

# Aeron® Side Chair Seat Frame Replacement

TOOLS REQUIRED: 4MM HEX BIT  
(2) RATCHET WRENCHES  
10MM SOCKET HEAD  
6MM HEX BIT  
TORQUE WRENCH, 200 IN-LBS CAPACITY

## PROCEDURE:

1. USING 4MM HEX BIT WITH RATCHET WRENCH AND 10MM SOCKET HEAD WITH RATCHET WRENCH, REMOVE SHOULDER SCREW AND HEX NUT FROM REAR SEAT MOUNTS AND SET ASIDE. SET ASIDE BUMPERS. SEE FIGURE 1.

### CAUTION

If threaded inserts turn while removing screws from seat frame, STOP IMMEDIATELY and follow instructions.

2. USING 6MM HEX BIT AND RATCHET WRENCH, REMOVE SCREWS FROM BASE. IF THREADED INSERT TURNS WITH SCREW, STOP IMMEDIATELY AND DO THE FOLLOWING STEP. TIGHTEN SCREWS INTO THREADED INSERT AS MUCH AS POSSIBLE. USING A QUICK JERKING MOTION WITH RATCHET WRENCH, BACKOUT SCREW FROM THREADED INSERT. IF THREADED INSERT STILL TURNS WITH SCREW, REPEAT. REMOVE SEAT AND DISPOSE OF PROPERLY. SET ASIDE SPACERS AND SCREWS. SEE FIGURE 1.
3. PLACE REPLACEMENT SEAT FRAME ALONG WITH SPACERS BETWEEN BASE AND SECURE WITH (2) SCREWS, USING 6MM HEX BIT AND RATCHET WRENCH. TORQUE SCREWS TO 180-200 IN LBS. SEE FIGURE 1.
4. INSERT SHOULDER SCREW THROUGH SEAT MOUNT ON SEAT FRAME AND BASE. USING 4MM HEX BIT WITH RATCHET WRENCH AND 10MM SOCKET HEAD WITH RATCHET WRENCH, TIGHTEN SHOULDER SCREW AND HEX NUT AND TORQUE TO 180-200 IN LBS. SNAP BUMPERS IN PLACE OVER SHOULDER SCREWS AND BASE. SEE FIGURE 1.

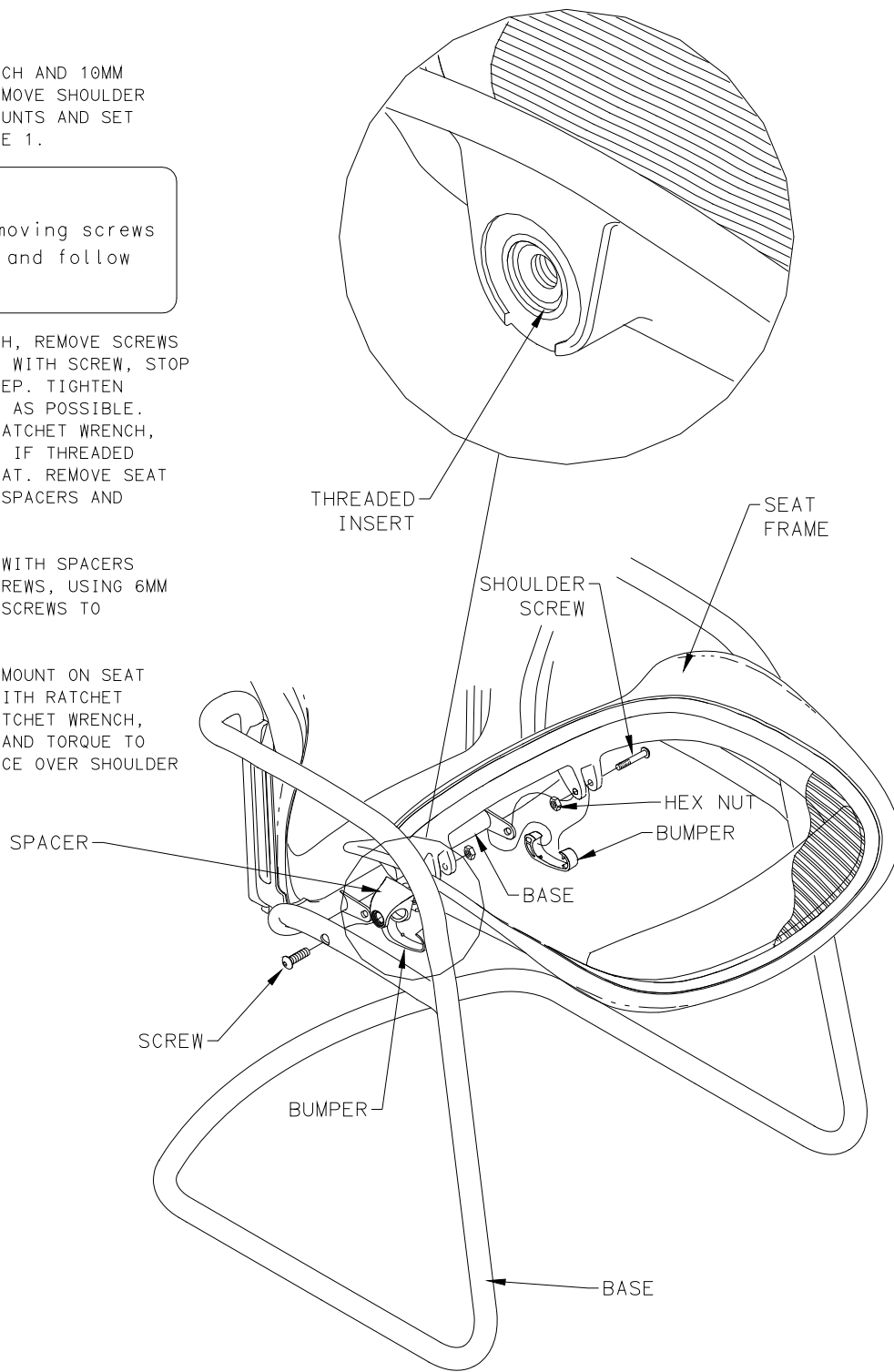


FIGURE 1

179162 REV B

# Aeron® Seat Link Replacement

TOOLS REQUIRED: 10MM SOCKET  
RATCHET WRENCH  
4MM HEX KEY  
6MM HEX BIT  
TORQUE WRENCH, 150 IN-LB CAPACITY

PROCEDURE:

## NOTICE

Make sure fasteners are torqued to specified values.

## CAUTION

Support seat link while removing seat link from chair. Failure to do so could cause seat link to fall causing product damage.

