



Go Anywhere Traveling Salon and Stylist Chair

Assembly / Disassembly Instructions

Congratulations on your purchase!

Here are a few important tips on the care and maintenance of your new
Portable Stylist Chair

There is only one way to get the genie back in the bottle... Following these simple tips will expedite repacking of your chair.

When you open the case for the first time, it is strongly recommended that you take your cell phone camera out and take pictures of how the chair is tightly packed into this case.

1 - Lift the front felt liner flap out to the front of the case.

2 - Lift the chair base off the seat cylinder post adapter (Notice that the chair base center slips over and straddles the gas lift cylinder adapter) place the chair base to the side.

3 - Lift the out seat bottom with the arms attached and place to the side. (*Notice that there are 3 operational levers! Only two [2] of them function with this chair).

1. *The Front Right (Seat Height) Lever is inoperative.
2. Rear Right Lever – Backrest Recline Adjustment & Lock
3. Middle Left Lever – Seat Tilt Adjustment & Lock

*Make sure to **lock the tilt lever and recline levers** before sitting in the chair. If these levers are left in their up an unlocked position, the seat bottom and backrest will move freely. **Just be aware to lock these levers in a desired position before use.**

Fold the “Right” flap of the felt liner to the right outside the case



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Installing the Lift Assembly

4 - Remove the pouch on the bottom right hand side of the case containing the hydraulic pump, pump foot lever and 10mm Cam-Bolt to attach the base to the Lift. Take out the hydraulic lift assembly and place the lift into the chair base.

Please be careful, this unit is heavy and should be handled with care!

5 - Next, locate the 10mm Cam lever-bolt and the large flat washer.

6 - Insert the 10mm bolt through the washer, tip the chair base up and locate and lineup the bolt with the screw hole opening at the bottom of the hydraulic lift assembly.

7 – Be careful not to cross-thread the 10mm bolt: Rotate the bolt clockwise (righty-tighty) into the base of the hydraulic lift until snug. At this point you can move the attached lever so that the pump is secured into the chair base. The lever should be in a position where it is tight and 90° degrees to the bottom of the pump base.

8 – Next, using the attached 8mm thumb screws located on the left and right side of the pump housing, loosen the screws just enough to allow the foot pump lever assembly ends to be fully inserted into the openings and then snug the thumb knobs (clockwise) to tighten and prevent the pump lever from coming loose. (Note there is a front and back of the pump mechanism and installing the foot pump lever in the reverse will not operate the pump correctly. If this occurs just flip the Foot Lever to the opposite side of the pump.)

Installing the Footrest

9 - Locate the footrest tucked in next to the seat back in the bottom of the case and remove the attached thumbscrew. (Make sure to replace this thumb screw when you repack the chair.)



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10 - On the underside front edge of the seat bottom there is a slotted plate attached where you will slide the footrest assembly into. Next, take the thumbscrew you just removed and install it back into the footrest (be careful not to cross-thread or force this screw). Properly aligned, it should spin right in (remember Righty-Tighty / Lefty -Loosey) snug is good.

Installing the Seat Bottom on the hydraulic pump.

There are a number of ways that this can be accomplished, find the one that's easiest for you.

11 - Take the seat bottom with the footrest attached, lay the seat assembly on its side and join the piston of the hydraulic pump to the seat plate (make sure that the piston of the hydraulic pump is fully seated in the seat plate adapter). Take the tethered 1/4 x 20 thumb knob, and screw that into the opening on the side of the seat plate piston adapter, making sure that it is tight (do not over tighten).

12 - Now tip the entire chair upright, you can flip the arms up or leave them down, your choice.

12a - **The armrest adjustment:** The armrests have 2 buttons each. The button on the side of each arm raises and lowers the armrest higher or lower. The half moon shaped button, located near the bottom of the armrest, is for unlocking and folding the arms back, out of the way of your clients elbows. (It's important to remember that when repacking the chair, the armrests need to be in the full down [Lower] position and folded to the back of the chair).

