



# Monroe chair & half

*assembly instructions*





**Smooth & Wrinkle-Free Fabric Covers:**

In addition to these printed instructions, you may want to watch our beauty tips videos on the customer service page of our website. The videos show demonstrations on how to apply the fabric covers and make them smooth and wrinkle free.



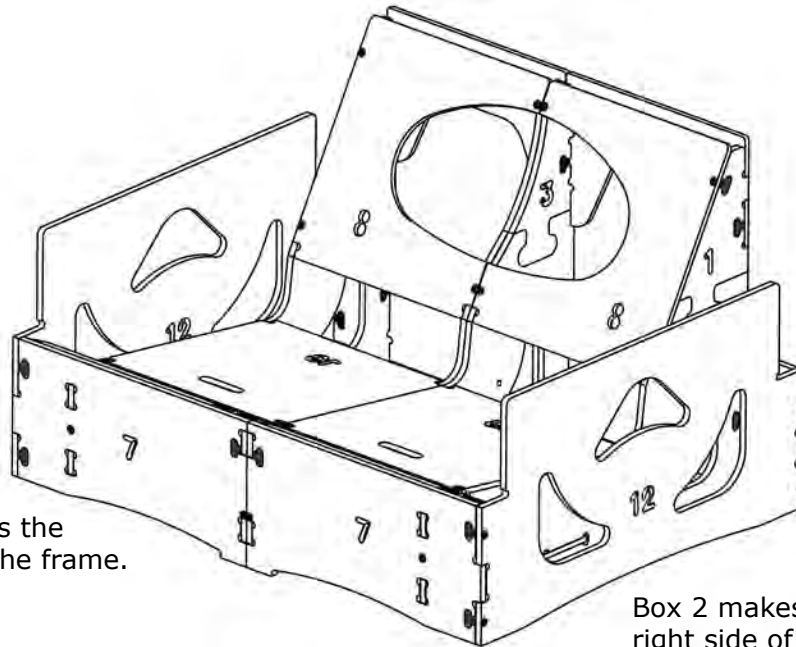
**Renewability:** Individual foam and fabric parts are available. You no longer have to worry that something will happen and you'll just have to live with it. From pet attacks to paint spills, it's easy to recover from a furniture accident.

# CUSHIONS

**Foam:** The seat cushions will feel firm at first. That's intentional, since firmer foam lasts longer. You can shorten the break-in period by putting the cushions on the floor and walking on them for a few minutes.



**Fabric Exchange:** To use our 30-day fabric cover exchange program, contact us and we'll lead you through the process. Keep the covers out of actual use to preserve them in new, unused, and clean condition. Fold them neatly when repackaging to avoid wrinkles.



Box 1 makes the left side of the frame.

Box 2 makes the right side of the frame.

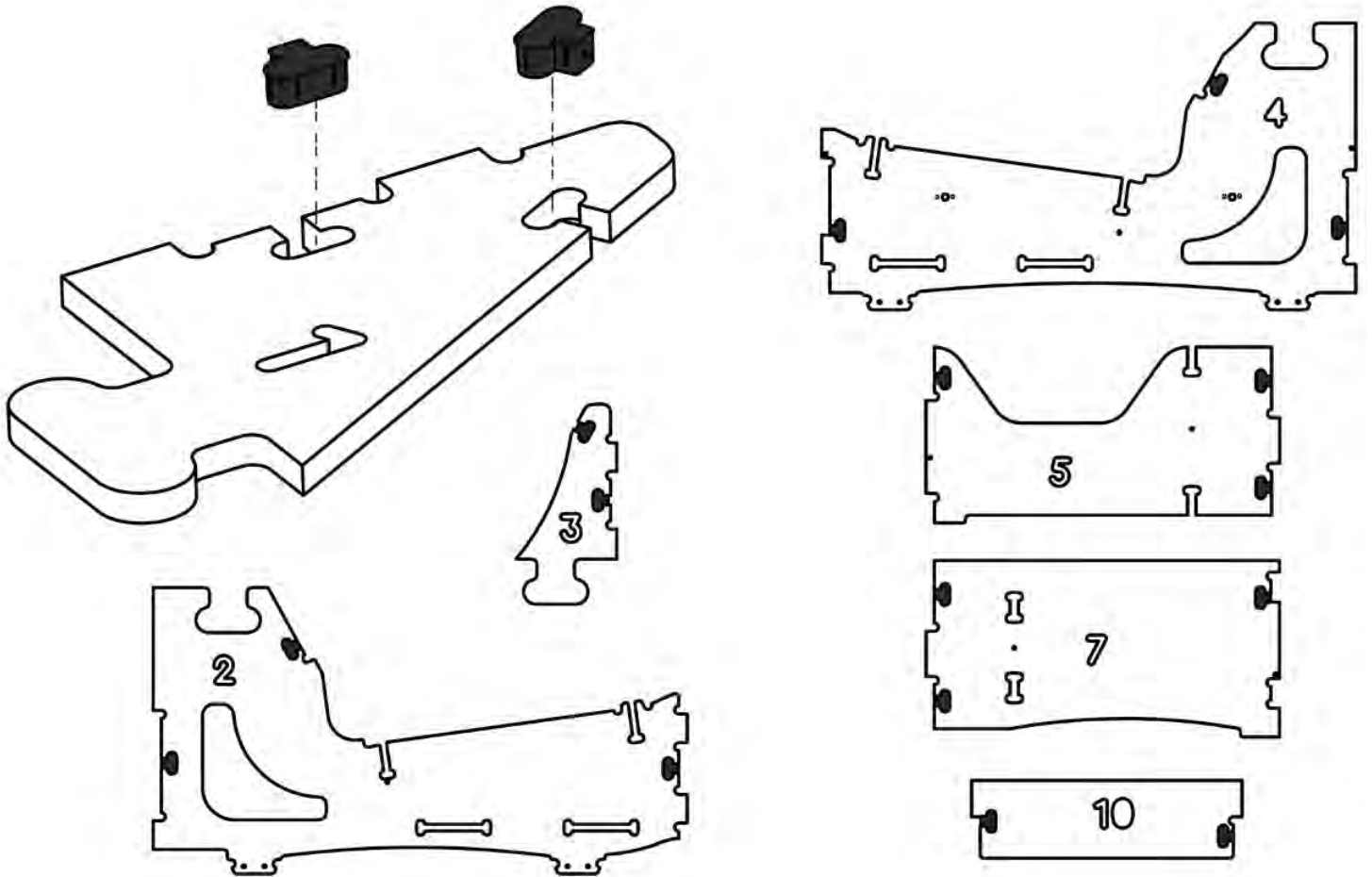
Tools needed: Phillips Screwdriver or powered drill with a Phillips screwdriver bit.

A sanding pad is included in case you wish to smooth over any of the surfaces or edges after the frame is assembled. It is not necessary to sand any of the frame parts during assembly. No glue will be used during assembly. Item will be ready for use immediately.

# Left Side Frame Assembly

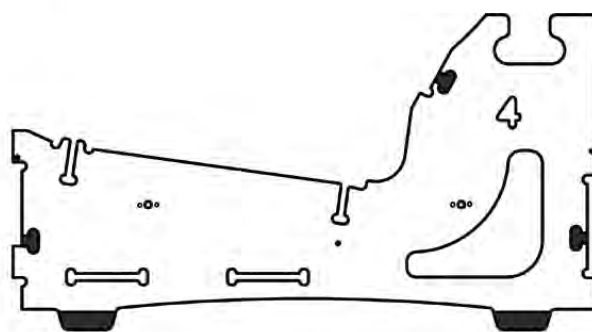
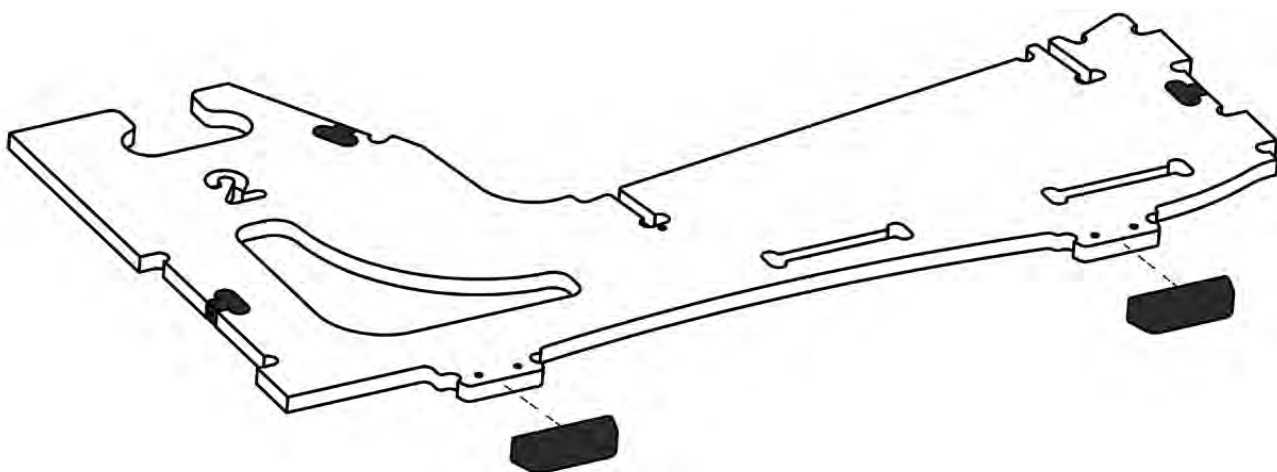
Open box #1 and set aside any foam and fabric items for later. Then take the wood parts out of the box. The wood parts are not packed in the order of assembly so don't worry about getting them mixed up. They are all numbered for easy reference.

- 1 Open the parts bag and insert the black plastic T-connectors into the parts shown here. Throughout these instructions it is okay to use a hammer to tap the T-connectors and wood parts into position.



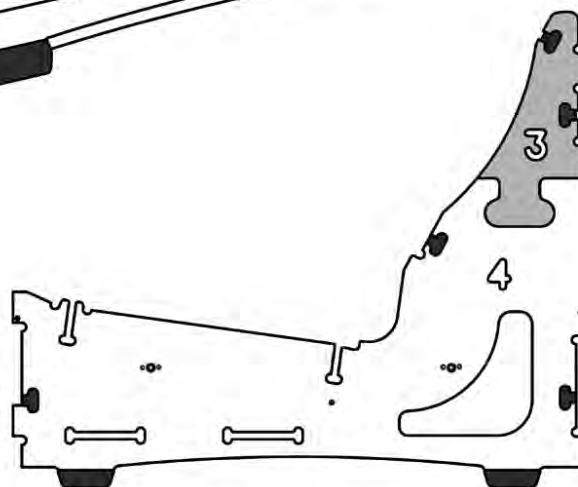
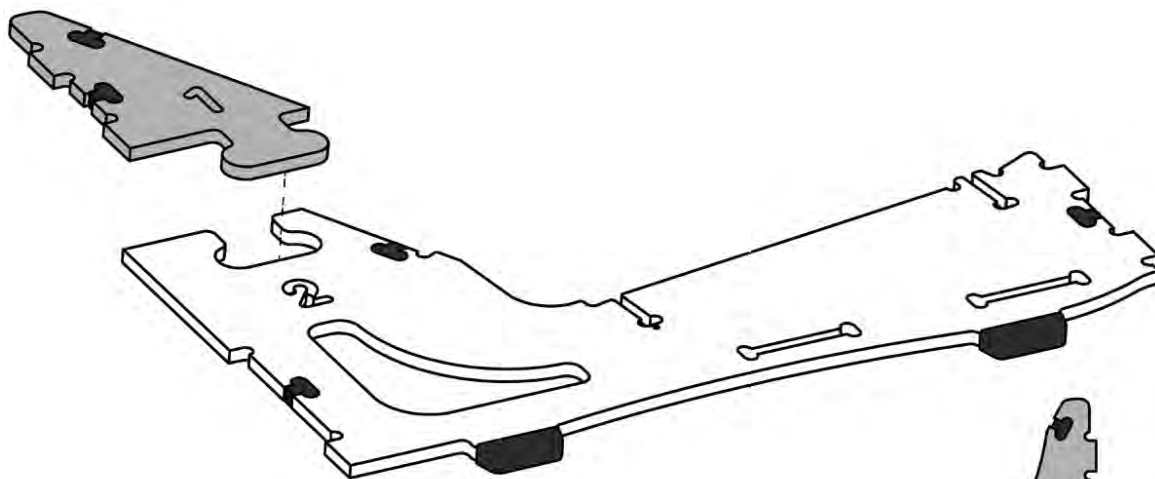
**2**

Attach black floor glides to the parts shown.

