

# Assembly Instructions For The Poly Folding Chair

## Tools Needed For Assembly

7/16" Wrench  
7/16" Socket  
Screwgun

## Parts List

Seat Assembly (1)  
Back Assembly (1)  
Right Arm (1)  
Left Arm (1)

## Hardware

1/4" x 2-3/4" Hex Bolts (2)  
1/4" x 2-1/4" Hex Bolts (2)  
1/4" x 3-1/2" Lag Bolts (2)  
1/4" Washers (12)  
1/4" Locknuts (4)

- Step 1** Take the seat assembly and unfold the front legs.
- Step 2** Now take the back assembly and locate the predrilled holes on the end of the 1"x4" blocks on the bottom of the back assembly. Align those holes with the holes on the side of the seat assembly behind the seat slats. Put a 1/4" washer on a 2-3/4" hex bolt and put through the holes from the outside in. Put a 1/4" washer and a 1/4" locknut on the inside and tighten by holding the head of the bolt with the 7/16" wrench and using the 7/16" socket to tighten the nut. Fasten the other side the same way. **(Do not overtighten these nuts or the chair will not fold properly).**
- Step 3** Now put a 1/4" washer on a 2-1/4" hex bolt and put through the predrilled hole on the top of the front leg, from the inside out. Put another 1/4" washer on the bolt on the outside of the leg, then find the predrilled hole on the front of the arm assembly and slide the arm assembly onto the bolt. Put another 1/4" washer on the bolt outside the arm then last of all a 1/4" locknut and tighten with the 7/16" wrench. Attach the other arm the same way.
- Step 4** Now attach the arms to the chair back. Take a 1/4" washer and put it on a 3-1/2" lag bolt, put the bolt through the hole in the back of the arm and turn into the pilot hole on the end of the middle back support with the 7/16" socket. **(Do not over tighten)**
- Step 5** Now adjust the back of the chair to the correct sitting position by firmly grabbing the top and bottom of the back with both hands, and pulling up and toward the front of the chair so that the bottom of the chair back almost touches the back of the chair seat. **The 1" x 4" block connecting the back assembly to the seat needs to be angled toward the front of the chair. ( See circle in photo below).** The chair can be folded for storage by simply grabbing the front of the chair seat and the chair back and folding it up. Every time the chair is unfolded the back needs to be put in proper sitting position.

