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› Kassipo Criss Cross Legged Office Chair User Manual

## Kassipo Cross Legged Office Chair

# Kassipo Criss Cross Legged Office Chair User Manual

Model: Cross Legged Office Chair

## 1. IMPORTANT SAFETY INFORMATION

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Please read all instructions carefully before assembly and use. Keep this manual for future reference.

- **Maximum Weight Recommendation:** The chair is designed to support a maximum weight of 300 pounds (136 kg). Exceeding this limit may result in damage to the chair or potential injury.
- **Stable Surface:** Always ensure the chair is used on a stable, level surface to prevent tipping.
- **Children:** Keep children away from the assembly area. Small parts may pose a choking hazard.
- **Maintenance:** Regularly check all bolts and screws to ensure they are tight. Retighten as necessary.
- **Proper Use:** Do not stand on the chair. Use the chair only for its intended purpose.

## 2. PACKAGE CONTENTS

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

- Seat Cushion (1)
- Backrest (1)
- Armrests (2)
- Gas Lift Cylinder (1)
- Star Base (1)
- Casters (5)
- Mechanism Plate (1)
- Hardware Pack (Screws, Washers, Allen Wrench)

## 3. ASSEMBLY INSTRUCTIONS

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

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 Plate to Seat:** Align the mechanism plate with the pre-drilled holes on the underside of the seat cushion. Secure it with the provided screws and tighten with the Allen wrench. Ensure the front of the mechanism plate faces the front of the seat.
4. **Attach Armrests to Seat:** Attach the armrests to the sides of the seat cushion using the designated screws. Do not fully tighten yet.
5. **Attach Backrest to Seat and Armrests:** Align the backrest with the seat and the armrests. Secure the backrest to the seat and armrests using the remaining screws. Once all screws are in place, fully tighten all screws for the armrests and backrest.
6. **Connect Seat Assembly to Gas Lift:** Carefully place the assembled seat onto the gas lift cylinder, ensuring the tapered end of the gas lift fits securely into the mechanism plate.



Image: Product dimensions and key components. This diagram illustrates the overall size and individual parts of the chair, including the seat, backrest, armrests, and base.



Image: Detailed view of the sturdy metal base, SGS-certified Level 3 gas cylinder, and smooth silent nylon wheels, highlighting the chair's foundational components.

## 4. OPERATING INSTRUCTIONS

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Familiarize yourself with the chair's adjustable features for optimal comfort and functionality.

- **Seat Height Adjustment:** To raise the seat, lift the lever located under the right side of the seat while taking your weight off the chair. To lower the seat, lift the lever while remaining seated. Release the lever at the desired height.
- **Flip-Up Armrests:** The armrests can be flipped up to allow the chair to be tucked under a desk or for use as an armless chair. Simply lift the armrests upwards until they lock into the vertical position. To lower, pull them down.
- **Rocking Feature (90°-120°):** The chair features a rocking function. Pull out the lever on the left side of the mechanism plate to enable rocking. Push the lever in to lock the chair in an upright position. The tension of the rocking motion can be adjusted by turning the round knob located under the front of the seat. Turn clockwise to increase tension, counter-clockwise to decrease tension.
- **360° Swivel and Mobility:** The chair is equipped with 360° swivel capability and smooth-rolling casters for easy movement around your workspace.

# Swivel Cross Legged Chair

Convenient & Space-Saving Flip-Up Armrest



Image: Illustration of the chair's swivel capability and the flip-up armrest feature, demonstrating how the arms can be raised for space-saving or lowered for support.



Image: Visual guide to the chair's rocking feature, showing the range of motion from 90 to 120 degrees, along with details on tension control and seat height adjustment.

## 5. MAINTENANCE

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

- **Cleaning:** The upholstered fabric should be dry cleaned. For minor spills, blot immediately with a clean, dry cloth. Do not use harsh chemicals or abrasive cleaners.
- **Hardware Check:** Periodically inspect all screws and bolts to ensure they are securely tightened. Loose hardware can affect the chair's 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 fabric fading.

## 6. TROUBLESHOOTING

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If you encounter any 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.	Check and tighten all assembly screws. Ensure the chair is on a flat, level surface.
Seat height adjustment not working.	Gas lift lever not engaged or gas lift cylinder malfunction.	Ensure the lever is fully pulled up/down. If the issue persists, the gas lift may need replacement. Contact customer support.
Casters not rolling smoothly.	Debris caught in casters or damaged casters.	Remove any hair or debris from the caster wheels. If damaged, casters may need replacement.
Rocking feature is too stiff or too loose.	Tension knob adjustment.	Adjust the tension knob located under the seat. Turn clockwise to increase tension, counter-clockwise to decrease.

## 7. SPECIFICATIONS

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Detailed technical specifications for the Kassipo Criss Cross Legged Office Chair.

- **Brand:** Kassipo
- **Model Name:** Cross Legged Office Chair
- **Product Dimensions:** 26"D x 33"W x 36"H
- **Seat Dimensions:** 25.5" Wide Seat, 18.5" Depth, 23" Height (adjustable)
- **Backrest Dimensions:** 25" Width, 15" Interior Height
- **Arm Style:** Flip-Up Arms, 30" Arm Height
- **Special Features:** 4" Thick Upholstered Cushion, 90°-120° Rocking Feature, Seat Height Adjustable, Space Saving Design
- **Maximum Weight Recommendation:** 300 Pounds
- **Fill Material:** Sponge
- **Product Care Instructions:** Dry Clean
- **Item Weight:** 36.4 pounds
- **Included Components:** Caster
- **Certifications:** BIFMA Certified Level 3 Gas Lift



Image: The Kassipo Criss Cross Legged Office Chair in Dark Green, showcasing its design and upholstery.

**25.6" Extra Wide Seat**



**Come with Flip-Up Armrest**



**360° Swivel Chair**



Image: A composite image highlighting the chair's 25.6-inch extra wide seat, flip-up armrests, and 360-degree swivel functionality.

## 8. WARRANTY AND SUPPORT

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Kassipo is committed to providing quality products. While specific warranty details are not provided in this manual, please retain your proof of purchase.

- **Customer Support:** For any questions, missing parts, or issues not covered in this manual, please contact Kassipo customer support through the retailer where the product was purchased or visit the official Kassipo website.
- **Online Resources:** Check the Kassipo brand store for additional product information or FAQs: Kassipo Store.

## 9. VIDEO RESOURCES

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Currently, no official product videos from the seller are available for embedding in this manual. Please refer to the product page for any available video content.