

Verve Chair

Assembly Guide

Branch

The new way of working you've been waiting for.

Scan here for a digital copy
of your assembly guide.





Caution

- Use this product only for seating one person at a time.
- Some screws may be preassembled. If preassembled, ignore assembly instructions.
- Do not use this chair as a step stool/ladder, or on uneven floor surfaces.
- Do not sit on any part of the chair except the seat.
- Do not use chair unless all bolts, screws, and knobs are tightened.
- Every six months, please make sure all bolts, screws, and knobs are fully tightened to ensure stability.
- If any parts are missing, broken, damaged, or worn, stop use of the product until repairs are made using factory-authorized parts.
- Failure to follow these warnings could result in serious injury.

Components

Headrest (Optional)
x1

Backrest
x1

Seat
x1

Right Arm
x1

5 Star Base
x1

Casters
x5

Left Arm
x1

Bridge
x1

Cylinder
x1



Backrest Screws
x4



Backrest Lock Washer
x4



Backrest Washer
x4



Armrest Screws
x4



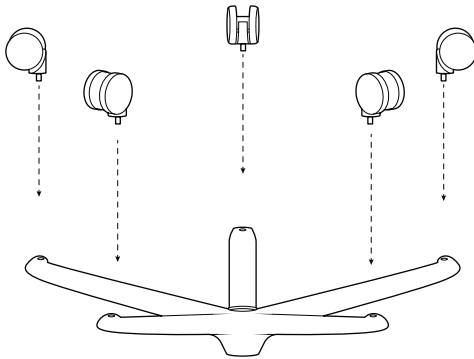
Hex / Allen Key
x1



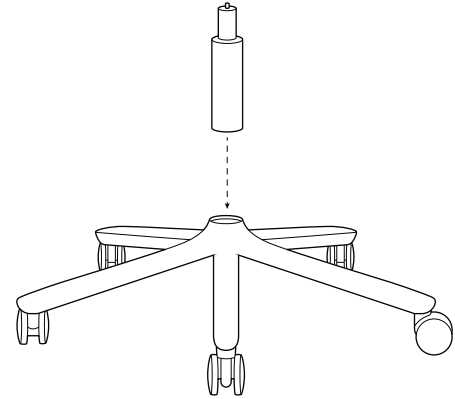
Headrest Screws
(Optional) x2

1

1



2

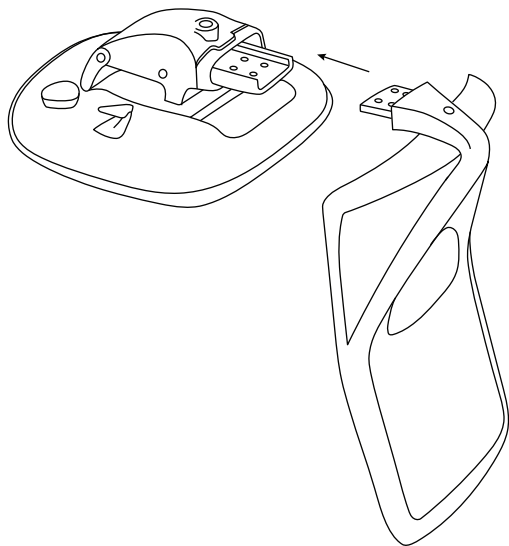


With the Star Base upside-down, push the Casters (x5) into each hole with a fair amount of force (they should 'pop' in). Once completed, turn over so the casters are on the floor and insert the Cylinder into the Star Base with the larger end on the bottom.

