Clarksville Ergonomic Drafting Chair

CHR477

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For assembly assistance, visit upliftdesk.com/contact, call 800-349-3839, or email support@upliftdesk.com

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Safety and Warnings

CAUTION: Read all instructions before assembly. Improper assembly or use may cause damage or injury. Keep this manual for future reference.

WARNING: Please use this item on a stable, level surface only. All chair casters should contact the floor surface when in use. Do not use this item if any instability is detected.

WARNING: This chair is not intended for significantly reclined positions. To prevent accidental tipping, do not push backward or forward while seated.

WARNING: Chair is designed for seated use only. Do not stand on the chair or use it as a step stool or ladder. Do not stand on the seat or foot ring.

WARNING: Ensure the user does not exceed the maximum weight capacity of 250lb. DO NOT exceed the maximum weight capacity.

WARNING: Not intended for use by children.

Please read this manual carefully. Under no circumstances does the manufacturer accept warranty or liability claims for damages caused from improper use of this product. Provide this manual to any new user.

Fabric Care Instructions

Vacuum As Needed: Regularly vacuum the fabric seat to remove dust and debris. This helps keep the fabric fresh and reduces the need for professional cleaning.

Spot Cleaning: Address spills immediately. Blot with a soft, absorbent cloth—do not rub. Avoid letting stains dry completely, as this can make them permanent.

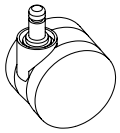
Ink Stains: Use a clean cloth dampened with isopropyl alcohol, dabbing from the outside of the stain inward. Switch to a clean section of cloth as the ink transfers. If the stain remains, carefully try acetone. This method is for spot treatment only.

Oil-based Stains: Test a dry-cleaning solution on a hidden section of fabric first. If safe, apply with a damp cloth or sponge using light, quick strokes. Work from the outside in, always rotating to a clean part of the cloth.

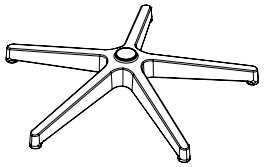
Water-based Stains: Use a fabric-specific cleaner or a mild warm soapy solution. Test on a concealed spot before applying. Gently work the cleaner into the stain, moving from the outer edges toward the center.

Package Contents

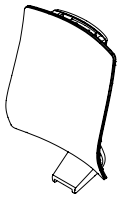
Casters
qty 5



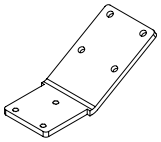
Base



Back



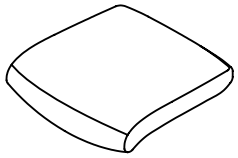
Back Plate



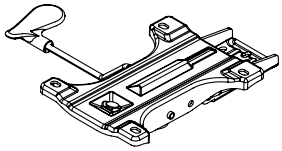
Cylinder



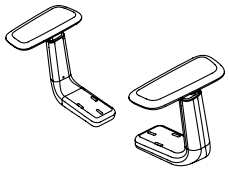
Seat



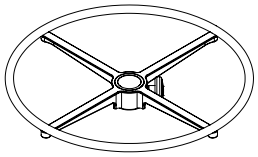
Seat Mechanism



Arms
qty 2

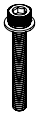


Footring



Hardware

M6 x 45mm Screw
qty 6



M6 x 40mm Screw
qty 2



M6 x 30mm Screw
qty 2



M8 x 20mm Screw
qty 3



M6 x 20 Screw
qty 4



Smaller Allen Wrench
(5mm)

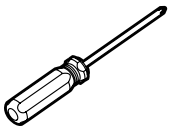


Larger Allen Wrench
(6mm)



You'll also need

Phillips Screwdriver



Step 1 - Inventory of Parts

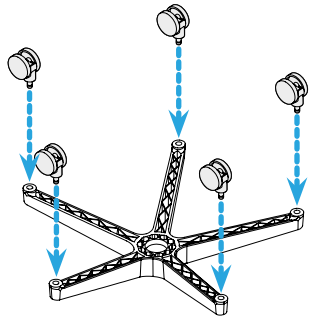
Before discarding any packaging, lay out all the parts and verify that every item listed in the package contents is present.

