

# ROSCO OFFICE CHAIR

## ASSEMBLY GUIDE



**Important - Please read these instructions fully before starting assembly**



### **SAFETY AND CARE ADVICE**



### **NO POWER TOOLS**

#### **SAFETY AND CARE ADVICE**

- Check you have all the components and tools listed.
- Remove all fittings from the plastic bags and separate them into their groups.
- We do not recommend the use of power drills/drivers for inserting screws, as this could damage the unit. Only use hand screwdrivers and Allen keys.
- Keep children and animals away from the work area, small parts could cause choking if swallowed.
- Make sure you have enough space to lay out the parts before starting.
- Assemble the item as close to its final position (in the same room) as possible.
- Do not overtighten the nuts to avoid causing damage to the threads.
- Only clean using a damp cloth and mild detergent, do not use bleach or abrasive cleaners.
- From time to time check that there are no loose screws on this unit.
- This product should not be discarded with household waste. Take to your local authority waste disposal centre.

# IMPORTANT INFORMATION



30 MINUTE  
BUILD


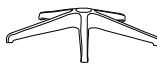

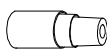



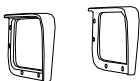


TWO  
PERSON



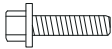


MAXIMUM  
CAPACITY  
110Kg

PLEASE CHECK CAREFULLY AND MAKE SURE YOU HAVE ALL FITTINGS AND TOOLS LISTED BELOW BEFORE YOU START.

DESCRIPTION	PART NAME	QTY (PCS)
A		5
B		1
C		1
D		1

DESCRIPTION	PART NAME	QTY (PCS)
E		1
F		1 (L/R)
G		1
H		1

## Parts for Chair Assembly

I		BOLT 1/4" x 25 MM	10 PCS
J		BOLT 1/4" x 20 MM	2 PCS
L		ALLEN KEY M5	1 PCS

**NOTE:** The quantities above are the correct amount to complete the assembly. In some cases more fittings may be supplied than are required.

# STEP 1

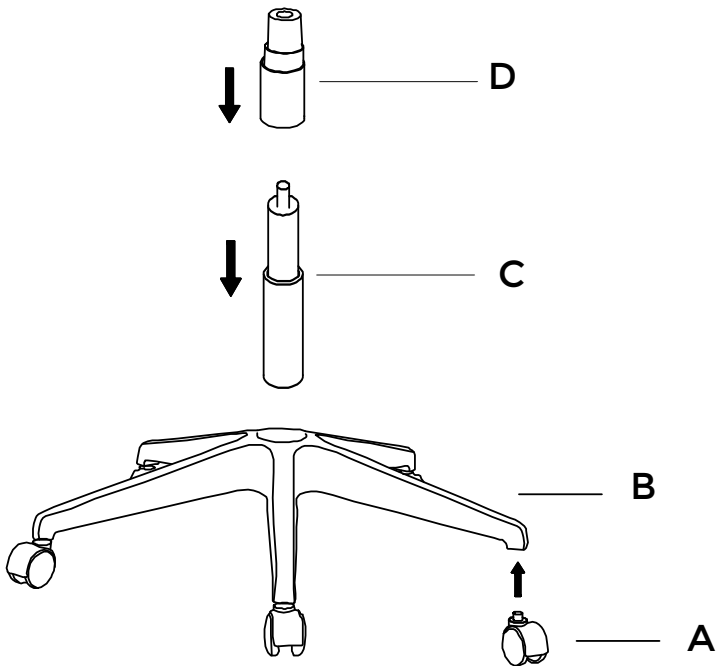
Use a clean, flat, soft surface to avoid any bumps or scratches.

Carefully unpack your office chair.

Gently push 1 x castor [A] into each socket of the star base [B]. It should fit snugly without much force.

Insert the gas lift [C] into the center of star base [B] as shown.

Cover the gas lift [C] with gas lift cover [D] as shown.

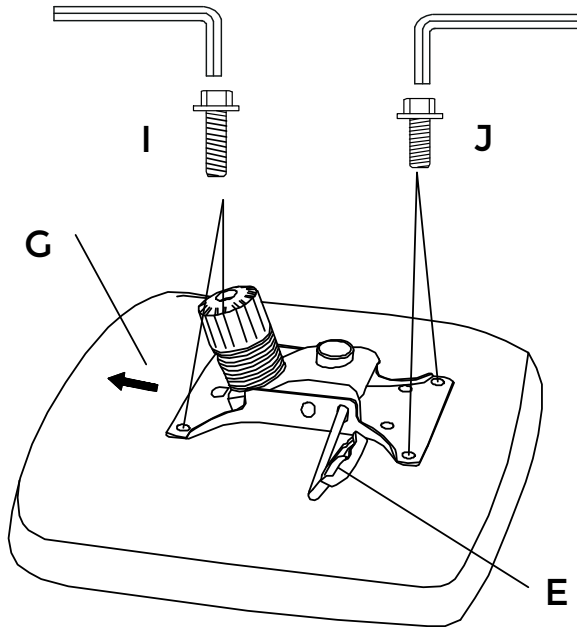


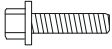


## STEP 2

Align and place mechanism [E] onto seat [G], making sure arrows on both parts are pointing in the same direction.

