

Assembly Instructions ■

Jury Base Seating

Swing-Arm Bases

May 2025



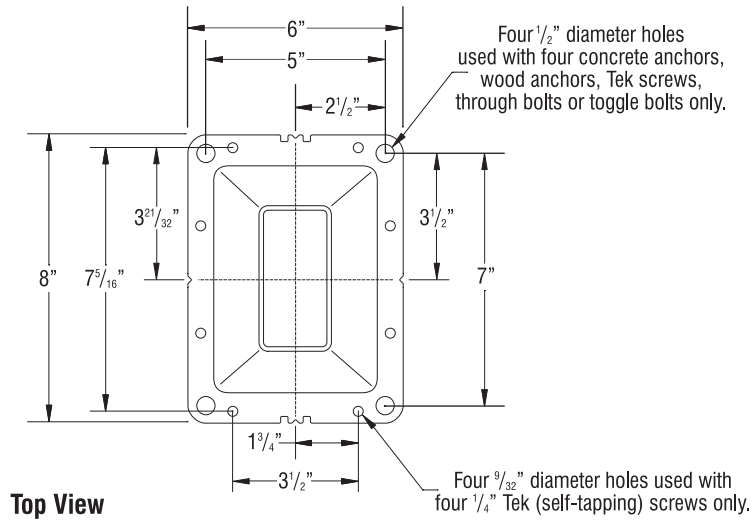
■ Jury Base Seating - Swing-Arm Bases - Floor Anchor Specifications

Assembly Instructions



Assemble units as described herein only. To do otherwise may result in instability. All screws, nuts and bolts must be tightened securely and must be checked periodically after assembly. Failure to assemble properly, or to secure parts may result in assembly failure and personal injury.

Floor Anchor Specifications

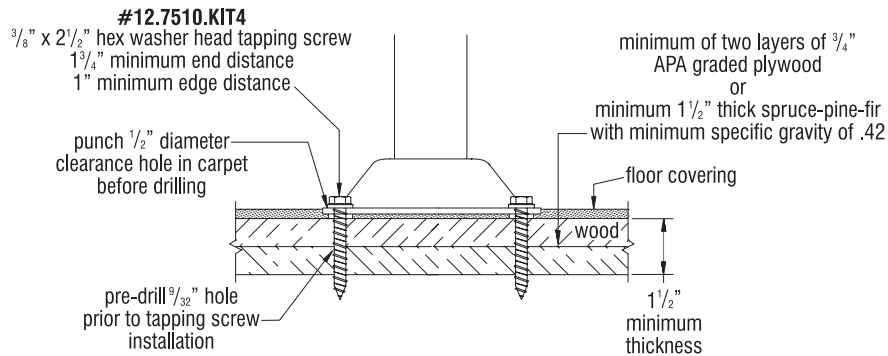


Minimum End Distance

Wood: The distance from center of anchor to the end of the wood floor panel (parallel to the grain).

Minimum Edge Distance

Wood: The distance from center of anchor to the edge of the wood floor panel (perpendicular to the grain).



