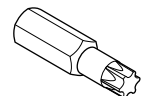
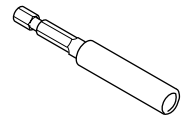
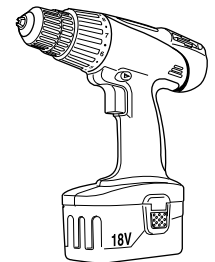
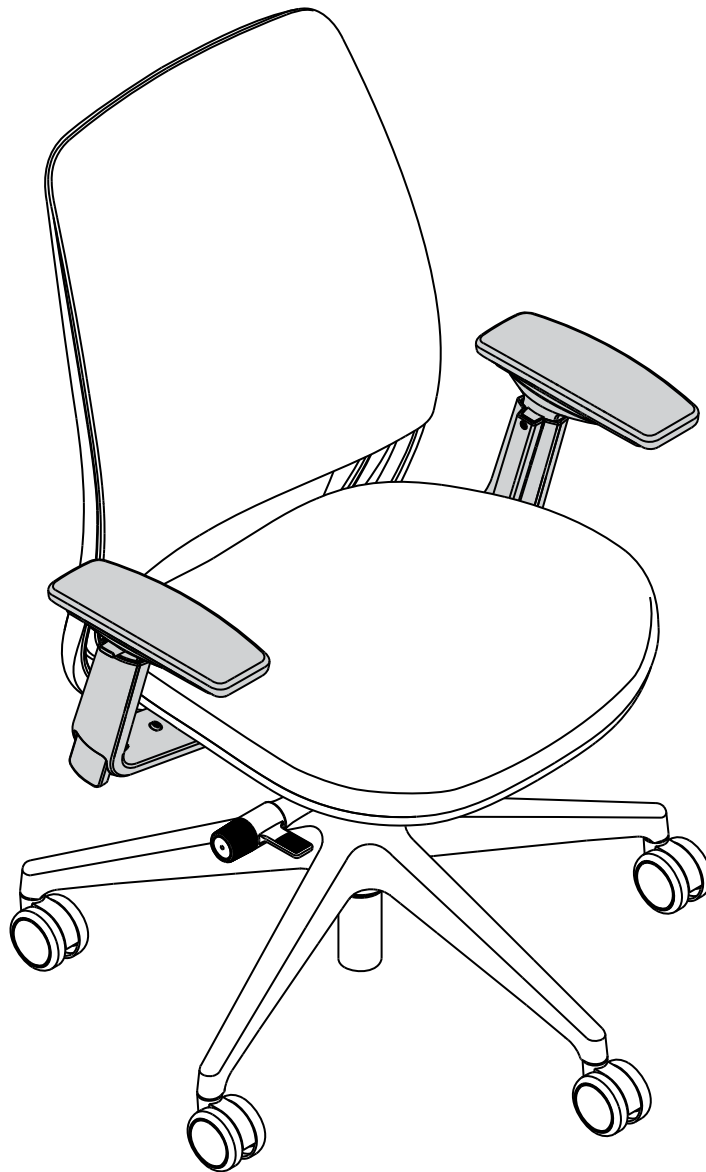
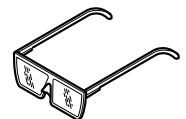
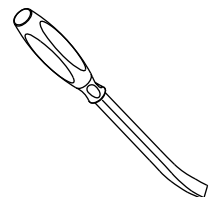


