

**eurotech**

**MT4500**

ASSEMBLY INSTRUCTIONS  
OPERATING INSTRUCTIONS  
WARRANTY

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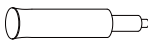

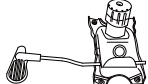

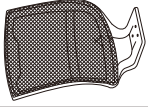


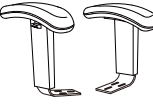



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CUSTOMER SERVICE 1-800-637-0005  
[WWW.EUROTECHSEATING.COM](http://WWW.EUROTECHSEATING.COM)

# ASSEMBLY INSTRUCTIONS

## MT4500

Remove all items from the carton. Verify all pieces before assembly.

PARTS LIST				
Key	Description	Part	Qty.	Spare
A	Caster		5 pcs	
B	Star Base		1 pc	
C	Seat Post (cylinder)		1 pc	
D	Seat Post Cover		1 pc	
E	Mechanism		1 pc	
F	Seat Cushion		1 pc	
G	Backrest		1 pc	
H	Mechanism Rear Screws (5/16"*1", Red) and Washers		2 pcs	1
I	Mechanism Front Screws (5/16"*1-1/4", Blue) and Washers		2 pcs	1
J	Armrests - 1 Left & 1 Right Armrest		2 pcs	
K	Armrest Screws (1/4"*1-1/4") and Washers		6 pcs	1
L	Back Attachment Screws (5/16"*2") and Washers		5 pcs	1
M	Allen Wrench (5mm)		1 pc	

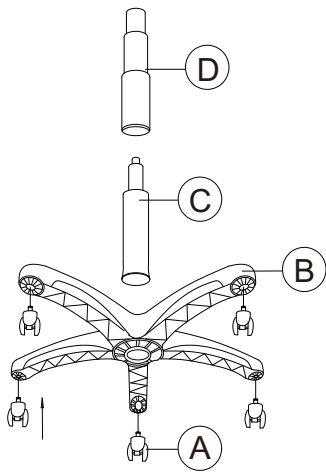
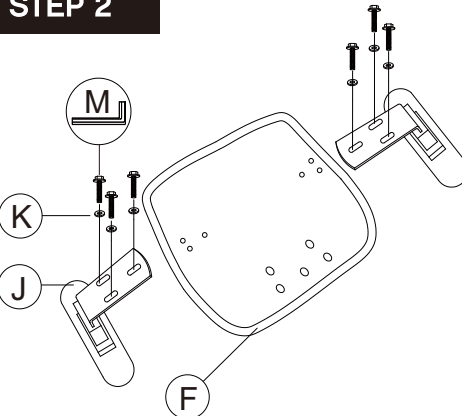
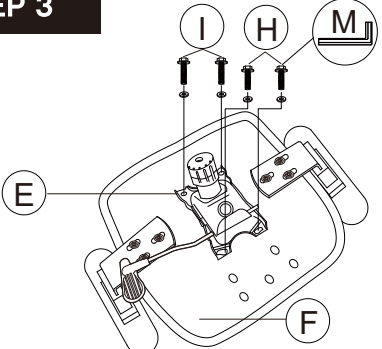
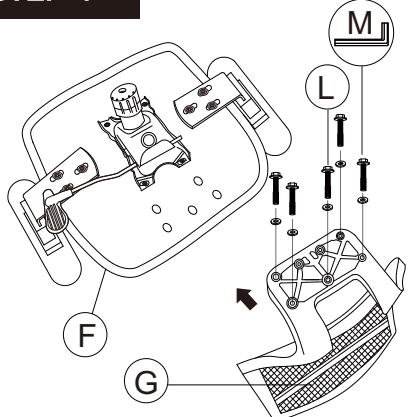
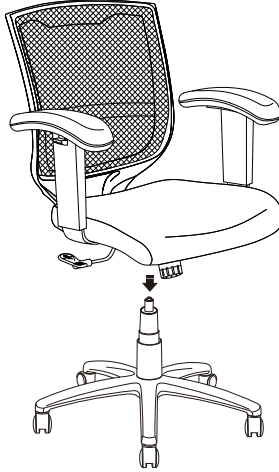