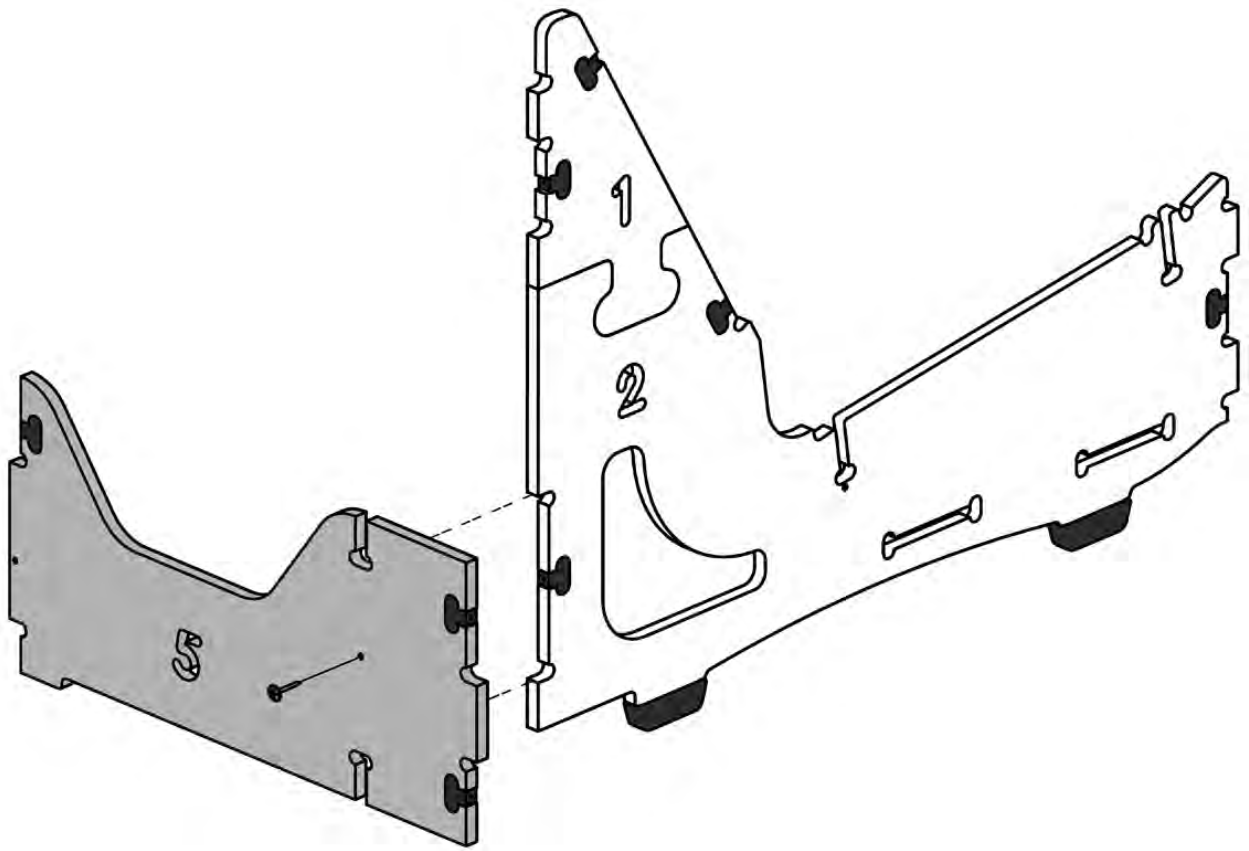


**3**

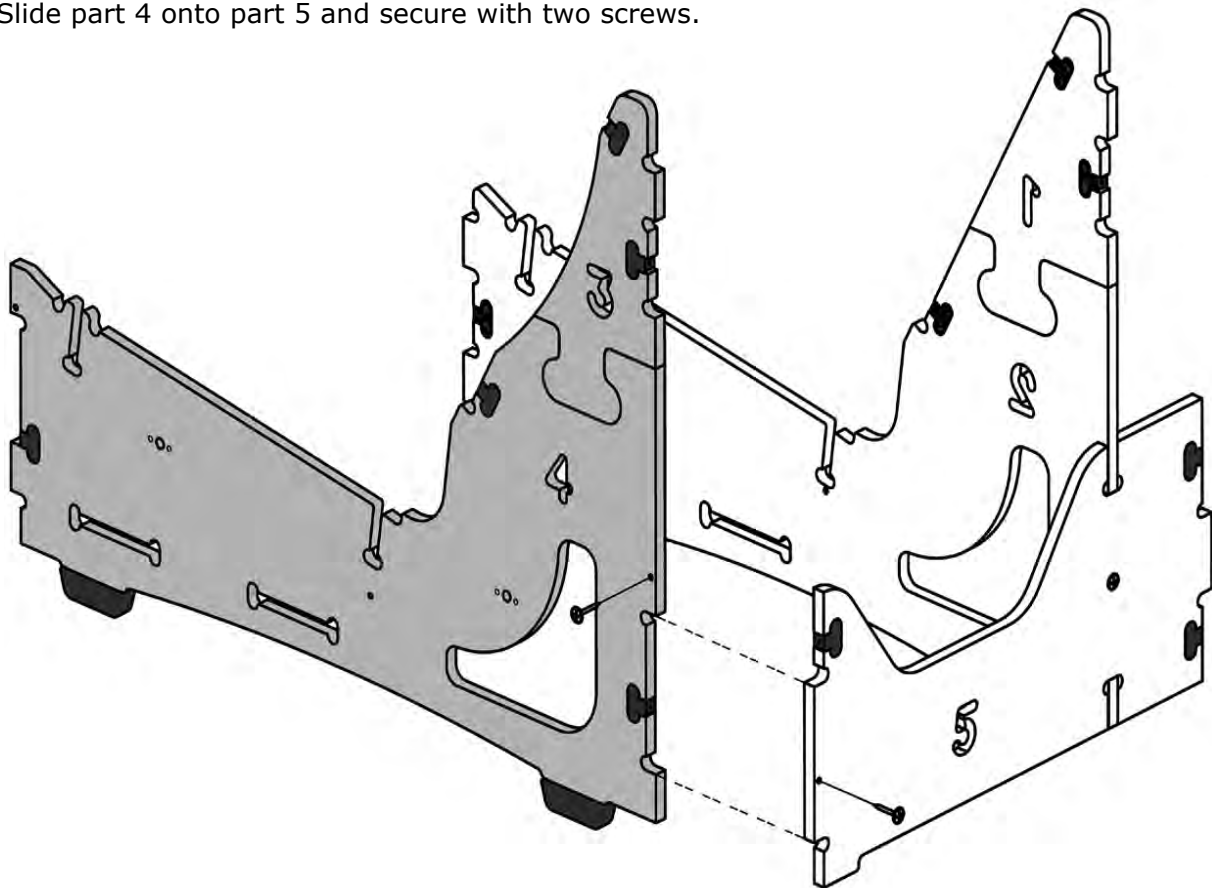
Connect parts 1 and 2 together. Repeat for parts 3 and 4.



