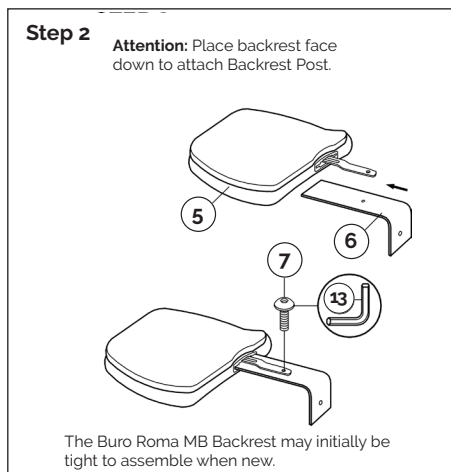
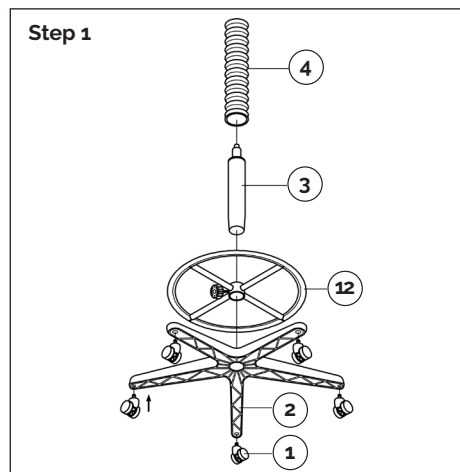


Assembly, Operating & Maintenance Instructions

buroseating

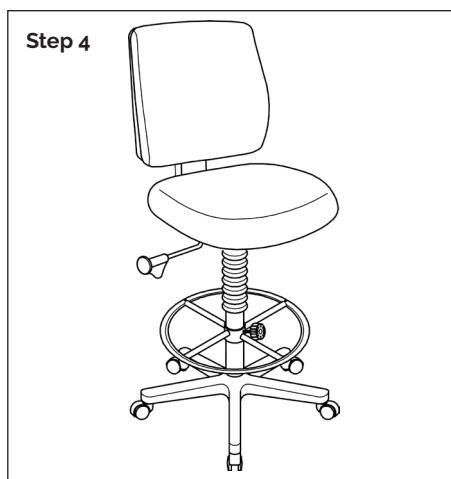
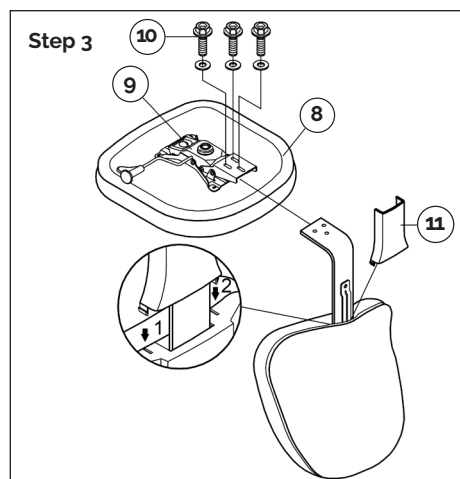
Attention: Please remove all items from the carton, and verify all pieces before assembly.

BURO ROMA MB DRAFTING Chair



Parts List

KEY	QTY	DESCRIPTION
1	5	Castors
2	1	Base
3	1	Gas Lift
4	1	Gas Lift Cover
5	1	Backrest
6	1	Backrest Post
7	1	Back Post Post Screw
8	1	Seat
9	1	Mechanism
10	3	Mechanism Screws
11	1	Back bar cover
12	1	Footring + Adj. Knob
13	1	M5 Size Allen Wrench



Care & Maintenance

GENERAL CARE

- To maintain the appearance of non-upholstered parts wipe the surface with a clean cloth dampened with a mild detergent solution.
- Do not remove any parts for separate cleaning.
- Do not saturate the fabric or interior with water or other cleaning liquids.
- Do not shampoo clean.
- Do not clean with hot water extraction machine.
- Do not clean with onsite drycleaning machine.
- Protect from direct sunlight, heat and weather.

FABRIC UPHOLSTERY CARE

- Wipe with a clean cloth dampened with a mild upholstery detergent solution.
- A soft bristle brush may be used to remove ingrained soil.
- Spot clean as above.
- Treat spills and stains as soon as possible.
- Persistent stains may require treatment by a professional cleaner.
- May be cleaned with dry powder cleaners.
- Allow to dry thoroughly before reuse.

Upholstery & Foam Specs*

FOAM

Flame Resistant: Ca117 Section A Part I & Section D Part II

UPHOLSTERY: FABRIC

Flame Resistance: Ca117 Section E Class I

*This applies only to standard Buro Seating stock. Any customer specified upholstery may not meet these specifications.

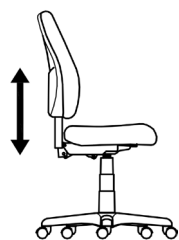
Operating Instructions

Backrest Adjustments

The Backrest height adjustment operation, may initially be tight to raise and lower when new. This is normal and a standard factory tolerance setting. To achieve smooth operation raise and lower the backrest multiple times before using the chair.

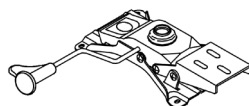
Recommended Seating Position & Adjustments

- Sit in the chair.
- Adjust the seat height so that your feet are resting flat on the floor/footring. For good circulation, your lower legs should form a 90° angle with the floor/footring, with your feet taking the weight of your legs.
- Your forearms should be as close to horizontal as possible when working at a desk.



Mechanism Operating Instructions

Important note: Do not operate the mechanism levers unless properly seated in the chair.



Preventative Maintenance & Warning!

- Use this product only for seating one person at a time.
- Do not use this chair as a step stool/ladder.
- Do not sit on any part of the chair except the seat.
- Do not use this chair on uneven floor surfaces.
- Do not interfere with the operating of the gas lift.
- Do not use chair unless all bolts, screws and knobs are tight.
- At least every six months check all bolts, screws and knobs to ensure they are tight.
- If any parts are missing, broken, damaged or worn do not use the product until repairs are made using factory authorised parts.
- Dispose of packaging properly.
- Plastic bag is not a toy.
- Do not use plastic bag as a head covering as it may cause suffocation.
- Failure to follow these warnings could result in serious injury.