



Reference Guide



Your office chair says a lot about who you are.

Do you strive, at all times, to make bold and lasting first impressions?

Do you have an uncompromising sense of style?

Do details matter?

Are you a stickler for through-and-through quality?

Do you treat your body with the respect it deserves?

Do you place equal value on form *and* function?

Is “the best” something you’ve come to expect?

Does comfort go without saying?



If you answered yes to any of these, a Lifeform chair is for you.

If you answered yes *to all of them*, we don't doubt that you've already got one.





For five generations,
the Mortensen family has been
handcrafting chairs of the finest
quality. During that time, they've
gained a solid understanding
of what it takes to build
a great chair.



Sumptuous leather. Sturdy fabrics.
Precise stitching. Exquisite detailing.
The best available components.
Uncompromising craftsmanship.
An emphasis on ergonomics.



And an unrelenting willingness to
stand behind every chair we build.

OUR FAMILY'S PROMISE TO YOU

As craftsmen of fine furniture for five generations,
we guarantee complete satisfaction with your new
Lifeform chair or we'll build you a new one.

EXAMINING YOUR OPTIONS

THE LOOK AND FEEL OF FINE LEATHER

Premium Full Grain Natural Leather

Premium Full Grain Natural Leather has not been corrected in any way, making each hide unique. These premium hides are aniline dyed and then sealed using special waxes that are hand rubbed into the surface to bring out their elegant and individual coloring. This Premium Full Grain Leather is all natural in appearance: hence, each chair we upholster in Natural Leather is a one-of-a-kind creation. Color and texture variances from panel to panel are to be expected and appreciated. Since every piece of Natural Leather is truly unique we simply cannot replicate a previously manufactured chair. When upholstering chairs we endeavor to match the panels of leather as closely as possible but we cannot guarantee overall consistency in color or texture. That's the beauty of Natural Leather.

Premium Full Grain Natural Leather Care: Lifeform chairs upholstered in our Premium Full Grain Natural Leathers will age gracefully as they provide a lifetime of beauty and comfort. Minor nicks and scratches are easily eliminated by simply massaging the affected area. Natural Leather should simply be vacuumed with a soft brush or wiped with a damp cloth. Excess water or spills will darken the leather. Using any kind of chemical cleaner or conditioner WILL RUIN your Premium Full Grain Natural Leather chair and void your warranty.

Premium Full Grain Enhanced Leather

The finest Premium Full Grain hides are surface treated to enhance the appearance of the grain. This fine leather has a full "hand" (how the leather feels to the touch) that is robust and durable, while soft and supple to the touch. Premium Full Grain Enhanced Leather is semi-aniline dyed with a protective coating to guard the leather from spills and minor scuffs and scrapes.

Consistent coloring and its soft, full "hand" make Enhanced Leather an excellent choice for those who prefer uniform color, or for alternating panel and piping colors for that unique two-tone chair.

Premium Full Grain Enhanced Leather Care: This leather easily cleans with a soft damp cloth and mild detergent. Do not use chemical cleaners or conditioners as they will eventually cause the leather to become dry and brittle causing the leather to crack and split.





Premium Full Grain Leather Warranty: Lifeform uses only the finest Premium Leathers available. Your Lifeform Premium Leather chair is protected by a Lifetime Leather Guarantee against premature wear, cracking or splitting. Lifeform cannot be held responsible for normal day to day wear and tear, neglect, abuse, or negligence. Lifeform will not accept responsibility for color fading of Premium Leather due to prolonged exposure to direct sunlight. Punctures and cuts are not covered under warranty. Using chemical cleaners or conditioners will ruin the leather and void your warranty.

Standard Top Grain Leather

Standard Top Grain Leather or Corrected Leather is made from quality hides that have the surface perfected by removing the top layer and embossing a consistent grain into the leather. Top Grain leathers tend to be stiffer than Full Grain leathers, and are therefore well suited for commercial use or heavy wear areas. These Top Grain hides are a little thicker than Premium Full Grain hides and are finished by spraying the dye directly onto the surface. This seals the hides, making them durable and easy to clean because dirt cannot penetrate into the leather through the pores. A clear coat is then applied to protect the color. Top Grain Leather is a good choice in a hostile environment as the thicker hides resist most cuts and scrapes. As a natural product, leather will always have some inconsistencies in color and finish.

Standard Top Grain Leather Care: Standard Top Grain Leather should be cleaned with warm water, mild soap and a damp soft cloth. Pay extra attention to areas exposed to natural human oil (such as headrests and armrests that can eventually dry the leather and cause cracking and splitting). Wipe dry with a clean white cloth. Do not use chemical cleaners or conditioners. Practice this procedure regularly and your leather chair will stay beautiful and comfortable for a lifetime.

