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CLOUVOU

MasterSeat

Ergonomic Office Chair

User Manual



DEAR VALUED **CUSTOMER,**

THANK YOU FOR CHOOSING CLOUVOU! WE ARE DELIGHTED TO WELCOME YOU TO THE CLOUVOU FAMILY. YOUR PURCHASE OF THE MASTERSEAT MODEL DEMONSTRATES YOUR COMMITMENT TO QUALITY AND COMFORT AND WE ARE CONFIDENT THAT OUR PRODUCT WILL IMPROVE YOUR DAILY WORKING EXPERIENCE.

WE APPRECIATE YOUR TRUST IN OUR BRAND AND LOOK FORWARD TO SERVING YOU AGAIN IN THE FUTURE. IF YOU HAVE ANY QUESTIONS OR NEED ASSISTANCE, EITHER WITH THE OPERATION OF THE PRODUCT OR GENERAL PROBLEMS, PLEASE DO NOT HESITATE TO CONTACT OUR CUSTOMER SUPPORT TEAM. WE ATTACH GREAT IMPORTANCE TO CUSTOMER SATISFACTION ♥

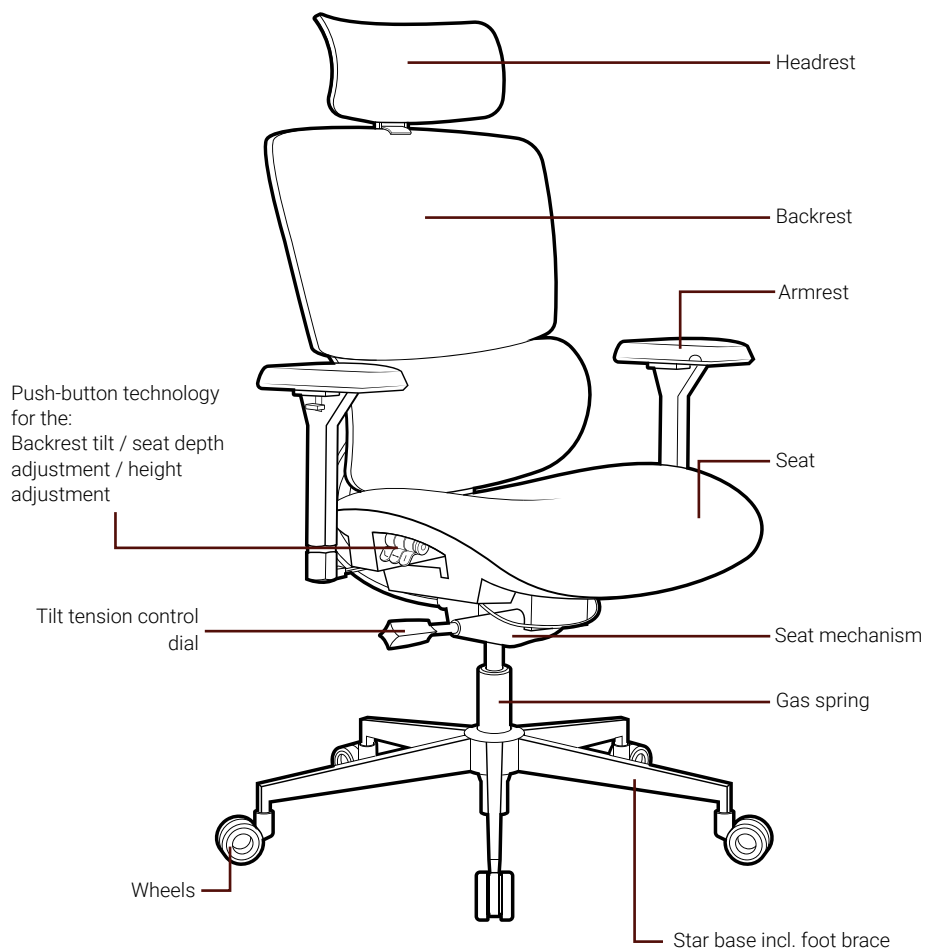
✉ support@clouvou.de

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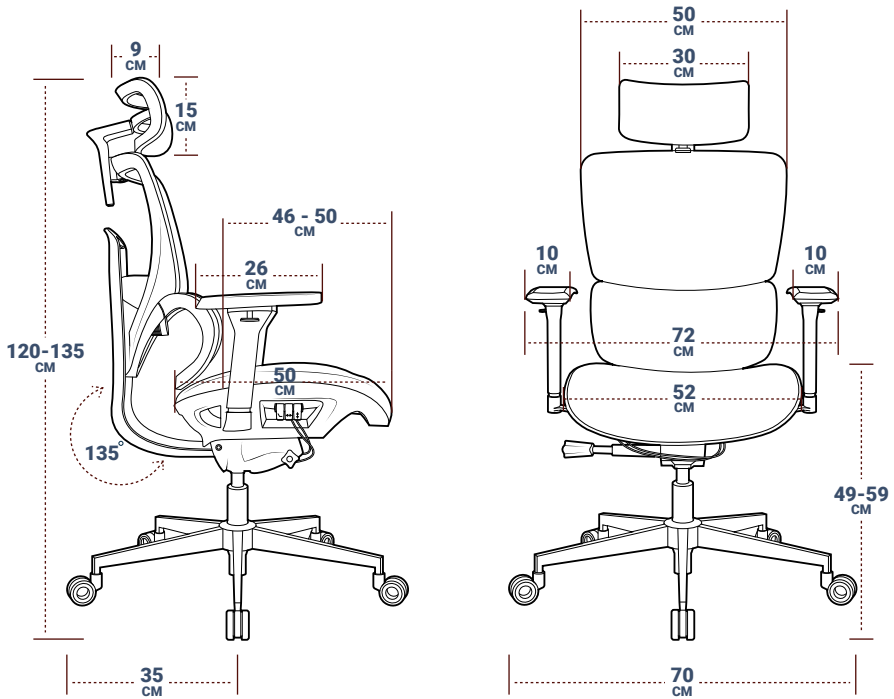
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Please note that it is absolutely necessary to read and follow the safety instructions at the end of the manual carefully. They contain important information to ensure safe use of the product!

