



# Home Office Chair

## Assembly Instructions



Save these instructions.



A buddy is helpful for assembly.



Level of difficulty: Intermediate.



**Allen Wrench Provided**



Questions?  
[www.TeamCustomerService.com](http://www.TeamCustomerService.com)

# Thank You for your Purchase

- This user manual contains important and useful information to accompany your purchase. This product is intended for indoor, household use only. Failure to follow the instructions outlined may result in personal injury or damage to the product which the manufacturer or vendor cannot be held responsible.
- Please ensure you keep the instruction manual in a safe place so you can refer to the instructions at any time in the future. Adult assembly required. During assembly, children should always be kept away due to possible risk of injury. Please use caution and care when lifting the product to avoid personal injury and/or damage. Please ensure that you have enough space and people to assemble your product safely. Do not stand on the product or use as a stepladder.
- For ease and speed of assembly, we recommend that you identify all parts required for that step before begin. All items are to be assembled near the area which they will be placed in use to avoid moving the product unnecessary once assembled.
- For the protection of your furniture, we recommend that the product be assembled on a protected surface to prevent any damage. During assembly please take care not to over-tighten any fittings, as this may damage the product. Always place the product on a flat and stable surface.

## Safety Precautions



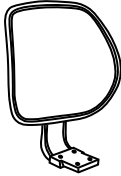

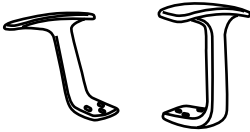
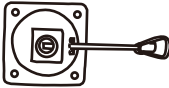



- **READ ALL INSTRUCTIONS BEFORE ASSEMBLING**
- **PRODUCT FOR INDOOR, RESIDENTIAL USE ONLY**
- **ADULT ASSEMBLY REQUIRED**
- **DO NOT** throw away packaging material before you finish assembling to ensure that parts are not thrown out by mistake
- **DO NOT** use accessories or attachments that are not provided or recommended by manufacturer.
- **NEVER** force any parts or hardware into place when assembling.
- **KEEP CHILDREN** well away from plastic bags and packing materials this item was shipped in.
- **SAVE** these instructions for future reference.
- **DO** anchor product on the wall with at least 1 anchor in contact with stud.
- **Do not** place items, such as toys and remote controls on top of dressers, TVs and other large furniture. Also, make sure that all cords are out of The reach of children. Visit <https://www.anchorit.gov/> for more information.

Questions?  
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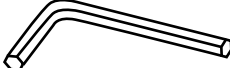


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## Parts

PART	NAME	Q'TY	PART IMAGE
(1)	Backrest	1	
(2)	Seat	1	
(3)	Armrests	1	
(4)	Mechanism	1	
(5)	Gaslift	1	
(6)	Base	1	
(7)	Casters	5	

## Hardware

HARDWARE	NAME	Q'TY	HARDWARE IMAGE
(A)	Screws & Washers M6*30	2	
(B)	Screws & Washers M6*36	4	
(C)	Screws M8*22	2	
(D)	Screws M8*30	2	
(E)	Screws & Washers M6*30	2	
(F)	Screws & Washers M6*36	2	
(G)	Allen Wrench	1	

