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**Serta CCHR10006D**

# Serta Comfort Eco Office Chair Instruction Manual

Model: CCHR10006D

## INTRODUCTION

This manual provides detailed instructions for the assembly, operation, and maintenance of your Serta Comfort Eco Office Chair. Please read all instructions carefully before assembly and use to ensure proper function and safety. Retain this manual for future reference.



*Image: The Serta Comfort Eco Office Chair in brown velvet, showcasing its ergonomic design and padded features.*

## SAFETY INFORMATION

- Ensure all components are present and undamaged before assembly. Do not use if any parts are missing or broken.

- Follow assembly instructions precisely. Incorrect assembly can lead to instability and injury.
- Do not stand on the chair.
- Do not use the chair as a step stool.
- This chair is designed to support a maximum weight of 275 pounds. Exceeding this limit may cause damage or injury.
- Keep children away from the chair during assembly. Small parts may pose a choking hazard.
- **WARNING:** This product contains chemicals known to the State of California to cause cancer and birth defects or other reproductive harm. For more information, visit [www.P65Warnings.ca.gov](http://www.P65Warnings.ca.gov).

## PARTS LIST

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Before beginning assembly, verify that all the following components are present:

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

## ASSEMBLY INSTRUCTIONS

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Assembly typically requires two people and takes approximately 30 minutes. Follow these steps carefully:

1. **Attach Casters to Base:** Insert each of the five casters into the holes at the end of each leg of the chair base. Push firmly until they click into place.
2. **Install Gas Lift:** Place the gas lift cylinder into the center hole of the assembled chair base. Slide the cylinder cover over the gas lift.
3. **Attach Mechanism Plate to Seat:** Align the mechanism plate with the pre-drilled holes on the underside of the seat cushion. Ensure the front of the mechanism plate faces the front of the seat. Secure with screws and washers from the hardware pack.
4. **Attach Armrests to Seat:** Attach the armrests to the sides of the seat cushion using the provided screws. Do not fully tighten yet.
5. **Attach Backrest to Armrests and Seat:** Align the backrest with the armrests and the rear of the seat cushion. Secure the backrest to the armrests and the seat using the remaining screws. Once all screws are in place, tighten all armrest and backrest screws securely.
6. **Connect Seat Assembly to Gas Lift:** Carefully place the assembled seat and backrest onto the gas lift cylinder, ensuring the center hole of the mechanism plate aligns with the top of the gas lift. Press down firmly to secure.

For visual guidance on the chair's features, refer to the product highlights below.



## Product Highlights



**Cushioned Headrest**

**Contoured Back Support**

**Padded Armrests**

**Waterfall Seat Edge**

**Adjustable Comfort**

**360° Motion**

*Image: An illustration highlighting key features of the Serta Comfort Eco Office Chair, including cushioned headrest, contoured back support, padded armrests, waterfall seat edge, adjustable comfort, and 360-degree motion.*

## OPERATING INSTRUCTIONS

### Height Adjustment

To adjust the chair's height, locate the lever on the right side beneath the seat. While seated, lift the lever to lower the chair. To raise the chair, lift the lever while standing or with minimal weight on the seat.



*Image: A visual guide demonstrating how to use the side lever to adjust the chair's height, with arrows indicating upward and downward movement.*

### Tilt and Recline Adjustment

The chair features a tilt mechanism for reclining. Pull the same side lever outwards to unlock the recline function, allowing the chair to tilt backward. Push the lever inwards to lock the chair in an upright position. To adjust the tension of the recline, locate the round knob under the front of the seat. Turn the knob clockwise to increase tension (making it harder to recline) or counter-clockwise to decrease tension (making it easier to recline).



*Image: An illustration showing the side lever for unlocking the recline mechanism and the tension knob for adjusting recline resistance.*

### 360° Swivel and Casters

The chair is equipped with a 360° swivel base and double-wheel casters, allowing for easy movement and rotation. These casters are designed to glide smoothly across most carpeted surfaces.



