

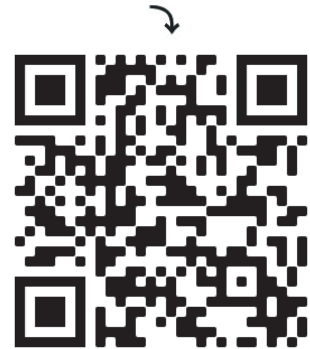
Ergonomic Chair Pro

Assembly Guide

Branch

The new way of working you've been waiting for.

Scan here for a digital copy
of your assembly guide.

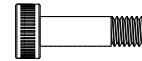
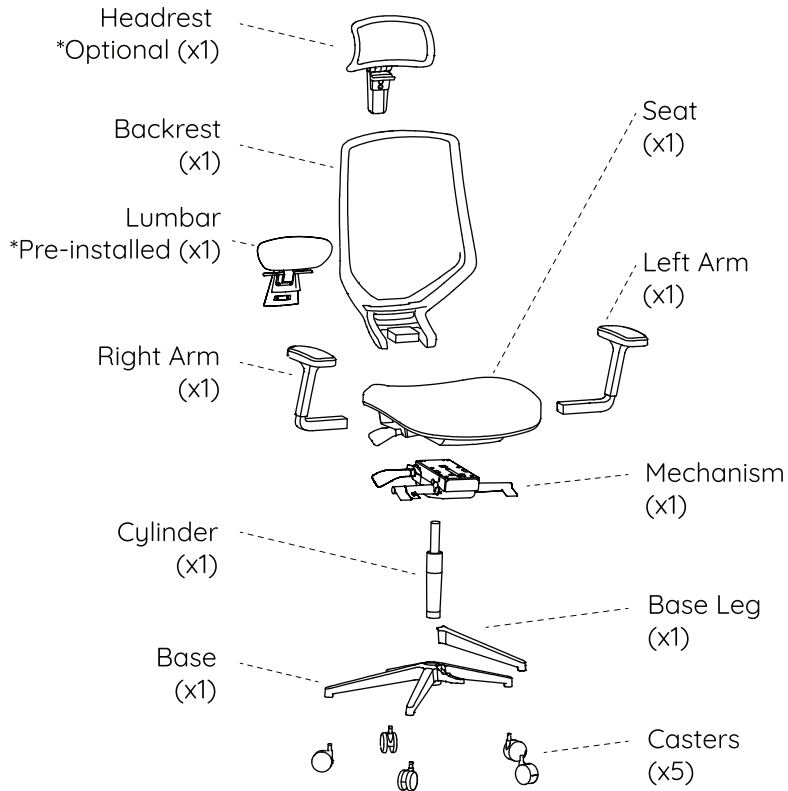




Caution

- Use this product only for seating one person at a time.
- Some screws may be preassembled. If preassembled, ignore assembly instructions.
- Handle the cylinder and mechanism parts carefully as they may have grease, which can stain chair fabric or clothing.
- Do not use this chair as a step stool/ladder, or on uneven floor surfaces.
- Do not sit on any part of the chair except the seat.
- Do not use chair unless all bolts, screws, and knobs are tightened.
- Every six months, please make sure all bolts, screws, and knobs are fully tightened to ensure stability.
- If any parts are missing, broken, damaged, or worn, stop use of the product until repairs are made using Branch-authorized parts.
- Failure to follow these warnings could result in serious injury.

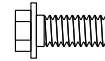
Components



Arm Bolts
(x4)



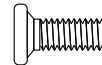
Mechanism Screws
(x4)



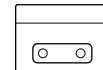
Backrest Screws
(x3)



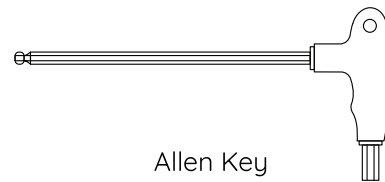
Base Screw
(x1)



Headrest Screws
*Optional (x2)

