



[Manuals.plus](#) /

> [COSTWAY](#) /

> COSTWAY Mesh Office Chair Model 89637540 Instruction Manual

## COSTWAY 89637540

# COSTWAY Mesh Office Chair Instruction Manual

MODEL: 89637540

## 1. Product Overview

---

This manual provides detailed instructions for the assembly, operation, and maintenance of your new COSTWAY Mesh Office Chair. Please read this manual thoroughly before assembly and use to ensure proper function and longevity of the product.



**Figure 1:** Front and back view of the assembled COSTWAY Mesh Office Chair. This image displays the chair's ergonomic mesh backrest, padded seat, adjustable armrests, and the five-star base with casters.

## 2. Assembly Instructions

---

Before beginning assembly, ensure all parts are present and undamaged. Refer to the included parts list in your product packaging. Assembly typically requires one person and takes approximately 20-30 minutes.

1. **Attach Casters to Base:** Insert each caster into the holes at the end of each leg of the five-star base until securely seated.
2. **Insert Gas Lift:** Place the gas lift cylinder into the center hole of the five-star base.
3. **Assemble Seat Mechanism:** Attach the seat mechanism to the underside of the seat cushion using the provided screws. Ensure the front of the mechanism aligns with the front of the seat.
4. **Attach Armrests:** Secure the armrests to the seat cushion using the designated screws.
5. **Connect Backrest:** Attach the backrest to the seat mechanism using the appropriate screws.
6. **Mount Seat Assembly onto Gas Lift:** Carefully place the assembled seat and backrest onto the gas lift cylinder, ensuring it is centered and stable.

Tighten all screws firmly but do not overtighten. Periodically check and retighten all fasteners to ensure

stability.

### 3. Operating Your Chair

Your COSTWAY Mesh Office Chair features multiple adjustment options to customize your seating experience.



Figure 2: Side view of the chair highlighting the three control paddles for various adjustments.

- **Seat Height Adjustment (Control 3):** To raise the seat, lift the lever (Control 3) while taking your weight off the seat. To lower the seat, lift the lever while seated. The seat height can be adjusted by 4 inches.
- **Backrest Tilt Control (Control 1):** Pull the lever (Control 1) to unlock the backrest tilt. Lean back to recline to your desired angle (up to 15 degrees), then push the lever down to lock it in place.
- **Seat Tilt Control (Control 2):** Pull the lever (Control 2) to unlock the seat tilt. The seat can tilt up to 10 degrees. Push the lever down to lock the seat in position.
- **Armrest Height Adjustment:** Press the button on the side of each armrest and slide the armrest up or down to adjust its height. Release the button to lock it. Armrests can be adjusted by 2.5 inches.

## ADJUSTABLE ARMRESTS

— Greatly relax your arms



**Figure 3:** Detail of the adjustable armrest, showing the soft PU surface and height adjustment mechanism.

The chair also features a sturdy lumbar support and a W-shaped seat cushion designed for comfort and pressure distribution.

## ERGONOMIC W-SHAPED SEAT CUSHION



**Figure 4:** Illustration of the ergonomic backrest design, demonstrating how it conforms to the spine and provides lumbar support.

## ERGONOMIC DESIGN GOOD FOR YOUR HEALTH



Figure 5: Close-up of the W-shaped seat cushion, highlighting its breathable mesh fabric and high-density sponge filling for comfort and pressure relief.

### 4. Maintenance

---

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

- **Cleaning:** For general cleaning, wipe surfaces with a soft, damp cloth. For spills or stains, spot clean immediately using a mild detergent and a clean cloth. Avoid harsh chemicals or abrasive cleaners, as these can damage the mesh fabric and other materials.
- **Inspection:** Periodically inspect all screws and bolts to ensure they are tight. Retighten if necessary to maintain stability and safety.
- **Casters:** Keep casters free of hair and debris to ensure smooth movement.

### 5. Troubleshooting

---

If you encounter any issues with your chair, refer to the following common troubleshooting tips:

- **Chair Squeaks:** Check all bolts and screws and tighten them. A small amount of silicone lubricant can be applied to moving parts if squeaking persists.

- **Difficulty Adjusting Height:** Ensure the gas lift lever is fully engaged. If the chair does not raise or lower, the gas lift cylinder may need replacement.
- **Casters Not Rolling Smoothly:** Inspect casters for trapped debris (hair, lint, etc.) and clean them thoroughly.
- **Chair Feels Unstable:** Verify that all assembly screws are securely tightened and that the chair is on a flat, even surface.

## 6. Product Specifications

Detailed specifications for the COSTWAY Mesh Office Chair:



Figure 6: Diagram illustrating the key dimensions of the office chair.

Feature	Specification
Brand	COSTWAY
Model Number	89637540
Color	Black

Product Dimensions (L x W x H)	27.5"D x 27.5"W x 35"-39"H
Seat Thickness	4"
Weight Capacity	300 lbs
Net Weight	35 lbs
Material	Mesh, PP, PU, Sponge, Metal
Seat Height Adjustment Range	4 inches
Backrest Tilt Angle	Up to 15 degrees
Seat Tilt Angle	Up to 10 degrees
Armrest Height Adjustment Range	2.5 inches

## 7. Warranty and Support

---

For warranty information, please refer to the documentation included with your purchase or visit the official COSTWAY website. Keep your proof of purchase for warranty claims.

If you require further assistance or have questions not covered in this manual, please contact COSTWAY customer support through their official website or the contact information provided with your product.