

464 Leap® WorkLounge Back Cushion Replacement (Customer Service)



If you have a problem, question, or request, call your local dealer, or Steelcase Line 1 at **888.STEELCASE** (888.783.3522) for immediate action by people who want to help you.

(Outside the U.S.A., Canada, Mexico, Puerto Rico, and the U.S. Virgin Islands, call: 1.616.247.2500)

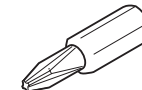
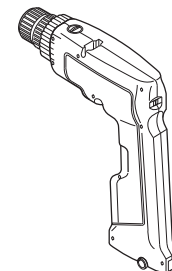
Or visit our website: www.steelcase.com

© 2005 Steelcase Inc.

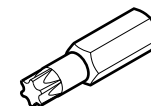
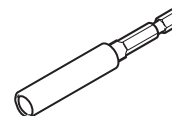
Grand Rapids, MI 49501

U.S.A.

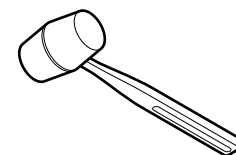
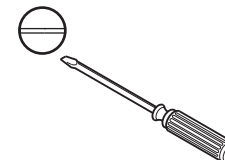
Printed in U.S.A.



#3 Phillips



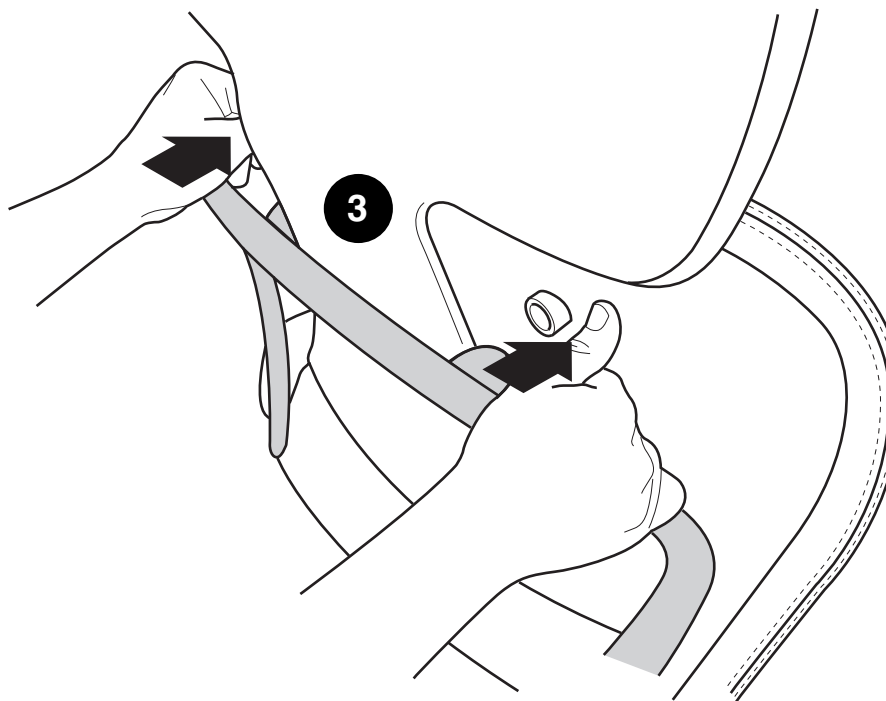
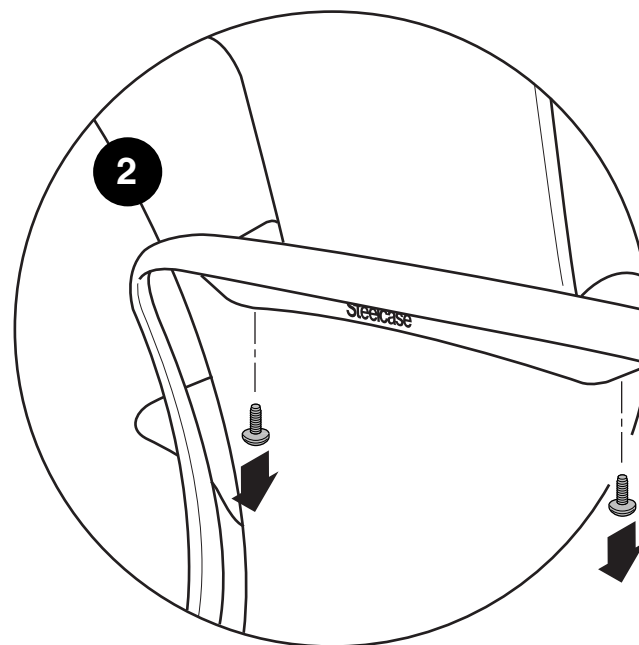
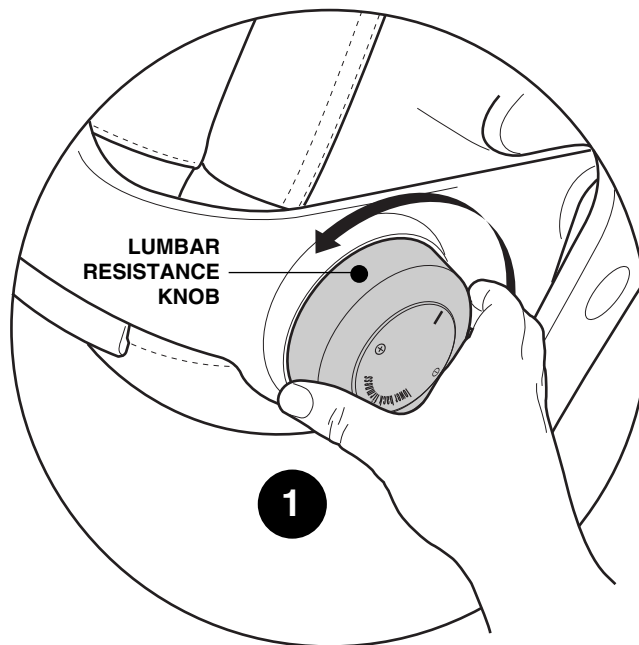
T-30 Driver