If a part seems to be missing, check the box carefully to ensure it isn't there. If you confirm the part is missing, contact us at (800) 349-3839 or email support@upliftdesk.com before starting assembly.

Step 2 - Insert Casters

Position Base upside down and insert Caster stems firmly into the holes.

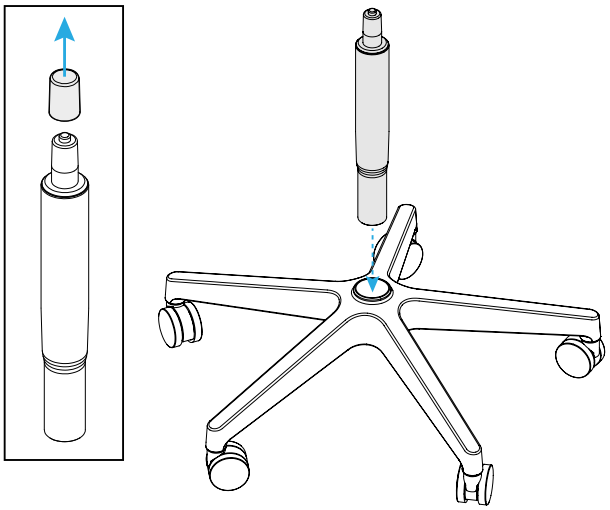
Ensure the entire stem of each Caster is completely inserted into the Base.



Step 3 - Insert Cylinder

Remove plastic protective cap from top of Cylinder. Avoid getting grease from the Cylinder on your clothing.

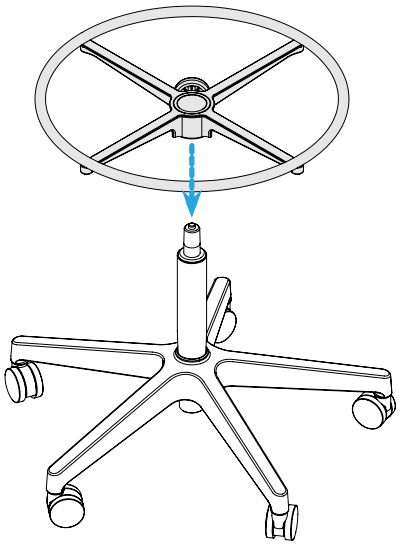
Position Base with Casters on the floor and insert the large end of the Cylinder into the Base.



Step 4 - Install Footring

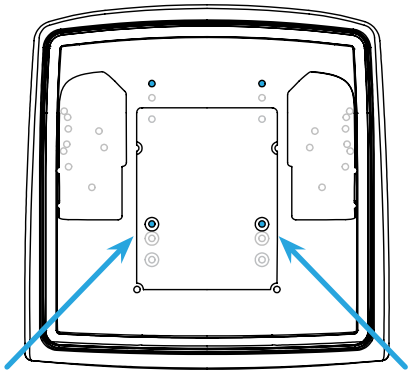
Lower the Footring onto the Cylinder in the orientation shown and allow it to rest on the Base.

After the chair assembly is complete, the Footring position will be adjusted.

