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## FLEXISPOT OC3B

# FLEXISPOT OC3 Air Ergonomic Office Chair Instruction Manual

Model: OC3B

## 1. INTRODUCTION

This manual provides detailed instructions for the assembly, operation, and maintenance of your FLEXISPOT OC3 Air Ergonomic Office Chair. Please read this manual thoroughly before assembly and use to ensure proper function and safety. Keep this manual for future reference.

## 2. SAFETY INFORMATION

- This product has a maximum weight capacity of 300 lbs. Do not exceed this limit.
- Improper use of adjustable features, such as the armrests and tilt mechanism, could result in injury.
- Always follow the assembly instructions carefully.
- Refer to this user manual for safe operation and adjustments.
- Keep children away from the chair during assembly and adjustment to prevent accidents.

## 3. PACKAGE CONTENTS

Before beginning assembly, ensure all parts are present and undamaged. If any parts are missing or damaged, please contact customer support.

- Backrest (x1)
- Seat (x1)

- Mechanism (x1)
- Gas Lift (x1)
- Headrest (x1)
- Clothes Hanger (x1)
- Casters (x5)
- Wrench (x2)
- Armrest (x2)
- Base (x1)
- Screws: M6\*25 (6pcs), M6\*20 (4pcs), M8\*18 (3pcs)
- Installation Manual (x1)



Image: All components of the FLEXISPOT OC3 Air chair laid out for assembly.

#### 4. ASSEMBLY INSTRUCTIONS

Assembly is required. An installation manual and tools are included. Follow the steps below for proper assembly.

1. **Install Casters and Gas Lift:** Insert the five casters into the base. Then, insert the gas lift into the center hole of the base. Remove the protective cover from the gas lift before installation.
2. **Attach Mechanism to Backrest:** Secure the chair mechanism to the backrest using the provided M8\*18 screws. Ensure correct alignment before tightening.
3. **Install Armrests:** Attach the armrests to the seat using the M6\*25 screws. Do not fully tighten all screws until they are fixed in the correct position.
4. **Install Mechanism to Seat:** Secure the mechanism to the underside of the seat using the M6\*20 screws.
5. **Place Seat on Gas Lift:** Carefully place the assembled seat and backrest onto the gas lift, ensuring it is securely seated.
6. **Attach Headrest and Clothes Hanger:** Unscrew the two screws on the headrest, insert the clothes hanger into the headrest, and secure them on the backrest.



Image: Diagram illustrating the assembly of the chair's base and gas lift.