1. Set the lumbar resistance knob to **MINIMUM** tension by rotating it counter-clockwise.

2. Remove the two (2) small screws from the back of pivots (located by the Steelcase nameplate on the ribbon).

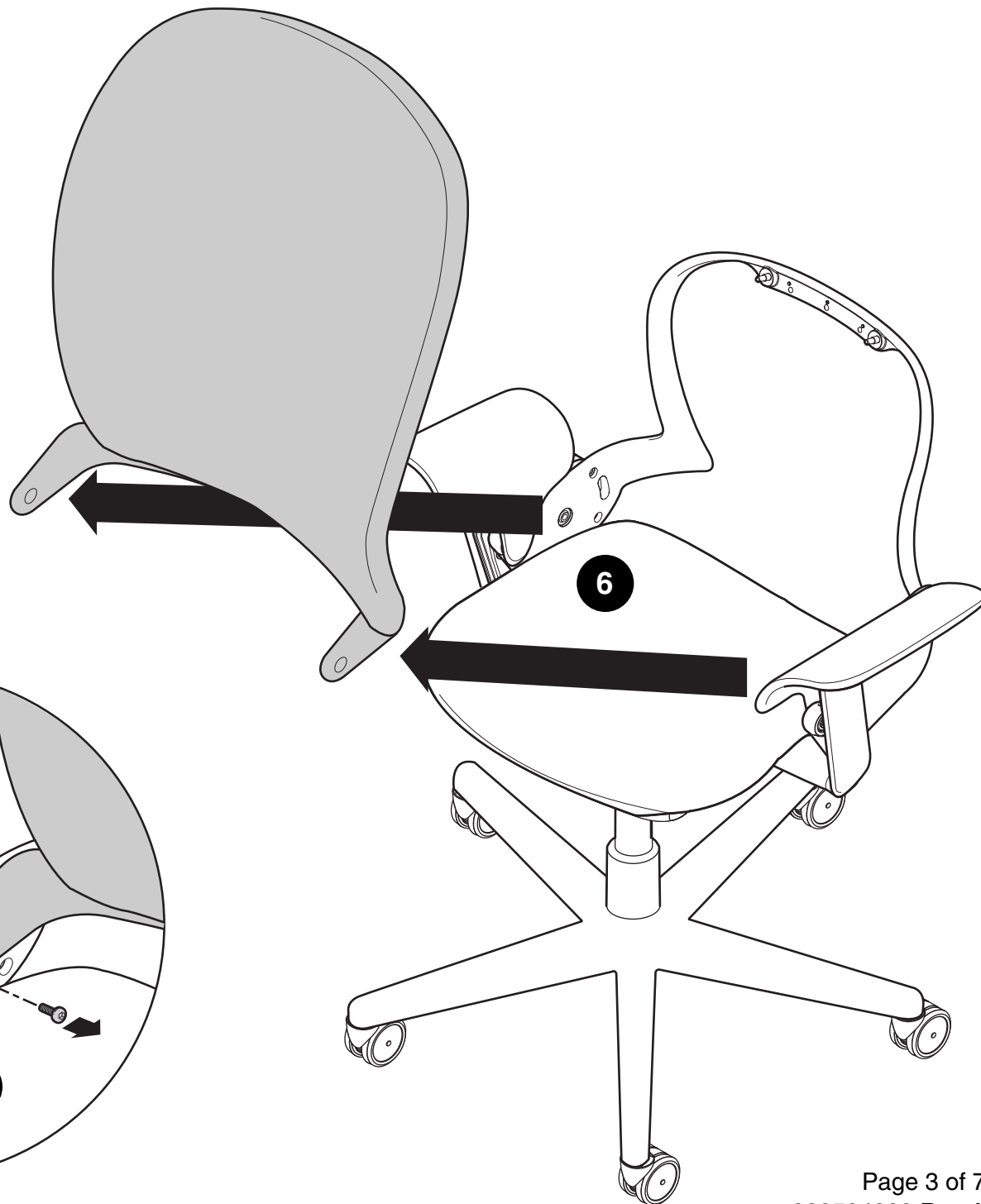
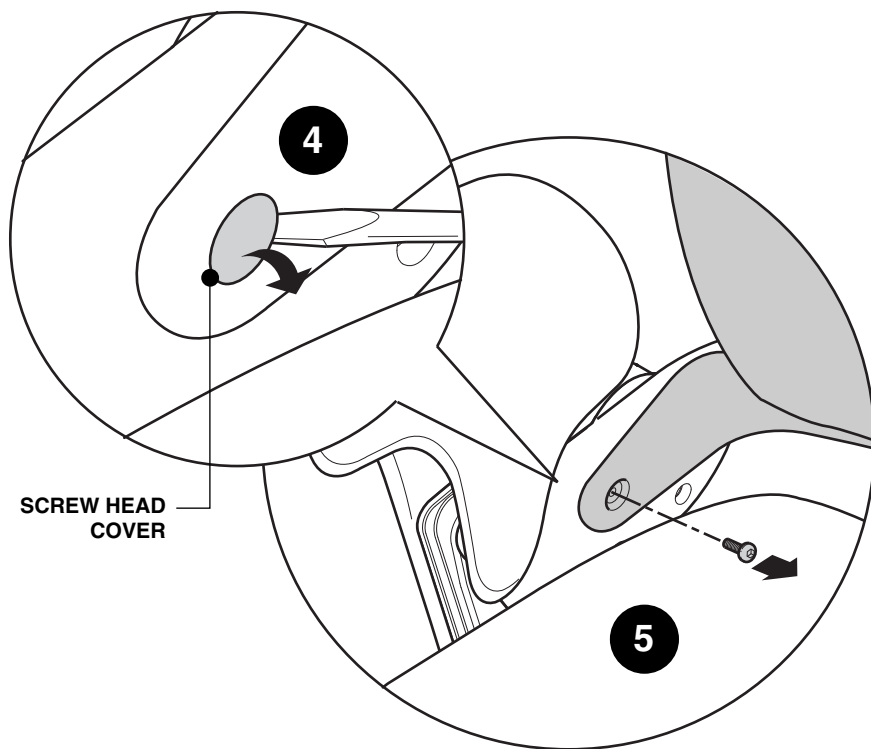
3. Grab the ribbon on either side of the nameplate and push the back forward with the soft pads of the thumb. (This will unclip the top section of the back).