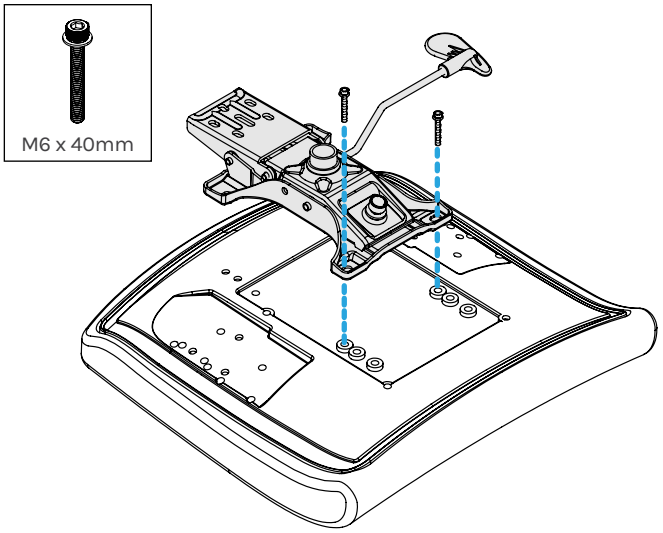


Step 5 - Attach Seat Mechanism

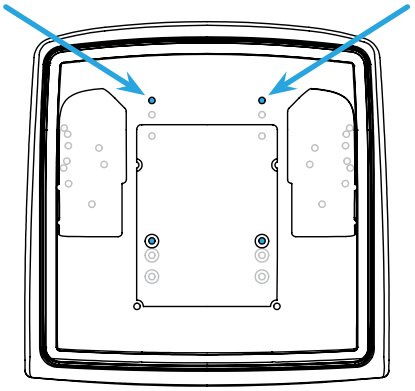
Align holes at the front of the Seat Mechanism with the holes in the seat indicated by the blue arrows below and loosely insert two M6 x 40mm Screws.

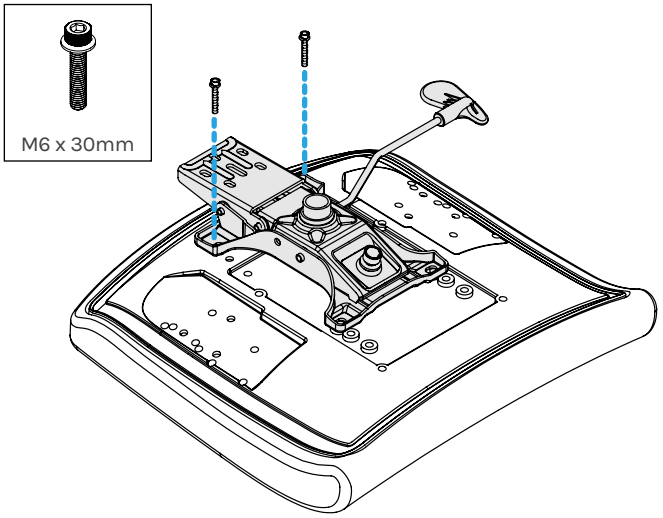


Front



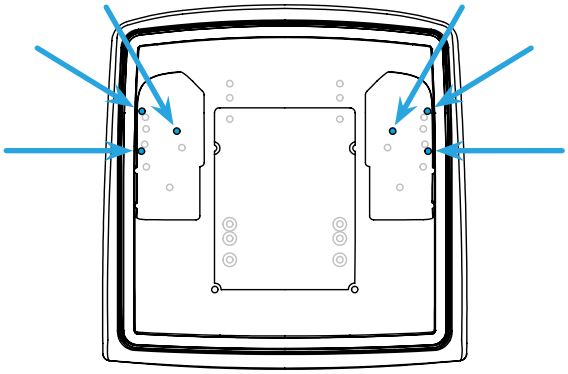
Insert two M6 x 30mm Screws through the rear holes of the Seat Mechanism and into the holes at the back of the Seat indicated by the blue arrows below, then tighten all four Screws with the 5mm Allen Wrench.