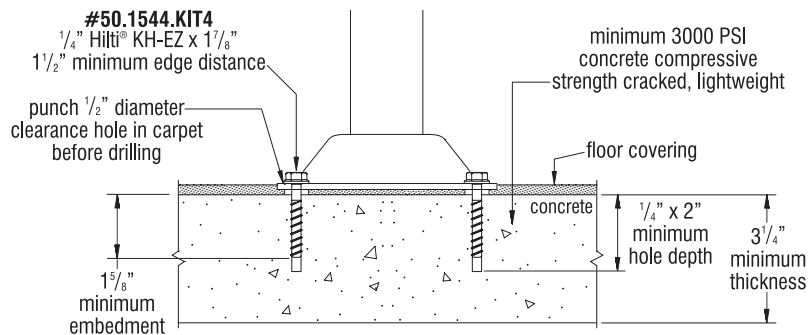
Wood Anchor #12.7510.KIT4



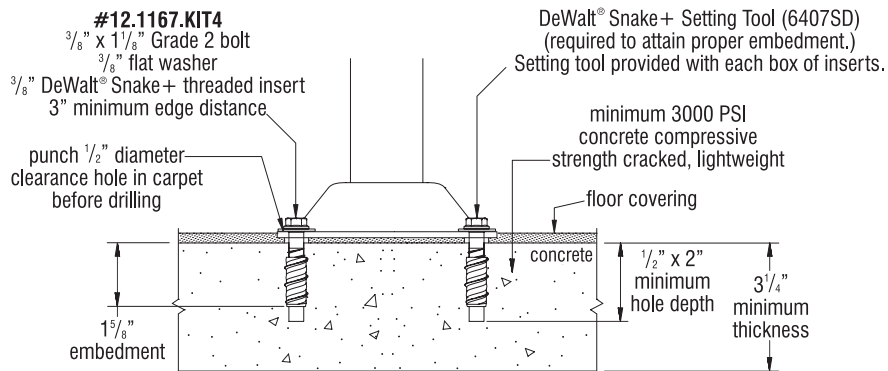
Assemble units as described herein only. To do otherwise may result in instability. All screws, nuts and bolts must be tightened securely and must be checked periodically after assembly. Failure to assemble properly, or to secure parts may result in assembly failure and personal injury.

Minimum Edge Distance

Concrete: The distance from center of anchor to the edge of the concrete material in either direction.



Concrete Anchor #50.1544.KIT4



Concrete Anchor #12.1167.KIT4

■ Jury Base Seating - Swing-Arm Bases - Floor Anchor Specifications

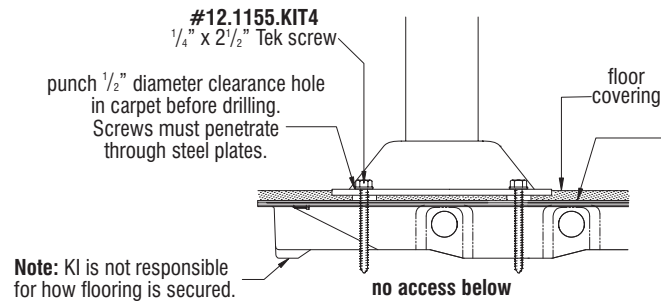
Assembly Instructions



Assemble units as described herein only. To do otherwise may result in instability. All screws, nuts and bolts must be tightened securely and must be checked periodically after assembly. Failure to assemble properly, or to secure parts may result in assembly failure and personal injury.

Minimum Edge Distance

Steel: The distance from center of anchor to the edge of the steel plate in either direction.



Note: Core material negligible. Pre-drilling needed for concrete cores. Pre-drilling may not be required on non-concrete cores.

Steel Plate on Bottom Only:

Minimum thickness required is .09".
Pre-drill through core only - not steel plate.
Diameter to be slightly larger than thread diameter.

Steel Plate on Top Only:

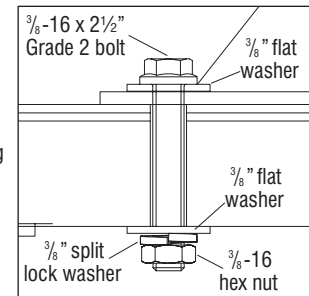
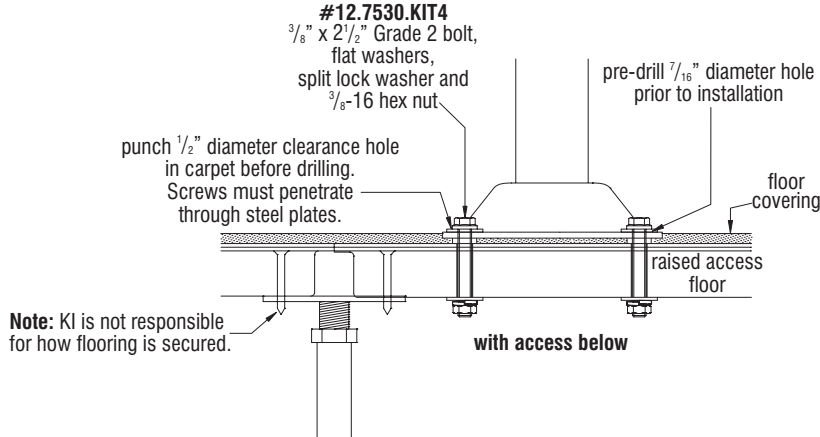
Minimum thickness required is .09".
Pre-drill through top plate and core only.
Diameter to be slightly smaller than thread diameter.