Align the mechanism [E] to the pre-drilled holes on the seat [G] and attach using 2 x bolts [J] and 2 x bolts [I].

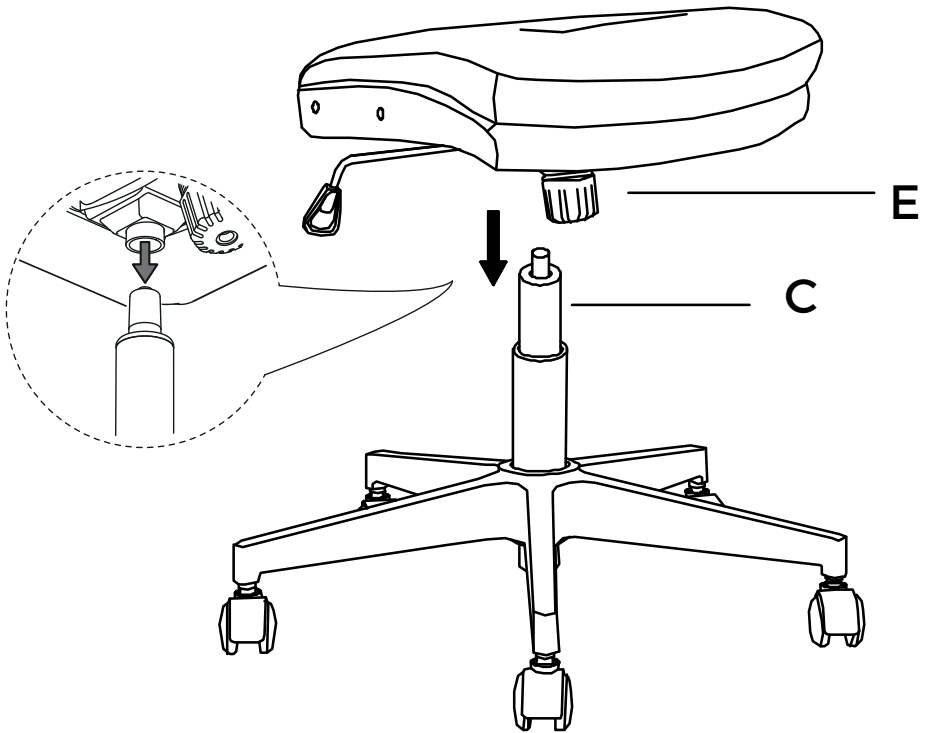
Tighten the bolts using Allen key [L].



I		BOLT 1/4" x 25 MM	2 PCS
J		BOLT 1/4" x 20 MM	2 PCS
L		ALLEN KEY M5	1 PCS

### STEP 3

Carefully and with help, place the assembled seat onto gas lift [C], making sure the gas lift [6] top is inserted into the hole on mechanism [E] as shown.

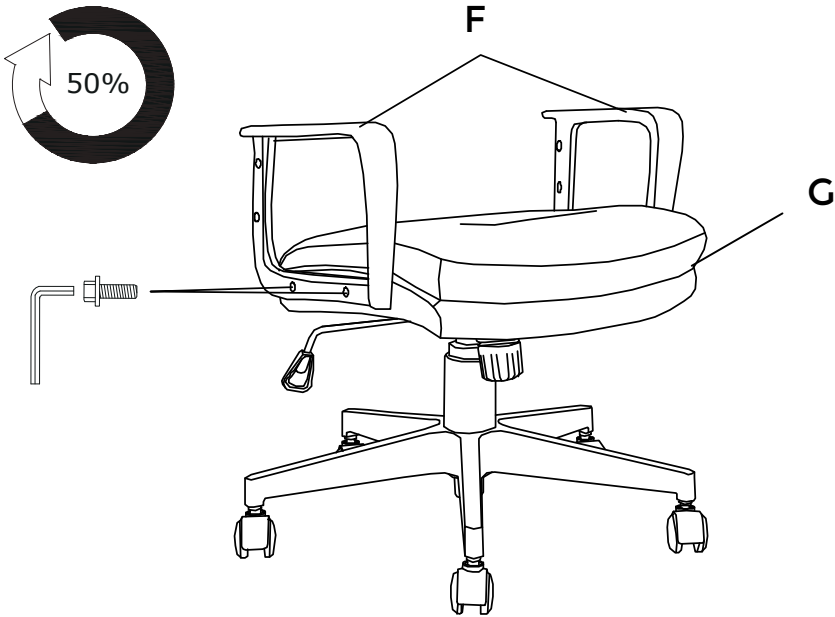




## STEP 4

Attach 1 x armrest [F] to each side of the seat [G], ensuring the arms are on the correct side.

Secure with 2 x bolts [I], lightly turn the bolts with Allen key [L].