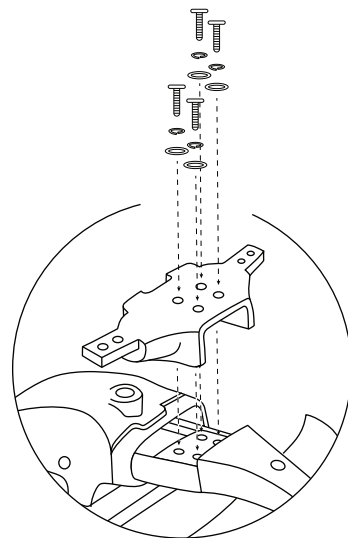
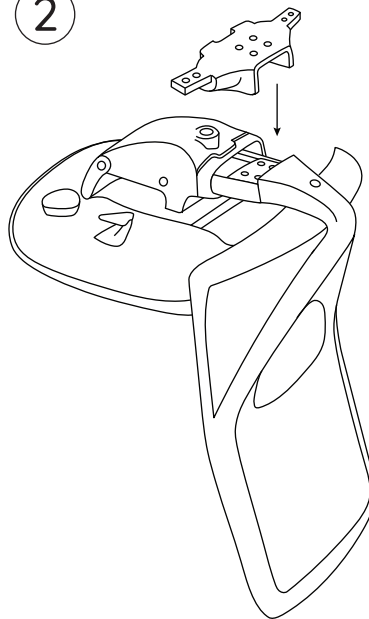
Set the assembled base aside for now - we'll get back to it later!

2

1

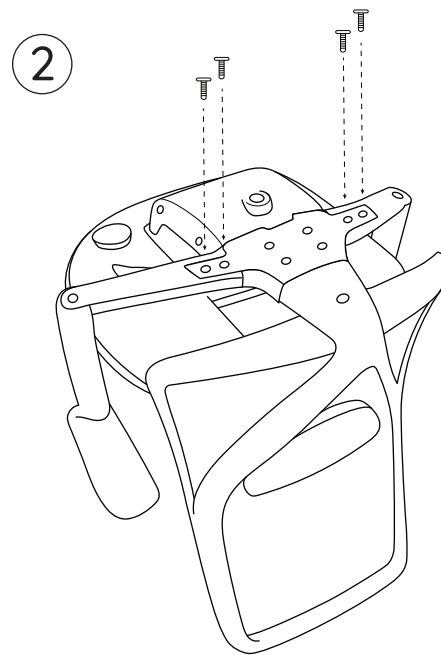
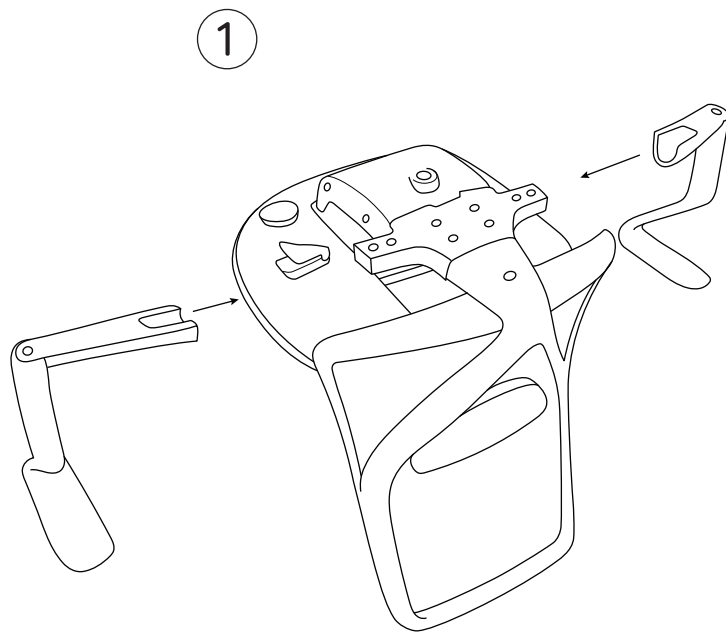