Steel Plate on Top & Bottom:

Minimum thickness of each plate is 0.045".
Pre-drill through top plate and core only.
Diameter to be slightly smaller than thread diameter.

Note: option not approved with concrete or other abrasive core that may damage threads.

Raised Floor Anchor #12.1155.KIT4



Bolt Detail

Raised Floor Anchor #12.7530.KIT4



Assemble units as described herein only. To do otherwise may result in instability. All screws, nuts and bolts must be tightened securely and must be checked periodically after assembly. Failure to assemble properly, or to secure parts may result in assembly failure and personal injury.

TOOLS REQUIRED

- Hammer drill and bit for concrete anchor holes
- Drill and bit for pilot holes in wood floor
- DeWalt® Snake+ setting tool (required to attain proper embedment. Setting tool provided with each box of inserts)
- #3 Phillips head screwdriver bits
- #2 Phillips head screwdriver bits
- Drill motor
- Drill bits set
- Socket set
- Pliers
- Chalk line
- Tape measure

Note: Read these assembly instructions carefully prior to product installation. Product failure and personal injury may result if instructions are not followed.

MINIMUM CONSTRUCTION REQUIRED FOR UPRIGHT INSTALLATION

Wood Floors

- Minimum two layers of $\frac{3}{4}$ " APA Graded plywood or minimum $1\frac{1}{2}$ " thick spruce-pine-fir with minimum specific gravity 0.42.
- Allow minimum embedment $1\frac{1}{2}$ " with lag screws.

Concrete Floors

- Minimum 3000 psi Concrete, compressed strength, cracked, lightweight.
- See specific anchor diagram for minimum anchor embedment.

Raised Floors

- KI is not responsible for how flooring is secured.

Note: Warranty null and void if KI product is installed on flooring not meeting minimum structural requirements stated above.

FLOOR FASTENER REQUIREMENTS

Wood Floors

- $\frac{3}{8}$ " x $2\frac{1}{2}$ " hex washer head tapping screw.
- Four screw assemblies required per base.

Concrete Floors

- See concrete anchor details for specific anchor.
- Four screw or bolt assemblies required per base.

Raised Floors

- See raised floor anchor details for specific anchor.
- Four screw or bolt assemblies required per base.

Note: Floor-mounting fasteners are provided unless specified.

- For questions concerning anchor selection and special floor conditions, please contact KI Customer Service at 1-800-424-2432.

STEPS FOR INSTALLATION

1. Read and review Assembly Instructions.
2. Review space-planning layouts.
3. Review job site and verify field conditions.
4. Verify floor structural conditions.
5. Stage product for installation.
6. Locate and mark layout reference points.
7. Locate and drill holes into floor.
8. Mount bases to floor.
9. Install plastic flange covers.

Jury Base Seating - Swing-Arm Bases

Assembly Instructions



Assemble units as described herein only. To do otherwise may result in instability. All screws, nuts and bolts must be tightened securely and must be checked periodically after assembly. Failure to assemble properly, or to secure parts may result in assembly failure and personal injury.

