

## Soohow OC005

# Soohow Ergonomic Office Chair OC005 User Manual

Model: OC005

## 1. INTRODUCTION

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This manual provides detailed instructions for the assembly, operation, maintenance, and troubleshooting of your Soohow Ergonomic Office Chair, Model OC005. Please read this manual thoroughly before assembly and use to ensure proper function and safety.

## 2. SAFETY INFORMATION

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Before using your Soohow Ergonomic Office Chair, please observe the following safety guidelines:

- Do not exceed the maximum weight capacity of 350 pounds (158 kg).
- Ensure all screws and bolts are securely tightened before use. Periodically check and re-tighten as necessary.
- Use the chair on a hard, flat surface to maintain stability and prevent tipping.
- Avoid standing on the chair or using it as a step stool.
- Keep hands and feet clear of moving parts during adjustment.
- Children should only use the chair under adult supervision.

## 3. PACKAGE CONTENTS

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Verify that all components are present before beginning assembly. If any parts are missing or damaged, please contact Soohow customer support.

# Ergonomic Backrest Design

Regulate your posture and reduce fatigue



Image: All components of the Sohow Ergonomic Office Chair laid out for assembly, including the seat, backrest, headrest, armrests, gas lift, base, and wheels.

## 4. ASSEMBLY INSTRUCTIONS

Assembly typically takes approximately 15 minutes. Follow these general steps:

1. **Attach Casters to Base:** Insert the five casters into the holes at the end of each leg of the chair base. Push firmly until they click into place.
2. **Insert Gas Lift:** Place the gas lift cylinder into the center hole of the assembled chair base.
3. **Attach Armrests to Seat:** Secure the armrests to the underside of the seat cushion using the provided screws. Ensure they are oriented correctly.
4. **Attach Backrest to Seat:** Connect the backrest to the seat cushion assembly using the designated screws.
5. **Attach Headrest:** Slide the headrest into the top of the backrest and secure it.
6. **Connect Seat Assembly to Gas Lift:** Carefully place the assembled seat and backrest onto the gas lift cylinder, ensuring it is centered and stable.
7. **Final Check:** Verify all screws are tightened and the chair is stable before use.

## 5. OPERATING INSTRUCTIONS

Your Soohow Ergonomic Office Chair features multiple adjustment options to customize your seating experience.

### 5.1. Seat Height Adjustment

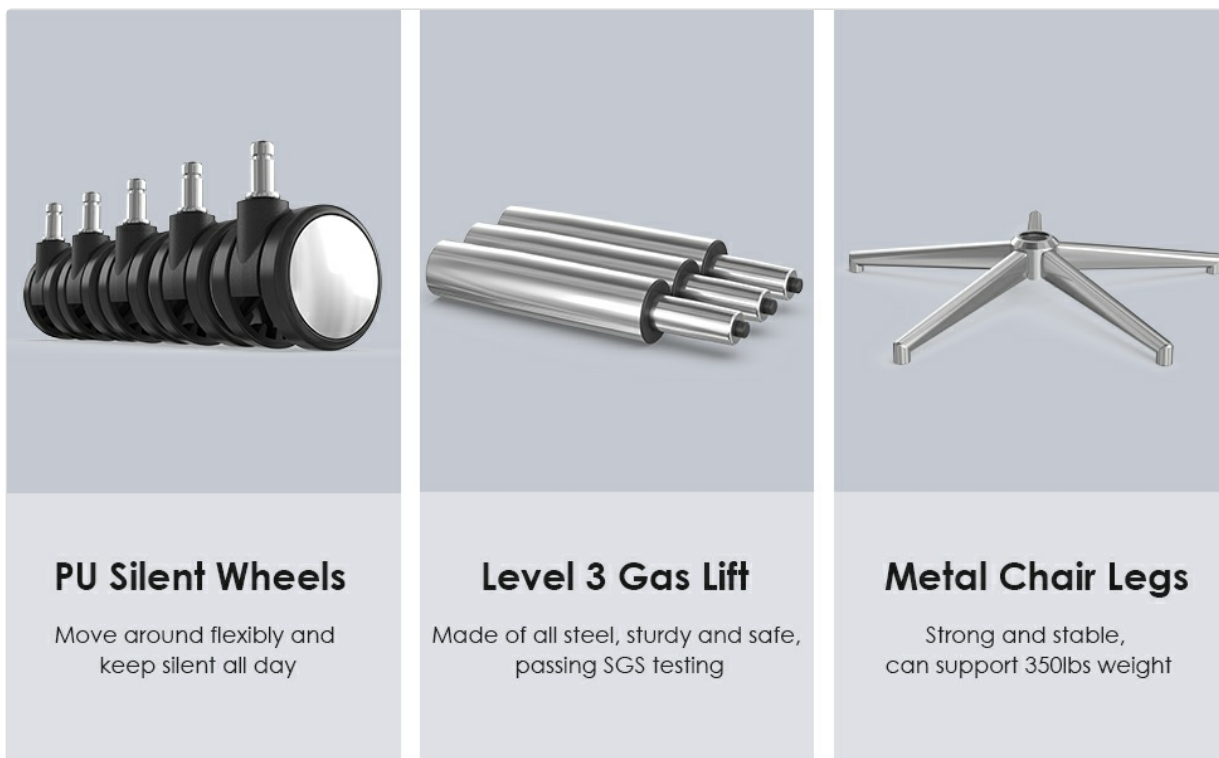
To adjust the seat height, locate the lever on the right side beneath the seat. While seated, pull the lever up to lower the seat. To raise the seat, stand up slightly and pull the lever up. Release the lever at the desired height.