**Note: all screws are pre-installed on the holes.**

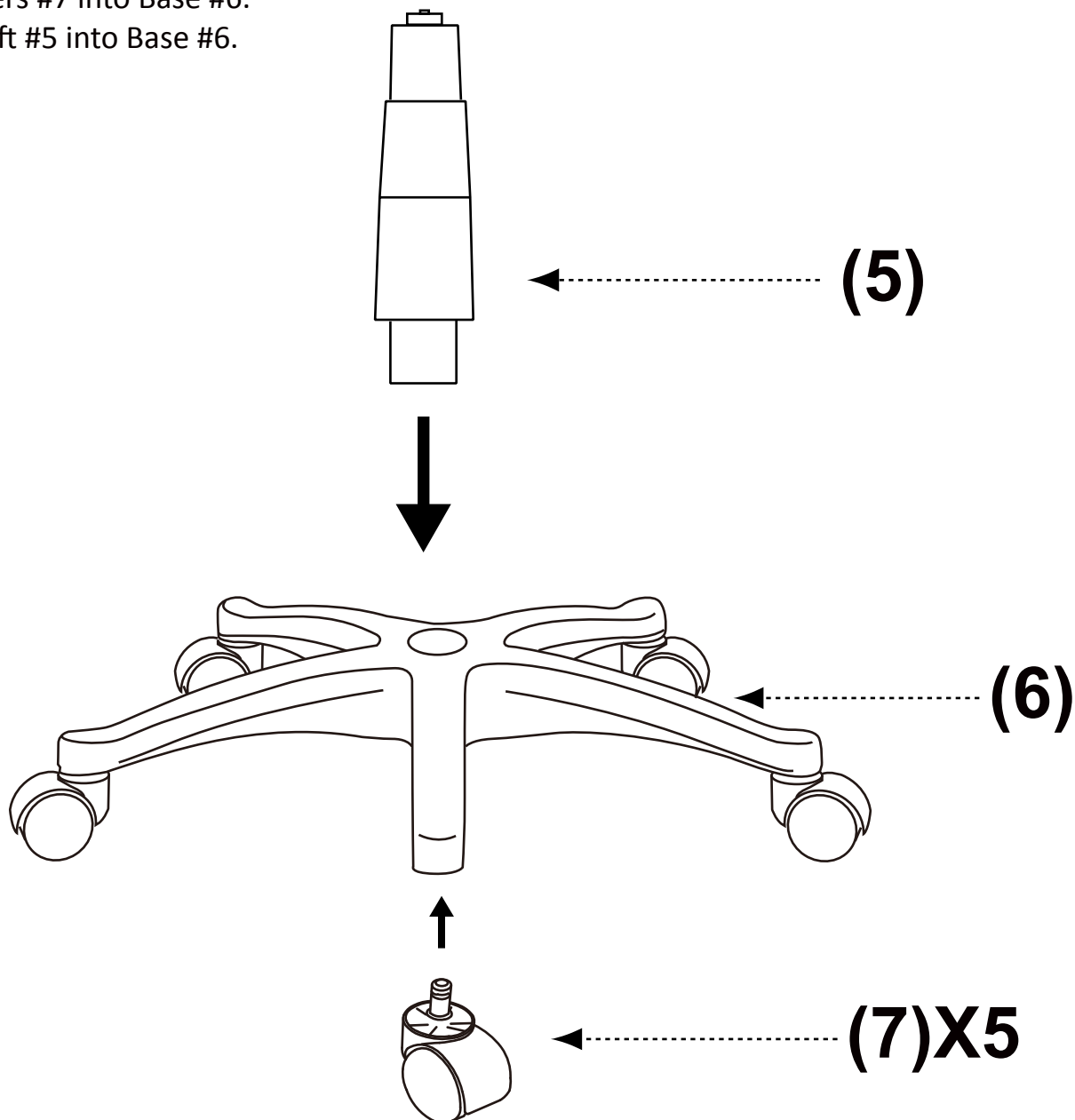
# Assembly Instructions

## ASSEMBLY TIPS:

1. Remove hardware from box and make sure all your parts are there, prior to assembly.
2. To avoid damage to parts and components, layout and assembly should be done on a flat surface.
3. Please check and distinguish each part before assembly.