Jury Base Fixed- & Adjustable-Height Swing-Arm Installation

1. Determine if your installation includes "Fixed-Height Swing Arm Bases" (Figure 1) or "Adjustable-Height Swing Arm Bases" (Figure 2). Stage bases at the appropriate location according to the space-planning layout.

2. With the base flange of the floor mount base correctly placed over the specific location on the floor, mark where the anchor holes are to be drilled into the floor. If installing over carpeting, use a 1/2" diameter hollow punch and cut out carpeting around anchor hole locations.

Note: If installing over carpeting, after two weeks of use, the base flange mounting screws must be rechecked for tightness.

3. Bore anchor holes to required hole depth for floor-type specific floor anchors. See pages 2 through 5 for anchor information. Locate base over pre-drilled holes and drive in (do not tighten) mounting anchors. **Shim under base flange with steel washer(s) as needed to level or compensate for floor variances.** Center the silver flange clips under both 6" sides of the base flanges, making sure that the barbs end is up and insert the locating tabs of the flange so they are tight into the base flange notches, as illustrated (Figures 1 & 2, Detail A).

4. After all bases are positioned and adjusted with shims as needed, securely tighten base flanges to the floor (Figures 1 & 2).

5. If you are installing **Adjustable-Height Swing-Arm** bases, orient the adjustable-height cylinder as illustrated and press into the opening in the arm (Figure 2).

Note: Do not install plastic flange covers until instructed to do so on page 9.

6. If the Jury Base Seating being assembled includes seats for fixed-height swing-arms, proceed to page 7. If the seating being assembled includes seats for adjustable-height swing-arms, proceed to page 8.

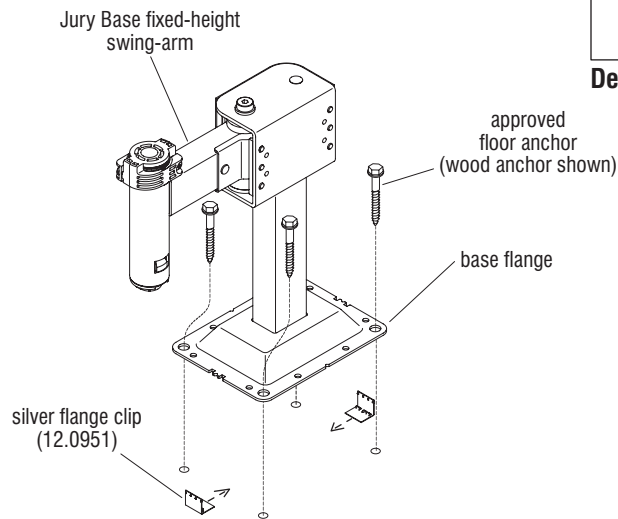


Figure 1 - Fixed-Height Swing-Arm Base

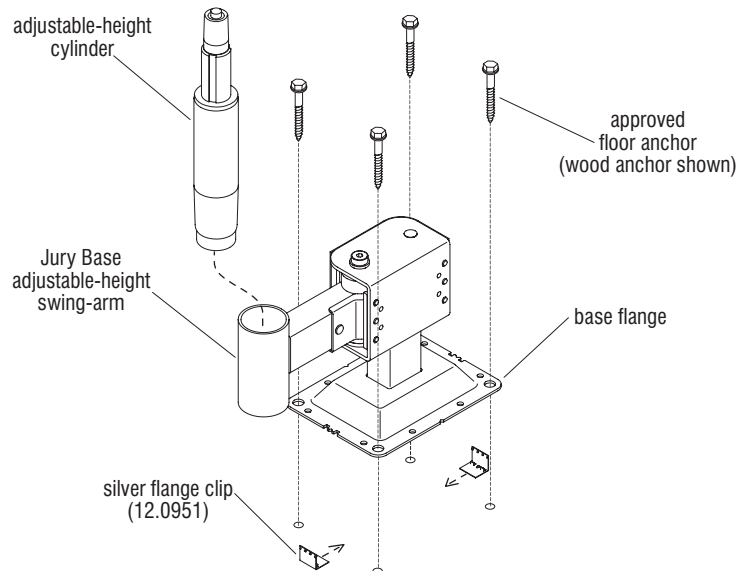
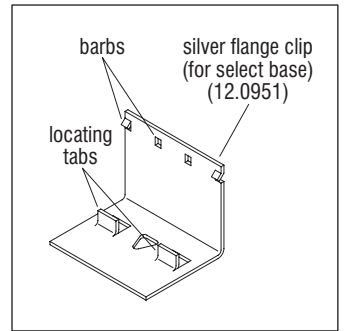


