

## FLEXISPOT OC1-SE

# FLEXISPOT Foldex Ergonomic Office Chair Instruction Manual

Model: OC1-SE

## INTRODUCTION

This manual provides detailed instructions for the assembly, operation, and maintenance of your FLEXISPOT Foldex Ergonomic Office Chair. Designed for comfort and space-saving, this chair features multi-adjustments, a foldable design, and robust construction to support your daily work, study, or gaming needs.

## IMPORTANT SAFETY INFORMATION

**Always ensure the chair is fully assembled and stable before use. Do not exceed the maximum weight capacity of 300 pounds. Be cautious when folding and unfolding the chair to prevent injury.**

## SETUP AND ASSEMBLY

### Package Contents

Your FLEXISPOT Foldex chair comes mostly pre-assembled. Please verify all components are present:

- Pre-assembled Chair Body (seat, backrest, armrests)
- Headrest
- Chair Base (star-shaped)
- 5 Casters (wheels)
- Gas Lift Cylinder

- Screws and Allen Wrench (for headrest attachment)



*Image: All components of the FLEXISPOT Foldex chair laid out for assembly.*

## Assembly Instructions

1. **Attach Casters to Base:** Insert each of the 5 casters into the holes at the end of each leg of the chair base until they click securely into place.
2. **Insert Gas Lift Cylinder:** Place the gas lift cylinder into the central hole of the assembled chair base.
3. **Attach Chair Body to Base:** Carefully place the pre-assembled chair body onto the top of the gas lift cylinder, ensuring it is seated firmly.
4. **Attach Headrest:** Position the headrest onto the top of the chair's backrest. Secure it using the provided two screws and Allen wrench.

Your chair is now ready for use. For a visual guide, please refer to the installation video below:

*Video: Step-by-step guide on how to install the FlexiSpot Foldex chair.*

## OPERATING INSTRUCTIONS

### Adjusting the Headrest

The 3D adjustable headrest provides precise neck support. You can adjust its height, angle, and rotation to find your optimal comfort position.

# 3D HEADREST

Adjust the headrest in multiple dimensions to achieve precise support



*Image: Demonstrating the 3D adjustable headrest.*

## Adjusting Lumbar Support

The chair features height-adjustable lumbar support to fit the curve of your lower back perfectly. Locate the adjustment mechanism on the backrest and move it up or down to your desired position.





*Image: Adjusting the height of the lumbar support.*

### **Adjusting Armrests**

The armrests are designed to flip up, allowing you to tuck the chair closer to your desk or create more space when not in use. Simply lift the armrests to raise them or push them down to lower.



*Image: Demonstrating the flip-up armrests.*

## **Seat Height and Tilt Function**

Utilize the levers located under the seat to adjust the chair's height and engage the tilt function. The tilt tension can also be adjusted to your preference, allowing you to recline and lock the backrest at various angles.





*Image: Controls for seat height, back angle, and tilt tension.*

## Footrest Operation

For enhanced relaxation, the chair includes a retractable footrest. Pull it out from under the seat when desired, and push it back in for storage.

# LEAM BACK AND RELAX

– Comfort at Work



*Image: Chair with extended footrest for relaxation.*

## Folding the Chair for Storage

The chair's backrest can be folded down, allowing it to be tucked under a desk to save space. Press the buttons on the sides of the chair to initiate the folding mechanism.

# FOLDABLE

Space Saving **1.5m<sup>2</sup>**



*Image: Folding the chair for compact storage under a desk.*

*Video: Overview of the FlexiSpot Foldex Ergonomic Chair, including its folding feature.*

## MAINTENANCE

### Cleaning Instructions

To clean your chair, simply wipe it with a damp cloth. Avoid harsh chemicals that may damage the mesh or foam materials.



## WATER-PROOF



## EXTRA COMFORT



*Image: Water-resistant foam seat for easy cleaning.*

### General Maintenance

Periodically check all screws and connections to ensure they are tight. Ensure casters roll smoothly and are free of debris. Proper maintenance will extend the life of your chair.

### TROUBLESHOOTING

If you encounter any issues with your chair, please review the assembly steps to ensure correct installation. For persistent problems or concerns, refer to the Warranty and Support section for assistance.

### SPECIFICATIONS

Feature	Detail
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Brand	FLEXISPOT
Model Name	Flexispot Foldex
Item Model Number	OC1-SE
Color	Cream
Product Dimensions	27.95"D x 27.95"W x 50.79"H
Maximum Weight Recommendation	300 Pounds
Back Style	Mesh
Arm Style	Flip-up Armrest
Special Features	Foldable, 3D Adjustable Headrest, Flip-up Armrest, Quick Assembly, Adjustable Lumbar Support
Is Foldable	Yes
Fill Material	Memory Foam
Item Weight	37 pounds



## WARRANTY AND SUPPORT

### Lifetime Warranty




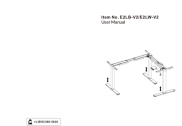
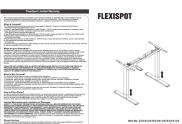
This chair comes with a lifetime warranty. If you encounter any quality problems, please feel free to contact us. We will replace the necessary parts or provide a full replacement for you.

### Customer Support

For any questions, assistance, or warranty claims, please contact FLEXISPOT Customer Support. Refer to your purchase documentation for specific contact details or visit the official FLEXISPOT website.

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### Related Documents - OC1-SE

	<p><a href="#">FlexiSpot C7 Morpher Ergonomic Office Chair Instruction Manual</a></p> <p>Comprehensive instruction manual for the FlexiSpot C7 Morpher ergonomic office chair, covering assembly, features, usage, safety, care, and warranty. Learn how to assemble, adjust, and maintain your chair for optimal comfort and support.</p>
	<p><a href="#">Flexispot Limited Warranty and Office Chair OC3B Installation Guide</a></p> <p>Official limited warranty information from Flexispot covering defects in materials and workmanship for their products, along with a detailed installation guide for the Flexispot OC3B Office Chair, including parts list and step-by-step assembly instructions.</p>
	<p><a href="#">FlexiSpot LC7-F1 Ergonomic Office Chair User Manual and Assembly Guide</a></p> <p>Comprehensive user manual and assembly guide for the FlexiSpot LC7-F1 ergonomic office chair, covering parts, assembly steps, functions, and safety instructions.</p>
	<p><a href="#">FlexiSpot E2LB-V2/E2LW-V2 Electric Height-Adjustable Desk User Manual</a></p> <p>User manual for the FlexiSpot E2LB-V2 and E2LW-V2 electric height-adjustable desks, covering assembly, operation, technical specifications, and troubleshooting.</p>
	<p><a href="#">FlexiSpot Height Adjustable Desk EG1B/EG1W/EG1S Series Installation Guide and Limited Warranty</a></p> <p>Comprehensive guide for installing FlexiSpot height adjustable desks (EG1B/EG1W/EG1S series), including detailed steps, specifications, warranty information, and troubleshooting tips.</p>



FLEXISPOT



Q8B/Q8W

Q8B/Q8W

### [FlexiSpot Q8B/Q8W Height Adjustable Standing Desk Installation Guide and Warranty](#)

Comprehensive installation guide and warranty information for the FlexiSpot Q8B/Q8W height adjustable standing desk, including setup instructions, usage tips, troubleshooting, and warranty details.