

[Manuals.plus](#) /

> [COLAMY](#) /

> COLAMY VC-5276 Ergonomic Office Chair Instruction Manual

COLAMY VC-5276

COLAMY VC-5276 Ergonomic Office Chair Instruction Manual

Model: VC-5276

PRODUCT OVERVIEW

This manual provides detailed instructions for the assembly, operation, and maintenance of your COLAMY Ergonomic Office Chair. Designed for comfort and support, this high-back executive chair features a pop-out lumbar support, adjustable headrest, flip-up arms, and upgraded casters. It is engineered to offer customized comfort and alleviate lower back pain during extended periods of sitting.

Key Features:

- **Ergonomic Design with Pop-Out Lumbar Support:** Easily adjustable with a push-button for enhanced lower back support.
- **Thick Cushion for Comfort:** Features a 6.7-inch thick seat cushion with high-density foam padding and a waterfall seat edge to alleviate thigh pressure.
- **Upgraded Casters:** Large-diameter silent casters for smooth, effortless, and quiet movement, designed to protect floors.
- **Fully Adjustable:** Includes adjustable seat height, adjustable headrest, and flip-up arms for flexibility and space-saving.
- **Solid Construction and Selected Leather:** Heavy-duty metal base supports up to 300 lbs, upholstered in durable, easy-to-clean leather.



Image: The COLAMY Ergonomic Office Chair, showcasing its design and features in an office environment.

SAFETY GUIDELINES

Always read and follow the assembly instructions carefully. Ensure all parts are securely fastened before use. Be cautious when adjusting the lumbar support and headrest to avoid injury. Do not exceed the maximum weight capacity of 300 lbs. Keep the chair away from heat sources and sharp objects to prevent damage to the leather and foam.

PACKAGE CONTENTS

Before beginning assembly, please ensure all the following components are present and undamaged:

1. Back Cushion (1)
2. Seat Cushion (2)
3. Arms (3)
4. Seat Plate (4)
5. Star Base (5)
6. Gas Lift (6)
7. Gas Lift Cover (7)
8. Bolts M8*25mm (8)
9. Bolts M6*25mm (9)
10. Plastic Caps (10)
11. Casters (11)
12. Wrench (12)

ASSEMBLY GUIDE

Follow these steps carefully to assemble your COLAMY Ergonomic Office Chair. An assembly video is provided for visual guidance.

Your browser does not support the video tag.

Video: Step-by-step installation guide for the COLAMY Ergonomic Office Chair (Model 5276).

1. **Step 1: Assemble the Base.** Turn the Star Base (5) upside down. Press the Casters (11) into the holes at the end of each base leg. Insert the Gas Lift (6) into the center hole of the Star Base. The Gas Lift Cover (7) should be placed over the Gas Lift (6).
2. **Step 2: Attach the Seat Plate.** Align the Seat Plate (4) over the pre-drilled holes underneath the Seat Cushion (2). Ensure the front of the Seat Plate is facing the front of the Seat Cushion. Use four Bolts M8*25mm (8) and tighten all bolts with the Wrench (12), being careful not to miss-thread the bolts or damage the seat.
3. **Step 3: Connect Seat to Base.** Turn the Seat Cushion (2) upright and align the center hole of the Seat Plate (4) over the Gas Lift (6). Push the Seat Cushion (2) down onto the Gas Lift firmly until the connection is secure.
4. **Step 4: Attach the Arms to the Seat.** Attach the Arms (3) to the Seat Cushion (2) with four Bolts M6*25mm (9) using

the Wrench (12). Arms are labeled with an "L" (left) or "R" (right) to show which sides they should be placed on. Tighten all bolts to 50% at this stage; do not fully tighten yet.

5. **Step 5: Attach the Back Cushion to the Arms.** Lay the Back Cushion (1) on the seat of the chair with the top of the cushion toward the front. Attach the Back Cushion (1) to the Arms (3) by inserting two Bolts M6*25mm (9) in the LOWER holes with the Wrench (12). Tighten bolts to 50%.
6. **Step 6: Secure the Back Cushion.** Rotate the back of the chair up. Secure it with the TOP two Bolts M6*25mm (9) using the Wrench (12). Adjust the balance on each side of the chair, and then fully tighten all the bolts from Steps 4, 5, and 6.
7. **Step 7: Install Control Handles and Caps.** Align the control handles of the back adjust over the pre-drilled holes underneath the Seat Cushion (2). Attach the handle to the Seat Cushion (2) using two Bolts M6*25mm (9), tighten all the bolts with the Wrench (12), and buckle the thread into the bayonet. Finally, press the Plastic Caps (10) into the Arms holes to cover the bolts.

OPERATING YOUR CHAIR

Your COLAMY ergonomic office chair offers several adjustable features to customize your seating experience for optimal comfort and support.

ROCK BACK AND FORTH



Image: Overview of the chair's multi-functional adjustments.