PRODUCT OVERVIEW



DIMENSIONS



SPECIFICATION

Maximum weight:	150KG
Net weight of the chair:	27.5KG

Please read the operating instructions carefully and completely and keep them in a safe place so that you can access them at any time. It's important to follow all instructions and notes, as failure to do so may result in injury or damage to property. **The safety instruction are at the end of the manual!**

INTRODUCTION

Our MasterSeat offers unrivaled comfort and support. With features like our unique QuantumFlex fabric, which is the highest quality woven mesh, our innovative 4D chrome metal armrests that mold to your body, unique Phantom wheels that glide effortlessly on all floor coverings, and more. Our premium office chair also features a seat slider function, a 3D headrest and even a height-adjustable backrest, so you can adjust the chair to your height and be perfectly equipped for an intense working day. This special office chair is a perfect addition to any office environment.

PROPERTIES

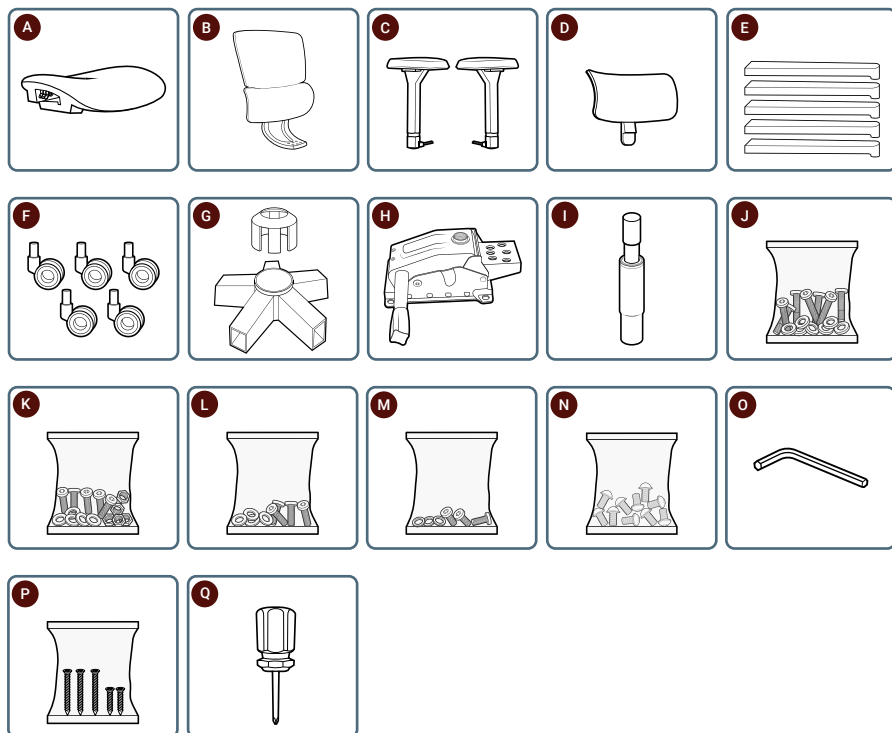
- Ergonomic and innovative design
- QuantumFlex fabric
- 4D adjustable chrome metal armrests
- 3D headrest made of QuantumFlex fabric
- Seat slider function
- Phantom wheels
- Highest quality and durability



Scan the QR code
for assistance in
the form of an
assembly video.

PARTS AND COMPONENTS

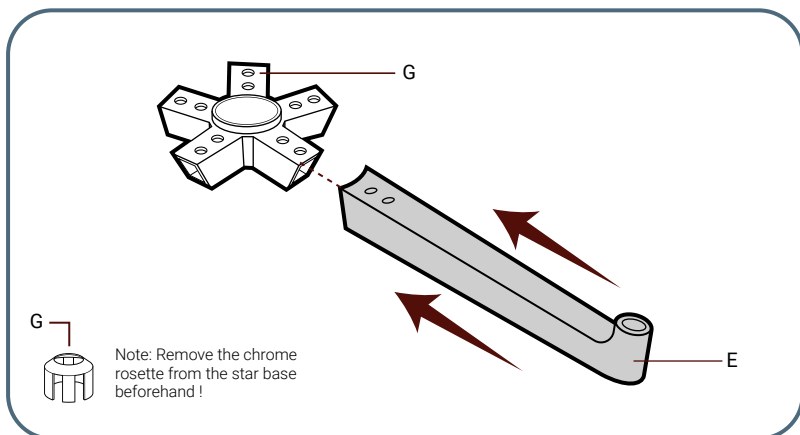
- A. Seat x 1
- B. Backrest x 1
- C. Armrest x 2
- D. Headrest x 1
- E. Foot brace x 5
- F. Wheels x 5
- G. Star base incl. chrome rosette x 1
- H. Seat mechanism x 1
- I. Gas pressure spring x 1
- J. Armrest screw x 7
- K. Mechanism screw x 5
- L. Backrest screw x 4
- M. Headrest screw x 3
- N. Frame screw x 10
- O. Allen key x 1
- P. Button screws x 5
- Q. Screwdriver x 1



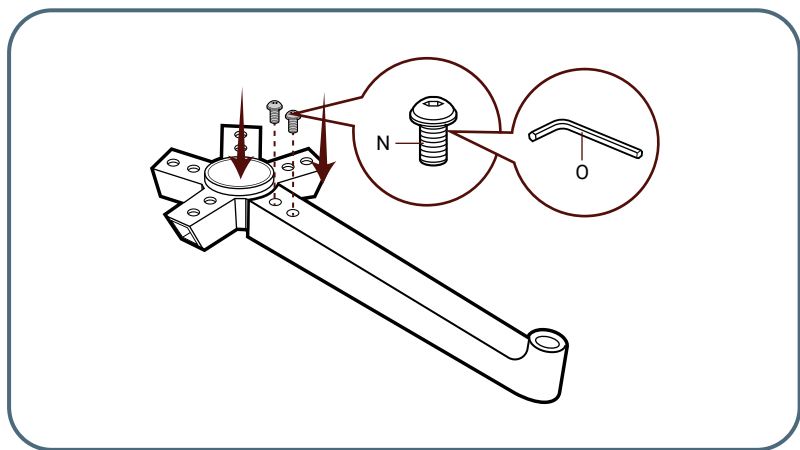
ASSEMBLY INSTRUCTIONS

Step 1: Assemble the entire frame.