# Retrofit Instructions for Converting Steelcase Series® 2 Chair from Armless to Include Arms



Torx T-30



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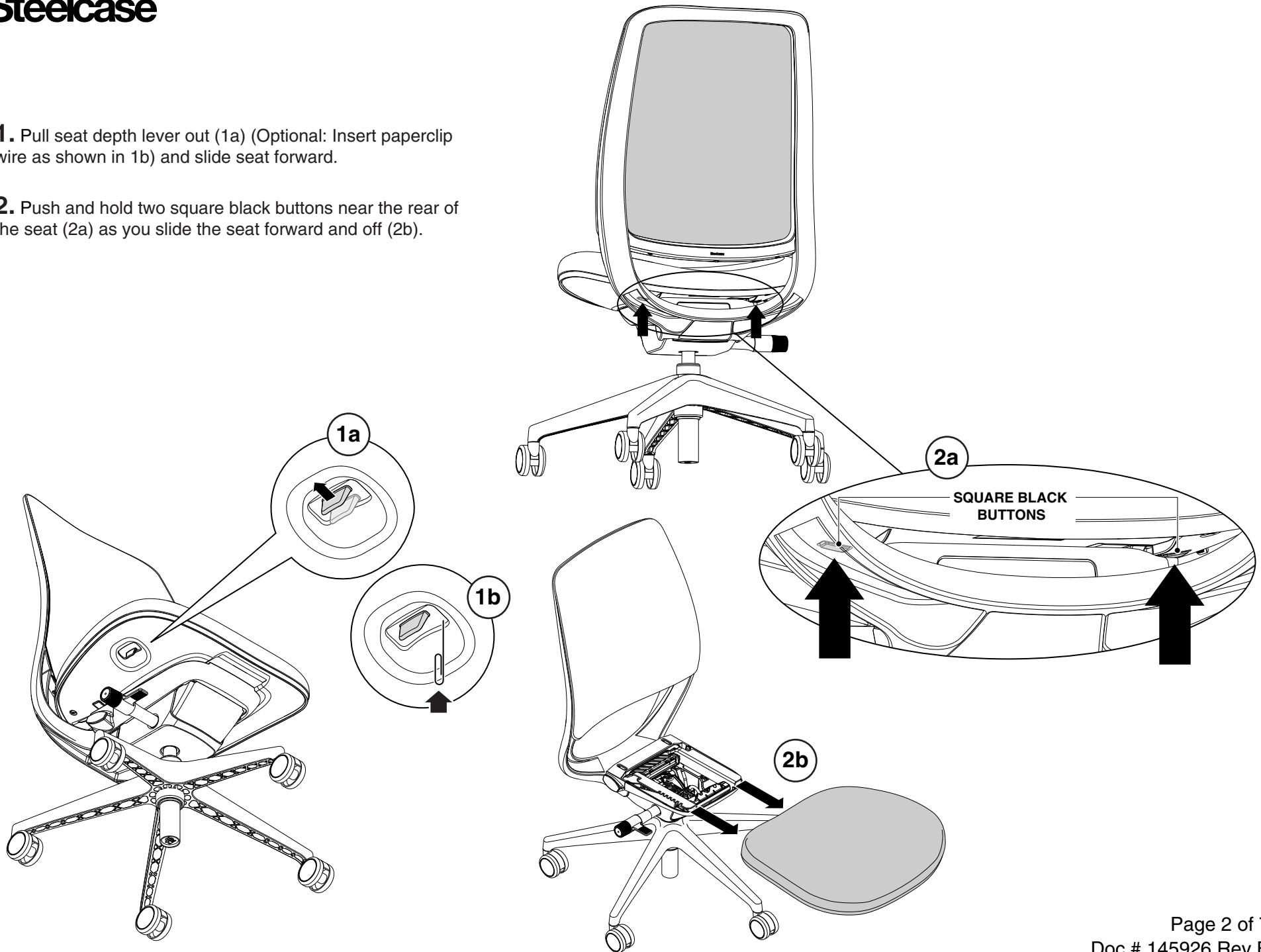
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**1.** Pull seat depth lever out (1a) (Optional: Insert paperclip wire as shown in 1b) and slide seat forward.