Lumbar Support Adjustment:

The chair features a pop-out lumbar support designed to provide enhanced lower back support. Gently lift the button located on the side of the seat to adjust the lumbar area forward by approximately 3 inches. This allows for customized comfort based on your seating posture, helping to relieve pain and soreness caused by prolonged sitting.



Image: Detailed view of the ergonomic lumbar support with its adjustment mechanism.

Seat Height and Tilt Adjustment:

To adjust the seat height, pull the lever located under the seat upwards while applying or releasing weight from the seat. Release the lever at your desired height. The same lever controls the rocking function, allowing the chair to rock back and forth between 90-105 degrees. A tilt tension knob is also available to adjust the flexibility and tightness of the rocking motion.

What's the difference between our newly upgraded castors and the ordinary ones



Larger Diameter

More Solid and Stable

More Smooth and Silent

No Damage to the Floor

More Flexibility in Mobility

Image: Visual guide for rocking function, seat height, and tilt tension adjustment.

Headrest Adjustment:

The headrest is height-adjustable to provide optimal neck and head support. Gently pull or push the headrest to your preferred height. Ensure it clicks into place for stability.

Flip-Up Arms:

The padded armrests can be flipped up, allowing the chair to be easily stowed away under a desk when not in use. This feature provides greater flexibility and space-saving benefits, helping to maximize and tidy your workspace.

Your browser does not support the video tag.

Video: Demonstrates the ergonomic features including lumbar support, height adjustment, and tilt function of the COLAMY Office Chair (Model 5276).

CARE AND MAINTENANCE

To ensure the longevity and appearance of your COLAMY office chair, follow these care instructions:

- **Cleaning:** For general cleaning, wipe the leather with a soft, damp cloth. For spot cleaning, use a mild leather cleaner as directed by the product manufacturer. Avoid harsh chemicals or abrasive cleaners.
- **Dry Cleaning:** If necessary, professional dry cleaning is recommended for deeper cleaning of the upholstery.
- **Inspection:** Periodically check all bolts and connections to ensure they remain tight. Re-tighten if necessary to maintain stability and safety.
- **Protection:** Keep the chair away from direct sunlight and heat sources to prevent fading or damage to the leather. Avoid placing sharp objects on the chair to prevent punctures or tears.

TROUBLESHOOTING COMMON ISSUES

If you encounter any issues with your chair, please refer to the following common problems and solutions:

- **Headrest does not stay in adjusted position:** Ensure the headrest locking mechanism is fully engaged after adjustment. If the issue persists, inspect the headrest posts for any obstructions or damage.
- **Chair sinks or loses height:** This indicates a potential issue with the gas lift cylinder. If the chair consistently loses height or sinks when sat upon, the gas lift may need replacement.
- **Difficulty aligning screw holes during assembly:** Ensure all parts are correctly oriented according to the assembly instructions. Do not fully tighten any bolts until all are partially threaded into their respective holes. This allows for minor adjustments. If alignment issues persist, verify part numbers against the manual.
- **Missing hardware or parts:** If any components or hardware are missing from your package upon unboxing, immediately contact COLAMY customer support for replacement parts.

For issues not listed here or if the suggested solutions do not resolve the problem, please contact COLAMY customer support for further assistance.

PRODUCT SPECIFICATIONS

Brand	COLAMY
Model Number	VC-5276-KHA2
Color	Khaki
Product Dimensions	29.33"D x 29.33"W x 46"H
Item Weight	45 pounds
Maximum Weight Recommendation	300 Pounds
Material	Leather, Foam
Back Style	Adjustable, High Back, Padded, Soft, Solid Back
Special Features	Adjustable Headrest, Adjustable Height, Pop-out Lumbar Support, Upgraded Casters, Upholstered Leather

PRODUCT DIMENSION



Image: Diagram illustrating the precise dimensions of the chair.

WARRANTY AND CUSTOMER SUPPORT

The COLAMY Ergonomic Office Chair comes with a manufacturer's warranty. For detailed information regarding warranty coverage, terms, and conditions, please refer to the warranty card included in your product packaging. For any product-related inquiries, technical support, or warranty claims, please contact COLAMY customer service directly through their official website or the contact information provided in your purchase documentation.

ASK A QUESTION ABOUT THIS MANUAL

Ask about setup, troubleshooting, compatibility, parts, safety, or missing instructions. Manuals+ will review the question and use this page's manual context to help answer it.

Name

Anonymous

Email

you@example.com

After a successful submission, we securely hash the supplied account or form email before sending it to Microsoft Advertising for conversion attribution. [Privacy details](#).

Question

Example: How do I reset this device or fix this error?

Details

Model number, symptoms, what you tried, or the section of the manual you are using.

Submit question

Open the live page

<https://manuals.plus/asin/B0FK983QNR>

More documents and user manuals: **<https://manuals.plus/>**