Figure 2 - Adjustable-Height Swing-Arm Base



Detail A



Assemble units as described herein only. To do otherwise may result in instability. All screws, nuts and bolts must be tightened securely and must be checked periodically after assembly. Failure to assemble properly, or to secure parts may result in assembly failure and personal injury.

Jury Base with Swing-Arm - Fixed-Height Seat Installation

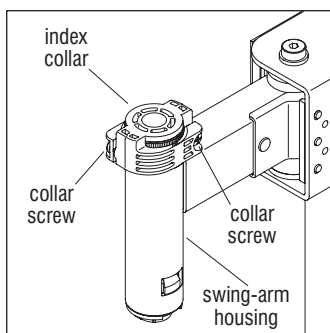
1. Attach the appropriate seating assemblies to the swing arm/seat spider as described below (see Detail B & reference appropriate illustrations on this page).

Note: With all seating assemblies, take care to not over-tighten any screws which may result in stripping of plastic parts.

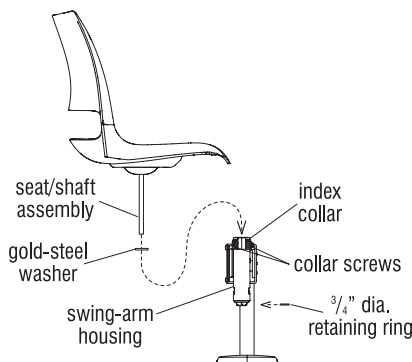
Doni, Grazie, Intellect Wave, LimeLite, Strive & Torsion Air Seats: Place a gold-steel washer onto the seat shaft. Lightly grease the seat shaft and keyway using a lithium grease and brush. Route the seat shaft down through the index collar and swing arm housing. Using a ring clip separator, place a $\frac{3}{4}$ " retaining ring onto the bottom of the seat shaft to secure.

Apply Seats: Set the seat over the seat spider, aligning the mounting locations. Secure the spider to the seat with four $\frac{1}{4}$ -20 x $\frac{1}{2}$ " hex head screws, torqued to 10 ft/lb. Do not over-tighten.

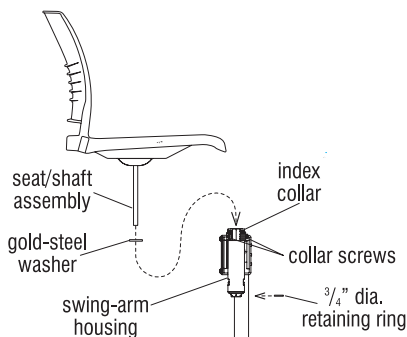
2. For all seating units, rotate the seat right or left to align the front edge of the seat to be parallel with the edge of the worksurface and/or line of sight (if without tables). **Tighten the two screws on the index collar to secure the seat alignment.** Torque screws to 50 in/lb (Detail B).
3. Proceed to flange cover installation instructions on page 9.