1. WHILE SUPPORTING SEAT LINK USE 10MM SOCKET, RATCHET WRENCH AND 4MM HEX KEY TO REMOVE NUT, SCREW AND SPACER (IF PRESENT) ATTACHING SEAT LINK TO SEAT FRAME. SET ASIDE NUT, SCREW AND DISCARD SPACER. SEE FIGURE 1.
2. WHILE SUPPORTING SEAT LINK USE 6MM HEX BIT AND RATCHET WRENCH TO REMOVE SHOULDER SCREW AND SPACER (IF PRESENT) ATTACHING SEAT LINK TO TILT. SET ASIDE SHOULDER SCREW AND DISCARD SPACER. REMOVE SEAT LINK WITH BUSHINGS AND DISPOSE OF PROPERLY. SEE FIGURE 1.
3. ATTACH FRONT MOUNT OF SEAT LINK TO TILT WITH SHOULDER SCREW. TIGHTEN AND TORQUE SCREW TO 120-150 IN-LBS. SEE FIGURE 1.
4. ATTACH SEAT LINK TO SEAT FRAME WITH SCREW AND NUT. TIGHTEN NUT UNTIL FLUSH WITH END OF SCREW. REPEAT FOR OPPOSITE SIDE. SEE FIGURE 1.

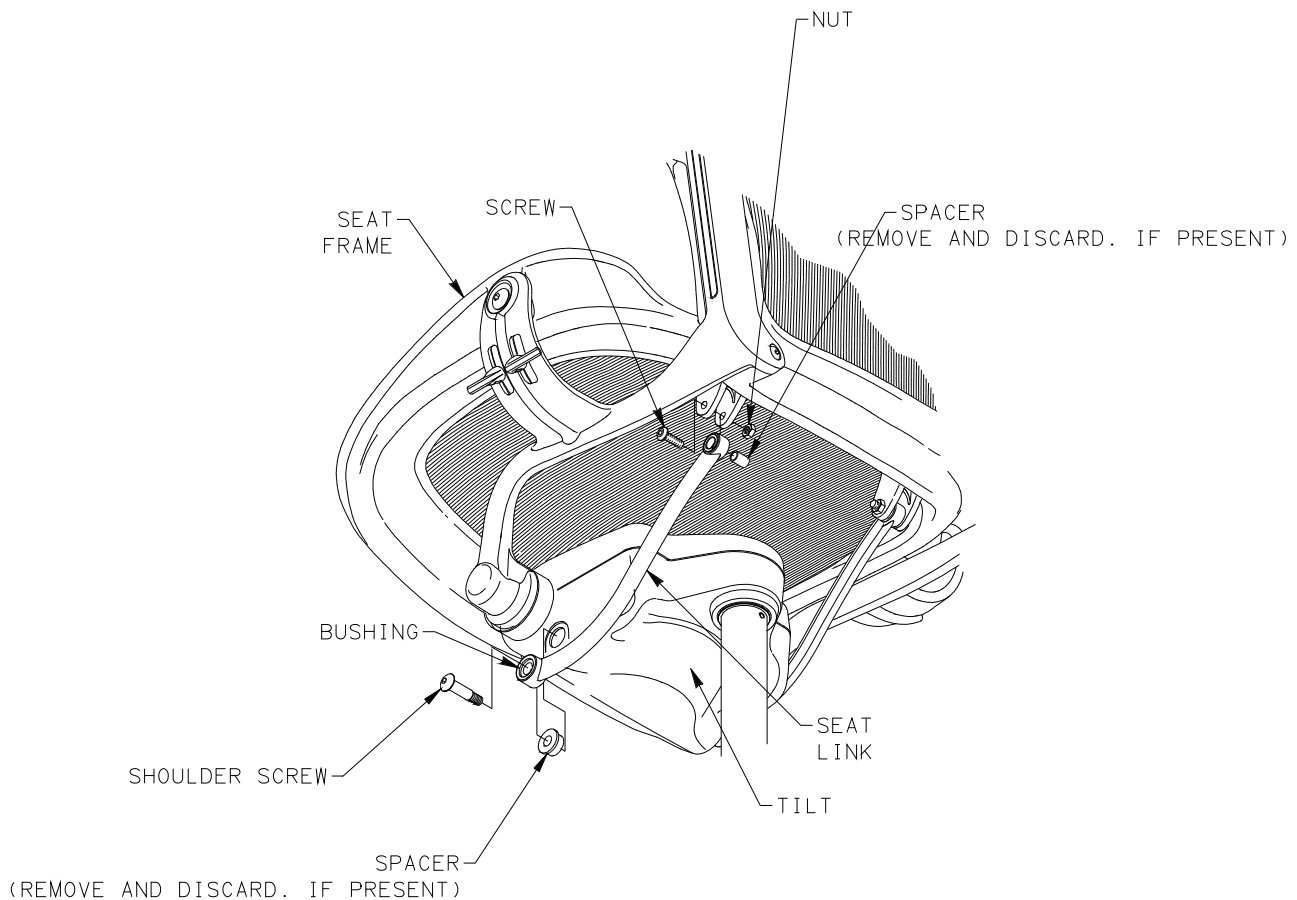


FIGURE 1  
(VIEWING FROM UNDERSIDE)

167209 REV C

# Aeron® Seat Frame Replacement

TOOLS REQUIRED: 10 MM SOCKET  
RATCHET WRENCH  
4 MM HEX KEY  
6 MM HEX BIT  
TORQUE WRENCH, 200 IN-LB CAPACITY

## PROCEDURE:

### NOTICE

Make sure fasteners are torqued to specified values.

### CAUTION

Support seat link while removing rear end of seat link from seat frame. Failure to do so could cause seat link to fall causing product damage.

1. WHILE SUPPORTING SEAT LINK, USE 10MM SOCKET, RATCHET WRENCH AND 4MM HEX KEY TO REMOVE NUT AND SCREW ATTACHING SEAT LINK TO SEAT FRAME. SET NUT AND SCREW ASIDE. NOTE ANY SPACER AND BUSHINGS (ON OLDER CHAIRS) AND SET ASIDE, IF DISLODGED. REPEAT FOR OPPOSITE SIDE. SEE FIGURE 1.

### CAUTION

Support seat frame while removing hip pivot screws attached to swing arms. Failure to do so could allow seat frame to fall causing product damage.

### CAUTION

If threaded inserts turn while removing hip pivot screws from seat frame, STOP IMMEDIATELY and follow instructions.

2. TO REMOVE SEAT FRAME, FOLLOW APPROPRIATE PROCEDURE BELOW:

-USE RATCHET WRENCH AND 6MM HEX BIT TO REMOVE HIP PIVOT SCREW FROM EACH SWING ARM. IF THREADED INSERT TURNS WITH HIP PIVOT SCREW, STOP IMMEDIATELY AND DO THE FOLLOWING STEP: TIGHTEN HIP PIVOT SCREW INTO THREADED INSERT AS MUCH AS POSSIBLE. USING A QUICK JERKING MOTION WITH RATCHET WRENCH, BACK OUT HIP PIVOT SCREW FROM THREADED INSERT. IF THREADED INSERT TURNS WITH HIP PIVOT SCREW, REPEAT PROCESS. SEE FIGURE 2.

3. PLACE REPLACEMENT SEAT FRAME BETWEEN SWING ARMS. ATTACH SEAT FRAME TO SWING ARMS WITH HIP PIVOT SCREWS. TIGHTEN AND TORQUE TO 180-200 IN-LB. SEE FIGURE 2.

