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SeekFancy M903

SeekFancy Ergonomic Office Chair M903 Instruction Manual

Model: M903 | Brand: SeekFancy

Introduction

Thank you for choosing the SeekFancy Ergonomic Office Chair M903. This manual provides detailed instructions for assembly, operation, maintenance, and troubleshooting to ensure optimal use and longevity of your chair. Please read this manual thoroughly before assembly and use.



Image: The SeekFancy Ergonomic Office Chair M903 in white frame and grey mesh.

Safety Information

- This chair is designed to support a maximum weight of**330 pounds**. Do not exceed this weight limit.
- Ensure all screws and bolts are securely tightened before use. Periodically check and re-tighten as necessary.
- Do not stand on the chair or use it as a step stool.
- Keep children away from the chair during assembly to prevent injury.
- Use the chair on a flat, stable surface.

Package Contents

Before beginning assembly, please verify that all components are present and undamaged. If any parts are missing or damaged, contact customer support.

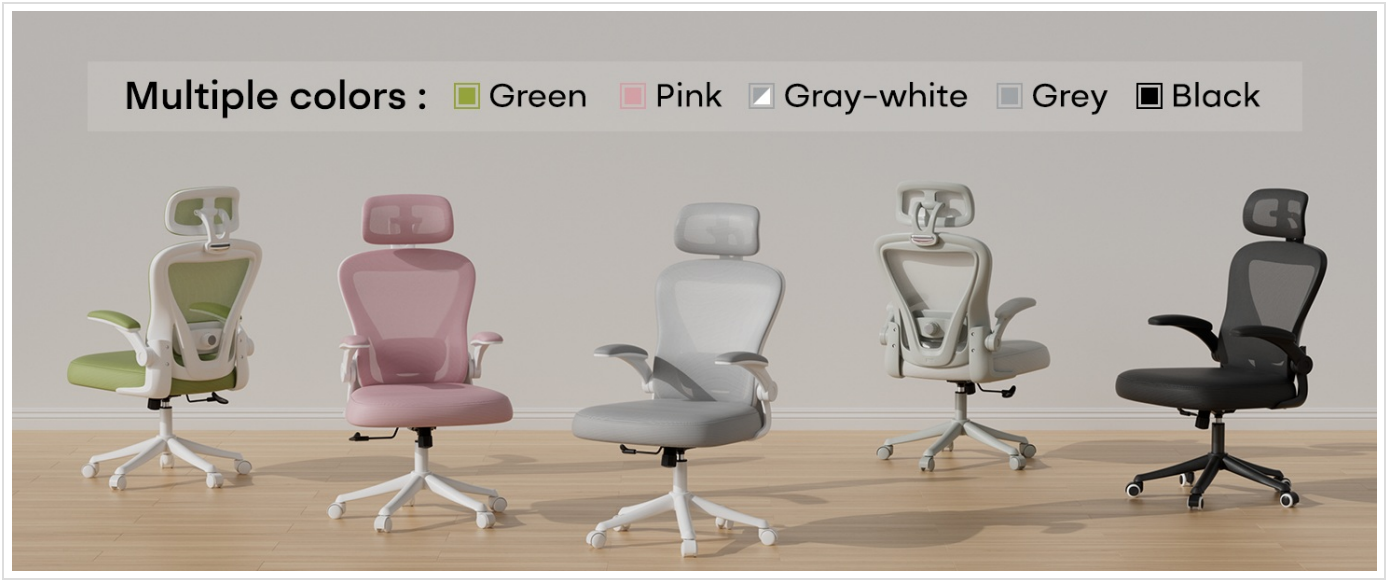


Image: An exploded diagram showing all individual components of the SeekFancy M903 office chair for assembly.

Typical components include:

- Backrest with headrest
- Seat cushion with armrests
- Gas lift cylinder
- Star base
- Casters (wheels)
- Mechanism plate
- Hardware (screws, washers, Allen wrench)

Setup and Assembly

The SeekFancy Ergonomic Office Chair M903 requires assembly. Follow these steps carefully.

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 assembled star base.
3. **Attach Mechanism Plate 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 Backrest to Seat:** Connect the backrest to the seat cushion using the designated screws. Ensure a secure fit.
5. **Connect Assembled Top to Base:** Carefully place the assembled seat and backrest onto the gas lift cylinder, ensuring it is centered and stable.
6. **Attach Headrest:** Slide the headrest into the slots at the top of the backrest. Adjust to your preferred height.