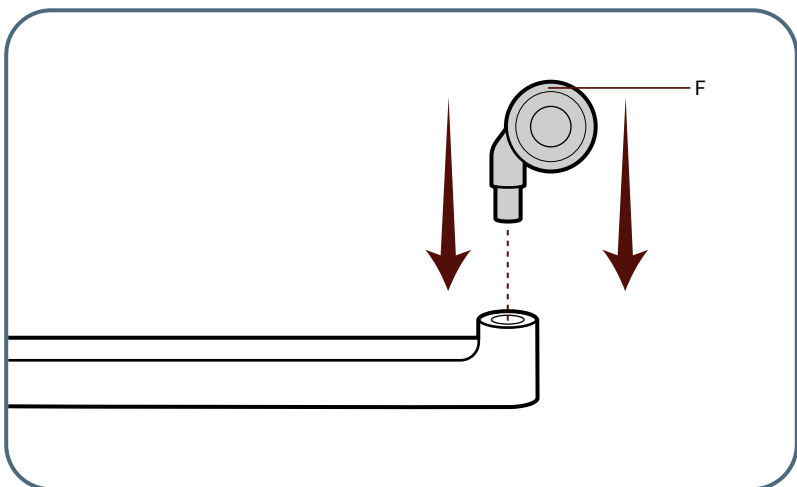
Take the star base (**Part G**). Once you have removed the metal chrome rosette, insert the foot braces (**Part E**) individually into the star base.



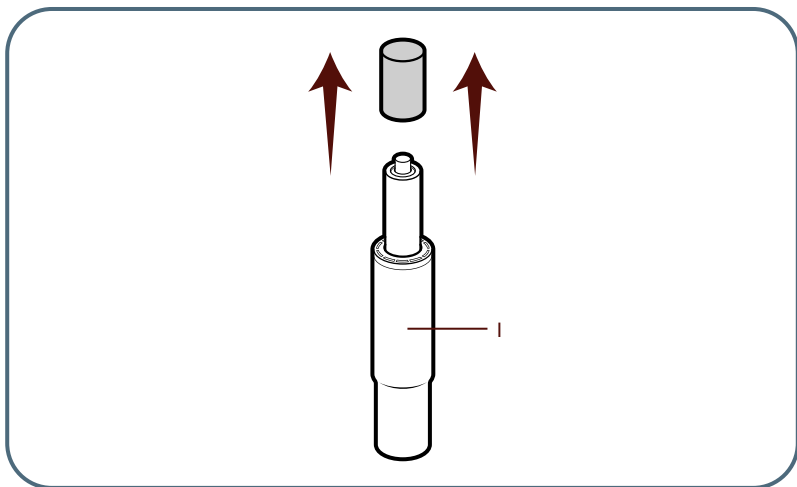
Tighten the frame screws (**Part N**) using the Allen key (**Part O**).



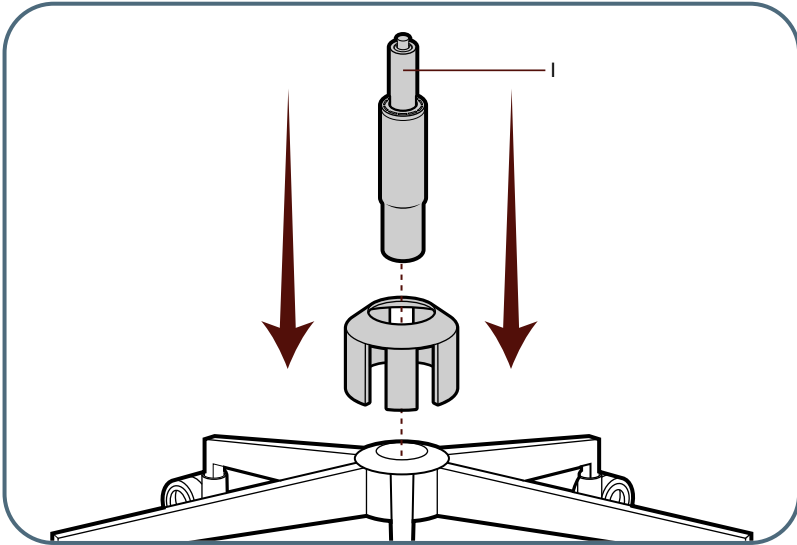
Now press each wheel (**Part F**) firmly into its respective socket to ensure that it is securely fitted.



Before you move on to the next step, it is important that you remove the black plastic cap from the gas pressure spring (**Part I**).



Then insert the gas spring (**Part I**) with the chrome rosette into the centre hole of the star base.

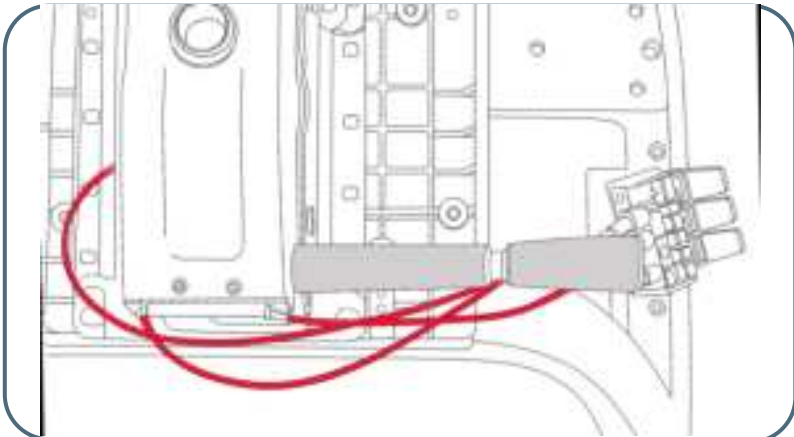


Step 2: Attach the mechanism to the seat.

