

# Branch



## ELEVATE CHAIR Assembly & User Guide


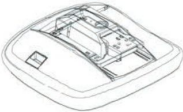









Branch helps entrepreneurs and teams of all sizes furnish with premium products that don't break the bank. With a full line of workstation, collaboration and lounge furniture, we're your one stop shop to create an inspiring workspace that helps you work healthy and happy.




# Branch

## Chair Components

The Branch Elevate Chair takes about twenty minutes to assemble. Just six steps to a better workday—you ready?

If you have questions, never fear—we have human customer support and we’re ready to help. Contact us on live chat, or email [hello@branchfurniture.com](mailto:hello@branchfurniture.com), and we’ll share assembly tips or set up a video consult.

Key	Description	Part	Qty.
A	BACKREST		1
B	Seat (Mechanism Assembled)		1
C	Armrests (1 left & 1 right armrest)		2
D	Star Base		1
E	Seat Post(Cylinder)		1
F	Caster		1
G	Mechanism Handle		2
H	Back Bolts ( M8 X 20mm)		3
I	Armrest Bolts ( M6 X 45mm )		4
J	AllenWrench 4mm		1
K	AllenWrench 5mm		1

Key	Description	Part	Qty.
L	Spring Washers for Back Bolts (Ø8*13*2.0mm)		3
M	Washers for Back Bolts (Ø6*16*2.0mm)		4
N	Washers for Arm Bolts (Ø8*20*2.0mm)		3

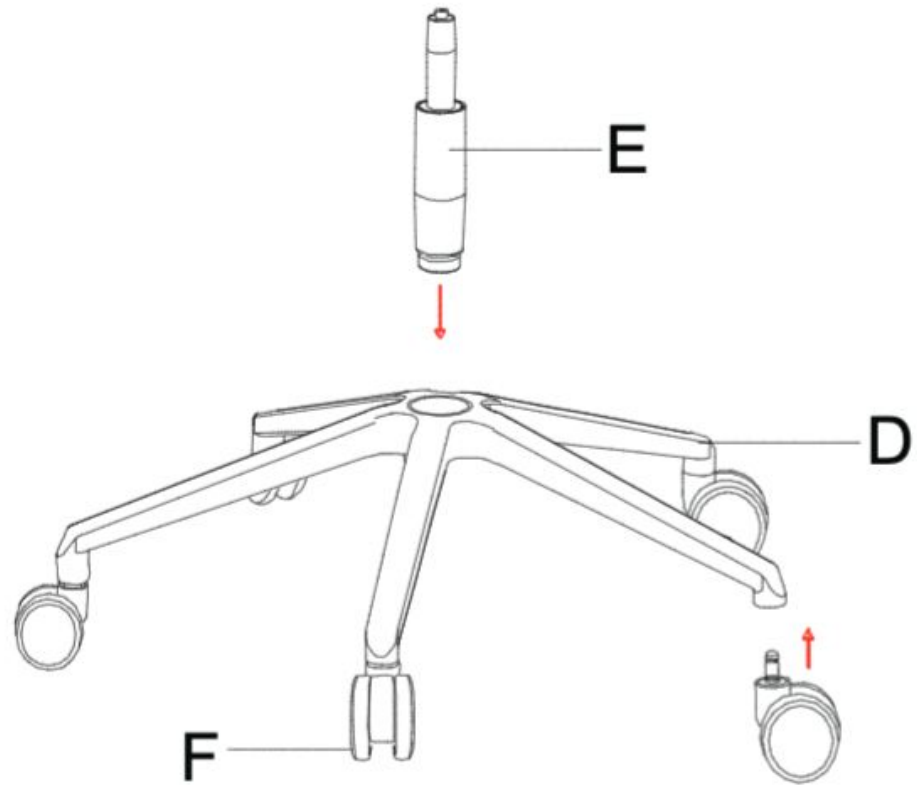
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## Step 1

With the five-star base upside-down, push the five castors into each hole. Once completed, turn over so the wheels are on the floor and insert the cylinder into the five-star base. No tools necessary.

Set the assembled base aside for now—we'll get back to it later.

