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BestOffice Ergonomic Desk Chair User Manual

Model: 1 | Brand: BestOffice

INTRODUCTION

This manual provides comprehensive instructions for the assembly, operation, maintenance, and troubleshooting of your new BestOffice Ergonomic Desk Chair. Designed for comfort and support during long hours of use, this chair features a breathable mesh back, a high-density sponge cushion, and adjustable settings to suit various users and environments.



Figure 1: Front view of the BestOffice Ergonomic Desk Chair.

IMPORTANT SAFETY INFORMATION

Please read all instructions carefully before assembly and use. Keep this manual for future reference.

- **Maximum Weight Capacity:** The chair is designed to support a maximum weight of 250 lbs (113 kg). Do not exceed this limit.
- **Proper Use:** Use the chair only for its intended purpose as an office or task chair. Avoid standing on the chair or using it as a step stool.
- **Assembly:** Ensure all parts are correctly assembled and all screws are tightened before use. Periodically check and re-tighten all fasteners.
- **Floor Protection:** While casters are designed for smooth movement, consider using a chair mat on delicate flooring to prevent scratches.
- **Proposition 65 Warning:** This product may expose you to chemicals known to the State of California to cause cancer or birth defects or other reproductive harm.

PARTS LIST

Verify that all components are present before beginning assembly:

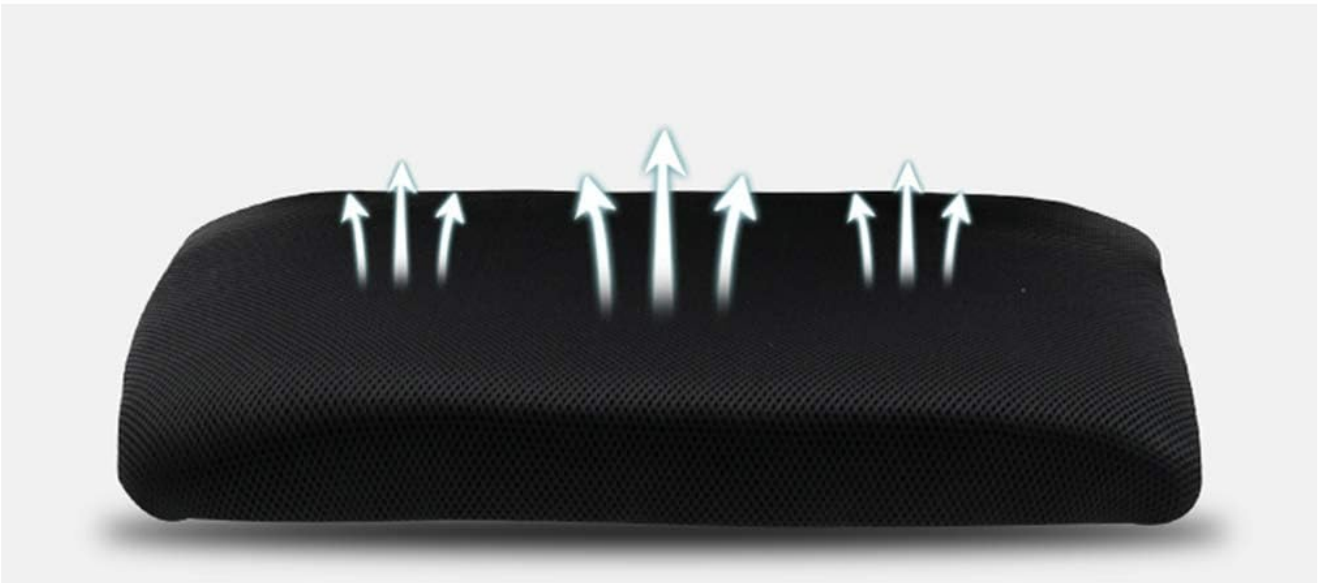
- 1 x Office Chair (disassembled components)
- 1 x Set Of Assembly Tools
- 1 x User Manual (this document)

