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› Serta Hannah Executive Home Office Desk Chair Instruction Manual

Serta 43670

Serta Hannah Executive Home Office Desk Chair

MODEL: 43670

Introduction

This manual provides essential information for the assembly, operation, maintenance, and troubleshooting of your Serta Hannah Executive Home Office Desk Chair. Please read these instructions carefully before use to ensure proper function and longevity of your chair. This chair is designed for comfort and support in a home office environment.



Image: The Serta Hannah Executive Home Office Desk Chair, featuring a beige microfiber upholstery, padded armrests, and a five-star swivel base with casters.

Safety Information

- **Maximum Weight Capacity:** This chair is designed to support a maximum weight of 250 pounds (113 kg). Exceeding this limit may cause damage to the chair or personal injury.
- **Material Safety:** Serta chairs utilize quality non-recycled, non-toxic foams, exceeding minimum industry testing standards.
- **Durability Standards:** Components pass 3rd party SGS testing and meet ANSI/BIFMA X5.1 industry standards for quality and durability.
- **Proposition 65 Warning:** This product may contain chemicals known to the State of California to cause cancer and birth defects or other reproductive harm.
- Always ensure all bolts and screws are securely tightened before use. Periodically check and re-tighten fasteners as needed.

Assembly Instructions

Assembly of the Serta Hannah Executive Home Office Desk Chair is designed to be straightforward. Step-by-step instructions are included with the product. Two people are recommended for easier and quicker assembly. No extra tools are typically needed as necessary tools are provided.

1. Unpack all components and verify against the parts list provided in the packaging.
2. Attach the casters to the chair base.
3. Insert the gas lift cylinder into the center of the chair base.
4. Attach the seat plate mechanism to the underside of the seat cushion.
5. Connect the armrests to the seat cushion.
6. Attach the backrest to the armrests.
7. Place the assembled seat and backrest onto the gas lift cylinder.
8. Ensure all connections are secure.



Image: A close-up view of the chair's durable metal base with five casters, indicating a weight capacity of 250 pounds.

Operational Adjustments

Your Serta Hannah chair offers several adjustments to customize your seating experience for optimal comfort and ergonomics.

- **Height Adjustment:** Use the easy-to-reach seat-side lever to raise or lower the seat to your desired height. The chair offers 3.75 inches of height range.
- **Tilt and Tilt-Lock:** Pull the same lever out to enable the tilt function, allowing the chair to recline. Push the lever in to lock the chair into an upright position.
- **Reclining Tension:** Rotate the mechanical spring tension knob, usually located under the seat, to control the ease of recline. Turn clockwise to increase tension (harder to recline) and counter-clockwise to decrease tension (easier to recline). The chair easily reclines up to 122 degrees.
- **Swivel Function:** The 360-degree swivel base allows for full rotation, providing flexibility and ease of movement within your workspace.

- **Casters:** The 2-inch silent 360-degree spin dual casters are designed to roll smoothly over various floor types.

3.75'' of height range

Multi-Purpose Adjustment Lever

Pull lever out to
adjust the tilt.

Push lever in to
lock into place.

Lift to raise or
lower the seat.

Cloud icon

Lock icon ← → Lock icon

Image: A close-up of the multi-purpose adjustment lever located under the seat, used for controlling seat height and tilt-lock.



Image: An illustration showing the Serta Hannah chair reclining from 100 degrees to 122 degrees, highlighting its recline capability.

Care and Maintenance

- **Cleaning:** Spot clean the microfiber upholstery as needed. Use a mild fabric cleaner and a soft cloth. Test in an inconspicuous area first.
- **Regular Inspection:** Periodically inspect all bolts, screws, and connections to ensure they remain tight. Retighten any loose fasteners to maintain stability and safety.
- **Caster Care:** Keep casters free of hair and debris to ensure smooth rolling.
- Avoid using harsh chemicals or abrasive cleaners, as these can damage the chair's finish and upholstery.

Troubleshooting

- **Chair feels wobbly:** Check all assembly screws and bolts, especially those connecting the armrests to the seat and backrest. Tighten them securely.

- **Height adjustment not working:** Ensure the gas lift lever is fully engaged or disengaged as intended. If the issue persists, the gas lift cylinder may need replacement.
- **Casters not rolling smoothly:** Inspect casters for trapped debris (hair, lint, etc.) and clean them. Ensure the chair is on an appropriate surface for its casters.
- **Difficulty reclining or locking tilt:** Adjust the tilt tension knob under the seat. Ensure the tilt-lock lever is fully pushed in or pulled out.

Product Specifications

Feature	Specification
Brand	Serta
Model Name	Hannah Executive Office Chair
Item Model Number	43670
Color	Beige
Material Type	Microfiber (Upholstered)
Product Dimensions (D x W x H)	28.75"D x 24.75"W x 44"H
Seat Height	Adjustable (Min. 18" - Max. 21.75")
Seat Depth	19.5 inches
Back Style	Solid Back, Mid-Back with Lumbar Support
Special Features	Adjustable Height, Arm Rest, Head Support, Swivel
Maximum Weight Recommendation	250 Pounds
Item Weight	34.5 Pounds
UPC	715877277515, 840391205628

Product Dimensions



Always Comfortable.



Image: A diagram illustrating the key dimensions of the Serta Hannah chair, including width, depth, seat height, back height, and arm height.

Warranty and Support

For warranty information and customer support, please contact Serta directly. Serta offers USA Customer Support to assist with any product-related inquiries or issues.

Additional Resources:

- For a detailed installation guide, please refer to the Installation Manual (PDF).