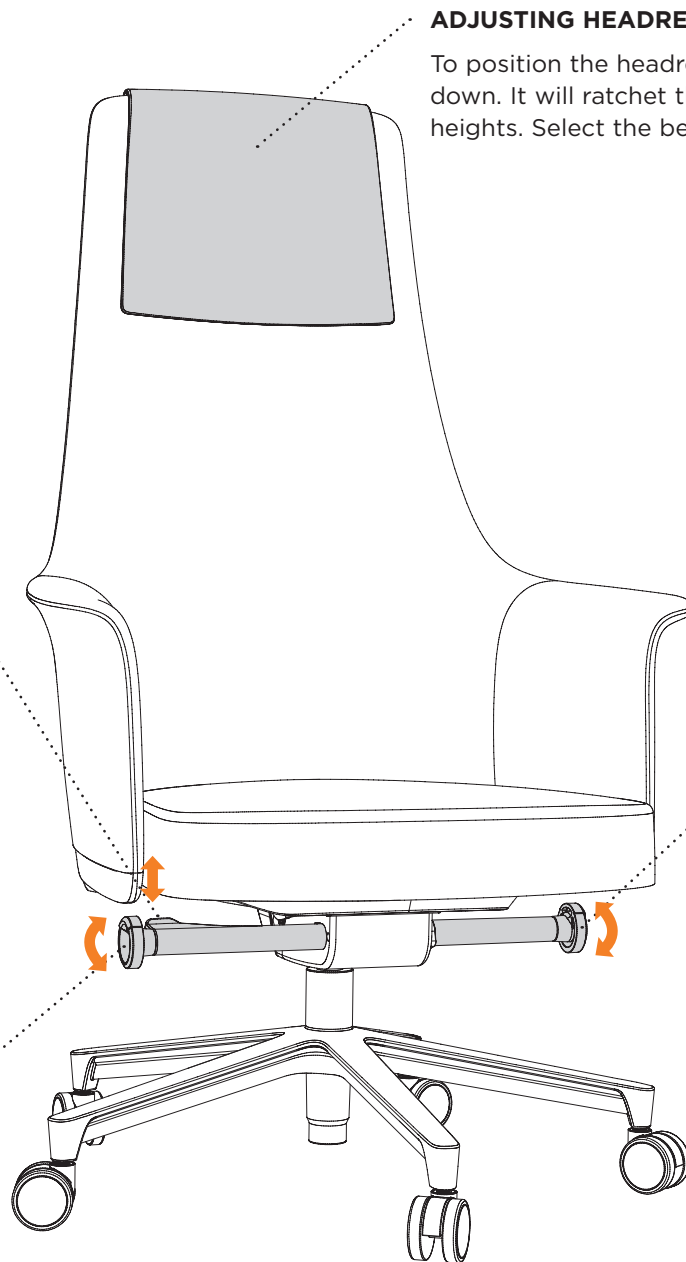
Height is adjusted using the lever on the right-hand control bar. Pull up on the lever while lifting or lowering your body weight in the chair; the seat will adjust on its pneumatic cylinder to reach your desired height.

TILT LOCK

Rotate the left control knob to lock and unlock the chair recline. Lean back to the desired position and turn the same knob to lock the back into one of four recline positions.

SEAT TENSION CONTROL

Adjust the force needed to create a softer or firmer recline motion. Pull out the lever on the right-hand control bar and rotate it several times. Turn clockwise for more tension, counterclockwise for less tension.



CARE & MAINTENANCE

Your BDI furniture has been constructed with the finest materials, carefully manufactured, and designed to last a lifetime. Regular furniture care will prolong your enjoyment and keep it looking its best.

LEATHER

First, clean leather surfaces with a dry soft, lint-free cloth, ensuring that the leather's surface doesn't get scratched or damaged. Dampen another cloth with a little water and a small amount of mild soap or leather cleaner. Gently wipe the surface of the leather in a circular motion. Avoid using too much water or any harsh chemicals; always use a cleaner specifically formulated for leather or a mild, non-alkaline soap. Traditional detergents or alkaline soaps can damage leather by stripping its natural oils. Allow the leather to air-dry naturally. Avoid direct sunlight or heat sources, as they can cause the leather to fade or become brittle. After cleaning, leather often requires moisturization to restore its softness and sheen. Leather conditioners or creams hydrate the material and can protect it from future damage.

WARRANTY

BDI warrants to the original purchaser that this product shall be free of defects in assembly, material, or workmanship for five (5) years from the original date of retail purchase. In the event of a proven defect in this product's assembly, material, or workmanship within five (5) years from the original date of purchase, BDI will replace any such defective part(s). This warranty coverage is based on an 8-hour shift by any user weighing up to 300 lbs. Claims under this limited warranty or any implied warranty shall be limited to replacing 100% of the chair at BDI's sole option and discretion.

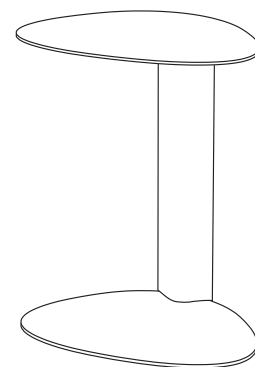
This warranty does not apply to normal wear or damage from misuse, abuse, improper storage or handling, installation, accident, repair or alteration, or other circumstances not directly attributable to manufacturing or material defects.

To view BDI's complete warranty information, visit www.bdiusa.com/warranty

PRODUCT REGISTRATION

Registering your new BDI product allows us to send you important product updates, service information, and helpful hints related to your BDI products.

Register today, and you will be **entered to win free a BINK table** from BDI: www.bdiusa.com/register



LAW LABEL

Reprinted here is the chair's law label, required for upholstered goods by some state jurisdictions.

<p>UNDER PENALTY OF LAW THIS TAG NOT TO BE REMOVED EXCEPT BY THE CONSUMER</p>	<p>NOTICE THIS ARTICLE MEETS THE FLAMMABILITY REQUIREMENTS OF CALIFORNIA BUREAU OF ELECTRONIC AND APPLIANCE REPAIR, HOME FURNISHINGS AND THERMAL INSULATION TECHNICAL BULLETIN 117- 2013. CARE SHOULD BE EXERCISED NEAR OPEN FLAMES OR WITH BURNING CIGARETTES.</p> <p>THE UPHOLSTERY MATERIALS IN THIS PRODUCT: <input type="checkbox"/> CONTAIN ADDED FLAME RETARDANT CHEMICALS <input checked="" type="checkbox"/> CONTAIN NO ADDED FLAME RETARDANT CHEMICALS</p> <p>The State of California has updated the flammability standard and determined that the fire safety requirements for this product can be met without adding flame retardant chemicals. The state has identified many flame retardant chemicals as being known to, or strongly suspected of, adversely impacting human health or development.</p>
<p>ALL NEW MATERIAL Consisting of 100% POLYURETHANE FOAM</p>	
<p>REGISTRY NO.: CA44482 (CN)</p>	
<p>Certification is made by the manufacturer that the materials in this article are described in accordance with law.</p>	
<p>MADE FOR: BDI</p> <p>14954 BOGLE DRIVE CHANTILLY, VIRGINIA 20151 USA</p>	
<p>MADE IN CHINA</p>	<p>COMPLIES WITH U.S. CPSC REQUIREMENTS FOR UPHOLSTERED FURNITURE FLAMMABILITY</p>



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Made in China.