

**NEWTRAL**

# User Manual

Ergonomic Chair  
NT002

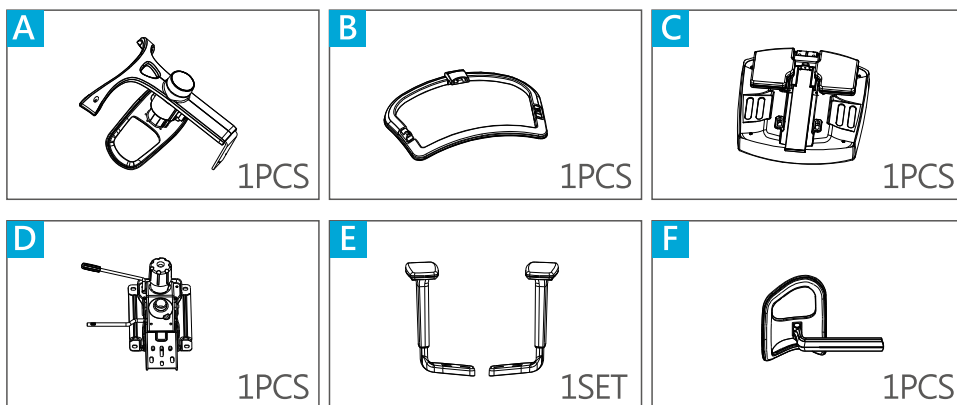
Lockable Auto-following Backrest

First in the world

**PATENTED**

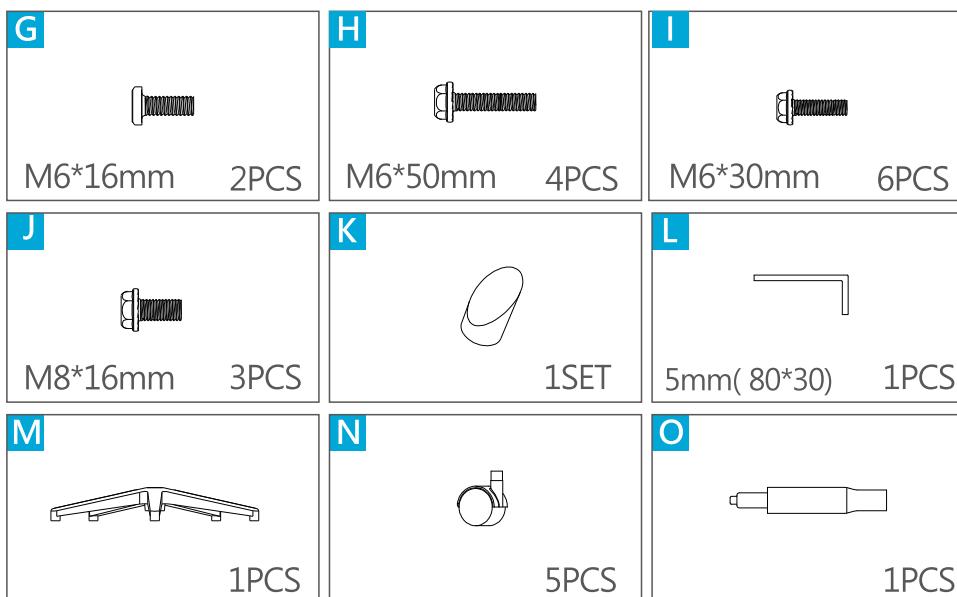
## Parts List

(Note: Drawings are only for reference)