**4** Slide part 5 onto part 2 and secure with a screw.

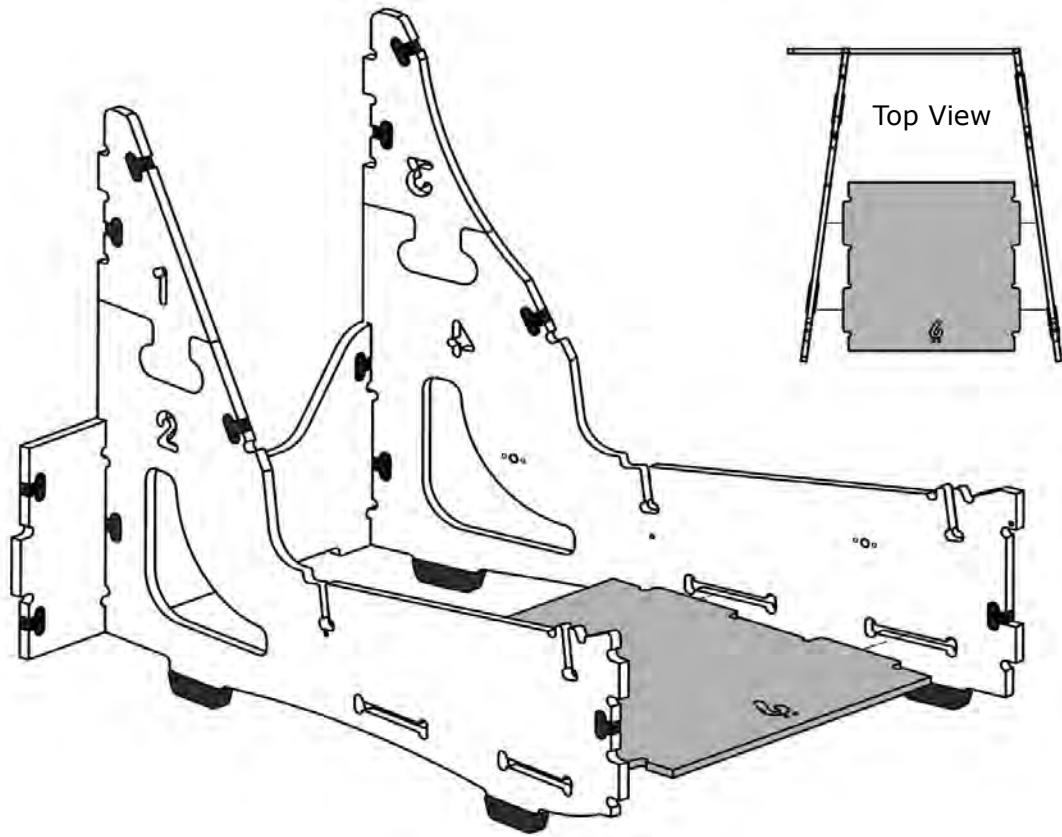


**5** Slide part 4 onto part 5 and secure with two screws.



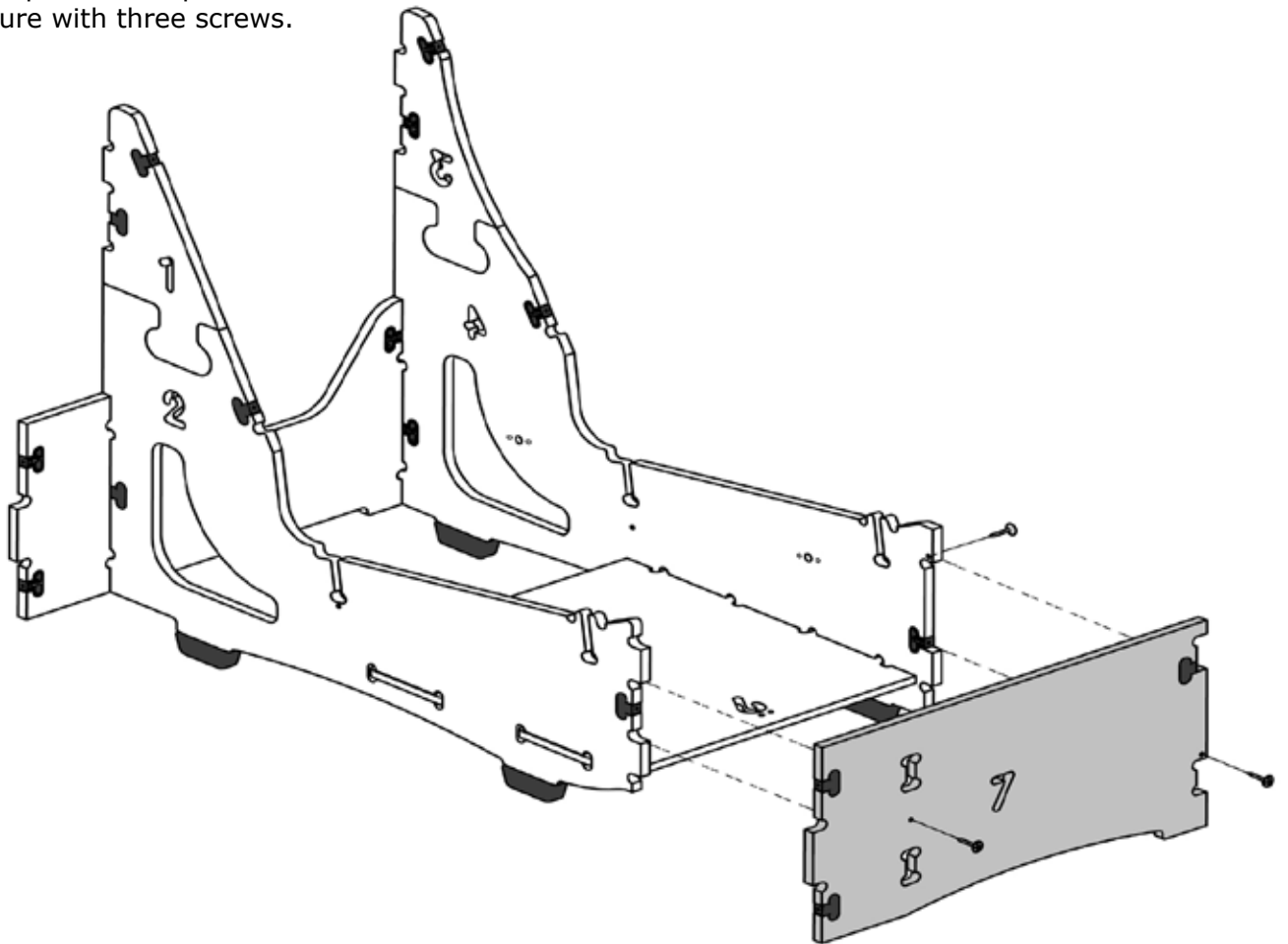
6

Spread parts 2 and 4 apart far enough to slide part 6 into the slots on 2 and 4.



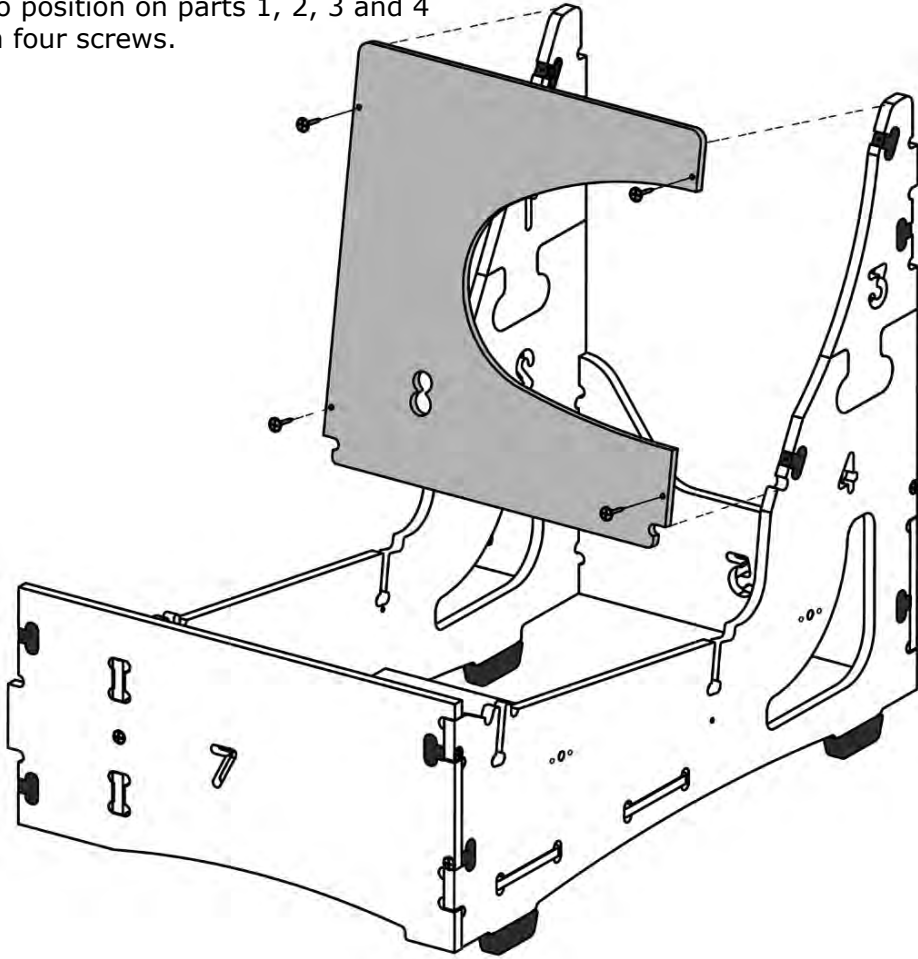
7

Slide part 7 onto parts 2 and 4. Secure with three screws.



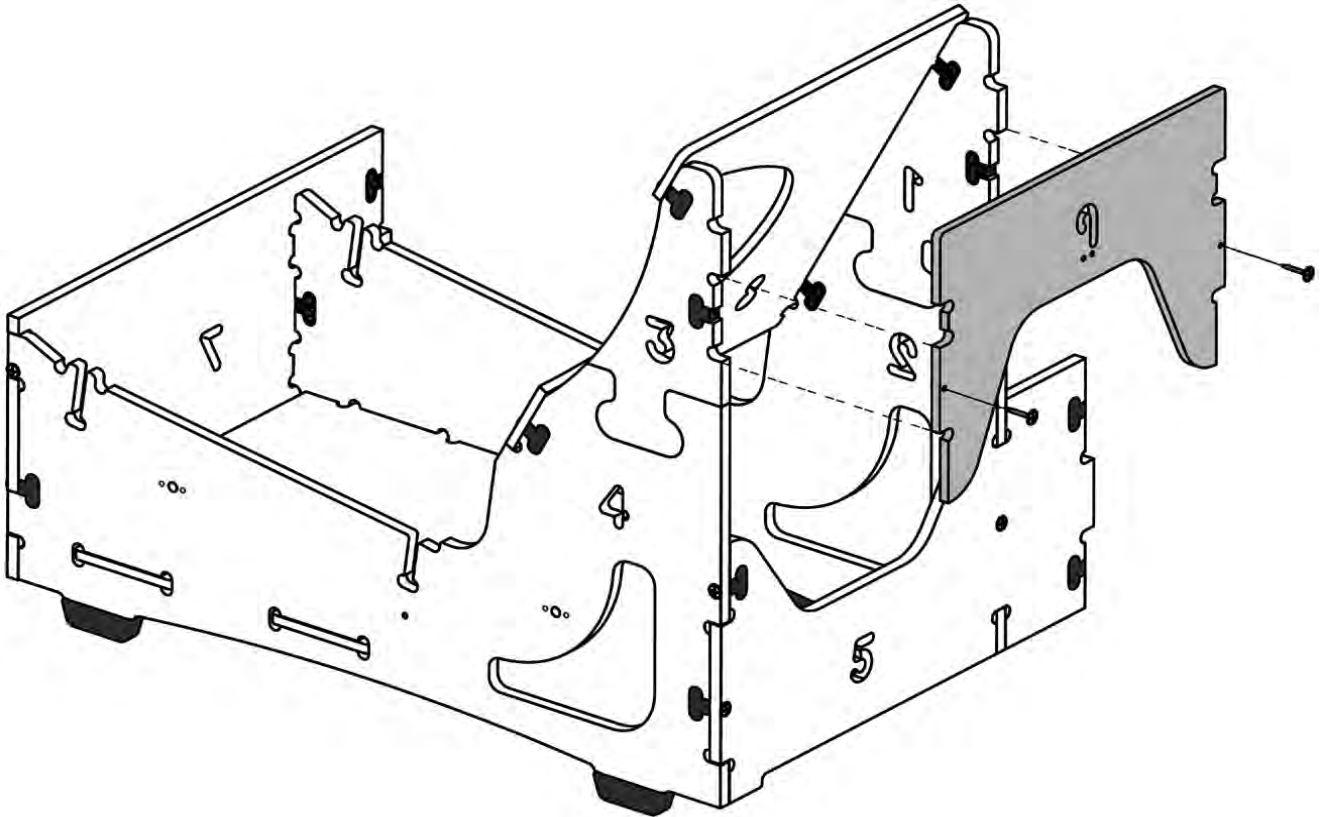
8

Move part 8 into position on parts 1, 2, 3 and 4 and secure with four screws.