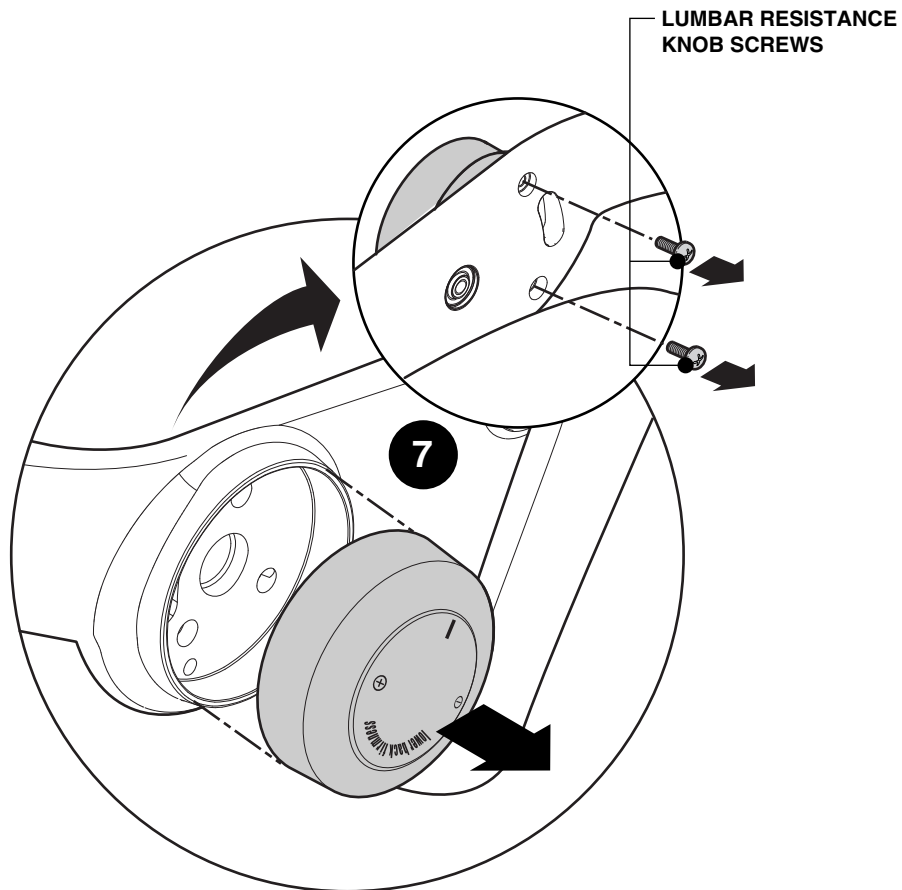
4. Using the flat head screwdriver, remove the screw head covers from both sides of the lower seat area.

