












ASSEMBLY INSTRUCTIONS

**ATTENTION: THIS PRODUCT IS NOT FOR COMMERCIAL USE
INTENDED FOR RESIDENTIAL USE ONLY.**

KTS869K

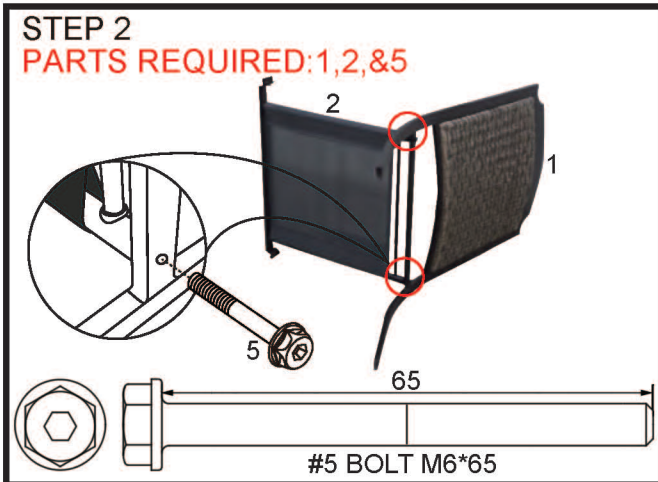
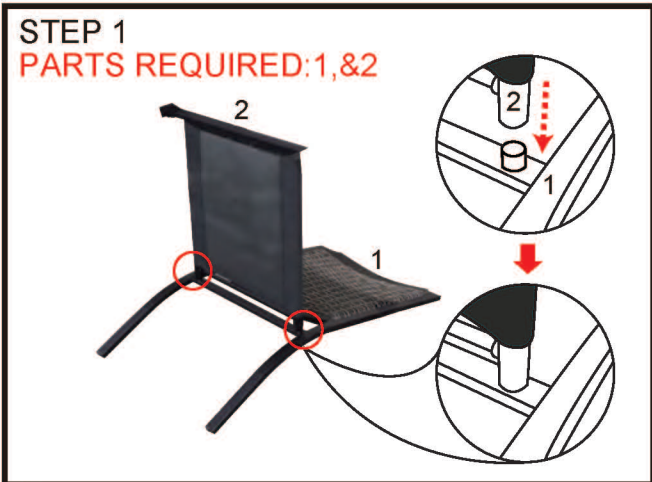
PARTS LIST






| PART NO. | MATERIAL CODE | PART | Q' TY |
|----------|-----------------|--|-------|
| 1 | KTS869K-CS03-1 |  BACK ASSEMBLY | 1 |
| 2 | KTS869K-CS02-1 |  SEAT ASSEMBLY | 1 |
| 3 | KTS869K-CS01-2 |  LEFT ARM | 1 |
| 4 | KTS869K-CS01-3 |  RIGHT ARM | 1 |
| 5 | 17C40A0722001YX |  BOLT M6*65 | 2 |

| | | | |
|----|-----------------|---|---|
| 6 | 17C40A0716001YX |  BOLT M6*45 | 2 |
| 7 | 17C40A0705001YX |  BOLT M6*15 | 2 |
| 8 | 17C02A0755001YX |  BOLT M6*14 | 2 |
| 9 | 17KAA0101----Y4 |  HEX KEY WRENCH 4MM | 1 |
| 10 | 17KAC3101----Y3 |  NUT WRENCH 10 & 13MM | 1 |
| 11 | 61K869KC00001BA |  SEAT CUSHION | 1 |

Attention:

Make sure that each bolt needed for all steps matches the corresponding figure to ensure proper assembly.



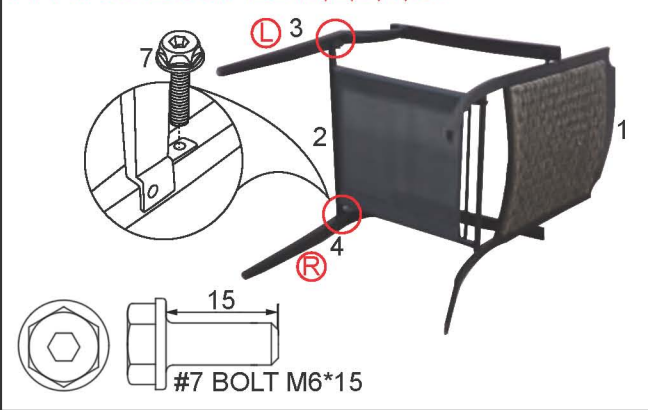
-  Use the correct bolts as indicated. Do not tighten any of the bolts until the chair is completely assembled.
-  Do not discard any of the packaging until you have checked that you have all of the parts and fittings required.
-  Keep children away during assembly. This item contains small parts that can be swallowed by children. Children should always be under direct adult supervision while using this product.
-  Retain these assembly instructions for future reference.
-  Quote the following FQC No. when contacting the service center.