## 360° Motion

The versatile, 360° motion casters allow you to easily glide across most carpeted surfaces

*Image: A close-up view of the chair's double-wheel casters, illustrating their 360-degree rotation capability for smooth movement.*

## MAINTENANCE

### Cleaning

For general cleaning, spot clean the velvet fabric with a mild detergent and a damp cloth. Avoid using abrasive cleaners or harsh chemicals, as these may damage the fabric. Test any cleaning solution on an inconspicuous area first.

### Inspection

Periodically check all screws and bolts to ensure they remain tight. Re-tighten if necessary to maintain stability and safety.

## TROUBLESHOOTING

- **Chair does not adjust height:** Ensure the gas lift lever is fully engaged. If the issue persists, the gas lift cylinder may need replacement.

- **Chair wobbles:** Check that all assembly screws, particularly those connecting the armrests, backrest, and mechanism plate, are securely tightened. Ensure casters are fully inserted into the base.
- **Chair squeaks:** Apply a small amount of silicone lubricant to moving parts, such as the gas lift and tilt mechanism, if squeaking occurs.
- **Difficulty reclining or locking tilt:** Verify the tilt lever is correctly positioned. Adjust the tilt tension knob to ensure it is not too tight or too loose.

## SPECIFICATIONS

Feature	Detail
Brand	Serta
Model Name	Comfort Eco
Model Number	CCHR10006D
Color	Brown
Style	Velvet
Product Dimensions	29"D x 28"W x 45"H
Maximum Weight Recommendation	275 Pounds
Special Features	Adjustable Height, Ergonomic, Lumbar Support
Back Style	Solid Back
Product Care Instructions	Spot Clean
Assembly Required	Yes



## Product Dimensions



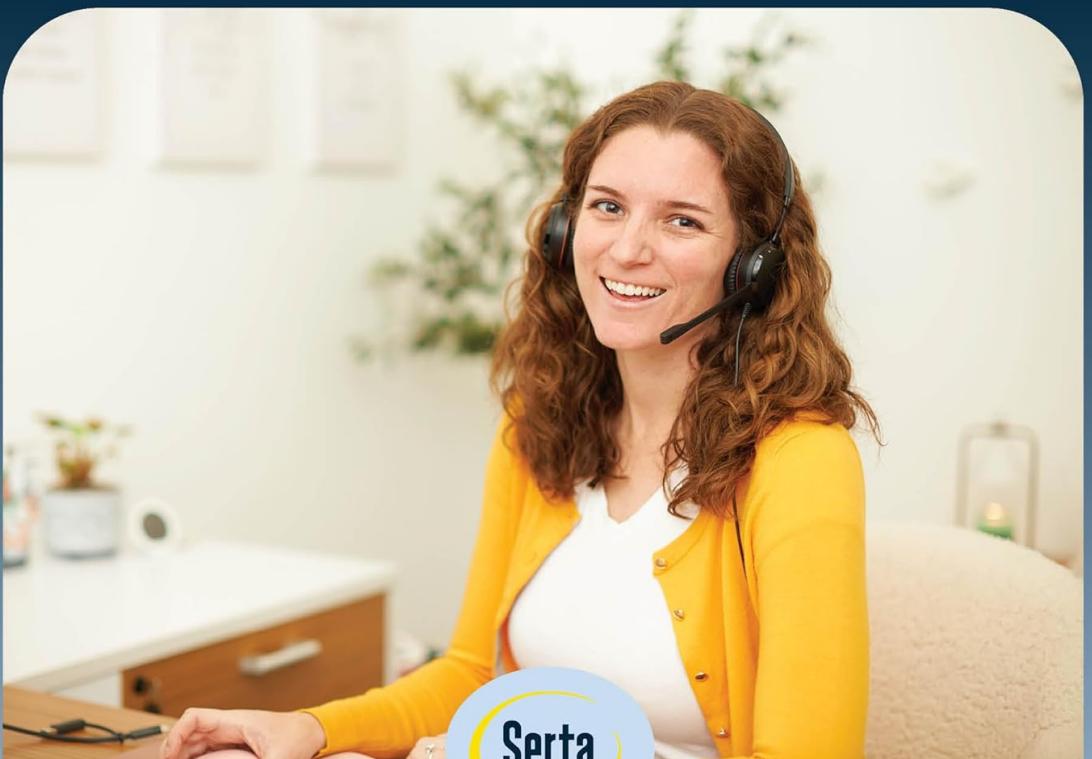
*Image: A diagram illustrating the specific dimensions of the Serta Comfort Eco Office Chair, including width, depth, back height, seat depth, inner seat width, and minimum/maximum chair and seat heights.*

## CUSTOMER SUPPORT

For assistance with assembly, parts, or any questions regarding your Serta Comfort Eco Office Chair, please contact our dedicated U.S.-based customer service team.