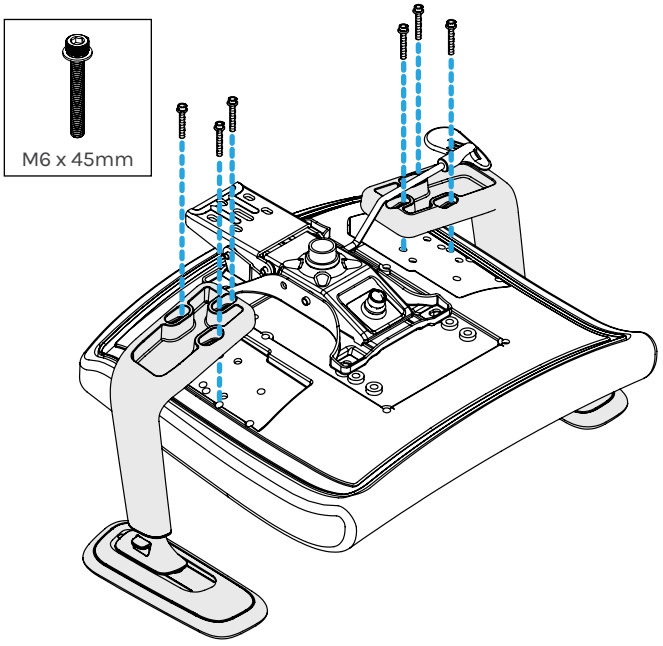




Step 6 - Attach Arms

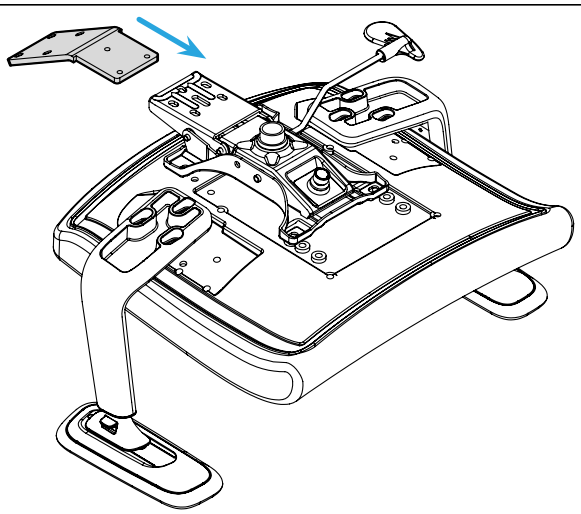
With the long end of the armrest pads facing the front of the seat, align the slots in each Arm with the holes indicated by the blue arrows below and loosely insert three M6 x 45mm Screws through the Arms and into the Seat. Tighten the screws with the 5mm Allen Wrench.





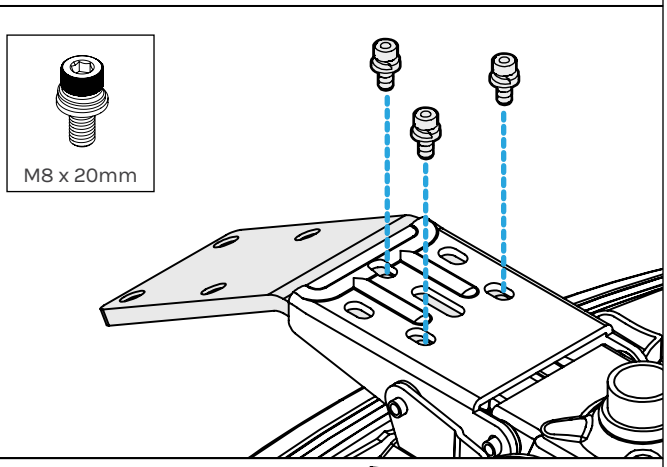
Step 7 - Attach Back Plate

Position Back Plate as shown and slide below the mounting plate on the Seat Mechanism.



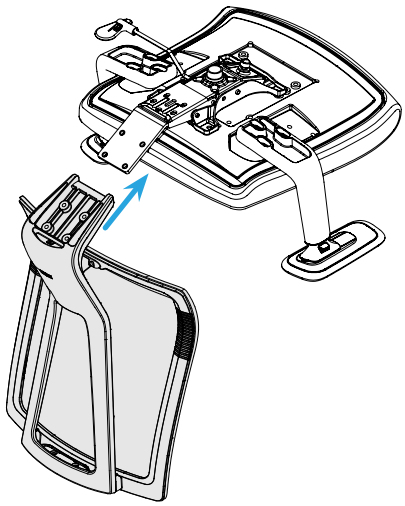
Align the holes in the Back Plate with the holes in the Seat Mechanism and insert three M8 x 20mm Screws where shown.

