



**GENTHERM**

**Heat / Cool Executive Chair**

**Assembly Instructions**

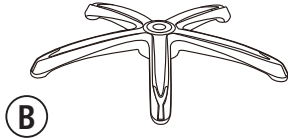


**Model: HC-321**

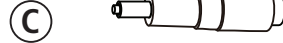
# Parts



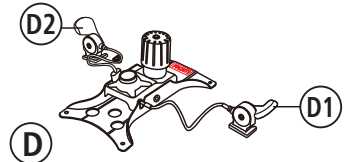
**A**  
**Casters**  
Quantity: 5



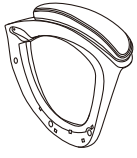
**B**  
**Star Base**  
Quantity: 1



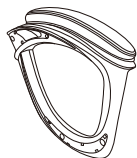
**C**  
**Gas Lift with Telescoping Cover**  
Quantity: 1



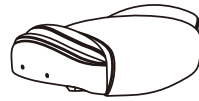
**D**  
**Seat Plate**  
Quantity: 1



**E1**  
**Left Arm**  
Quantity: 1



**E2**  
**Right Arm**  
Quantity: 1



**F**  
**Seat Cushion**  
Quantity: 1



**G**  
**Back Cushion**  
Quantity: 1



**H**  
**1" Big Screws**  
Quantity: 2



**I**  
**1-3/4" Big Screws**  
Quantity: 2



**J**  
**1-1/4" Small Screws**  
Quantity: 6



**K**  
**1-1/2" Small Screws**  
Quantity: 2



**L1**  
**Arm Insert**  
Quantity: 1



**L2**  
**Arm Insert**  
Quantity: 1



**M1**  
**Arm Insert**  
Quantity: 1



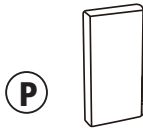
**M2**  
**Arm Insert**  
Quantity: 1



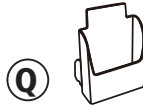
**N** **E0**  
**Plastic Caps**  
Quantity: 2



**O**  
**Allen Key**  
Quantity: 1



**P**  
**Battery**  
Quantity: 1



**Q**  
**Charging Stand**  
Quantity: 1



**R**  
**Battery Charger**  
Quantity: 1

### **Chair Assembly Instructions**

Carefully unpack all parts and identify them against the parts list before attempting to assemble. To avoid scratching the components, assemble the chair on a protected surface.

**Note:** The casters sold with this chair are intended for use on carpet and not recommended for use on tile or hard wood floors. Using these casters on tile or wood flooring may cause floor surface damage, so please consider purchasing a chairmat to protect your floor surfaces. We are here to help if you have any questions, comments, or are in need of warranty replacement parts.

Visit us online: [www.gentherm.com/officechair](http://www.gentherm.com/officechair)

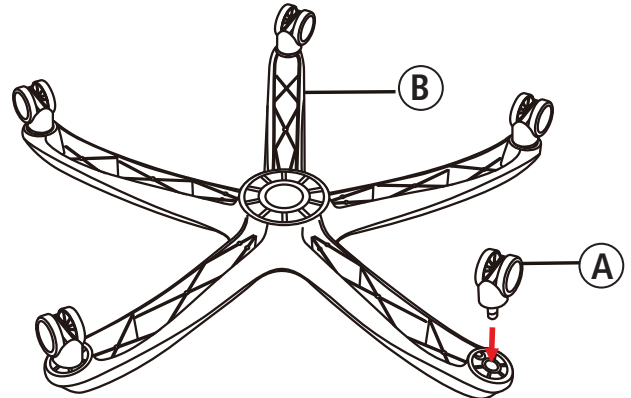
Call us toll free at: **844-4MY-TEMP**

(Monday - Friday, **8AM -5PM** EST)

This chair has been tested and approved for normal use which is defined as a standard work week of forty hours by a person weighing less than 400lbs.

