



# MERRIC SEATING

*"Your Seating Specialists"*

Pre-sewn Replacement  
Seat and Back Covers

# Completion of the “Seat Cover Replacement Order Form”

## MERRIC SEATING

*“Your Seating Specialists”*

### SEAT COVER REPLACEMENT ORDER FORM

Below measurements need to be the size of wood frame, see diagram below  
Pricing to follow upon receipt of the following information

QTY	A-DEPTH	B-LENGTH	C-HEIGHT	NOTES
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

Upholstery color: Mocha (ICON) \_\_\_\_\_ Cinnamon (Momentum) \_\_\_\_\_ Welting: Y or N

Store #: \_\_\_\_\_ Contact name: \_\_\_\_\_

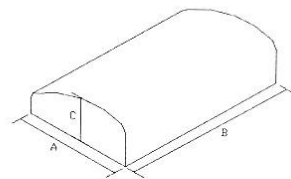
Address: \_\_\_\_\_

Phone #: \_\_\_\_\_

Fax #: \_\_\_\_\_

Fax form to 314-770-1440

ihop/forms/seat cover order form



Wood frame size without welt cord.

4750 Earth City Expressway  
Bridgeton, MO 63044

[www.merric.com](http://www.merric.com)

Phone: 888-604-7730  
Fax: 314-770-1440

## Seat Cover

- 1) Choose a seat with a nice shape and seam line. Doesn't have to be the seat that needs the new cover. Just needs to be the same size.
- 2) Flip booth seat upside down.
- 3) A & B measure wood frame only.
- 4) C is the height of the seat.
- 5) Mark desired vinyl color.
- 6) Circle "Y" or "N" to indicate whether or not you need the welting.

## Back Cover

- 7) Remove the back from the booth.
- 8) Measure the height (A) and length (B) of the board. Mark the width of the foam (C).
- 9) Mark "back" in the notes.

# Supplies



## Replacement Seat Cover Kit

- ✓ Upholstery Staple Remover
- ✓ Wire Cutters
- ✓ Utility Knife
- ✓ Hammer
- ✓ Staple gun and staples
- ✓ Upholstery Scissors
- ✓ Upholstery Puller

## New Seat Covers

- ✓ Check quantity and sizes with the packing slip and your order
- ✓ Optional: Upholstery Silk or Painter's Plastic

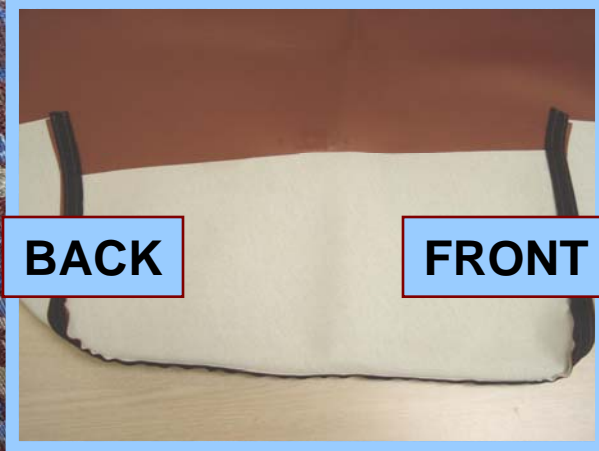
# Seat Prep for Cover Replacement

## Remove the Old Cover

- 1) Remove the staples and welting strip with upholstery staple remover and wire cutters.
- 2) Remove the staples in the corners about 2" back.
- 3) Using the utility knife, cut along the staples to remove the rest of the material. Note: Material should be no closer than 1/8" from the edge of the frame.
- 4) Depending on the number of replacement covers this seat has had, you may need to remove the remaining staples and material. 1-3 layers may be ok.
- 5) Check the board for missed staples and partial broken pieces. Remove the excess staples with wire cutters or hammer flush.



# New Seat Cover Installation



## Cover Placement

- 1) Place the seat top side up.
- 2) Inspect the silk wrap. If damaged, replace with new silk or painter's plastic.
- 3) With the seat cover inside out, verify the front and back of the seat cover. The shorter liner tab is the front.
- 4) Lay over the seat and flip the sides down pulling at the corners to align the stitching with the corners of the booth. **DO NOT OVER PULL.**
- 5) Put two stabilizing staples in the corner to hold the cover place.
- 6) Verify the radius of the corner is lined up and smooth.
- 7) Repeat for the remaining 3 corners.

# New Seat Cover Installation

## Staple the short sides first

- 1) Using the upholstery scissors, cut out the black trim piece to the staples. Remove access material to prevent bunching at the corners.
- 2) Start stapling at the shorter sides of the booth.
- 3) Pull the material taut at the middle making sure there are no wrinkles.
- 4) Staple about 6-10 staples along the center to hold. Staples should be about  $\frac{1}{2}$ " apart.
- 5) At the corner pull taut, make sure there are no wrinkles. Staple from the corner to the middle where it is already stapled, pulling the material tight as you go.
- 6) Repeat at the other corner.
- 7) Cut off the extra material. **DO NOT LEAVE OR STAPLE TO THE SEAT.**
- 8) Repeat steps 2-7 for the other short side.



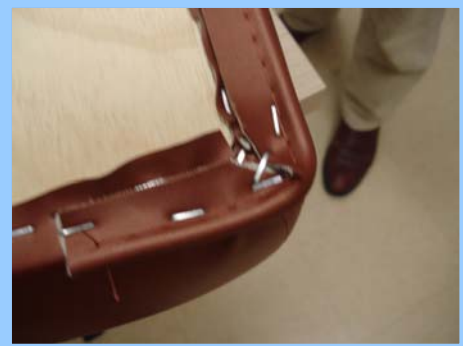
# New Seat Cover Installation

## Staple the front side first, then the back

- 1) Start in the middle of the seat. Staple about 6" along the center to stabilize. **DO NOT OVER PULL**, but keep consistently tight.
- 2) At the corner pull taut, make sure there are no wrinkles. Staple from the corner to the middle where it is already stapled, pulling the material tight as you go.
- 3) Repeat step 3 at the other corner.
- 4) Cut off the extra material.
- 5) Repeat steps 2-5 for the back of the booth.



# New Seat Cover Installation



## Welting Application (if needed)

- 1) Align welting with the edge of the seat to allow the tubing to lay flush with the outside edge.
- 2) Start at about 2"-4" along the back side and pull to the corner. Putting in a stabilizing staple at the end and corner 1-1/2" to 2" apart. Fewer staples are needed to secure the welting.
- 3) At the corner, cut a "V" to remove the excess material.
- 4) Hold the two pieces together and staple to secure to the booth.
- 5) Go to the next corner, pulling the welting along the edge. Keeping it tight and staple to that corner.
- 6) Tack welting by pulling your thumb along the edge holding the welting cord flush with the outside edge of the seat frame and staple as you pull along the edge.
- 7) Make adjustments if necessary.
- 8) Cut a "V" in the corner material and secure flaps as before.
- 9) Repeat along all 3 edges, ending at the back of the seat.