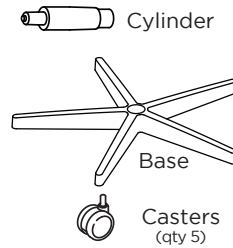
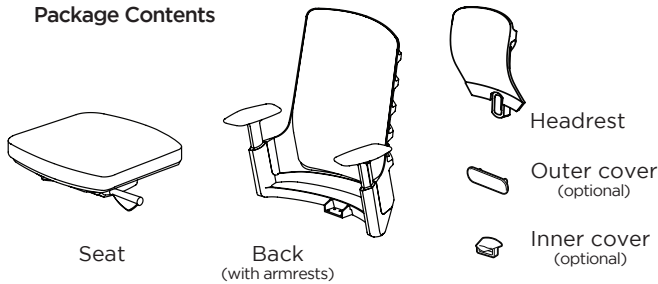


# Vert Ergonomic Chair

SKU: CHR458

UPLIFT DESK

## Package Contents



M8x20 screw (qty 3)

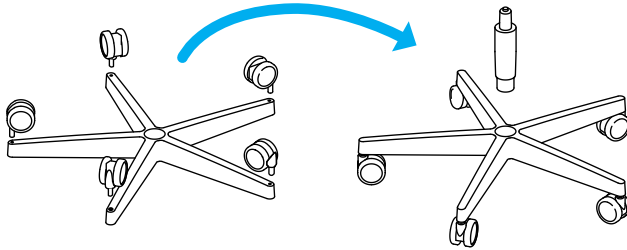
Flat washer (qty 3)

**Note: may be pre-installed on Chair's Back**

M6x20 screw (qty 2)

Plastic cap (qty 2)

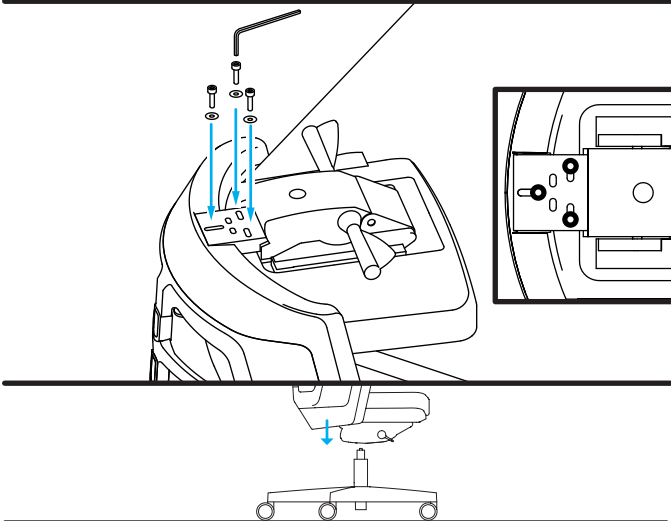
Allen wrench (L-shape)



### Step 1

Insert the Casters into the holes on the Base, and press them firmly to secure them in place.

Flip the Base, Casters down, onto the floor and insert the Cylinder into the Base in the orientation shown, with the smaller diameter end up. Be cautious around the end of the Cylinder to prevent it from getting oil on you or your clothes.



### Step 2

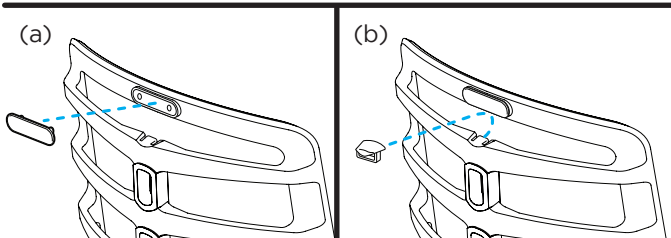
Place the Seat upside down on the edge of a stable surface, such as a table.

Line up the holes for the Back and the Seat. Have a friend help keep it steady while you attach the Back to the Seat. Using the Allen wrench, screw the Back and Seat into place using three M8x20 screws and three Flat washers.

