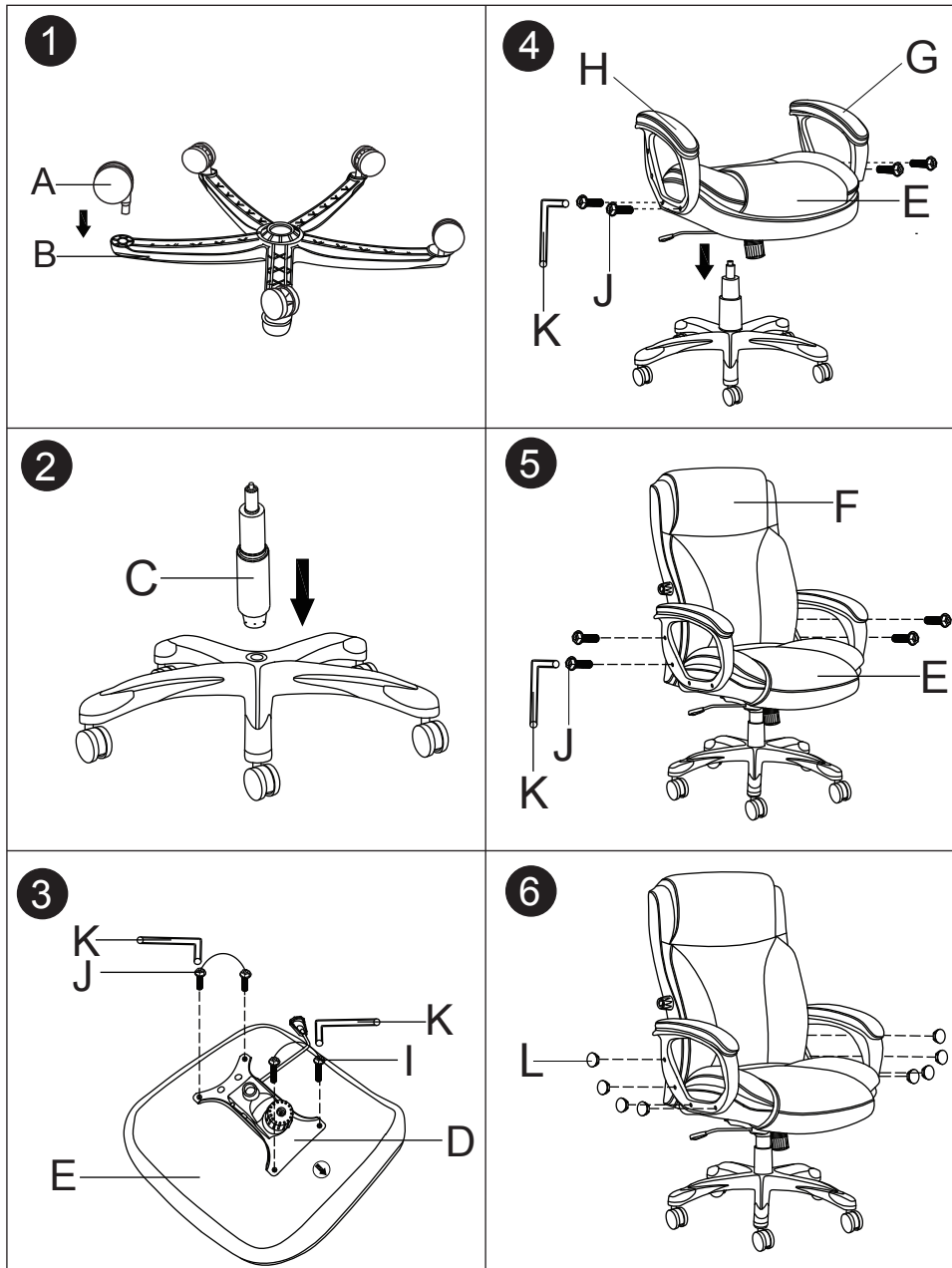



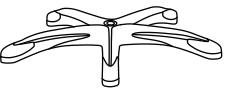
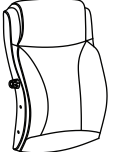
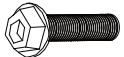
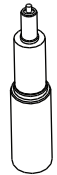