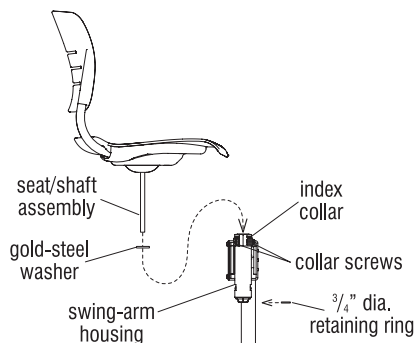
Detail B



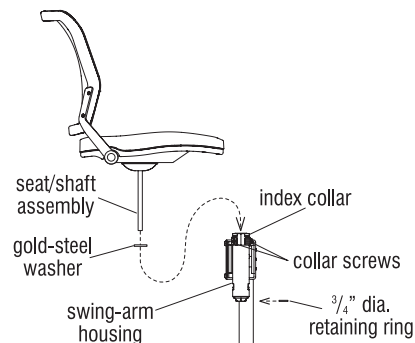
Doni



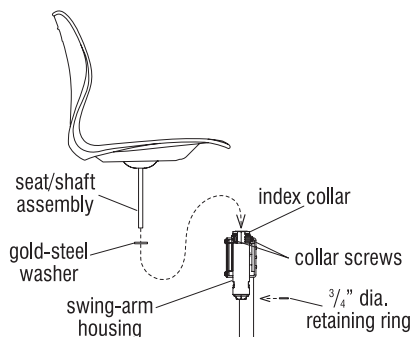
Strive



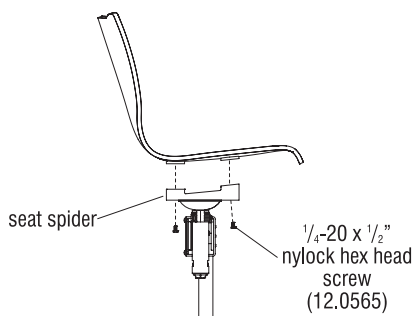
Grazie



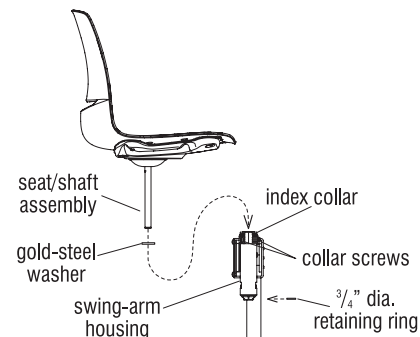
Torsion Air



Intellect Wave



Apply



LimeLite

■ Jury Base Seating - Swing-Arm Bases

Assembly Instructions



Assemble units as described herein only. To do otherwise may result in instability. All screws, nuts and bolts must be tightened securely and must be checked periodically after assembly. Failure to assemble properly, or to secure parts may result in assembly failure and personal injury.

Jury Base with Swing-Arm - Adjustable-Height Seat Installation

1. Place the appropriate seating assemblies onto the height-adjust cylinder or seat spider following the instructions below.

Important: When installing each seat assembly onto the height-adjust cylinder, make certain that the seat back is positioned parallel to the worksurface edge and/or line of sight (if without tables) when the swing-arm is forward, at it's final resting position and before applying pressure to secure the seat in place.

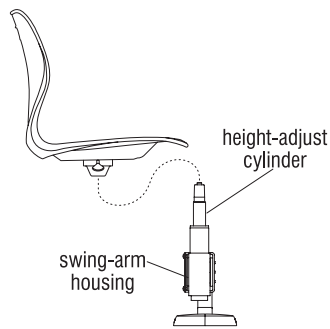
Diem, Doni, Grazie, Impress, Intellect Wave, LimeLite, Oath, Strive, & Torsion Air Seats: With the swing-arm fully forward at its resting position, align

the seat assembly straight, so the back is parallel to the edge of the worksurface and/or line of sight (if without tables) and set the seat onto the height-adjust cylinder. Press down firmly to secure in place.

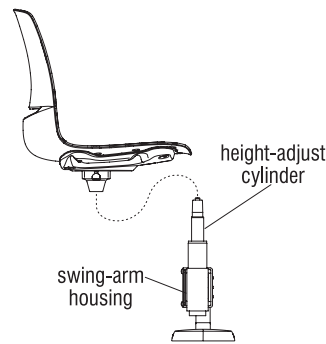
Note: When installing the seat spider to the apply seat, take care to not over-tighten the screws, which may result in stripping of plastic parts.