### NOTICE

On older chairs, bushings may become dislodged from seat links while chair is serviced. Check to ensure bushings are present and fully seated in seat links. Hold bushings in place when reinstalling seat links.

4. RECONNECT SEAT LINKS TO SEAT FRAME BY REINSTALLING SCREWS AND LOCK NUTS. ON OLDER CHAIRS, MAKE SURE SPACERS AND ALL BUSHINGS ARE PRESENT AND PROPERLY INSTALLED. IF NECESSARY, RESEAT BUSHINGS IN SEAT LINK END BY ORIENTING BUSHING WITH NOTCH IN SEAT LINK. USING 10 MM SOCKET, RATCHET WRENCH AND 4 MM HEX KEY, TIGHTEN LOCK NUT UNTIL FLUSH WITH END OF SCREW. SEE FIGURE 1.

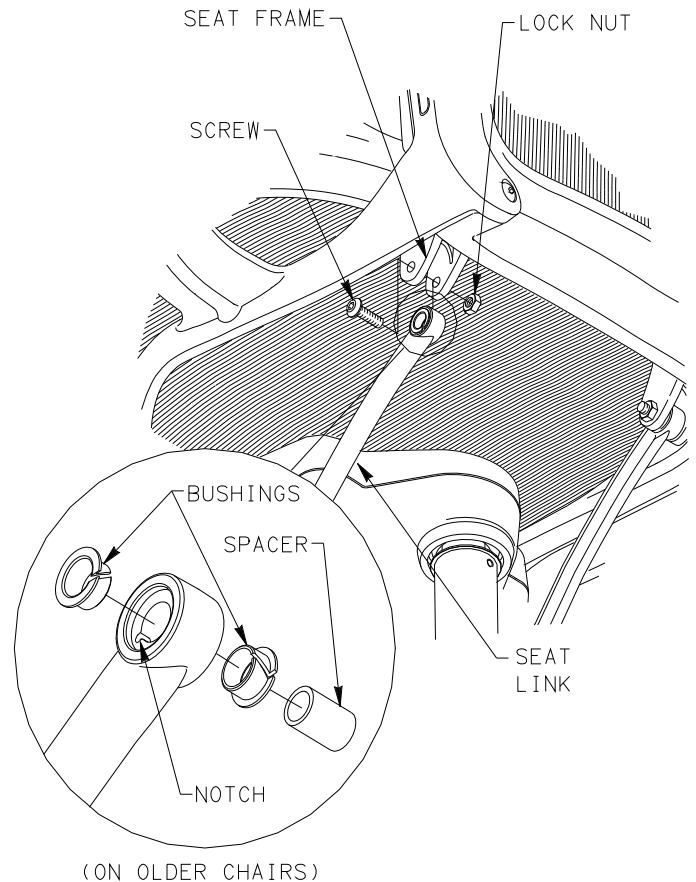


FIGURE 1  
(VIEWING FROM UNDERSIDE)

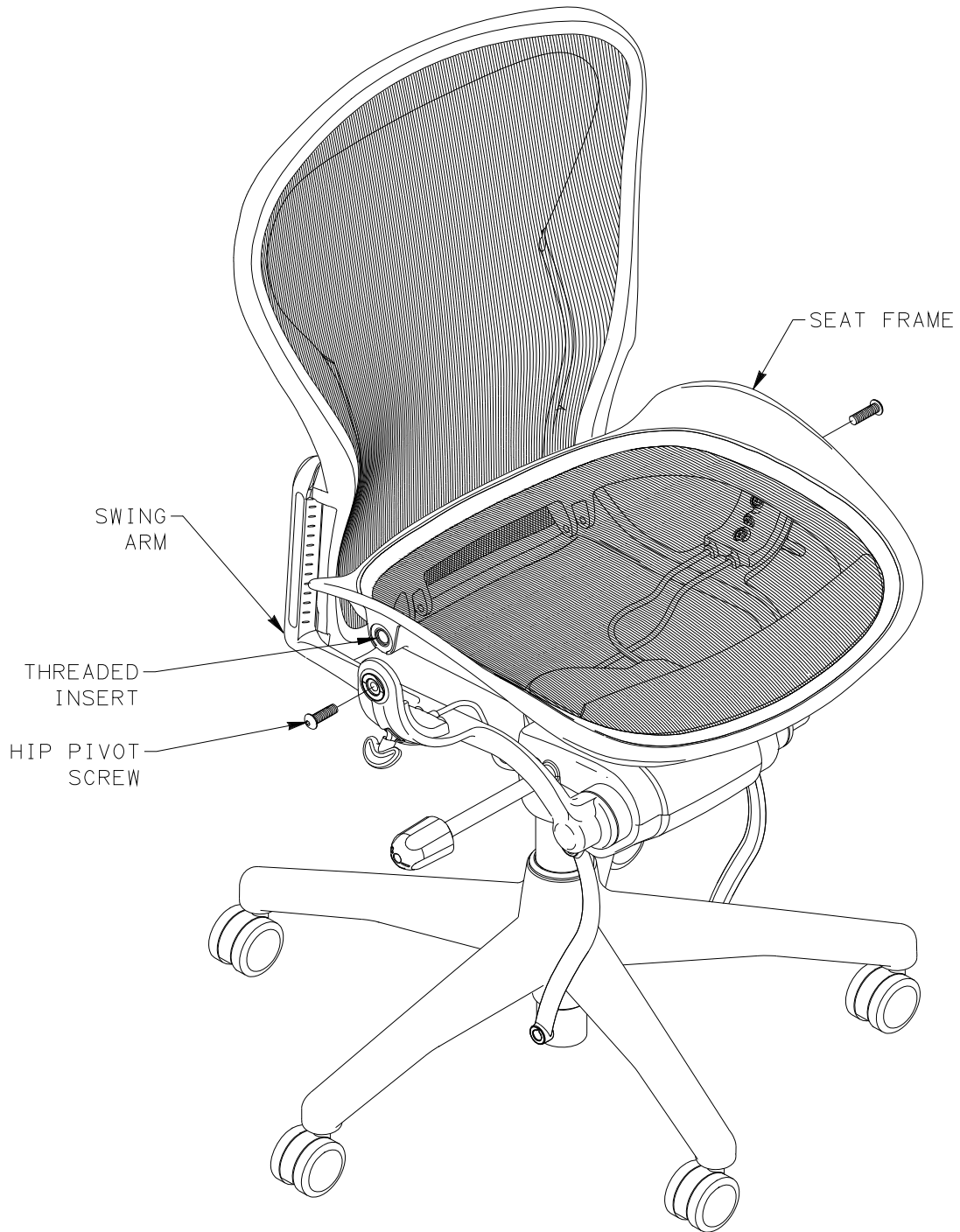


FIGURE 2

# Aeron® Seat Frame Bumper Installation

TOOLS REQUIRED: 10 MM SOCKET  
RATCHET WRENCH  
4 MM HEX KEY  
6 MM HEX BIT  
TORQUE WRENCH, 200 IN-LB CAPACITY

PROCEDURE:

## NOTICE

Make sure fasteners are torqued to specified values.

