

MELOKEA 007

MELOKEA Ergonomic Office Chair User Manual

Model: 007

INTRODUCTION

Thank you for choosing the MELOKEA Ergonomic Office Chair, Model 007. This manual provides detailed instructions for assembly, operation, maintenance, and troubleshooting to ensure you get the most out of your new office chair. Please read this manual thoroughly before assembly and use, and retain it for future reference.

SAFETY INFORMATION

- Ensure all parts are present and undamaged before assembly. Do not use if any parts are missing or broken.
- Assemble the chair on a soft, clean surface to prevent scratches.
- Do not overtighten screws during assembly.
- Keep children and pets away during assembly. Small parts can be a choking hazard.
- Do not stand on the chair.
- Do not use the chair for purposes other than its intended use as an office chair.
- Regularly check all bolts and screws for tightness. Retighten if necessary.
- The maximum weight capacity for this chair is 150 kg (330 lbs). Do not exceed this limit.

PACKAGE CONTENTS

Please verify that all components listed below are included in your package:

Part	Quantity
Backrest with Headrest	1
Seat Cushion	1
Armrests	2
Base (Star Base)	1
Gas Lift Cylinder	1
Wheels (Casters)	5
Mechanism Plate	1

Part	Quantity
Hardware Pack (Screws, Allen Wrench)	1

## ASSEMBLY INSTRUCTIONS

Follow these steps carefully to assemble your MELOKEA office chair. It is recommended to have two people for certain steps.



Image: Overview of the MELOKEA office chair highlighting its adjustable headrest, lumbar support, breathable mesh, 10cm cushion, height adjustment, and tiltable design.

- 1. Attach Wheels to Base:** Insert the five casters into the holes at the end of each leg of the star base. Push firmly until they click into place.



**GAS LIFT DE NIVEL 3  
CERTIFICADO POR SGS**

Certificación internacional,  
elimina riesgos de seguridad



**BASE SÓLIDA**

Carga máxima 150 kg, gran  
capacidad de carga



**SILENCIAR LA RUEDA  
DE NAILON**

Amortiguador, antideslizante  
y resistente al desgaste.

*Image: Close-up of the Level 3 SGS certified gas lift, solid chair base, and silent nylon wheels, illustrating their robust construction.*

2. **Insert Gas Lift:** Place the gas lift cylinder into the center hole of the assembled star base.
3. **Attach Mechanism Plate to Seat:** Align the mechanism plate with the pre-drilled holes on the underside of the seat cushion. Secure it using the provided screws and Allen wrench. Ensure the front of the mechanism faces the front of the seat.



*Image: Illustration of the initial assembly steps, showing how to attach the mechanism plate to the seat cushion.*

4. **Attach Armrests to Seat:** Secure the armrests to the sides of the seat cushion using the designated screws. Pay attention to the left and right armrests.



Image: Depiction of attaching the armrests to the seat, ensuring proper alignment for the next steps.

5. **Attach Backrest to Armrests/Seat:** Align the backrest with the armrests and the rear of the seat. Secure it using the remaining screws. This step might require careful alignment.



Image: Final assembly step showing the backrest being secured to the armrests and seat, completing the main chair structure.

6. **Place Assembled Top onto Gas Lift:** Carefully place the assembled seat and backrest onto the gas lift cylinder, ensuring the center hole of the mechanism plate aligns with the top of the gas lift. Press down firmly to secure.



Your MELOKEA office chair is designed with several adjustable features to enhance your comfort and support.



Image: Detailed view of the chair's adjustment levers and knobs, illustrating how to control height and tilt.

## 1. Height Adjustment

- **To Raise:** While seated, pull the lever located on the right side of the seat upwards. Lift your weight slightly off the seat, and the chair will rise. Release the lever at the desired height.
- **To Lower:** While seated, pull the lever located on the right side of the seat upwards. Remain seated, and the chair will lower. Release the lever at the desired height.
- The chair's height can be adjusted between 40.5 cm and 47.5 cm (15.9 - 18.7 inches).

## 2. Tilt Function and Lock

- **To Recline:** Pull the same lever (on the right side) outwards to unlock the tilt mechanism. Lean back to recline.

- **To Lock Upright:** Push the lever inwards to lock the chair in an upright position (90 degrees).
- The chair allows for a tilt range of 90 to 115 degrees.

### 3. Tilt Tension Adjustment

- The round knob located underneath the seat, at the front of the mechanism, controls the tilt tension.
- **To Increase Tension (harder to recline):** Turn the knob clockwise.
- **To Decrease Tension (easier to recline):** Turn the knob counter-clockwise.