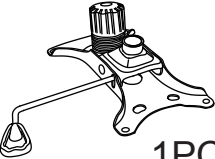






# ASSEMBLY INSTRUCTIONS



<p>A.</p>  <p>5PCS</p>	<p>E.</p>  <p>1PC</p>	<p>I.</p>  <p>2PCS</p>
<p>B.</p>  <p>1PC</p>	<p>F.</p>  <p>1PC</p>	<p>J.</p>  <p>10PCS</p>
<p>C.</p>  <p>1PC</p>	<p>G.</p>  <p>1PC</p>	<p>K.</p>  <p>1PC</p>
<p>D.</p>  <p>1PC</p>	<p>H.</p>  <p>1PC</p>	<p>L.</p>  <p>8PCS</p>

Model: ALE-VN4119 / ALE-VN4159

Manufactured for/ Hecho para/ Fabriqué pour USSCo,  
1 Parkway North, Suite 100, Deerfield, IL 60015 ©2012 USSCo

Made in/ Hecho en/ Fabriqué en China

Product support and parts: 1-800-733-4000

Ayuda del producto y partes / Support technique et pieces

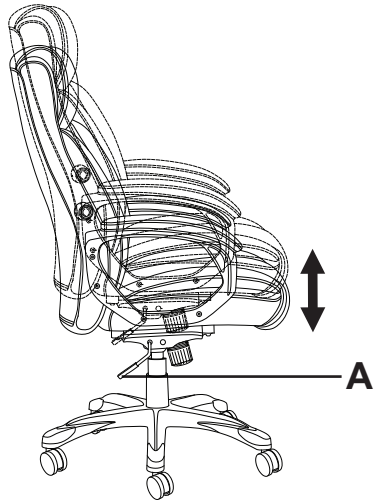


# OPERATING INSTRUCTIONS

ALE-VN4119/4159

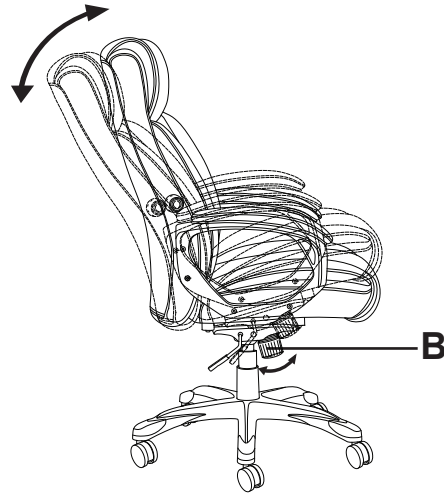
## A. Seat height adjustment

To raise the seat height, stand up from the chair while lifting the lever (A) under the right side of the seat. To lower the seat height, lift the lever (A) while sitting in the chair.



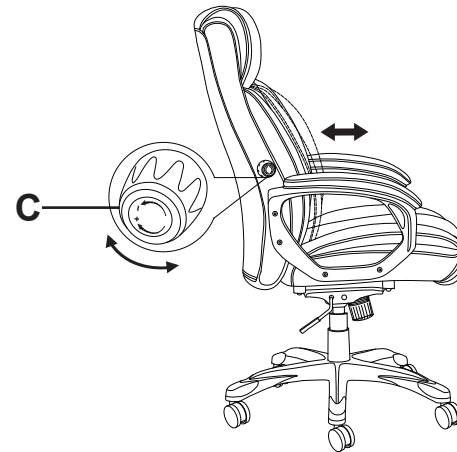
## B. Tilt tension

Knob underneath seat adjusts angle and ease with which chair reclines to the different weights and strengths for different users. To increase tension, turn knob to the right. To release tension (loosen), turn knob to the left.



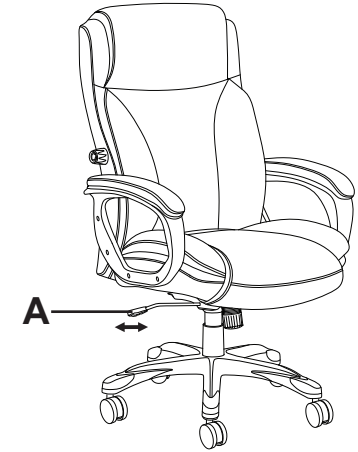
## C. Lumbar support adjustment

Turn this knob towards the arrow labeled "+" to increase lumbar support. Turn this knob towards the arrow labeled "-" to decrease lumbar support.