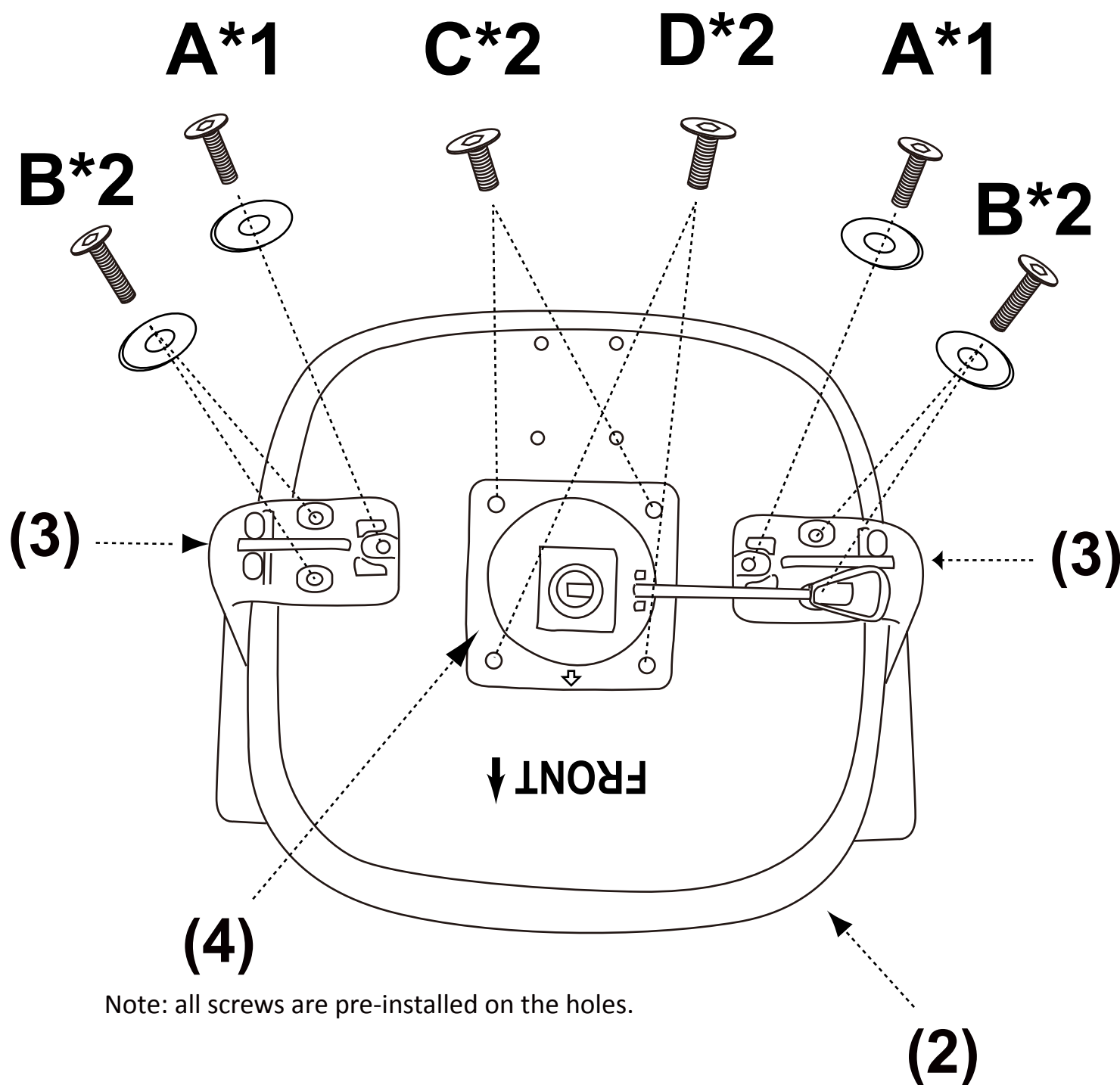
## Step 1:

- Insert Casters #7 into Base #6.
- Insert Gaslift #5 into Base #6.



