

Assembly / Disassembly Instructions

Congratulations on your purchase!

Here are a few important tips on the care and maintenance of your new **Road Warrior - Portable Tour Chair**

There is only one correct 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 wheelbase off the seat plate adapter (Notice that the wheelbase center slips over and straddles the "Seat Plate" adapter. *Also notice how the wheels are positioned around the seat so that the wheelbase nests on the seat bottom.) Place the wheelbase to the side.
- 2a Make sure to lift or 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 recline move freely. Just be aware to lock these levers in a desired position before use.

Notice that there are three (3) operational levers on the Seat Bottom! All of them function with this chair.

- 1. Front Right Lever Raise and Lower Seat. Simply Pull Lever Up
- 2. Rear Right Lever Backrest Recline Adjustment & Lock
- 3. Middle Left Lever Seat Tilt Adjustment & Lock
- 3 Lift the seat bottom assembly with the arms attached and place to the side.



3a - Fold the "Right" flap of the felt liner to the right outside the case (notice the zipper pouch to the right and just to the left and center the footrest assembly).

Installing the Gas Lift Assembly

4 - Remove the pouch on the right hand side of the case, just to the right of the footrest assembly. Remove the Gas lift assembly from the pouch and place the 2" wide bottom of the lift (with lower Quick Release attached) into the wheelbase. Give it a good shove to stick it in the base. If the gas lift doesn't initially stick into the wheelbase, a slight adjustment of the lower quick release might be necessary. Do this by looking down at the wheelbase at the QR (Quick Release) assembly, rotating the bumpy knob (above the chrome U-Shaped handle) counterclockwise (to the left) a turn or two will raise the quick release up and away from the wheelbase collar allowing the cylinder to stick into the base. If the cylinder gets stuck in the base, then reverse this process by turning the QR adjustment (Bumpy Knob) Clockwise (to the right).

*Caution - Rotating this ring (The Bumpy Knob) in the extreme clockwise or counterclockwise direction is not recommended and will damage the lower quick release assembly rendering it ineffective. This action may also void your warranty.

Installing the Footrest

- 5 *Locate the footrest tucked in next to the seat back in the (middle) bottom of the case and remove the attached thumbscrew. (*Notice that the thumb screw is screwed into the top of the footrest attachment. Remove the thumbscrew. (*Make sure to replace this thumb screw when you repack the chair.)
- 6 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 Gas Lift

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

- 7 Take the seat bottom with the footrest attached, lay the seat assembly on its side and join the piston (silver part with the button at the top) of the Gas Lift to the seat plate (make sure that the piston of the Gas Lift is fully seated in the seat plate adapter). Take the tethered $\frac{1}{4}$ " 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 enough that gas lift cylinder does not slide out (do not over tighten).
- 8 Now tip the entire chair upright, you can flip the arms up or leave them down, your choice.
- 9 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 you or 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 arms folded to the back of the chair).
- 10 Flip the Left Felt Liner to the left of the case, exposing the seat back and headrest.
- 11 Locate and loosen (counter clockwise) the seatback 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.
- 12 Remove the headrest from the back left of the case and insert the posts of the headrests into the receivers on the back of the chair. The receivers are located on the top of the seat back cushion.



12a - 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 headrest height adjustment button to release.
- 2 Locate and loosen the backrest height adjustment tension knob located at the back of the chair. Once loosened (be careful not to completely unscrew the tension knob), 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 cushion 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 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 toward the back of the case.
- 6 Next, locate and loosen and remove the 1/4" x 20 tethered thumb screw on the seat plate adapter to release tension on the gas lift piston. Leave this knob out of the cylinder adapter.



- 7 With the arms in the full down and folded back position lift the seat bottom off the Gas Lift and place to the side.
- 8 Next, make sure that the bumpy knob of the gas lift lower Quick Release is adjusted so that the chrome u-shaped lever is firm and 90° horizontal to the cylinder. (Once this is adjusted properly you should be able to repeatedly remove the gas lift from the wheelbase with ease.) Step down firmly and briskly on the chrome lever to disengage the cylinder from the wheelbase. (Tip If the Gas Lift gets stuck in the wheelbase then go back to page #2. Paragraph #4 to fine tune the Lower Quick Release.)
- 9 Remove the gas lift from the wheelbase and place in the zippered pouch.
- 10 Place the pouch with the Gas Life to the right of the footrest in the bottom of the case. Looking at the bottom of the case you should see: The backrest and headrest with the left flap folded over the seatback, the foot rest to the right of the backrest with the T-Bar toward the back of the case, to the right of that you should have the Gas Lift pouch all neatly lined up. Fold the Right flap in and tuck it in to make room for the seat bottom.
- 11 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 mechanism face up! Once nested in the case, you will also need to press the seatback 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.
- 12 This step is also extremely important! Take the wheelbase, with the wheels down, locate and align the center of the wheelbase with the cylinder adapter attached to the seat bottom. This is a bit tricky and requires you to rotate the wheelbase so that the wheelbase seats down snugly around the chair bottom. Once you have that done... make sure that each of the wheels are turned so that they nest around the seat bottom. This will become easier each time!



13 - Lastly, fold the front flap onto the top of the wheelbase making sure that none of the felt flaps are getting pinched in the hinges or upper and lower lip of the case lid. Align the upper and lower lid, press the 6 case latches until they click into place and are secured.

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®