**2.** Push and hold two square black buttons near the rear of the seat (2a) as you slide the seat forward and off (2b).

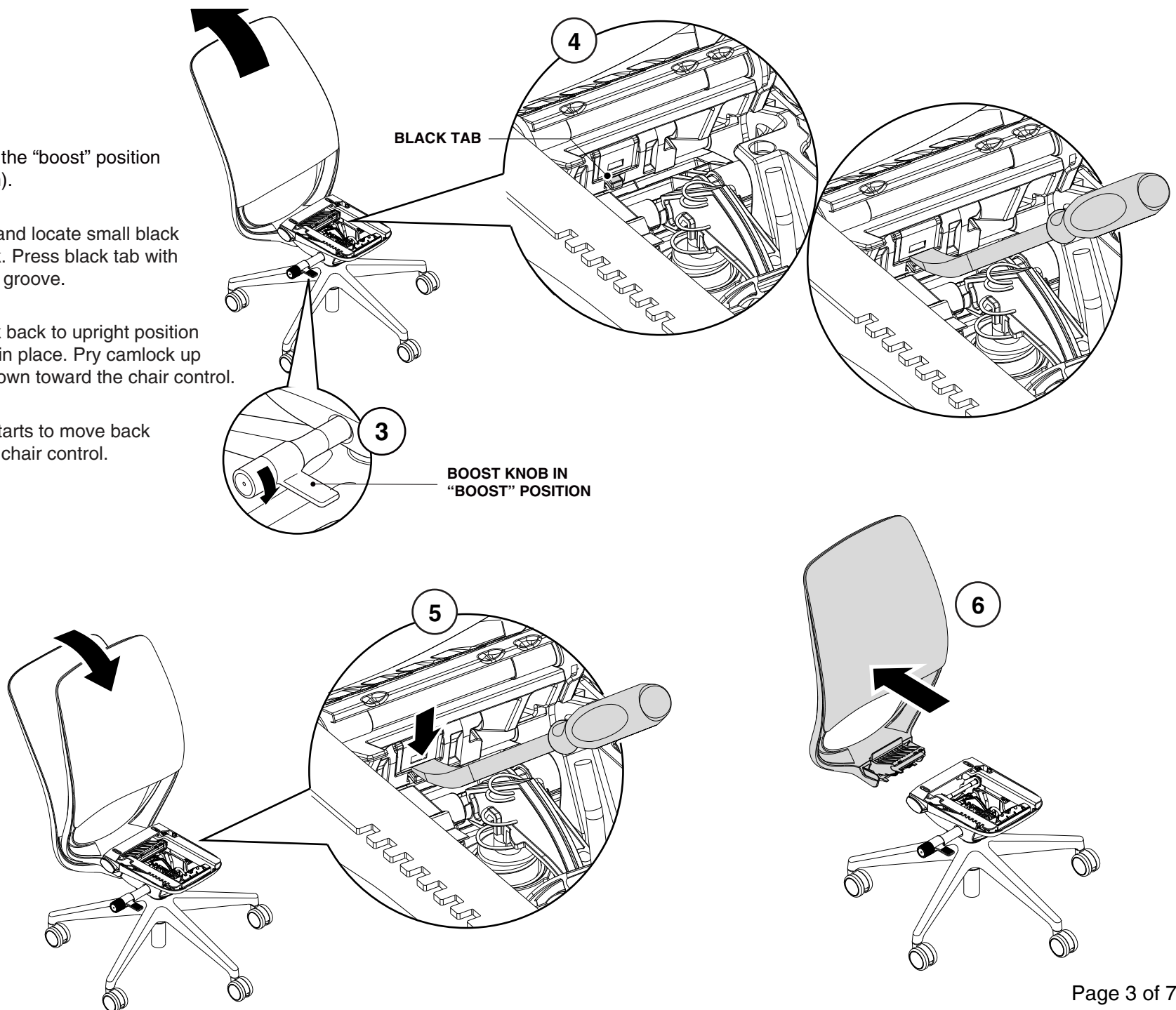


**3.** Put boost knob in the “boost” position (middle knob position).

**4.** Recline the back and locate small black tab on beige camlock. Press black tab with Prybar until it's in the groove.