## D. Tilt Lock

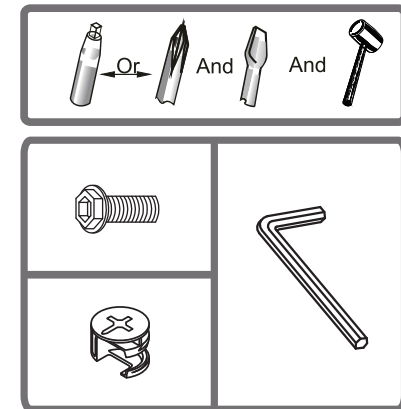
Pull the lever, "A", on the right side of the seat away from the chair to recline. To lock the chair in the upright position, push the lever in towards the chair.





## READ THIS FIRST:

- BEFORE product assembly and discarding carton, check all contents for damage or missing parts.
- For fastest and damage-free installation, please carefully read and follow the assembly instructions.
- Prior to using this product please verify that all screws have been securely tightened.
- For product returns, parts and support, please call 1-800-733-4000.





## LIMITED 5-YEAR WARRANTY

Except as otherwise provided within this Limited Warranty, United Stationers Supply Co. ("USSCo") promises to repair or replace any Alera® and other USSCo branded furniture products, component or part that is found by USSCo to be defective in material or workmanship within five (5) years from the date of original purchase so long as you, the original purchaser, still owns it. This is your sole and exclusive remedy. This warranty is subject to the provisions below. It applies to product manufactured after May 29, 2005, for products sold within the United States of America and the Commonwealth of Canada.

### Limitations:

- Damage caused by the carrier in-transit is handled under separate terms as defined by the carrier.
- Fabric, vinyl and/or leather is warranted for two (2) years from the date of original purchase of the chair by the original owner of the Alera® product in question.

### Exclusions:

This warranty does not apply and no other warranty applies to:

- Normal wear and tear, which are to be expected over the course of ownership.
- Modifications or attachments to the product that are not approved by USSCo.
- Products that were not installed, used or routinely and properly maintained in accordance with product instructions and warnings.
- Products used for rental purposes.

### Color variations in fabrics and finishes:

USSCo does not warrant the color-fastness or matching of colors, grains or textures of covering materials.

TO THE EXTENT ALLOWED BY LAW, USSCo MAKES NO OTHER WARRANTY, EITHER EXPRESS OR IMPLIED, INCLUDING ANY WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. USSCo WILL NOT BE LIABLE FOR ANY CONSEQUENTIAL OR INCIDENTAL DAMAGES.

### Notice to Purchasers for home or personal use:

Federal law does not permit the exclusion of certain implied warranties for consumer products. Therefore, if you are purchasing this product for home or personal use, the exclusion of implied warranties noted in the above paragraph does not apply to you. Some states do not allow the exclusion or limitation of incidental or consequential damages, so the above limitation or exclusion may not apply to you. This warranty gives you specific legal rights, and you may also have other rights which vary from state to state.

### To obtain service under this warranty:

Your Alera® Reseller will work with USSCo in supporting your warranty requests. Please note: Consent of USSCo must be obtained before any warranty work is performed. To obtain consent and to ensure the best level of customer service, please take the following steps:

1. If a defect is discovered, please contact the Reseller from whom the product was purchased within 30 days from the date of discovery. The Reseller will require information about the product such as: the SKU number, serial number and/or registration number or date of manufacture from the product in question and/or any original transaction documents affirming that you are the original purchaser of this product.
2. Following your claim, your Reseller will conduct an inspection and review. During this time your Reseller or their appointed servicing agent will gather all pertinent information regarding the claim, inspect the product and contact a USSCo customer service representative. Please allow a reasonable amount of time for these activities.
3. A customer service representative or another representative of USSCo will determine whether to provide replacement parts, authorize repairs or replace the product providing USSCo affirms that the product in question is eligible under the conditions of the warranty as stated above.

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