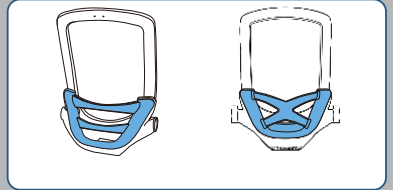


# ERGONOMIC OFFICE CHAIR

## USER MANUAL



This manual uses the as a demonstration, the actual color/style is subject to receipt.

# Contents

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03



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This chair is a new model, and we as the manufacturer closely keep an eye on its usage. For any concern/requirement about it during your using, please contact us for a quick 24-hour response and accessories solution.

# Part List

1

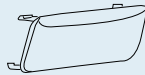


1 PC

Headrest

2

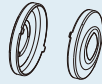
\*On the headrest.



1 PC

Headrest Cover

3



2 PCS

Armrest Covers

4



5 PCS

Wheels

5

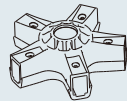
\*5 chair legs are placed inside the mesh seat.



5 PCS

Chair Legs

6



1 PC

Base Core

7



1 PC

Gas Lift

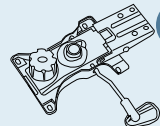
8



1 PC

Telescoping Cover

9



1 PC

Mechanism

10

R

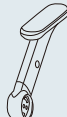


1 PC

Right Armrest

11

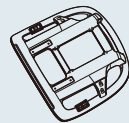
L



1 PC

Left Armrest

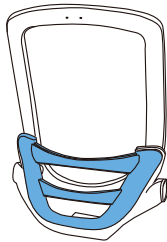
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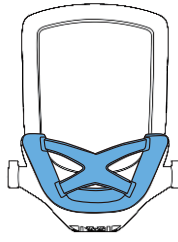
1 PC

Seat

13

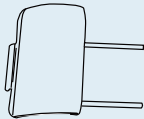


OR



# Part List

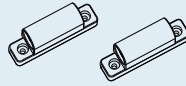
14



1 PC

Footrest Pedal

15

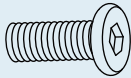


2 PCS

Pedal Holders

16

M8\*20



5 PCS

For chair legs

17

5/16\*40



4 PCS

For backrest

18

5/16\*3/4

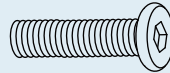


4 PCS

For mechanism

19

M6\*16



4 PCS

For footrest

20

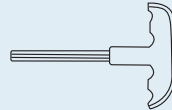
1/4\*25



2 PCS

For headrest

21



1 PC

Allen Wrench

## Before starting installation...

- 01** Make sure you have all the parts and email us if any is missing. Please use the wrench provided for assembly.
- 02** Follow the guidelines for assembling, using the correct screws, especially for the chair legs and mechanism.
- 03** Keep spare screws and the wrench just in case.
- 04** Scan the QR code to watch the installation video and operation guide.

## STEP 1

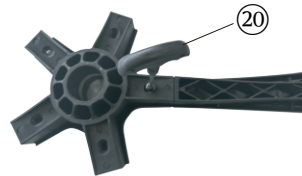
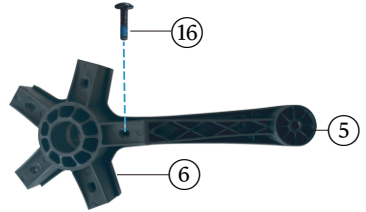
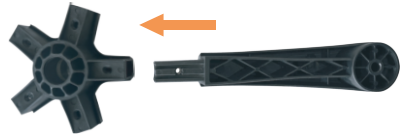
**5 chair legs are placed inside the mesh seat**, please take out the 5 chair legs carefully.

Insert the 5 Chair Legs ⑤ and fix them with 5 Screw M8\*20 ⑩.

### **Note:**

Tap the Chair Legs toward to the base core with rubber mallet will help you to ensure there are no gaps between two parts.

This will result in a tighter connection and a more stable base.



## STEP 2

Insert the 5 Wheels ④ into the leg slots, insert the Gas Lift ⑦ into the Base Core ⑥.

Put the Telescoping Cover ⑧ on.



To fit users of different body types, if you need **Taller/Shorter Gas Lift** for relevant detail.