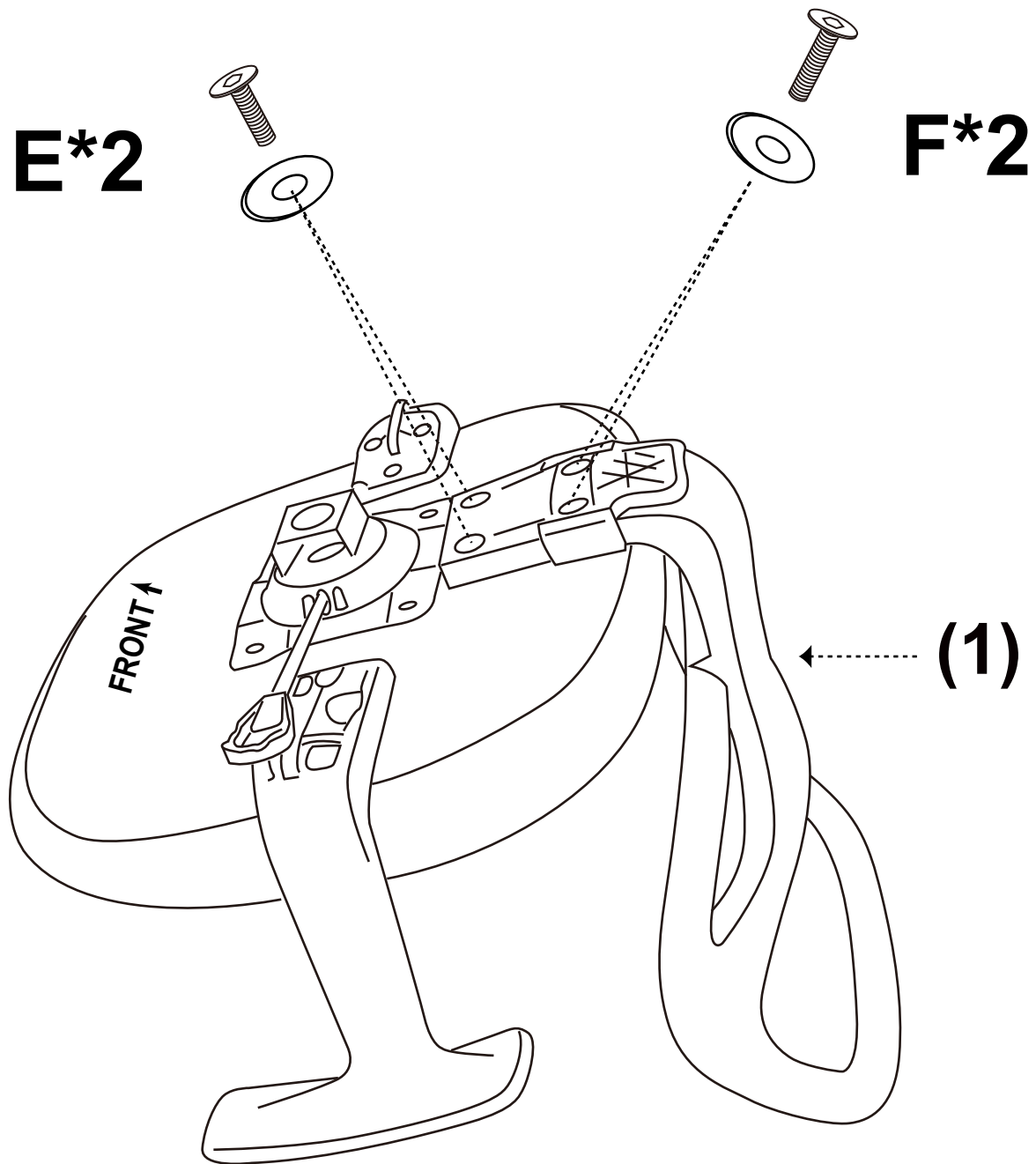
## Step 2

- Install Seat #2 and Mechanism #4 with Screw #C & #D.
- Install Armrests #3 with Screw #A & #B.



## Step 3

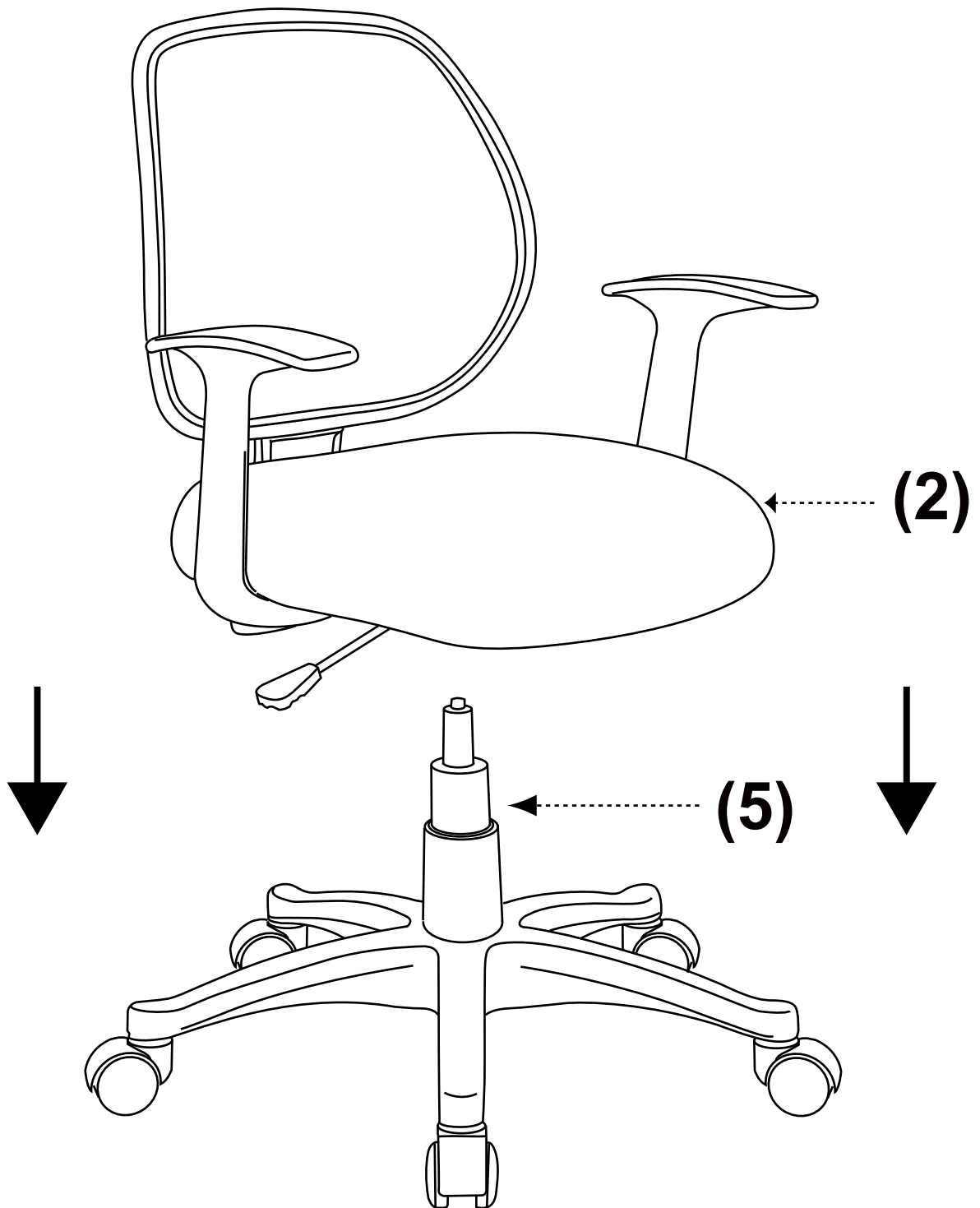
- Install Backrest #1 with Screw E & F.