Apply Seats: Mate the seat shell over the seat spider, aligning the mounting locations. Secure the spider to the seat with four $\frac{1}{4}$ -20 x $\frac{1}{2}$ " hex head screws, torqued to 10 ft/lb. Do not over-tighten. Next, with the swing-arm fully forward at its resting

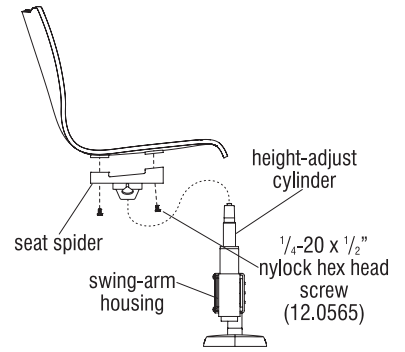
position, align the seat assembly straight, so the back is parallel to the edge of the worksurface and/or line of sight (if without tables) and set the seat onto the height-adjust cylinder. Press down firmly to secure in place.



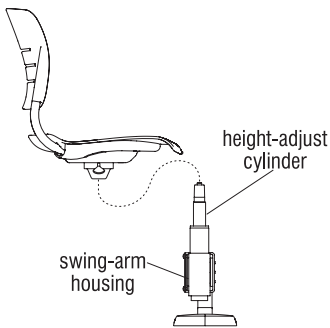
Intellect Wave



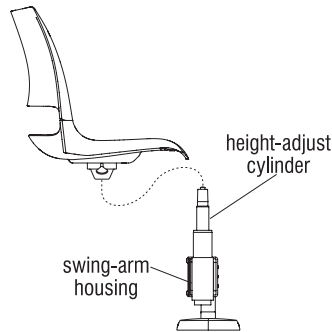
LimeLite



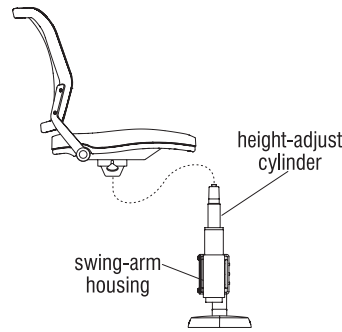
Apply



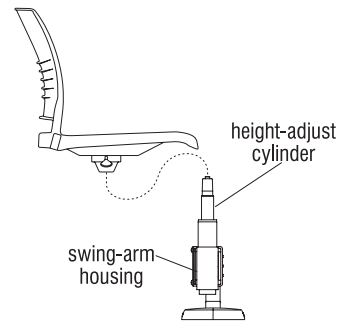
Grazie



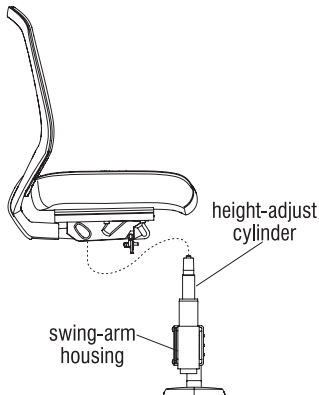
Doni



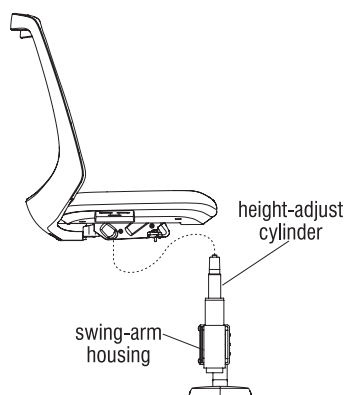
Torsion Air



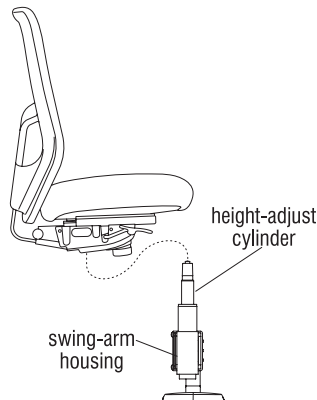
Strive



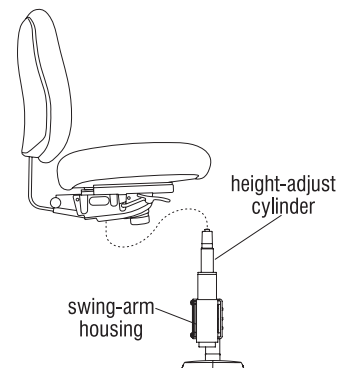
Diem



Oath



Impress Ultra



Impress Task



Assemble units as described herein only. To do otherwise may result in instability. All screws, nuts and bolts must be tightened securely and must be checked periodically after assembly. Failure to assemble properly, or to secure parts may result in assembly failure and personal injury.

