

# Seating

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2018 GSA Price List  
v. 1.3



## PRODUCT INFORMATION

AIS Seating Portfolio . . . . .	4
Product Details . . . . .	5
Finish Options. . . . .	8

## TASK SEATING

### BOLTON

Bolton Product Information . . . . .	9
Configurable Bolton Chairs . . . . .	10
Configurable Bolton Options . . . . .	10

### DEVENS

Devens Product Information . . . . .	12
Configurable Devens Chairs . . . . .	13
Configurable Devens Options. . . . .	13

### ELEMENT™

Element Product Information . . . . .	14
Configurable Element Chairs . . . . .	15
Configurable Element Options . . . . .	15

### NATICK

Natick Product Information . . . . .	16
Configurable Natick Chairs . . . . .	17
Configurable Natick Options . . . . .	17

### UPTON

Upton Product Information . . . . .	19
Configurable Upton Chairs . . . . .	20
Configurable Upton Options . . . . .	20

## SIDE SEATING

### GRAFTON

Grafton Product Information . . . . .	22
Express Grafton Chairs . . . . .	23
Configurable Grafton Chairs . . . . .	23
Configurable Grafton Options. . . . .	23

## STACKER, NEST AND MULTI-PURPOSE SEATING

### PIERCE

Pierce Product Options . . . . .	24
Configurable Pierce Chairs . . . . .	25
Configurable Pierce Options . . . . .	25

### TRIAD

Triad Product Information . . . . .	26
Express Triad Chairs . . . . .	27

### STOW

Stow Product Information. . . . .	28
Configurable Stow Chairs. . . . .	29
Configurable Stow Options . . . . .	29

### TRIX

Trix Product Information . . . . .	30
Configurable Trix Chairs . . . . .	31
Configurable Trix Options . . . . .	31

## TERMS AND CONDITIONS

Terms and Conditions. . . . .	32
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**AIS SEATING PORTFOLIO**

**EXECUTIVE SEATING**



Bolton



Devens



Element



Natick



Upton

**TASK SEATING**



Bolton



Devens



Element



Natick



Upton

**SIDE**



Grafton



Trix

**MULTI-PURPOSE/STACK/NEST**



Pierce



Stow



Triad



Trix

**MULTI-PURPOSE/STOOL**



Pierce Stool



Triad Stool

## CHAIR BACK DETAILS

AIS chair lines are offered with a variety of product line specific back treatments. Bolton and Natick backs are offered with a variety of solid mesh (four options) and graduated striped mesh (seven options) colors as well as customer choice fabric treatment. The Upton mesh back is available with a striped mesh in six colors. The Devens mesh back is available with a solid mesh in three shades. The Pierce plastic seat and back are solid plastic and available in five colors. Stow and Grafton are only available with a black mesh back. Stow is offered with a dynamic back that can be "locked." For the most current particulars regarding all back treatments please consult the individual chair line price list pages on our web-site.

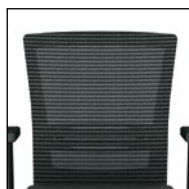
All AIS seating has been developed with a body contoured lumbar support/curvature, some chair lines offer an adjustable lumbar support as well (Bolton, Devens, Upton, Natick, Element Executive). Upton task seating also features back height adjustability.



Solid Mesh Back



Graduated Striped Mesh Back (Natick/Bolton)



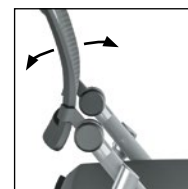
Striped Mesh Back (Upton)



Fabric Back



Lumbar Support



Stow Lockable Back

## CHAIR ARM DETAILS

AIS chair lines are offered with arm options particular to the product lines. Bolton and Natick task chairs are offered armless or with a 1D, 3D and 4D arm. Upton is offered armless or with a 1D height adjustable arm. Devens is offered armless or with 4D arms. Stow is offered armless or with a fixed t-arm. Please consult the individual chair line price list pages on our web-site for the most current images and information regarding available arm options.

1D arms are adjustable in height only, 3D arms are height, depth and rotation adjustable and 4D arms provide height, depth, rotation and width adjustability.



Armless



1D Arm



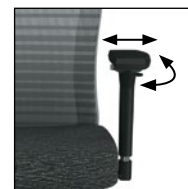
3D Arm



3D Arm



4D Arm



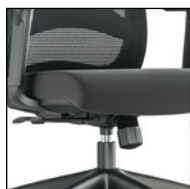
4D Arm



Fixed T-Arm (Stow)

## MECHANISM DETAILS

AIS Bolton, Upton, Natick and Element task chairs feature synchro-tilt mechanisms and stools are offered with a swivel mechanism. Please consult the individual chair line price list pages on our website for the most current images and information regarding available mechanisms and adjustability features.



Tension Adjustable Synchro-Tilt



Weight Balanced Synchro-Tilt (Automatic Tension)



Side Tension Synchro-Tilt

PRODUCT DETAILS

BASE, CASTER AND GLIDE DETAILS

All AIS seating is offered with casters, glides or both. Hard wheel casters are recommended for soft/carpeted floor whereas soft wheel casters are recommended for hard floors. The task chairs are available with polymer (plastic) and in some cases with polished aluminum bases. Task stools are offered with height adjustable foot rings. To accommodate a broad range of body sizes AIS offers standard and high range cylinders. Please consult the individual chair line price list pages on our website for the most current images and information regarding standard and optional casters and glides.



Polymer Base (Black)



Polymer Base (Grey)



Polished Aluminum Base



Stool Base



Cylinder



Caster



Glide

MISCELLANEOUS DETAILS

Please consult the individual chair line price list pages on our website for the most current images and information regarding standard and optional features such as headrests, tablet arms, book racks, ganging devices, dollies, standard (CAL117) and optional fire code compliances (CAL133).



Upholstered Headrest



Mesh Headrest



Book rack



Tablet Arm (Triad)



Tablet Arm (Stow)



Ganging Device (Trix)



Ganging Device (Stow)



Dolly (Triad)



Dolly (Pierce)



Wallsaver (Pierce)

**Mechanisms**

Bolton, Devens, Element, Upton and Natick task and desk chairs are equipped with synchro-tilt mechanisms. All are standard with seat depth adjustment. Synchro-tilt mechanisms are preferred, as they allow for mirroring the hinge points and natural motion of the human body (upper relative to lower body) when moving back and forth in the chair. Furthermore, these mechanisms allow for the feet to remain comfortably on the floor and provide a level of beneficial movement / "exercise" while reclining and inclining.

**Task chair adjustments and instructions**

Standard or optional adjustments are particular to product lines as indicated in the features and benefit sections of their related price-list pages. The adjustments allow the users to fine-tune chairs to their shape and size, as well as work environment, tasks and preferences.

You will find the following adjustments:

Pneumatic seat height adjustment (standard) allows for the chair to be raised or lowered according to need and preference. The adjustment lever is located under the seat on the right hand side (right hand side while sitting in seat)

Tension adjustment (standard) regulates the force or resistance when inclining/reclining in the chair. The adjustment is either automatic (weight balanced) or it is accomplished by turning a knob under the center or right hand side of the chair.

Lumbar support adjustment allows for proper curvature particularly of the lower back. The adjustment is either automatic, as the flexible back surface conforms to the lower back, or certain chairs offer an additional manually adjusted lumbar support or back height adjustment.

Adjustable arms are offered on all task chairs. Arms are height adjustable, height/depth and rotationally adjustable or height/width/rotationally and depth adjustable to provide needed and preferred support for the user's arms and upper body.

Back lock for locking back in upright position (standard) or a multiple position back lock allows the user to occasionally assume a static position for concentrated and intensive tasking. It is recommended to not remain in static positions for extended periods of time, as this will result in discomfort and fatigue.