## CAUTION

Support seat link while removing rear end of seat link from seat frame. Failure to do so could cause seat link to fall causing product damage.

1. WHILE SUPPORTING SEAT LINK, USE 10MM SOCKET, RATCHET WRENCH AND 4MM HEX KEY TO REMOVE NUT AND SCREW ATTACHING SEAT LINK TO SEAT FRAME AND SET ASIDE. NOTE: OLDER CHAIRS MAY HAVE SEAT LINKS WITH SPACER AND BUSHINGS. REMOVE AND SET ASIDE. SEE FIGURES 1 AND 2.

## CAUTION

Support seat frame while removing hip pivot screws attached to swing arms. Failure to do so could allow seat frame to fall causing product damage.

## CAUTION

If threaded inserts turn while removing hip pivot screws from seat frame, STOP IMMEDIATELY and follow instructions.

2. TO REMOVE SEAT FRAME, FOLLOW APPROPRIATE PROCEDURE BELOW:

-USE RATCHET WRENCH AND 6MM HEX BIT TO REMOVE HIP PIVOT SCREW FROM EACH SWING ARM. IF THREADED INSERT TURNS WITH HIP PIVOT SCREW, STOP IMMEDIATELY AND DO FOLLOWING: TIGHTEN HIP PIVOT SCREW INTO THREADED INSERT AS MUCH AS POSSIBLE. USING QUICK JERKING MOTION WITH RATCHET WRENCH, BACK OUT HIP PIVOT SCREW FROM THREADED INSERT. IF THREADED INSERT TURNS WITH HIP PIVOT SCREW, REPEAT PROCESS. SEE FIGURE 3.

3. INSTALL SEAT BUMPER AROUND EDGE OF SEAT FRAME, BEING CERTAIN THAT BUMPER SNAPS SECURELY OVER EDGE IN ALL LOCATIONS AND THAT HOLES IN BUMPER ALIGN WITH HIP PIVOT SCREW HOLES IN SEAT FRAME. SEE FIGURE 4.
4. PLACE FRAME WITH SEAT BUMPER BETWEEN SWING ARMS. ATTACH SEAT FRAME TO SWING ARMS WITH HIP PIVOT SCREWS. TIGHTEN AND TORQUE TO 180-200 IN-LB. SEE FIGURE 5.

## NOTICE

In older chairs, bushings and spacer may have become dislodged from seat link while end was detached. Check unattached seat link ends to account for spacer, bushings and proper orientation of bushings before attaching to chair.

## NOTICE

In older chairs, hold bushings in seat link while attaching to seat frame.

5. ATTACH SEAT LINK TO SEAT FRAME WITH SCREW AND NUT. TIGHTEN NUT UNTIL FLUSH WITH END OF SCREW. REPEAT FOR OPPOSITE SIDE. NOTE: FOR OLDER CHAIRS, MAKE CERTAIN SPACER AND ALL BUSHINGS ARE ACCOUNTED FOR AND BUSHINGS ARE ORIENTED TO NOTCH IN SEAT LINK. WHILE HOLDING BUSHINGS IN SEAT LINK, ATTACH SEAT LINK TO SEAT FRAME WITH SCREW, SPACER AND NUT. REPEAT FOR OPPOSITE SIDE. SEE FIGURES 1 AND 2.

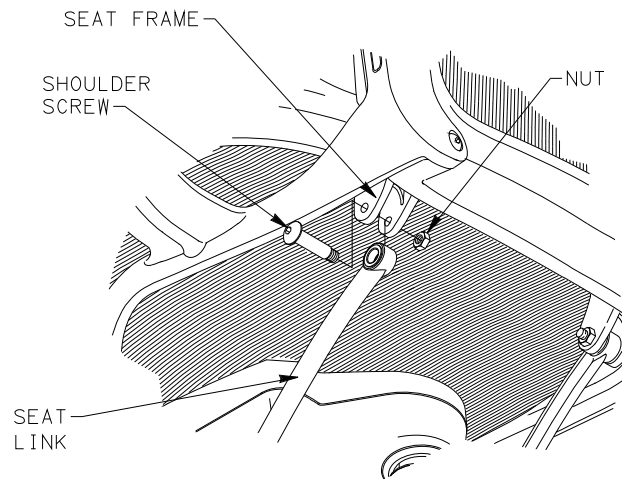


FIGURE 1  
(VIEWING FROM UNDERSIDE)

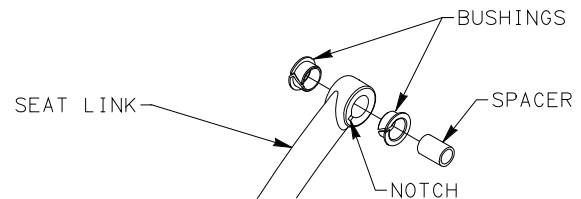


FIGURE 2  
(IN OLDER CHAIRS)

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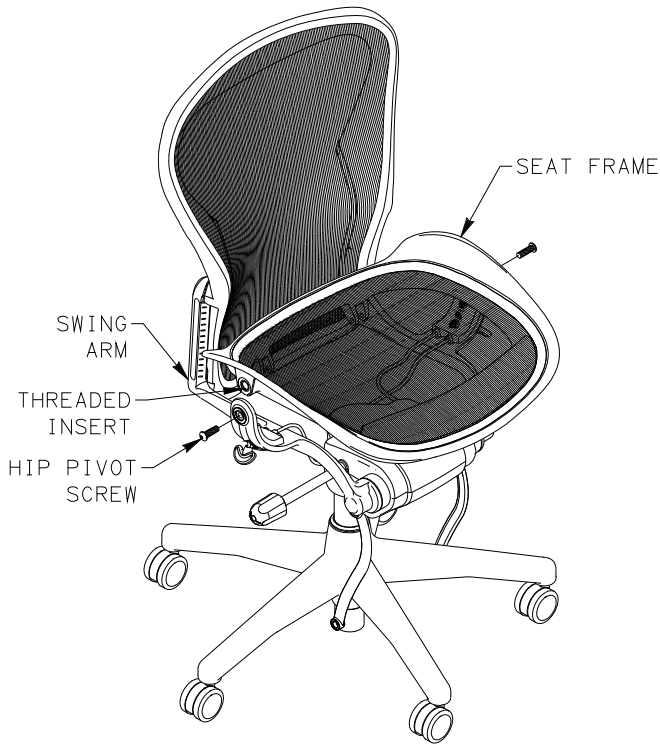