### PREVENTIVE MAINTENANCE AND WARNING!

- 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 CHAIR ON UNEVEN FLOOR SURFACES.
- 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 FACTORY AUTHORIZED PARTS.
- DISPOSE OF PACKAGING PROPERLY. PLASTIC BAG IS NOT A TOY. DO NOT USE PLASTIC BAG AS HEAD COVERING – IT MAY CAUSE SUFFOCATION.
- FAILURE TO FOLLOW THESE WARNINGS COULD RESULT IN SERIOUS INJURY.
- NOTE: SOME SCREWS MAY BE PREASSEMBLED. IF PREASSEMBLED, IGNORE ASSEMBLY INSTRUCTIONS.

# ASSEMBLY INSTRUCTIONS

## MT4500

Remove all items from the carton. Verify all pieces before assembly.

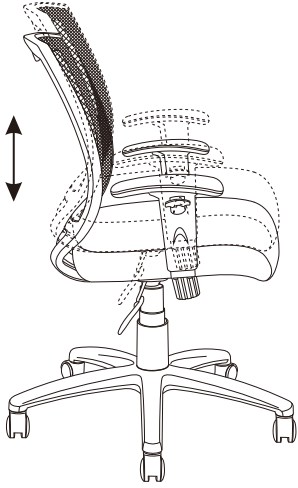
<p><b>STEP 1</b></p>  <p>Press the Casters (A) into the holes at the end of each leg of the Base (B). Insert the bottom end of the Seat Post (C) into the center hole of the Base (B). Slide Seat Post Cover (D) over the Seat Post (C).</p>	<p><b>STEP 2</b></p>  <p><b>Please be careful to use the correct Armrest Screws and Washers (K) and Armrests (J) which are marked Left and Right.</b></p> <p>For easy assembly, place the Seat Cushion (F) face down on a flat surface. Attach each Armrest (J) to the Seat Cushion (F) using 3 Screws and Washers (K) for each arm. Tighten securely with the enclosed Allen Wrench (M).</p>	<p><b>STEP 3</b></p>  <p><b>Please be careful to use the correct RED Mechanism Rear Screws and Washers (H) and BLUE Mechanism Front Screws and Washers (I).</b></p> <p>Attach the Mechanism (E) to the Seat Cushion (F) inserting the 2 RED Mechanism Rear Screws and Washers (H) in the predrilled holes to the rear of the Seat Cushion and inserting the two BLUE Mechanism Front Screws and Washers (I) in the predrilled holes to the front of the Seat Cushion. Tighten securely with the enclosed Allen Wrench (M).</p>
<p><b>STEP 4</b></p>  <p><b>Please be careful to use the correct Screws and Washers (L).</b></p> <p>Attach the Backrest (G) to the Seat Cushion inserting the 5 Back Attachment Screws and Washers (L) in the predrilled holes at the rear of the Seat Cushion. Tighten securely with the enclosed Allen Wrench (M).</p>	<p><b>STEP 5</b></p>  <p>Now turn the assembled seat upright and locate the center hole of the Mechanism over the Seat Post. Push down firmly until the connection is secure.</p>	<p><b>STEP 6</b></p>  <p>Before using your chair, ensure that all the screws are tightened fully for safety. You can now enjoy the comfort of your new chair!</p> <p><b>NOTE:</b> Please keep the enclosed Allen Wrench and check all screws every six months to ensure they remain tightly fastened.</p>

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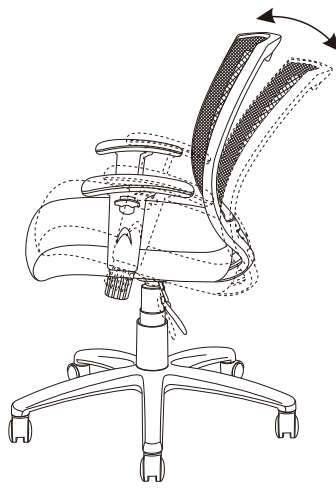
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# OPERATING INSTRUCTIONS MT4500