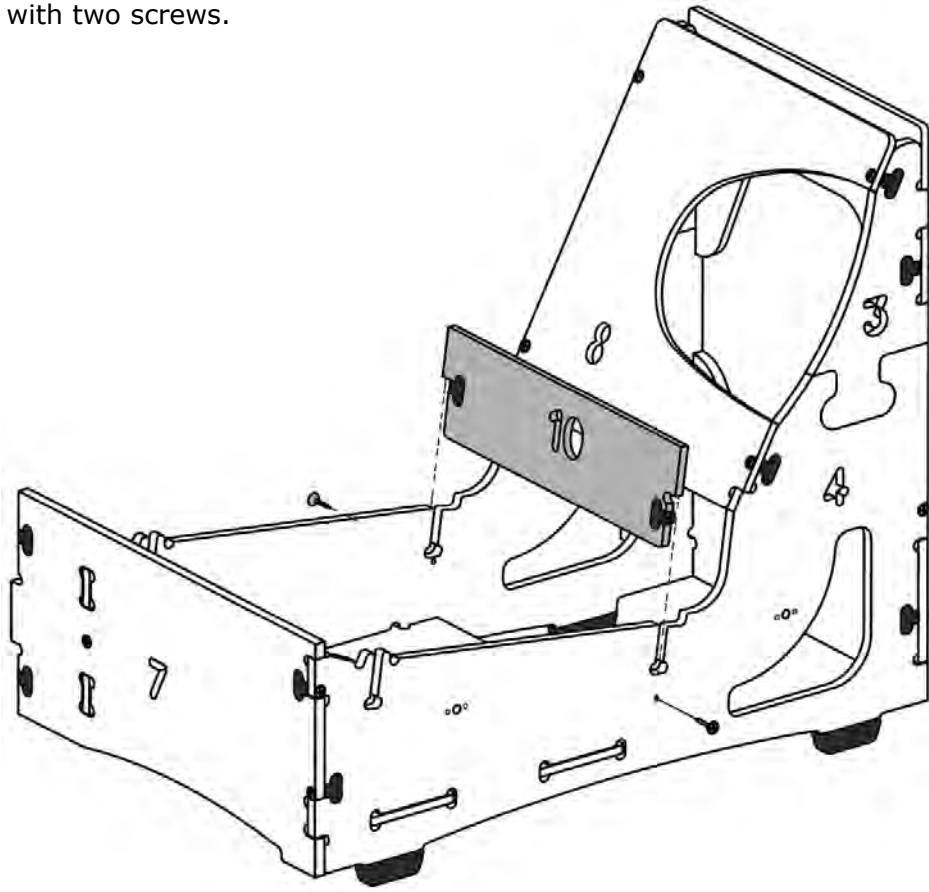


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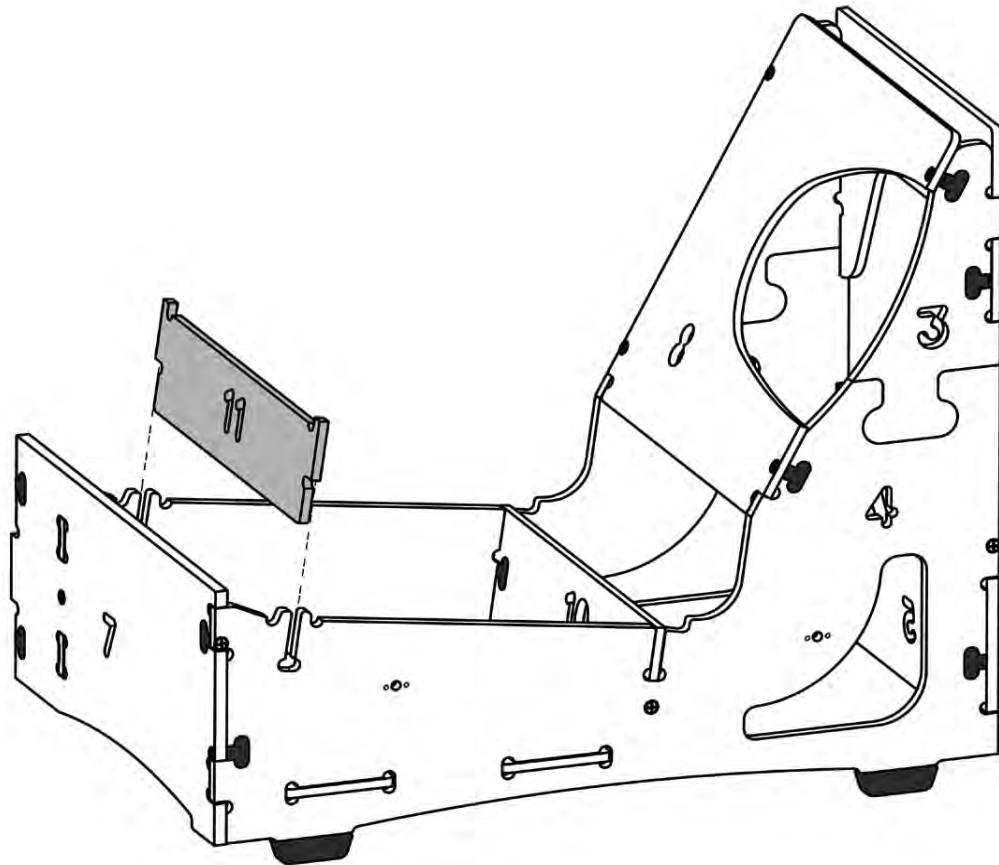
Place part 9 onto parts 1 and 3 and secure with two screws.



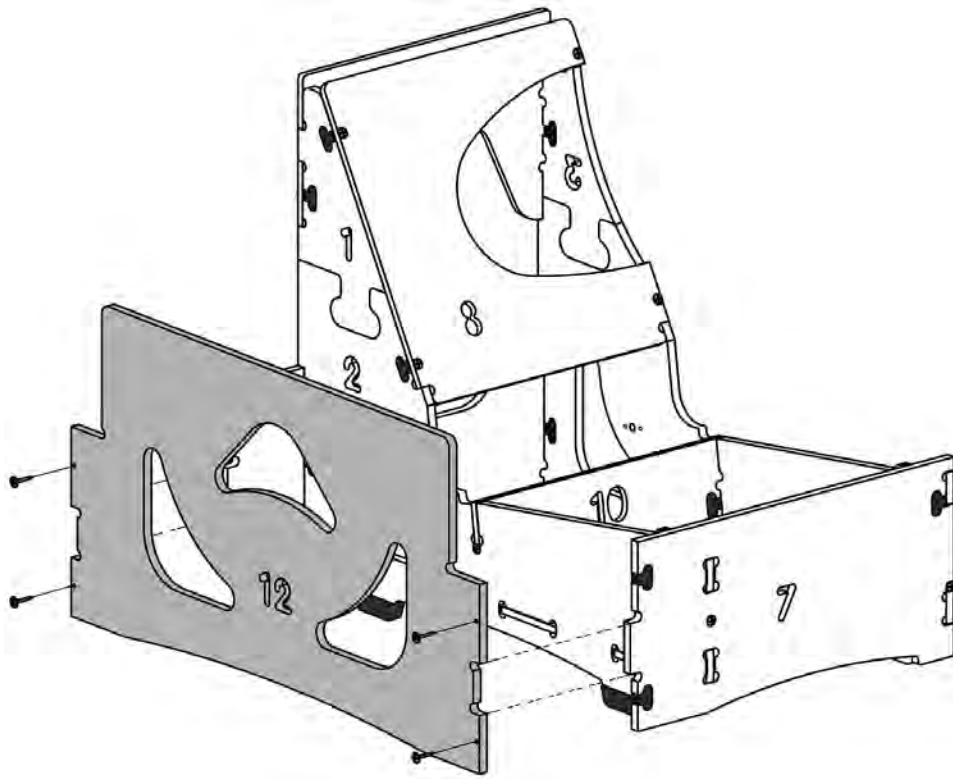
- 10** Place part 10 into rear slots located on parts 2 and 4 and secure with two screws.



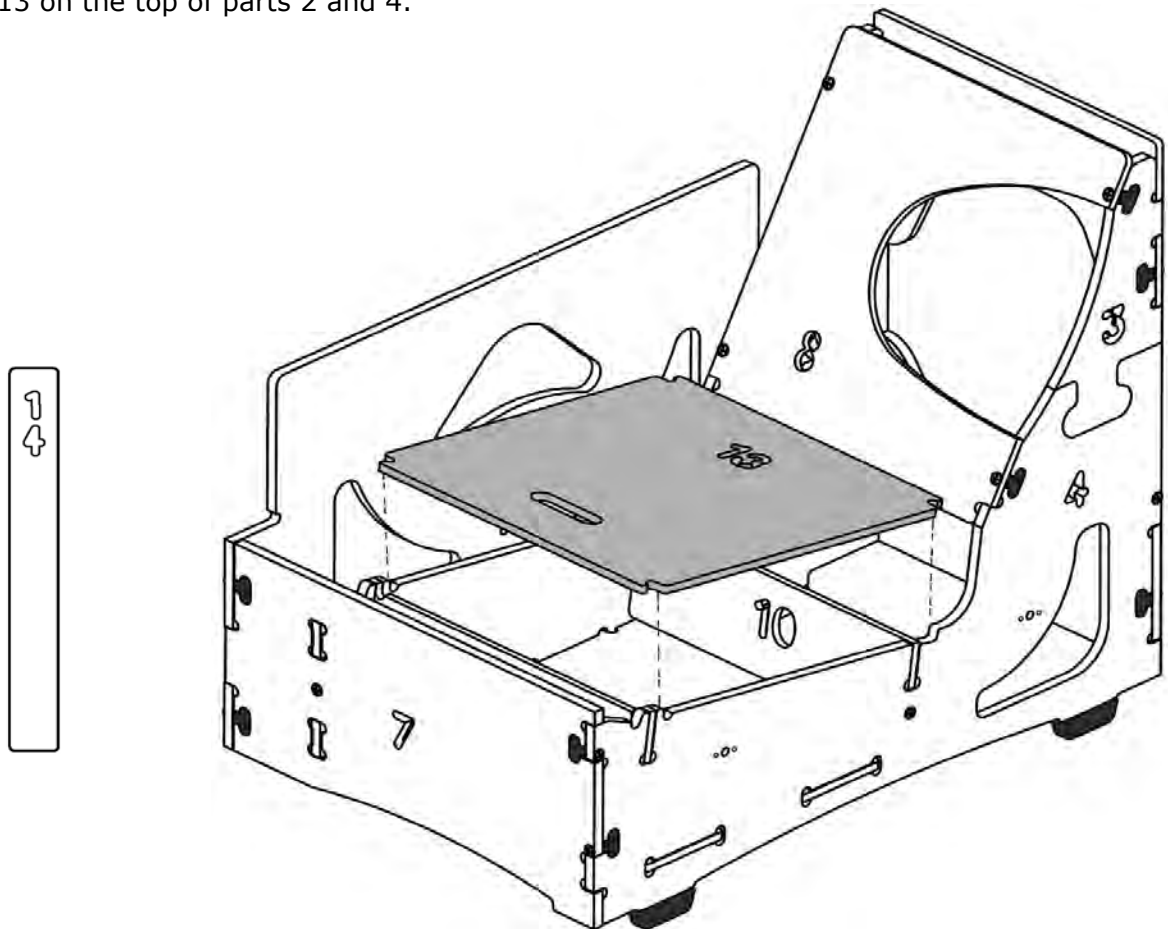
- 11** Slide part 11 into front slots located on parts 2 and 4.



**12** Place part 12 on parts 5 and 7 and secure with four screws.



**13** Place part 13 on the top of parts 2 and 4.

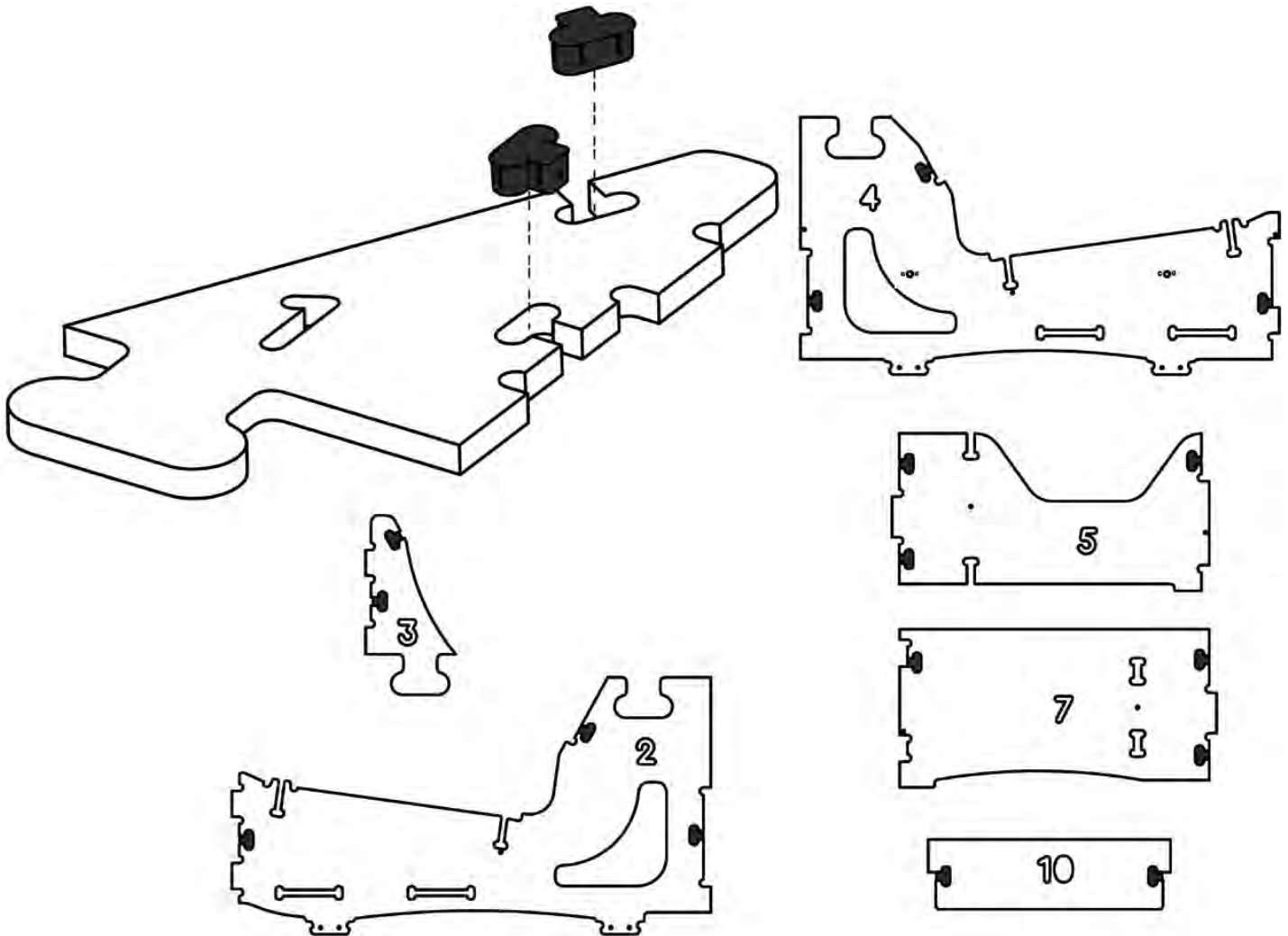


This completes assembly for the left portion of the frame. You will have one piece of wood left, part 14. It will be used later during fabric assembly.