Use the larger 6mm Allen Wrench to tighten Screws.



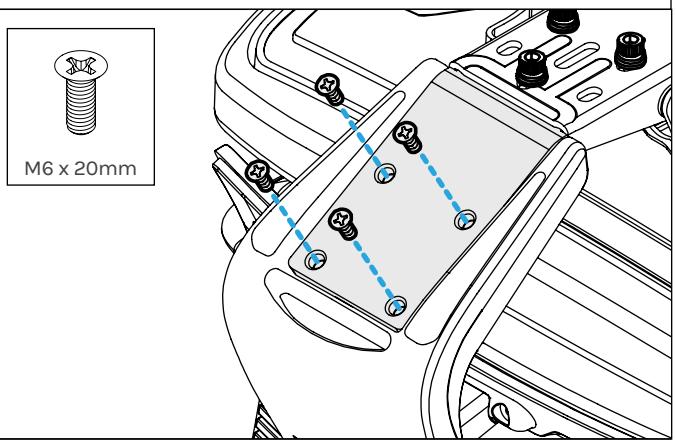
Step 8 - Attach Back

With assistance, position the Back beneath the Back Plate.



Align holes in the Back with holes on the Back Plate.

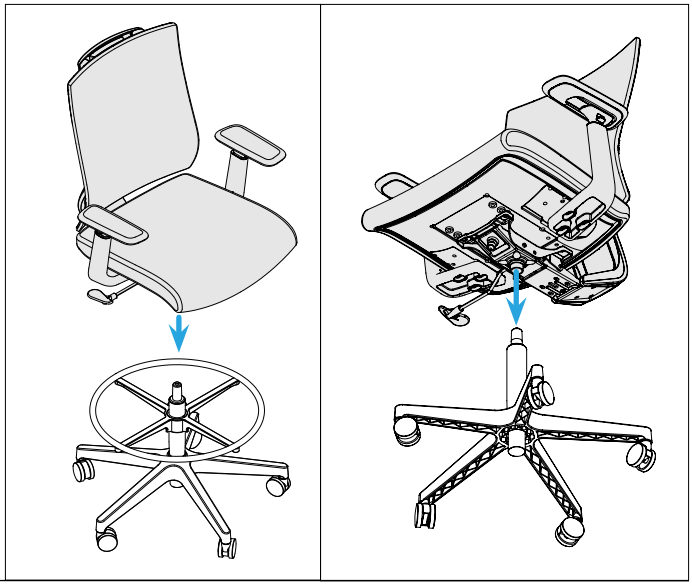
Insert four M6 x 16mm Screws and tighten using a Philips screwdriver.



Step 9 - Place Seat on Base

Align the hole in the Seat Mechanism with the small end of the Cylinder and lower the Seat assembly onto the Base assembly.

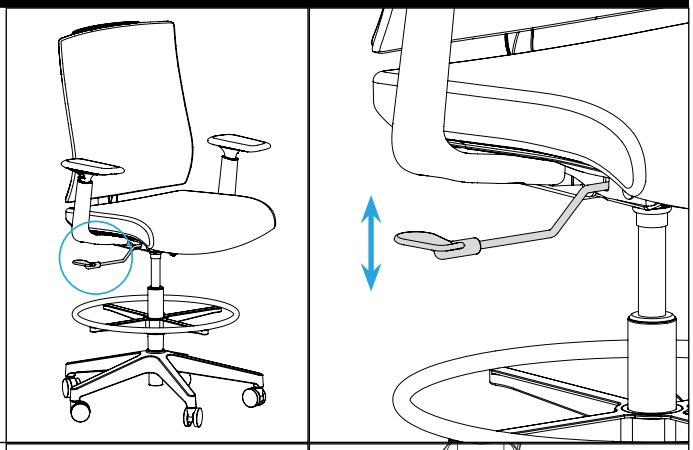
Press down on the Seat firmly and carefully sit on the Seat to secure it in place.