# Assembly Guide

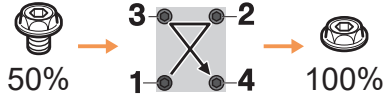
## Tips when multiple screws need to be installed in one part.

### Note:

\*\*Please firstly screw in every screws to 50% for position locking, finally tighten them to 100% all in turn.

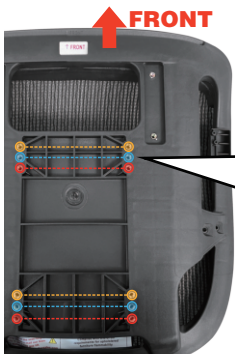
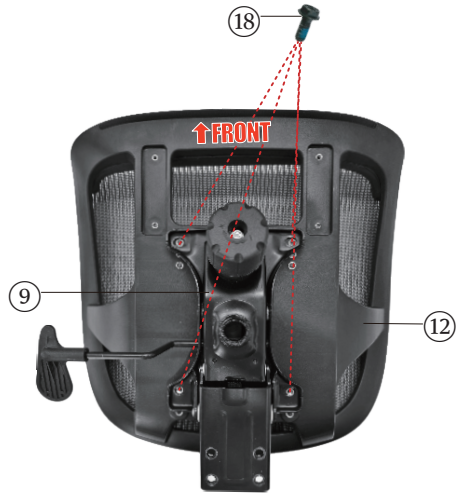
\*\*To ensure that all screws are properly tightened, please screw the 4 screws in a diagonal fashion to secure the position in the order marked in the figure(①②③④).

### Follow these tips to install

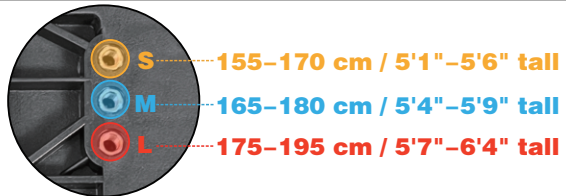


## STEP 3

Fix the Mechanism ⑨ to the Mesh Seat ⑫ with 4 Screw 5/16\*3/4 ⑮.

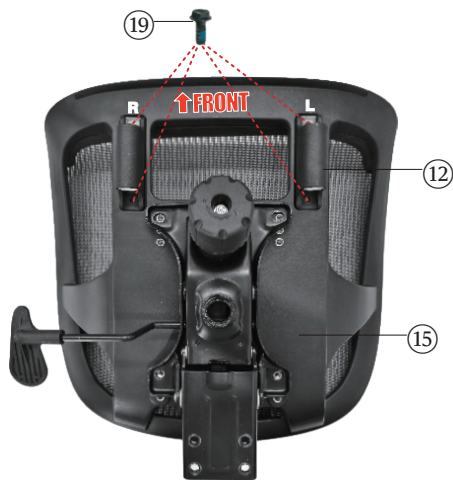


## Recommended for User



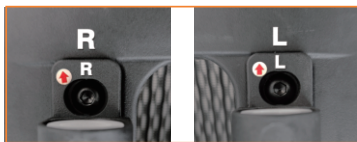
Please refer to the sticker on the seat frame and choose the screw hole position for installing mechanism based on your height and desired sitting depth.

# Assembly Guide

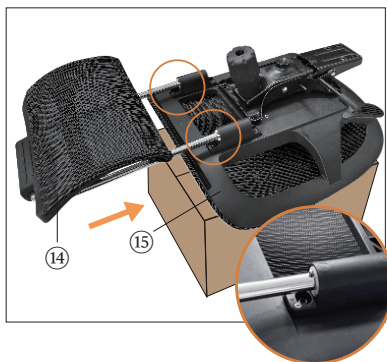


## STEP 4

4.1 Fix the 2 Pedal Holders (15) to the Mesh Seat (12) with 4 Screw M6x16 (19).



4.2 Press on the button on the 2 steel pipes of the Footrest Pedal (14), while pushing the pipes through the Pedal Holders (15).



## STEP 5

1. Find the **2 screws circled in red**, which are the screws we need to tighten next, and the screws have been installed in the armrest in advance. The 2 silver screws do not need to be tightened, please ignore them.



● Please tighten the **2 internal black screws**.

● Ignore the 2 silver screws, do not tighten.

