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> BestGlory High Back Executive Office Chair - Model BG-488 Instruction Manual

BestGlory BG-488

BestGlory High Back Executive Office Chair - Model BG-488 Instruction Manual

Model: BG-488 | Brand: BestGlory

INTRODUCTION

Welcome and thank you for choosing the BestGlory High Back Executive Office Chair. This manual provides essential information for assembly, operation, maintenance, and troubleshooting to ensure safe and optimal use of your chair. Please read these instructions thoroughly before assembly and use.

SAFETY INFORMATION

Maximum weight capacity is 300 pounds. Ensure stability by not exceeding this limit. Inspect all parts before assembly and use. For adjustable mechanisms, follow instructions carefully to avoid injury. Keep children and pets away during assembly. Do not stand on the chair.

PACKAGE CONTENTS

Before beginning assembly, please verify that all components listed in your product's packaging are present and undamaged. The package typically includes the chair backrest, seat cushion, armrests, gas lift cylinder, chair base, casters, and assembly hardware with tools.



Image: Overview of the BestGlory Executive Office Chair, showing its main components.

ASSEMBLY INSTRUCTIONS

Follow these steps carefully for proper assembly. It is recommended to assemble the chair on a soft, clean surface to prevent damage to the chair or your floor.

Your browser does not support the video tag.

Video: This video demonstrates the step-by-step assembly process for the BestGlory BG-488 Executive Office Chair. It covers attaching the base plate to the seat cushion, inserting the gas lift, and connecting the backrest and armrests.

1. Attach the base plate to the underside of the seat cushion using the provided screws and hex wrench. Ensure the 'FRONT' label on the base plate aligns with the front of the seat cushion.
2. Insert the casters into the holes on the chair base until they click securely into place.
3. Place the gas lift cylinder into the center hole of the chair base.
4. Carefully place the assembled seat cushion onto the gas lift cylinder.
5. Attach the armrests to both the seat cushion and the backrest using the remaining screws. Do not

fully tighten all screws until all components are loosely attached to allow for alignment.

6. Once all parts are aligned, securely tighten all screws.

OPERATING YOUR CHAIR

Your BestGlory Executive Office Chair is designed with multiple adjustable features for personalized comfort.

Height Adjustment

To adjust the seat height, locate the lever under the seat on the right side. Pull the lever up to raise the seat. To lower, remain seated and pull the lever up. Release the lever at the desired height.

DIMENSIONS >

Bigger, Wider, and high quality

(Unit: Inch)

Actual manual measurements may have an error of 0.4 inches.



	Height Capacity 5ft4\"-6ft2"
	Maximum Load 300lbs

Image: The chair's height adjustment lever is located beneath the seat for easy access.

Rocking Function and Tilt Lock

The chair features a rocking mode and tilt lock. To activate the rocking function, pull the lever (often the same one used for height adjustment, or a separate knob) outwards. To lock the tilt at a desired angle

(between 90° and 135°), push the lever inwards. Adjust the tilt tension by rotating the round knob located under the front of the seat; turn clockwise to loosen for easier rocking, counter-clockwise to tighten for firmer resistance.



Image: Diagram illustrating the rocking mechanism and tilt lock lever, showing how to engage and disengage the rocking function and adjust tilt tension.

Adjustable Flip-Up Armrests

The armrests can be flipped up to save space or allow the chair to be pushed closer to a desk. Simply lift the armrests upwards until they lock into a vertical position. To return them, pull them down.




90° < Flip-up Armrest

 Space-saving

 Easy to lift

Breathable Leather >

 Upgraded and Breathable Leather

 Waterproof and Comfortable

 Strong Tension and Durability



Image: Demonstration of the flip-up armrest feature, showing the armrest in both down and upright positions.

Lumbar Support and Headrest

The ergonomic design includes an S-curve lumbar support and a double-padded headrest for enhanced comfort and fatigue relief. These are fixed features designed to support natural spinal alignment during long periods of sitting.



Double Padded Headrest

Add extra comfort to your neck for long-time desk work or study

S-Curve Lumbar Support

Ergonomic design for enhanced lumbar support.

Thicker Seat

Super thick soft seat cushion, very user friendly

Image: Close-up view of the double-padded headrest and S-curve lumbar support, highlighting their ergonomic design.

Your browser does not support the video tag.

Video: This video showcases the various features and ergonomic design of the BestGlory BG-488 Executive Office Chair, including its comfortable padding and adjustable elements.

MAINTENANCE AND CARE

Proper care will extend the life and maintain the appearance of your BestGlory Executive Office Chair.

- **Cleaning:** Wipe clean with a soft, damp cloth. Avoid using harsh chemicals, abrasive cleaners, or solvents, as these can damage the faux leather material.
- **Inspection:** Periodically check all screws and bolts to ensure they are tight. Retighten any loose fasteners to maintain stability and safety.
- **Casters:** Keep the casters free of hair, dust, and other debris to ensure smooth movement across various floor surfaces.
- **Material:** The faux leather is designed to be tear-resistant, water-repellent, and anti-scratch. For spills, wipe immediately with a dry cloth.

TROUBLESHOOTING

Refer to this table for common issues and their solutions.

Problem	Possible Cause	Solution
Chair does not raise/lower	Gas lift malfunction or lever not engaged.	Ensure the height adjustment lever is fully engaged. If the issue persists, the gas lift may need replacement.
Chair squeaks	Loose connections or lack of lubrication.	Check and tighten all assembly bolts. Apply silicone spray to moving parts if necessary.
Casters do not roll smoothly	Debris in casters or damaged casters.	Clean any hair or debris from the casters. Replace damaged casters if needed.
Chair wobbles	Uneven assembly or loose base connections.	Verify all screws are tightened evenly, especially those connecting the base to the seat.

PRODUCT SPECIFICATIONS

Feature	Detail
Brand	BestGlory
Model Name	Executive Office Chair (BG-488)
Color	Brown
Material	Faux Leather
Product Dimensions (D x W x H)	26.38" x 30.71" x 50"
Maximum Weight Recommendation	300 Pounds
Adjustable Features	Adjustable Height, Adjustable Backrest (90°-135°), Flip-Up Armrests
Back Style	Solid High Back
Arm Style	With arms (Flip-up)
Furniture Base Movement	Swivel, Smooth-rolling Nylon Casters

Feature	Detail
Required Assembly	Yes
Item Weight	16 Kilograms

WARRANTY AND CUSTOMER SUPPORT

BestGlory is committed to providing high-quality products and excellent customer service. If you encounter any issues with your product or require assistance, please do not hesitate to contact us.



Image: BestGlory customer service contact information including email, phone number, and instructions for contacting the seller via Amazon.

- **Contact Email:** For general inquiries or support, please email us at cs@bestglorys.com.
- **Contact Phone:** You can reach our customer support team by phone at [+1 \(970\) 866-1010](tel:+19708661010).
- **Online Support:** For assistance with orders placed on Amazon, log in to your Amazon account, navigate to "Your Orders", find your BestGlory Executive Office Chair purchase, and click "Contact Seller".