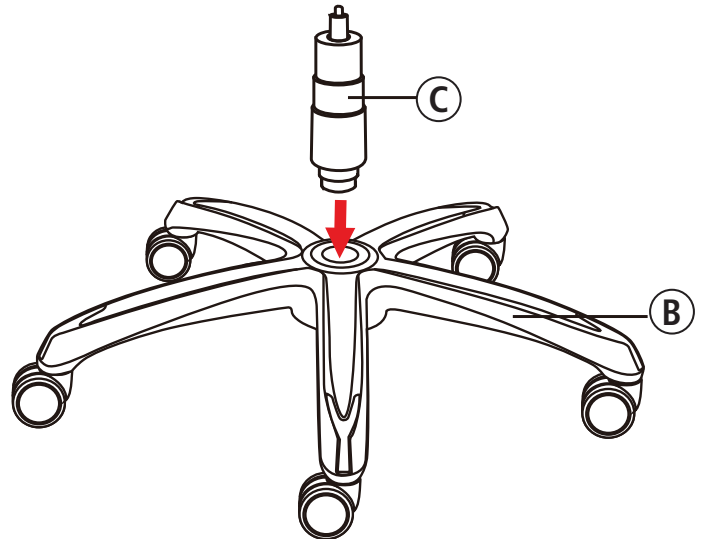
### Step 1

Place the Star Base (B) upside down and insert 5 Casters (A) into the holes on the Star Base (B).



### Step 2

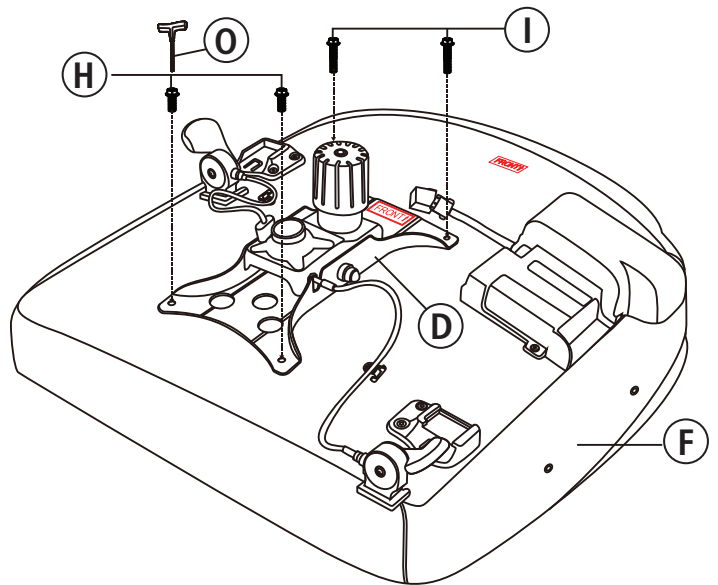
Turn the Star Base (B) over and insert the Gas Lift with Telescoping Cover (C) through the center hole on top of Star



### Step 3

Attach Seat Plate (D) to the bottom of the Seat Cushion (F) (with the front of the seat plate facing the front of seat cushion). Attach by using 1-3/4" Big Screws (I) for the front holes of the Seat Plate (D) and 1" Big Screws (H) for the rear holes of the Seat Plate (D) with the Allen Key (O).