Image: Illustration of the seat height adjustment mechanism, indicating the lever for raising and lowering the chair.

### 5.2. Recline Function

The chair offers a 90°-120°-135° tilting function. To recline, pull the lever on the left side beneath the seat outwards. Lean back to the desired angle and push the lever inwards to lock the position. To return to an upright position, pull the lever outwards again and lean forward.



#### PU Silent Wheels

Move around flexibly and keep silent all day

#### Level 3 Gas Lift

Made of all steel, sturdy and safe, passing SGS testing

#### Metal Chair Legs

Strong and stable, can support 350lbs weight

Image: Visual guide demonstrating the 90-degree, 120-degree, and 135-degree recline positions, along with the lever for engaging and disengaging the recline lock.

### 5.3. Lumbar Support Adjustment

The adjustable lumbar support can be moved up and down by 4 inches (10 cm) to fit the natural curve of your lower back. Gently push or pull the lumbar support pad to position it for optimal comfort.

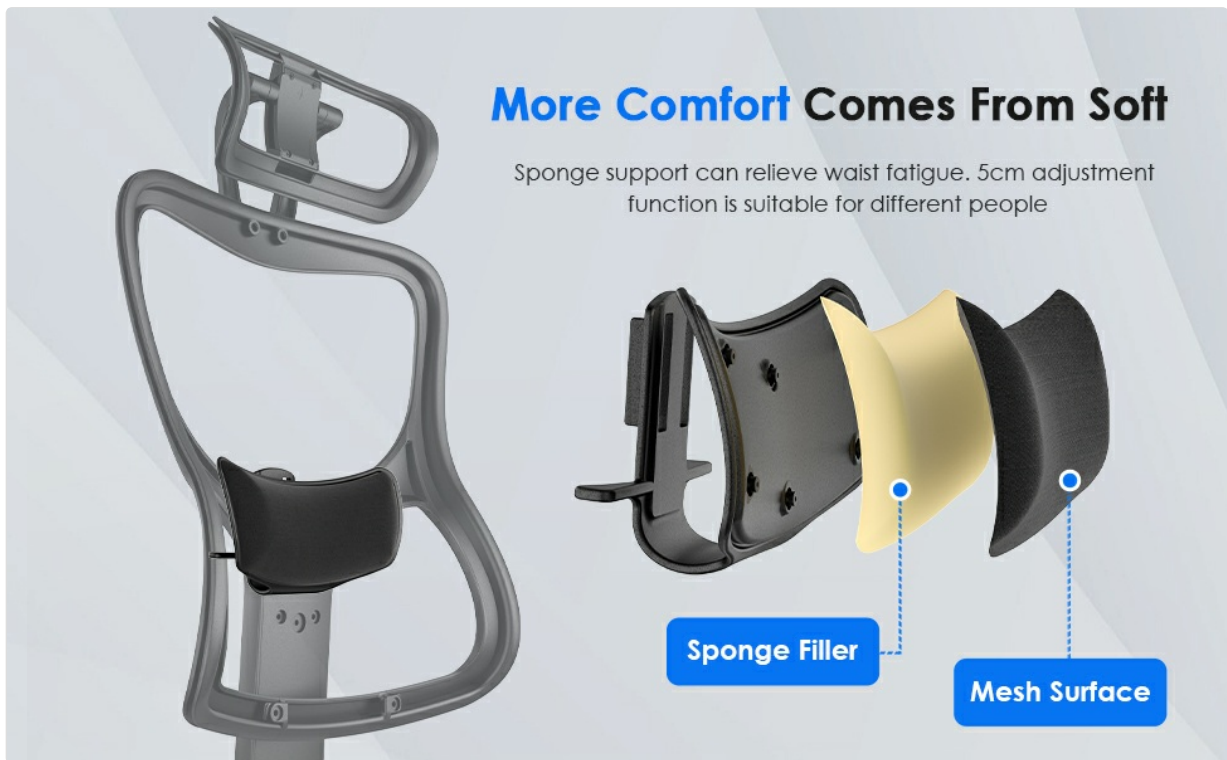


Image: Detailed view of the soft adjustable lumbar support, highlighting its 5cm (2 inch) vertical adjustment capability to protect the spine.

#### 5.4. Headrest Adjustment

The headrest can be adjusted vertically by 2 inches (5 cm) and rotated 45° to provide optimal neck and head support. Gently push or pull the headrest up or down, and rotate it to find your preferred angle.



Image: Close-up of the 2D adjustable headrest, illustrating its 5cm lifting range and 45-degree rotation for personalized head and neck support.

#### 5.5. Armrest Adjustment

The 3D adjustable armrests offer three directions of movement:

- **Up/Down:** Press the button on the side of the armrest and move it vertically to your desired height. Release the button to lock.
- **Forward/Backward:** Slide the armrest pad forward or backward.
- **Rotation:** Rotate the armrest pad up to 35° inwards or outwards.



Image: Illustration detailing the three-dimensional adjustments of the armrests, including vertical height, horizontal slide, and rotational movement.

## 6. MAINTENANCE

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

- **Cleaning:** Wipe clean with a damp cloth. For mesh areas, a soft brush can be used to remove dust. Avoid harsh chemicals or abrasive cleaners.