Adjustment Guide

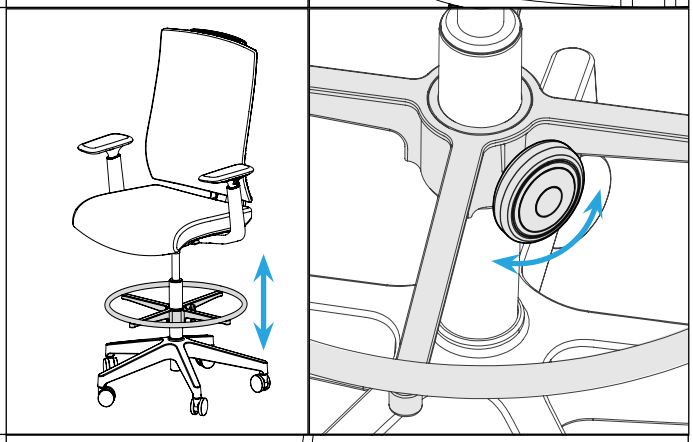
Seat Height

While seated, lift yourself up slightly while pulling up on the paddle on the right side of the Seat to raise the chair and sit down on the chair while pulling up on the paddle to lower it.



Footring Height

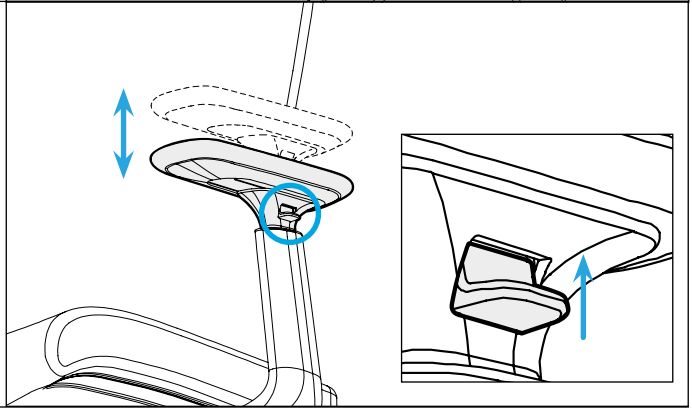
To adjust the height of the Footring rotate the adjustment dial counter-clockwise to loosen the Footring and raise or lower into place. Rotate the adjustment dial clockwise to clamp the Footring in place.



Arm Height

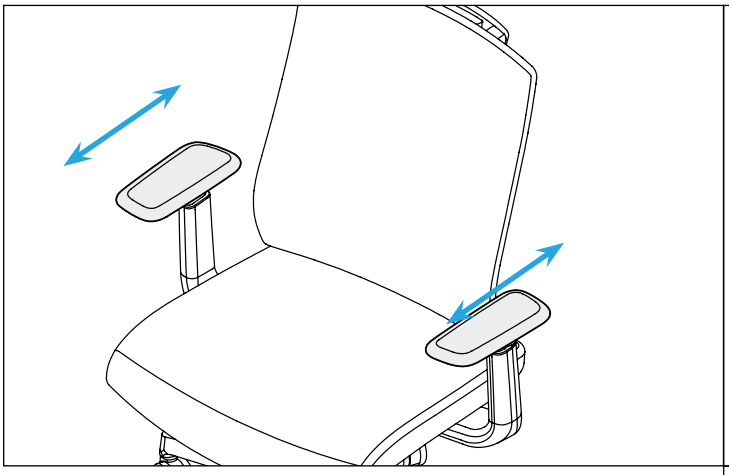
Pull up on the button located under the side of each armrest and raise or lower the armrest to the desired height.

Release the button to lock the armrest in place.