13 - Flip the Left Felt Liner to the left of the case exposing the seat back and headrest.

14 - Locate and loosen, [not too much] (counter clockwise) the backrest tension knob at the back of the chair and insert the post of the seat back into the receiver at the back of the seat. Tighten the knob to hold the seat back in the desired position.



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15 - Remove the headrest from the back left of the case and insert the posts of the headrests into the post receivers on the back of the chair. The receivers are located on the top of the seat back cushion.

15a - The headrest can be adjusted by locating the small button at the top of the seat back cushion. This button will allow you to raise and lower the headrest and remove it for packing.

Disassembling and Repacking your Chair

1 - Remove the headrest and place it to the side. Locate the adjustment button to release.

2 - Locate and loosen the backrest height adjustment tension knob located at the back chair. Once loosened, locate the spring loaded button at the front base of the backrest post, press that button while lifting the backrest up and out of the backrest mechanism.

3 - Place the backrest in the bottom left of the case with seatback face up and the post to the right. Tuck the Headrest next to the seatback as close as possible to the back left corner of the case with the posts of the headrest pointing up toward you and the case lid. Fold the left flap of the felt liner over the seatback cushion.

4 - Next, While the chair is still upright this could be a good time to loosen the footrest thumb knob and unscrew it completely. Slide the footrest out of the seat bottom receiver and return the thumb knob screw back to the footrest securing it for the next time you need it.

5 - Place the footrest next to the backrest with the T-Bar down toward the back of the case with the bend of the footrest upward.

6 – Next, locate and loosen and remove the 1/4” x 20 tethered thumb screw on the seat plate adapter releasing tension on the hydraulic pump piston.



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7 - With the arms in the full down position and folded back lift the seat bottom off the hydraulic pump and place to the side.

8 - Next, locate and loosen (counterclockwise) the 2 - 8mm thumb knobs that hold the hydraulic pump foot lever in the pump and remove the lever by pulling this assembly toward you. Once removed you can turn these screws back in for safe keeping.

9 - Next, tip the chair base up on its side or in a comfortable working position and pull the cam-lever towards you until it releases the pressure on the lock washer, unscrew (counterclockwise) and remove completely. Place the Cam-Bolt back in the pouch.

10 - Next, remove the hydraulic lift assembly out of the chair base and return the Hydraulic Lift, Pump Lever, 10mm Cam-Bolt and Washer to the pouch for safe keeping.

11 - Place the pouch with the pump parts to the right of the footrest in the bottom of the case. Looking at the bottom of the case you should see: from left to right, the backrest and headrest with the left flap folded over the seatback, the footrest to the right of the backrest with the T-Bar toward the back of the case bend up, to the right of that you should have the hydraulic pump kit pouch, all neatly lined up. Fold the Right flap in and tuck it in to make room for the seat bottom.

12 - Next, (This is very important!) be careful to make sure that the seat bottom goes in the case with the seat cushion face down and the arms to the right with the chair tilt mechanism face up! You will also need to press the seatback recline and tilt levers fully down against the chair bottom (note that you will hear a distinct snap as the seatback spring unlocks. This is a very tight pack and you may have to press down and snug the chair down in to the case as much as you can.



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13 - This step is also extremely important! Take the chair base, with the feet down, locate and align the center of the chair base with the cylinder post adapter attached to the seat bottom. This is a bit tricky and requires you to rotate the base so that it seats down snugly around the chair bottom. Once you have that done you're ready for the last step.

14 - Lastly, fold the front flap onto the top of the chair base making sure that none of the felt flaps are getting pinched in the hinges or lip of the case lid.

That's it! You're Done!

If You have any questions whatsoever, please do not hesitate to give us a call:
1-833-269-9739 Cozy Roadie®

Videos for this chair will be available soon. In the meantime checkout our website www.cozyroadie.com and YouTube® Channel for more information about Cozy Roadie®