# Assembly Guide



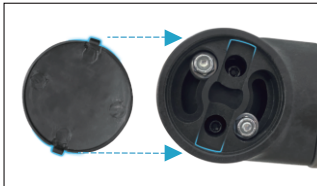
- 2.** As shown in the figure, align the 2 internal screws circled in red with the 2 screw holes on the backrest, and tighten the 2 screws to secure the armrest.

(Note: no need to adjust 2 silver screws)

**\* Flip down the armrests when you need to re-adjust the pre-installed screws.**



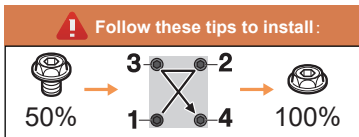
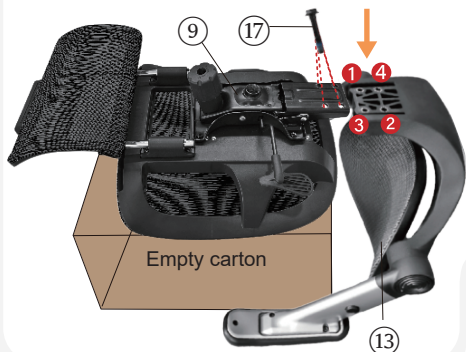
- 3.** Place the armrest decorative cover.



- 4.** The decorative cover can be gently pried off with a knife.



# Assembly Guide



## STEP 6

Attach the Backrest (13) to the Mechanism (9) with 4 Screw 5/16\*40 (17).

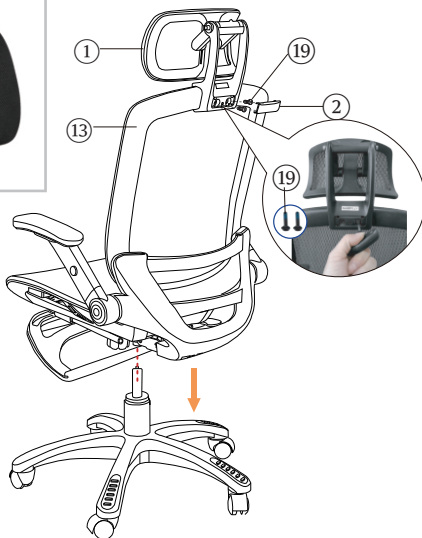
To fit users of different body types, if you need for relevant detail.



## STEP 7

Assemble the Headrest (1) to the Backrest (13) with 2 Screws 1/4\*25 (19).

Then put the Headrest Cover (2) on.



# Adjustment

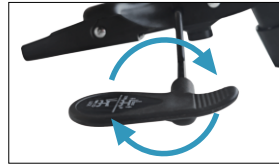


**Seat cover** adds skin friendliness without losing too much air permeability. If you want softer, please refer to the relevant detail.



## To Adjust Seat Height

Twist the handle, add or subtract weight to adjust the seat height up and down.

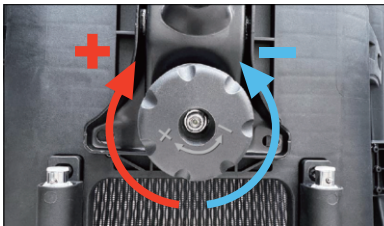
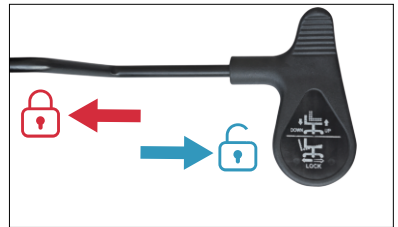


## To Adjust Tilt Back Function

**Unlock:** Pull out the handle and press gently on the chair back to unlock. The chair back enters reclining mode.

**Lock:** Push in the handle after tilt the chair back to the angle you want.

The backrest can be locked into 3 tilt angles.



## To Adjust Tilt Tension

① Rotate the knob in the direction of "-", the chair will lean back more easily and smoothly.

② Rotate the knob in the direction of "+" to strengthen the tilt resistance.