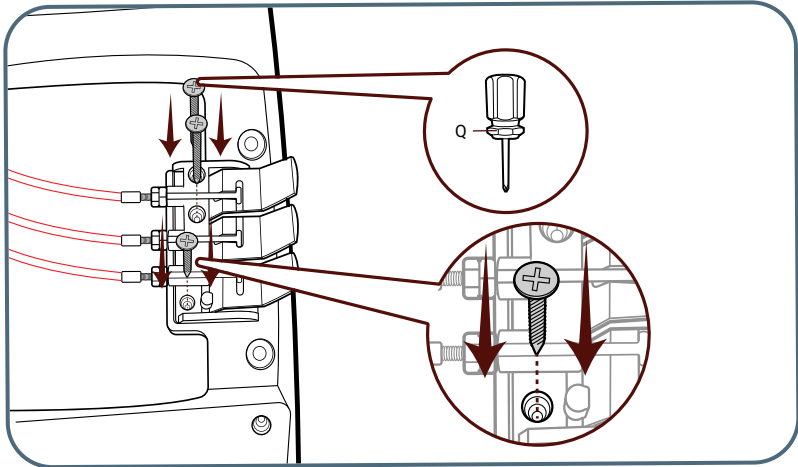
Note: Handle the cables with care.

They are marked in red here. When routing the cables, please ensure that they run above the plastic frame.

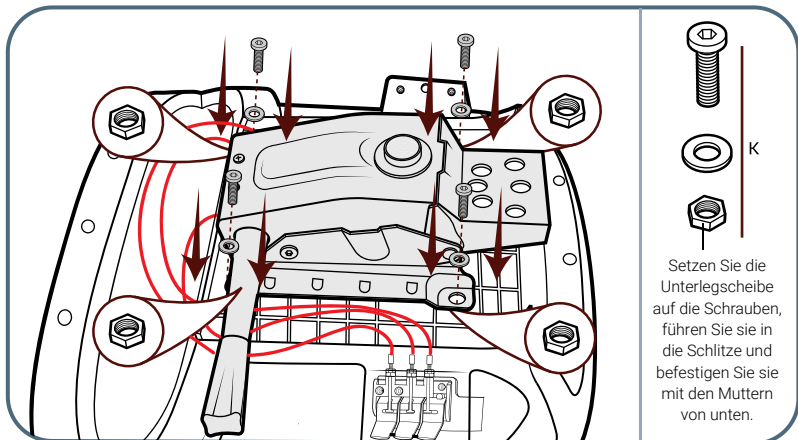
Please lay them as shown below.



Take the buttons that are already attached to the seat mechanism by cable. Place them on the side of the seat where the threaded holes are already visible and align the buttons with the pre-drilled holes. Then use the button screws (Part P) and the screwdriver (Part Q) to mount the buttons. The two long button screws should be screwed into the two pre-drilled holes next to each other. The short button screw should be screwed into the remaining external threaded hole.

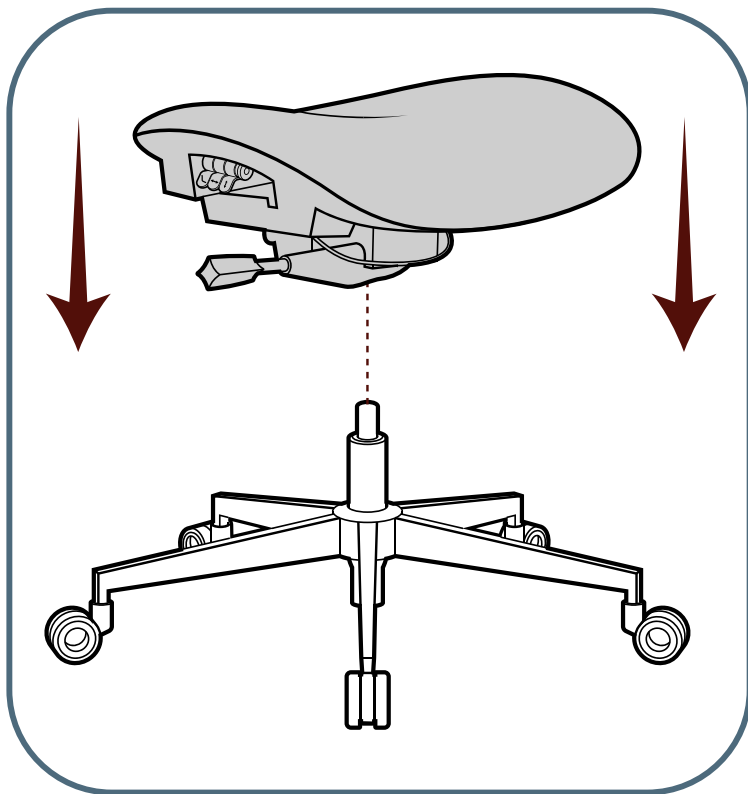


Place the seat mechanism (Part H) on the underside of the seat (ensure it is placed the right way round). Then tighten the seat mechanism using the mechanism screws provided (Part K) and the Allen key (Part O).