FIGURE 3

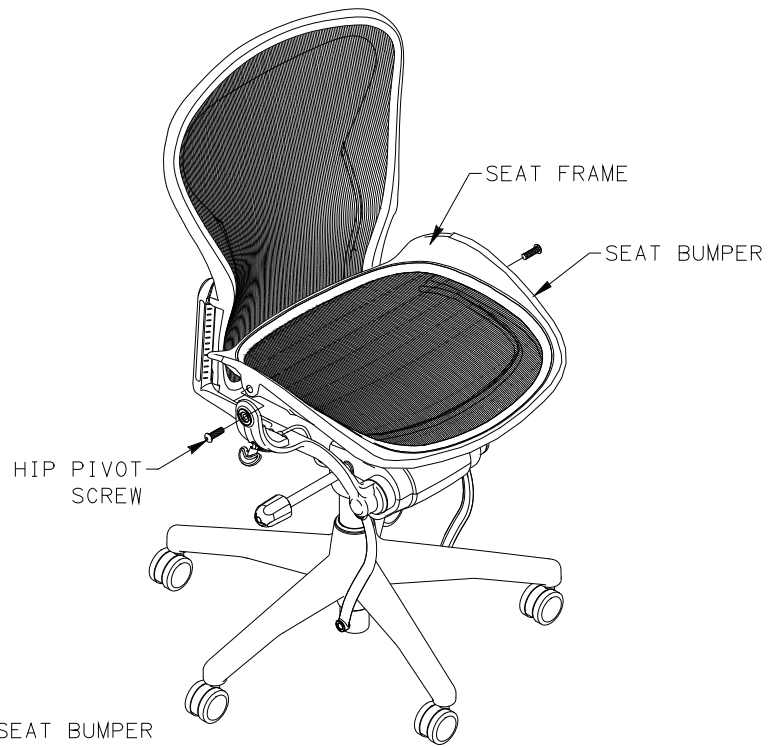


FIGURE 5

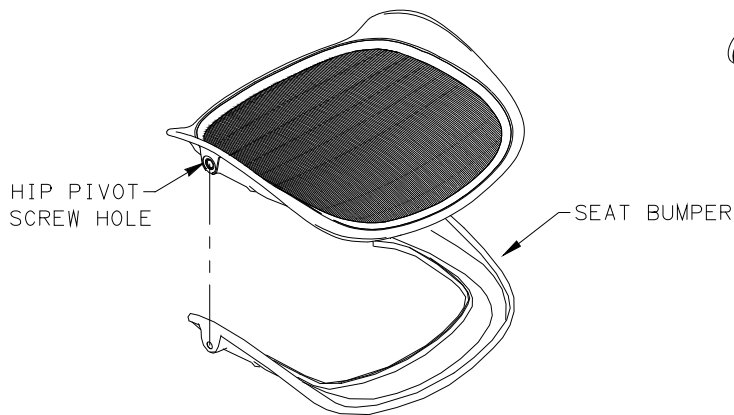


FIGURE 4

# Aeron® Foam Seat Frame Cushion Replacement

PROCEDURE :

**CAUTION**

Replace cushion by hand without tools. avoid sharp objects such as rings from contacting pellicle. Failure to comply may result in product damage.

1. BY HAND, GRASP FOAM SEAT FRAME CUSHION AT ONE END AND PULL CUSHION OUT FROM BETWEEN SEAT FRAME AND PELLICLE AND DISPOSE OF PROPERLY. REMOVE DOUBLE SIDED TAPE FROM SEAT FRAME AND DISCARD. SEE FIGURE 1.
2. DETERMINE PROPER ORIENTATION OF REPLACEMENT FOAM SEAT FRAME CUSHION BEFORE INSTALLING INTO SEAT FRAME. SEE FIGURE 2.
3. POSITION REPLACEMENT FOAM SEAT FRAME CUSHION CENTRALLY UNDER PELLICLE AND, WITH FINGER PRESSURE ONLY, INSERT CUSHION BETWEEN SEAT FRAME AND PELLICLE, WORKING SMALL AREAS FROM CENTER OF CUSHION OUTWARD TOWARDS EACH END. SEE FIGURE 3.

**CAUTION**

Do not adjust installed cushion by pulling at edges or ends. Failure to comply may result in product damage.

4. INSERT FINGERS BETWEEN CUSHION AND PELLICLE, AND WORK FRONT EDGE OF CUSHION FORWARD TO MINIMIZE "BUNCHING" OF CUSHION. SEE FIGURE 3
5. WHEN PROPERLY INSTALLED, GROOVE ON UNDERSIDE OF CUSHION SHOULD REST UNIFORMLY ON LIP OF SEAT FRAME. FRONT EDGE OF CUSHION SHOULD HAVE A UNIFORM SPACING (VIEWED THROUGH PELLICLE) OF APPROXIMATELY 1/2" FROM PELLICLE BEAD. SEE FIGURES 2 AND 3.

