Township of Winslow

125 South Route 73
Braddock, NJ 08037
TEL (609)567-0700 FAX (609)567-3730

PURCHASE ORDER

THIS NUMBER MUST APPEAR ON ALL INVOICES, PACKING LISTS, CORRESPONDENCE, ETC.

NO. 13-01200

ORDER DATE: 04/12/13
REQUISITION NO: R3-00905
DELIVERY DATE:
STATE CONTRACT:
F.O.B. TERMS:

PAYMENT RECORD

CHECK NO.

DATE PAID

NOTICE: TAX ID #21-6006576 - TAX EXEMPT

SHIP TO

Township of Winslow
Purchasing Department
125 South Route 73
Braddock, NJ 08037

VENDOR

VENDOR #: K2920
Kimball-National Office Furn.
c/o/ County Business Systems I
1205 Kimball Blvd.
Jasper, IN 47549

Phone: (800)482-1616 Fax: (812)481-6174

QTY/UNIT	DESCRIPTION	ACCOUNT NO.	UNIT PRICE	TOTAL COST
1.00	Mix It High Back Chair Vinyl - Grade 2, Black Quote #GS13-T001-009Q jlc	C-04-55-939-701 Construction	550.8000	550.80
			TOTAL	550.80

91993713

CLAIMANT'S CERTIFICATION & DECLARATION

I do solemnly declare and certify under penalties of the law that the within bill is correct in all its particulars; that the articles have been furnished or services rendered as stated therein; that no bonus has been given or received by any person or persons within the knowledge of this claimant in connection with the above claim; that the amount therein stated is justly due and owing; and that the amount charged is a reasonable one.

X

VENDOR SIGN HERE

OFFICIAL POSITION DATE

TAX ID NO. OR SOCIAL SECURITY NO.

OFFICER'S CERTIFICATION

I, having knowledge of the facts, certify that the materials and supplies have been received or the services rendered; said certification being based on signed delivery slips or other reasonable procedures.

DEPT. HEAD 5/20/13 DATE

VENDOR MUST SIGN CERTIFICATION STATEMENT ON THIS VOUCHER.
MAIL VOUCHER & ITEMIZED BILLS TO:

Township of Winslow
125 South Route 73
Braddock, NJ 08037

APPROVAL TO PURCHASE

DO NOT ACCEPT THIS ORDER UNLESS IT IS SIGNED BELOW:

Finance Officer

Over $1000: Admin/Purch Agent

You've made a wise investment.

At National Office Furniture, we design, engineer and manufacture an extensive range of furniture to complete your office and complement you. Backed by the finest of furniture innovation, distinct style and comfort is the kind of quality and reliability that means you only need to buy once. National's wood veneer casegoods and tables feature our proprietary environmentally-friendly Integra (Gear™ UV finish.

Log on to www.NationalOfficeFurniture.com/CareAndUse for the following product information:

- National's Limited Lifetime Warranty
- Durability Testing
- Sustainable Attributes and Certifications
- How to Adjust Your Chair
- Caring for Your Chair
- Caring for Wood Surfaces
- Caring for Laminate Surfaces
- Caring for Thermofoil Surfaces
- Product Patents, Trademarks and Registrations

NATIONAL | Furniture with Personality

www.NationalOfficeFurniture.com

Part No. 245147

Mix-it® Task Seating

Ergonomic Features and Adjustments

Knee Tilt Control

The chair tilts from a pivot point located near the front edge of the seat. This provides a minimal rise of the seat and allows your feet to stay flat on the floor when the chair is tilted backward.

Back Height

Raise or lower backrest of chair to a position that best supports your lumbar. At the correct back height, lower back should fit into the curved lumbar support.

While seated, grasp chair back and lift with both hands.

Pneumatic Lift

Raise or lower seat of chair to minimize pressure placed under thighs. At the correct seat height, feet should rest flat on the floor. To ensure smooth operations, raise and lower your seat monthly.

To raise chair, pull lever up while lifting body off seat. To lower chair, stay seated and pull lever up.

Tilt Lock

Locks tilt of chair to limit how far back chair will recline. Back can be locked in an upright position or be set to recline freely.

Push lever in to engage lock. Pull lever out to disengage lock.

