



## ***Executive Leather Visitor's Chair***

### ***LLR60340***

**IF YOU ARE MISSING PARTS OR HAVE OTHER CONCERNS  
PLEASE CALL OUR TOLL FREE NUMBER:  
1-888-295-5839 OR EMAIL: [Parts@sprich.com](mailto:Parts@sprich.com)  
MONDAY-FRIDAY 9:00 AM TO 4:00 P.M. - EASTERN  
STANDARD TIME**

Please provide the following information:

1. Full Name
2. Physical Address - Please do not include a P.O. Box as our carriers cannot deliver to a P.O. Box Address.
3. Phone Number
4. Model Number
5. Part Number
6. Quantity
7. Reason for the request

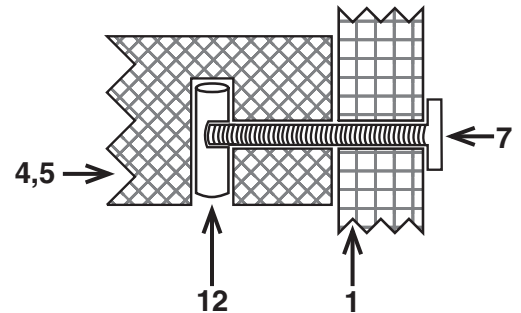
*Note: Our policy is to send all parts requests with normal ground transportation, if your requirements are to have these parts sent via overnight or next day, please provide your designated carrier and account number.*

### ***WARNING***

1. Use this product only one person at a time.
2. Do not use this chair unless all bolts screws and knobs are securely tightened.
3. Check that all bolts screws and knobs are tight every six months or as needed.
4. Dispose of packing material properly. Do not use plastic cover as head covering. It may cause suffocation.
5. Do not use chair as a stepladder.
6. Use this chair for its intended purpose only.
7. Use mild detergent only for cleaning.



**DETAIL A:** Assemble the stretcher bar to the arm frame.



Part. . . . .	Qty
1. Arm Frame. . . . .	2
2. Seat Cushion . . . . .	1
3. Back Cushion . . . . .	1
4. Front Stretcher Bar . . . . .	1
5. Rear Stretcher Bar. . . . .	1
6. 2 1/2" Screws . . . . .	4
7. 4" Screws . . . . .	4
8. 1" Screws . . . . .	4
9. Flat Washers . . . . .	4
10. Split Ring Lock Washers . . . . .	4
11. Caps . . . . .	8
12. Barrel Nuts . . . . .	4
13. Wood Dowels (pre-installed) . . . . .	8
14. Back Support (pre-installed) . . . . .	1
15. Allen Wrench (not shown) . . . . .	1

**Remove all the parts from carton, separate them into part numbers indicated on the list and make sure part quantities are correct.**

**STEP 1** Align holes in the Back Support (14) with holes in the Seat Cushion (2). Using four 1" Screws (8), four Split Ring Lock Washers (10), and four Flat Washers (9) attach Back Support (14) to Seat Cushion (2). **FULLY TIGHTEN SCREWS.**

**STEP 2** Align Wood Dowels (13) from Rear Stretcher Bar (5) to Arm Frame (1) loosely attach using one 4" Screws (7) into Barrel Nut (12) on each side. **(See Detail A) DO NOT FULLY TIGHTEN SCREWS UNTIL SEAT AND BACK CUSHION ARE INSTALLED.**

**STEP 3** Align Wood Dowels (13) from Front Stretcher Bar (4) to Arm Frame (1), loosely attach using one 4" Screws (7) into Barrel Nut (12) on each side. **(SEE DETAIL A) DO NOT FULLY TIGHTEN SCREWS UNTIL SEAT AND BACK CUSHION ARE INSTALLED.**

**IMPORTANT NOTE: MAKE SURE STRETCHER BARS ARE ASSEMBLED WITH BARREL NUTS NOT SHOWING ON OUTSIDE OF FRAME.**

**STEP 4** Attach Arm Frame (1) to Seat Cushion (2) and Back Cushion (3), using four 2 1/2" Screws (6). **FULLY TIGHTEN ALL SCREWS IN STRETCHER BARS, SEAT AND BACK.**

**STEP 5** Cover the screws on the arm frame with Caps (11).

**ATTENTION: MAKE SURE ALL SCREWS ARE FULLY TIGHTENED BEFORE USING CHAIR.**