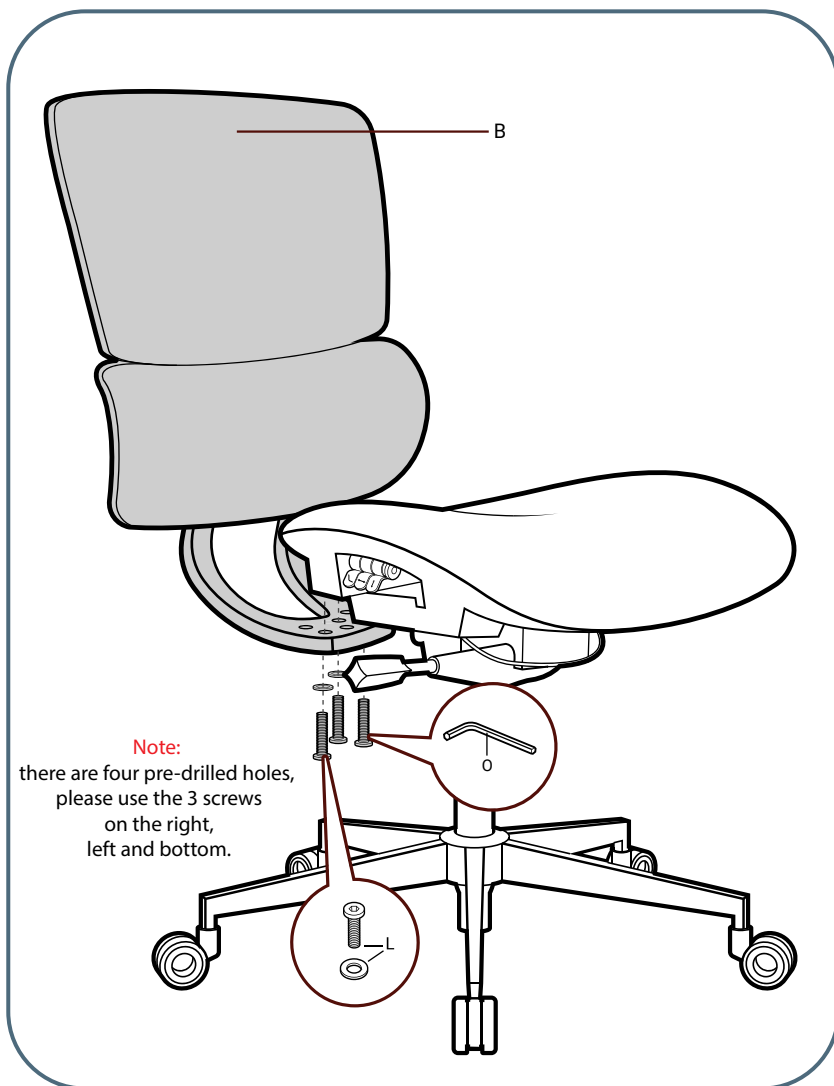
Step 3: Place the seat on the frame.

Now place the seat with the opening of the seat mechanism on the gas pressure spring of the lower frame and make sure that the seat is securely fastened.



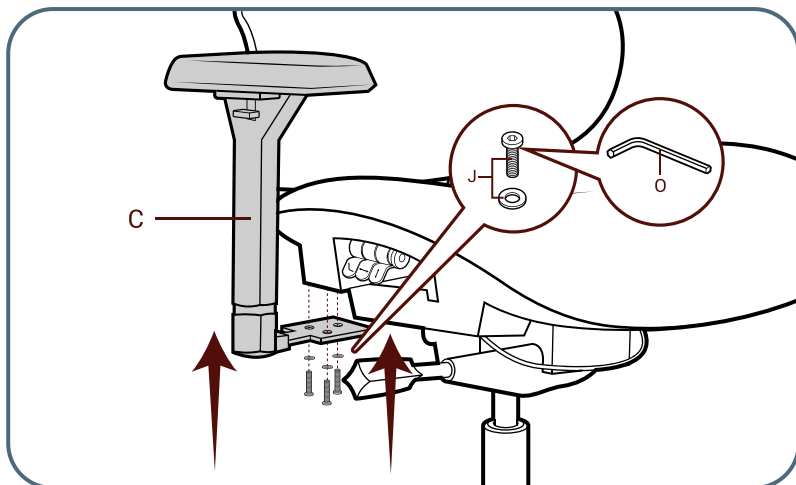
Step 4: Attach the backrest.

Attach the backrest (**Part B**) to the seat by aligning it with the pre-drilled holes under the base of the seat. Then tighten them using the backrest screws provided (**Part L**) and the Allen key (**Part O**).

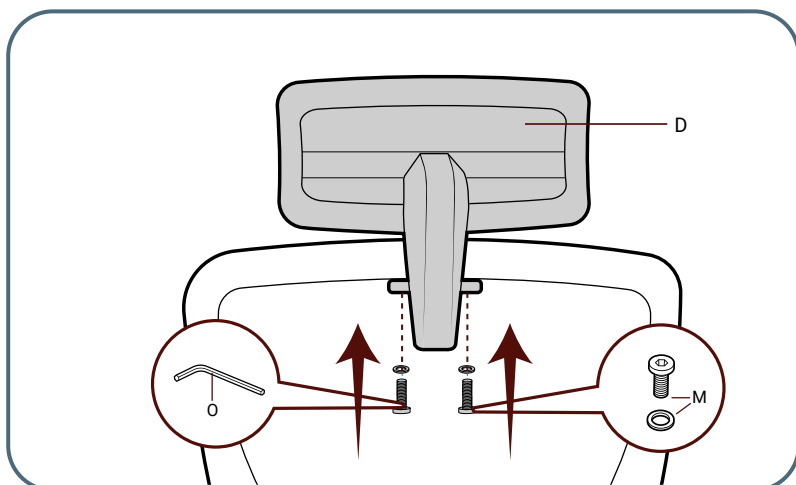


Step 5: Attach the armrests to the seat.

Align the armrests (**Part C**) with the pre-drilled holes on the underside of the seat and tighten them using the supplied armrest screws (**Part J**) and the Allen key (**Part O**).