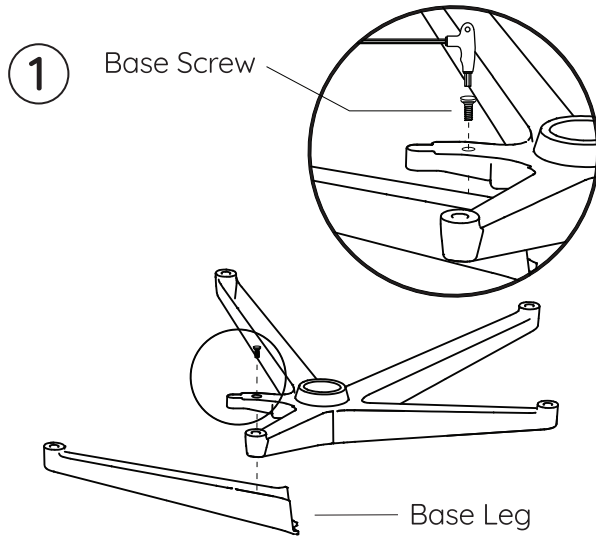


Lumbar Cover
*Optional (x1)

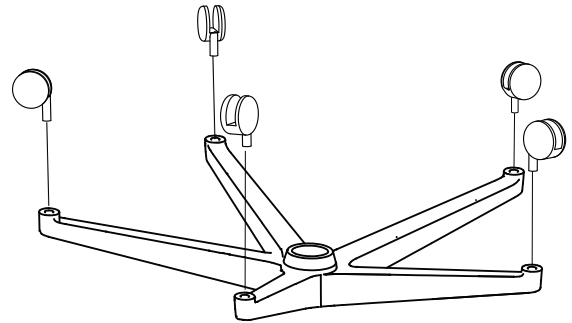


Allen Key
(x1)

1

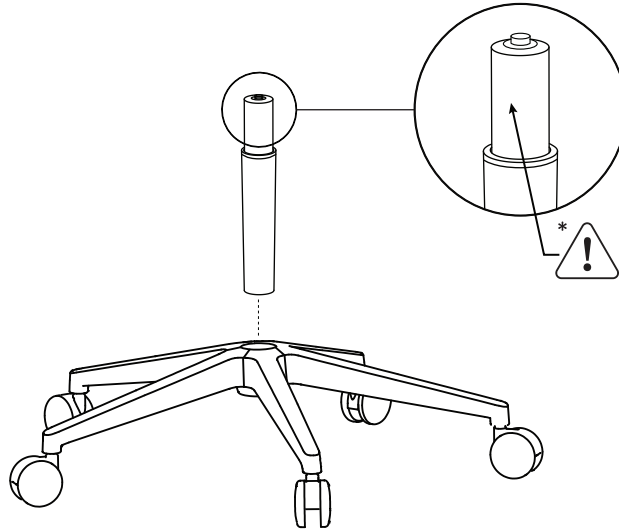


2



On a clean, flat surface, with the **Base** (x1) upside down, connect the end of the **Base Leg** (x1) to the base and securely tighten using the **Base Screw** (x1) and the short end of the **Allen Key**. Next, with the assembled **Base** still upside-down, push the **Casters** (x5) into each hole with a fair amount of force (they should 'pop' in).

2

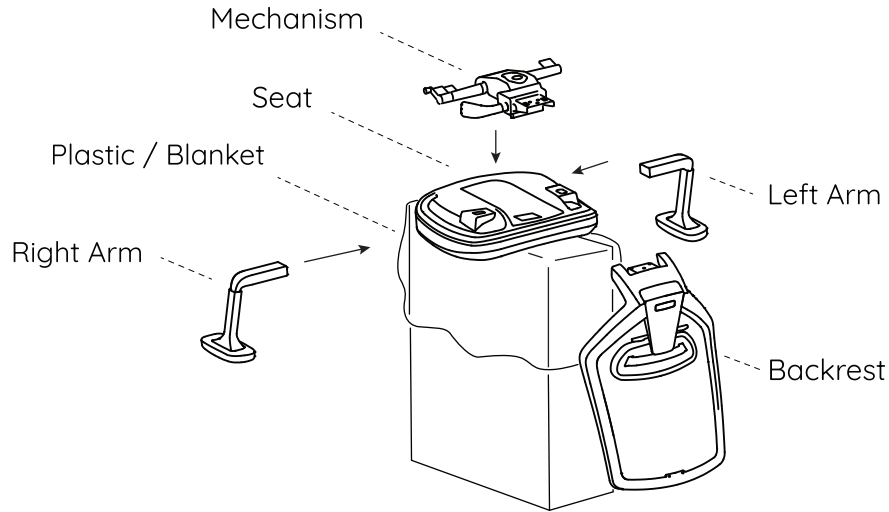


Turn the assembled Base over and insert the **Cylinder** (x1) or optional **Tall Cylinder** (x1) with the large end facing the floor.