Tension Control

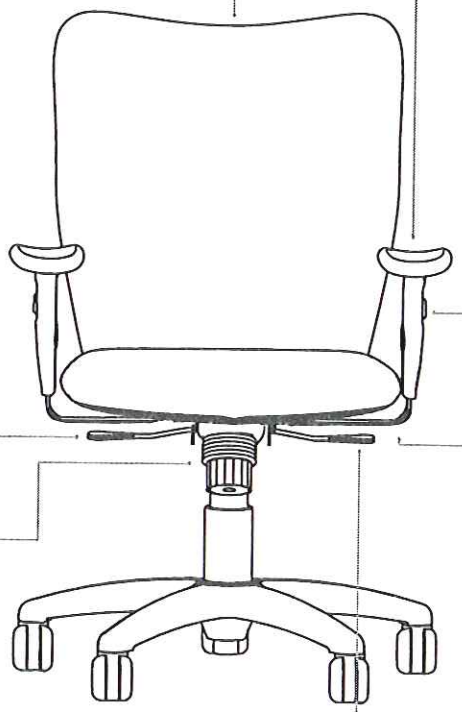
Increase or decrease tension of chair's tilt to match your body weight. Proper tension should allow you to lean back easily while providing balanced support when reclining.

Turn knob counter clockwise to increase tension. Turn knob clockwise to reduce tension.

Seatslide*

Adjusts seat depth to a position that best accommodates length of legs. Reduces pressure behind thighs providing proper back support and long-term comfort.

With back against chair, pull and hold lever up then slide seat forward or back. Release lever to lock.



Armrest Depth/Width/Pivot*

Adjust depth, width and pivot of armrests to help relieve strain on neck and shoulders.

To adjust armrest depth, grasp arm cap and press release button with thumb while moving arm cap forward or backward. Release button to lock in place.

To adjust armrest width, grasp arm cap and press release button with thumb while moving arm cap closer or further away from body. Release button to lock in place.

To change angle of armrest, grasp arm cap and rotate toward or away from body.

Arm Height*

Raise or lower arms to support forearms and keep shoulders in a neutral posture. Proper positioning reduces strain in the neck and shoulders.

To adjust arm height, press button on outside of arm support while moving arm up or down. Release button to lock in place.

Arm Width*

Adjust width of arms based on body size and personal preference. Arms should be positioned as close to torso as comfortable for maximum support.

To adjust arm width, press lever down while sliding arm toward or away from seat. Pull lever up to lock into place.

ANSI/BIFMA Acceptance

Meets the ANSI/BIFMA X5.1-2002 general purpose office chair testing guidelines developed by the Business and Institutional Furniture Manufacturer's Association (BIFMA), and approved by the American National Standards Institue (ANSI).

*Your chair may not have all the features and adjustments shown. Please visit www.NationalOfficeFurniture.com for additional product information.

800.482.1717
www.NationalOfficeFurniture.com

NATIONAL | Furniture with Personality®

Mix-it® Task Seating

Ergonomic Features and Adjustments

Synchronous Tilt Control

Backrest and seat of chair recline in a synchronized 2-to-1 ratio. The back of the chair moves faster than the seat which provides a greater angle between your torso and thighs adding comfort and encourages dynamic movement.

Back Height

Raise or lower backrest of chair to a position that best supports your lumbar. At the correct back height, lower back should fit into the curved lumbar support.

While seated, grasp chair back and lift with both hands.

Tension Control

Increase or decrease tension of chair's tilt to match your body weight. Proper tension should allow you to lean back easily while providing balanced support when reclining.

Turn knob counter clockwise to increase tension. Turn knob clockwise to reduce tension.

Pneumatic Lift

Raise or lower seat of chair to minimize pressure placed under thighs. At the correct seat height, feet should rest flat on the floor. To ensure smooth operations, raise and lower your seat monthly.

To raise chair, pull lever up while lifting body off seat. To lower chair, stay seated and pull lever up.

Tilt Lock

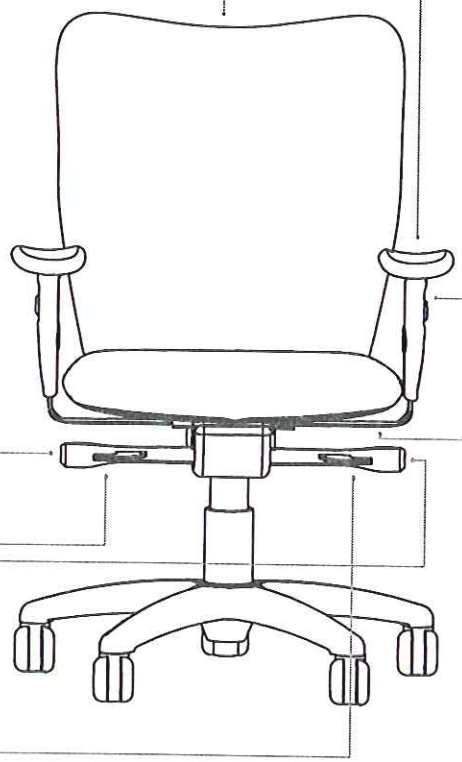
Locks tilt of chair to limit how far back chair will recline. Back can be locked in an upright position or be set to recline freely.

Push lever in to engage lock. Pull lever out to disengage lock.