Seat depth adjustment is standard on some and optional on other task seating models. The seat depth adjustment allows for the seat to be moved forward and back in order to accommodate longer or shorter upper leg lengths. The adjustment lever is located under the seat.

**Assembly**

Triad, Trix, Pierce and Grafton are shipped fully assembled.

Bolton, Devens, Element, Upton, Natick and Stow are shipped ready-to-assemble (RTA) at the list prices indicated. These chairs require minimal assembly. In the event you require these chairs to be fully assembled please indicate this in the sales notes and add \$84 each to the list price of Bolton, Element, Upton, Natick and \$42 for Stow chairs.

## FINISH OPTIONS

### UPHOLSTERY FABRIC BY GUILFORD OF MAINE

Name	Style Number	Grade
Aquatint	9474	A
Diva	9860	A
Lisbon	9477	A
Open House	2334	A
Outline	9468	A
Oxford	9914	A
Ticker	9862	A
Timeless	9846	A
Beacon	9256	B
Beehave	3948	B
Blink	9098	B
Frolic	5000	B
Highbeams	9834	B
Lifesaver	2877	B
Prism	9005	B
Shiraz	9087	B
Soundbite	2879	B
Xceed	5901	B
Limelight	9480	C
Mainstream	9478	C
Moguls	2386	C
Pizzazz	9471	C
Playful	3400	C
Portofino	9467	C
Revival	9217	C
Underground	2967	C

### UPHOLSTERY FABRIC BY MOMENTUM

Name	Style Number	Grade
Expo	-	D
Insight	-	D
Origin	-	D
Perk	-	D
Ace	-	D
Fuse	-	D

### UPHOLSTERY FABRICS BY MAHARAM

Name	Grade
Bar	D
Coin	D
Disc	D
Divide	D
Manner	D
Medium	D
Messenger	D
Metric	D
Oblique	D
Pick	D
Technic	D

### SEATING C.O.M FABRIC REQUIREMENTS

Series	Version	Surface	Yards
Bolton	Mid-Back	Seat	0.75
Bolton	Upholstered Mid-Back	Back	1.5
Bolton	High-Back	Seat	0.75
Bolton	Upholstered High-Back	Back	1.5
Bolton/Natick	High-Back	Headrest	0.25
Devens	All	Seat	0.75
Element	All	Seat	1
Grafton	All	Seat	0.75
Granite	All	Seat	0.75
Natick	All	Seat	0.75
Natick	Upholstered Back	Back	1.5
Paxton	All	Seat	1
Pierce	All	Seat	0.75
Rutland	All	Seat	0.75
Stow	All	Seat	0.75
Trix	All	Chair	1.5
Upton	All	Seat	1

#### Note:

Please check with Customer Service regarding yardage requirements when multiple chairs are ordered as there may be efficiencies when cutting materials for more than one chair. Fabrics may be discontinued or obsolete without notice. Contact AIS Customer Service with any questions regarding fabric availability.



## PRODUCT INFORMATION

Bolton, a full featured task chair has the versatility to fit any space. From the executive office to the front office, Bolton provides comfort and elegance with its thoughtful design and upholstery options. Offered in high-back or mid-back version, Bolton is highly versatile allowing users to choose the right configuration for their size, shape and tasks at hand. Adjustable seat height, body conforming lumbar support or optional adjustable lumbar support, arm adjustability, tilt tension adjustment and back lock allow the user to fine-tune Bolton to their personal preference. A headrest option is available for the high-back version. Bolton ships ready to assemble. In the event you require these chairs to be fully assembled please indicate this in the sales notes and add \$84 to the list price.



**Bolton Mid-Back Solid Mesh**



**Bolton Mid-Back Fully Upholstered**



**Bolton High-Back Striped Mesh**

## FEATURES AND BENEFITS

### Bolton Task Chair

- Mid or High-Back task chair
- Black or grey base, frame and arms
- Tension adjustable synchro-tilt with upright back lock and seat depth adjustment or weight activated synchro-tilt mechanism with multiple position back lock and seat depth adjustment
- Armless, 1D (height), 3D (height/depth/rotation), or 4D (height/depth/width/rotation) arms
- Hard or soft 60mm wheel casters
- Polymer (plastic) or polished aluminum base
- Standard 4" (16"-20") or optional 5" (18"-23") pneumatic cylinder
- Body conforming lumbar support or optional adjustable lumbar
- Optional headrest
- Choice seat upholstery with black or colored mesh back or fully upholstered in customer choice upholstery
- 300 pound rating
- CAL117 compliant, optional CAL133 compliant
- Shipped ready-to-assemble, optional fully assembled shipment

## PRODUCT SPECIFICATIONS

### Bolton High-Back

*Weight: 34 lbs. Overall Width: 26" Overall Depth: 24" Overall Height: 41" - 45" Seat Height: 16" - 20" or 18" - 23" Seat Depth: 16" - 19" Seat Width: 20" Arm Height: 7.5" - 10" Lumbar Apex Height: 8" - 10"*

### Bolton Mid-Back

*Weight: 32 lbs. Overall Width: 26" Overall Depth: 24" Overall Height: 38.75" - 42.75" Seat Height: 16" - 20" or 18" - 23" Seat Depth: 16" - 19" Seat Width: 20" Arm Height: 7.5" - 10" Lumbar Apex Height: 8" - 10"*

## BOLTON CHAIR MODELS AND OPTIONS



Bolton Black Configurable  
Mid-Back Task Chair  
4471C



Bolton Black Configurable  
High-Back Task Chair  
4400C



Bolton Grey Configurable  
High-Back Task Chair  
4481C



Bolton Grey Configurable  
High-Back Task Chair  
4430C

Model Number	Description	Frame	Base	Mechanism	Arms	Back Upholstery	Seat Upholstery	List Price
4471C	Configurable Mid-Back Task Chair	Black	See Options Below	See Options Below	See Options Below	See Options Below	See Options Below	443
4400C	Configurable High-Back Task Chair	Black	See Options Below	See Options Below	See Options Below	See Options Below	See Options Below	464
4481C	Configurable Mid-Back Task Chair	Grey	See Options Below	See Options Below	See Options Below	See Options Below	See Options Below	517
4430C	Configurable High-Back Task Chair	Grey	See Options Below	See Options Below	See Options Below	See Options Below	See Options Below	538

## 4471C, 4481C, 4400C, 4430C MODELS AND OPTIONS

### BOLTON LUMBAR SUPPORT

Description	Model Number	List
Body Conforming Lumbar Support (Standard)		0
Adjustable Lumbar Support (Black)	4400LUMBAR	32
Adjustable Lumbar Support (Grey)	4400LUMBAR-G	32

### MECHANISM OPTIONS

Description	List
Tension Adjustable Synchro-Tilt with Seat Slider (Standard)	+0
Weight Balanced Synchro-Tilt with Seat Slider (Automatic Tension)	+42

### CASTER OPTIONS

Description	List
Hard Wheel Casters for Soft Floors (Standard)	+0
Soft Wheel Casters for Hard Floors	+32

### BOLTON HEADREST

Description	Model Number	List
No Headrest (Standard)		0
Bolton Upholstered Headrest (Black)	4400HREST	74
Bolton Upholstered Headrest (Grey)	4400HREST-G	74

### BASE OPTIONS

Description	List
Polymer Base (Standard)	+0
Polished Aluminum Base	+84

### CYLINDER HEIGHT OPTIONS (SEE HEIGHT ADJUSTMENT RANGE)

Description	List
4.0" Cylinder (Standard)	+0
5.0" Cylinder	+0

**4471C, 4481C, 4400C, 4430C MODELS AND OPTIONS (CONTINUED)**
**ARM OPTIONS**

Description	List
No Arms (Standard)	+0
Height Adjustable Arms (1D)	+42
Height, Depth and Rotational Arms (3D)	+74
Height, Depth, Width and Rotational Arms (4D)	+105

**SEAT UPHOLSTERY OPTIONS**

Description	List
Black Seat Fabric (Standard with Black Frame)	+0
Grey Seat Fabric (Standard with Grey Frame)	+0
Grade A / C.O.M*	+74
Grade B	+90
Grade C	+105
Grade D	+121
Grade E	+147

\*Does not include cost of C.O.M.