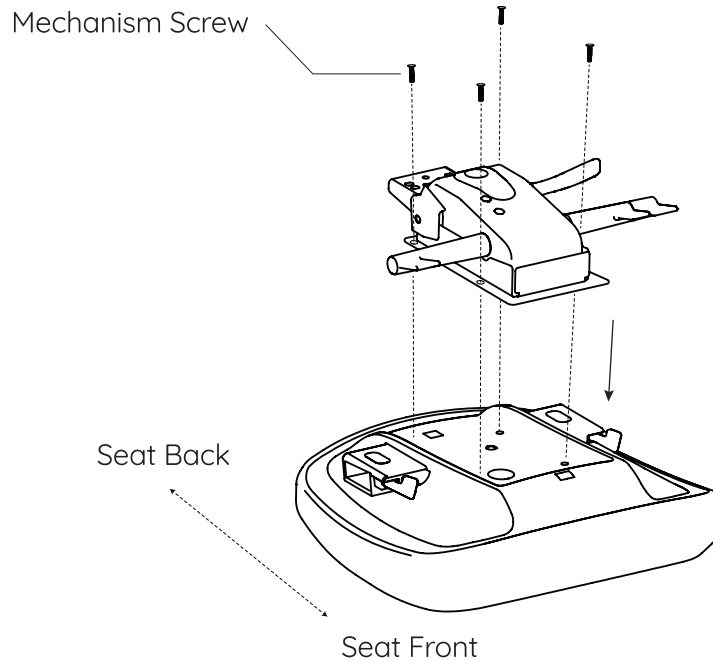
* Caution: Handle the cylinder carefully as it may have grease on top, which can stain chair fabric or clothing.

3



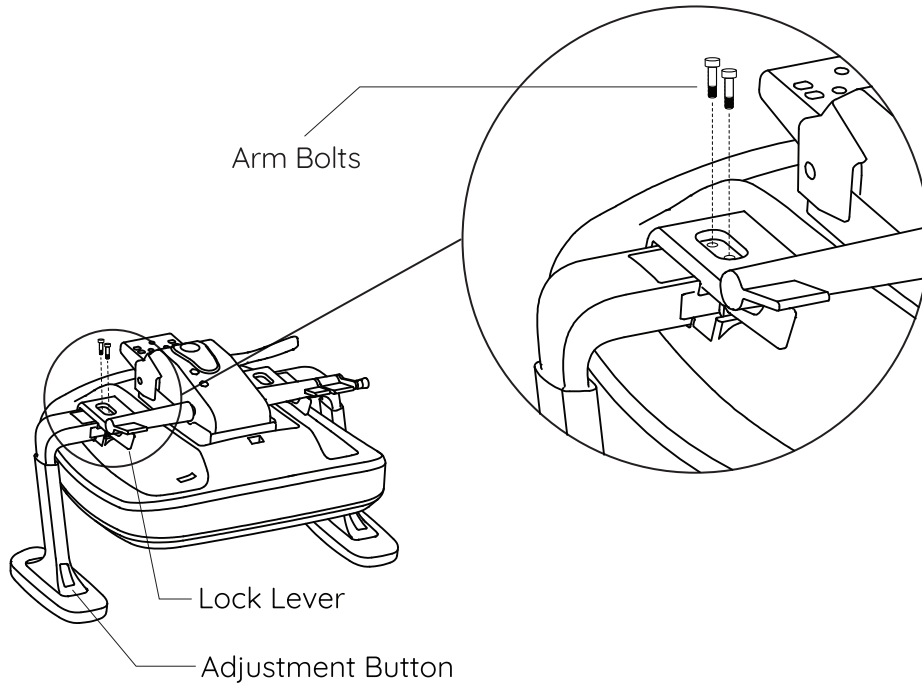
The box your chair arrived in can serve as a helpful platform for assembling your Erg Chair Pro. Using a blanket or the included bag from inside the box, cover the top portion of the box to prevent dirt from staining the chair or your clothing. Carefully position the **Seat** (x1) upside down on the top of box and proceed to the next step.