**NOTE:** Be careful not to overtighten the bolts.

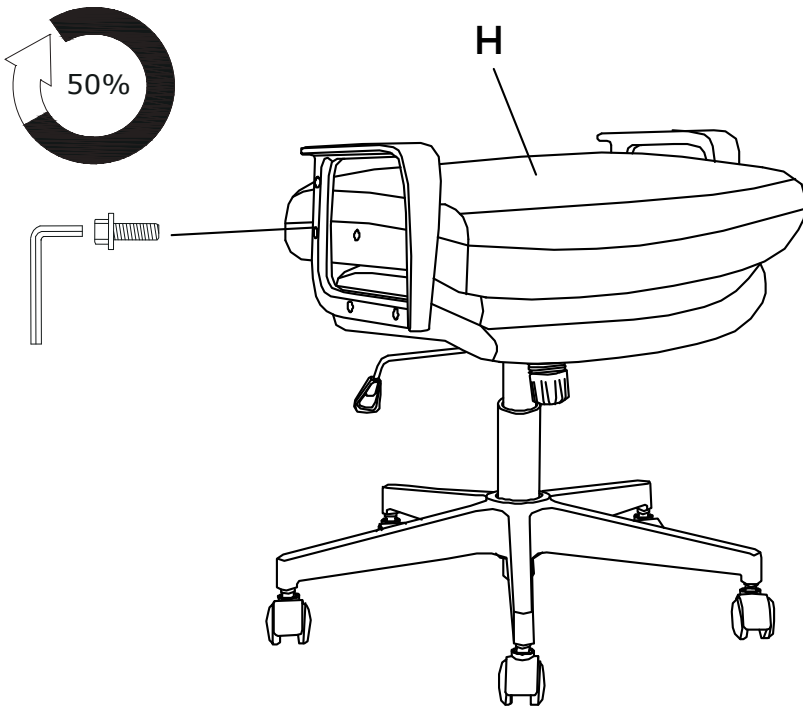




I		BOLT 1/4" x 25 MM	4 PCS
L		ALLEN KEY M5	

## STEP 5

Place backrest [H] between the two armrests [F] so that the bottom holes on both parts are aligned as shown. Secure with 2 x bolts [I], lightly turn the bolts with Allen key [L].

**NOTE:** Be careful not to overtighten the bolts.



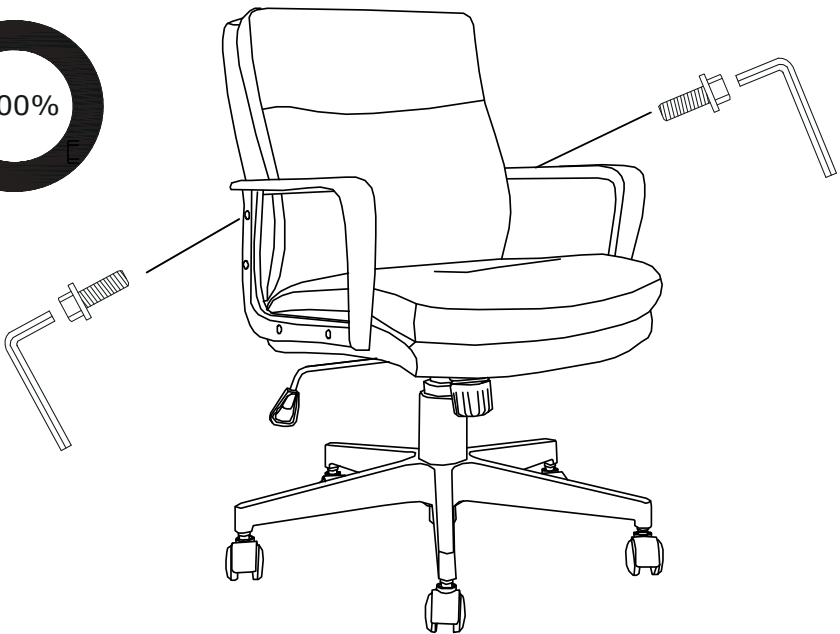
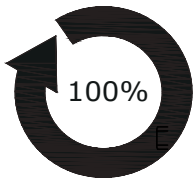
I		BOLT 1/4" x 25 MM	2 PCS
L		ALLEN KEY M5	1 PCS



## STEP 6

Tilt the backrest [H] upright until the holes at the top on both parts are aligned, fasten with 2 x bolts [J].

Tighten all bolts with Allen key [L].

Your office chair is now complete, and ready to use!



J		BOLT 1/4" x 25 MM	2 PCS
L		ALLEN KEY M5	1 PCS



## OUR 2 YEAR GUARANTEE

our products come with a 2 year guarantee to give you peace of mind shopping at [redacted]

some garden furniture items have a 1 year guarantee



## WHAT THE GUARANTEE COVERS

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**PRE-INSERTED FIXINGS**  
e.g. loose metal threads



**FAULTY JOINTS**  
e.g. legs bending



**EXTERNAL FIXING FAULTS**  
e.g. metal discs removing from table top



**STRUCTURAL INTEGRITY**  
e.g. the frame of the product