# Right Side Frame Assembly

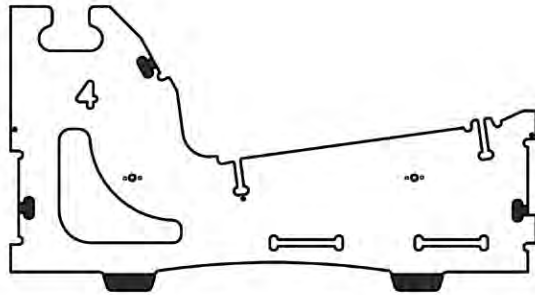
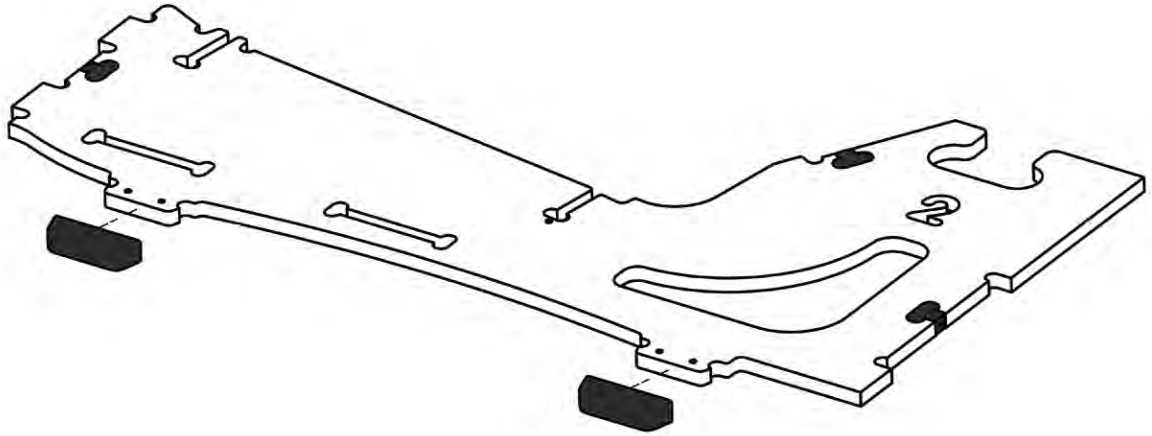
Open box #2 and set aside any foam and fabric items for later. Then take the wood parts out of the box. The parts are not boxed in the order of assembly so don't worry about getting them mixed up. They are all numbered for easy reference.

- 1 Open the parts bag and insert the black plastic T-connectors into the parts shown here. Throughout these instructions it is OK to use a hammer to tap the T-connectors and wood parts into position.



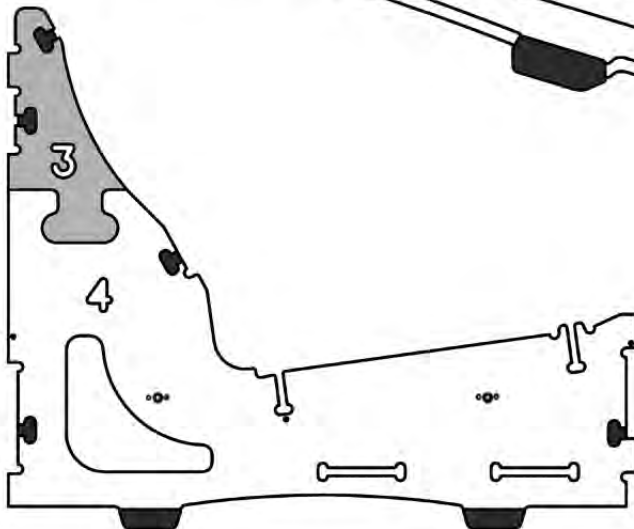
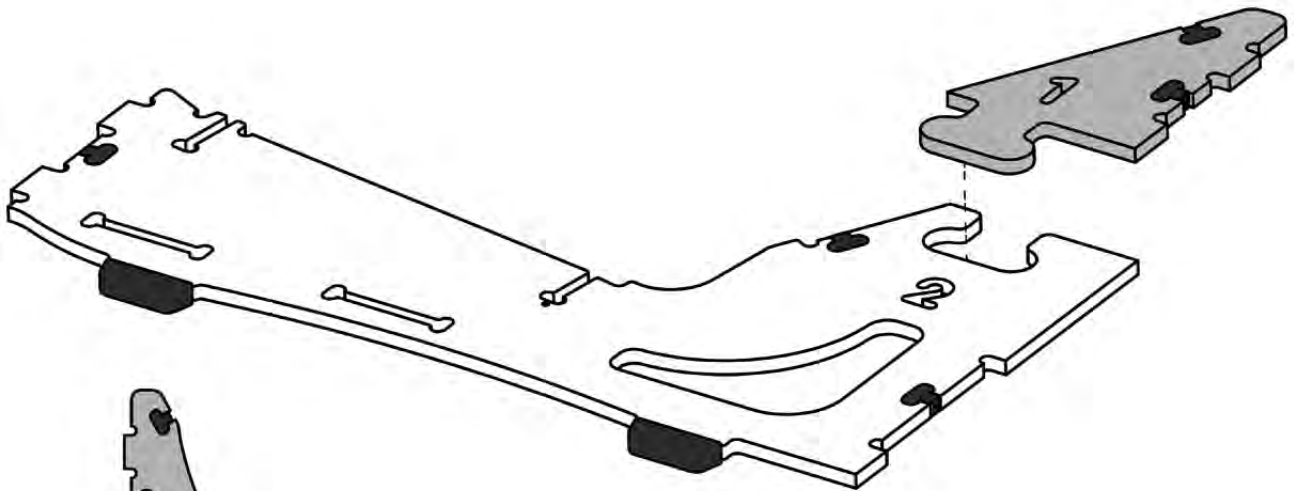
**2**

Attach black floor glides to the parts shown.

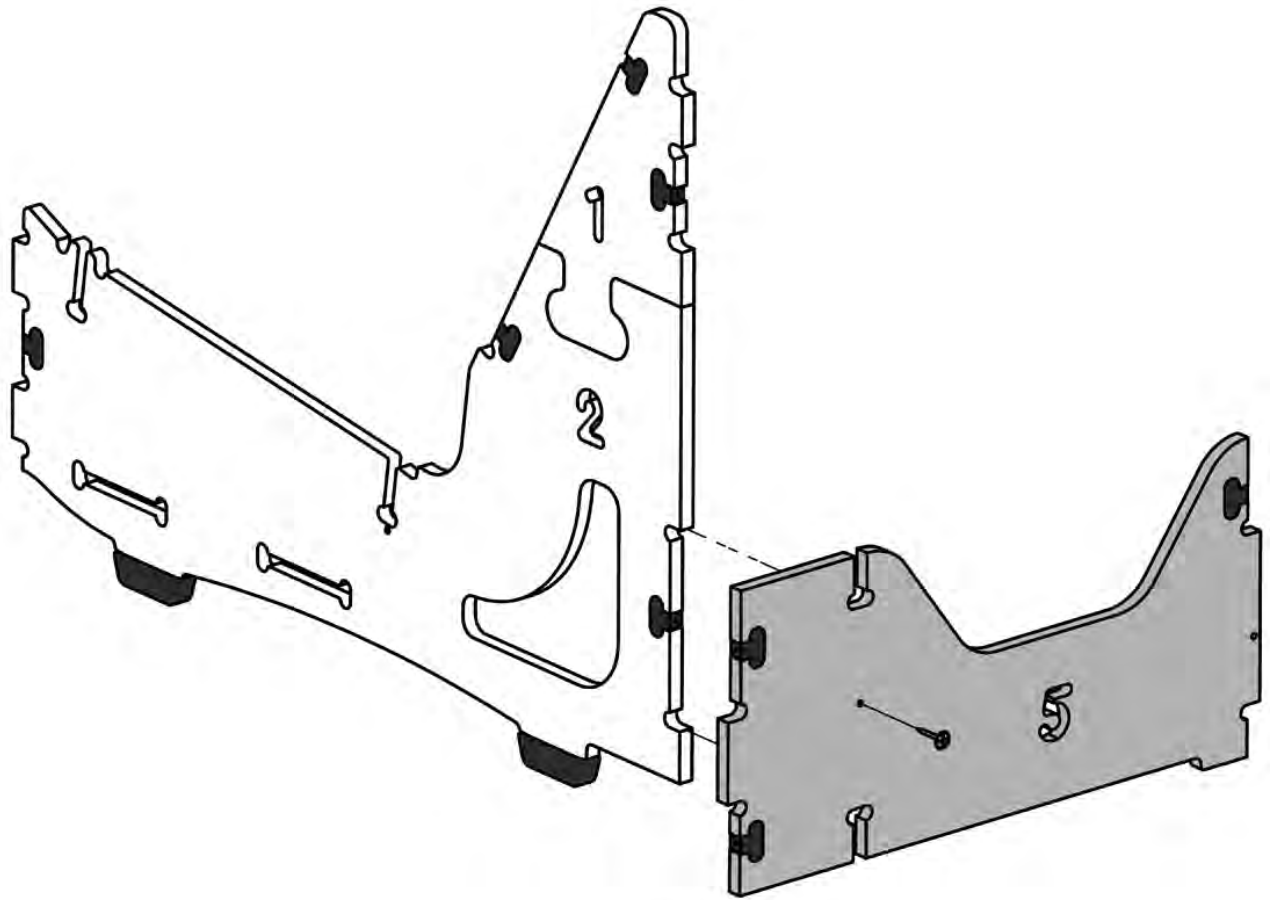


**3**

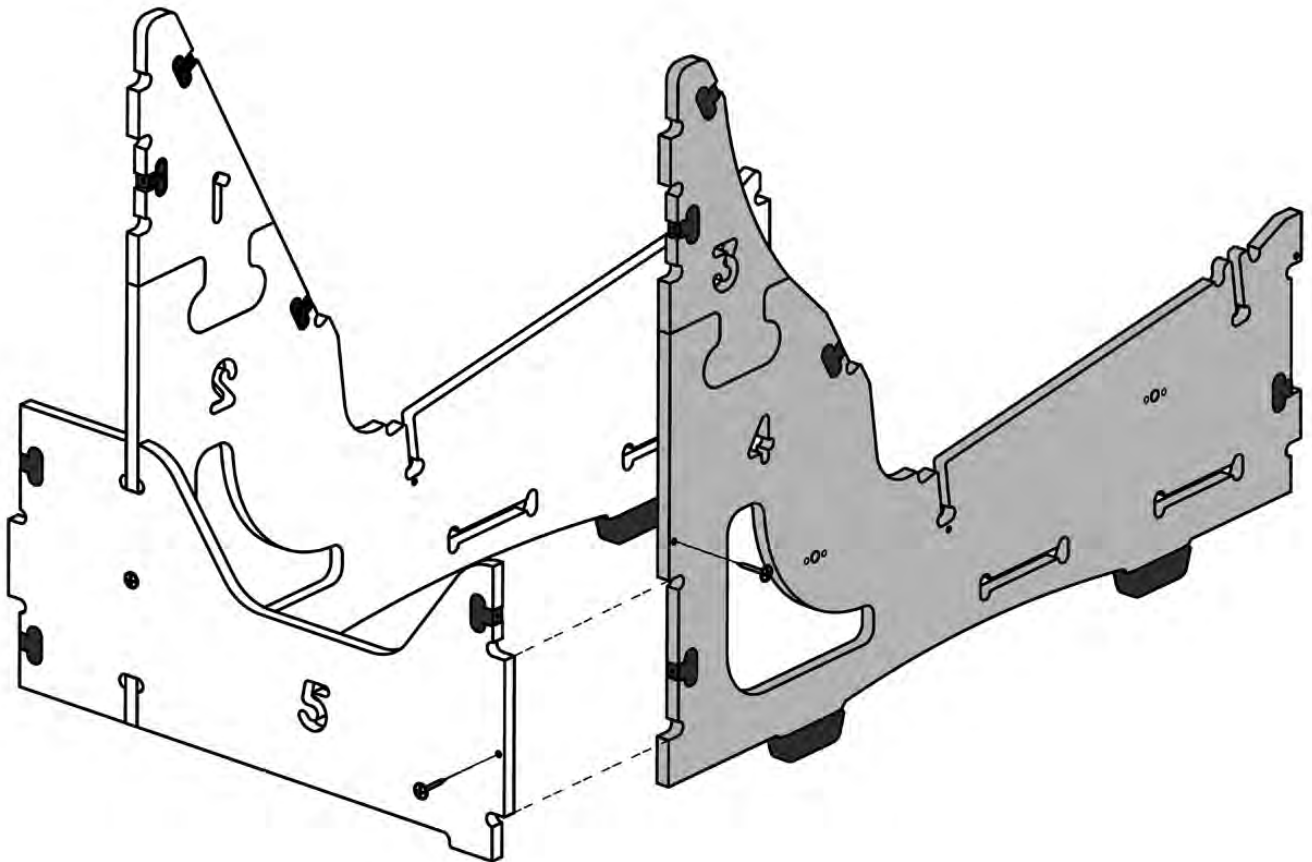
Connect parts 1 and 2 together. Repeat for parts 3 and 4.