4



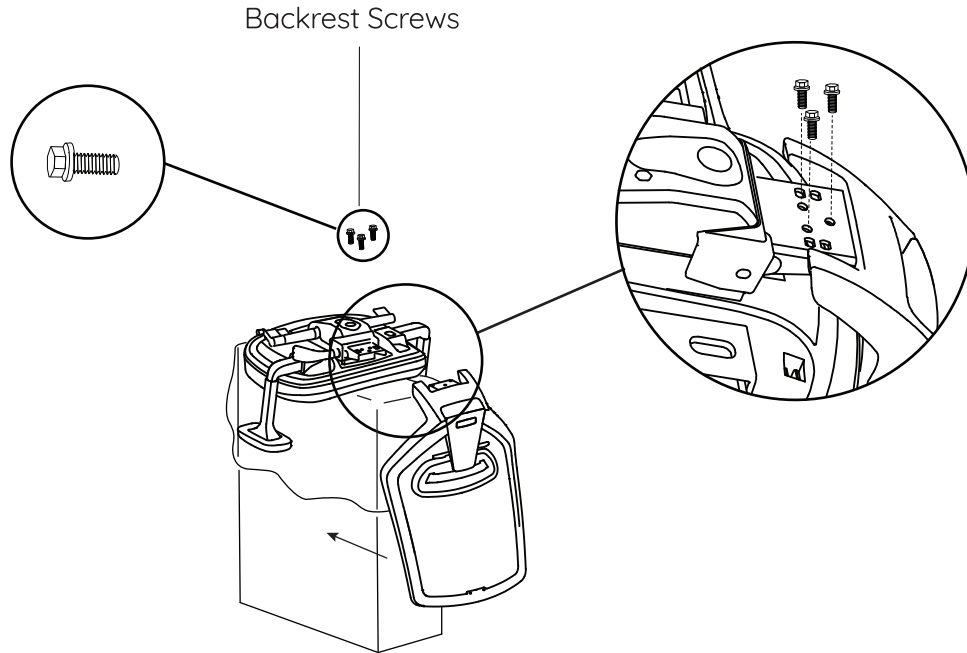
With the **Seat** (x1) upside down, position the **Mechanism** (x1) into the bottom of the **Seat** so that the holes are aligned. Ensure that the **Mechanism** bracket is facing the back of the **Seat** and securely tighten the **Mechanism Screws** (x4) using the Allen Key.

5



Insert the **Left Arm** (x1) and **Right Arm** (x1) into the sides of the **Seat** (x1), making sure the Arm Adjustment Buttons face the front of the **Seat** (the same direction as the Lock Levers shown above). Securely tighten the **Arm Bolts** (x2 per arm) using the **Allen Key**.

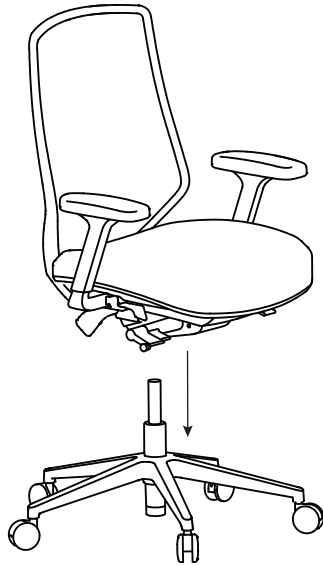
6



Carefully position the **Backrest** (x1) into the bracket of the **Mechanism** (x1). Align the holes on the **Backrest** to the holes on the **Mechanism**. Insert the first **Backrest Screw** (x1) into the center hole and tighten by hand. Next, insert the remaining **Backrest Screws** (x2) by hand until partially secured. Finally, securely tighten all three Screws using the **Allen Key**.

