

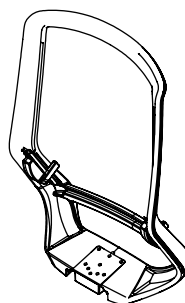
# Neo Lite

INS-P3150-Y1-PAC

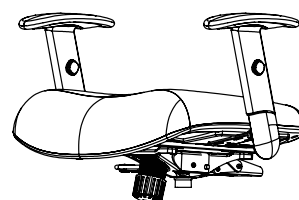
## ASSEMBLY INSTRUCTIONS

**9to5**  
seating

### PARTS



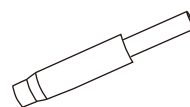
Back (x1)



Seat (x1)



Base (x1)



Cylinder (x1)



Casters (x5)

### TOOLS



Allen Wrench (x1)  
(attached to the  
bag with casters)

### HARDWARE



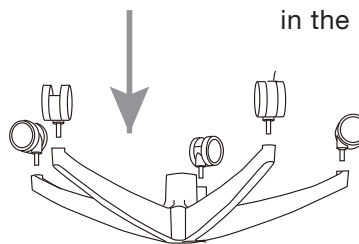
Bolts (x3)  
(attached to the  
seat back)

All hardware comes pre-attached in the back and/or seat.  
Missing parts or hardware? Call 888.925.SEAT

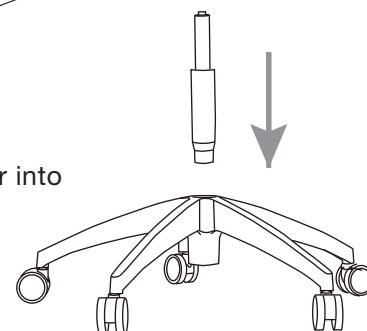
### STEP 1

Attach the casters and cylinder to the 5-star base.

**1A.** Firmly press the stems  
of 5 casters into the 5 holes  
in the base.

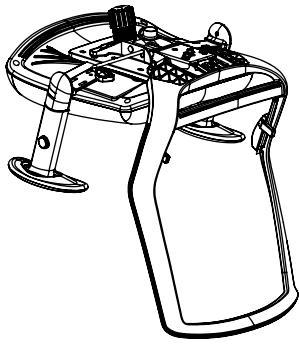


**1B.** Insert cylinder into  
the center hole.

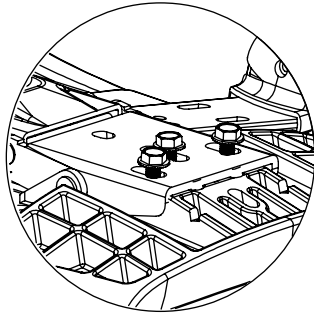


## STEP 2

Attach the back to the seat.



**2A.** Using the Allen wrench, remove the 3 bolts from the back.



**2B.** Place the back plate under the seat as shown, aligning the holes. Using the Allen wrench, reattach the screws from the top. If you have difficulty inserting the back, you may try loosening the 4 bolts for the mechanism. Attach the back, then retighten the back bolts followed by the mechanism bolts.

## STEP 3

Join the back and seat with the cylinder and base.

Insert the assembled back/seat unit onto the cylinder, which was placed in the base in Step 1. Press down firmly to secure.