Image: Close-up of the tilt tension adjustment knob, showing how to tighten or loosen the recline resistance.

### 4. Adjustable Headrest

- The headrest can be adjusted vertically by 6 cm (2.4 inches).
- To adjust, simply push the headrest up or pull it down to your preferred height. It will click into place.



Image: Illustration of the adjustable headrest, demonstrating its 6cm vertical adjustment range for personalized comfort.

### 5. Lumbar Support

- The chair features a unique S-shaped lumbar support designed to conform to the natural curve of the human spine, providing targeted support to your lower back. This support is integrated into the backrest.



Image: Close-up of the breathable mesh material and the integrated lumbar support, highlighting the chair's ergonomic design for spinal health.

## MAINTENANCE AND CARE

Proper care will extend the life and appearance of your MELOKEA office chair.

- **Cleaning:**
  - For general cleaning, wipe surfaces with a soft, damp cloth.
  - For mesh and fabric areas, use a mild soap solution and a soft brush, then wipe with a clean, damp cloth. Allow to air dry completely.
  - Avoid harsh chemicals, abrasive cleaners, or solvents, as these can damage the materials.
- **Inspection:** Periodically check all screws and bolts to ensure they are tight. Retighten as needed to maintain stability and safety.
- **Movement:** Ensure the casters (wheels) are free of debris (hair, lint) to ensure smooth movement. Clean them regularly.
- **Environment:** Avoid prolonged exposure to direct sunlight or extreme temperatures, which can cause fading or material degradation.

## TROUBLESHOOTING

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

Problem	Possible Cause	Solution
Chair does not adjust height.	Gas lift issue or lever not engaged.	Ensure the height adjustment lever is fully pulled. If the issue persists, the gas lift may need replacement. Contact customer support.
Chair wobbles or feels unstable.	Loose screws or uneven assembly.	Check and tighten all assembly screws, especially those connecting the seat, backrest, and armrests. Ensure the base is flat on the floor.
Chair makes squeaking noises.	Loose connections or friction between parts.	Tighten all screws. Apply a small amount of silicone lubricant to moving parts or joints if necessary, avoiding contact with fabric.
Casters (wheels) do not roll smoothly.	Debris caught in wheels or damaged casters.	Remove any hair, lint, or debris from the casters. If damaged, replacement casters may be needed.
Backrest does not tilt or lock.	Tilt mechanism locked or tension too high.	Ensure the tilt lever is pulled outwards to unlock. Adjust the tilt tension knob counter-clockwise to loosen the tension.

## SPECIFICATIONS

Detailed technical specifications for the MELOKEA Ergonomic Office Chair, Model 007:

- **Brand:** MELOKEA
- **Model Number:** 007
- **Color:** Black
- **Overall Dimensions (W x D x H):** Approximately 49 cm x 50 cm x 112.5-119.5 cm (19.3 in x 19.7 in x 44.3-47 in)
- **Seat Cushion Dimensions (W x D x Thickness):** 50 cm x 49 cm x 10 cm (19.7 in x 19.3 in x 3.9 in)

- **Adjustable Seat Height Range:** 40.5 cm - 47.5 cm (15.9 in - 18.7 in)
- **Headrest Adjustment Range:** 6 cm (2.4 in) vertical adjustment
- **Product Weight:** 14.5 kg (32 lbs)
- **Maximum Weight Capacity:** 150 kg (330 lbs)
- **Backrest Tilt Angle:** 90° (locked upright) to 115° (reclined)
- **Gas Lift:** Level 3 SGS Certified
- **Base:** Solid Metal Star Base
- **Casters:** 5 Silent Nylon Wheels
- **Special Features:** Ergonomic design, Adjustable headrest, Lumbar support, Breathable mesh back, Soft seat cushion, Tilt and lock function, Tilt tension adjustment, Swivel function.

## Weight Capacity ≤150 KG



*Image: Detailed diagram showing the dimensions of the MELOKEA office chair, including height, width, depth, and seat cushion measurements, along with its maximum weight capacity of 150 kg.*

## WARRANTY AND SUPPORT



MELOKEA is committed to providing high-quality products and excellent customer service. For specific warranty information regarding your Model 007 Ergonomic Office Chair, please refer to the warranty card included with your purchase or visit the official MELOKEA website.

If you have any questions, require assistance with assembly, or need to report a missing or damaged part, please contact MELOKEA customer support through the retailer where you purchased the product or via the contact information provided on the official MELOKEA brand store page.

**Online Support:** [Visit the MELOKEA Brand Store on Amazon](#)