5. Using the T-30 driver, remove both the screws.

6. Remove chair cushion back.



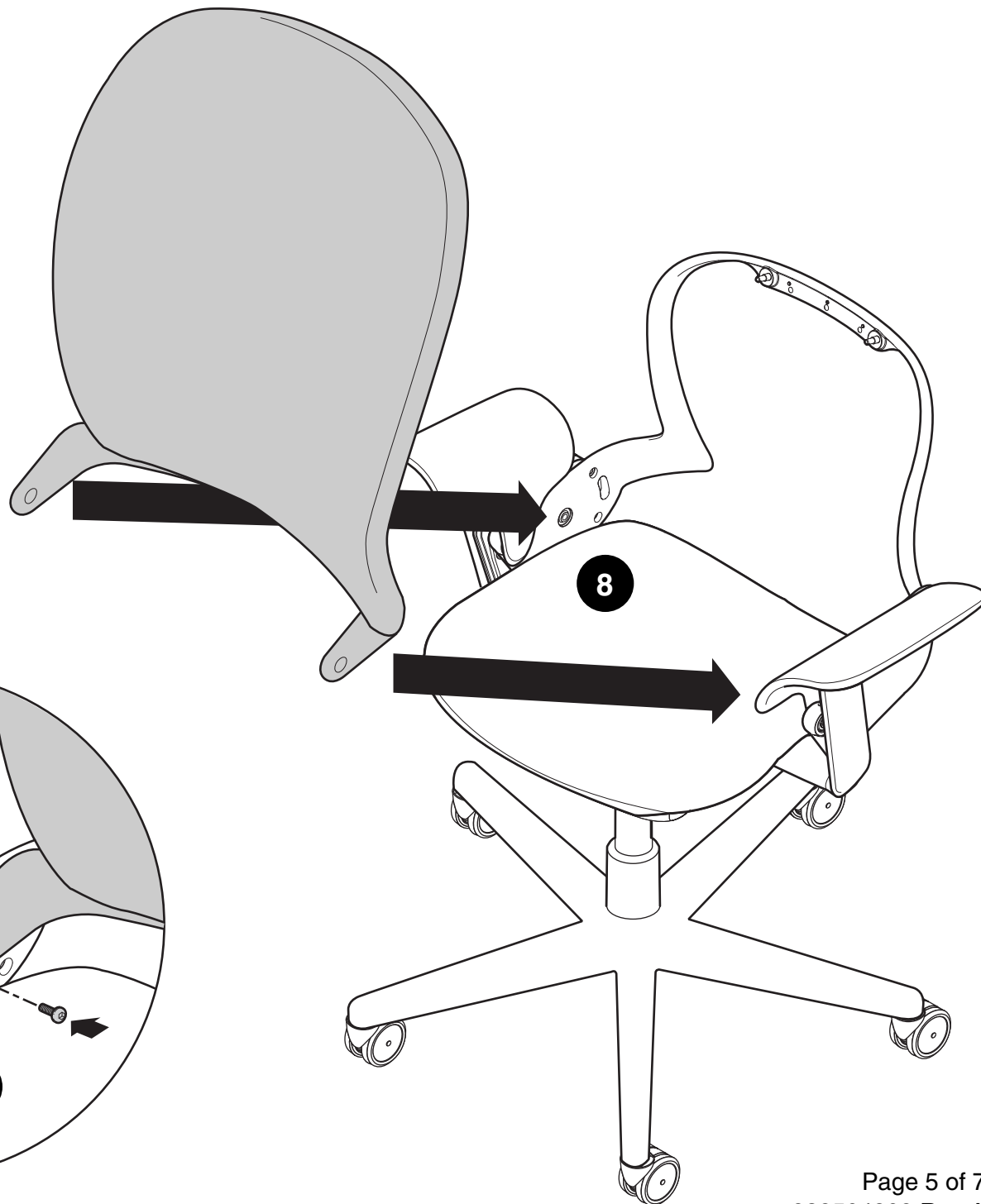
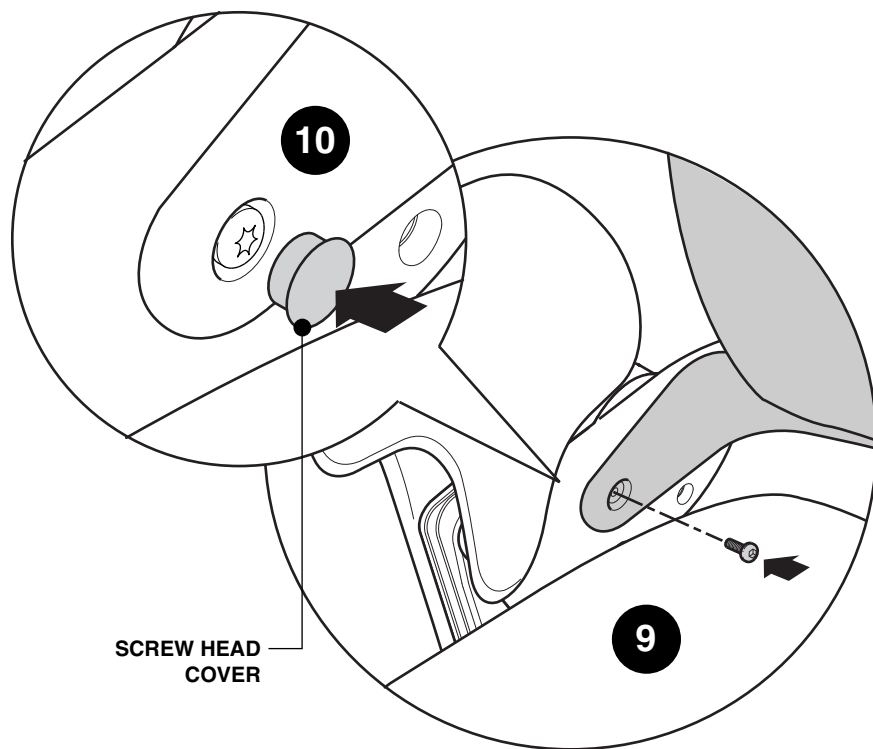
- 7.** Using a #3 phillips, remove both the lumbar resistance knob screws and lumbar resistance knob.