Seatslide*

Adjusts seat depth to a position that best accommodates length of legs. Reduces pressure behind thighs providing proper back support and long-term comfort.

With back against chair, pull and hold lever up then slide seat forward or back. Release lever to lock.



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Adjust depth, width and pivot of armrests to help relieve strain on neck and shoulders.

To adjust armrest depth, grasp arm cap and press release button with thumb while moving arm cap forward or backward. Release button to lock in place.

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To change angle of armrest, grasp arm cap and rotate toward or away from body.

Arm Height*

Raise or lower arms to support forearms and keep shoulders in a neutral posture. Proper positioning reduces strain in the neck and shoulders.

To adjust arm height, press button on outside of arm support while moving arm up or down. Release button to lock in place.

Arm Width*

Adjust width of arms based on body size and personal preference. Arms should be positioned as close to torso as comfortable for maximum support.

To adjust arm width, press lever down while sliding arm toward or away from seat. Pull lever up to lock into place.

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Back Height

Raise or lower backrest of chair to a position that best supports your lumbar. At the correct back height, lower back should fit into the curved lumbar support.

While seated, grasp chair back and lift with both hands.

Tension Control

Increase or decrease tension of chair's tilt to match your body weight. Proper tension should allow you to lean back easily while providing balanced support when reclining.

Turn knob counter clockwise to increase tension. Turn knob clockwise to reduce tension.

Pneumatic Lift

Raise or lower seat of chair to minimize pressure placed under thighs. At the correct seat height, feet should rest flat on the floor. To ensure smooth operations, raise and lower your seat monthly.

To raise chair, pull lever up while lifting body off seat. To lower chair, stay seated and pull lever up.

Tilt Lock

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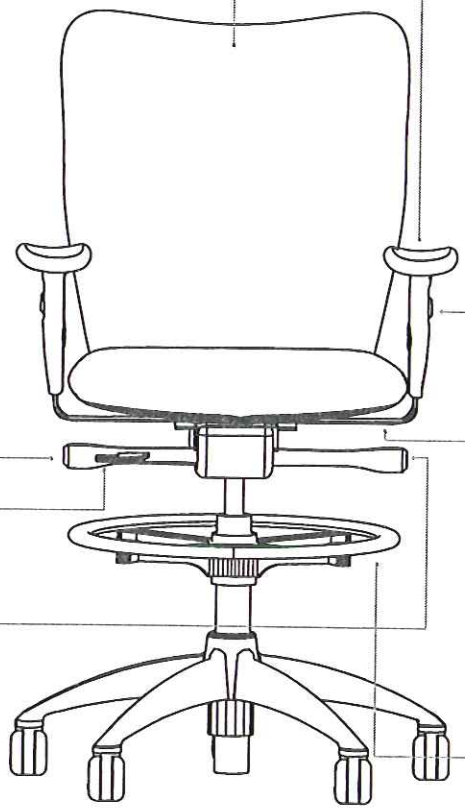

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To adjust arm height, press button on outside of arm support while moving arm up or down. Release button to lock in place.

Arm Width*

Adjust width of arms based on body size and personal preference. Arms should be positioned as close to torso as comfortable for maximum support.

To adjust arm width, press lever down while sliding arm toward or away from seat. Pull lever up to lock into place.

Adjustable Foot Ring

Raise or lower foot ring to provide support for legs and relieve uncomfortable pressure under thighs.

Turn knob counter clockwise to loosen. Move ring to desired height, then turn knob clockwise to tighten.

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Pneumatic Lift

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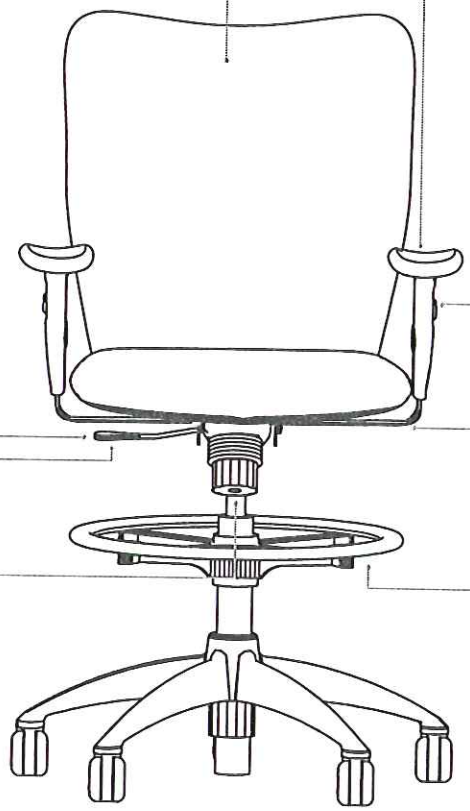

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