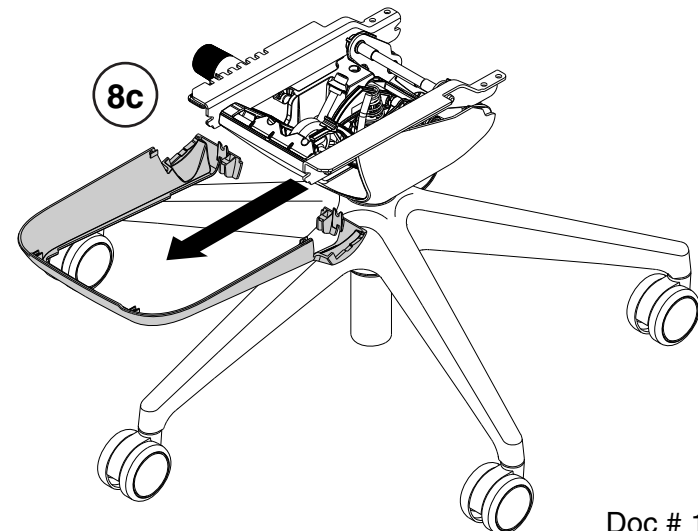
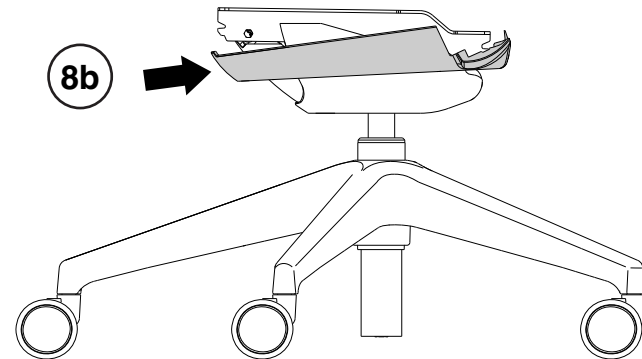
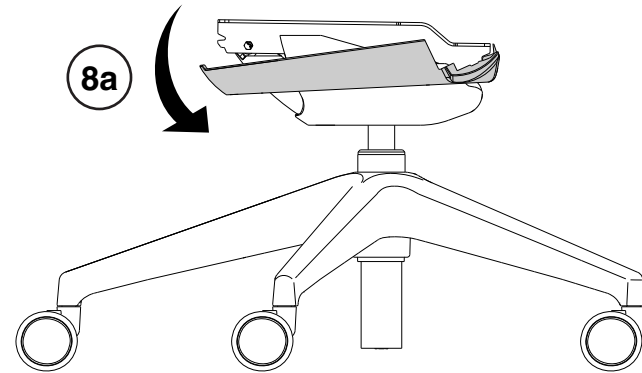
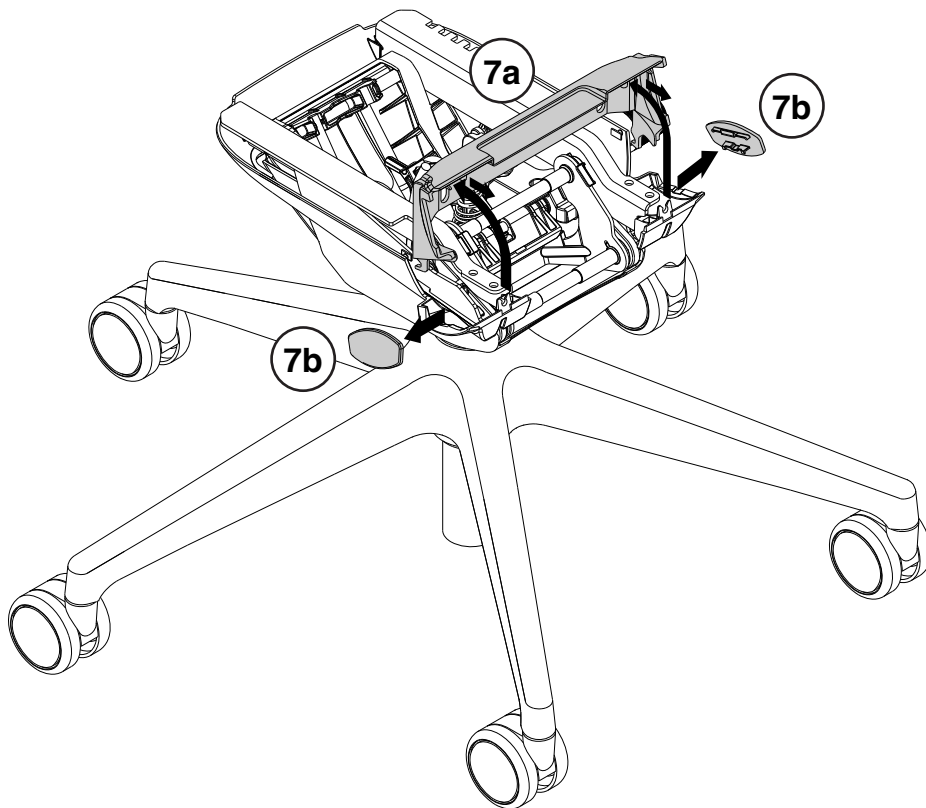
**5.** Allow back to rock back to upright position while holding Prybar in place. Pry camlock up by pushing Pry bar down toward the chair control.

**6.** Hold frame as it starts to move back and release from the chair control.



**7.** Unclip rear cover by rotating upwards as shown, then pulling off of hinge cover (7a). Armless plugs can be removed at this time (7b).

**8.** Pull the front of the shroud forward and down to disengage front hooks (8a), then push back to disengage rear hooks (8b). Spread the back of the shroud and lift off (8c).

