

# Swivel Chair

## Assembly Guide



**IMPORTANT:** please read these instructions fully before starting assembly



**SAFETY AND  
CARE ADVICE**



**NO POWER TOOLS**

- Check you have all the components and tools listed
- Remove all fittings from their bags and separate into groups
- We do not recommend use of power tools - 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 (same room) as possible
- Do not over tighten the nuts to avoid damage to the threads
- Only clean using a damp cloth and mild detergent. Do not use bleach or abrasive cleaners
- Do not allow children to climb or play on this product
- From time to time, check there are no loose screws in this unit
- This product should not be discarded with household waste. Take to your local authority waste disposal centre
- Unless otherwise stated, this product is designed for domestic use and is not certified for commercial or contract settings.

## IMPORTANT INFORMATION



20 Minute  
Build


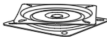




Two Person  
Build





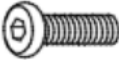





Max Weight  
Capacity  
120kg

**Note:** Assembly estimates are approximate and can differ based on the specific environment and user experience.

Label	Part Name	Drawing	Quantity
1	Chair Seat		1
2	Upper Swivel Plate		1
3	Center Support Base		1
4	Leg Bracket		4

## WHAT'S IN THE BOX

**Note:** the quantities are the correct amount to complete the assembly. In some cases more fixings may be supplied than are required.

Label	Part Name	Drawing	Size (mm)	Quantity
A	Allen Screw		M8 x 10	12
B	Nut		M6	4
C	Allen Screw		M6 x 16	8
D	Flat Washer		Ø18 x Ø6	12
E	Allen Key		5	1
F	Allen Key		6	1
G	Spanner		M6	1
H	Spring Washer		M6	8

**Please note, the fixings above are for a single chair.**

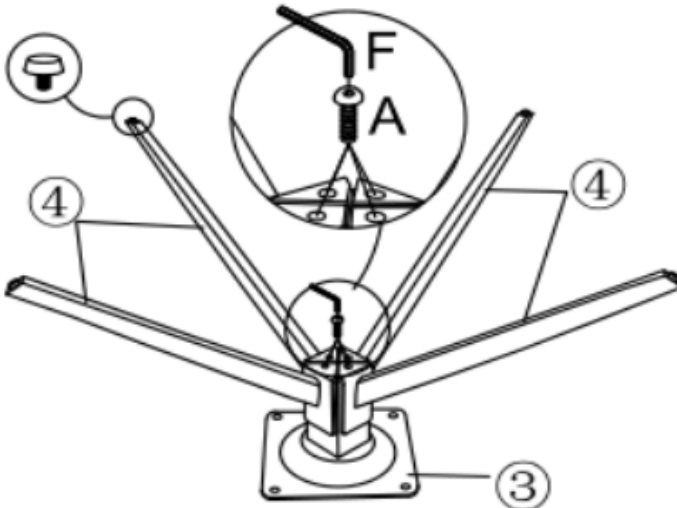
Note:

- Use a clear, flat surface to avoid bumps or scratches before assembling.
- Insert all fixings loosely at first to allow for alignment; only tighten them once everything is properly positioned, as some adjustment may be required.
- Avoid over-tightening, as this may damage the parts.
- Seek assistance when moving large or heavy parts

## STEP 1

Carefully align the 4x leg brackets [4] to the center support base [3] and secure using 4x screws [A].

To allow for alignment, partially tighten the fixings with Allen key [F]