- 4** Slide part 5 onto part 2 and secure with a screw.

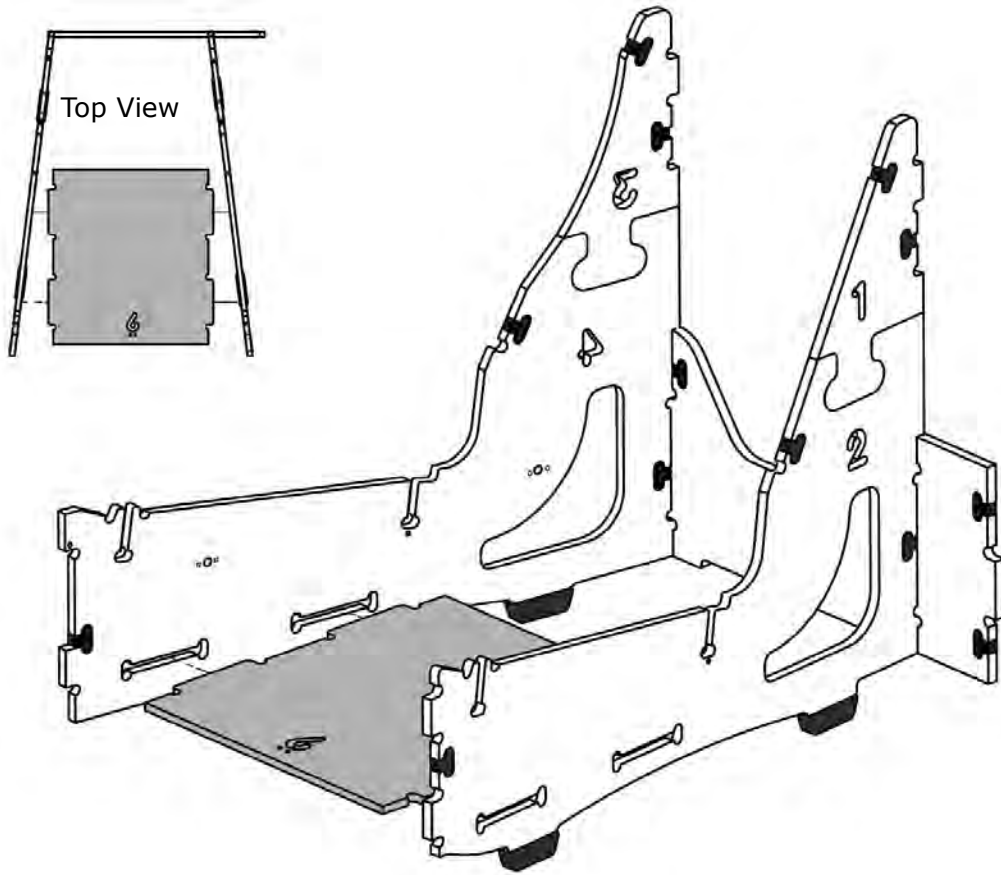


- 5** Slide part 4 onto part 5 and secure with two screws.



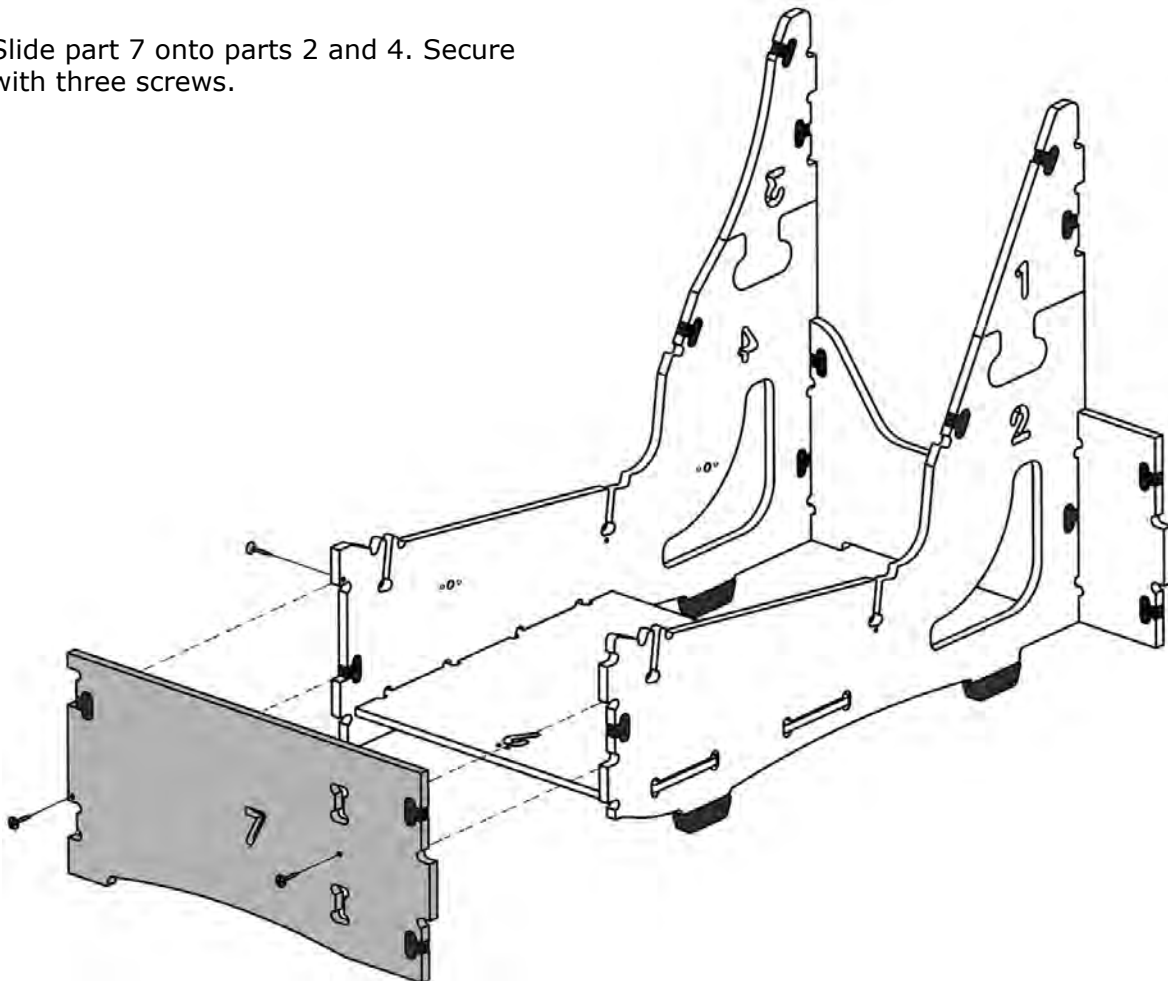
**6**

Spread parts 2 and 4 apart far enough to slide part 6 into the slots on 2 and 4.