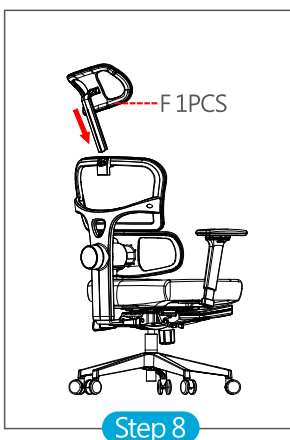
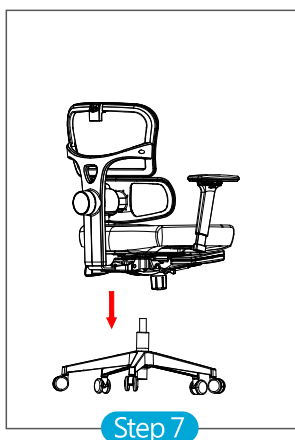
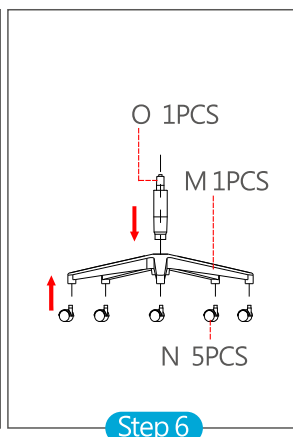
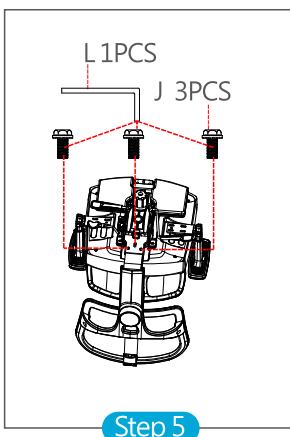
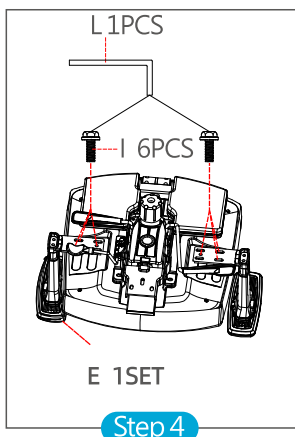
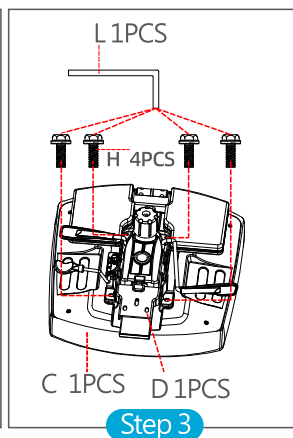
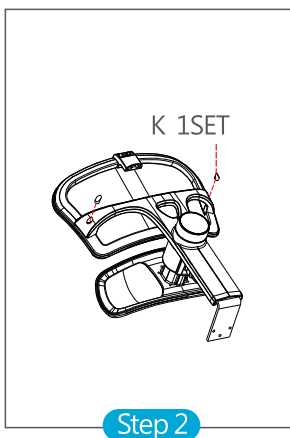
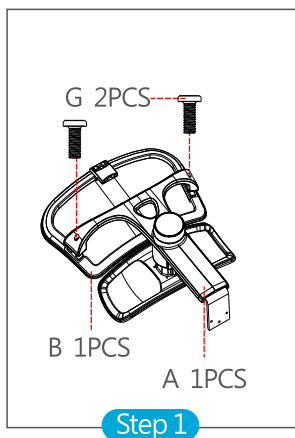


## Hardware Parts

(Note: Drawings are only for reference)



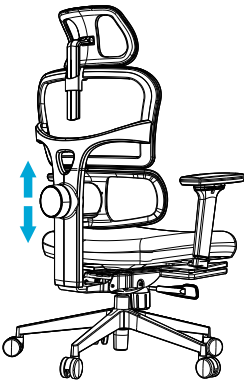
## Installation Guide



### 1.1 Seat Back Height Adjustment

#### 1.1.1 Method 1.

Standing behind the chair, put your foot on the five-star shaped base, pull the bracket with your hands and lift up slowly a section by a section (a section is 1 cm). 4 gears in all, you can hear the locking sound when in any one of the 4 gears.



#### 1.1.2 Method 2.

Sitting on the chair, leaning forward slightly, put your hands backward to hold the lumbar support, then lift up slowly a section by a section (a section is 1 cm), you can choose the most suitable height for the waist according to your feelings. 4 gears in all, you can hear the locking sound when in any one of the 4 gears.



**Please note:** Lifting the backrest to the highest height, the backrest can not be locked, and it will reset to the lowest height.

## 1.2 Seat Back Tilt Adjustment

### 1.2.1 Tilt

Sitting on the chair and move forward the tilt adjustment mechanism with your left hand to unlock it. Leaning back against the backrest to adjust leaning angle.

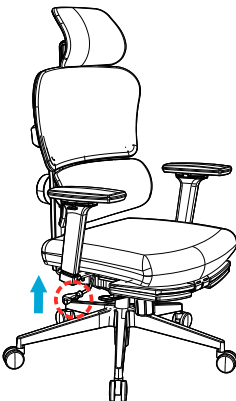


### 1.2.2 Upright

Please move the tilt adjustment mechanism forward again with your left hand, and then lean back vigorously ( **This step is very very important!!**). When you hear the "click" sound, the back of the chair is unlocked successfully, you can adjust the tilt angle again or restore to the upright state. You can push the tilt lever with your left hand if you need to fix the backrest.



If you do not lean your body back on the backrest with force when unlock the adjustment mechanism, the backrest will stunk and it won' t restore to the upright state.