## A SEAT HEIGHT ADJUSTMENT



## B BACK TILT ADJUSTMENT



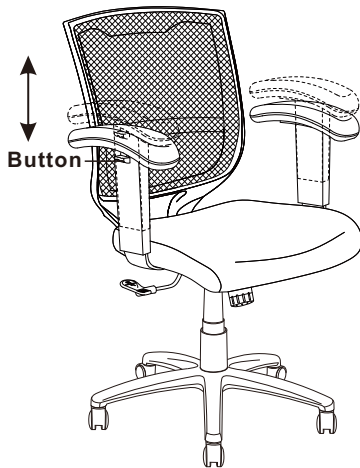
### A SEAT HEIGHT ADJUSTMENT

While seated, pull the lever on the right side of the seat up and hold it while raising or lowering the seat to change the seat height. When the lever is released, the seat height is locked. The seat height adjustment range is approximately 4.5".

### B BACK TILT ADJUSTMENT

While seated, pull the lever on the right side of the seat out to unlock the tilt function. Push backwards to tilt. To lock in the upright position, sit back up straight and push the lever in. The range of motion is approximately 12°.

## C TILT TENSION ADJUSTMENT



## D TILT TENSION ADJUSTMENT



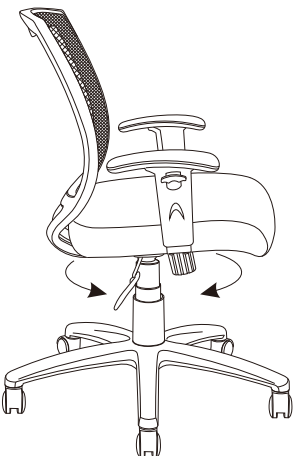
### C ARMREST HEIGHT ADJUSTMENT

While seated, locate the button on the side of the arm under the arm pad. Press the button to raise or lower the height of the armrests to your desired height. The armrest height Adjustment range is approximately 2.36".

### D TILT TENSION ADJUSTMENT

Rotate the knob located underneath the seat clockwise or counterclockwise to adjust the tilt tension to your preferred level of resistance.

## E 360° SWIVEL



### E 360° SWIVEL

Your chair can rotate around 360°.

# OUR PROMISE.

They say with age comes wisdom. And while we've learned a lot since we sold our first office chair in 1979, even then we knew that superior craftsmanship and design are essential ingredients in delivering real value for our customers. All these years later, those three simple pillars still stand behind our promise of exceptional seating with every chair we sell.

DESIGN CRAFTSMANSHIP VALUE

Eurotech. Sit Smarter.

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## EUROTECH WARRANTY

- For all products except for 24/7 chairs (see below), Eurotech warrants to the original purchaser all components for the life of the product with the exception of upholstery and foam, which will be warranted for five years.
- For 24/7 chairs, Eurotech warrants to the original purchaser of all 24/7 chairs all components for 10 years with the exception of upholstery and foam which will be warranted for 2 years.
- Eurotech warrants to the original purchaser that all parts will be free from material defects. Eurotech will repair or replace, at its option, any unaltered components.
- Eurotech does not warrant any aftermarket hardware that is installed on the product.
- Eurotech's warranty is limited to the normal use of the product in a forty hour work week and a 250 lb. weight limit unless otherwise noted.
- Eurotech shall NOT be liable for consequential or incidental damage arising from any product defect.
- Eurotech's warranty is limited to replacement or repair and does not cover cost of transportation and labor. There are no other warranties expressed or implied other than those specifically described.
- Eurotech does not warrant customer's own material.

This warranty is made as of 9/15/16. Please see <http://www.eurotechseating.com/warranty-information> for any updates and/or revisions to this warranty.