2



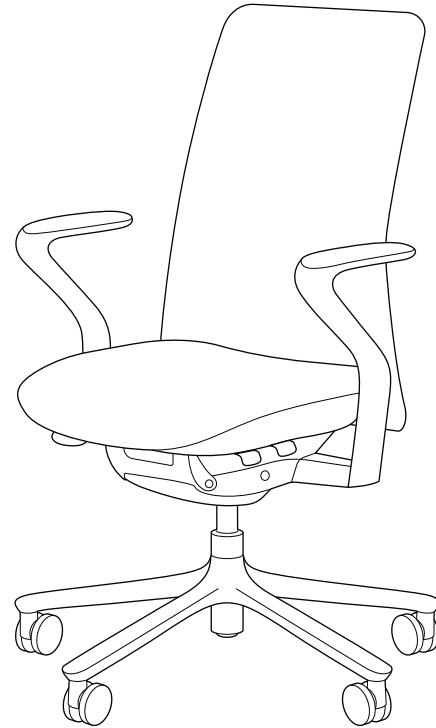
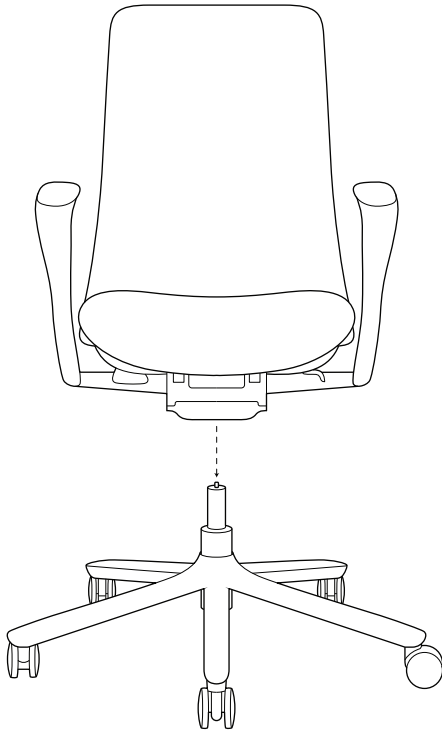
With the Seat upside-down (either on your lap or on top of the shipping box), align the chair Backrest mounting bracket onto the seat as shown. Place the Bridge over the mounting bracket and attach with the Backrest Screws (x4), Lockwashers (x4), and Washers (x4). Screw tight with the Allen Key.

3



While the seat is still up-side down, insert the Armrests (x2) into both sides of the Bridge. Next, thread the Armrest Screws (x4), and tighten with the Allen Key.

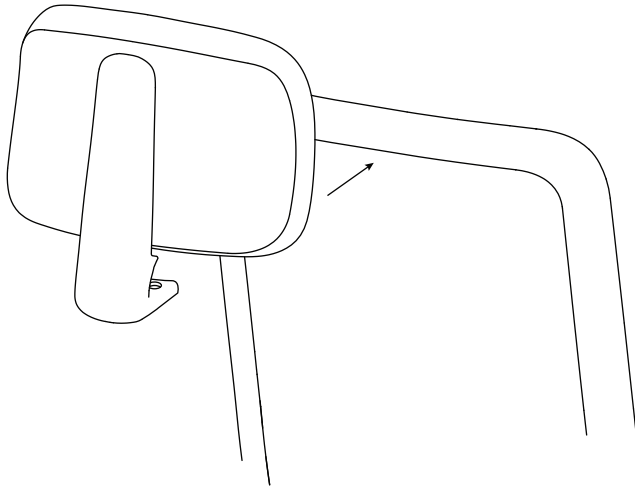
4



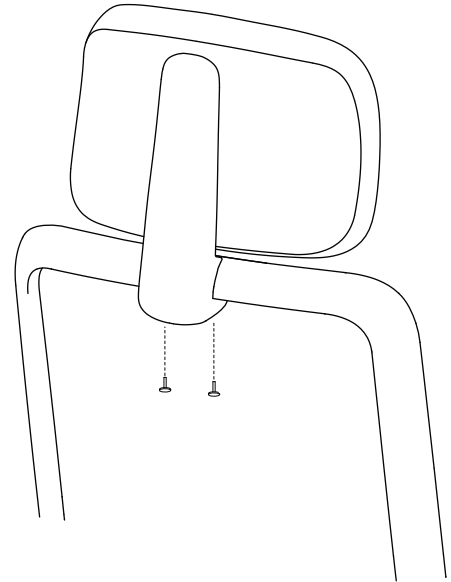
Carefully align the fully assembled Chair Seat and insert into the Cylinder. You're done!