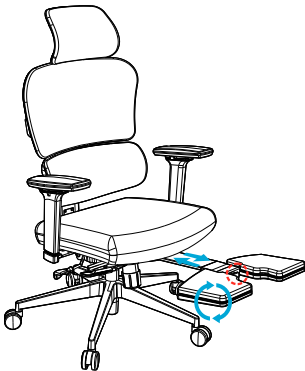
## 1.3 Seat Depth Adjustment

Standing on the right of the chair, one hand lift the seat depth adjustment mechanism, the other hand put on the end of the seat cushion, grab the seat cushion to move back and forth to adjust the seat depth. and one of your foot keeps the chair base still is a must when you move the seat forward.

## 1.4 Footrest Adjustment

### 1.4.1 Pull out the Footrest

Pull out the footrest from the cushion below, adjust the length of the footrest connection part according to your leg length, then flip the footrest outward from the bottom to the top, when hear a click and the footrest is fixed.



### 1.4.2 Retracting the Footrest

Pull out the black protruding knob from the middle of the footrest, then rotate the black knob to unlock the footrest. After folding the footrest inward and the footrest is fixed · when hearing a sound of "click", pushing the footrest inward to retract. (The first batch of chairs)

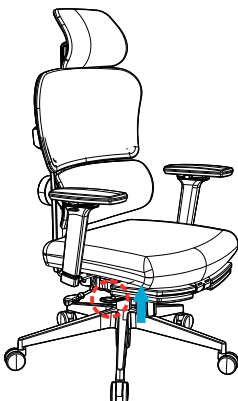
Turn the black knob protruding from the middle of the footrest in the direction of the arrow on top of the knob to unlock the footrest, and then push the footrest inward to retract it. (The second batch of chairs)

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## 1.5 Seat Height Adjustment

### 1.5.1 Lift Up

Raising the height adjustment bar and your hip needs to leave off cushion at the same time, the chair will slowly rise, release the height adjustment lever when the height you think is suitable.



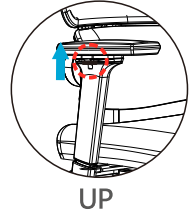
### 1.5.2 Lower the Seat

Sitting on the chair and lifting the height adjustment lever, the chair will down slowly, release the height adjustment lever when the height you think is suitable.

## 1.6 Armrest Adjustment

### 1.6.1 Up and Down Adjustment

Raising the button on the outside of the armrest and then lift the armrest upward to adjust the suitable height of the armrest according to your needs



### 1.6.2 Front and Back Adjustment

Grabbing the armrest with your hand and move it forward and backward to adjust the suitable distance to your desktop

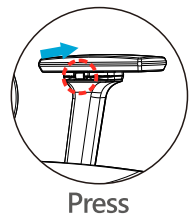
### 1.6.3 Left and Right Adjustment

Grabbing the armrest with your hand and then rotate to left or right forcefully to adjust the suitable angle for your arms placement



### 1.6.4 Inside and Outside Adjustment

Holding the middle of the armrest with your hand, press the button on the inside of the armrest and move the armrest inside or outside to adjust the suitable position for you.



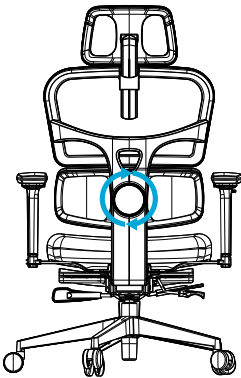
## 1.7 Backward Tilt Strength Adjustment



There is a round black knob at the center of the bottom of the chair, you can adjust the back tilt strength according to the direction of the knob "+", "-" symbol (the "+" sign means requires more leaning force, the "-" sign means requires less leaning force)

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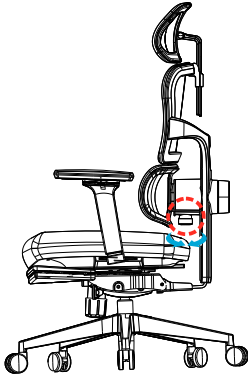
## 1.8 Lumbar Support Strength Adjustment



The orange knob on the back of the chair can adjust the support strength of the lumbar support, please follow the direction of the "+" and "-" symbols as well as arrows marked on the orange knob, you can adjust the lumbar support strength through rotate the knob (the "+" sign means requires more support strength of the lumbar support, the "-" sign means requires less)



## 1.9 Lumbar Support Lock/Unlock Function



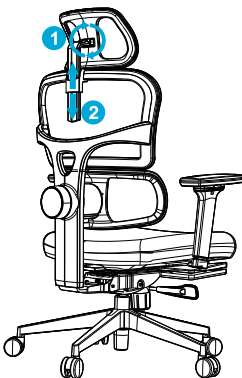
There is a black knob switch below the lumbar support. Twist the switch, when the lumbar support is unlocked and it can chase your waist automatically. When the lumbar support is locked and it can support the waist in a fixed way, you can adjust the lumbar support position according to your needs.