Note: all screws are pre-installed on the holes.

## Step 4

- Insert the upper Seat #2 into Gaslift #5.



## **WARNING**

- FOR RESIDENTIAL USE ONLY
- THIS CHAIR IS NOT A STEP LADDER
- DO NOT STAND ON THIS CHAIR
- THIS CHAIR SHOULD NOT BE USED FOR OTHER THAN ITS INTENDED PURPOSE
- USE THIS CHAIR WITH ONLY ONE PERSON AT A TIME
- REGULARLY INSPECT THIS CHAIR FOR LOOSE OR MISSING PARTS, METAL FATIGUE, CRACKS OR INSTABILITY
- IF THIS CHAIR APPEARS TO BE UNSTABLE, IMMEDIATELY REMOVE FROM SERVICE TO BE REPLACED OR REPAIRED
- FAILURE TO FOLLOW THESE WARNINGS COULD RESULT IN SERIOUS INJURY OR EVEN DEATH



## Specifications



Maximum load capacity for Home Office Chair follows:

PART	NAME	Maximum Weight Capacity
(2)	Seat	250lbs

## Care & Maintenance

FOLLOWING THESE FEW BASIC STEPS WILL HELP YOU ENJOY AND PROTECT YOUR INVESTMENT FOR YEARS TO COME.

Do not expose your furniture to any liquids.

All liquids should be wiped up immediately with a soft, slightly damp cloth in the direction of the wood grain. For stone surfaces, liquids should be immediately soaked up with a paper towel and wiped dry to avoid any staining.

Avoid harsh commercial cleaners, glass cleaners and spray polishes on wood furniture.

Do not expose your furniture to strong or direct sunlight, near heat outlets or air conditioning units, open windows and dampness. Excessive exposure to sunlight and heat can cause fading of your furniture finish.

Extreme temperatures and humidity changes can cause wood cracking and splitting.

Do not place rubber or plastic materials on the wood finish.

Chemicals within the plastic or rubber may react with the finish if left in contact for a long period of time. Place a strip of felt or cork under your accessories to avoid any markings.

Never place hot objects on any furniture surface.

Always place a hot plate between your furniture top and a hot object to protect your furniture.

Dust with a clean, damp, lint free cloth.

Frequent dusting will remove abrasive build up, which can cause damage a finish over time.

Small scratches and marks can be touched up or covered with a mark or scratch remover or a touch up stick. These can be purchased from any paint or hardware store.

## Customer Service



Contact us through our website:  
[www.TeamCustomerService.com](http://www.TeamCustomerService.com)

If you have a question about assembly or use please contact us and we will be glad to assist you.



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