Standard Top Grain Leather Warranty: Your Lifeform Standard Top Grain Leather chair is warranted for 10 years against cracking or splitting. Due to the nature of Top Grain Leather being surface dyed, we can not guarantee against color fading or color wearing. Care should be taken not to expose the chair to prolonged direct sunlight. Punctures and cuts are not covered under warranty. Using chemical cleaners or conditioners will ruin your chair and void your warranty.

THE LOOK AND FEEL OF FINE FABRIC

Fabric

For a soft touch and a wide variety of colors and textures, fabric is an excellent choice for upholstery. The Lifeform Fabric Collection includes knitted, woven, textured, jacquard, and napped fabrics in an extensive range of colors to suit every décor and taste level. For the ultimate in back comfort, we recommend our knitted fabrics in combination with our pressure sensitive memory foam, as both the fabric and foam easily adapt to the body's natural curves. Each Lifeform fabric wears differently depending on its composition, use and care. Lifeform uses only the finest fabrics, with the requirement that each surpasses a minimum of 100,000 rubs, as well as California flammability standards.

Fabric Care: Fabric requires regular vacuuming. Take care not to cut or puncture the fabric, as this will cause fraying and may damage the fabric beyond repair. We recommend professional upholstery cleaning for deeper cleaning.

Fabric Warranty: Lifeform warrants our standard fabrics for two years against premature wear.

Vinyl

Vinyl is an excellent choice for those applications where fabric would be unsuitable because of exposure to moisture and soil, heavy traffic areas, or in medical applications where cleaning needs to be done more frequently. Our vinyl fabrics are available in an extensive color range, in either a solid or leather like texture.

Vinyl Care: Vinyl can be cleaned with warm water, mild soap and a clean, damp cloth.

Vinyl Warranty: Lifeform warrants our vinyl fabrics for two years against premature wear. Punctures and cuts are not covered under warranty.





LIFE-FOAM™ MEMORY FOAM

Life-Foam is energy absorbent “memory foam” with visco-elastic properties. Weight and temperature sensitive, Life-Foam softens and conforms to one’s body when exposed to natural body warmth. By molding to a body’s shape, Life-Foam provides gentle, virtually pressure-free support that improves posture and reduces stress.

Lifeform foam products are of the industry’s highest quality. Lifeform foam products including our visco-elastic Life-Foam and Lifeform high-density foam products will see a slight, gradual decrease in viscosity over many years of use. This is a normal characteristic of foam products.



Foam Warranty: The normal increase in softness or decrease in viscosity of Life-Foam material is not covered under warranty, as these natural wearing characteristics do not affect the pressure alleviating virtues of the foam.

THE LIFEFORM GUARANTEE

Lifeform chairs are custom designed and handmade using only the highest quality components. With normal use, your Lifeform chair will pay dividends in comfort and health for many years to come.

Lifeform guarantees workmanship and all components for the lifetime of the chair. Should you experience a service or warranty issue; simply provide the serial number of your chair to an authorized Lifeform dealer, and the issue will be resolved in a timely manner.

That’s the Lifeform promise.

WARRANTY CONDITIONS & EXCLUSIONS

In a warranty situation, customers are responsible for transportation costs to and from the dealer or Lifeform. The warranty covers parts only and is not transferable. Lifeform is not responsible for third party labor charges. Obvious signs of abuse, misuse, neglect or negligence may void this warranty.

Lifeform offers a lifetime warranty on Premium Leather, a 10 year warranty on Standard Leather, and a 2 year warranty on fabric. For warranty information specific to your custom chair, please refer to the “Examining Your Options” section of this reference guide.

Maximum weight limits:

Lifeform Ultimate Executive and Management seating: 350 lbs.

Lifeform Task seating: 250 lbs.

MAINTENANCE INSTRUCTIONS

Cleaning

- For upholstery cleaning instructions specific to the various types of leather, fabric or vinyl please refer to the “Examining Your Options” section of this reference guide.
- Casters, bases, and arms can be wiped clean with a damp cloth. For extra shine, they can be polished with products specifically formulated for plastics, nylon and fiberglass.
- Metal parts may be cleaned with a slightly damp cloth and then dried with a lint free towel.

Lubrication

- Chair controls need lubricating once a year.
- Cover the floor to protect it and lay the chair on the floor so the control is visible.
- Wipe away any dust, dirt or old lubricant.
- DO NOT USE SOLVENT LUBRICANTS as they attract dust and dirt which builds up in the joints, causing excessive wear and noise.
- NEVER LUBRICATE THE CLUTCH PLATES as this will cause the clutch plates to slip and cause irreversible damage to the clutch.
- Apply self-penetrating oil or a silicone, lithium, or motorcycle chain lubricant to the rivets attaching the inner and outer control structure and any other parts making contact EXCEPT THE CLUTCH PLATES.
- Wipe away any excess lubricant and turn the chair upright.