**Note:** These screws and washers may arrive partially inserted into the Back, upon unboxing. Simply remove, and then attach the Seat and Back together.

### Step 3

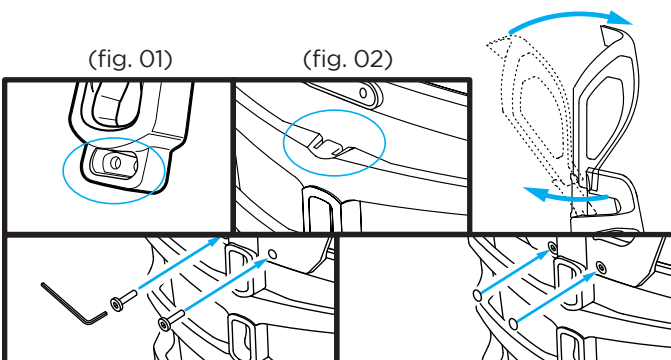
Lower the chair assembly onto the Cylinder to secure it in place.



### NOTE

If you don't want to install the Headrest, take the Outer cover (a) and Inner cover (b) and attach them as shown. These covers up the places that the Headrest attaches.

If you want to install the Headrest, proceed to Step 4.



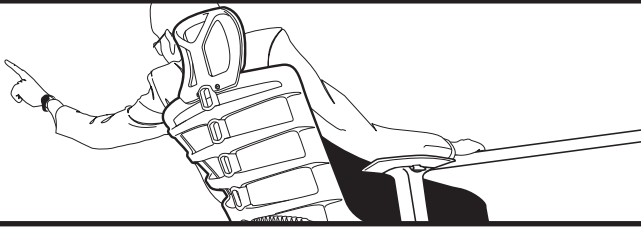
### Step 4

The Headrest fits into the Back in a specific way. Look for the lower holes on the rubber portion of the headrest (fig. 01) and the recessed tab in the Back (fig. 02). These two parts fit together.

Angle the Headrest, as shown. Lining up the slot on the Headrest with the tabs on the Back, tilt it forward firmly, fitting the two parts together.

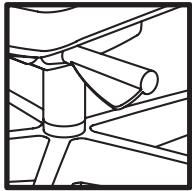
Next, insert two M6x20 screws and tighten using the Allen wrench. And finally, place the two Plastic caps over the screws.

## Adjustment Guide

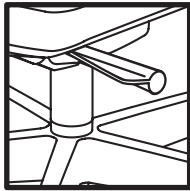


### Flexible Back

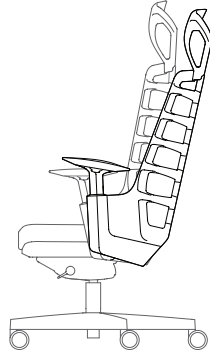
The Vert moves with you as you move throughout a variety of positions. A flexible back that mimics the spine allows the chair to automatically adjust with your body for more supportive and active seating.



locked



unlocked

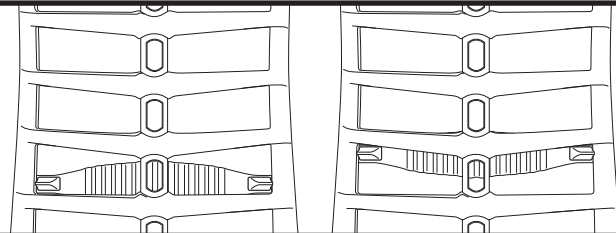


### Back Tilt Adjustment

To unlock the Back, move the lever on the left of the Seat into the UP position. This allows the back to “free float” with you as you move and recline to any position you wish within the chair’s range of recline. To lock the Back, move the lever into the DOWN position.

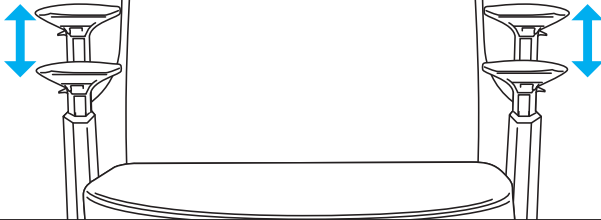
If you prefer the back to be stationary, angle the seat to your preferred position and twist the lever DOWN. This will lock the chair at the closest preset angle. There are three preset positions.