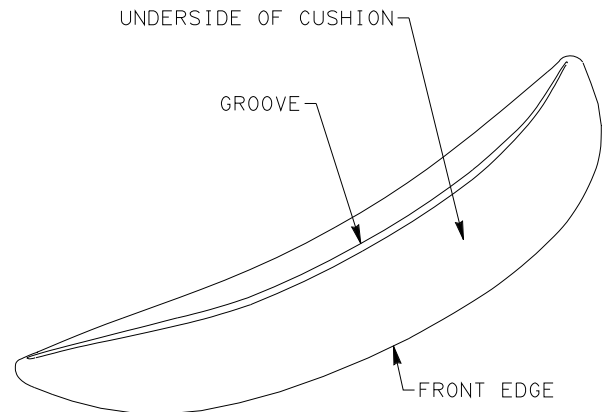


FIGURE 2

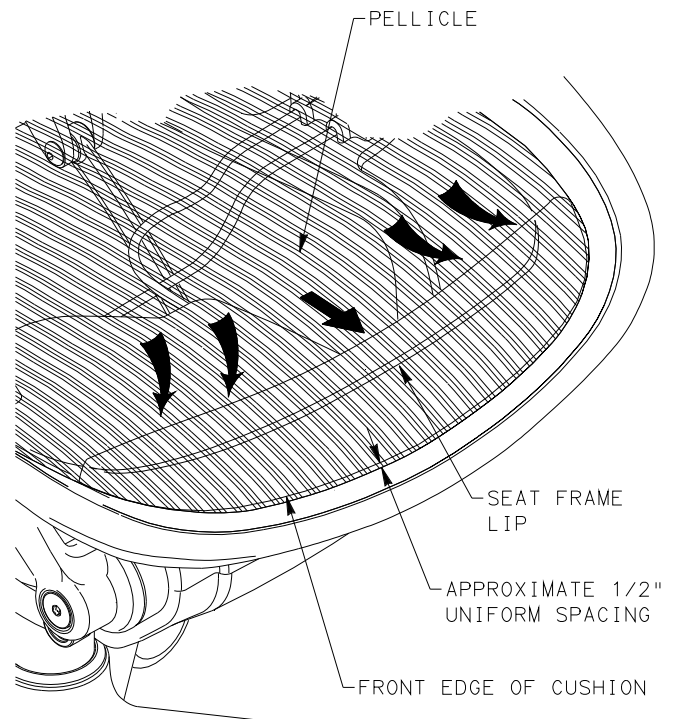


FIGURE 3

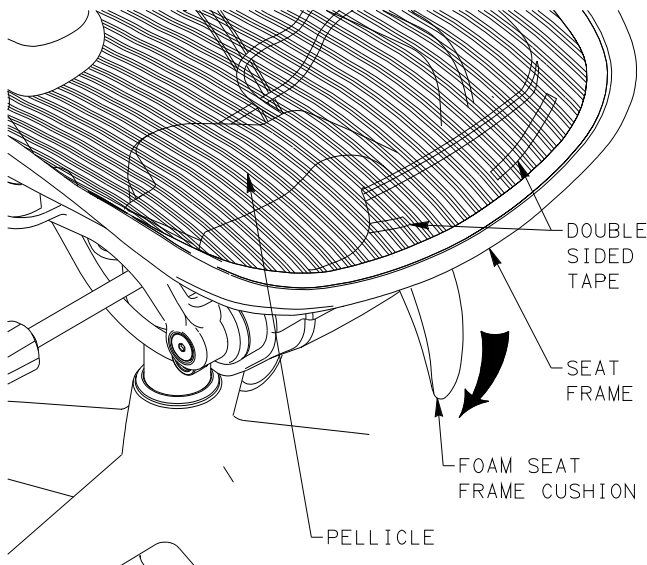


FIGURE 1

170265 REV B

# Aeron® Back Frame Replacement

TOOLS REQUIRED: RATCHET WRENCH  
5 MM HEX BIT  
TORQUE WRENCH, 100 IN-LBS CAPACITY

## PROCEDURE:

1. IF CHAIR IS EQUIPPED WITH LUMBAR, REMOVE LUMBAR FROM BACK FRAME BY SLIDING CONNECTORS OF LUMBAR OFF TRAVEL RAILS OF BACK FRAME. SET LUMBAR ASIDE. SEE FIGURE 1.

### WARNING

Support back frame while removing screws attached to swing arms. Failure to do so could allow back frame to fall causing product damage or personal injury.

2. WHILE SUPPORTING BACK FRAME, USE RATCHET WRENCH AND 5MM HEX BIT TO REMOVE (4) SCREWS ATTACHING BACK FRAME TO SWING ARMS. SET ASIDE SCREWS. REMOVE BACK FRAME AND DISPOSE OF PROPERLY. SEE FIGURE 2.
3. PLACE REPLACEMENT BACK FRAME UP TO SWING ARMS ALIGNING HOLES. SECURE WITH SCREWS. TIGHTEN AND TORQUE SCREWS TO 70-100 IN-LB. SEE FIGURE 2.
4. IF CHAIR IS EQUIPPED WITH LUMBAR, ATTACH LUMBAR TO BACK FRAME BY ENGAGING EACH CONNECTOR ON LUMBAR TO TRAVEL RAILS OF BACK FRAME AND SLIDING DOWN. SEE FIGURE 1.

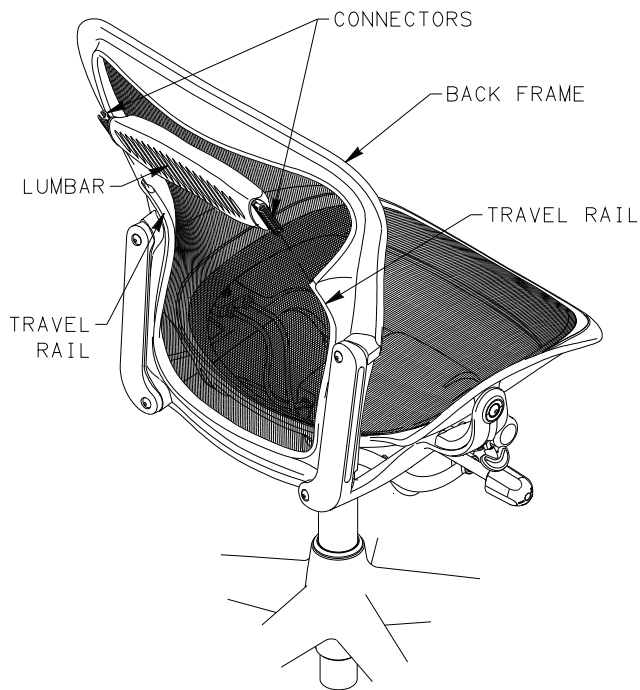


FIGURE 1

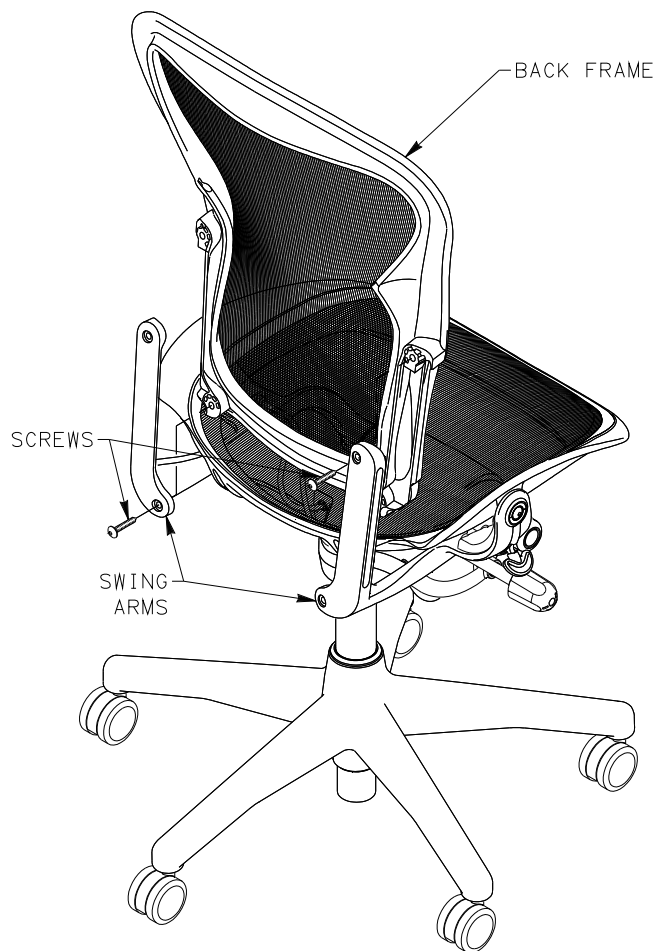


FIGURE 2

167219 REV C



# Aeron® Back Frame Bumper Installation

TOOLS REQUIRED: RATCHET WRENCH  
5 MM HEX BIT  
TORQUE WRENCH, 100 IN-LBS CAPACITY

PROCEDURE:

1. IF CHAIR IS EQUIPPED WITH LUMBAR, REMOVE LUMBAR FROM BACK FRAME BY SLIDING CONNECTORS OF LUMBAR OFF TRAVEL RAILS OF BACK FRAME. SET LUMBAR ASIDE. SEE FIGURE 1.

**WARNING**

Support back frame while removing screws attached to swing arms. Failure to do so could allow back frame to fall causing product damage or personal injury.

