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› Alera Taunton Ergonomic Mesh Swivel Office Task Chair User Manual (Model ALE TN41BME18)

Alera Taunton ALE TN41BME18

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Model: ALE TN41BME18

INTRODUCTION

Thank you for choosing the Alera Taunton Ergonomic Mesh Swivel Office Task Chair. This manual provides detailed instructions for assembly, operation, maintenance, and troubleshooting to ensure you get the most out of your chair. Please read this manual thoroughly before assembly and use, and retain it for future reference.



Image: The Alera Taunton Ergonomic Mesh Swivel Office Task Chair positioned at a desk in an office environment.

SETUP AND ASSEMBLY

Before beginning assembly, ensure all components are present and undamaged. It is recommended to assemble the chair on a soft, clean surface to prevent scratches. No additional tools are typically required as necessary tools are usually included.

1. **Unpack Components:** Carefully remove all parts from the packaging and lay them out. Verify against the parts list (not provided in this manual, refer to packaging).
2. **Attach Casters to Base:** Insert the five casters into the holes at the end of each leg of the five-star base. Push firmly until they click into place.
3. **Insert Gas Lift:** Place the gas lift cylinder into the center hole of the five-star base.
4. **Attach Seat Mechanism:** Secure the seat mechanism to the underside of the seat cushion using the provided screws. Ensure the front of the mechanism aligns with the front of the seat.

5. **Connect Backrest to Seat:** Attach the backrest to the seat mechanism using the designated screws.
6. **Attach Armrests:** Secure the armrests to the seat using the provided screws. Ensure they are oriented correctly.
7. **Place Seat Assembly onto Gas Lift:** Carefully place the assembled seat and backrest onto the gas lift cylinder, ensuring it is centered.
8. **Attach Headrest:** Slide the headrest into the designated slots at the top of the backrest.





Image: Front view of the assembled Alera Taunton Ergonomic Mesh Swivel Office Task Chair, showcasing its design.

OPERATING INSTRUCTIONS (ADJUSTMENTS)

The Alera Taunton chair offers multiple adjustment features to customize your seating experience for optimal comfort and ergonomic support.

- **Seat Height Adjustment:** Locate the lever on the right side, under the seat. Pull the lever up to raise the seat. To lower, remain seated and pull the lever up. Release the lever at the desired height.
- **Armrest Height Adjustment:** Press the button located on the side of each armrest support. While holding the button, move the armrest up or down to your preferred height. Release the button to lock it in place.
- **Headrest Adjustment:** The headrest can be adjusted for both height and angle. Gently push or pull the headrest to adjust its angle. To adjust height, slide the headrest up or down along its support.
- **Lumbar Support Adjustment:** The lumbar support is height adjustable. Locate the lumbar support pad on the backrest and gently slide it up or down to align with the natural curve of your lower back.
- **Synchro-Tilt Mechanism:** This mechanism allows the backrest and seat to recline in a synchronized motion. Engage the tilt function by pulling out the lever on the left side, under the seat.
- **Upright Tilt Lock:** To lock the chair in an upright position, push the left lever in. To unlock and allow reclining, pull the lever out.
- **Tilt Tension Knob:** The round knob located under the front of the seat controls the resistance of the recline. Turn clockwise to increase tension (making it harder to recline) and counter-clockwise to decrease tension (making it easier to recline).





Image: Close-up view highlighting the height and width adjustable armrests with soft arm pads.

Height and width adjustable armrests

Soft arm pads support forearms and shoulders



Image: Rear view of the chair illustrating the height and angle adjustable headrest, breathable mesh upholstery, and height adjustable lumbar support.

MAINTENANCE

Regular maintenance will prolong the life and appearance of your Alera Taunton chair.

- **Cleaning Mesh Fabric:** Use a soft cloth dampened with mild soap and water to gently wipe down the mesh backrest and seat. Avoid abrasive cleaners or harsh chemicals. Allow to air dry completely.
- **Cleaning Frame and Base:** Wipe metal and plastic components with a soft, damp cloth.
- **Caster Maintenance:** Periodically check casters for accumulated hair or debris and clean as needed to ensure smooth rolling.
- **Hardware Check:** Every six months, inspect all screws and bolts to ensure they are tight. Retighten if necessary to

maintain stability.

TROUBLESHOOTING

If you encounter issues with your chair, refer to the following common problems and solutions:

Problem	Possible Cause	Solution
Chair does not raise or lower	Gas lift malfunction or lever not engaged	Ensure the height adjustment lever is fully engaged. If the issue persists, the gas lift may need replacement.
Chair squeaks or wobbles	Loose hardware	Check and tighten all screws and bolts, especially where the backrest attaches to the seat and the mechanism to the seat.
Difficulty reclining or locking tilt	Tilt tension too high/low or lock not engaged	Adjust the tilt tension knob. Ensure the tilt lock lever is fully pushed in (locked) or pulled out (unlocked).
Casters not rolling smoothly	Debris in casters	Remove any hair, dust, or debris from the caster wheels.

SPECIFICATIONS

Key specifications for the Alera Taunton Ergonomic Mesh Swivel Office Task Chair:

- **Model Name:** Taunton
- **Model Number:** ALE TN41BME18
- **Brand:** Alera
- **Color:** Black
- **Material:** Mesh (Upholstery), Metal (Frame), Foam (Fill)
- **Product Dimensions (D x W x H):** 27.48" x 28.31" x 51.89"
- **Item Weight:** 39.9 pounds
- **Maximum Weight Recommendation:** 275 pounds
- **Seat Depth:** 17.52 inches
- **Additional Features:** Ergonomic, Adjustable Seat, Arms, Headrest, Lumbar Support, Synchro-Tilt, Tilt Lock, Tension Knob
- **Indoor/Outdoor Usage:** Indoor



Image: Detailed diagram illustrating the various dimensions of the Alera Taunton Ergonomic Mesh Swivel Office Task Chair.

WARRANTY AND SUPPORT

For warranty information, specific product support, or to inquire about replacement parts, please refer to the documentation included with your purchase or contact the manufacturer directly.

You may also visit the official Alera store for more information: [Alera Store on Amazon](#)

ASK A QUESTION ABOUT THIS MANUAL

Ask about setup, troubleshooting, compatibility, parts, safety, or missing instructions. Manuals+ will review the question and use this page's manual context to help answer it.

Name

Anonymous

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After a successful submission, we securely hash the supplied account or form email before sending it to Microsoft Advertising for

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Question

Example: How do I reset this device or fix this error?

Details

Model number, symptoms, what you tried, or the section of the manual you are using.

Submit question