**FULLY UPHOLSTERED OPTIONS**

Description	List
Grade A / C.O.M*	+158
Grade B	+189
Grade C	+221
Grade D	+252
Grade E	+305

\*Does not include cost of C.O.M.

**PACKAGING OPTIONS**

Description	List
Knocked Down (Standard; Simple Tools Required)	+0
Fully Assembled (FA)	+84

**BACK MESH COLOR**

Description	List
Black Solid Mesh (Standard with Black Frame)	+0
Grey Solid Mesh (Standard with Grey Frame)	+0
Black Solid Mesh (Grey Frame)	+63
Grey Solid Mesh (Black Frame)	+63
Blue Solid Mesh	+63
Red Solid Mesh	+63
Black Striped Mesh	+63
Grey Striped Mesh	+63
Red Striped Mesh	+63
Blue Striped Mesh	+63
Orange Striped Mesh	+63
Green Striped Mesh	+63
Purple Striped Mesh	+63

**FIRE CODE OPTIONS**

Description	List
CAL 117 (Standard)	+0
CAL 133	+95

## PRODUCT INFORMATION

The user friendly Devens with uncompromised comfort offers clean lines, outstanding fit and finish all resulting in a sophisticated and understated task chair at an outstanding price point. Seat height, seat depth, adjustable lumbar support and 4D arm adjustability along with a multiple position back lock allow the user to fine-tune Devens for their size and shape, tasks at hand and preference. Devens is equipped with an advanced automatic tension weight activated synchro-tilt mechanism. The back is available with a solid black, graphite or grey mesh. A polished aluminum base is optional.

The chair can be specified with black or grey frame, base, casters and arms as well as a variety of seat upholstery options. Devens is BIFMA compliant and rated for users up to 300 pounds. Devens ships ready to assemble. If you require Devens to be fully assembled please indicate this in the sales notes and add \$84 to the list price.



## FEATURES AND BENEFITS

- Black or grey casters/base/frame/arms
- Aluminum base option (with black casters)
- Weight balanced synchro-tilt mechanism (automatic tension)
- Pneumatic seat height adjustment
- Arm height, depth, width and rotational adjustment (4D)
- Height adjustable lumbar support
- Seat depth adjustment
- Multiple position back lock
- Solid black, graphite or grey mesh
- Upholstered seat
- 300 pound rating
- CAL117 compliant

## PRODUCT SPECIFICATIONS

### Devens Task Chair

*Weight: 35 lbs. Overall Width: 27" Overall Depth: 26" Overall Height: 37" - 41.75" Seat Height: 16.75" - 21.5" Seat Depth: 16.75" - 18.75" Seat Width: 19" Arm Height: 6.75" - 10.5" Lumbar Apex Height: 8" - 10"*

## DEVENS CHAIR MODELS AND OPTIONS



Devens Black Configurable Task Chair  
4600C



Devens Grey Configurable Task Chair  
Model 4630C

Model Number	Description	Frame	Base	Mechanism	Arms	Mesh	Seat Upholstery	List Price
4600C	Configurable Mesh Task Chair	Black	Black or Aluminum	Weight Balanced Synchro-Tilt with Seat Slider	See Options Below	See Options Below	See Options Below	505
4630C	Configurable Mesh Task Chair	Grey	Grey or Aluminum	Weight Balanced Synchro-Tilt with Seat Slider	See Options Below	See Options Below	See Options Below	579

## 4600C, 4630C MODELS AND OPTIONS

## BASE OPTIONS

Description	List
Polymer Base (Standard Black or Grey Matching Frame)	+0
Aluminum Base	+84

## CASTER OPTIONS

Description	List
Hard Wheel Casters for Soft Floors (Standard)	+0
Soft Wheel Casters for Hard Floors	+32

## SEAT UPHOLSTERY OPTIONS

Description	List
Grade A / C.O.M*	+74
Grade B	+90
Grade C	+105
Grade D	+121
Grade E	+147

\*Does not include cost of C.O.M.

## ARM OPTIONS

Description	List
No Arms (Standard)	+0
Height, Depth, Width and Rotational Arms (4D; Color Matching Frame)	+105

## PACKAGING OPTIONS

Description	List
Knocked Down (Standard; Simple Tools Required)	+0
Fully Assembled (FA)	+84

## BACK MESH COLOR

Description	List
Black Mesh (Standard on Black Frame)	+0
Graphite Mesh (Standard on Grey Frame)	+0
Black Mesh on Grey Frame	+63
Graphite Mesh on Black Frame	+63
Grey Mesh on Black Frame	+63
Grey Mesh on Grey Frame	+63

## PRODUCT INFORMATION

User friendly Element seating with uncompromised comfort offers outstanding fit and finish, proper adjustability and a robust construction at outstanding price points.

In order to take the guess work out we offer appropriately equipped versions that include seat height, lumbar support and arm adjustability along with a back lock to allow the user to fine-tune Element for their size and shape, tasks at hand and preference. Element Executive, Task and Side chairs are available with a standard black seat and black mesh back; optional seat upholstery can be specified. Element ships ready to assemble. In the event you require these chairs to be fully assembled please indicate this in the sales notes and add \$84 to the list price.



**Element Task**



**Element Executive**



**Element Side**

## FEATURES AND BENEFITS

### Element Task

- Tension adjustable synchro-tilt mechanism
- Standard 4" pneumatic seat height adjustment
- Arm height adjustment
- Lumbar support
- Back lock
- Black mesh back
- Upholstered seat
- CAL117 compliant
- 300 pound rating

### Element Executive

- Tension adjustable synchro-tilt mechanism
- Standard 4" pneumatic seat height adjustment
- Arm height adjustment
- Lumbar support
- Back lock
- Black mesh back
- Upholstered seat
- CAL117 compliant
- 300 pound rating

### Element Side

- Fixed arm
- Black mesh back
- Upholstered seat
- CAL117 compliant
- 300 pound rating

## PRODUCT SPECIFICATIONS

### Element Task

Weight: 42 lbs. Overall Width: 25.25" Overall Depth: 25.25" Overall Height: 37.5" - 41.75" Seat Height: 18.5" - 22.75" Seat Depth: 18" Seat Width: 19.5" Arm Height: 8.5" - 11" Lumbar Apex Height: 8.25"

### Element Executive

Weight: 58 lbs. Overall Width: 27.5" Overall Depth: 25.5" Overall Height: 41.5" - 44.5" Seat Height: 18" - 21.25" Seat Depth: 18.75" Seat Width: 21" Arm Height: 8.5" - 11" Lumbar Apex Height: 9"

### Element Side

Weight: 37 lbs. Overall Width: 25.25" Overall Depth: 26.25 Overall Height: 37.5 Seat Height: 18.5 Seat Depth: 18 Seat Width: 19.5" Arm Height: 9"