2. WHILE SUPPORTING BACK FRAME, USE RATCHET WRENCH AND 5MM HEX BIT TO REMOVE (4) SCREWS ATTACHING BACK FRAME TO SWING ARMS. SET ASIDE SCREWS. REMOVE BACK FRAME. SEE FIGURE 2.
3. INSTALL BACK BUMPER AROUND EDGE OF BACK FRAME, BEING CERTAIN THAT BUMPER SNAPS SECURELY OVER EDGE IN ALL LOCATIONS AND THAT HOLES IN BUMPER ALIGN WITH SCREW HOLES IN BACK FRAME. SEE FIGURE 3.

4. PLACE BACK FRAME WITH BACK BUMPER UP TO SWING ARMS ALIGNING HOLES. SECURE WITH SCREWS. TIGHTEN AND TORQUE SCREWS TO 70-100 IN-LB. SEE FIGURE 4.

5. IF CHAIR IS EQUIPPED WITH LUMBAR, ATTACH LUMBAR TO BACK FRAME BY ENGAGING EACH CONNECTOR ON LUMBAR TO TRAVEL RAILS OF BACK FRAME AND SLIDING DOWN. SEE FIGURE 1.

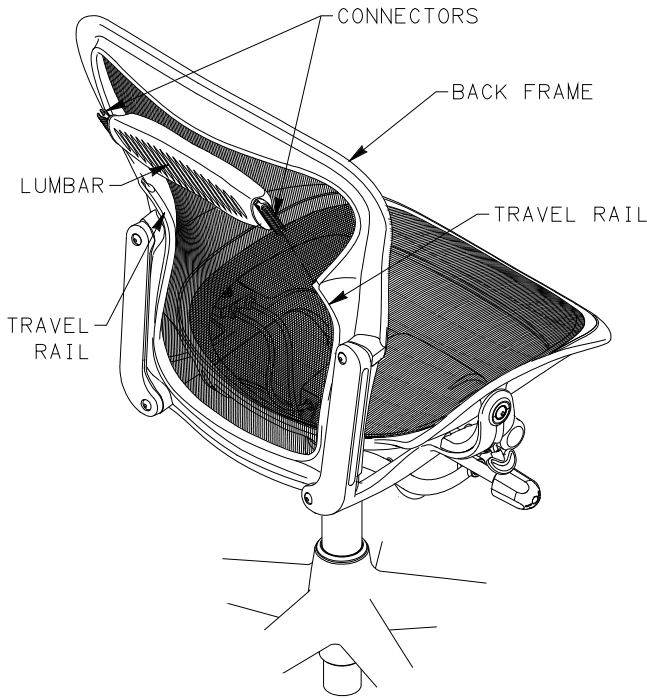


FIGURE 1

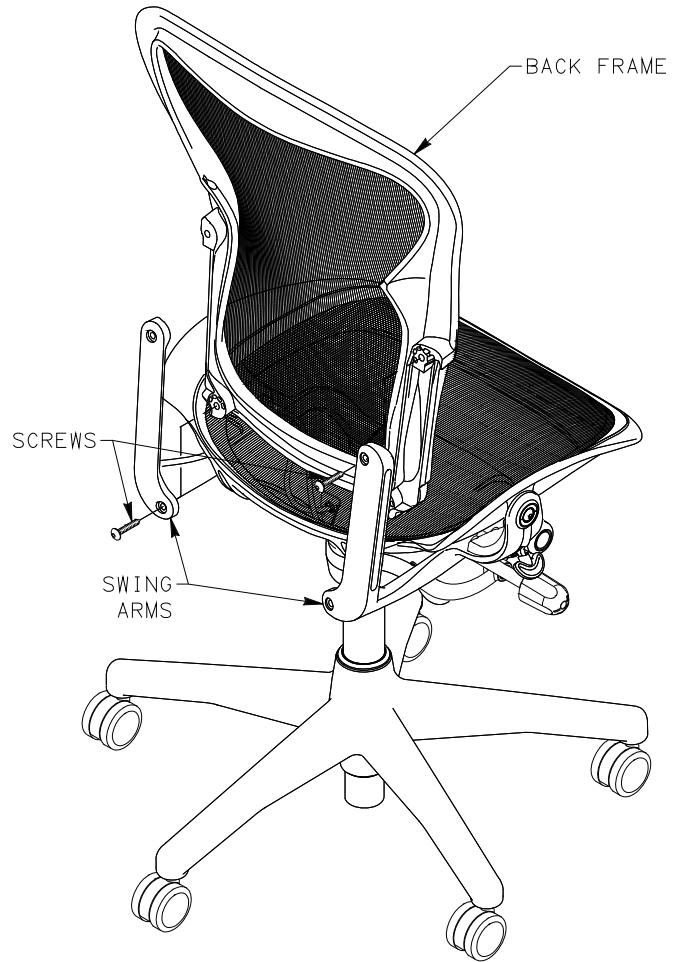


FIGURE 2

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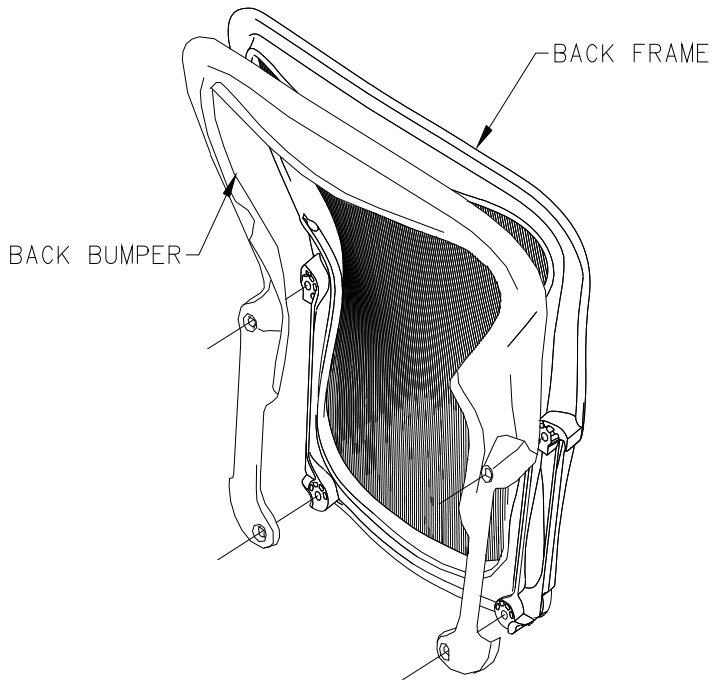