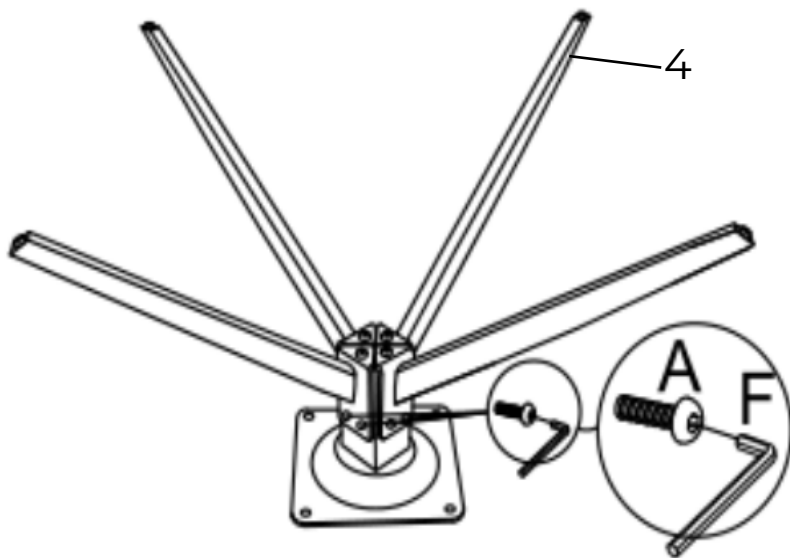


**NOTE:** Insert ALL screws loosely, only fully tighten when instructed to do so. In the event of miss-alignment or chair wobbling, please untighten screws, realign and re-tighten.

## STEP 2

Secure the upper section of each leg [4] to the central hub using 8x screws [A]

To allow for alignment, partially tighten the fixings with Allen key [F]

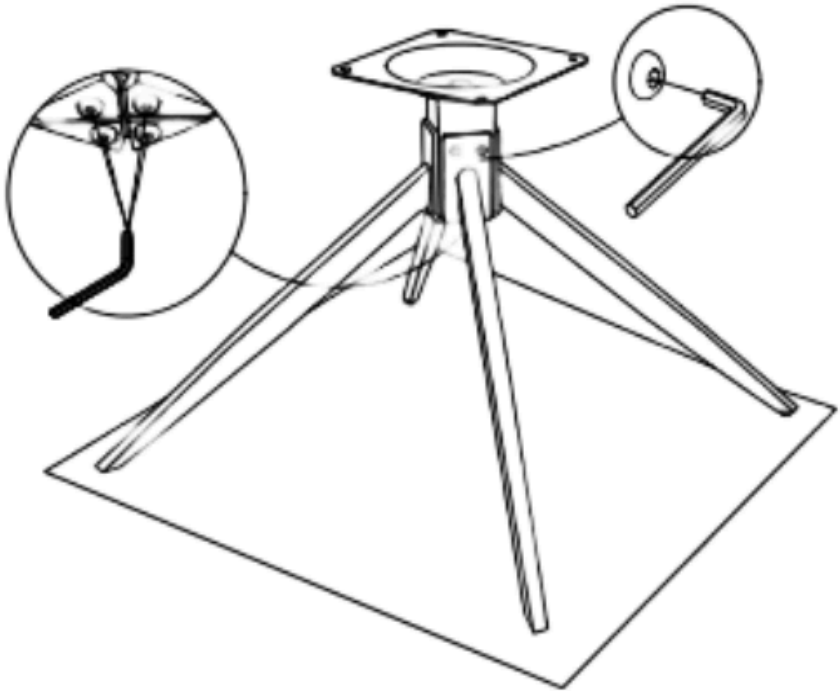


**NOTE:** Insert ALL screws loosely, only fully tighten when instructed to do so. In the event of miss-alignment or chair wobbling, please untighten screws, realign and re-tighten.

### STEP 3

Flip the base over so it stands on all four legs. Ensure all plastic feet are flat on the ground.