**BRANCH TIP:** Place the larger end of the cylinder through the top of the five-star base center hole



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## Step 2

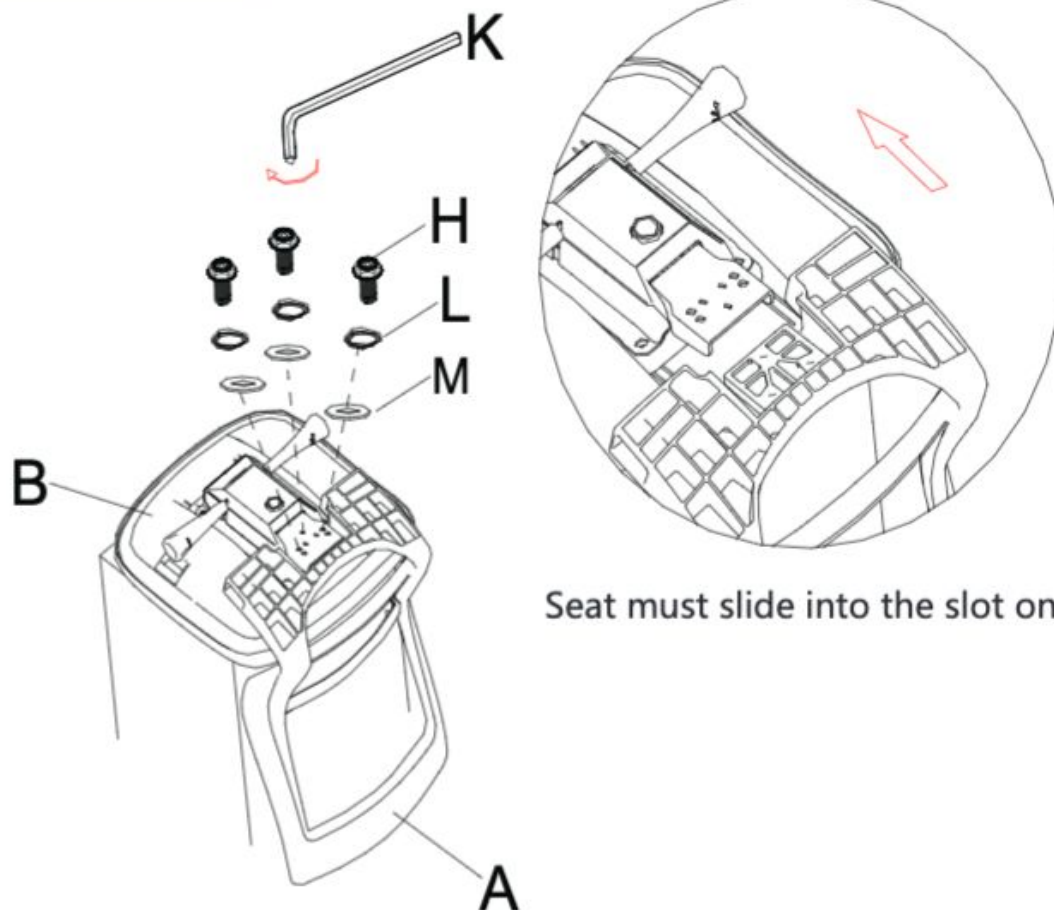
Thread each screw with a spring washer and then a flat washer.

With the chair back and mechanism upside down, slide the chair back into the slot of the chair mechanism.

Secure the middle screw loosely first to hold the two pieces together, then secure the left and right screws.

Once assembled, set the chair frame aside for now.

**BRANCH TIP:** Tighten these screws as hard as you can to make sure the back is stable—there should be no rattle or movement.



Seat must slide into the slot on back.

