Tools Required

Safety Glasses
Utility Knife
Scissors
Mallet/Hammer
Phillips Screwdriver
Flathead Screwdriver
Torx Screwdriver
Metric Allen Wrenches
Pliers
Magnet

Performance/Task Product Series

Refer to seating price list for series.

Disassembly Instructions

Disassemble only to the point that materials have been separated for recycling or proper disposal. Refer to on line assembly instructions for detailed drawings showing fastening methods as a guide for disassembly. Available at: https://www.nationalofficefurniture.com/

-Remove Casters from Base of chair.

-Using a mallet or hammer, and with the chair upside down, hold the Base and drive off the Pneumatic Cylinder/chair.

-Some fasteners may be hidden by plastic covers designed to conceal fasteners, to make fasteners visible, pry off plastic cover with flathead screwdriver.

-Remove all visible fasteners attaching the Control to the Chair Seat and Chair Back.

-Remove all visible fasteners attaching Lumbar Support, Headrest and Arm rests from chair frame.

-Using scissors or utility knife, cut fabric or mesh off from all surfaces.

-Remove foam and check for molded in steel core or inserts.

Materials

Aluminum - Bases, Arms, Frames
Steel - Bases, Arms, Backs, Seat, Controls, Hardware
Zinc - Hardware
Wood - Frames, Backs, Seats
Fabric - Covering for Backs, Arms, Seats, Piping
Foam - Seat, Arms, Back Cushions
Nylon - Bases, Casters, Arms
PVC/Vinyl - Covering for Backs, Arms, Seats, Piping
Polypropylene - Back Inserts, Seat Inserts
Other - Levers, Knobs, Handles, Casters

Side/Stacking/Ganging/Tandem Product Series

Refer to seating price list for series.

Disassembly Instructions

Disassemble only to the point that materials have been separated for recycling or proper disposal. Refer to on line assembly instructions for detailed drawings showing fastening methods as a guide for disassembly. Available at: https://www.nationalofficefurniture.com/

-Using flathead screwdriver or pliers, remove Glides from frame.

-Using utility knife and pliers, cut and remove all fabric from frame.

-Remove all visible fasteners to remove seat and back from frame.

-Remove foam from Seat, Back and Arm rests and check for molded in steel core or inserts.

Materials

Aluminum - Bases, Arms, Frames
Steel - Bases, Arms, Frames, Backs, Seat, Controls, Hardware
Zinc - Hardware
Laminate - Tablet Arms
Wood - Frames, Backs, Seats
Fabric - Covering for Backs, Arms Seats, Piping
Foam - Seat, Arm, Back Cushions
PVC/Vinyl - Covering for Backs, Arms, Seats, Piping
Polypropylene - Back Inserts, Seat Inserts
Other - Levers, Knobs, Handles

Executive/General Purpose Product Series

Refer to seating price list for series.

Disassembly Instructions

Disassemble only to the point that materials have been separated for recycling or proper disposal. Refer to on line assembly instructions for detailed drawings showing fastening methods as a guide for disassembly. Available at: https://www.nationalofficefurniture.com/

-Remove Casters from Base of chair.

-Using a mallet or hammer, with the chair upside down, hold the Base and drive off the Pneumatic Cylinder/chair.

-Some fasteners may be hidden by plastic covers designed to conceal fasteners, to make fasteners visible, pry off plastic cover with flathead screwdriver.

-Remove all visible fasteners attaching the Control to the Chair Seat and Chair Back.

-Using a mallet, separate any wood covers from chair base.

-Remove all visible fasteners attaching Lumbar Support, Headrest and Arm rests from chair frame

-Using scissors or utility knife, cut cover off from all surfaces.

-Remove foam, fabric and/or mesh from seats or back and check for steel core or Inserts.

Materials

Aluminum - Bases, Arms, Frames
Zinc - Hardware
Laminate - Tablet Arms
Wood - Frames, Backs, Seats
Fabric - Covering for Backs, Arms Seats, Piping
Foam - Seat, Arm, Back Cushions
Nylon - Bases
PVC/Vinyl - Covering for Backs, Arms, Seats, Piping
Polypropylene - Back Inserts, Seat Inserts
Other - Levers, Knobs, Handles, Casters

Lounge
Product Series

Refer to seating price list for series.

Disassembly Instructions

Disassemble only to the point that materials have been separated for recycling or proper disposal. Refer to on line assembly instructions for detailed drawings showing fastening methods as a guide for disassembly. Available at: https://www.nationalofficefurniture.com/

-Using flathead screwdriver or pliers, remove Glides from frame.

-Using utility knife and pliers, cut and remove all fabric from frame.

-Remove all visible fasteners to remove Seat and Back from frame.

-Remove foam from Seat, Back and Arm rests and check for steel core or inserts.

Materials

Aluminum - Bases, Arms, Frames
Steel - Bases, Arms, Frames, Backs, Seat, Controls, Hardware
Zinc - Hardware
Laminate - Tablet Arms
Wood - Frames, Backs, Seats
Fabric - Covering for Backs, Arms Seats, Piping
Foam - Seat, Arm, Back Cushions
PVC/Vinyl - Covering for Backs, Arms, Seats, Piping
Polypropylene - Back Inserts, Seat Inserts
Other - Levers, Knobs, Handles, Casters

Material Identification

Material	Identification	Recyclable	Biodegradable	Where Used
Aluminum	A silvery white metal, sometime painted or coated, non-magnetic	Yes	No	Bases, Arms, Frames
Steel	A magnetic metal that may be coated or painted.	Yes	No	Bases, Arms, Backs, Frames, Seats, Controls, Hardware
Zinc	A bluish-white, non-magnetic metal; much heavier for its size than aluminum generally not painted.	Yes	No	Hardware
Laminate	A thin top sheet of treated paper heavily saturated with melamine resins having a dark colored edge regardless of face color and adhered to a wood core.	No	No	Tablet Arms
Wood	Solid wood, plywood, medium density flake board or particle board.	Yes	Yes	Frames, Backs, Seats
Fabric	Manufactured fibers woven into cloth or mesh.	No	No	Covering for Backs, Arms, Seats, Piping
Foam	Polyurethane Foam. Recognized by textured curved or flat surfaces, easily compressed with finger pressure.	No	No	Seat, Arm and Back Cushions
Plastic 3: Vinyl (Polyvinyl Chloride or PVC)	Vinyl (Polyvinyl Chloride or PVC). In addition to its stable physical properties, PVC has excellent chemical resistance, good weather-ability, flow characteristics and stable electrical properties. The diverse slate of vinyl products can be broadly divided into rigid and flexible materials. Bottles and packaging sheet are major rigid markets, but it is also widely used in the construction market for such applications as pipes and fittings, siding, carpet backing and windows. Flexible vinyl is used in wire and cable insulation, film and sheet, floor coverings synthetic leather products, coatings, blood bags, medical tubing and many other applications.	Yes	No	Covering for Backs, Arms, Seats, Piping
Plastic 6: Polypropylene	Polystyrene (PS). Polystyrene is a versatile plastic that can be rigid or foamed. General purpose polystyrene is clear, hard and brittle. It has a relatively low melting point. Typical applications include protective packaging, containers, lids, cups, bottles and trays.	Yes	No	Back Inserts, Seat Inserts
Plastic 7: Other	Other. Use of this code indicates that the plastic in question is made with a resin other than the six other plastics within the "Resin Identification Code" categories, or is made of more than one resin listed within the list, and used in a multi-layer combination. Includes Nylon.	Yes	No	Arms, Bases, Levers, Knobs, Handles, Casters