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## 1.10 Headrest Adjustment

### 1.10.1 Angle Adjustment

Headrest rotates up and down in a range of 30° so you can adjust the suitable angle of the headrest according to the needs of your head and neck.



### 1.10.2 Up And Down Adjustment

Holding the headrest and pull it up and down to adjust the suitable height according to the needs of your head and neck.

### 2.1 Regarding Adjustment Function

**2.1.1 Q: Why is there no way to lock my seat back when it raised to the highest height, it will fall to the lowest position.**

A: The chair has a total of 5 height adjustment gears, but only a total of 4 lock position. The lowest height for the first gear height, and it can be raised up to the fourth height. When the backrest is pulled to the highest height and it is impossible to lock. When you lift the backrest up one gear by one gear, you will hear the sound 4 times and when you hear the forth sound ( the highest height ) then the backrest will reset to the lowest height.

**2.1.2 Q: How do I adjust the height of the backrest?**

A1: You can stand behind the chair, put your foot on the five-star shaped base, pull the bracket with your hands and lift up slowly a section by a section (a section of 1 cm). Please note that when you lift the backrest to the highest height, the backrest can not be locked, and it will reset to the lowest height.

A2: sitting on the chair, leaning forward slightly, put your hands backward to hold the lumbar support, then lift up slowly a section by a section (a section of 1 cm), you can choose the most suitable height for the waist according to your feelings. Please note that when you lift the backrest to the highest height, the backrest can not be locked, and it will reset to the lowest height.

**2.1.3 Q: Why can't the backrest return to upright after tilting?**

A: If you need to restore the backrest to upright or adjust the backrest tilt angle again, please use your right hand to pull out the adjustment mechanism again, and then lean your body back on the backrest vigorously, when hear the "click" sound, the backrest unlocked successfully, at this time you can re-adjust the tilt angle or back to the upright state. If you need to fix the backrest, please push the adjustment lever inward.

#### **2.1.4 Q: How to make the chair in the tilt state?**

A: Sitting on the chair and move forward the tilt adjustment mechanism with your left hand to unlock it. Leaning back against the backrest to adjust leaning angle. For the standard version, sitting on the chair, pull out the adjusting mechanism with your right hand, then lean back vigorously against the backrest and adjust the angle of the tilt, use your right hand to push inward to lock the adjustment lever, finally move your back slightly, you can hear the "click" sound, and the angle of tilt is fixed.

#### **2.1.5 Q: I need to push very hard to make the back of the seat lean back, any suggestions?**

A: There is a round black knob at the center of the bottom of the chair, you can adjust the back tilt strength according to the direction of the knob "+", "-" symbol (the "+" sign means requires more leaning force, the "-" sign means requires less leaning force). You can rotate the button in the direction of "-" to reduce the force.

#### **2.1.6 Q: How to adjust the seat depth?**

A: Standing on the right of the chair, one hand lift the seat depth adjustment mechanism, the other hand put on the end of the seat cushion, grab the seat cushion to move back and forth to adjust the seat depth.

#### **2.1.7 Q: How do I retract the foot rest?**

A: Pull out the black protruding knob from the middle of the footrest, then rotate the black knob to unlock the footrest. After folding the footrest inward and the footrest is fixed · when hearing a sound of "click", pushing the footrest inward to retract. (The first batch of chairs)

Turn the black knob protruding from the middle of the footrest in the direction of the arrow on top of the knob to unlock the footrest, and then push the footrest inward to retract it. (The second batch of chairs)

#### **2.1.8 Q: How do I make the lumbar support follow my waist instead of being fixed?**

A: There is a black knob switch below the lumbar support. Twist the switch, when the lumbar support is unlocked and it can chase the waist automatically.

### **2.1.9 Q: Can the position of lumbar support be fixed?**

A: Of course! There is a black knob switch below the lumbar support. Twist the switch, when the lumbar support is locked and it can support your waist in a fixed way, you can adjust the lumbar support position according to your needs.

## **2.2 Regarding the After-Sales Policy**

### **2.2.1 Q : How can I get in touch if I need after-sales service?**

A: You can contact us by after-sales email, and we will reply to you within 24 hours. Please rest assured that we will try our best to help you.

### **2.2.2 Q: If I don't like it, how long can I return it for free?**

A: Within 30 days, you can return for full refund if you don't like it without questions asked.

### **2.2.3 Q: How long is the warranty period?**

A: 3 years.

### **2.2.4 Q: What services can I get during the 3-year warranty period?**

A: In 3 years warranty, you can get free parts replacement without shipping charge if any quality problems.

### **2.2.5 Q: What if the quality problem occurs to the chair after the 3-year warranty period?**

A: After 3 years warranty till the 10th year, you can get free parts replacement, you only pay the shipping charge if any quality problems.