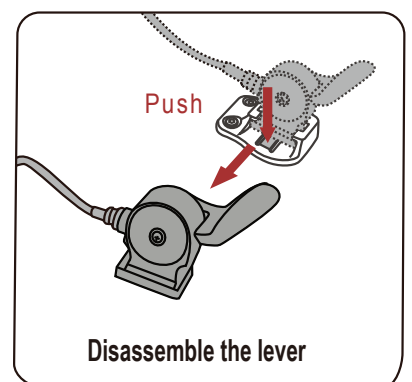
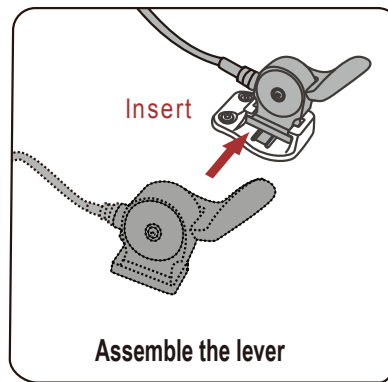
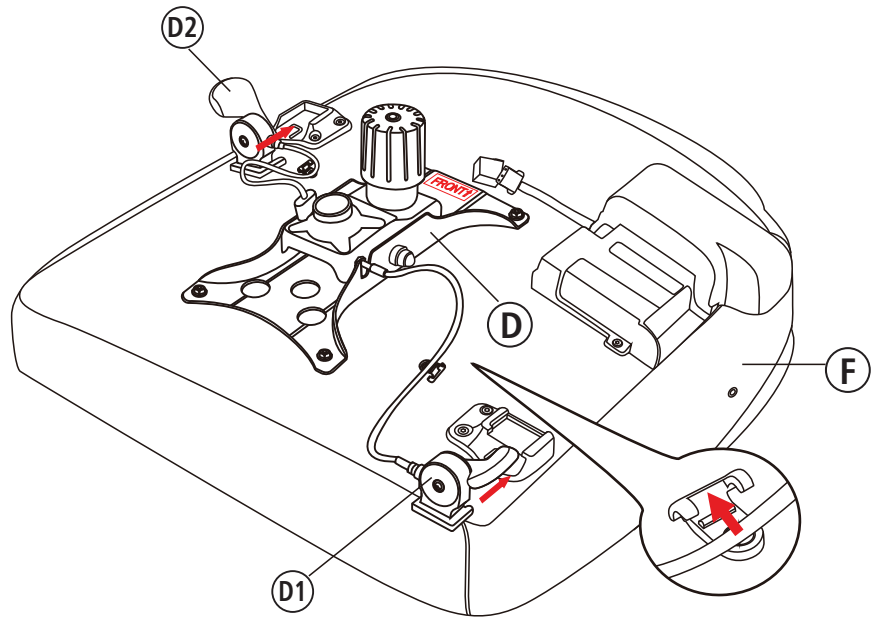
\*Note: Align the Seat Plate so the FRONT on the seat plate matches the FRONT label on the bottom of the seat cushion. Tighten the screws completely.



#### Step 4

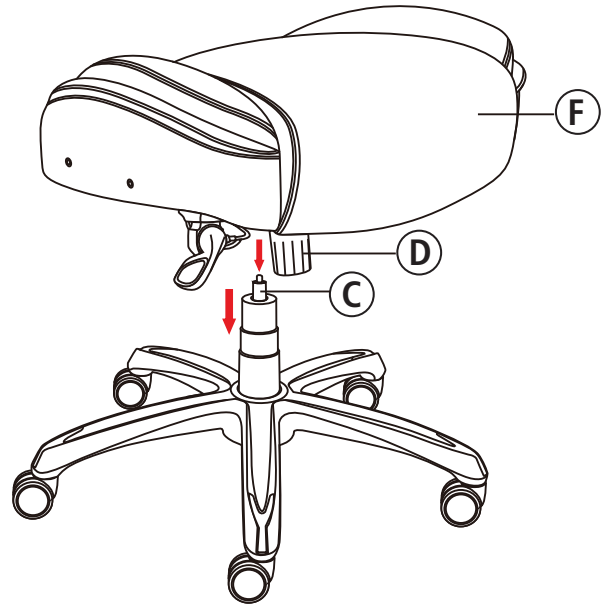
Insert Levers (D1 & D2) of Seat Plate (D) to the pre-attached cable lever receivers on the underside of Seat Cushion (F). Push down the key on the receivers to pull out the levers.

\*Note: Fix the cable for the seat plate into the plastic clips attached to the bottom of the seat cushion.



### Step 5

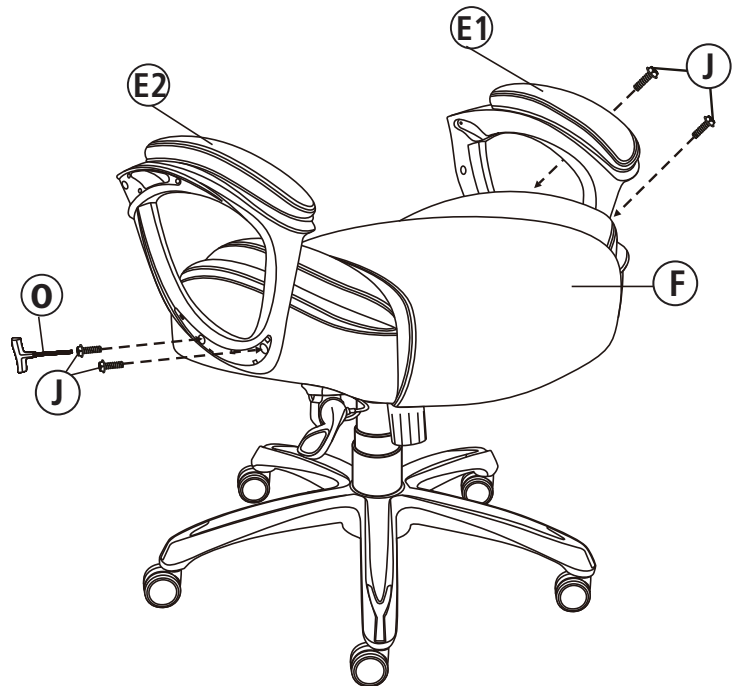
Place the assembled Seat Cushion (F) with Seat Plate (D) on top of the Gas Lift with Telescoping Cover (C) and press down until fully engaged.