SETUP AND ASSEMBLY

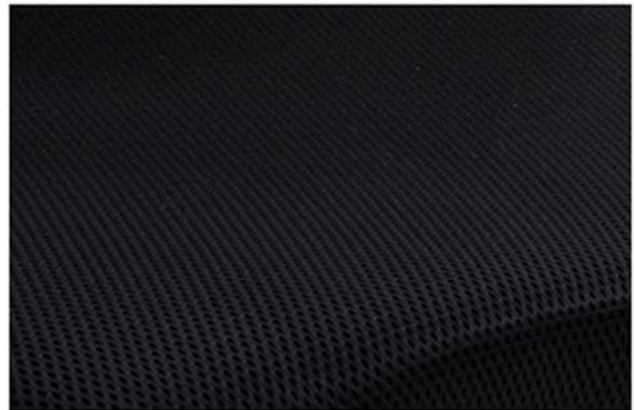
Assembly is straightforward and typically takes 10-15 minutes. Follow these steps:

1. Unpack all components and lay them out on a clean, flat surface.
2. Attach the casters to the chair base by firmly pushing them into the holes until they click into place.
3. Insert the gas lift cylinder into the center hole of the chair base.
4. Attach the seat plate to the bottom of the seat cushion using the provided screws and tools. Ensure the front of the seat plate faces the front of the seat.
5. Connect the backrest to the seat plate using the remaining screws.
6. Carefully place the assembled seat and backrest onto the gas lift cylinder.
7. Test the chair's stability and functionality before full use.

High-level Seating Comfort



► **Thickened Native Cotton**



► **Breathable Mesh Surface**

Figure 2: Chair dimensions for reference during assembly.

Your browser does not support the video tag.

Video 1: A detailed review of the Home Office Ergonomic Chair, including assembly insights. This video provides a comprehensive overview of the chair's features and setup process.

OPERATING INSTRUCTIONS

Height Adjustment

The seat height can be adjusted from 17.1 inches to 20.3 inches (43.4 cm to 51.6 cm) to accommodate various desk heights and user preferences.

- **To Raise:** While seated, pull the lever located under the right side of the seat upwards. Lift your weight slightly off the seat, and the chair will rise. Release the lever at your desired height.
- **To Lower:** While seated, pull the lever located under the right side of the seat upwards. Apply your weight to the seat, and the chair will lower. Release the lever at your desired height.

Swivel Function

The chair features a 360-degree swivel function, allowing for easy rotation and multi-tasking convenience without needing to move the entire chair.

Tilt Control

The chair includes a tension control knob located under the seat. This knob allows you to adjust the resistance of the chair's tilt mechanism. Turn clockwise to increase tension (less recline) and counter-clockwise to decrease tension (more recline).



Figure 3: Illustration of tension control and gas lift mechanism.

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Video 2: A comprehensive overview of the office chair's features, including height adjustment and swivel capabilities.

MAINTENANCE AND CARE

To ensure the longevity and optimal performance of your BestOffice chair, follow these maintenance guidelines:

- **Cleaning:** Wipe clean with a damp cloth. For stubborn stains on the mesh or fabric, use a mild soap solution and a soft brush, then wipe dry. Avoid harsh chemicals or abrasive cleaners.
- **Regular Inspection:** Periodically check all screws and bolts to ensure they are tight. Re-tighten if necessary to maintain stability and safety.
- **Caster Care:** Keep casters free of hair and debris to ensure smooth rolling.

TROUBLESHOOTING

If you encounter any issues with your chair, refer to the following common problems and solutions:

- **Chair is Wobbly:** Check all assembly screws and bolts. Tighten any loose fasteners. Ensure the chair is on a flat, even surface.
- **Height Adjustment Not Working:** Ensure the gas lift lever is fully engaged. 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 thoroughly. Lubricate if necessary.
- **Squeaking Noises:** Apply a small amount of lubricant (e.g., silicone spray) to moving parts, especially where metal components meet.

PRODUCT SPECIFICATIONS

Feature	Detail
Brand	BestOffice
Model Name	Ergonomic Desk Chair
Product Dimensions	19.7"D x 18.9"W x 38"H (50cm D x 48cm W x 96.5cm H)
Seat Height Adjustment	17.1" - 20.3" (43.4cm - 51.6cm)
Maximum Weight Recommendation	250 Pounds (113 kg)
Material	100% Mesh (back), Foam (seat cushion)
Special Feature	Flexible, Adjustable, Swivel
Back Style	Cross Back
Arm Style	With arms
Item Weight	20 pounds (9.07 kg)
Country of Origin	Vietnam

WARRANTY AND SUPPORT

BestOffice products come with a standard manufacturer's warranty. For specific warranty details, claims, or technical support, please contact BestOffice customer service or visit their official brand store.

You can find more information and contact details at the [BestOffice Store on Amazon](#).

A PDF version of the user manual is also available for download: [User Manual \(PDF\)](#).