**Phone: (800) 379 - 9773**

Hours: 6am - 5pm PST



## **Customer Service**

**(800) 379 - 9773**

6am - 5pm PST

**Serta**

Our dedicated U.S. based team is ready to assist you with your Serta® chair and any help needed with its assembly!

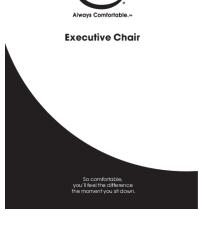
*Image: A graphic displaying the Serta Customer Service phone number and operating hours, with a representative wearing a headset.*

## **Related Documents - CCHR10006D**



### [Serta Works Office Chair Assembly Instructions and User Guide](#)

Comprehensive assembly instructions and user guide for the Serta Works Office Chair (Model CHR10021AB\_AI). Learn how to assemble, adjust seat height, tilt, arm height, and more for your ergonomic, breathable mesh back office chair.

 <p>PRODUCT GUIDE &amp; ASSEMBLY INSTRUCTIONS  <b>Serta</b>  Always Comfortable.<sup>®</sup>  Executive Chair    So comfortable.  you'll feel the difference  the moment you sit down.</p>	<p><a href="#"><u>Serta Executive Chair Assembly Guide and Operating Instructions</u></a></p> <p>Comprehensive guide for assembling and operating your Serta Executive Chair, including parts list, step-by-step instructions, usage tips, and limited warranty information.</p>
 <p>PRODUCT GUIDE &amp; ASSEMBLY INSTRUCTIONS  <b>Serta</b>  Always Comfortable.<sup>®</sup>  Executive Chair    So comfortable.  you'll feel the difference  the moment you sit down.</p>	<p><a href="#"><u>Serta Executive Chair Assembly and Operating Guide</u></a></p> <p>This guide provides detailed instructions for assembling and operating your Serta Executive Chair, including a parts list, step-by-step assembly, functional usage, and warranty information.</p>
 <p>PRODUCT GUIDE &amp; ASSEMBLY INSTRUCTIONS  <b>Serta</b>  Always Comfortable.<sup>®</sup>  Serta<sup>®</sup> Smart Layers<sup>™</sup>  Executive Chair    Serta<sup>®</sup> 商用办公椅  Assembly Instructions  MODEL: 44942        </p>	<p><a href="#"><u>Serta Smart Layers Executive Chair Assembly Instructions</u></a></p> <p>Detailed assembly instructions for the Serta Smart Layers Executive Chair (Model 44942), including parts list, step-by-step guidance, operating instructions, and limited warranty information.</p>
 <p>PRODUCT GUIDE &amp; ASSEMBLY INSTRUCTIONS  <b>Serta</b>  Always Comfortable.<sup>®</sup>  Executive Chair    So comfortable.  you'll feel the difference  the moment you sit down.</p>	<p><a href="#"><u>Serta Executive Chair: Product Guide &amp; Assembly Instructions</u></a></p> <p>Comprehensive product guide and assembly instructions for the Serta Executive Chair, including parts list, step-by-step assembly, operating instructions, and limited warranty information.</p>
 <p>PRODUCT GUIDE &amp; ASSEMBLY INSTRUCTIONS  <b>Serta</b>  Always Comfortable.<sup>®</sup>  Office Chair    So comfortable.  you'll feel the difference  the moment you sit down.</p>	<p><a href="#"><u>Serta Office Chair Assembly and Operating Instructions</u></a></p> <p>Comprehensive guide for assembling and operating your Serta office chair, including parts lists, step-by-step assembly instructions, and operating guidelines for height adjustment, tilt lockout, and tension control. Features information on the AIR Lumbar Technology and a limited warranty.</p>