To unlock the back again or to change positions, flip the lever back and press back slightly in the chair to disengage the lock.



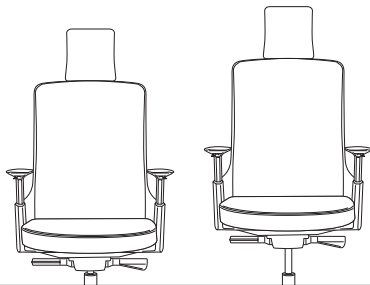
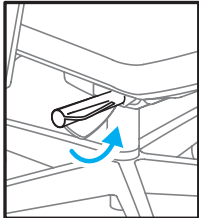
### Lumbar Height

To adjust the chair’s lumbar support, grab the tabs on either side of the lumbar on the back of the chair and slide it to the position that best supports your lumbar region.



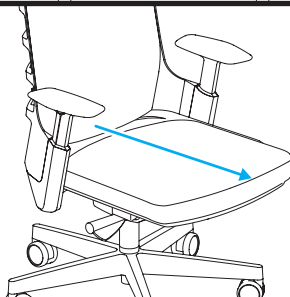
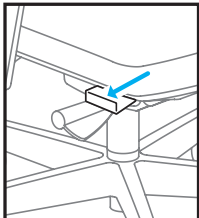
### Arm Height

Adjust by pressing the button underneath each armrest to unlock and gently move them up or down to the height that best supports your arms.



### Seat Height

Adjust by twisting the lever on the right side of the seat. Stand up to raise the chair higher or sit down in the chair to lower it.



### Seat Depth

Adjust by pulling out the handle on the right side near the front of the Seat. Slide the seat forward or backward to your preferred position, then push the handle back in to lock it into place.

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### \*A note about fabric care

**Normal-** Vacuum your fabric seat as needed. Vacuuming picks up dust and reduces the need for professional cleaning.



**Ink Stains-** Apply a small amount of isopropyl alcohol to a clean and damp absorbent cloth. Start at the outside of the ink stain and work toward the center. Apply pressure, but do not rub too vigorously. As you work and your cloth soaks up the ink from the fabric stain, it's important to use a clean section of the cloth or the stain will spread. Apply more isopropyl alcohol to the cloth as needed. If the ink stain persists, try using acetone. Note: This procedure is not intended for day-to-day cleaning.

**Spot Cleaning-** Immediately soak up the stain with a soft, absorbent cloth. Do not dry the stain completely, as this may set it in the fabric permanently. The longer a stain is allowed to remain on the fabric, the more difficult it is to remove.

**Oil-based Stains-** Use a dry cleaning solution applied with a damp clean cloth or sponge. Test the cleaning solution on a small, concealed spot on the fabric first before attempting on a larger area. If there is no spotting, ringing, or damage to the fabric or its dyes, apply the cleaning solution to the soiled area with light, quick strokes. Begin at the outside of the stain and work toward the middle, making sure you use a clean part of the cloth as you work.

**Water-based Stains-** Use a water-based fabric cleaner (specifically made for cleaning fabric) or a solution of mild, alkaline, warm soapy water. Make sure that the soap and water mixture is not overly soapy. Test on a small, concealed section of the fabric first before applying to the main area. Work the cleaner or soap/water mixture into the stain on the fabric, starting from the outside of the fabric and working your way to the middle.

### CAUTIONS & WARNINGS

-  **CAUTION:** Read all instructions before assembly. Failure to assemble properly may result in damage or personal injury.
-  **WARNING:** This product's maximum weight capacity is 250 lbs. DO NOT exceed the maximum weight capacity.

# UPLIFT DESK®

Work Better. Live Healthier

512-614-3152

800-349-3839

info@upliftdesk.com

upliftdesk.com



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