### Step 6

Fasten the Arms (E1 & E2) onto sides of the Seat Cushion (F) by using 1-1/4" Small Screws (J) with the Allen Key (O).

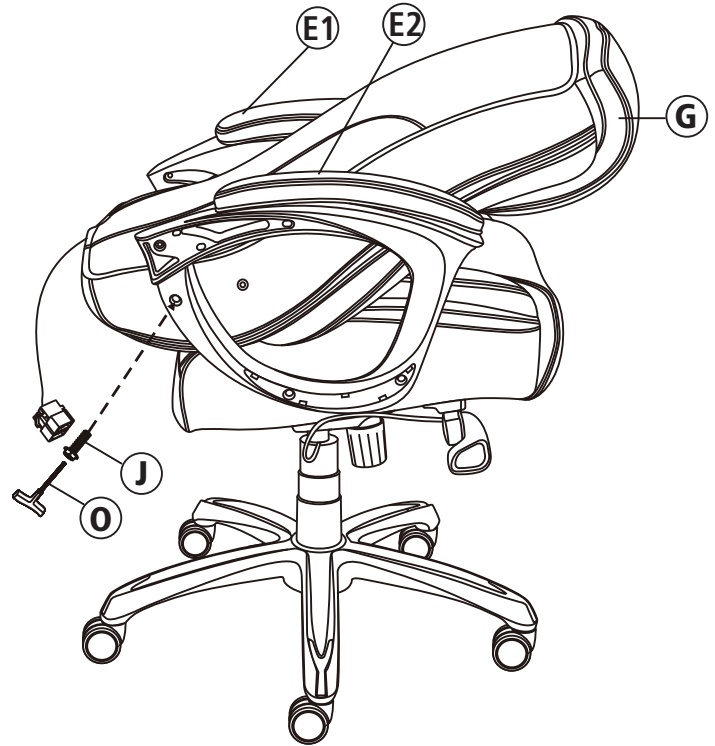
\*Note: Do not tighten the screws completely.



### Step 7

Place the Back Cushion (G) flat between Arms (E1 & E2), and use 1-1/4" Small Screws (J) to locate lower screw holes on both Arms (E1 & E2) & Back Cushion (G) with the Allen Key (O) .

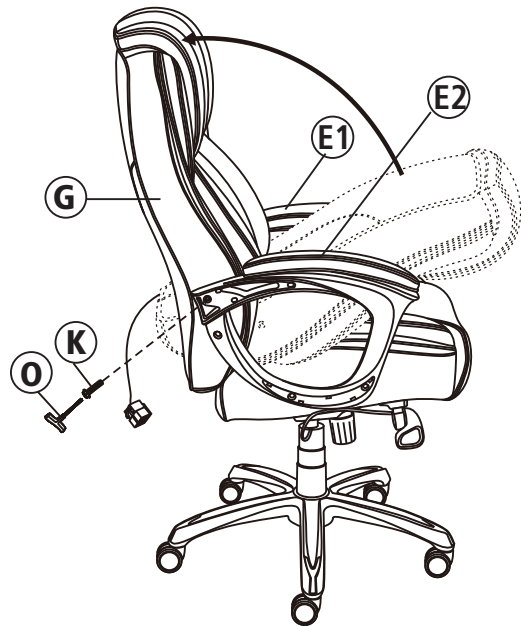
\*Note: Do not tighten the screws completely.