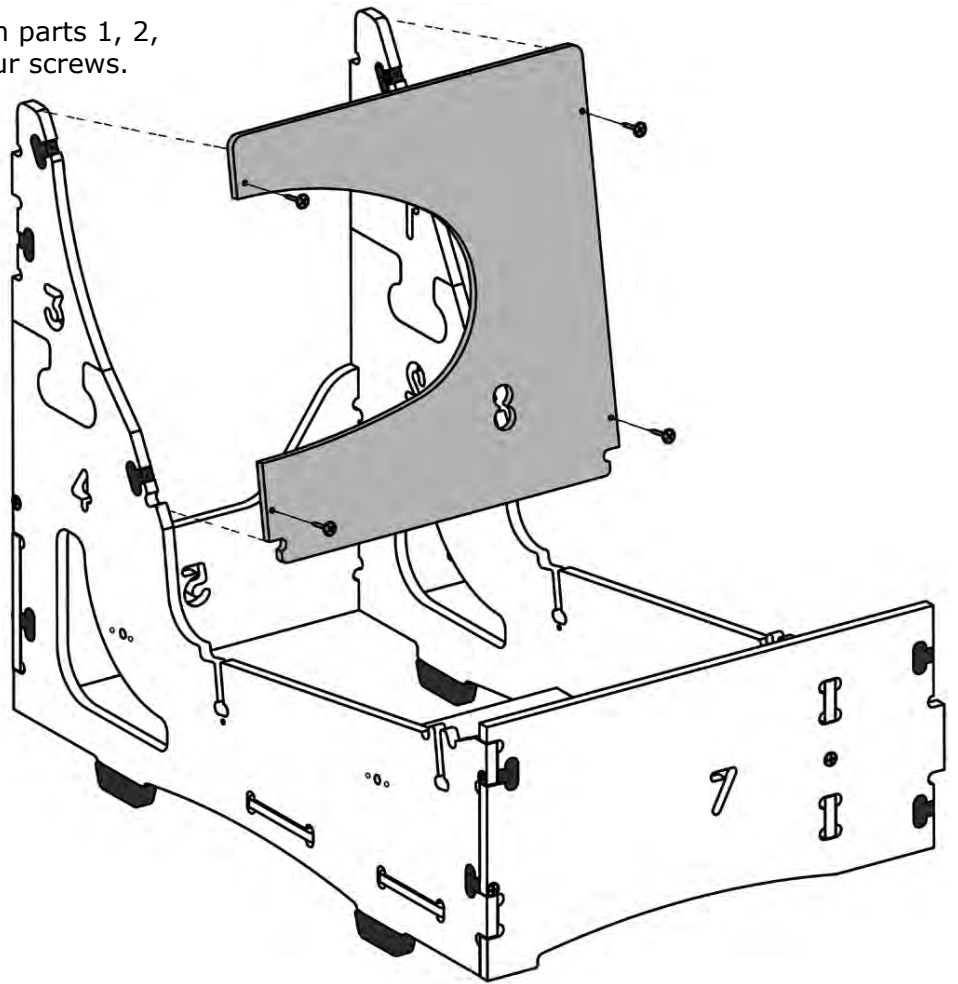


**7**

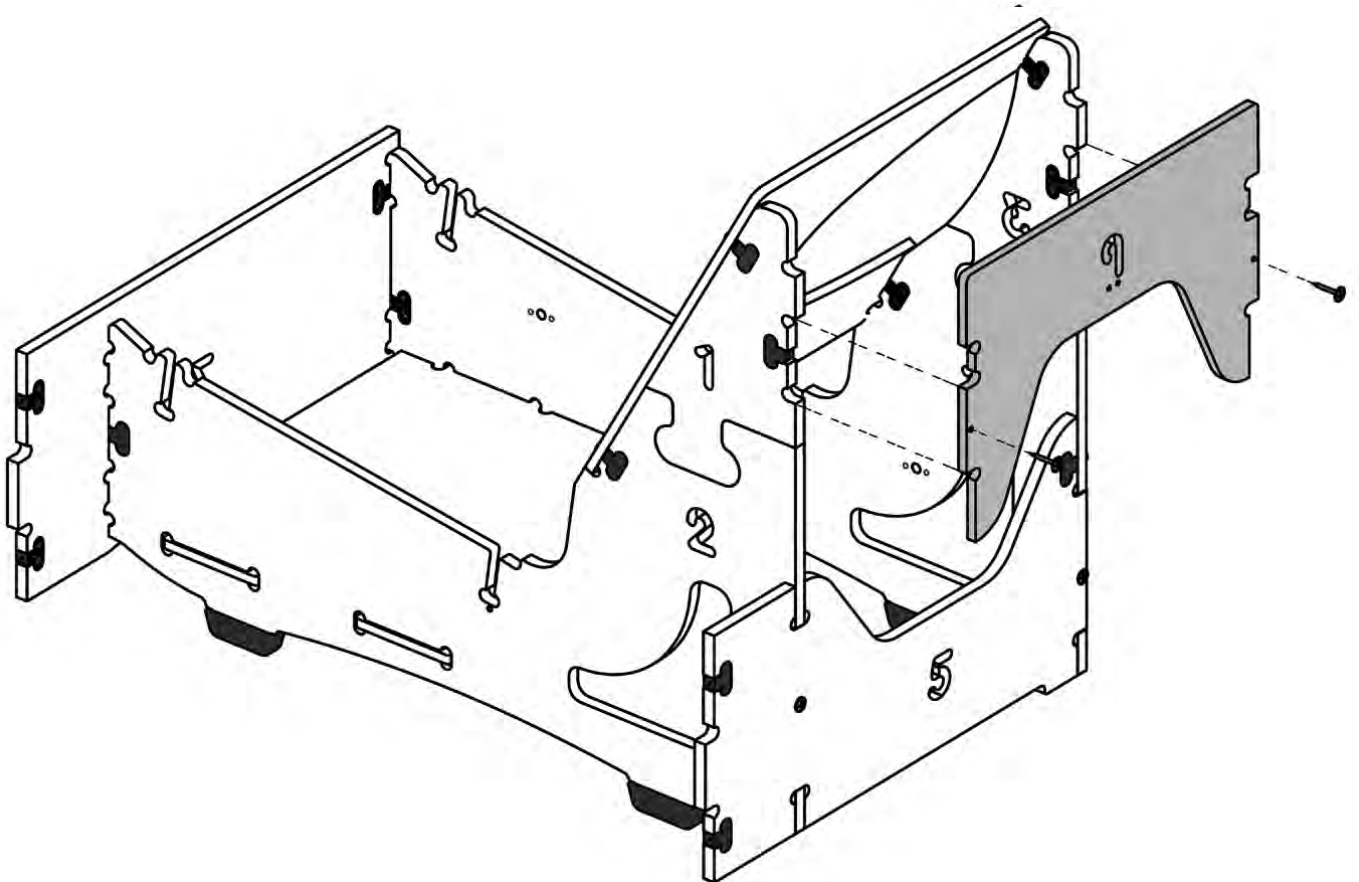
Slide part 7 onto parts 2 and 4. Secure with three screws.



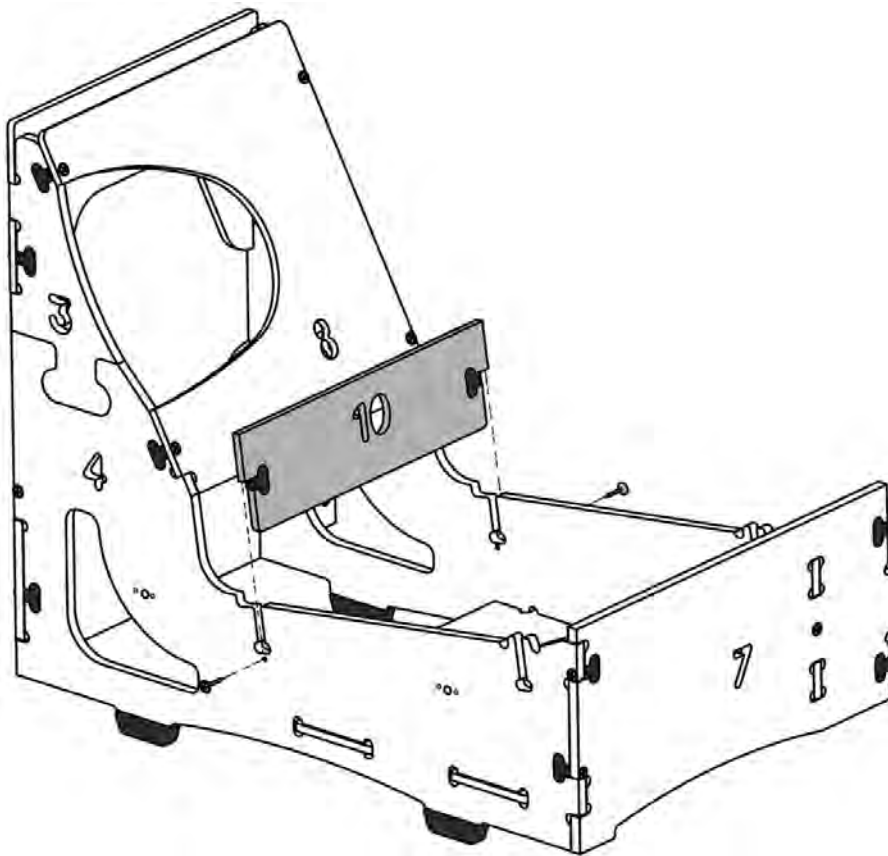
- 8** Move part 8 into position on parts 1, 2, 3 and 4 and secure with four screws.



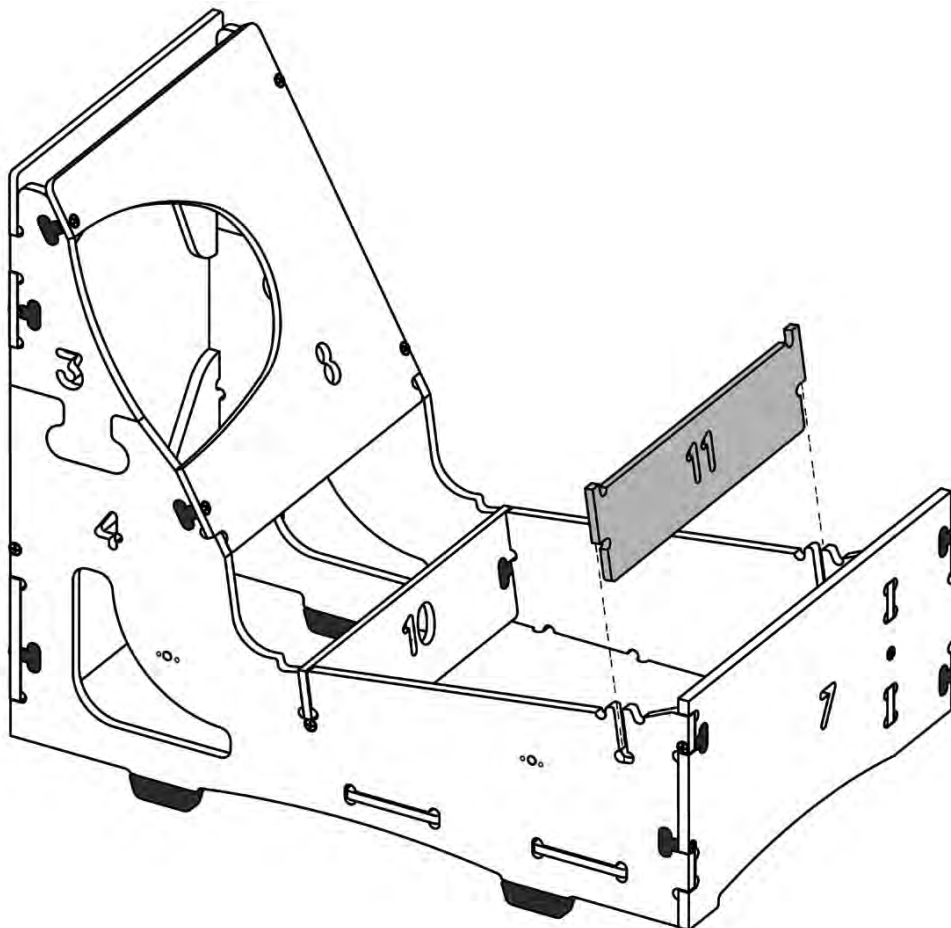
- 9** Place part 9 onto parts 1 and 2 and secure with two screws.



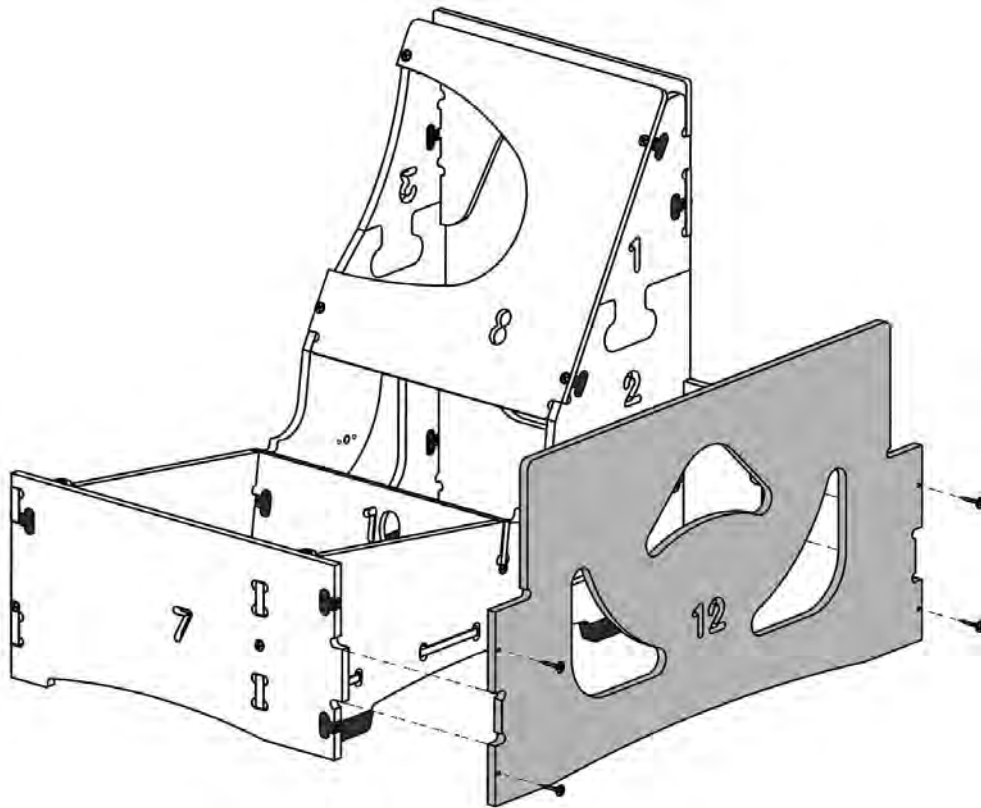
**10** Place part 10 into rear slots located on parts 2 and 4 and secure with two screws.