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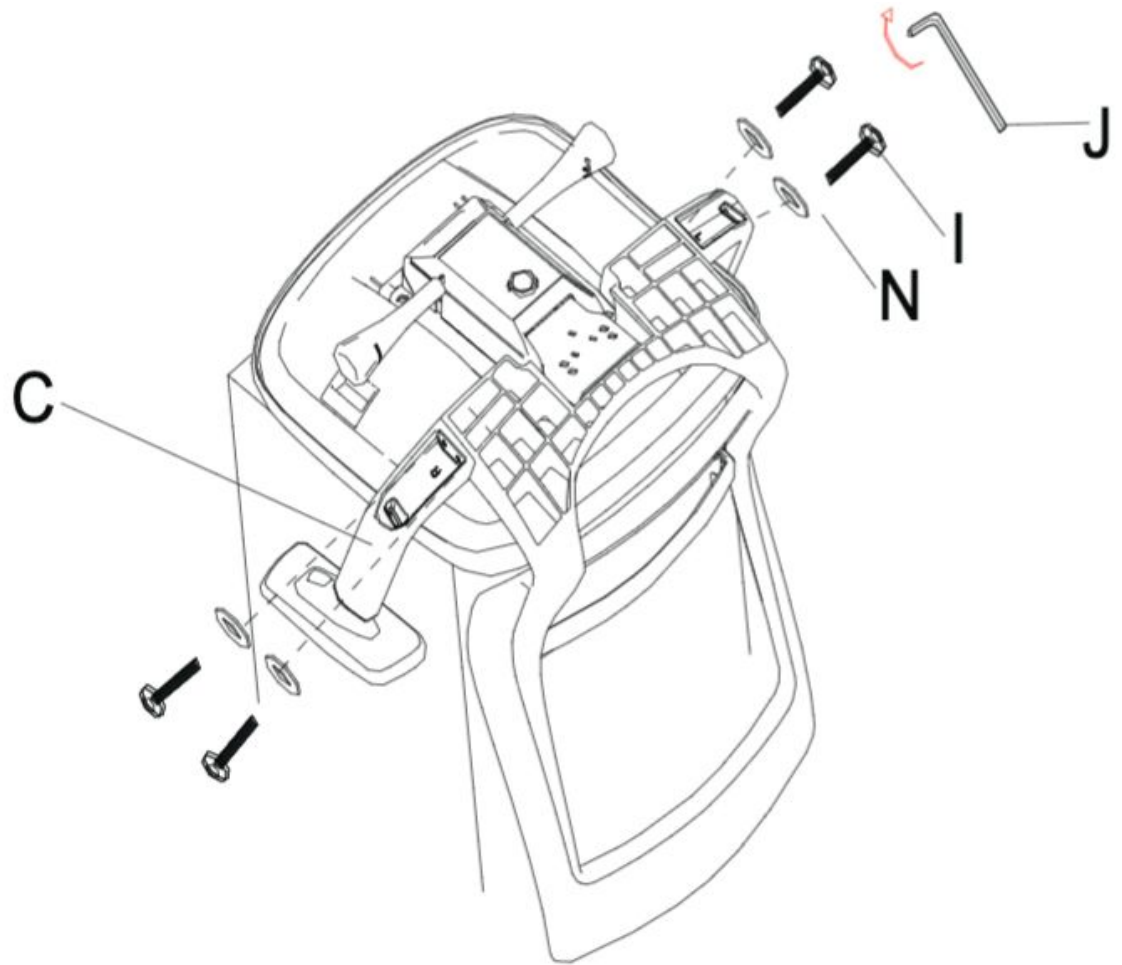
## Step 3

With the chair seat upside down, insert both armrests into the sides of the chair seat, making sure the adjustment buttons face the front of the chair.

*(Note: the front of the seat has a square lever on left side when upside down).*

Insert screws into the hex nuts and tighten.

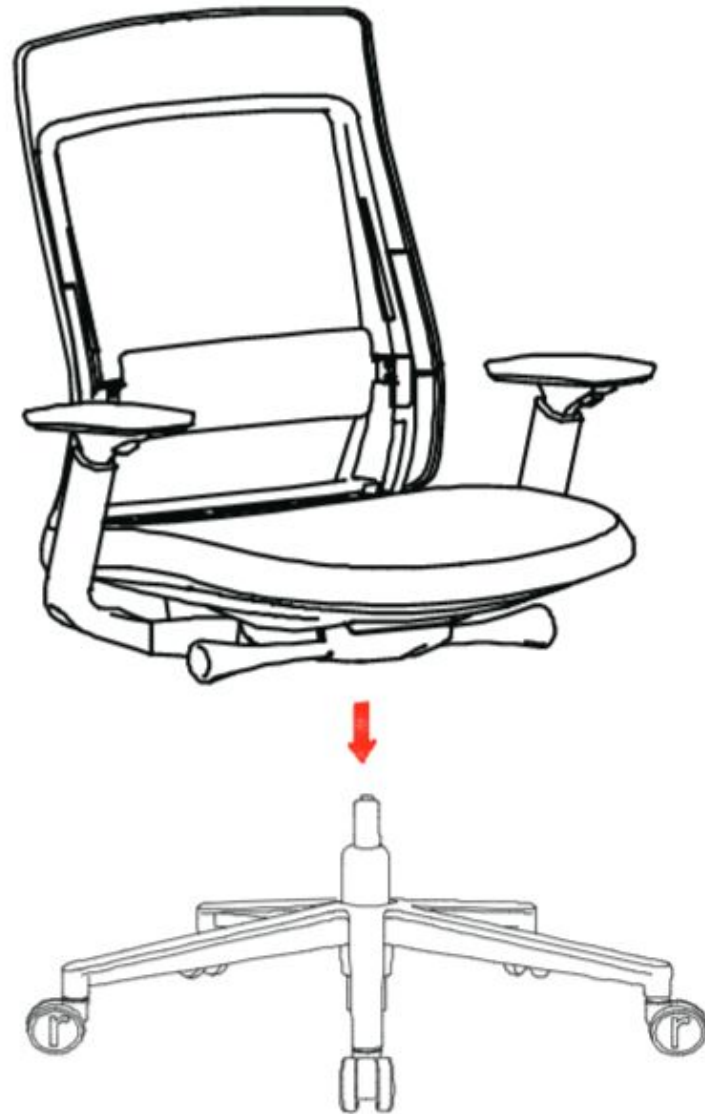
**BRANCH TIP:** The screws will not tighten fully or be flush. That's okay! Make sure the armrests slide back and forth freely once attached. You'll use the armrest levers to lock them in place at the right width.