Jury Base with Swing-Arm - Fixed- & Adjustable-Height Flange Covers Installation

1. Jury Base flange covers are prepared at the factory to fit correctly around the rectangular base. Snap the flange covers together around the base and push down to the floor to engage the flange clips (Figures 3 & 4).

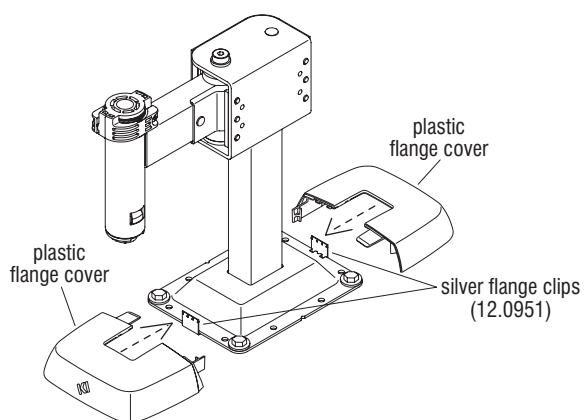


Figure 3 - Fixed-Height Swing-Arm Base

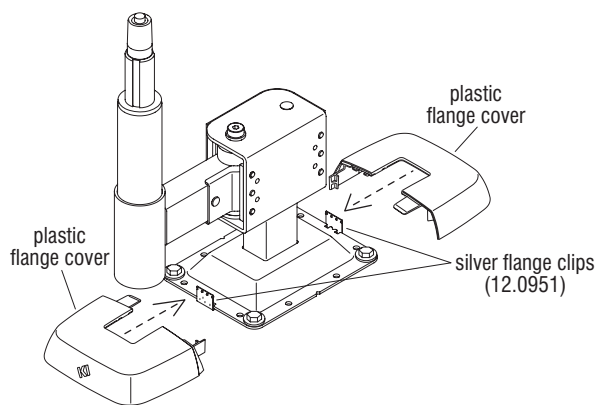


Figure 4 - Adjustable-Height Swing-Arm Base

■ Jury Base Seating - Swing-Arm Bases

Assembly Instructions



Assemble units as described herein only. To do otherwise may result in instability. All screws, nuts and bolts must be tightened securely and must be checked periodically after assembly. Failure to assemble properly, or to secure parts may result in assembly failure and personal injury.



Assemble units as described herein only. To do otherwise may result in instability. All screws, nuts and bolts must be tightened securely and must be checked periodically after assembly. Failure to assemble properly, or to secure parts may result in assembly failure and personal injury.

KI
1330 Bellevue Street
Green Bay, Wisconsin 54302
1-800-424-2432
www.ki.com

KI is a registered trademark
of Krueger International, Inc.

© 2025 Krueger International, Inc.
All Rights Reserved
Code KI-AI-000080R2/KI/PDF/0525