### Step 8

Push the Back Cushion (G) up to a vertical position and attach the Arms (E1 & E2) by using 1-1/2" Small Screws (K) with the Allen Key (O) .

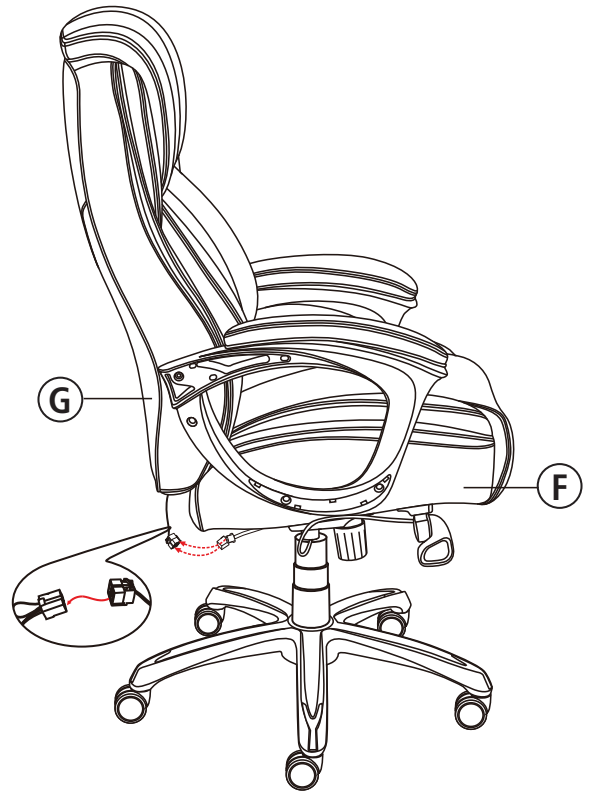
\*Note: Tighten all the screws completely.





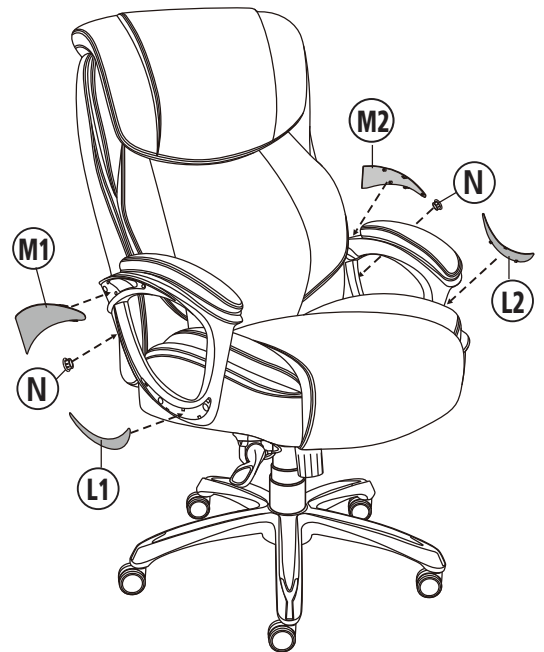
### Step 9

Connect the wires between Seat Cushion (F) and Back Cushion (G).



### Step 10

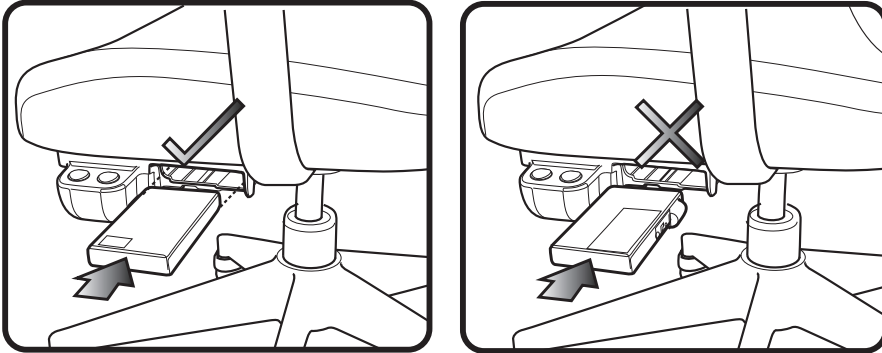
Press the Plastic Caps (N) into armrest holes to cover screws and place the Arm Inserts (L1 & L2 & M1 & M2) into arm grooves once all screws have been tightened.