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## Step 4

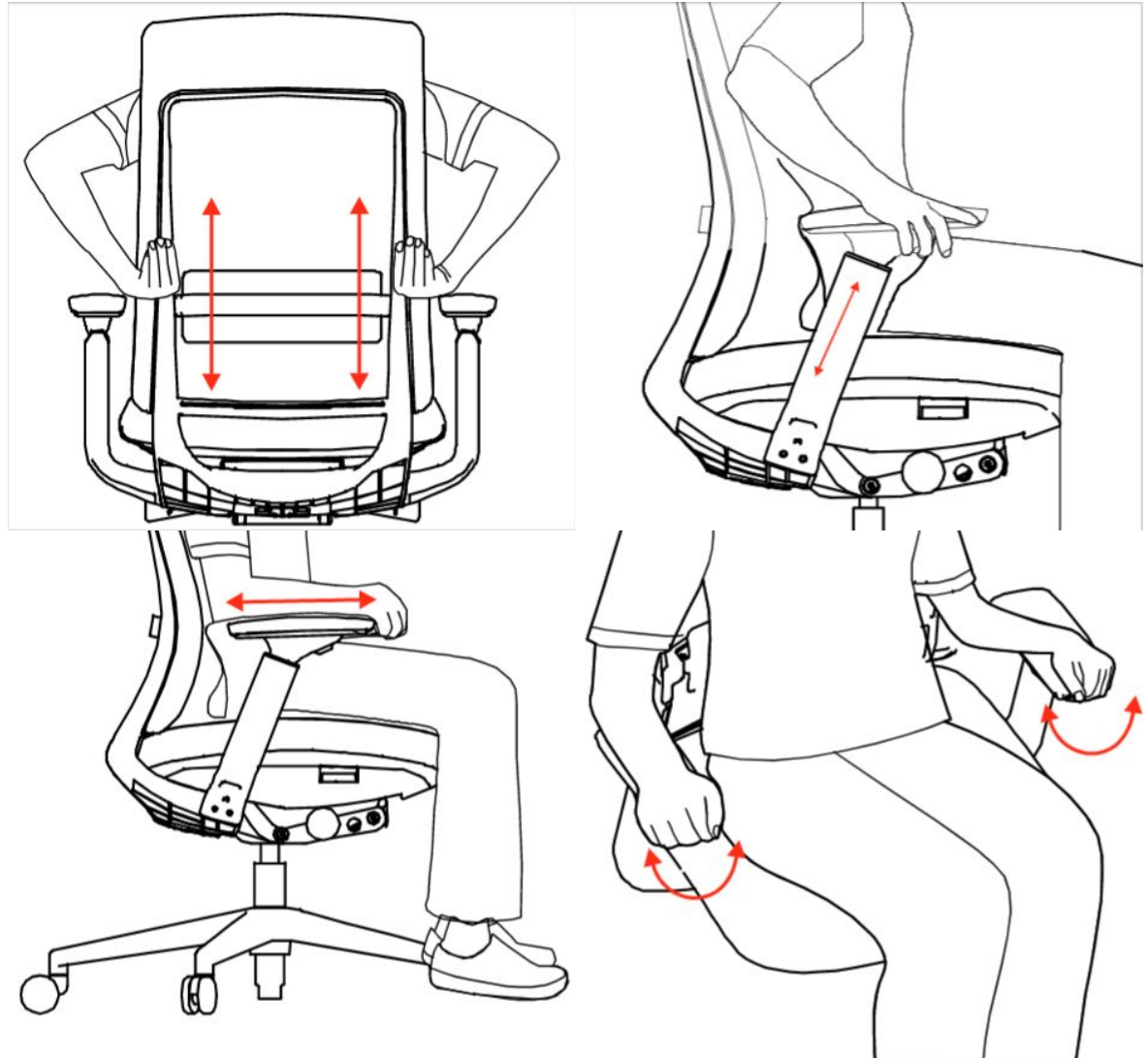
Grab the chair frame and insert it into the pneumatic cylinder. Push down firmly to secure.