- **Inspection:** Periodically check all bolts and screws to ensure they are tight. Re-tighten as needed to maintain stability and safety.
- **Casters:** Keep casters free of hair and debris to ensure smooth movement.
- **Gas Lift:** Do not attempt to disassemble the gas lift cylinder. If it malfunctions, contact customer support.

## 7. TROUBLESHOOTING

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

Problem	Possible Cause	Solution
Chair wobbles or is unstable	Loose screws or uneven floor.	Ensure all assembly screws are tightened. Move chair to a flat, even surface.
Seat height adjustment not working	Gas lift malfunction or lever mechanism issue.	Check if the lever is fully engaged. If the gas lift is faulty, contact customer support for replacement.
Casters not rolling smoothly	Debris caught in casters.	Turn the chair over and remove any hair, dust, or debris from the caster wheels.
Armrests swivel too easily or are loose	Normal operation for 3D armrests or internal mechanism wear.	The 3D armrests are designed to rotate. If excessive looseness affects functionality, contact customer support.

## 8. SPECIFICATIONS

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Detailed specifications for the Soohow Ergonomic Office Chair Model OC005:



Image: Technical drawing illustrating the key dimensions of the Soohow Ergonomic Office Chair, including height, width, and depth measurements.

Feature	Detail
Brand	Soohow
Model Name	OC005
Color	Black-black
Product Dimensions (D x W x H)	25.98"D x 26.77"W x 40"H
Maximum Weight Recommendation	350 Pounds (158 kg)
Seat Height	15" to 18" (Adjustable)

Feature	Detail
Seat Depth	23.98 inches
Back Style	Ergonomic "S" Backrest
Arm Style	3D Adjustable Armrests
Reclining Position Count	3 (90°, 120°, 135°)
Fill Material	High-density Sponge Cushion
Surface Recommendation	Hard Floor
Item Weight	42.3 pounds (19.18 kg)
Manufacturer	Soohow

## 9. WARRANTY AND SUPPORT

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For warranty information, please refer to the documentation included with your purchase or contact Soohow customer support directly. Protection plans may be available for extended coverage.

If you require further assistance, have questions about assembly, operation, or need to report a missing/damaged part, please contact Soohow customer support through the retailer where the product was purchased or visit the official Soohow website.