

# Chair Assembly Guide

Here is a simple guide to assembling chairs and some helpful hints on how to correct any issues that may occur after the assembly has been completed. The page 1 will give assembly and resolutions to issues occurring with side chairs, arm chairs and bar chairs while the page 2 will give assembly and resolutions for slipper chairs. Tools needed will either be a Philip's head screwdriver or a ratchet with a 10mm socket. Recommended tool is the 10mm socket since this will not strip the bolt and will give the best grip. However each person has their own preference so use what you feel comfortable with.

## Side Chairs, Arm Chairs & Bar Chairs

1. Using a table or a flat surface that is waist height flip the seat frame/cushion upside down. By using a table that is waist height this will give you better access to the chair when you are assembling.
2. After opening the hardware pack locate the bolts used to attach the seat frame to the chair back. These should be the shortest bolts in the pack.
3. With the chair back to you insert the 2 bolts that attach the seat frame to the chair back and screw them in (only hand tightening them).
4. Once you have attached the seat frame to the chair back locate the bolts that will attach the legs of the chair back to the seat frame and tighten them by hand.
5. After tightening these bolts as tight as they can be tightened by hand use your thumb as a guide to make sure that the gap between the seat frame and chair back is straight.
6. Starting on either the left or right side tighten the long leg bolts with your preferred tool making sure that the gap between the seat frame and chair back is staying straight. It sometimes helps to rotate between left and right side as you go so that the gap will stay straight. Make sure that you are tightening both bolts on the same side at the same time. Only tighten till you cannot turn the bolt, **DO NOT OVERTIGHTEN!** Overtightening can lead to your chair wobbling.
7. Once you have attached the chair back and seat frame together then move on to assembling the front legs. Tighten the bolts on the legs making sure that the leg is completely flush with the seat frame. The legs should not be gapped away from the seat frame once the bolts are tightened all the way and they should not lift up from the cushion while tightening. **For Bar Chairs please see sub section a.**
  - a. If you have a **bar chair** do not tighten the front legs all the way or the stretcher will not be able to be inserted. Tighten the bolts only enough as to hold the leg in place then insert the stretcher then tighten the legs and then tighten the stretchers.
8. After installing the legs go back and tighten the 2 bolts that were used to attach the seat frame to the chair back.

If once you flip the chair over your chair is wobbling then this could be 2 possible reasons.

- a. First check to make sure that your chair is on level ground. Sometimes wood or marble flooring is not always even so the chair may wobble. If you sit in the chair and it does not wobble then the floor is warped.
- b. The seat frame and chair back are not connected straight. To remedy this loosen the 6 bolts that attach the seat frame to the chair back and repeat steps 5 & 6.

If all installation steps above have been followed and an issue with your chair still persists then feel free to contact the following department at Somerton Dwelling and they will be glad to assist you.

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## Slipper Chairs (416, 419, 422, 804)

1. Flip chair frame upside down.
2. Starting with the back legs insert the legs in to the slots provided on the bottom of the frame making sure that the legs fit in to the slot with no issue. The leg should slide in to the slot with little resistance but should still be tight enough to move from side to side.
3. Using the bolts provided tighten with either a screwdriver or 10mm socket. **DO NOT OVERTIGHTEN!** As this can make your chair sit unevenly. As the legs are tightened you should be able to see the leg pulling closer to the frame. Make sure that each leg does not lift up while you are tightening, as this will make the chair not sit evenly. If installed correctly the chair leg will be flush with the seat frame and the cushion. In some cases the wood expands making the leg difficult to push in all the way. In this case using a mallet (or a hammer if a mallet is not available) and tapping lightly but firmly on the bottom of the leg will knock the leg farther into the frame and make it snug.
4. Once the back legs have been installed move on to the front legs. See steps 1-3 for installation on the front legs.

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- a. First check to make sure that your chair is on level ground. Sometimes wood or marble flooring is not always even so the chair may wobble. If you sit in the chair and it does not wobble then the floor is warped.
- b. If the chair still wobbles after sitting on it then the legs need to be adjusted. To figure which leg needs to be adjusted first check to make sure that each leg is flush with both the cushion and with the frame. If you had to tap the legs with a mallet/hammer then a leg may not be fully pushed down and may need to be tapped a little bit more. You should not be able to see any gaps between the legs and the cushion or the frame.

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