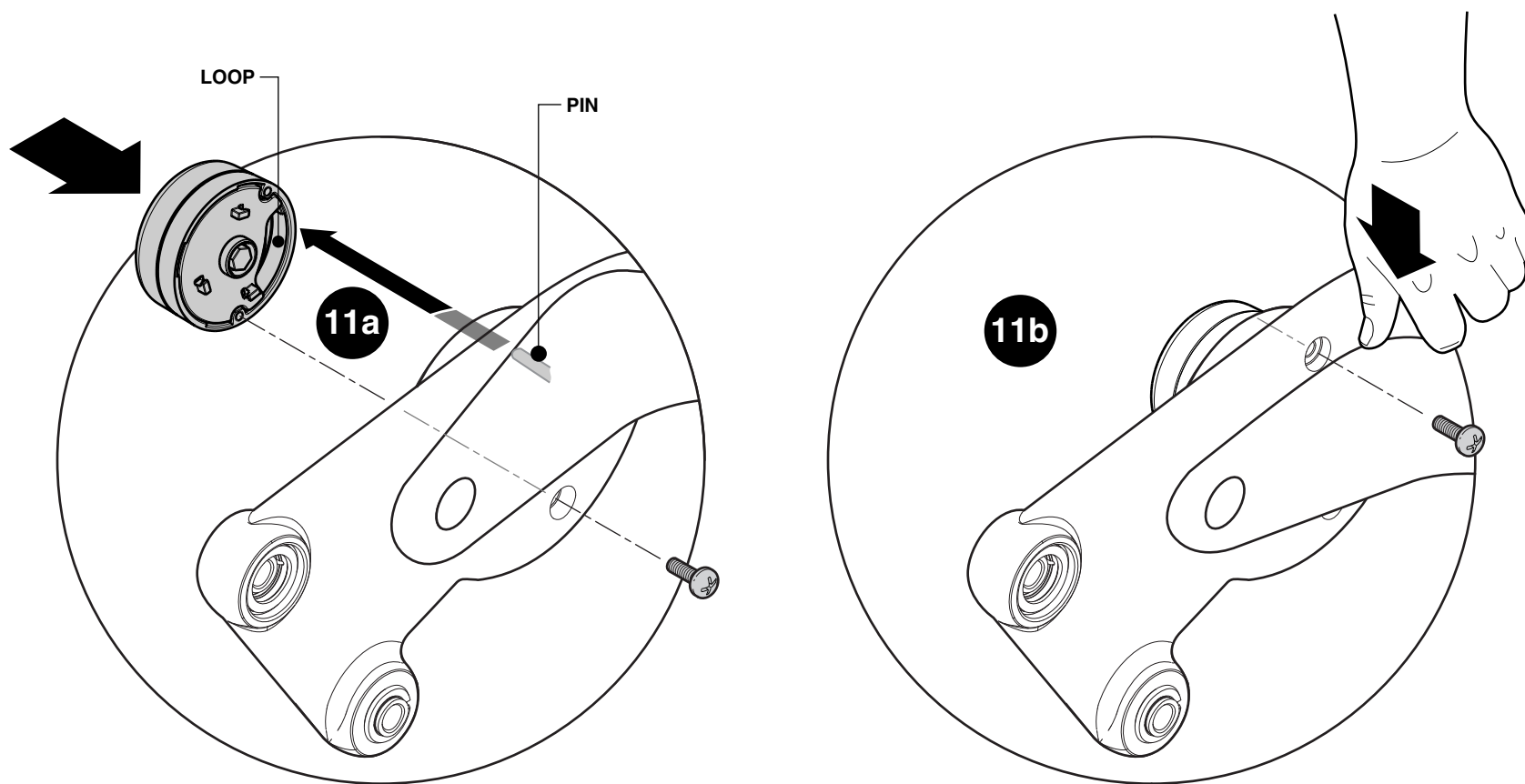
8. Install new chair cushion back.

9. Using the T-30 driver, install both the screws.

10. Snap the screw head covers from both sides of the lower seat area over the screw heads.



11. Insert the pin from the lower right back belt of the new back assembly into the loop end of the spring in the lumbar resistance knob. Using a #3 phillips driver, install the lower screw (11a). Press down on the back assembly and install the upper screw (11b).



12. Snap the back shell sockets into the rear pivot cups (12a) by slapping the back cushion with the palm of your hand (12b), so that the screw holes are aimed at the floor.

13. Hold back in place and reinstall the two (2) small pivot screws.