Video: Assembly guide for the SeekFancy M903 office chair, demonstrating step-by-step installation of components.

Operating Instructions

The SeekFancy M903 chair offers several adjustable features for personalized comfort.

1. Seat Height Adjustment

To adjust the seat height, locate the lever on the right side beneath the seat. Pull the lever upwards while seated to lower the seat, or pull it upwards while standing to raise the seat. Release the lever at your desired height.



Video: Demonstration of adjusting the seat height on the SeekFancy M903 office chair.

2. Lumbar Support Adjustment

The chair features 4-way adjustable lumbar support. Locate the knob on the back of the chair. Rotate the knob to adjust the depth of the lumbar support. The lumbar support can also be adjusted vertically by sliding it up or down.



Image: Close-up view of the ergonomic lumbar adjustment mechanism on the back of the chair, showing vertical and depth adjustments.

3. Headrest Adjustment

The 2D adjustable headrest can be moved vertically and rotated. To adjust the height, gently pull the headrest up or push it down. To adjust the angle, tilt the headrest forward or backward to find your preferred position.



Image: Detailed view of the 2D adjustable headrest, illustrating its 60-degree rotation and 3.1-inch vertical adjustment range.

4. Flip-Up Armrests

The armrests can be flipped up 90 degrees to allow the chair to be stowed under a desk, saving space. Simply lift the armrests upwards until they lock into the vertical position. To return them, pull them down.



Image: The chair with its armrests flipped up, demonstrating the space-saving feature when pushed under a desk.

5. Rocking Function

The chair features a smooth rocking function. To enable rocking, pull out the lever located on the left side beneath the seat. Push the lever in to lock the chair in an upright position. The tension of the rocking motion can be adjusted by rotating the round knob located underneath the seat, towards the front.



Video: Overview of the SeekFancy M903 computer desk chair, highlighting its various adjustable features including rocking function.

Maintenance

Proper maintenance ensures the longevity and performance of your SeekFancy M903 office chair.

- **Cleaning:** Wipe clean with a damp cloth. Avoid harsh chemicals or abrasive cleaners that may damage the mesh fabric or polypropylene frame.
- **Hardware Check:** Periodically inspect all screws and bolts to ensure they are tight. Re-tighten any loose hardware

to maintain stability and safety.

- **Caster Care:** Keep casters free of hair and debris to ensure smooth movement.
- **Mesh Care:** The high-airflow mesh is designed for durability. Avoid sharp objects that could tear the mesh.

Troubleshooting

Problem	Possible Cause	Solution
Chair wobbles or feels unstable.	Loose hardware.	Check and tighten all screws and bolts, especially those connecting the seat to the mechanism plate and the backrest.
Seat height adjustment not working.	Gas lift cylinder issue or lever malfunction.	Ensure the lever is fully engaged. If the issue persists, the gas lift cylinder may need replacement. Contact support.
Casters not rolling smoothly.	Debris caught in casters.	Remove any hair, dust, or debris from the caster wheels.
Chair makes squeaking noises.	Loose connections or friction between parts.	Tighten all screws. Apply a small amount of silicone lubricant to moving parts or connection points if necessary.

Specifications



Image: Diagram illustrating the detailed dimensions of the SeekFancy M903 office chair.

Feature	Detail
Model	M903
Brand	SeekFancy
Overall Dimensions (D x W x H)	25"D x 20"W x 44.6"-48.8"H (Adjustable Height)
Maximum Weight Capacity	330 lbs
Materials	Polypropylene (Frame), Sponge (Seat Fill), Mesh (Fabric)
Armrests	Flip-up Armrest
Lumbar Support	4-way Adjustable
Headrest	2D Adjustable (Vertical & Rotation)

Feature	Detail
Recline/Tilt	Yes, with tension control
Recommended User Height	5'2" to 6'

Warranty Information

The SeekFancy Ergonomic Office Chair M903 comes with a**3-year free return and exchange warranty**for quality issues. If you encounter any quality-related problems with your chair within three years of purchase, please contact SeekFancy customer support for a replacement or refund.



Image: Left: A SeekFancy chair undergoing rigorous backrest testing. Right: Logos of certifications including SGS, BIFMA, and ISO, indicating product quality and durability.

Customer Support

For any questions, assistance with assembly, troubleshooting, or warranty claims, please contact SeekFancy customer support through the retailer's platform or the official SeekFancy website.
Please have your model number (M903) and proof of purchase ready when contacting support.

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