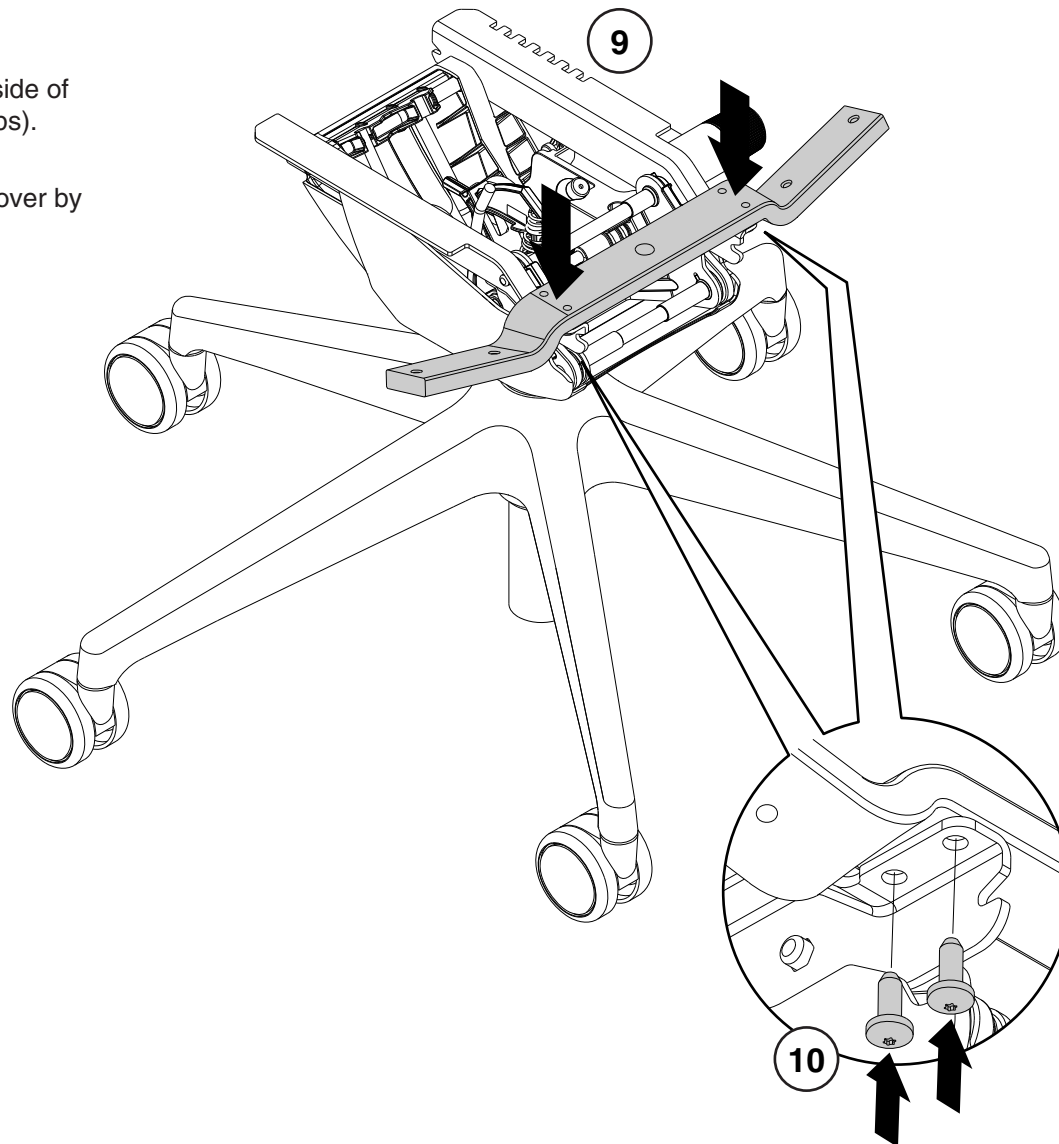




**9.** Place arm bar on top of rails, in shown orientation.

**10.** Insert four (4) bolts from underside of rail and torque to 3-8 Nm (27-71 in-lbs).

**11.** Reassemble shroud and rear cover by reversing steps 8c, 8b, 8a and 7a.



**12.** Install arms.

**13.** Install two (2) screws on each arm.  
Torque to 3-6 Nm (26-53 in-lbs).

**14.** Install seat by sliding seat on rails until it clicks and stops. Adjust seat to assure proper assembly.