## Adjustments

**BRANCH TIP:** Enjoy! Take a seat and go for a test drive.

1. **Lumbar:** push at base to move up or down
2. **Armrest Height / Depth:** lift armrests to adjust height, slide for depth
3. **Armrest Angle Adjustment:** twist the armrests inward and outward
4. **Seat Depth:** pull handle on left side to adjust depth of seat pan



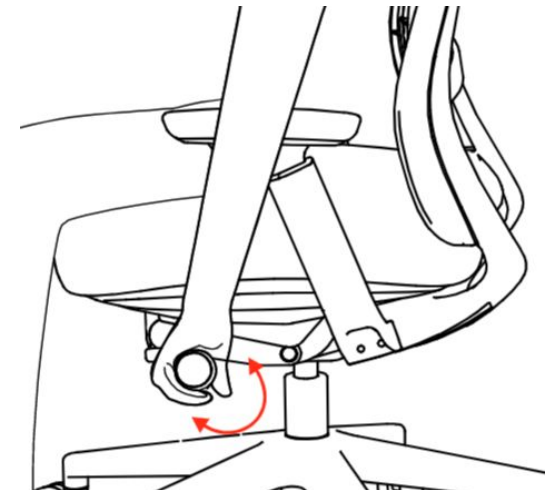
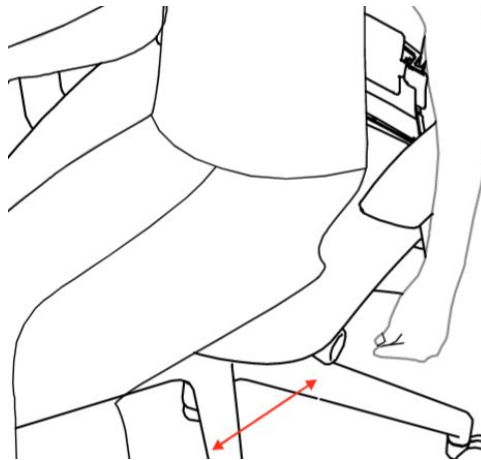
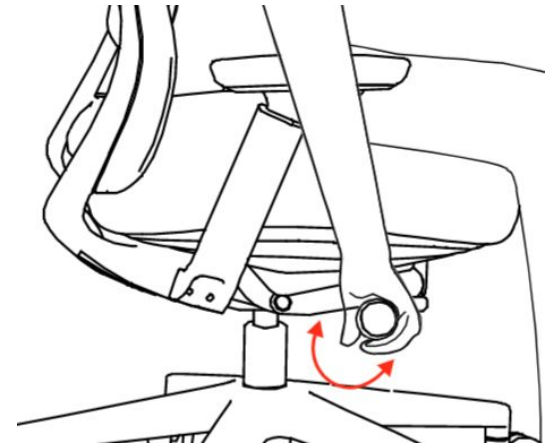
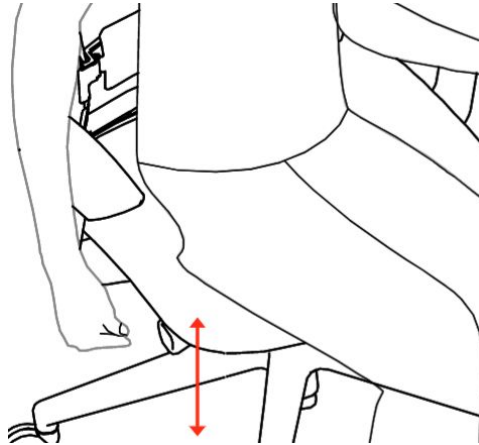


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## Adjustments

**BRANCH TIP:** Enjoy! Take a seat and go for a test drive.

5. **Height:** lift the right lever to move height up and down. Twist to lock in place
6. **Tilt:** pull the left lever backwards and lean to recline, twist again to lock





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## Happy Working

Whether you're trading stocks, shipping code, writing the Great American Novel or just browsing around—we hope your new Ergonomic Chair keeps you working healthy and happy.

Get in touch anytime for ergonomics advice. We're here to help.



Share your office set-up with us on Instagram and tag us @branchfurniture for a chance to be featured.

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