TROUBLESHOOTING AND TIPS

Squeaks and Creaks

- It may be that the plastic finger guard on your control has shifted in shipping and is now rubbing against the mechanism paddles. Remove the guard and reattach it to stop the clicking.
- Lubricate the spring in the control with motorcycle chain lubricant or self-penetrating oil. **DO NOT USE SOLVENT LUBRICANTS AND DO NOT LUBRICATE THE CLUTCH PLATES.** Sometimes new chairs need time to break in, so wait a few days to see if the noises disappear.
- Check/tighten bolts attaching the seat and back to the mechanism.
- Gas lifts will squeak if left idle for extended periods of time. Lifting and lowering your chair, and rotating in your chair a few times will eliminate these squeaks.
- Check casters and remove any carpet lint or grime. Check the bottom of the casters for flat spots. This can occur on chairs that are never moved. Replace casters if necessary.
- Tighten hand wheels attaching arms to mechanism.
- Using carpet casters on a plastic chair mat will make noise. This can be easily corrected by using soft wheel casters instead.

Tilt Lock and Back Angle Tension Adjustment

- After years of use, the tilt lock and back angle adjustments may loosen and start to slip.
- The paddles should have 1/4" to 1/2" of play. To test the play, lock the paddle and jiggle the end. If the paddle has no play, the clutch plates will slip, causing the paddle to snap out of place or fail to lock into place.
- To **ADD PLAY** in the paddle (tighten the clutch), locate the nut securing the paddle bar on the opposite side of the paddle and use a 5/8" socket wrench to turn **CLOCKWISE** in 1/4" increments. This will increase the play in the lever and stop the clutch from slipping.
- To **REDUCE PLAY** in the paddle (loosen the clutch), locate the nut securing the paddle bar on the opposite side of the paddle and use a 5/8" socket wrench to turn **COUNTER-CLOCKWISE** in 1/4" increments. This will decrease the play in the lever and loosen the clutch plates.

Tilt Tension Hand Wheels Replacement

- Using a large flat head screw driver, simply remove the screw that holds the hand wheel in place, change out the hand wheel, and replace the screw.

LIFEFORM CHAIRS – FUNCTIONS

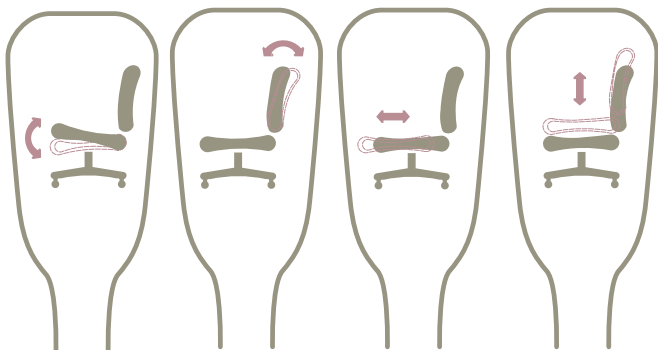
Adjustment Paddles

Seat Tilt and Tilt-Lock Adjustment

Back Angle Adjustment

Seat Depth Adjustment

Height Adjustment



Hint: Some users find it easier to adjust without any weight on seat.

Seat Height

To raise: with no weight on seat, lift middle paddle on chair mechanism. Seat will rise until you release the paddle or the seat reaches its maximum height.

To lower: while sitting on chair, lift middle paddle. Seat will lower until you release the paddle or the seat reaches its minimum height.



360° Swivel

Your Lifeform chair rotates 360° without obstruction. Use your feet to turn yourself around.



Tilting, Tilt Tension & Tilt Lock Functions

Allows user to freely rock forward and backward or lock chair into a comfortable position.

Tilt tension knob is located at front bottom of all controls. Turning hand wheel clockwise or counter-clockwise increases or decreases tilt tension.





Tilt lock lever is located at front right of chair control. Pulling handle up allows chair to free-float. Pushing handle down locks chair in desired position.

Forward tilt function allows chair to tilt forward so you can achieve a comfortable working position that maintains proper circulation by reducing pressure on legs and thighs.

Forward tilt lockout allows user to lock out or allow forward tilt function. On Management Controls, tilt back in chair until you can easily flip lockout handle clockwise to allow forward tilt. Reverse this procedure to lock out forward tilt. On Knee-Tilt Controls tilt back and move lockout lever forward or back to allow forward tilt or not.

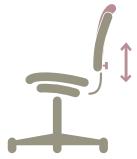


Back Height & Back Angle Functions

Allow user to adjust height and angle of backrest while seated.