**ELEMENT CHAIR MODEL AND OPTIONS**


Element Configurable Task Chair  
Model 9650C



Element Configurable Executive Chair  
Model 9600C



Element Configurable Side Chair  
Model 9657C

Model Number	Description	Frame	Base	Mechanism	Arms	Mesh	Seat Upholstery	List Price
9650C	Configurable Task Chair	Black	Black	Tension Adj. Synchro-Tilt	1D Arm	Black	See Options Below	505
9600C	Configurable Executive Chair	Black	Black	Tension Adj. Synchro-Tilt	1D Arm	Black	See Options Below	814
9657C	Configurable Side Chair	Black	Black	No Mechanism	Fixed Arms	Black	Se Options Below	505

**9650C, 9600C, 9657C MODELS AND OPTIONS**
**CASTER OPTIONS**

Description	List
Hard Wheel Casters for Soft Floors (Standard)	+0
Soft Wheel Casters for Hard Floors	+32

**PACKAGING OPTIONS**

Description	List
Knocked Down (Standard; Simple Tools Required)	+0
Fully Assembled (FA)	+84

**SEAT UPHOLSTERY OPTIONS**

Description	List
Black Seat Fabric (Standard on Black Frame)	+0
Grade A / C.O.M*	+74
Grade B	+90
Grade C	+105
Grade D	+121
Grade E	+147

\*Does not include cost of C.O.M.

## PRODUCT INFORMATION

The user-friendly Natick with uncompromised comfort offers clean lines, outstanding fit and finish all resulting in a sophisticated and understated task chair at an outstanding price point.

Seat height, seat depth, body conforming lumbar support or optional adjustable lumbar support and arm adjustability along with a back lock allow the user to fine-tune Natick for their size and shape, tasks at hand and preference. Natick is equipped with an advanced automatic weight activated synchro-tilt mechanism. The back is available with a striped graduated pattern mesh or fully upholstered.

The chair can be specified with black or grey frame, base and arms as well as a variety of upholstery options. Natick ships ready to assemble. If you require Natick to be fully assembled please indicate this in the sales notes and add \$84 to the list price.



**Natick Grey Mesh Task Chair**



**Natick Orange Striped Mesh Task Chair**



**Natick Fully Upholstered Task Chair**

## FEATURES AND BENEFITS

- High back task chair
- Black or grey frame/base/arms
- Tension adjustable synchro-tilt with upright back lock and seat depth adjustment or weight activated synchro-tilt with multiple position back lock and seat depth adjustment
- Armless, 1D (height), 3D (height/depth/rotation), or 4D (height/depth/width/rotation) arms
- Hard or soft wheel 60mm casters
- Polymer (plastic) or optional polished aluminum base
- Standard 4.0" (16"-20") or optional 5" (18"-23") pneumatic cylinder
- Body conforming lumbar support or optional adjustable lumbar support
- Optional headrest
- CAL117 compliant, optional CAL133 compliant
- 300 pound rating
- Shipped ready to assemble, optional fully assembled shipment

## PRODUCT SPECIFICATIONS

### Natick Task Chair

Weight: 35 lbs. Overall Width: 26" Overall Depth: 24" Overall Height: 40" - 45" Seat Height: 16" - 20" or 18" - 23" Seat Depth: 16" - 19" Seat Width: 20"  
Arm Height: 7.5" - 10" Lumbar Apex: 8" - 10"



**NATICK CHAIR MODEL AND OPTIONS**


Natick Black Configurable Task Chair  
4900C



Natick Grey Configurable Task Chair  
Model 4930C

Model Number	Description	Frame	Base	Mechanism	Arms	Mesh	Seat Upholstery	List Price
4900C	Configurable Task Chair	Black	Black or Aluminum	See Options Below	See Options Below	See Options Below	See Options Below	515
4930C	Configurable Task Chair	Grey	Grey or Aluminum	See Options Below	See Options Below	See Options Below	See Options Below	589

**4900C, 4930C MODELS AND OPTIONS**
**NATICK LUMBAR SUPPORT**

Description	Model Number	List
Body Conforming Lumbar Support (Standard)		0
Adjustable Lumbar Support (Black)	4900LUMBAR	32
Adjustable Lumbar Support (Grey)	4900LUMBAR-G	32

**NATICK HEADREST**

Description	Model Number	List
No Headrest (Standard)		0
Natick Upholstered Headrest (Black)	4900HREST	74
Natick Upholstered Headrest (Grey)	4900HREST-G	74

**MECHANISM OPTIONS**

Description	List
Tension Adj. Synchro-Tilt w/ Seat Depth Adjustment (Standard)	+0
Weight Bal. Synchro-Tilt w/ Seat Depth Adjustment (Auto. Tension)	+42

**BASE OPTIONS**

Description	List
Polymer Base (Standard, Black or Grey)	+0
Polished Aluminum Base	+84

**CASTER OPTIONS**

Description	List
Hard Wheel Casters for Soft Floors (Standard)	+0
Soft Wheel Casters for Hard Floors	+32

**CYLINDER HEIGHT OPTIONS (SEE HEIGHT ADJUSTMENT RANGE)**

Description	List
4.0" Cylinder (Standard)	+0
5.0" Cylinder	+0

## 4900C, 4930C MODELS AND OPTIONS (CONTINUED)

### ARM OPTIONS

Description	List
No Arms (Standard)	+0
Height Adjustable Arms (1D)	+42
Height, Depth and Rotational Arms (3D)	+74
Height, Depth, Width and Rotational Arms (4D)*	+105

\*4D Arms available in black only.

### SEAT UPHOLSTERY OPTIONS

Description	List
Black Seat Fabric (Standard on Black Frame)	+0
Grey Seat Fabric (Standard on Grey Frame)	+0
Grade A / C.O.M*	+73
Grade B	+90
Grade C	+105
Grade D	+121
Grade E	+147

\*Does not include cost of C.O.M.

### FULLY UPHOLSTERED OPTIONS

Description	List
Grade A / C.O.M*	+158
Grade B	+189
Grade C	+221
Grade D	+252
Grade E	+305

\*Does not include cost of C.O.M.

### FIRE CODE OPTIONS

Description	List
CAL 117 (Standard)	+0
CAL 133	+95

### BACK MESH COLOR

Description	List
Black Striped Mesh (Standard on Black Frame)	+0
Grey Striped Mesh (Standard on Grey Frame)	+0
Black Striped Mesh (Grey Frame)	+63
Grey Striped Mesh (Black Frame)	+63
Red Striped Mesh	+63
Blue Striped Mesh	+63
Orange Striped Mesh	+63
Green Striped Mesh	+63
Purple Striped Mesh	+63
Grey Solid Mesh	+63
Blue Solid Mesh	+63
Red Solid Mesh	+63
Black Solid Mesh	+63

### PACKAGING OPTIONS

Description	List
Knocked Down (Standard; Simple Tools Required)	+0
Fully Assembled (FA)	+84

## PRODUCT INFORMATION

The user-friendly Upton chair with uncompromised comfort offers clean lines, outstanding fit and finish resulting in a sophisticated and understated task chair at an outstanding price point. Adjustable seat height and depth, body conforming lumbar support or optional adjustable lumbar support, back height, arm adjustability and a multiple position back lock allow the user to fine-tune Upton to their personal preference. Upton is equipped with a side tension adjustable synchro-tilt mechanism. Headrest and aluminum base options are available. Upton ships ready to assemble. In the event you require these chairs to be fully assembled please indicate this in the sales notes and add \$84 to the list price.