FIGURE 3

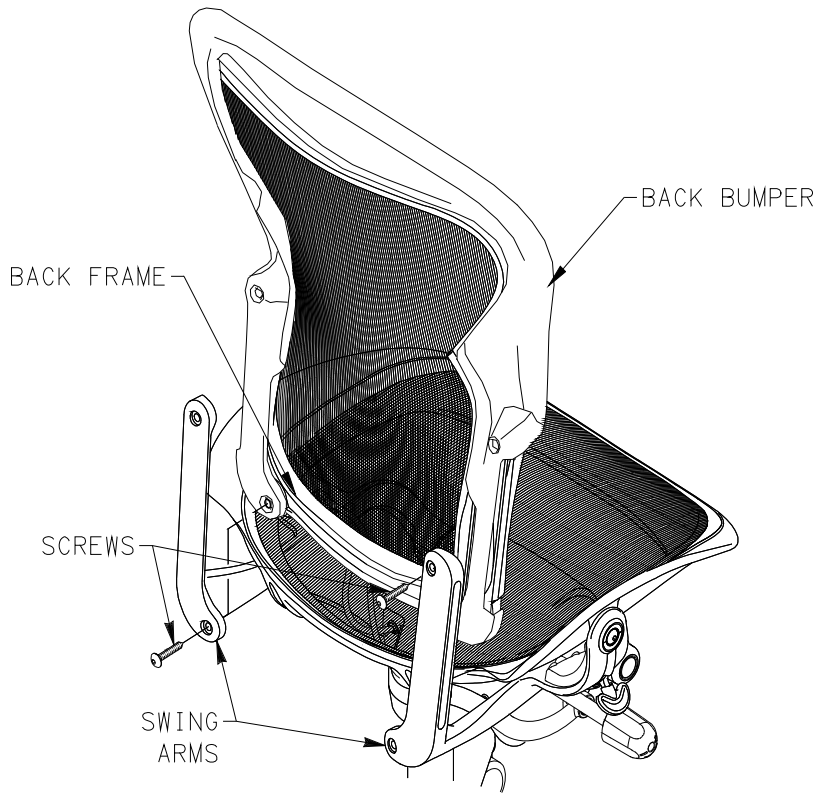


FIGURE 4

182896 REV A

# Aeron® Side Chair Back Frame Replacement

TOOLS REQUIRED: RATCHET WRENCH  
5 MM HEX BIT  
TORQUE WRENCH, 100 IN-LBS CAPACITY

## PROCEDURE:

1. IF CHAIR IS EQUIPPED WITH LUMBAR, REMOVE LUMBAR FROM BACK FRAME BY SLIDING CONNECTORS OF LUMBAR OFF TRAVEL RAILS OF BACK FRAME. SET LUMBAR ASIDE. SEE FIGURE 1.

### ⚠ CAUTION

Support back frame while removing screws attached to swing arms. Failure to do so could allow back frame to fall causing product damage.

### ⚠ CAUTION

Top back frame screws are longer than bottom back frame screws and must be used only in top holes. Failure to do so could cause product damage.

2. WHILE SUPPORTING BACK FRAME, USE RATCHET WRENCH AND 5MM HEX BIT TO REMOVE (4) SCREWS, 2 LONGER SCREWS AT TOP AND 2 SHORTER SCREWS AT BOTTOM, ATTACHING BACK FRAME TO BASE ASSEMBLY. SET ASIDE SCREWS. REMOVE BACK FRAME AND DISPOSE OF PROPERLY. REMOVE LEFT AND RIGHT HAND FILLERS AND SET ASIDE. SEE FIGURE 1.
3. PLACE LEFT AND RIGHT HAND FILLERS ON BASE, ALIGNING HOLES. PLACE REPLACEMENT BACK FRAME UP TO BASE ASSEMBLY ALIGNING HOLES. SECURE WITH SCREWS, MAKING CERTAIN THAT LONGER SCREWS ARE USED AT TOP AND SHORTER SCREWS ARE USED AT BOTTOM. TIGHTEN AND TORQUE SCREWS TO 70-100 IN-LBS. SEE FIGURE 1.
4. IF CHAIR IS EQUIPPED WITH LUMBAR, ATTACH LUMBAR TO BACK FRAME BY ENGAGING EACH CONNECTOR ON LUMBAR TO TRAVEL RAILS OF BACK FRAME AND SLIDING DOWN. SEE FIGURE 1.

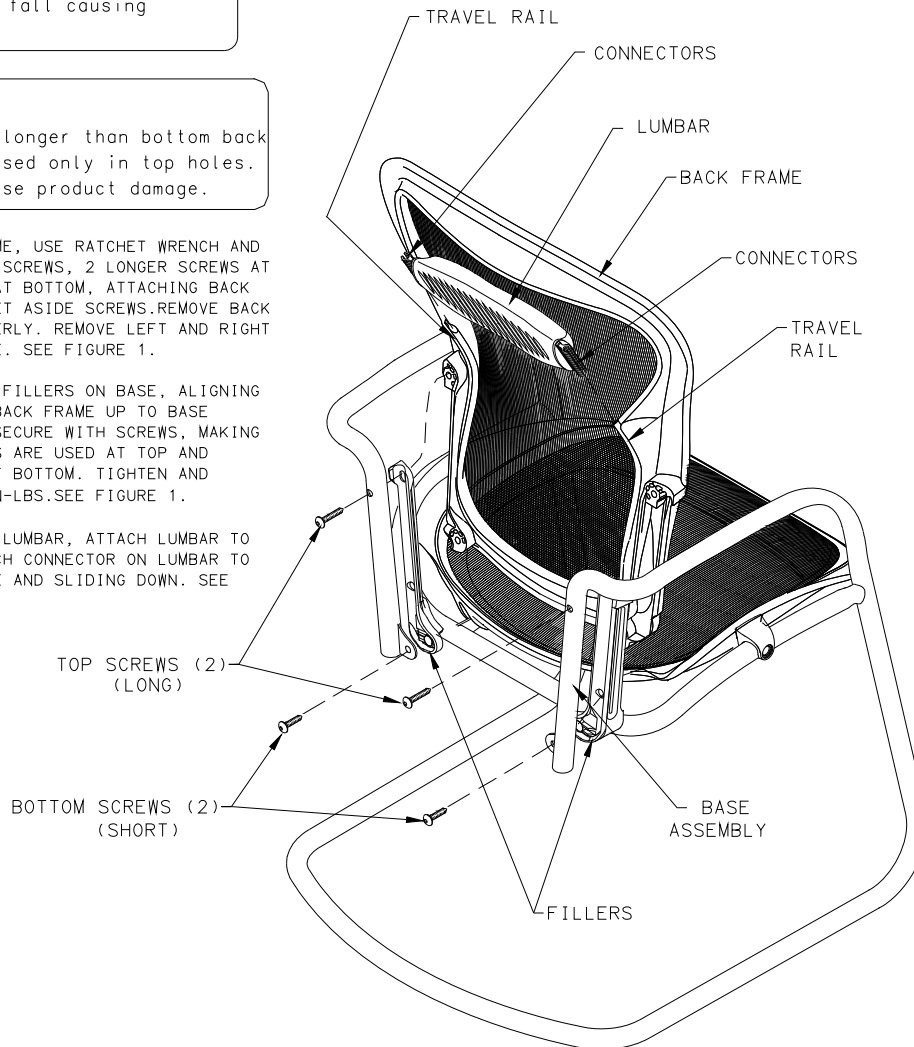


FIGURE 1

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