5 (optional)

①



②

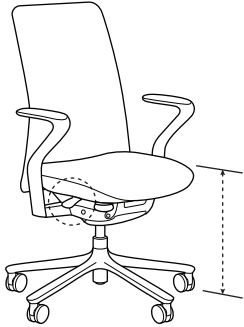


Attach Headrest to the top rear of the chair back frame. Align the holes on the Headrest base to the chair frame, insert both Headrest Screws (x2), and tighten with the Hex Allen Key.

User Guide

Seat Height:

Paddle-shaped lever on the right side



To raise:

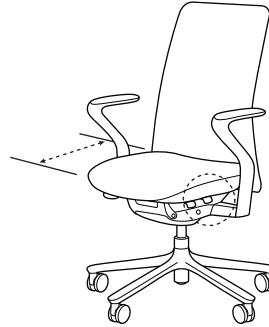
While taking your weight off the chair, lift lever up.

To lower:

While seated, lift lever up.

Seat Depth:

Rear paddle-shaped lever on the left side

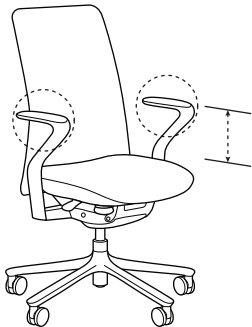


To adjust depth:

Pull out and hold lever while sliding the seat forward or backwards.
Release lever to lock.

Armrest Height:

The armrests have 8 height adjustment positions.



To raise:

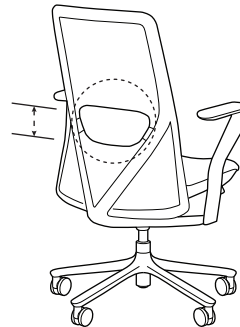
Slowly pull each armrest upwards. You will hear a 'click' at each height position.

To lower:

Lift armrest to the highest position and then lower to the starting position.

Lumbar Height:

The lumbar cushion is located behind the backrest



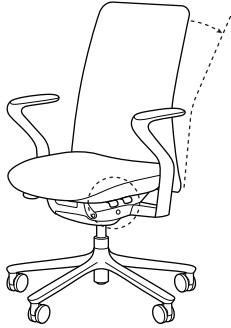
To adjust:

Using two hands, slide the cushion up or down to the desired position.

User Guide Cont.

Backrest Tilt & Lock:

Front paddle-shaped lever on the left side



To recline:

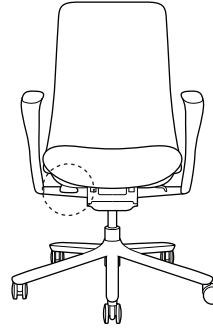
Pull the lever out and wait for the 'click'. The recline is now locked. You can also lock at various angles using the same method.

To disengage:

Pull the lever while leaning back at the same time.

Backrest Tilt Tension:

Round knob below the seat on the right side

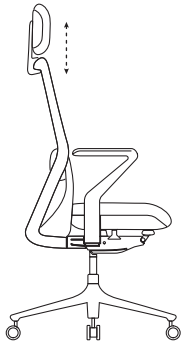


To adjust tilt tension:

While seated in the chair, twist clockwise to tighten tilt tension and counterclockwise to loosen it.

Headrest Adjustment:

Base of Headrest



To adjust position:

Slide headrest up and down to adjust headrest height.

Contact

Have a question, comment, or suggestion?

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