**Upton Mesh Seat and Mesh Back**



**Upton Upholstered Seat and Mesh Back**



**Upton Upholstered Seat, Mesh Back and Optional Lumbar**

## FEATURES AND BENEFITS

- High back task chair
- Black base/frame/arms
- Tension adjustable synchro-tilt with multiple position back lock and seat depth adjustment
- Armless or 1D (height) arms
- Hard or soft 60mm casters
- Polymer (plastic) or polished aluminum base
- Standard 3.5" or optional 5" pneumatic cylinder
- Body conforming lumbar support or optional lumbar support
- Back height adjustment
- Optional headrest
- CAL117 compliant, optional CAL133 compliance
- 300 pound rating
- Shipped ready to assemble, optional fully assembled shipment

## PRODUCT SPECIFICATIONS

### Upton Task Chair

*Weight: 36 lbs. Overall Width: 25" Overall Depth: 25" Overall Height: 38" - 42" Seat Height: 17.75" - 21.75" Seat Depth: 17" - 19" Seat Width: 19" Arm Height: 8" - 11" Lumbar Apex Height: 8.25" - 9.25"*

## UPTON CHAIR MODEL AND OPTIONS



Upton Configurable Task Chair  
4700C



Upton Configurable Mesh Task Chair  
4700MMC

Model Number	Description	Frame	Base	Mechanism	Arms	Back Upholstery	Seat Upholstery	List Price
4700C	Configurable Task Chair	Black	See Options Below	Tension Adj. Synchro-Tilt with Seat Depth Adjustment	See Options Below	See Options Below	See Options Below	567
4700MMC	Configurable Mesh Task Chair	Black	Polished Aluminum	Tension Adj. Synchro-Tilt with Seat Depth Adjustment	1D Arms	Charcoal Mesh	Charcoal Mesh	630

## 4700C, 4700MMC MODELS AND OPTIONS

### UPTON LUMBAR SUPPORT

Description	Model Number	List
Body Conforming Lumbar Support (Standard)		0
Adjustable Lumbar Support (Black)	4700LUMBAR	32

### BASE OPTIONS (4700C ONLY)

Description	List
Polymer Base (Standard on 4700C)	+0
Polished Aluminum Base (Standard on 4700MMC)	+84

### ARM OPTIONS (4700C ONLY)

Description	List
No Arms (Standard)	+0
Height Adjustable Arms (1D)	+42

### UPTON HEADREST

Description	Model Number	List
No Headrest (Standard)		0
Upton Mesh Headrest (Black Mesh)	4700HREST	74

### CASTER OPTIONS

Description	List
Hard Wheel Casters for Soft Floors (Standard)	+0
Soft Wheel Casters for Hard Floors	+32

### CYLINDER HEIGHT OPTIONS (SEE HEIGHT ADJUSTMENT RANGE)

Description	List
4.0" Cylinder (Standard)	+0
5.0" Cylinder	+0

**4700C, 4700MMC MODELS AND OPTIONS (CONTINUED)**
**BACK MESH COLOR (4700C ONLY)**

<b>Description</b>	<b>List</b>
Black Striped Mesh (Standard)	+0
Grey Striped Mesh	+63
Red Striped Mesh	+63
Blue Striped Mesh	+63
Green Striped Mesh	+63
Orange Striped Mesh	+63

**SEAT UPHOLSTERY OPTIONS (4700C ONLY)**

<b>Description</b>	<b>List</b>
Black Seat Fabric (Standard)	+0
Grade A / C.O.M*	+74
Grade B	+90
Grade C	+105
Grade D	+121
Grade E	+147

\*Does not include cost of C.O.M.

**FIRE CODE OPTIONS**

<b>Description</b>	<b>List</b>
CAL 117 (Standard)	+0
CAL 133	+95

**PACKAGING OPTIONS**

<b>Description</b>	<b>List</b>
Knocked Down (Standard; Simple Tools Required)	+0
Fully Assembled (FA)	+84

## PRODUCT INFORMATION

Grafton, is a robust mesh back side chair that can be stacked. Offering clean lines and sleek design, it's the perfect companion to Upton and Natick. The refined Grafton is ideally suited as a guest or visitor chair but will also serve its purpose in cafeteria, dining rooms, waiting rooms, or any area where extra seating is required. Grafton ships fully assembled.



**Grafton Express Side Chair**



**Grafton Side Chair**

## FEATURES AND BENEFITS

- Mesh back
- Upholstered seat
- Polypropylene arm rests
- Oval tube frame
- Stacks four high on the floor
- 300 pound rating
- CAL117 compliant
- Express Model: Black seat fabric, black mesh, 3 day ship

## PRODUCT SPECIFICATIONS

### **Grafton Side Chair**

*Weight: 30 lbs. Overall Width: 23.75" Overall Depth: 23.5" Overall Height: 32" Seat Height: 17.75" Seat Depth: 16.25" Seat Width: 18" Arm Height: 9" Lumbar Apex Height: 9"*

**EXPRESS GRAFTON CHAIRS**


Grafton Side Chair (Express)  
Model 4000

Model Number	Description	Frame	Mesh	Seat Upholstery	List Price
4000	Black Mesh and Fabric Side Chair (Express)	Black	Black	Black Seat Fabric	378

**GRAFTON CHAIR MODEL AND OPTIONS**


Grafton Configurable Side Chair  
4000C

Model Number	Description	Frame	Mesh	Seat Upholstery	List Price
4000C	Black Mesh and Fabric Side Chair	Black	Black	See Options Below	378

**SEAT UPHOLSTERY OPTIONS**

Description	List
Black Seat Fabric (Standard)	+0
Grade A / C.O.M*	+74
Grade B	+90
Grade C	+105
Grade D	+121
Grade E	+147

\*Does not include cost of C.O.M.

**PACKAGING OPTIONS**

Description	List
Shipped Three Per Carton (Chairs Only)	+0
Pack Fee per Chair (If less than multiple of three)	+16

# PIERCE

## PRODUCT INFORMATION

The Pierce multi-purpose side chair offers versatility in training, meeting and waiting rooms as well as cafeteria and offices. Pierce is available as a chair as well as a 28.5" (seat height) stool. The Pierce offers clean lines, outstanding fit and finish all resulting in a sophisticated and utilitarian multi-purpose chair and stool at an outstanding price point.

The Pierce chair is available with casters or glides, the stool is only offered on glides. The chair stacks up to eight on the floor. Pierce ships fully assembled.



**Pierce Side Chair on Casters (Cayenne)**

**Upholstered Pierce Side Chair on Glides (Limeade)**

**Pierce Side Chair on Glides (Shown 5 Stacked)**

**Pierce Stool (Surf)**

## FEATURES AND BENEFITS

- Grey powder-coated smooth frame
- Chair with 18" seat height
- Stool with 28.5" seat height
- Hard or soft wheel casters or glides on chair. Casters and glides interchangeable
- Wall saver leg configuration
- Stool on glides
- Shell colors available: Black, Brown Stone, Cayenne (Red), Surf (Blue), or Limeade (Green)
- Optional upholstered seat shell (CAL117 compliant).
- 300 pound rating

## PRODUCT SPECIFICATIONS

### Pierce Side Chair

Weight: 15 lbs. Overall Width: 20" Overall Depth: 23.5" Overall Height: 34" Seat Height: 18" Seat Depth: 17.5" Seat Width: 18"

### Pierce Stool

Weight: 23 lbs. Overall Width: 20" Overall Depth: 23.5" Overall Height: 40" Seat Height: 28.5" Seat Depth: 17.5" Seat Width: 18"



**PIERCE CHAIR MODELS AND OPTIONS**


Pierce Configurable Side Chair on Glides  
Model 3500C



Pierce Configurable Side Chair on Casters  
Model 3530C



Pierce Configurable Stool  
Model 3570C

Model Number	Description	Frame	Shell Color	Seat Upholstery	List Price
3500CXX	Configurable Side Chair on Glides	Grey Frame	Black, Brown Stone, Cayenne (Red), Surf (Blue), Limeade (Green)	See Options Below	221
3530CXX	Configurable Side Chair on Hard Wheel Casters	Grey Frame	Black, Brown Stone, Cayenne (Red), Surf (Blue), Limeade (Green)	See Options Below	231
3570CXX	Configurable Stool	Grey Frame	Black, Brown Stone, Cayenne (Red), Surf (Blue), Limeade (Green)	See Options Below	351

**Note:**

Replace "XX" in model number with color code number seen below to specify order color. Example: "3500RD" would be the Pierce Express Side Chair on Glides with a red shell and "3530CBK" would be Pierce Configurable Side Chair on Casters with a black shell.

