

Okeyesen HKOFOC040

Okeyesen Office Desk Chair HKOFOC040 User Manual

Model: HKOFOC040

[Introduction](#) [Safety Information](#) [Assembly](#) [Operation](#) [Maintenance](#) [Troubleshooting](#)
[Specifications](#) [Warranty & Support](#)

1. INTRODUCTION

Thank you for choosing the Okeyesen Office Desk Chair HKOFOC040. This manual provides essential information for the safe assembly, operation, and maintenance of your new chair. Please read these instructions carefully before use and retain them for future reference.

2. SAFETY INFORMATION

Important Safety Warnings:

- Do not exceed the maximum weight limit of **330 lbs (150 kg)**. Exceeding this limit may result in damage to the chair or personal injury.
- Always assemble the chair strictly according to the provided instructions to ensure stability and safety.
- Keep all small parts and packaging materials away from children to prevent choking hazards.
- Ensure all screws and bolts are securely tightened before using the chair. Periodically check and re-tighten as necessary.
- Avoid standing on the chair or using it as a step stool.
- Use the chair on a flat, stable surface to prevent tipping.

3. ASSEMBLY INSTRUCTIONS

The Okeysen Office Desk Chair HKOFOC040 is designed for straightforward assembly. Detailed instructions and all necessary installation tools are included in the package. Assembly typically takes approximately 15 minutes.

3.1 Package Contents

Before beginning assembly, verify that all components are present:

- Backrest
- Seat Cushion
- Armrests (2)
- Gas Lift Cylinder
- Star Base
- Casters (5)
- Mechanism Plate
- Hardware Pack (screws, washers, Allen wrench)



Image: Exploded view of chair components, showing the backrest, seat, armrests, gas lift, base, and casters.

3.2 Step-by-Step Assembly

1. **Attach Casters 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.
2. **Insert Gas Lift:** Place the gas lift cylinder into the center hole of the star base.
3. **Attach Mechanism to Seat:** Align the mechanism plate with the screw holes on the underside of the seat cushion. Ensure the front of the mechanism faces the front of the seat. Secure with screws using the provided Allen wrench.
4. **Attach Armrests to Seat:** Secure the armrests to the sides of the seat cushion using the designated screws. Do not fully tighten yet.
5. **Attach Backrest to Armrests:** Align the backrest with the armrests and secure with screws. Once all screws are in place for the armrests and backrest, tighten all screws firmly.
6. **Connect Seat Assembly to Gas Lift:** Carefully place the assembled seat and backrest onto the gas lift cylinder, ensuring the tapered end of the gas lift fits securely into the mechanism.



Image: Close-up of the stable five-star base with durable casters.



Image: The reliable and durable gas lift cylinder, a key component for height adjustment.

4. OPERATING INSTRUCTIONS

Your Okeysen Office Desk Chair HKOFOC040 features several adjustable functions to enhance comfort and support.

4.1 Height Adjustment

To adjust the seat height:

- **To raise the seat:** While standing, pull the lever located under the right side of the seat upwards. The seat will rise automatically. Release the lever at the desired height.
- **To lower the seat:** While seated, pull the lever located under the right side of the seat upwards. The seat will lower. Release the lever at the desired height.



Image: The lever mechanism for adjusting both seat height and rocking mode.

4.2 Rocking Function and Tension Adjustment

The chair features a rocking function for added comfort. You can also adjust the tension of the rocking mechanism.

- **To enable rocking:** Pull the same lever (used for height adjustment) outwards from under the seat. The chair will now allow a gentle rocking motion.
- **To lock the chair in an upright position:** Push the lever inwards.
- **To adjust rocking tension:** Turn the round knob located under the front-center of the seat. Turn clockwise to increase tension (making it harder to rock) or counter-clockwise to decrease tension (making it easier to rock).

Product Dimension

Maintain a balance between work and leisure.



