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## Global 9326BK-JN01

# Global Fabric Task Chair 9326BK-JN01 User Manual

Model: 9326BK-JN01 | Brand: Global

### IMPORTANT SAFETY INFORMATION

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For safe use, ensure the chair is fully assembled and all fastenings are secure. This chair has a maximum weight capacity of 250 lbs. and meets or exceeds ANSI/BIFMA standards. Always check the chair for stability before use.

- Do not exceed the maximum weight capacity of 250 lbs.
- Regularly inspect all bolts and screws for tightness. Retighten as necessary.
- Do not stand on the chair.
- Use the chair only for its intended purpose as an office task chair.

### PRODUCT OVERVIEW

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The Global Fabric Task Chair 9326BK-JN01 is designed for office environments, providing comfort and support. Key features include built-in lumbar support, an armless design for versatility, and a pneumatic seat-height adjustment system.



An image of the Global Fabric Task Chair, model 9326BK-JN01, in navy fabric. The image displays the overall dimensions: 17.5 inches to 22.5 inches in height, 25 inches in depth, and 22 inches in width at the base.

### Features:

- Navy fabric upholstery for durability and appearance.
- Built-in lumbar support to reduce back tension.
- Pneumatic seat-height adjustment for customizable seating positions.
- Armless design for easy movement and space-saving under desks.
- Twin-wheel carpet casters for mobility on various surfaces.
- Rated for up to 250 lbs. based on an 8-hour workday.

### SETUP / ASSEMBLY INSTRUCTIONS

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Partial assembly is required for this task chair. The assembly process is designed to be straightforward and typically does not require specialized tools.

#### Assembly Steps:

1. **Unpack Components:** Carefully remove all parts from the packaging. Verify that all components listed in the packing list are present.
2. **Attach Casters to Base:** Insert the twin-wheel carpet casters into the holes at the end of each leg of the chair base. Push firmly until they click into place.
3. **Insert Gas Lift:** Place the gas lift cylinder into the center hole of the assembled chair base.
4. **Attach Seat to Gas Lift:** Carefully place the seat assembly onto the top of the gas lift cylinder. Ensure it is centered and fully seated.
5. **Attach Backrest:** Secure the backrest to the seat mechanism using the provided hardware. Ensure all screws are tightened securely.

6. **Final Check:** Before use, ensure all connections are secure and the chair is stable.

## OPERATING INSTRUCTIONS

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### Pneumatic Seat Height Adjustment:

- To **raise** the seat: While seated, lift the adjustment lever located under the right side of the seat. The seat will rise. Release the lever at the desired height.
- To **lower** the seat: While seated, lift the adjustment lever. Apply slight body weight to the seat. The seat will lower. Release the lever at the desired height.

### Chair Mobility:

The chair is equipped with twin-wheel carpet casters, allowing for easy movement across carpeted and hard floor surfaces. Ensure the path is clear of obstructions before moving the chair.

## MAINTENANCE AND CARE

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- **Cleaning Fabric:** For general cleaning, spot clean the fabric with a mild detergent and a damp cloth. Avoid saturating the fabric. Test any cleaning solution on an inconspicuous area first.
- **Frame Cleaning:** Wipe the plastic and metal components with a soft, damp cloth.
- **Regular Inspection:** Periodically check all screws and bolts to ensure they remain tight. Retighten as needed to maintain stability and safety.
- **Avoid Harsh Chemicals:** Do not use abrasive cleaners, solvents, or strong chemical agents, as these can damage the chair's materials.

## TROUBLESHOOTING

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- **Chair is unstable:** Ensure all assembly screws are fully tightened. Check that the gas lift is properly seated in the base and seat mechanism.
- **Difficulty adjusting seat height:** Verify that the adjustment lever is functioning correctly and not obstructed. Ensure the gas lift cylinder is not damaged.
- **Squeaking noises:** Apply a small amount of silicone-based lubricant to moving parts or connection points, particularly where the seat and backrest attach to the mechanism.
- **Casters not rolling smoothly:** Check casters for accumulated debris (hair, lint) and clean as necessary. Ensure casters are fully inserted into the base.

## SPECIFICATIONS

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Attribute	Detail
Brand	Global
Model Number	9326BK-JN01
Color	Navy
Overall Dimensions (H x W x D)	17.5-22.5"H x 21"W x 25"D
Seat Dimensions (W x D)	21"W x 17"D

Maximum Weight Recommendation	250 lbs.
Material	Fabric (Textile), Foam fill
Item Weight	31.2 pounds
Arm Style	Armless
Special Feature	Lumbar Support, Sturdy
Standards Met	ANSI/BIFMA

## WARRANTY INFORMATION

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This Global Fabric Task Chair 9326BK-JN01 comes with a **Lifetime Limited Warranty**. This warranty covers defects in materials and workmanship under normal use. For specific details regarding coverage, limitations, and how to make a warranty claim, please refer to the official Global warranty documentation or contact Global customer support.

## CONTACT INFORMATION

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For further assistance, technical support, or warranty inquiries, please contact Global customer service:

- **Website:** [www.globalfurnituregroup.com](http://www.globalfurnituregroup.com) (Please refer to the official website for the most current contact details.)
- **Phone:** Refer to the manufacturer's website for regional contact numbers.