**3500C, 3530C, 3570C MODELS AND OPTIONS**
**COLOR OPTIONS**

Description	Color Code
Black	BK
Brown Stone	BO
Cayenne (Red)	RD
Surf (Blue)	BU
Limeade (Green)	YE

**SEAT UPHOLSTERY OPTIONS**

Description	List
Grade A / C.O.M.*	+74
Grade B	+90
Grade C	+105
Grade D	+121
Grade E	+147

\*Does not include cost of C.O.M.

**PACKAGING OPTIONS**

Description	List
Shipped Three per Carton (Chairs Only)	+0
Pack Fee per Chair (if shipped less than multiple of three)	+16

**CASTER OPTIONS (3530C ONLY)**

Description	List
Hard Wheel Casters for Soft Floors (Standard)	+0
Soft Wheel Casters for Hard Floors	+32

**DOLLY OPTIONS**

Description	List
3500 Dolly (Holds up to 30)	+368

## PRODUCT INFORMATION

Triad is a lightweight high density stack chair that stacks up to 40 on a dolly. Triad offers an optional tablet arm and/or book rack. Triad is available in a stool version as well. Triad offers flexibility and ease of use in cafeteria, training spaces, classrooms, auditoriums or any area where extra seating is required. Triad ships fully assembled (Express 3 day ship.)



**Triad Multi-Purpose Stack Chair (Beige)**



**Triad Multi-Purpose Stack Chair with Tablet Arm and Book Rack (Light Grey)**



**Triad Stool (Black)**



**Triad Stool (White)**

## FEATURES AND BENEFITS

### Triad Stack

- Polypropylene seat and back shells
- Available in white, black, beige and light grey\*
- Wire solid steel rod polished chrome frame
- Perforated back for thermal comfort
- Stacks 40 high on a dolly
- Standard ganging glides
- Black tablet arm option
- Book rack option
- Dolly option
- 300 pound rating
- Express 3 day ship

\*Other shell colors are available when quantity is greater than 400. Extended lead time applies.

### Triad Stool

- Polypropylene seat and back shells
- Available in white and black\*
- Wire solid steel rod polished chrome frame
- Perforated back for thermal comfort
- Flexible back for comfort flex
- 300 pound rating
- Express 3 day ship

## PRODUCT SPECIFICATIONS

### Triad Stack

Weight: 14 lbs. Overall Width: 21" Overall Depth: 22.5" Overall Height: 32" Seat Height: 18.5" Seat Depth: 17" Seat Width: 18" Lumbar Apex Height: 9"

### Triad Stool

Weight: 21 lbs. Overall Width: 21" Overall Depth: 22.5" Overall Height: 43.5" Seat Height: 30.5" Seat Depth: 17" Seat Width: 18" Lumbar Apex Height: 9"

**EXPRESS TRIAD CHAIRS**


Triad Multi-Purpose Stack Chair (Express)  
Model 3100



Triad Multi-Purpose Stool (Express)  
Model 3130

Model Number	Description	Frame	Shell Color	Base Model Price
3100XX	Multi-Purpose Stack Chair	Polished Chrome	Black, White, Light Grey, Beige	177
3130XX	Multi-Purpose Stool	Polished Chrome	Black, White	263

**Note:**

Replace "XX" in model number with color code number seen below to specify order color. Example: "3100BK" would be the Triad Multi-Purpose Stack Chair with a black shell.

**COLOR OPTIONS**

Description	Color Code
Black	BK
White	WT
Light Grey*	GY
Beige*	BG

\*Available for the 3100 model only.

**ADDITIONAL ACCESSORIES**

Description	Model Number	List
Book Rack (Field Installable)	3100BOOK	84
Tablet Arm (Field Installable)	3100TABLET	116
Dolly (Holds up to 40)	3100DOLLY	268

**PACKAGING OPTIONS**

Description	List
Shipped Four per Carton	+0
Pack Fee per Chair (If shipped less than multiple of four for chairs / multiple of two for stools)	+16

## PRODUCT INFORMATION

The Stow nesting/training chair offers versatility in training, meeting rooms and offices. Stow offers clean lines, outstanding fit and finish all resulting in a sophisticated dynamic multi-purpose chair at an outstanding price point.

Several configurations and options are offered; grey powder-coated frame, with arms or without arms, casters or glides, numerous seat upholstery options, an optional tablet arm, an optional ganging device. The Stow back allows for free movement/reclination and can be locked in place by turning the two “knobs” on the side of the lower back. The tablet arm comes with a spring loaded cup holder; the tablet arm flips up and rotates out of the way for easy storage and can nest with the tablet arm installed.

Stow ships ready to assemble, it requires two fasteners/screws to be installed and the frame pivot bolts to be tightened to put it in action.



**Stow Training Chair on Casters  
with Optional Tablet Arm**



**Stow Training Chair with Arms on Casters**



**Stow Training Chair with Arms on Casters**



**Stow Training Chair without Arms  
on Glides**

## FEATURES AND BENEFITS

- Grey powder-coated frame
- Flip seat (Nester)
- Free float/reclining back
- Back lock
- With or without arms
- Casters or glides (interchangeable)
- Black or graded-in seat fabrics, COMs
- Fold-away tablet arm optional (includes cup holder; armed model only)
- Optional ganging device
- CAL117 compliant, optional CAL133 compliance
- 300 pound rating

## PRODUCT SPECIFICATIONS

### Stow Training Chairs with Arms

Weight: 18 lbs. Overall Width: 26" Overall Depth: 24" Overall Height: 39" Seat Height: 18" Seat Depth: 17" Seat Width: 20" Arm Height: 9" Lumbar Apex: 9"

### Stow Training Chairs without Arms

Weight: 18 lbs. Overall Width: 26" Overall Depth: 24" Overall Height: 39" Seat Height: 18" Seat Depth: 17" Seat Width: 20" Lumbar Apex: 9"

## STOW CHAIR MODELS AND OPTIONS



Stow Configurable Training Chair with Arms  
Model 6800C



Stow Configurable Training Chair without Arms  
Model 6820C

Model Number	Description	Frame	Base	Arms	Seat Upholstery	List Price
6800C	Configurable Training Chair with Arms	Grey Frame	Casters	Fixed Arms	See Options Below	378
6820C	Configurable Training Chair without Arms	Grey Frame	Casters	No Arms	See Options Below	357

## 6800C, 6820C MODELS AND OPTIONS

### SEAT UPHOLSTERY OPTIONS

Description	List
Black Seat Fabric (Standard)	+0
Grade A / C.O.M*	+74
Grade B	+90
Grade C	+105
Grade D	+121
Grade E	+147

\*Does not include cost of C.O.M.

### BASE OPTIONS

Description	List
Hard Wheel Casters (Standard)	+0
Soft Wheel Casters	+32
Glides	+0

### FIRE CODE OPTIONS

Description	List
CAL 117 (Standard)	+0
CAL 133 (Grade A and above)	+95

### PACKAGING OPTIONS

Description	List
Knocked Down (Standard; Simple Tools Required)	+0
Fully Assembled (FA)	+42

### ADDITIONAL ACCESSORIES

Description	Model Number	List
Tablet Arm with Cup Holder* (Field Installable)	68TABLET	126
Ganging Device (Set of Four) (Field Installable)	68GANG	84

\*For use with armed models (6800 and 6800C) only.