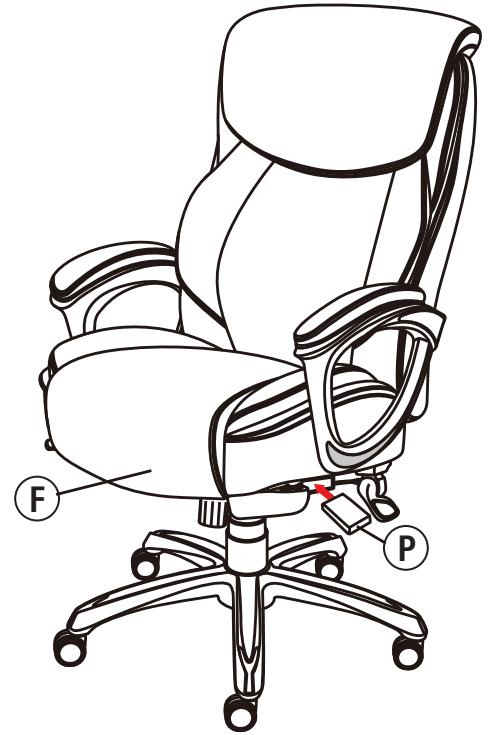
### Step 11

Insert the Battery (P) to the Seat Cushion (F) correctly.

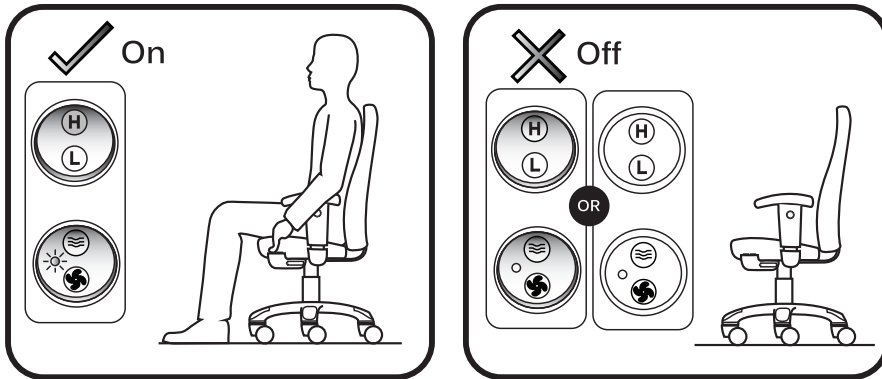
#### Battery Installation



Insert battery with product description label facing down and charging port towards chair.



#### Occupant Detection



**Note:** Chair must be occupied for the heat/cool function to operate.

This feature extends battery life.

### Step 12

If the power of the battery is depleted, please connect to the electrical outlet as shown.

### Battery Charging Procedure

**INSTALL CORD INTO CHARGING STAND**

**PLACE BATTERY INTO STAND**

**OR**

**INSTALL CORD DIRECTLY INTO BATTERY**

Green	Fully Charged
Orange	Partially Charged
Red/No Light	Charging Required

**CHECK BATTERY CHARGE STATUS**

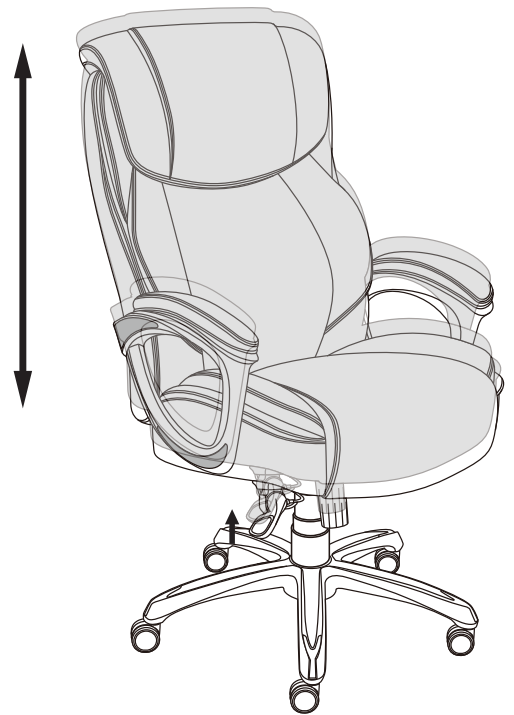
Green	Fully Charged
Red	Charging In Process