7

1

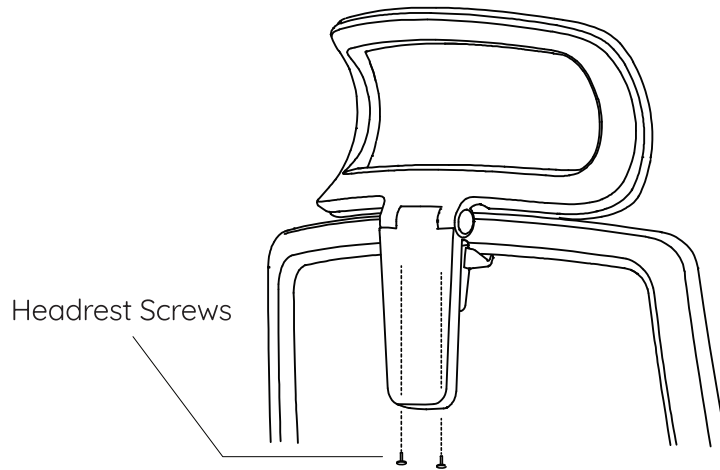


2



With a friend, carefully lower your assembled chair top onto the base, aligning the **Cylinder** with the bottom of the **Mechanism**. Push down firmly to secure.

8 (Optional)



Attach the **Headrest** (x1) to the top rear of the chair **Backrest**. Align the holes on the **Headrest** base to the chair frame, insert the **Headrest Screws** (x2), and tighten with the **Allen Key**.

All Done!

Go ahead, try it out. You may experience what we call an “ahhh” sensation. That’s completely normal. You’re now well equipped for whatever the workday throws at you.

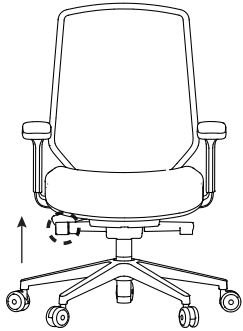
Now, don’t be shy. Show us how it looks!

@branchfurniture
#officebybranch

User Guide

Seat Height:

Outer paddle-shaped lever on the right side



To raise:

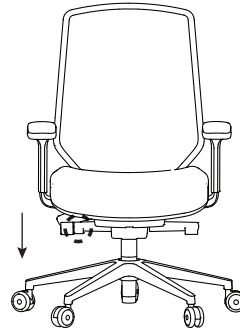
While taking your weight off the chair, lift the lever up.

To lower:

While seated, lift the lever up.

Seat Depth:

Inner paddle-shaped lever on the right side



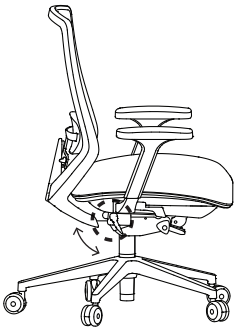
To adjust depth:

Push the lever down while sliding the seat forward or back.

Release the lever to lock.

Seat Tilt:

Paddle on the back right side.



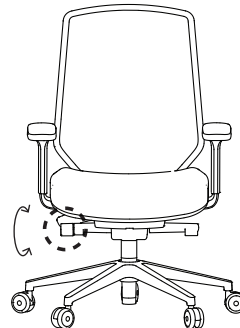
To adjust seat tilt:

While seated, rotate the paddle forward (clockwise) and lean forwards or backwards.

Rotate the paddle backwards (counter-clockwise) to lock.

Back Tilt Tension:

Outer sliding knob



To adjust tilt tension:

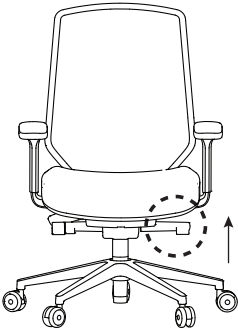
Slide the knob outward and then rotate clockwise to increase tension and counterclockwise reduce tension. Slide the knob inward when complete.

*Up to 50 rotations may be needed to fully adjust

User Guide Cont.

Back Tilt & Lock:

Paddle-shaped lever on left side



To recline and lock:

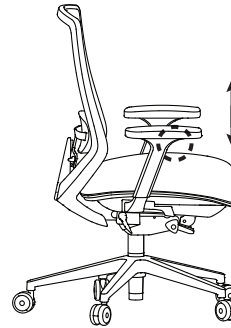
Flip paddle upward to unlock the recline, and flip paddle downward to lock desired recline position

To return upright:

Flip paddle upward, lean back until you hear a click, then lean forward.

Armrest Height:

Button under each armrest

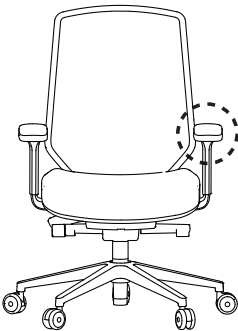


To raise or lower:

While seated, push and hold button to raise or lower arm. Release button to lock.

