

Bolton™

Center Tension Synchro-Tilt User Instructions



1. Automatic Back Support & Optional Lumbar Support
2. 1D, 3D, 4D Arm Adjustability
3. Seat Depth Adjustment
4. Seat Height Adjustment
5. Upright Back Lock
6. Back Tension Adjustment

1. Automatic Back Support & Optional Lumbar Support:

Automatic back support adjustment based on your body contouring. If a (visible) height adjustable lumbar support component is installed please grab the component on the rear side of the back and raise or lower to the desired and supportive height.

Benefits of Back & Optional Lumbar Support:

Proper back support allows you to maintain a natural and comfortable curvature of the back. The Bolton provides for a self-adjusting and fitting level of personalized lower (lumbar), middle and upper back support through the passive responsive fitting of the mesh back shape to the user's back. A height adjustable lumbar component may have been selected as well.

2. 1D, 3D, 4D Arm Adjustability

Raise or lower the arms to the desired height by pushing the button located on the front of the arm post (under the arm cap) for fitting and comfortable support. If equipped with 3D arms please slide the arm cap back or forth and pivot as desired to accommodate you and your work needs.

Benefits of Arm Adjustability:

Most office chairs have armrests that allow a user to occasionally rest their arms while sitting. For many tasks the provision of arm support can reduce upper body fatigue, allow for easier shifts in body position when sitting, and make it much easier to enter and exit the chair. Armrests help to decrease body flexion, knee and hip movements, thereby reducing stress in the knee and hip joints during sitting-to-standing transitions, which is an especially important consideration for an aging workforce. Bolton 4D arms are height, depth, width and rotationally (arm cap pivot) adjustable allowing you to comfortably support forearms or elbows on the generously sized soft arm-caps while sitting with your shoulders relaxed, once adjusted the caps lock in place. The armrests should not interfere with access to the work-surface or any other chair adjustments.

3. Seat Depth Adjustment:

Adjust the seat depth by lifting the lever located under the left hand side of the seat. Adjust the seat to allow for maximum support while avoiding any undue pressure behind the knees.

Benefits of the Seat Depth Adjustment:

With your body all the way back in the seat you should experience the full support of the seat for hips, posterior and thighs with little to no pressure under the front of the thigh (waterfall seat cushion).

4. Seat Height Adjustment:

Adjust the seat height by lifting the lever located under the right hand side of the seat. Once adjusted you should have your feet flat on the floor with your upper to lower legs at approximately 90°.

Benefits of the Seat Height Adjustment:

With your body all the way back in the seat you should experience the full support of the seat for hips, posterior and thighs with little to no pressure under the front of the thigh (waterfall seat cushion). Undue pressure in turn may hamper blood circulation in lower legs potentially causing an ache, pain or injury. The Bolton seat provides comfort through generously dimensioned high quality seat foam allowing for precise weight distribution and support.

5. Upright Back Lock:

Lock the back in the upright position by pushing the handle located under the right hand side of the seat inward (same handle used for seat height adjustment). Unlock the back by releasing your weight from the back and pulling the handle outward.

Benefits of the Back Lock:

Locking the chair back is contrary to the need for movement and unnecessary when the back tension is properly set allowing for balanced resistance. The upright back lock is offered to accommodate possible task needs and personal preferences.

6. Back Tension Adjustment:

Adjust the tension by rotating the knob located in the middle under the seat. Rotate the knob counter clockwise to increase and clockwise to decrease the back tension as needed to allow for comfortable support as well as back and forth movement.

Benefits of the Back Tension Adjustment:

Tension adjustment allows for the reclining back resistance to fit your shape, size and preference. Once properly adjusted the tension setting should allow for balanced resistance and freedom to lean forward and back. Balanced resistance: the chair will remain in the chosen reclined position without you having to use any muscle groups- the chair works for you rather than you working for the chair.



1. Automatic Weight Balanced Tension Adjustment
2. Automatic Back Support & Optional Lumbar Support
3. 1D, 3D, 4D Arm Adjustability
4. Seat Height Adjustment
5. Seat Depth Adjustment
6. Multiple Position Back Lock Adjustment

1. Automatic Weight Balanced Tension Adjustment:

The reclining back tension automatically adjusts for size and shape allowing for comfortable support as well as supportive back and forth movement.

Benefits of the Weight Balanced Tension Adjustment:

Tension adjustment allows for the reclining back resistance to fit your shape, size and preference. The weight balanced mechanism automatically adjusts the reclining force to your size and shape providing for balanced resistance and freedom to lean forward and back. Balanced resistance: the chair will remain in the chosen reclined position without you having to use any muscle groups - the chair works for you rather than you working for the chair.

2. Automatic Back Support & Optional Lumbar Support:

Automatic back support adjustment based on your body contouring. If a (visible) height adjustable lumbar support component is installed please hold the component on the rear side of the back and raise or lower to the desired and supportive height.

Benefits of Back/Lumbar Support:

Proper back support allows you to maintain a natural and comfortable curvature of the back. The Bolton provides for a self-adjusting and fitting level of personalized lower (lumbar), middle and upper back support through the passive responsive fitting of the mesh back shape to the user's back.

3. 1D, 3D, 4D Arm Adjustability

Raise or lower the arms to the desired height by lifting the lever located on the outside of the arm post (under the arm cap) for fitting and comfortable support. Push the buttons to slide the arm cap back or forth, side to side and pivot as desired to accommodate you and your work needs.

Benefits of Arm Adjustability:

Most office chairs have armrests that allow a user to occasionally rest their arms while sitting. For many tasks the provision of arm support can reduce upper body fatigue, allow for easier shifts in body position when sitting, and make it much easier to enter and exit the chair. Armrests help to decrease body flexion, knee and hip movements, thereby reducing stress in the knee and hip joints during sitting-to-standing transitions, which is an especially important consideration for an aging workforce. Bolton 4D arms are height, depth, width and rotationally (arm cap pivot) adjustable allowing you to comfortably support forearms or elbows on the generously sized soft arm-caps while sitting with your shoulders relaxed. The armrests should not interfere with access to the work-surface or any other chair adjustments.

4. Seat Height Adjustment:

Adjust the seat height by lifting the lever located under the right hand side of the seat. Once adjusted you should have your feet flat on the floor with your upper to lower legs at approximately 90°.

Benefits of the Seat Height Adjustment:

With your body all the way back in the seat you should experience the full support of the seat for hips, posterior and thighs with little to no pressure under the front of the thigh (waterfall seat cushion). Undue pressure in turn may hamper blood circulation in lower legs potentially causing an ache, pain or injury. The Bolton seat provides comfort through generously dimensioned high quality molded seat foam allowing for precise weight distribution and support.

5. Seat Depth Adjustment:

Adjust the seat depth by lifting the lever located under the right hand side of the seat. Adjust the seat to allow for maximum support while avoiding any undue pressure behind the knees.

Benefits of the Seat Depth Adjustment:

With your body all the way back in the seat you should experience the full support of the seat for hips, posterior and thighs with little to no pressure under the front of the thigh (waterfall seat cushion).

6. Multiple Position Back Lock Adjustment (includes upright):

Lock the back, preventing the back from reclining, by rotating the handle/knob located under the left hand side of the seat counter clockwise. Unlock the back by releasing your weight from the back and rotating the handle/knob clockwise.

Benefits of the Back Lock:

Locking the chair back is contrary to the need for movement and unnecessary when the back tension is properly set allowing for balanced resistance. The upright back lock is offered to accommodate possible task needs and personal preferences.