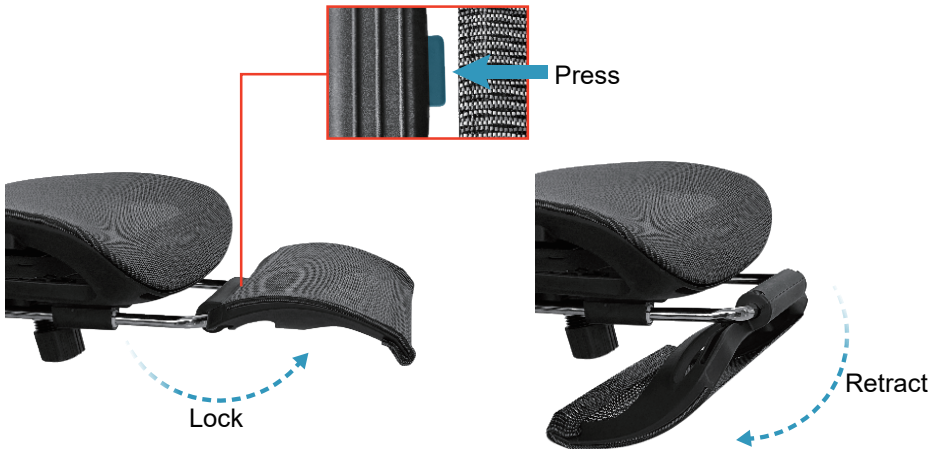
## To Adjust The Footrest

1. Pull out the footrest under the seat for use or push back under the seat to store it. It can be pulled out around 9.4".



2. **Lock:** Press the button, then flip out the support surface to use. One "click" sound means the position LOCKED.

**Retract:** Press the button, then flip down the support surface and retract it. One "click" sound is a successful RESET sign.



## 3 Modes To Adjust The Headrest

①



**Adjust the angle of headrest :**  
Rotate the headrest up or down  
with your hands

②



**Raise/lower the headrest :**  
Hold the headrest and adjust  
its height directly up or down

③



★ If you require a higher headrest or feel that the headrest is pushing you forward, you can make further adjustments by following Mode ③.

1. Locate the two buttons on the headrest support bar. Press both buttons with your thumbs to unlock the bar (as shown in Picture A).
2. With your forefinger, lift or lower the headrest to the desired height (as shown in Picture B).

Once you've adjusted the headrest to the desired position, release the buttons to lock the bar in place.

**Q1 Missing or damaged accessories**

**A:** If any accessories are missing/damaged during shipping/using, please provide the order number & picture . We offer a 3-year warranty and will repair/replace any damaged parts.

**Q2 Where can I get the installation video?**

**A:** Scan the QR code or find the video on the product page or search for office chair on YouTube.

**Q3 Can't adjust height**

**A:** ·To raise the seat, lift the handle forward and raise your body up slightly to allow the chair to raise to the desired height.

·To lower the seat, lift the handle while applying more weight down on the seat. The chair will descend until the handle is released.

**Q4 Chair back won't restore to upright position**

**A:** While seated, pull the handle all the way out. Then, slightly press your back against the chair back. You should hear a "click" sound at this point, and the chair will restore to the upright position.

**Q5 I can't get the armrests and backrest to fit.**

**A:** Please check that the armrest has been assembled with the screws, if the screws are missing please contact us to get a new armrest. If not, it's better to send relevant pictures or video, we will provide effective solutions.

**Q6 Chair back wobbling**

**A:** Please check and tighten the 4 screws on the back of the chair. When all 4 screws are fully tightened, the chair should not shake significantly.

**Q7 The chair is noisy when used.**

**A:** Most likely because the parts are not tightened, check each screw, tighten and add lubricating oil. If it can't be resolved.

**Q8 I need to return/exchange the item.**

**A:** Please as a priority, we will provide an effective solution and save you the trouble of packing and returning.

**Q9 How to replace the gas lift?**

**A:** Raise the chair to the highest level, then step on the base, buckle mesh seat with two hands. Shake the seat to separate the gas lift.



**\*If this does not work, please try to:**

- ① Tip the chair onto its side. Unscrew the mechanism from the chair seat.
- ② Use a rubber mallet to tap the mechanism and remove the gas lift away from the mechanism.



Tap the chair base in the direction from A to B

**\*Another way: Use a pipe wrench to clamp tightly onto the top of the gas lift. Twist and then pull up in order to remove the gas lift.**

- ③ Use the rubber mallet to tap the chair base (tap the chair base in the direction from A to B), and allow the gas lift to move away from the base.