4D Armrest:

Top of Each Arm

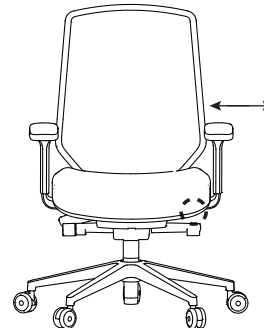


To adjust:

While seated, grasp the armrest and slide it forwards/backwards, inward/outward, or rotate clockwise/counter-clockwise to your preferred position.

Armrest Width:

Adjustment Buttons under the Seat



To unlock and adjust:

Flip the adjustment buttons under the seat pan so that they are facing out. Grasp the arm and move inwards or outwards to your desired position

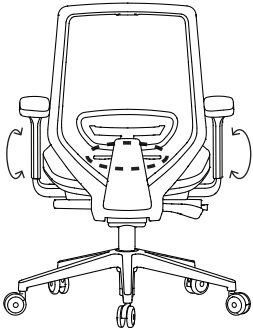
To lock arms:

Flip the adjustment buttons so they are facing forward

User Guide Cont.

Lumbar:

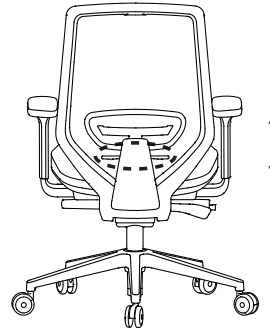
Handles on back of chair



To adjust lumbar pressure:

Grasp the handles with both hands and rotate between 3 positions:

- Position 1 (paddles facing away from the chair)
- Position 2 (paddles facing up),
- Position 3 (paddles facing towards the chair).

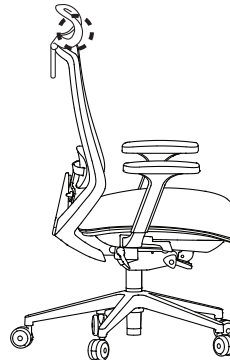


To adjust lumbar height:

Grasp the handles with both hands and rotate to Position 1 (paddles facing away from the chair). Next, lift up or down at the same time to your desired height. Last, rotate the handles to your desired pressure.

(Optional) Headrest Height and Tilt:

Sides of the Headrest



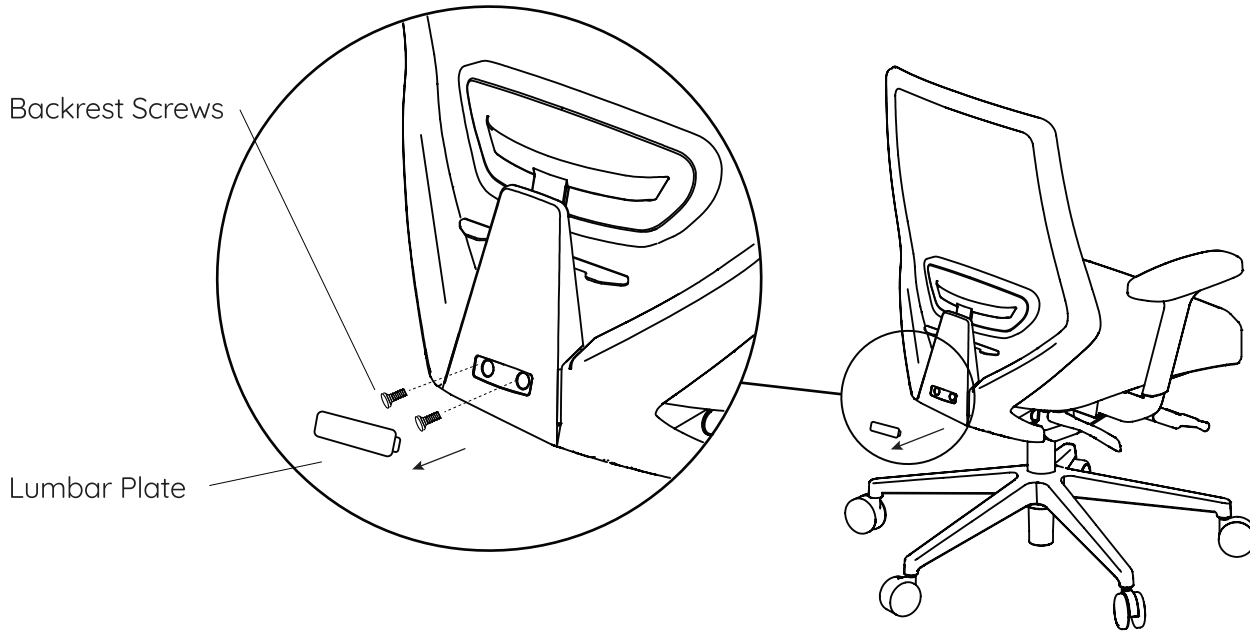
To adjust Height:

Grasp the sides of the headrest with both hands and lift up or down at the same time to your desired position.

To adjust Tilt:

Grasp the sides of the headrest with both hands and tilt forwards or backwards to your desired position.

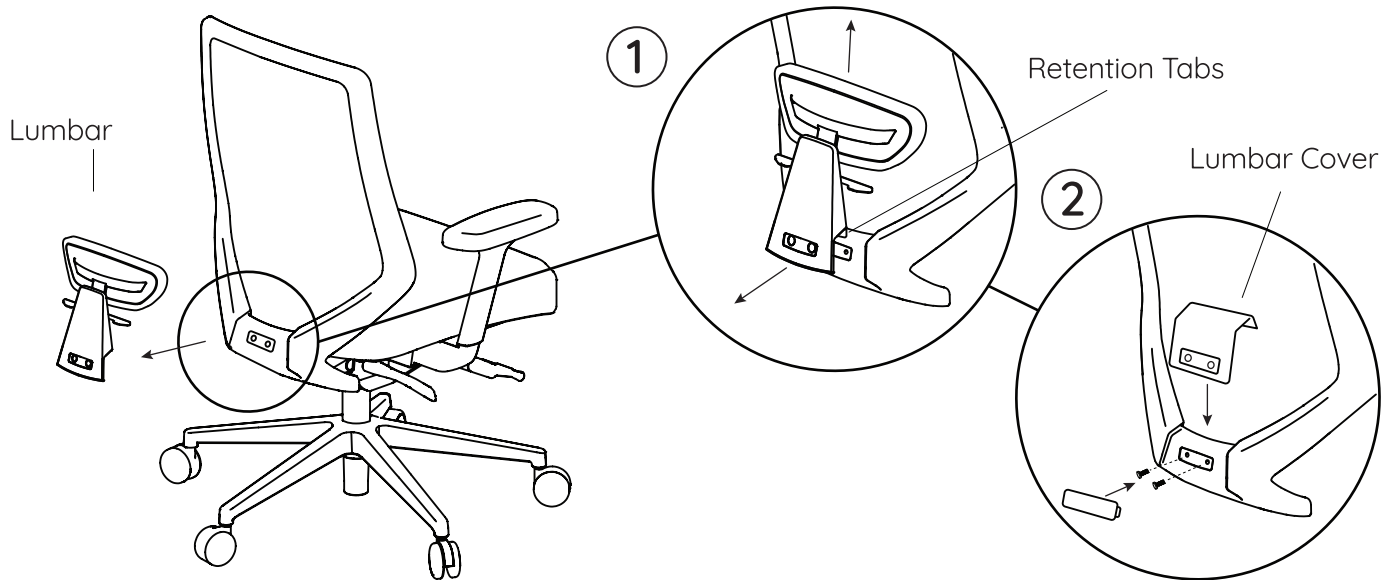
Lumbar Removal (Optional)



If you want to remove the Lumbar from your chair please refer to the following steps.

First, Carefully remove the **Lumbar Plate** (You may need a flathead screwdriver or similar thin tool). Next remove the **Lumbar Screws** (x2) with the **Allen Key**.

Lumbar Removal (Optional)



First, remove the **Lumbar** by pulling up and out at the same time. Be mindful of the retention tabs as you pull away from the frame

Next, align and push the **Lumbar Cover** over the frame ensuring the retention tabs engage first, then push in the bottom of the **Lumbar Cover** until it pops into place. Fully securely tighten the **Lumbar Cover** to the frame using the **Lumbar Screws** (x2) and **Allen Key**. Finally, Carefully fit the **Lumbar Plate** into position (it should “pop” in)

Contact

Have a question, comment, or suggestion?

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