## Operating Instructions

### Function Instruction - 1

#### To Adjust Seat Height:

While seated, lean forward and reach under the right side of the chair to find the lever. Lift the lever and raise your body up slightly to allow the chair to rise to the desired height. Once desired height is reached, release lever to lock chair at desired height. To lower the seat, lift the lever while seated. The chair will descend until the lever is released or the chair reaches the bottom position.



## Function Instruction - 2

### To Operate Tilt Lockout:

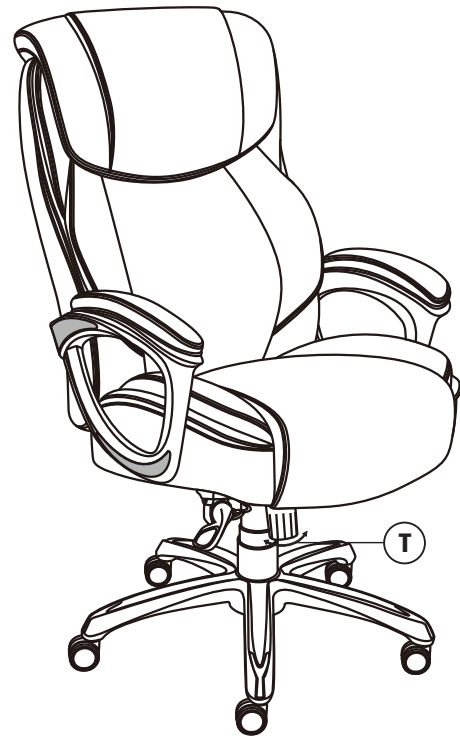
While seated, reach under the left side of the chair to find the lever. Push down the lever and lean back to allow the chair to tilt backwards. To lock the chair in the upright or vertical position, sit upright and pull the lever to the up position.



### Function Instruction - 3

#### To Adjust Tension On The Tilt:

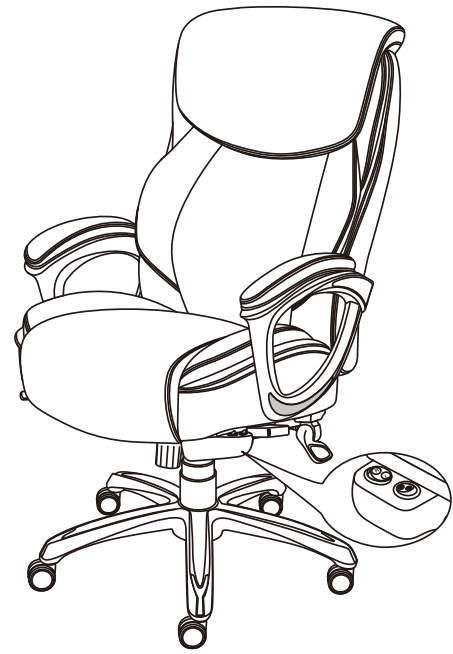
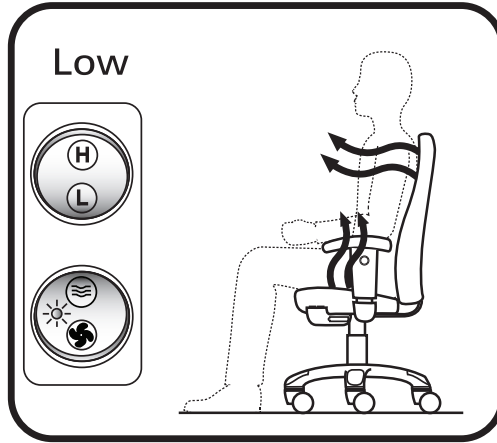
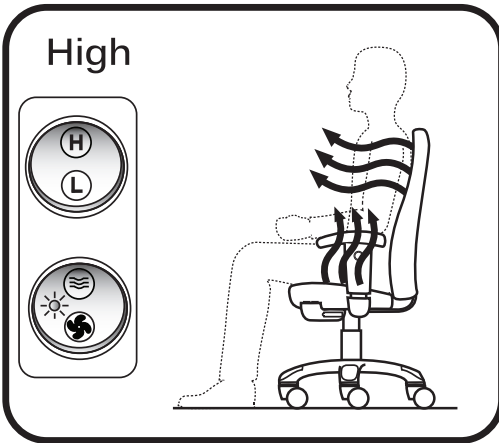
Reach under the front center of the chair, grasp the round knob (T) and turn it counter - clockwise to stiffen the tilt mechanism for a heavier user. Turn the knob (T) clockwise to loosen the tilt mechanism for a lighter user. Rotate the knob (T) until the desired resistance is reached.