**Step 6: Attach the headrest to the backrest.**

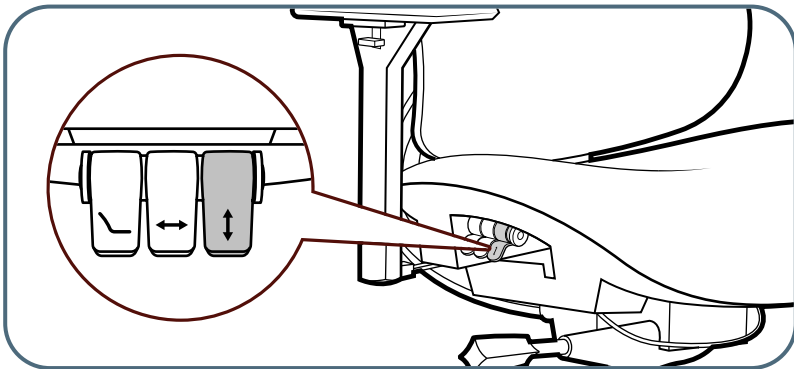
Take the headrest (**Part D**), align it with the pre-drilled holes on the back of the backrest and tighten it securely using the supplied headrest screws (**Part M**) and the Allen key (**Part O**).



USE

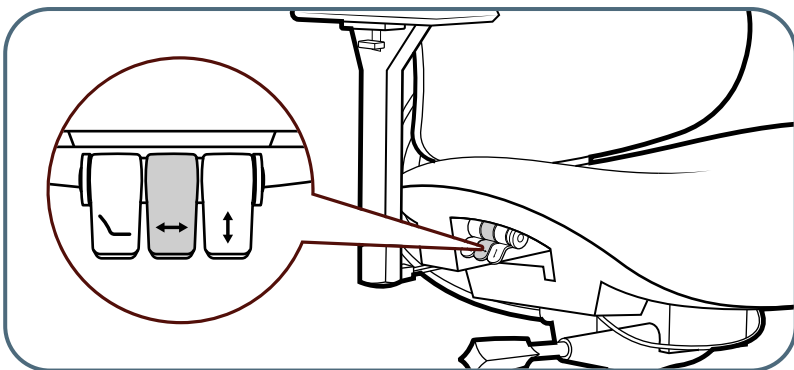
Height Adjustability:

Pull the **"height adjustment"** button (located on the right-hand side of your seat) upwards to unlock the seat. Make sure that there is no weight on the chair so that it can be raised properly. Then set the height of the chair and press the button down again to fix the position. Similarly, you can lower your sitting position again by remaining seated in the chair and pulling the **"height adjustment"** button back up.



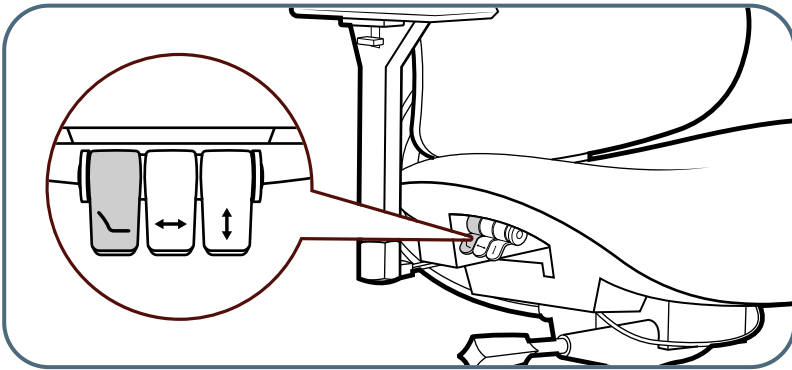
Seat Depth Adjustment:

Pull the **"seat depth adjustment"** button upwards to unlock the seat. You can now push your hips forwards on the seat to adjust the seat depth. Once you have found your ideal sitting position, you can simply press the button down again to fix the position. If you want to change the position again, simply pull the button up again.



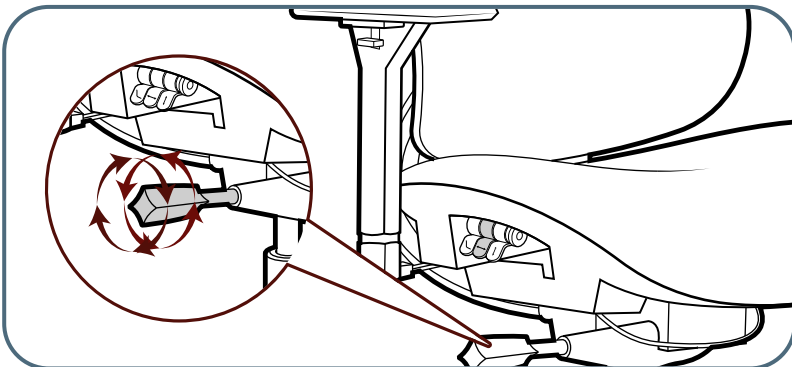
Tilting the Backrest:

Adjust the angle of the backrest by pressing and holding the "tilt adjustment" button in the initial position. Then simply lean back and the tilt begins. There are three additional levels up to 135 degrees where the tilt position can also be locked. Once you have reached the desired angle, pull the button up to lock the backrest. To unlock the backrest in any tilt position, push the button down again and the seat can be tilted back a little more "abruptly" until a "click" is heard. This will bring the backrest to the most upright starting position without any resistance from your body weight.



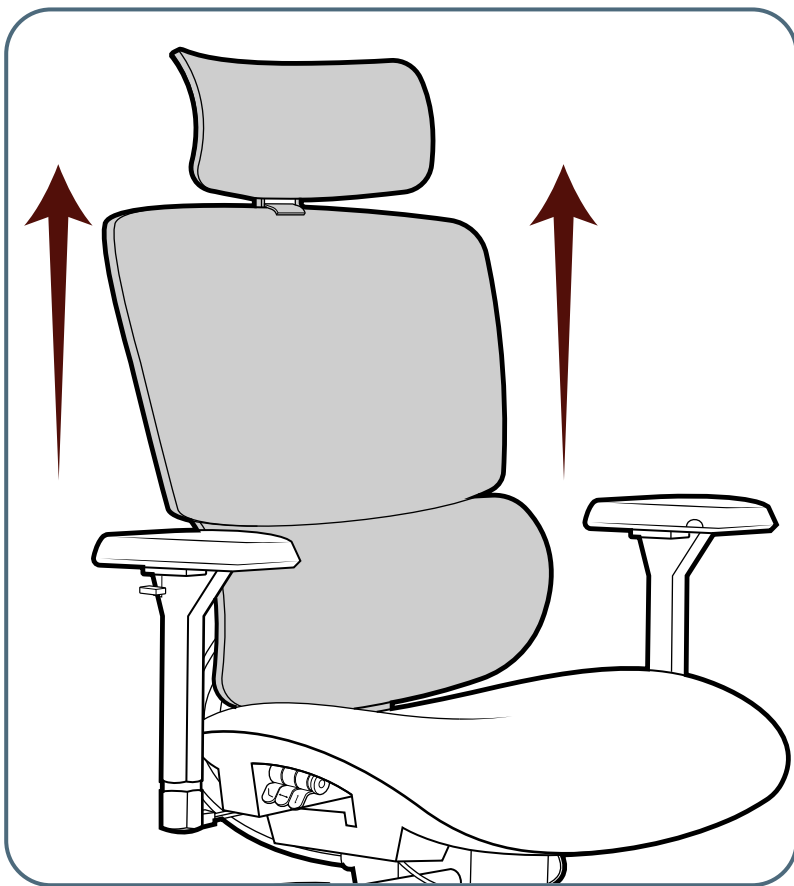
Tilt Tension of the Backrest:

Locate the "knob" under the seat. Turn it clockwise to enjoy reduced tilt tension in swivel mode. Turn it counterclockwise to increase the tilt tension of the backrest. Why don't you try which setting works best for you?



Height Adjustment of the Backrest:

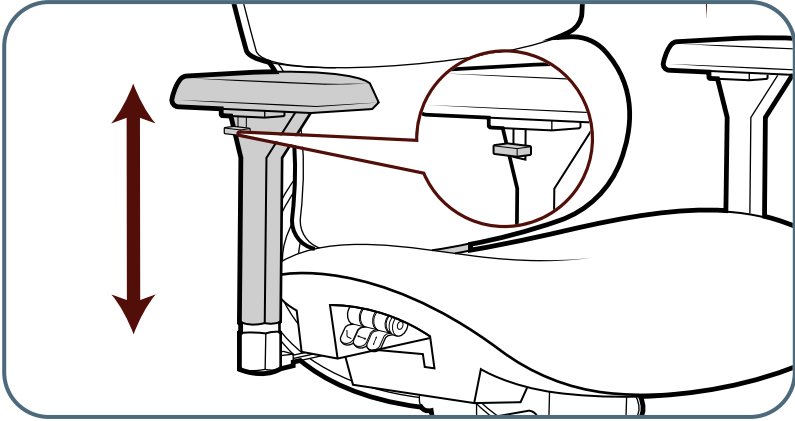
Ideally, stand behind the MasterSeat and hold the backrest with both hands, one on each side of the backrest. You can now adjust it upwards to four different height levels. Each time a height level is reached, a "click" will be heard as an indicator. When you want to return the backrest to its original position, simply pull it up past the fourth and highest position as far as it will go and then pull it down faster until you hear a "click" again in the lowest position. This sound indicates that everything is back in its original position and can be individually adjusted.



4D Armrest Settings:

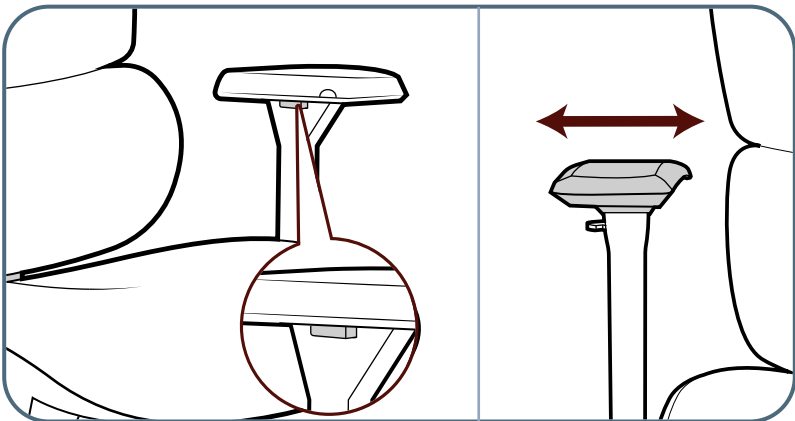
Height Adjustment of the Armrest:

Find the "armrest height adjustment" button on the outside under each armrest lever. Press and hold the button and move the armrest up or down to the desired height. Then release the button to lock the armrest.



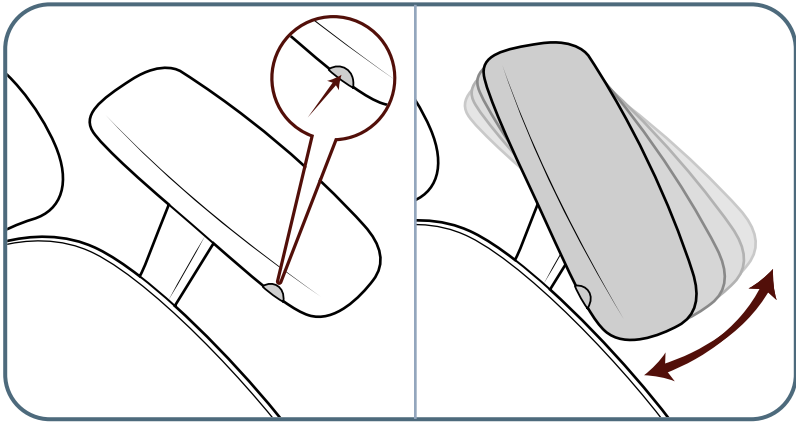
Width Adjustment of the Armrests:

Operate the next adjustment button on the inside of the respective armrest and directly below the armrest. Press and hold it, while simultaneously adjusting the armrests from side to side to ideally adapt them to your body width. Release the button to fix the position of the armrests.