## PRODUCT INFORMATION

Trix is a sturdy utilitarian side/guest chair upholstered as you wish. Trix is available with or without arms; Trix with arms is also available with casters. The chairs are ideally suited as a guest or visitor chair but will also serve its purpose in cafeteria, dining rooms, waiting rooms, or any area where extra seating is required.

The Trix chairs can be “dressed up” with any AIS upholstery material or Customer Own Material. The strength and durability of the black powder coated steel frame, plywood shells, and engineered plastic components allow for many years of use. Black polypropylene armrests allow for comfortable support. Trix ships fully assembled.



**Trix Side Chair with Arms**



**Trix Side Chair on Glides**



**Trix Side Chair on Casters**

## FEATURES AND BENEFITS

- Upholstered back
- Upholstered seat
- Available with polypropylene arms or armless
- Stacking
- 300 pound rating
- Available with hard or soft wheel casters
- CAL117 compliant

## PRODUCT SPECIFICATIONS

### Stackable Side Chair on Glides

*Weight: 18 lbs. Overall Width: 20" Overall Depth: 23.5" Overall Height: 34" Seat Height: 18" Seat Depth: 17.5" Seat Width: 18"*

### Stackable Side Chair with Arms

*Weight: 22 lbs. Overall Width: 23.5" Overall Depth: 23.5" Overall Height: 34" Seat Height: 18" Seat Depth: 17.5" Seat Width: 18" Arm Height: 9"*

### Side Chairs on Casters

*Weight: 22 lbs. Overall Width: 23.5" Overall Depth: 22.5" Overall Height: 34.25" Seat Height: 18.25" Seat Depth: 17.5" Seat Width: 18" Arm Height: 9"*

**TRIX CHAIR MODELS AND OPTIONS**


Trix Configurable Side Chair on Glides  
Model 661UBK



Trix Configurable Side Chair with Arms  
Model 662UBK



Trix Configurable Side Chair on Casters  
Model 665UBK

Model Number	Description	Frame	Base	Arms	Seat Upholstery	List Price
661UBK	Configurable Side Chair on Glides	Black Frame	Glides	No Arms	See Options Below	368
662UBK	Configurable Side Chair with Arms	Black Frame	Glides	Fixed Armed	See Options Below	399
665UBK	Configurable Side Chair with Casters	Black Frame	Hard Wheel Casters	Fixed Arms	See Options Below	436

**SEAT UPHOLSTERY OPTIONS**

Description	List
Grade A / C.O.M*	+0
Grade B	+32
Grade C	+63
Grade D	+95
Grade E	+147

\*Does not include cost of C.O.M.

**BASE OPTIONS**

Description	List
Hard Wheel Casters (Standard)	+0
Soft Wheel Casters	+32
Glides	+0

**FIRE CODE OPTIONS**

Description	List
CAL 117 (Standard)	+0
CAL 133 (Grade A and above)	+95

**PACKAGING OPTIONS**

Description	List
Shipped Two per Carton (Non-caster versions only)	+0
Pack Fee per Chair (If shipped less than multiple of two)	+16

**ADDITIONAL ACCESSORIES**

Description	Model Number	List
Dolly	654	389
Ganging Device	600GB	42

# TERMS AND CONDITIONS

## Pricing & Discounts

- Refer to your Authorized AIS Dealer Pricing Program.
- Purchase orders must be received by 12:00 noon EST in order for the following day to be considered start of ship date lead-time.
- The total net amount of order must be clearly indicated on all purchase orders.
- Account must be in good standing and have no past due balance for purchase order to be accepted.
- Only Authorized AIS Dealers may purchase from AIS. Dealers not placing orders with AIS for any 6-month period will be considered "inactive" and will require review by AIS sales management before any order will be accepted.
- Special pricing taken on any order must reference AIS Special Pricing Authorization (SPA).
- If there are any discrepancies on purchase order, dealer will be required to "sign off" on final order detail. Signature by dealer constitutes acceptance of new purchase order amount and item details contained therein.

## Order Changes & Cancellations

AIS understands that from time to time changes may be required on orders; however, as all AIS products are produced custom for each order, changes and cancellation costs will be assessed based on the following schedule. Review your acknowledgment thoroughly. All dates below are from time of acknowledgment.

- No fee for orders changed or canceled within one day (24 hours) on Quick Ship orders or within two days (48 hours) on standard ship orders.
- A fee of 100% of the net pretax total of affected product if order is changed or canceled within two days (48 hours) on a Quick Ship order or within four days (168 hours) on a standard ship order.
- A fee of 100% of the net pretax total of all product on Rush Orders or orders with custom product if changed or canceled after 24 hours.

## Order Submission

Orders should be placed electronically through the AIS website using eOrders in DealerNet. Any questions on how to submit and track orders should be directed to your Customer Service Representative.

Orders may also be faxed or emailed to AIS Customer Service.

Fax: 978-567-5187

Email: [orderentry@ais-inc.com](mailto:orderentry@ais-inc.com)

Orders can be tracked online via Dealernet.

## Add-On Orders

Refer to your AIS Dealer Pricing Program via AIS DealerNet for terms and conditions for add-on orders.

## COM Fabric Policy

It is mandatory that a COM Fabric Dealer form be completed and submitted to your AIS Customer Service representative. The form may be downloaded or printed from Dealernet. All COM fabrics must be tested and approved by AIS before an order can be processed by Customer Service.

## AIS COM/COL Evaluation

AIS reserves the right to inspect, approve, or reject any COM/COL. AIS approval signifies only that such textile/leather can be applied to the products for which intended. Such approval does not constitute any responsibility, liability, or warranty on the part of AIS as to appearance, behavior, durability or tailoring of COM/COL.

To confirm that a COM/COL is applicable to AIS seating, mobile pedestals, and cushions, send a memo sample for evaluation to:

AIS  
Attn: Chair Department  
25 Tucker Drive  
Leominster MA, 01453

## COM/COL Orders

Include on Supplier COM/COL Packing List: Dealer Name, Purchase Order Number and AIS Model Numbers

Ship COM/COL orders to:

AIS  
Attn: Chair Department  
25 Tucker Drive  
Leominster MA, 01453

## Payment Terms

A signed purchase order is required for all orders, unless waived by an officer of Affordable Interior Systems, Inc (AIS). First time orders require a 50% deposit, unless waived by an officer of Affordable Interior Systems, Inc (AIS). With approved credit, all balances are due within 30 days of invoice date.

## Credit

Three trade references (including bank and account number) are required. All accounts with balances beyond 30 days of invoice date will be put on credit hold until the balance is paid in full.

## Acknowledgments

Every order is acknowledged via e-mail. Dealer must sign the acknowledgment and return to Customer Service within 24 hours. Orders will be manufactured and invoiced based upon the information on the acknowledgment. If there is any discrepancy, please notify AIS immediately. Orders are accepted by AIS per terms on the acknowledgment.

If you require a specific delivery date, please note that date on the top of your purchase order.

## Sales Tax

Affordable Interior Systems, Inc is registered with multiple states. In this case, we are required by law to collect and remit sales tax to the states in which we are registered. Please download and complete the multi-jurisdictional sales tax exemption form from our website for all states which your company has a valid resale tax exemption certificate. Fax a completed form to our Accounting Department at (978) 562-0811.

Multi-jurisdictional sales tax exemption forms all available on Dealernet.