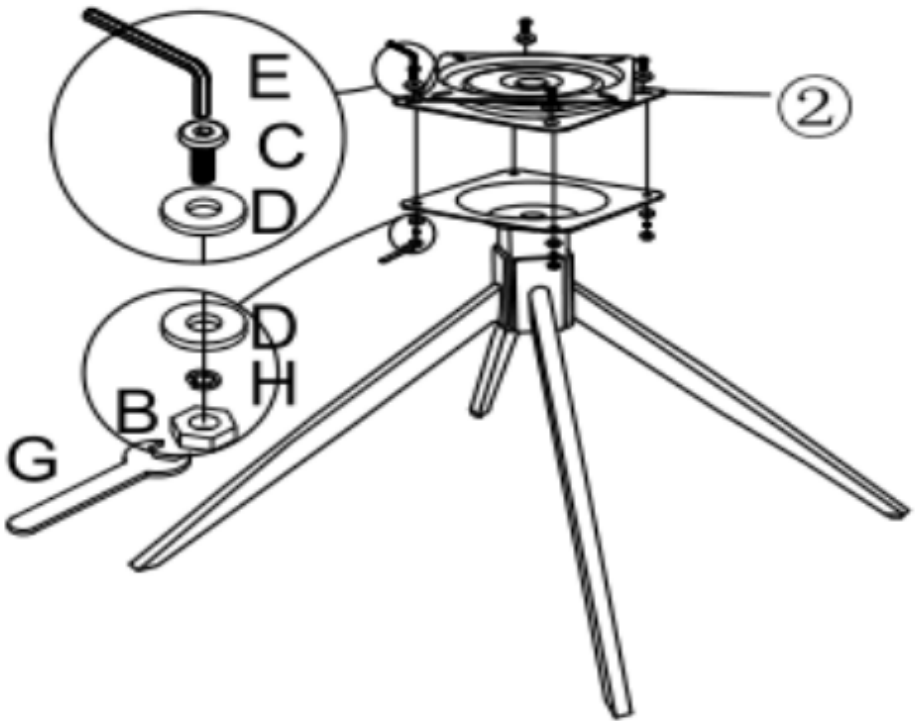
Fully tighten ALL screws with Allen key [F] to stabilize the base.



## STEP 4

Attach the upper swivel plate [2] to the top of the base using 4x screws [C], 4x spring washers [H], 4x flat washers [D], and 4x nuts [B].

Use Allen key [E] and spanner [G] to secure firmly.

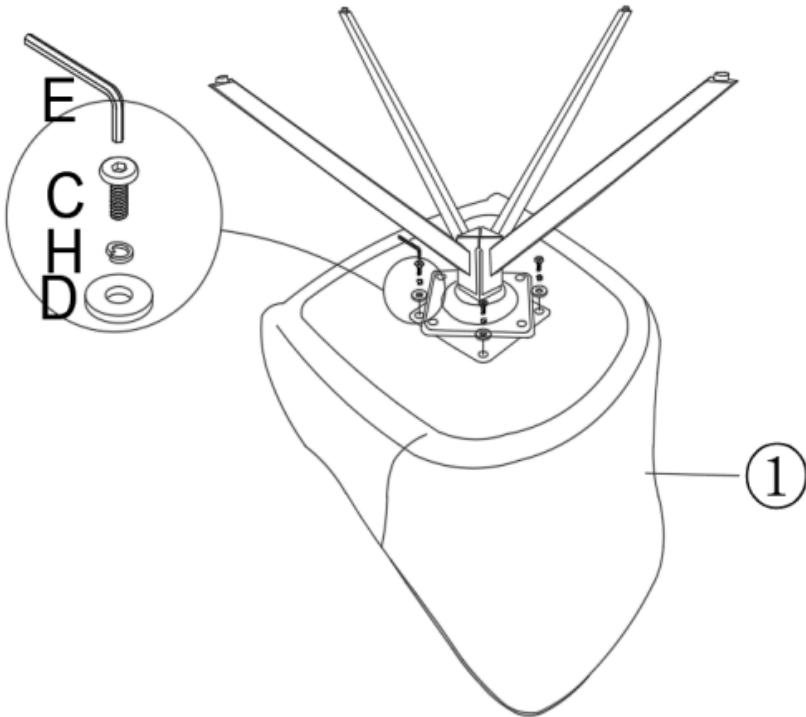


## STEP 5

Place the swivel base onto the chair seat [1].

Secure using 4x washers [D], 4x spring washers [H] and 4x screws [C],

Tighten all screws using Allen key [E].



## STEP 6

Carefully and with help, flip the chair onto the legs.  
Check the stability

**NOTE:** In the event of miss-alignment or chair wobbling, please untighten screws, realign and re-tighten.



## STEP 7

Your Chair is now ready to use!

## STEP 8

Repeat the assembly process for any subsequent chairs.

**Please ensure any and all fixings and fittings are FULLY tightened before using this product**



# our 2 year GUARANTEE

Our products come with a 2 year guarantee, giving you extra peace of mind when shopping with us!

## *What the guarantee covers*



**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

---