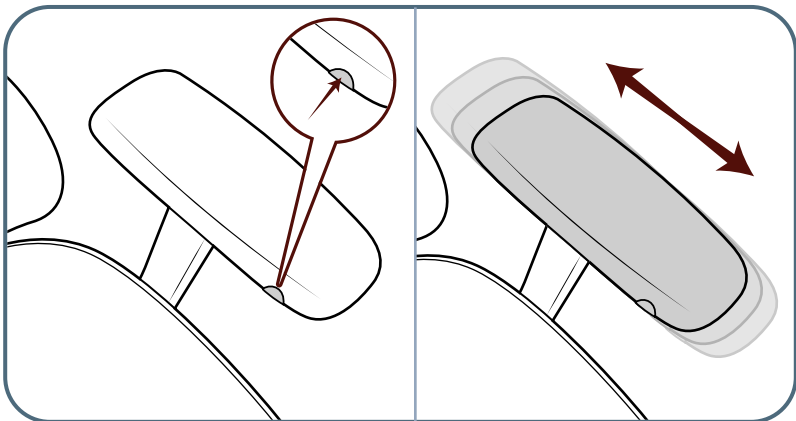


Swivelling the Armrests:

To swivel the armrests, press and hold the adjustment button on the inside of the armrest at the exact height of the armrest. Release the button to lock the position in each swivel.

**Linear Adjustment of the Armrest (Forwards and Backwards):**

The fourth adjustment option is to push the armrest forwards and backwards. Press the same inner adjustment button again on the inside of the armrest and at the height of the armrest itself and pull the armrest backwards or push it forwards. Once again, a desired linear shift can be fixed by simply no longer pressing the setting button. This function will also help you to find your optimum sitting position.

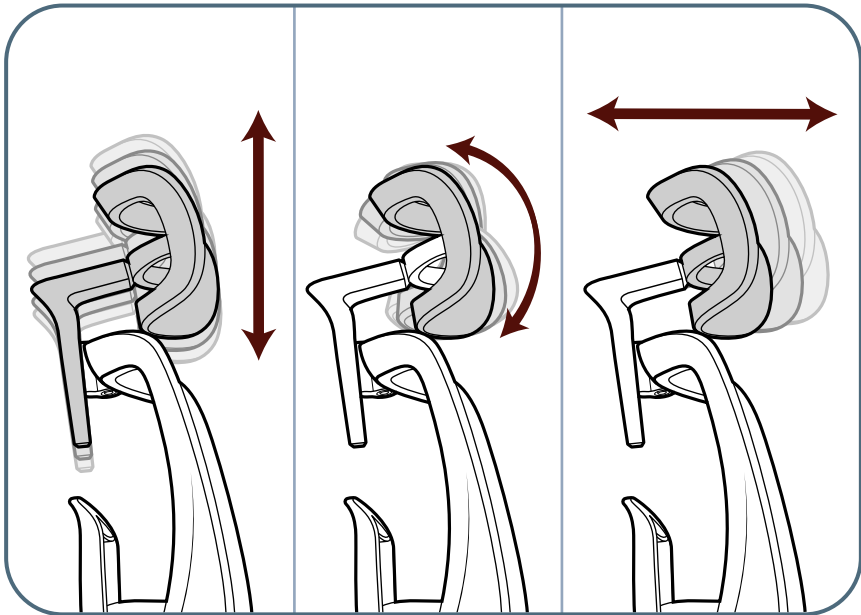


Adjustment of the Headrest:

Our MasterSeat headrest can be adjusted in regards to height, angle and depth (forwards and backwards). To adjust the height, simply pull the headrest upwards, similar to the height-adjustable backrest. There are six different height levels and a "click" sound indicates when the next height level has been reached. When you want to return the headrest to its original position, simply pull the headrest up past the sixth and highest position as far as it will go and then pull it down faster until you hear another "click" at the lowest position. This sound indicates that everything is back in its original position and can be individually adjusted.

The same concept applies to the depth adjustment of the headrest. Pull the headrest closer to your head, as there are also three different levels, each of which can be recognized by the "click" sound. To return the headrest to its original position, simply move it past the third position and push the headrest back faster until you hear the "click" of the stop.

The angle of the headrest can also be adjusted. Grip the headrest and adjust the angle as you see fit.



CARE & MAINTENANCE

- For more thorough cleaning, please use mild soap and water. Please avoid aggressive chemicals or abrasive cleaners.
- Dry the chair thoroughly with a clean and dry cloth to avoid moisture damage and dust/dirt.
- Lubricate moving parts such as wheels and adjustment mechanisms regularly with a suitable lubricant to ensure smooth operation.
- Regularly check all screws, bolts and other fixings to ensure that they are tight and secure.
- Inspect the chair for signs of wear, such as cracks or broken parts.
- Please immediately contact our customer support if any parts are damaged. We will replace the affected parts immediately to ensure safety and functionality.
- Do not expose the chair to extreme temperatures, direct sunlight or high humidity to prevent material degradation and loss of function.
- Never clean the gas spring.

SAFETY INSTRUCTIONS

- Never remove the gas spring. Work on the gas springs may only be carried out by trained specialist personnel. Do not open or modify the gas spring in any other way. There is a risk of injury if work is carried out incorrectly.
- Make sure to follow the assembly instructions carefully, as incorrect assembly leads to a risk of injury.
- Be careful with pinch points when adjusting the chair. Keep fingers and clothing away from moving parts.
- Place the chair on a flat and stable surface to prevent it from tipping over.
- The office chair should never be used as a ladder.
- Keep children and babies away from the swivel chair to avoid accidents such as tipping over or injuries caused by rolling. Also never leave pets or children unattended in the vicinity of the chair.
- The wheels are only suitable for soft flooring.
- To ensure safety, we recommend that you do not lean too far back, otherwise the chair may tip and fall over. Be sure to maintain balance to avoid accidents and ensure stable use.
- When no one is sitting on the chair, this chair does not have safety wheels with brakes and will roll easily. Be careful when standing up and sitting down to avoid accidental rolling. Make sure the chair is stable to prevent falls or accidents.
- Attention! The energy accumulators for seat height adjustment may only be replaced and repaired by specialised personnel.

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Model: CLOUVOU MasterSeat
Model No.: B12-0051, B12-0052, B12-0053
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