## Freight Policy

FOB origin, freight pre-paid. Delivery includes standard Monday through Friday 9am to 5pm deliveries.

## Tracking Shipments

You will receive an email confirmation once your order has shipped that includes the following information: carrier, contact information and shipping reference number. AIS strongly encourages you to contact the carrier in order to track your shipments closely for an estimated delivery date.



## Guaranteed Deliveries

AIS will gladly accept requests for delivery times and for drop shipments to job sites on full truckload shipments. AIS is not able to guarantee specific delivery times for any less than truckload (LTL) shipments. Please contact AIS Customer Service if you require delivery on a specific day during standard business hours and for a non-rushed shipment. We offer a guaranteed two hour window receipt on full truckload shipments for \$250 for one truckload, or two or more truckloads for \$500 during standard business hours. Your CSR must be notified a week prior to your ship date otherwise additional fees may apply. After-hours, holiday and weekend shipments may be arranged for an additional charge on full truckload shipments. Please contact AIS Customer Service for those rates. Please note that in the case of a missed guaranteed shipment the carrier is only liable for that additional charge, not for labor or other damages.

## Call Before Deliveries

You may arrange a delivery with the carrier by noting "Call Before Delivery" on your order, which will typically delay receipt of the product to you by about one day. You cannot add a call before delivery on a truckload shipment if you also have a guaranteed delivery arranged. Please note that call before deliveries are estimates only and should not be used when shipping direct to a job site. AIS is not responsible for any damages incurred for any late deliveries, including labor or any other charges resulting from unforeseen delays by any AIS or dealer chosen carrier. AIS strongly urges dealers to take into consideration the risk that carriers typically allow for a two-day delivery range.

## Consolidating Orders

AIS acknowledges orders with a two day ship date range. We are committed to shipping your products within that acknowledged range. Shipments may be combined and consolidated in order to create a full truckload shipment. Shipments may also be hand loaded in order to avoid LTL spillover. Full truckload shipments have less variable transit times as well as significantly less freight damage. Our goal is always to provide you with the best possible delivery service. Transportation efforts are managed as part of an ongoing effort to improve AIS's transportation efficiency thereby saving fuel, reducing emissions, and reducing air pollution associated with AIS's transportation activities.

## Please Note

Dealer may incur additional carrier Accessorial Fees if not specified and quoted at the time of order for the following, which may include but are not limited to:

- no loading dock
- redirect of product
- refusal of product
- storage
- special truck size (53' standard size)
- street unloads
- lift gate requirement
- detention charges after 2 hours of unload time for TL and 1 hour for LTL

## Deductions

Deductions from invoices are not allowed, for any reason, without authorization from AIS.

## Delay of Shipment

Acceptance of AIS acknowledgment confirms order ship date. If dealer requests delay of shipment for any period greater than one day from scheduled ship date, the following storage fees will be assessed. Dealer must submit purchase order for estimated storage costs:

Orders less than full trailer - \$25/day/pallet  
Full trailer - \$300/day/trailer

## Freight Claims

AIS will file freight claims for loss or damage if policy is followed. In order to make this policy maintainable, certain requirements must be met by the consignee in accordance with freight laws and carrier policies. These requirements are as follows:

All damage or lost freight should be reported to AIS within 72 hours of receipt. In the case of obvious damage, it must be noted in short detail on delivery receipt (i.e. bent frames, scratched surfaces, dented cartons, missing pieces).

If missing or damaged freight is discovered after receipt is completed, consignee must notify Carrier or AIS within 72 hours and request a corrected delivery receipt acknowledging loss or damage.

A detailed list of missing or damaged pieces is required in order to assess the value of the claim. Upon receipt of this information, AIS will contact the carrier and request an inspection or waiver thereof.

In the case of concealed damage, AIS must be informed within 10 days of receipt of product. All damaged product and packaging must be preserved as received pending an inspection or waiver of inspection by the carrier. All product that has a claim pending against it must be available for carriers to salvage once the claim is paid.

It is highly encouraged that digital photos are taken of any suspected freight damage. Photographic evidence substantiating claims should be provided electronically to AIS.

Any failure to adhere to these policies and procedures will result in claim responsibility shifting from AIS to the consignee.

## Force Majeure

Seller shall not be liable for failure to perform or for delay in performance due to fire, flood, strike, or any other labor difficulty, act of God, act of any governmental authority or of the Purchaser, riot, embargo, fuel or energy shortage, wrecks or delay in transportation, inability to obtain necessary labor, materials, or manufacturing facilities from usual sources or failure of suppliers to meet their contractual obligations or due to any cause beyond its reasonable control. In the event of delay in performance due to any such cause, Seller reserves the right to extend the date of delivery or time for completion by a period of time reasonably necessary to overcome the effect of such delay, to allocate any available supply of goods in a manner it deems reasonable, or to cancel any purchase order.

## Liability

Seller, its contractors, authorized dealers and subcontractors or suppliers of any tier shall not be liable in contract, in tort (including negligence and/or strict liability) or otherwise for any special, indirect, incidental or consequential damages whatsoever, including, without limitations, damages or loss of other property or equipment, loss of profits or revenue or loss of use of equipment (including additional expenses incurred in using existing facilities).

The remedies set forth herein are exclusive, and the liability of Seller with respect to any contract or anything done in connection therewith, such as the performance or breach thereof, or from the manufacture, sale, delivery, resale or use of any Product covered by or furnished under the order, whether in contract, in tort (including negligence and/or strict liability) or otherwise shall not exceed the price of the Product or part on which such liability is based.

# TERMS AND CONDITIONS

## Chair Warranty

AIS warrants to the original purchaser that all seating products are free from defects in materials and workmanship under normal use as described below. AIS will repair or replace, at its option, to the original purchaser only, defective product or parts for a period of time from the date of purchase.

Applicable Warranty Period	Products / Restrictions
Ten (10) Years	Frames Control Mechanisms
Five (5) Years	Pneumatic Cylinders Casters, Glides and Bases Mesh and Seating Fabrics Granite Seating*

Normal use as defined under this warranty is the wear and tear that occurs during a 40 hour week when the product is used by a person weighing 300 pounds\* or less. AIS will not warrant any altered components or parts. This warranty shall not cover labor or delivery charges and does not apply to items subjected to abuse, misuse, neglect, alteration, or damage caused by shipment, storage, accident, fire, flood, or act of God. This limited warranty is the sole remedy for product defect and no other express or implied warranty is provided, including but not limited to any implied warranties of merchantability or fitness for a particular purpose. AIS shall not be liable for consequential or incidental damages arising from any product defect.

\* Granite is warranted for five years and rates for a person weighing 250 pounds or less.

## AIS Supported Specification Software

AIS provides (at no cost) symbols and data libraries for the following applications. Only Authorized AIS Dealers may purchase AIS products. AIS supported software libraries are:

- 20-20 GIZA
- 20-20 CAP
- Project Matrix



**National Showrooms:**

**Leominster**

AIS Headquarters  
25 Tucker Drive  
Leominster, MA 01453

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**Chicago**

The Merchandise Mart  
Suite 1086  
Chicago, Illinois 60654

**New York**

AIS New York  
257 Park Avenue South  
New York, New York 10010

**Washington, D.C.**

AIS Washington, D.C.  
1400 I St, NW, Suite 750  
Washington, D.C. 20005

**GSA Sales**

GSA Contract GS-29F-0006K  
FSC Group 71,  
Part 1 Office Furniture

**For additional information on AIS:**

Dealer Showrooms, Representative  
Directory, Project Case Studies, Online  
Catalog & Product Showcase  
Visit: **[www.ais-inc.com](http://www.ais-inc.com)**