## Function Instruction - 4

### Heating and Cooling Functions:

#### Chair Heating Operation

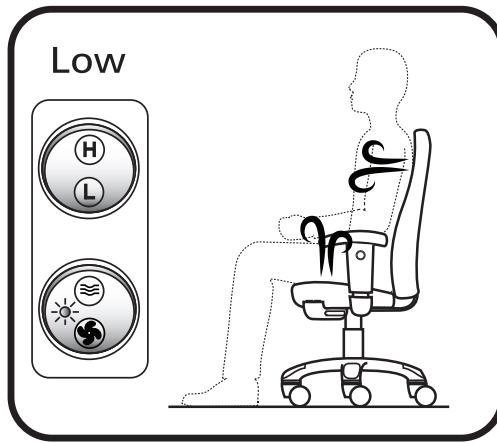
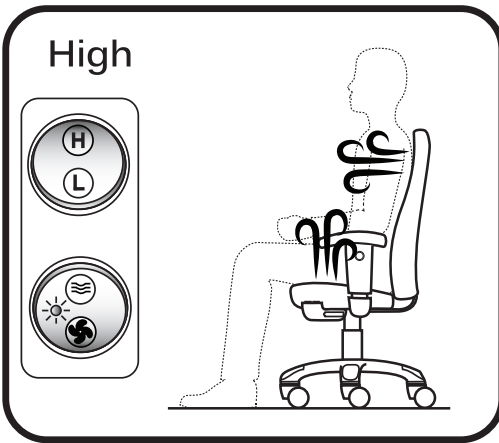


Press ☀️ for heating.

Select the desired heating level by pressing **H** for HIGH, or **L** for LOW

Switch will illuminate RED.

#### Chair Cooling Operation



Press 🌀 for cooling.

Select the desired cooling level by pressing **H** for HIGH, or **L** for LOW.

Switch will illuminate BLUE.

**PLEASE READ THE FOLLOWING INFORMATION CAREFULLY BEFORE USING THIS PRODUCT.  
PLEASE SAVE THESE INSTRUCTIONS.**

**As with all electrical products, the misuse of this product or failure to properly follow the instructions may cause overheating, fire or personal injury.**

1. Use only an approved battery (p/n LX-DRF07H), battery charger (p/n LX-126-1000) and stand. Do not use with an extension cord.
2. Fully charge battery before first use, charging time is approximately 5-6 hours.
3. Do not use the Battery Charging Stand with damaged cords. Do not remove, trap, fold, cross or pinch any wires or cords.
4. The Battery Charger and Charging Stand should be placed on a dry, firm surface, in a well-ventilated place, free from surrounding fabric. Clearance of at least one (1) foot should be left on all sides. Do not cover the Battery Charger or Charging Stand.
5. Do not use the heat feature of this appliance with an infant, a child, an incapacitated person, a paraplegic, a quadriplegic, or if you are insensitive to heat or cool. Keep all pets away from the main control unit and wiring. This appliance is not intended for use by persons (including children) with reduced physical, sensory or mental capacities, or lack of experience and knowledge, unless they have been given supervision or instruction concerning use of the appliance by a person responsible for their safety. Children should be supervised to ensure that they do not play with the appliance.

**IMPORTANT SAFETY INSTRUCTIONS:**

**DANGER** - To reduce the risk of electric shock:

- Always unplug the Battery Charger and Charging Stand from the electrical outlet before cleaning.
- Keep the cord away from the heated surfaces.
- Do not use outdoors.