Image: Illustration of the chair's rocking range (90-105 degrees) and the knob for adjusting rocking tension.



Image: Detail of the rocking tension adjustor knob, used to customize the rocking resistance.

4.3 Swivel Function

The chair is equipped with a 360-degree swivel function, allowing for easy rotation without moving the base. This feature enhances mobility and accessibility within your workspace.

4.4 Ergonomic Design

The Okeysen Office Desk Chair HKOFOC040 features an ergonomic design with a curved backrest and padded seat to support the natural curve of your spine, promoting a neutral and balanced posture during extended periods of sitting.

ERGONOMIC DESIGN

Line with your spine's natural curve
Help you keep a neutral and balanced posture



Image: Visual representation of the ergonomic backrest design, showing how it aligns with the natural curve of the human spine.

5. MAINTENANCE

Proper care will extend the life and appearance of your Okeysen Office Desk Chair HKOFOC040.

- **Cleaning:** Wipe clean with a soft, damp cloth. For PU leather surfaces, use a mild soap solution if necessary, then wipe dry immediately. Avoid harsh chemicals or abrasive cleaners.
- **Inspection:** Periodically check all bolts and screws to ensure they are tight. Re-tighten any loose fasteners to maintain stability and safety.
- **Caster Care:** Keep casters free of hair and debris to ensure smooth rolling.
- **Avoid Direct Sunlight:** Prolonged exposure to direct sunlight can cause the PU leather to fade or crack.

6. TROUBLESHOOTING

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

6.1 Chair Does Not Adjust Height

- **Check Gas Lift Lever:** Ensure the height adjustment lever is fully engaged when attempting to raise or lower the seat.
- **Gas Lift Malfunction:** If the gas lift consistently fails to hold height, it may need replacement. Contact customer support.

6.2 Chair Squeaks

- **Tighten Screws:** Loose screws are a common cause of squeaking. Re-tighten all assembly screws, especially those connecting the seat, backrest, and armrests.
- **Lubrication:** A small amount of silicone-based lubricant applied to moving parts (e.g., where the gas lift meets the mechanism, or pivot points) may resolve squeaking.

6.3 Casters Do Not Roll Smoothly

- **Clear Debris:** Remove any hair, dust, or debris that may be caught in the caster wheels.
- **Surface Type:** Ensure the chair is being used on an appropriate surface. Casters may perform differently on carpet versus hard floors.

7. PRODUCT SPECIFICATIONS

Detailed specifications for the Okeysen Office Desk Chair HKOFOC040:

Product Dimension

Weight Capacity: **330**LBS



Back Height: 39.1"~44.1"

Seat Height: 14.69"~19.69"

Image: Front and side view dimensions of the Okeysen Office Desk Chair, including seat height and back height ranges.

| Feature | Detail |
|-------------------------------|---|
| Brand | Okeysen |
| Model Name | Executive Office Desk Chair |
| Model Number | HKOF0C040 |
| Color | Retro Black |
| Product Dimensions | 19"D x 19.88"W x 40"H |
| Maximum Weight Recommendation | 330 Pounds (150 kg) |
| Seat Depth | 18 inches |
| Chair Backrest Width | 19.88 Inches |
| Special Features | Adjustable Height, Arm Rest, Ergonomic, Rocking, Swivel |
| Material | PU Leather (Furniture Finish), Foam (Fill Material) |

| Feature | Detail |
|---------------------------|--------------------------|
| Item Weight | 27.6 pounds (12.5 kg) |
| Recommended Uses | Office, Office Reception |
| Product Care Instructions | Wipe Clean |
| UPC | 768420622485 |

8. WARRANTY & SUPPORT

Okeyesen is committed to providing reliable products and excellent customer service. For any questions, concerns, or assistance with your Okeyesen Office Desk Chair HKOFOC040, please contact Okeyesen customer support through the retailer's platform or the official Okeyesen website. Please retain your purchase receipt as proof of purchase for any warranty claims.