# SUPPORT

Move up and down to support the waist more accurately

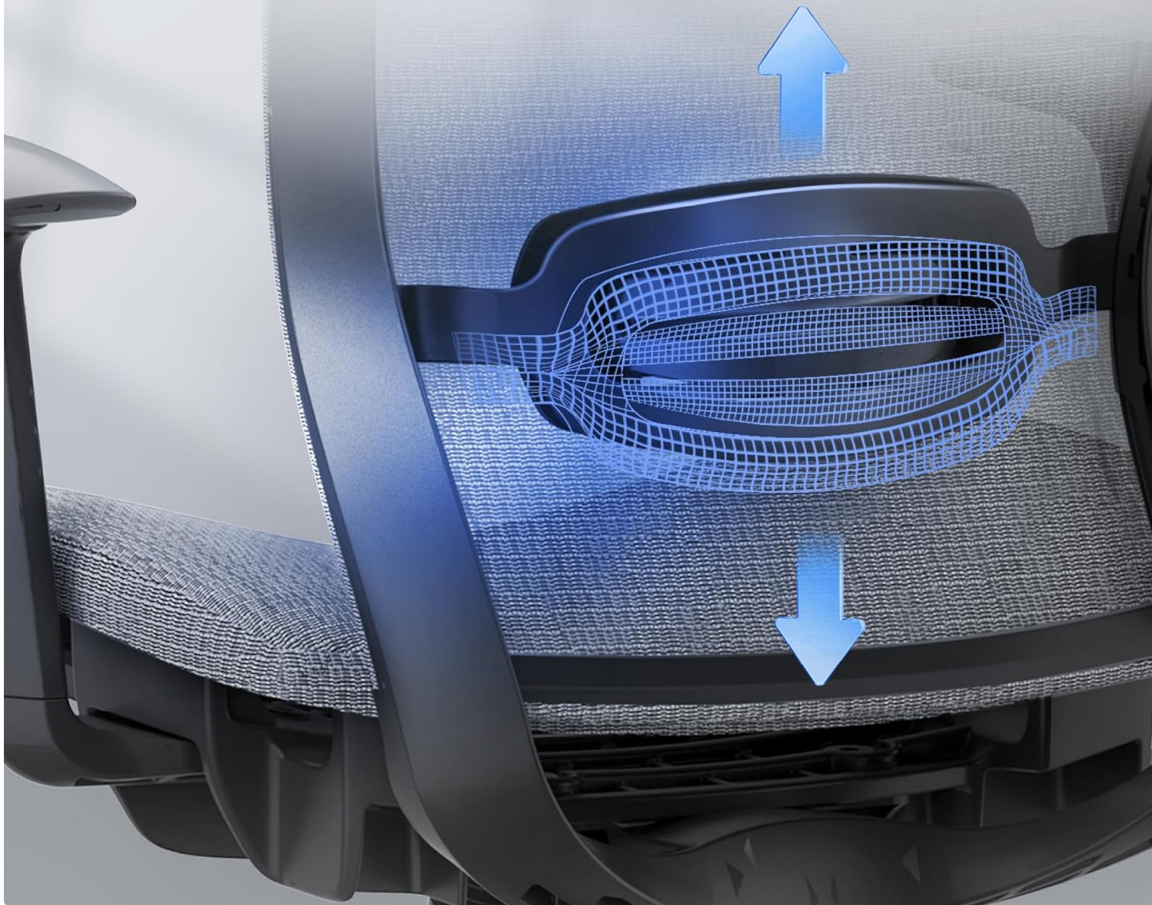


Image: Diagram illustrating the attachment of the backrest, armrests, and seat.

## 5. OPERATING INSTRUCTIONS (ADJUSTABLE FEATURES)

Your FLEXISPOT OC3 Air chair is designed with multiple adjustable features to enhance comfort and support.

- **Seat Height Adjustment:** Use the lever located under the seat to raise or lower the chair to your desired height. Pull the lever up while seated to lower, or pull up while standing to raise.
- **2D Headrest Adjustment:** The headrest can be adjusted in multiple dimensions (up/down and 30° rotation) to provide precise neck and head support. Simply push or pull the headrest to adjust its height and angle.
- **Adjustable Lumbar Support:** The lumbar support can be moved up and down by 1.9 inches to provide accurate support to your lower back. Adjust it to fit the natural curve of your spine.
- **Lockable Backrest Tilt (90-130°):** The chair features a four-level tilt tension lockable line control mechanism. Use the lever to recline the backrest between 90° and 130° or lock it in an upright position.
- **Adjustable Armrests:** The armrests can be adjusted in height (1D Up/Down) to provide comfortable support for your arms and shoulders. Use the button on the side of the armrest to

unlock and adjust.

- **Clothes Hanger:** A convenient hanger is integrated into the headrest for temporarily holding clothes.



Image: Overview of chair dimensions and adjustable features.



Image: Visual guide to chair adjustments.

## 6. MAINTENANCE

To ensure the longevity and optimal performance of your FLEXISPOT OC3 Air chair, follow these simple maintenance guidelines:

- **Cleaning:** Wipe clean with a damp cloth. Avoid harsh chemicals or abrasive cleaners that may damage the mesh or frame.
- **Regular Inspection:** Periodically check all screws and connections to ensure they are tight. Retighten if necessary.
- **Avoid Overloading:** Do not exceed the maximum weight capacity of 300 lbs.
- **Proper Use:** Use the chair as intended for office or home workspace. Avoid standing on the chair or using it for purposes other than seating.

## 7. TROUBLESHOOTING

If you encounter any issues with your FLEXISPOT OC3 Air chair, please refer to the assembly instructions or contact customer support for assistance.

- **Difficulty Adjusting Height:** Ensure the gas lift protective cover has been removed and the lever is fully engaged.
- **Chair Wobbles:** Check that all screws are securely tightened and the base is properly assembled.
- **Backrest Not Tilting/Locking:** Verify that the tilt tension mechanism is correctly engaged and not obstructed.

## 8. SPECIFICATIONS

Feature	Detail
Brand	FLEXISPOT
Model Name	Office Chair OC3
Item Model Number	OC3B
Color	Grey
Product Dimensions	21.3"D x 20.5"W x 52"H
Item Weight	27 pounds
Maximum Weight Recommendation	300 Pounds
Back Style	Breathable Mesh Back
Fill Material	High Quality Mesh

Arm Style	Adjustable Armrest
Reclining Position Count	4
Furniture Base Movement	Swivel
Recommended Uses	Office

## 9. WARRANTY AND SUPPORT

For warranty information or technical support, please refer to the official FLEXISPOT website or contact their customer service directly. Keep your purchase receipt for any warranty claims.