SERVICE CENTER
TOLL FREE NO.
TEL: 1-877-539-7436
FAX: 1-877-539-7439

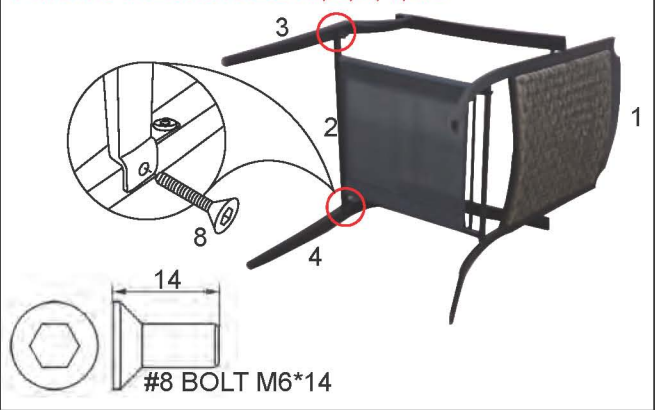
STEP 3

PARTS REQUIRED: 1, 2, 3, 4, & 7



STEP 4

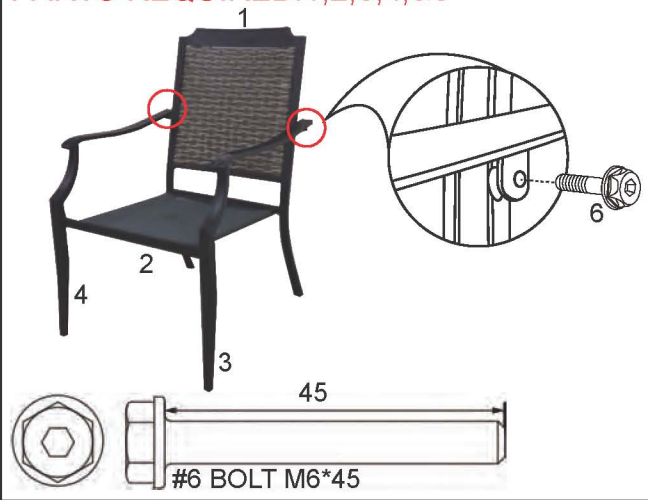
PARTS REQUIRED: 1, 2, 3, 4, & 8



Note:
The labels marked "L" and "R" on arms (#3 and #4) should coincide with Figure 3 to ensure proper assembly.

STEP 5

PARTS REQUIRED: 1, 2, 3, 4, & 6



STEP 6

PARTS REQUIRED: 11



Cleaning and Maintenance

- Wash frame and fabric parts with mild soap and water, rinse thoroughly, and dry completely. Do not use bleach, acid, or other solvents on the frame or fabric parts.
- The cushions may be washed on the surface only by using mild soap and water or commercial foaming upholstery cleaner if necessary. If washed, rinse well and hang to dry. Do not machine wash or dry.
- We recommend the use of furniture covers when not in use.
- Inspect and tighten all bolts and fasteners on a regular basis to ensure the proper performance and safety of your swivel chair.
- In order to prolong the life and beauty of your swivel chair, we recommend that it be stored in a dry and protected area during off season periods.

Warranty

- This product is covered by Courtyard Creations Inc.'s one-year limited warranty.
- Proof of purchase (dated register receipt) is required for warranty claims.
- It remains the customer's responsibility for freight and packing charges to and from the service center.

STOP!
Missing A Part?
No Need To Go Back To
The Store

The store where you made your purchase does not stock parts for this item. If you need parts, whether they are missing or damaged, Call Toll Free:

TEL: 1-877-539-7436
FAX: 1-877-539-7439
Call us between 9:00 AM and 4:30 PM Eastern Time Monday through Friday

For further assistance, please visit us at service.cc@polywares.com

- READ THESE INSTRUCTIONS COMPLETELY BEFORE STARTING ASSEMBLY
- ★ SEPARATE AND IDENTIFY ALL OF THE PARTS, MAKING SURE THAT YOU HAVE ALL OF THE PARTS LISTED.
 - ★ IF YOU DO NOT LOCATE ALL OF THE PARTS LISTED, INSPECT THE PACKING MATERIAL FOR SMALL PARTS THAT MAY HAVE BECOME SEPARATED DURING SHIPMENT.
 - ★ IF YOU EXPERIENCE ANY DIFFICULTY DURING ASSEMBLY OR IF ANY PARTS ARE MISSING OR DAMAGED, CALL THE HELP LINE AT 1-877-539-7436 BEFORE RETURNING THIS ITEM TO THE STORE.
 - ★ PROVIDE THE FOLLOWING INFORMATION WHEN CALLING:
 - 1-MODEL NUMBER OF THE PRODUCT.
 - 2-PART NUMBER AND MATERIAL CODE OF THE PART FROM THE PARTS LIST.
 - ★ MOST PROBLEMS CAN BE RESOLVED WITHOUT RETURNING THIS PRODUCT TO THE RETAILER.