Back Height

Reach behind and pull up on backrest. Backrest will “ratchet” in 1/2” increments until desired height is achieved or it reaches its maximum height. To lower backrest, you must pull backrest up aggressively to highest point. Backrest ratchet will release and slide to bottom position. Make sure the backrest is at its lowest position to rest the ratchet.



Back Angle

Lift lever at rear right of chair (rear left on task chairs) to adjust backrest angle to desired position, then release. Back angle adjust can also be used to increase or decrease seat depth and tilt tension by moving backrest forward or backward.



Seat Slider Function

Increases seat depth by 3” for taller users or multi-use situations. Pull up on left paddle to unlock seat slider. Move hips/weight forward or rearward to increase or decrease seat depth. Release the paddle at desired position to lock.



Height & Width Adjustable Arms

Allows easy arm height and width adjustments while seated.

Dial Arms

Turn dial on outside of arm structure to increase or decrease arm height.



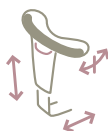
Quick Adjust Arms

Lift finger pull on outside of arm structure, then pull up to raise arms or push down to lower arms.



Arm Width Adjustment

Loosen hand wheels located under arm bracket under seat. Pull or push arms in or out.



Arm Swivel (Ergo-M Arm)

To swivel Ergo-M arm pad inward, gently push on outside of arm pad. Push on inside to swivel out. Always make sure your arm pads are pushed completely outward before sitting down in your chair. Not doing so may cause damage.

Adjustable Lumbar Support

Push handle downward to increase lumbar pressure, upward to decrease. Allows user to decrease or increase lumbar pressure. Lumbar handle is located on back right side of backrest. To maximize lumbar pressure, push lumbar handle down. To minimize lumbar pressure, pull handle up.



For more information about Liform Chairs such as options, assembly, or operation, please visit our website at www.liformchairs.com or contact your authorized Liform Dealer.





ERGONOMIC WORKSTATIONS

While ergonomic chairs help relieve most pain associated with long hours of sitting and repetitive work, other adjustments to workstations and daily tasks are needed to create pain-free work environments. Consider the following simple adjustments in conjunction with your ergonomic Lifeform chair.

General

Sitting in one position all day, slouching forward and leaning too far back drain energy and take a toll on the body. Find several comfortable positions and adjust the chair between them frequently. The seat and back of your chair have been designed to support your whole body: try to distribute your weight evenly. Pay particular attention to your posture in the afternoon: that's when people get most fatigued.

If you share a chair with someone else, the settings may not always be properly adjusted for you. If necessary, readjust the chair each time you sit.

Your Shoulders & Elbows

Relax. To keep your shoulders free of tension and your elbows hanging freely by your side, adjust your chair and keyboard height. Position your elbows near the height of your keyboard's home row (which includes g and h). This allows your shoulders to relax. If you have long upper arms, you may need to position your elbows a bit below the height of the home row. When your shoulders are comfortable and your wrists are straight, you know your arm supports are properly adjusted. Arm supports should not cause you to extend your elbows to the sides (wing), to shrug or drop your shoulders, or to put excessive pressure on your elbows. Instead, they should keep your wrists free to move while typing and help relax your shoulders.

Your Forearms, Wrists & Hands

Maintain a straight, neutral wrist position. Angling your wrists or resting your palms on a work surface while typing may cause unnecessary strain.

Your Feet, Knees & Legs

Place your feet firmly on the floor or footrest. (If you use a footrest, make sure it's wide enough to accommodate various leg positions.) Dangling your feet may cause concentrated pressure on your legs. Stretch frequently throughout the day.

Your Eyes

Rest your eyes with frequent breaks when at your computer for long periods. Frequent blinking keeps eyes protected and naturally lubricated.

Working with Computers

Keeping your mouse right beside your keyboard minimizes the need to reach or shrug your shoulders while working. To avoid twisting your neck and torso, position the keyboard and monitor directly in front of you. Never compromise your posture to compensate for glare on your monitor.

LIFEFORM[®]





OUR SEAL. OUR PROMISE.

Every Lifeform chair bears our stamp of integrity – your assurance that Lifeform stands behind every chair we build.

Our Lifetime Guarantee is among the best in the business, promising you a lifetime of support, comfort and worry-free operation.

CUSTOMER REFERENCE INFORMATION

Please record the following information about your Lifeform chair for future reference. *(We require this information to honor the Lifeform Lifetime Guarantee.)*

Serial number: _____
(You'll find it on a white sticker on the metal control under the seat.)

Place of purchase: _____

Date of purchase: _____

Additional information: _____



LIFEFORM
FURNITURE DESIGNED FOR LIFE