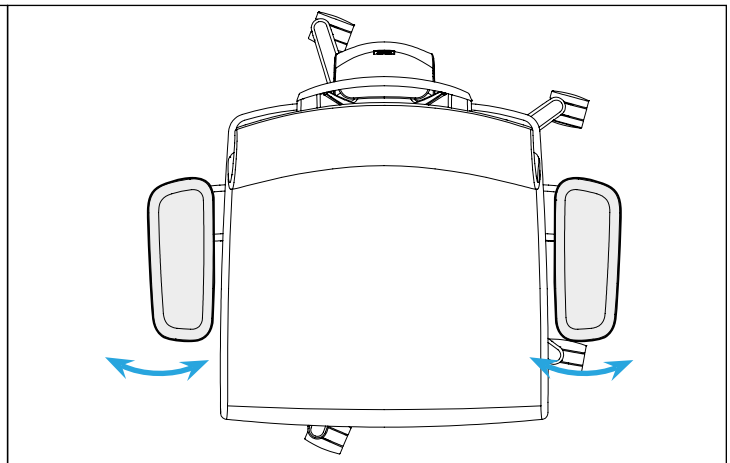
Arm Depth

Grasp armrests and push forwards or backwards to desired placement.



Arm Angle

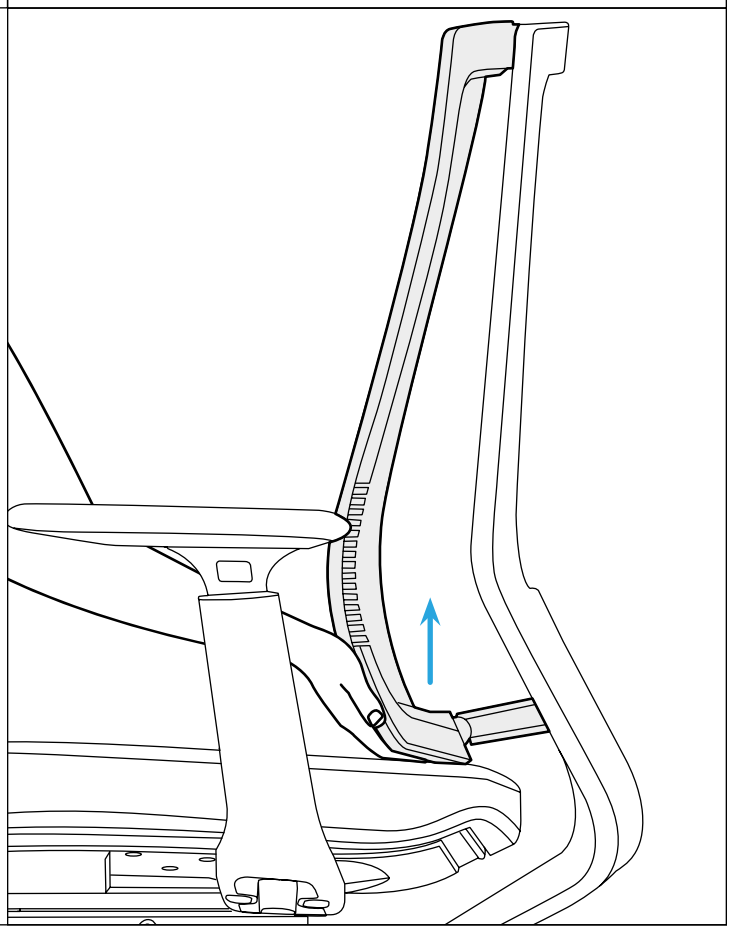
Grasp armrests and rotate them inwards or outwards to adjust the angle.



Lumbar Support Height

Lift up on the bottom edge of the chair back. You will hear a click as the backrest locks into place. Continue lifting until the lumbar support is positioned where you want it. Each of the four locking positions is designed to accommodate a range of body types and preferences, so you can find the one that provides the best support.

To return the chair back to its lowest position, pull the backrest all the way up past the highest setting—then let it drop down to the bottom.



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