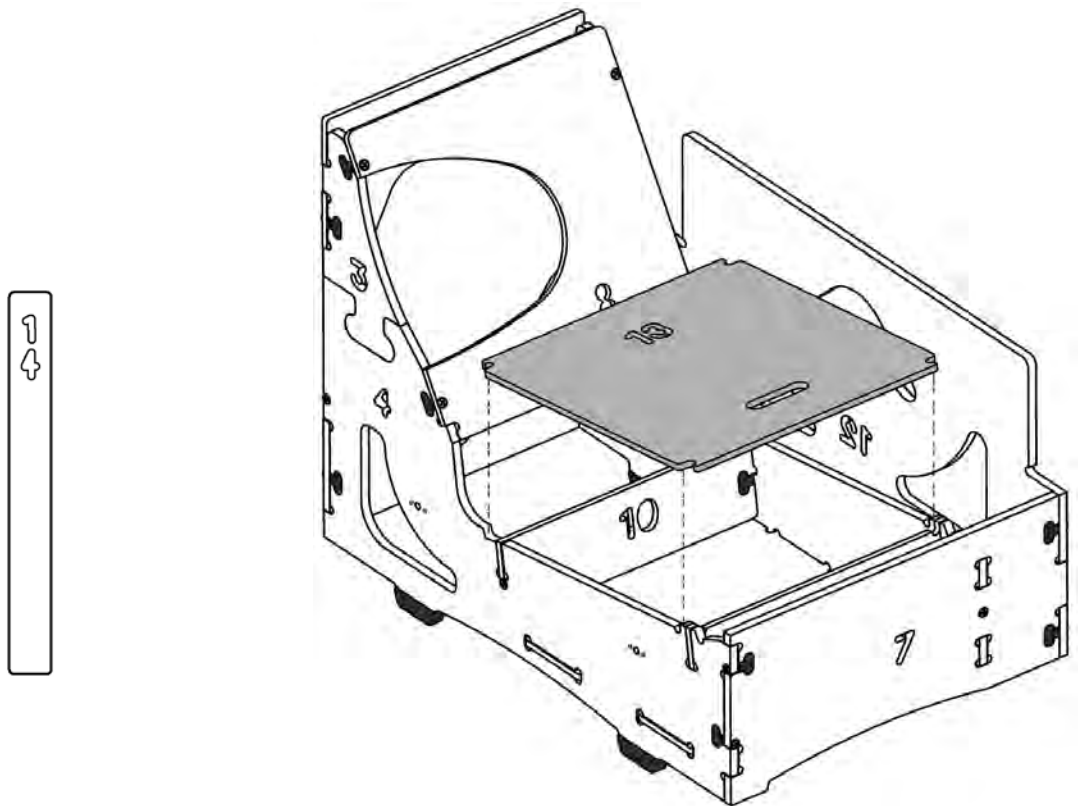
**11** Slide part 11 into front slots located on parts 2 and 4.



**12** Place part 12 on parts 5 and 7 and secure with four screws.

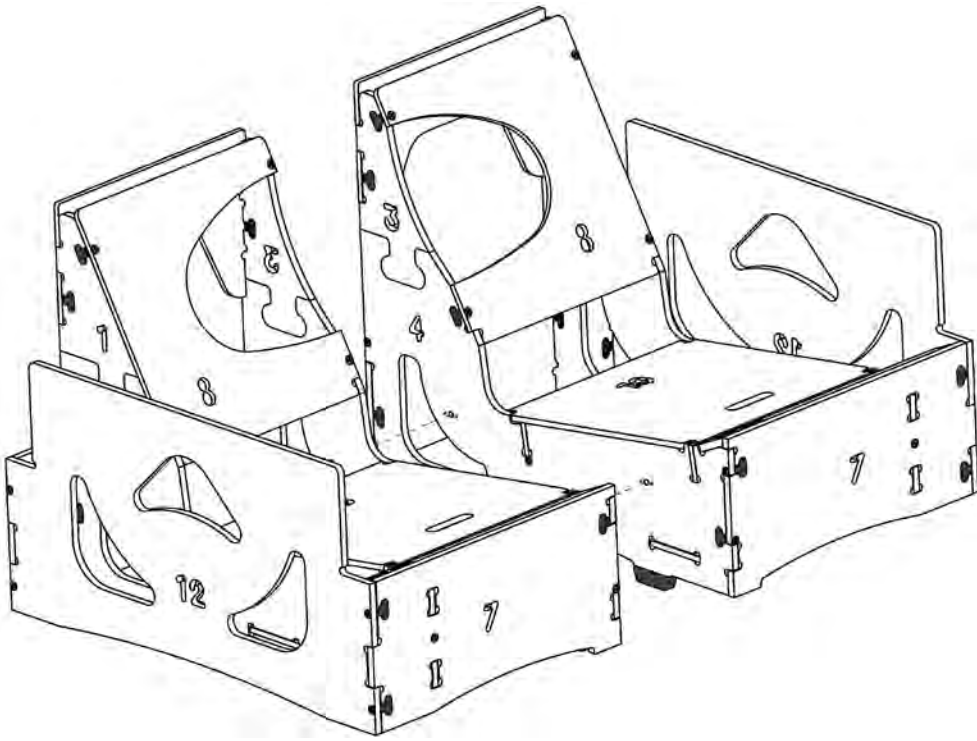


**13** Place part 13 on the top of parts 2 and 4.



This completes assembly for the right portion of the frame. You will have one piece of wood left, part 14. It will be used later during fabric assembly.

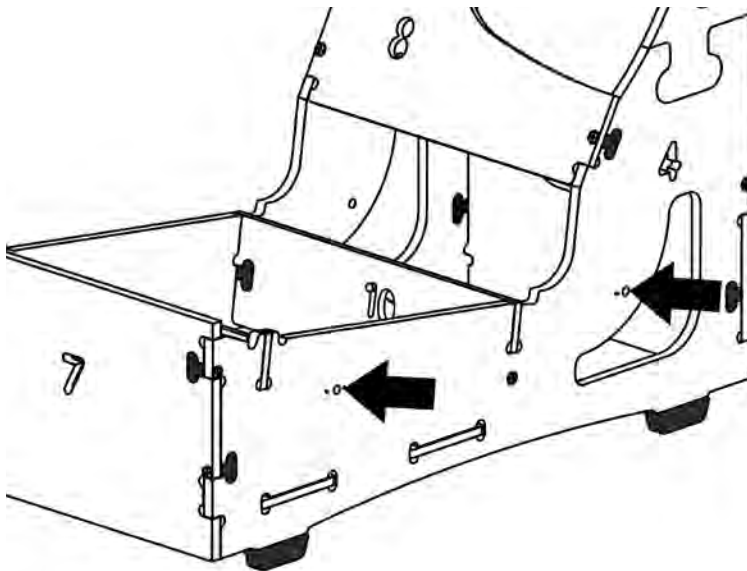
# Joining Left & Right Sides of the Frame



Connector Bolt

Join the frames together with the connector bolts from the parts bags. A cut away showing how these connector bolts will be used is shown above.

There are holes for the connector bolts at the front and back of the frames as indicated by the arrows in the diagram below. Remove the storage lids to access these holes. Align the frames and slide the connectors into the holes. Tighten the wingnuts to draw the sides together.



# Fabric & Foam Assembly

Most of the fabric covers come inside out. (It is the way they are sewn and protects the fabric surface in shipping.) Unfold them all in preparation for assembly. To unfold a piece with a zipper just pull the zipper apart as shown in the picture to the right.



You can snip off any loose hanging threads from any of the covers. They are left long during automatic trimming in the sewing process. Snipping them won't affect the strength of the seams.

Beauty tips: In addition to these printed instructions you may want to watch our beauty tips videos on the customer service page of the website. The videos show demonstrations on how to apply the fabric covers and make them look smooth and wrinkle-free.

## Fabrics



Frame Back Cover (1)



Seat Cushion Cover (1)



Back Cushion Cover (1)



Arm Cover (2)



Arm Panel Cover (2)



Frame Front Cover (1)



Elite Fabric (2)

## Foam



Seat Cushion (1)



Top Rail Piece (2)

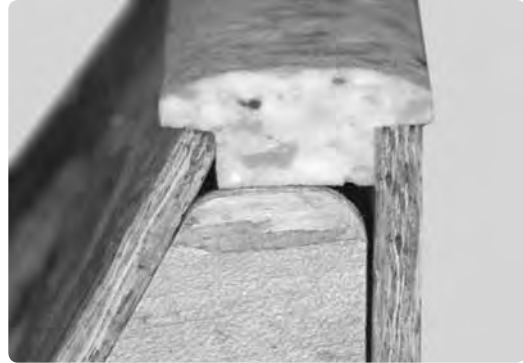


Back Cushion (1)



Arm Foam (2)

- 1** Take the Top Rail Foam and place it on the top of the frame. Push it down into position between the front and back wood pieces.



- 2** Take an Arm Panel Cover and slide it over the right frame part 12. Be sure the top part of the cover is unfolded. If it isn't, the cover will hang on the wrong side of the frame.



- 3** Take the other Arm Panel Cover and slide it over the left frame part 12. Be sure the top part of the cover is unfolded. If it isn't, the cover will hang on the wrong side of the frame.



4

Take the Frame Back cover (its the largest of the fabric pieces) and place it over the back of your frame.



5



Locate the two wood pieces #14. Slide one of them into the sleeve sewn into the Front Cover. (Use sanding block if wood doesn't slide smoothly.)



Slide the other wood part into the other side of the sleeve. It may be helpful to kneel on the cover to keep it from moving.



Place the cover on the Chair to form the front edge as shown.

6

Now you can fasten the velcro closures at the front and back of the frame.

Front



Back



7

Cover the two arm foams with the elite fabrics. The elite is a white silky material that will help the Arm cover slide over the foam. Wrap the foam smoothly and stuff the edges into the slot as shown. Make sure all of the foam is covered or the cover in step 8 will not slide smoothly into position.



8

Take the Arm Cover and the elite covered arm foam and follow the sequence below.



Find the square corner of the arm cover and the square corner of the arm foam.



Put the cover over the end of the foam, aligning the square corners.



Then turn the arm over and smash the foam down so that you can slip the foam inside the other end of the cover. It helps to stand in order to use your weight to smash the foam down.



When you release the smashed foam...



...it will spring into position inside the cover.



Make adjustments to get it all straightened out.



Velcro the 2 flaps together...



...and push them into the groove on the bottom of the arm.



Place the arms onto the frame and slide them down into position. The square corner goes toward the inside.



The frame goes up into the slot on the underside of the arms.

**9**

Find the Seat Cushion Cover and Seat Cushion Foam and follow the sequence below.



Match the rounded front edge of the seat cushion foam with the rounded edge of the seat cushion cover.



Position the cover over the foam and align the corners of the foam cushion with the corner seams of the cushion cover.



You can stick your hand right up in there to get everything smooth.



Working your way around the sides of the cushion pull the corners of the cover onto the foam...



...and zip up the cover.



Place the seat cushions on the frame. The rounded edge of the cushion goes toward the front.

**10** Find the Back Cushion Covers and the dacron filled Back Cushions and follow the sequence below.



When filling the back cushion, match up the curved shape of the back cushion with the curved shape of the cover.



Push the filler into the cover. You can reach way up in there to fill out the corners.



Zip up the cover.



You can knead the cushion on the floor to straighten and smooth it out.



You can further straighten and smooth the back cushion by striking it on the floor with several good whoops.



Change ends of the cushion and repeat.



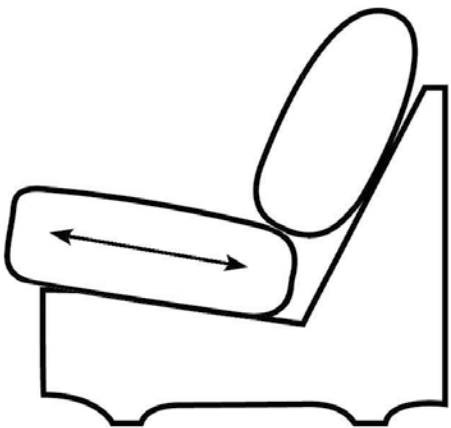
This is also the way you can "fluff" the cushions in the future.



Take the Back Cushion and place it on the frame.



Congratulations, assembly is now complete.



#### **SEAT DEPTH ADJUSTMENT**

The furniture is designed to allow for seat depth adjustments. The normal setting for the cushions to protrude is 1½" out in front of the frame. Slide the seat cushion in or out to adjust to your own seat depth preference.



#### **REMEMBER**

You can snip off any hanging threads from the covers. They are left long during automatic trimming in the sewing process. Snipping them won't affect the strength of the seams.

Blank

Blank

Home Reserve products are  
made in the USA under patents:

#6,267,446

#6,568,058

#6,981,747

#7,044,557

#7,523,989

