

# FAMSINGO

support@Famsingo.com

## ***Big and Tall Office Chair Installation Manual***

FS-8301





Dear Valued Customer,

Thank you for purchasing from Famsingo!

We spare no effort to create high-quality and comfortable products for our customers. Please feel free to email us if you need any help. **Email: [support@Famsingo.com](mailto:support@Famsingo.com)**

Before you want to return the goods, please give us a chance to help you. In the past, we have resolved many problems for customers and help them to avoid the trouble of returning goods.

We offer 1-year warranty for each chair, if there is any quality issues, we will help you fix it or offer a free replacement part. We will continuously improve product quality according to customers' voices.

Have a more wonderful day with the Famsingo office chair!

Sincerely,  
Famsingo





# WARNING!

## READ THE FOLLOWING BEFORE STARTING INSTALLATION

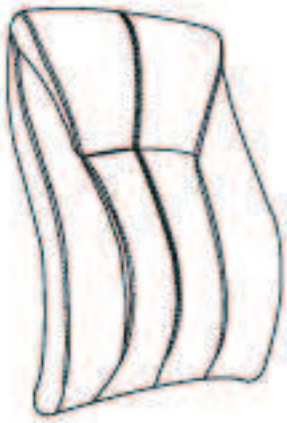
- This chair is designed for one person weighing up to 400lbs(181kgs).
- Do not use this chair unless all bolts, screws and knobs are firmly secured.
- Do not lean over the arms. This could cause the product to become unbalanced and result in injury.
- Do not stand on this chair or use the chair as a step ladder use it as chair only.
- Always use the chair on a flat, stable surface to prevent injury.
- Check all bolts, screws and knobs every 90days. Tighten if any are loose.
- Some of the parts are heavy and/or sharp, please install it carefully to avoid hurting you and people around you.
- Children should not play with the chair.
- This appliance is intended for indoor household/office use.
- Keep this instruction manual for future reference.



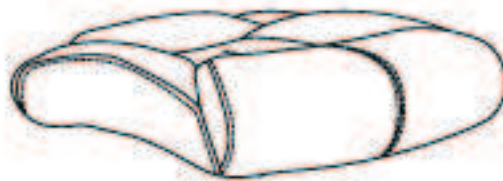
## Instruction Manual

### Contents

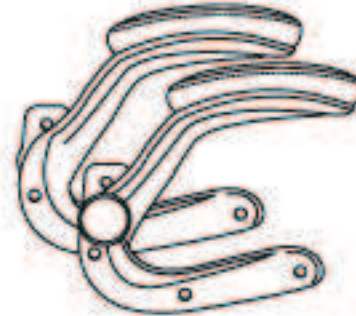
Make sure that the package contains the following parts:



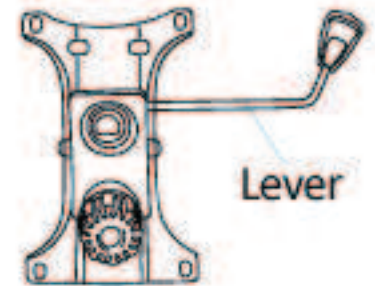
① Back Cushion(1)



② Seat Cushion(1)



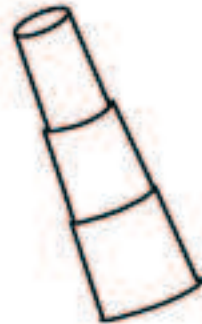
③ Arms(2)



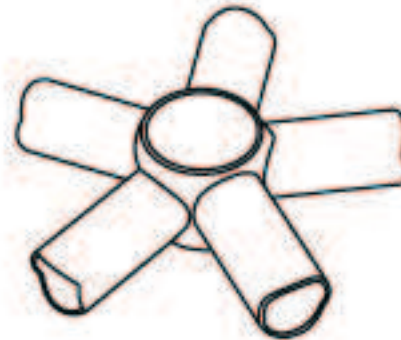
④ Seat Plate(1)



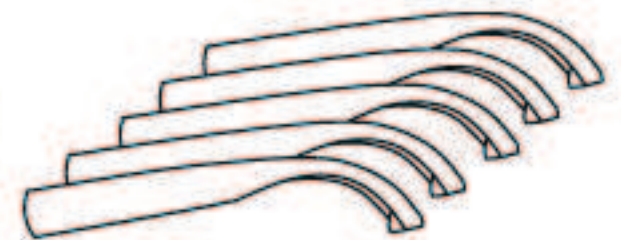
⑤ Gas Lift(1)



⑥ Lift Cover(1)



⑦ Central Base(1)



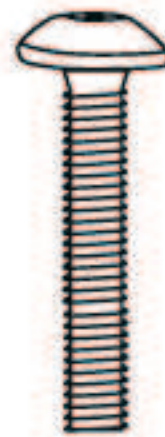
⑧ Base(5)



⑨ Base Cover(1)



⑩ Casters(5)



Bolts M8\*25mm(8)

(A)



Bolts M6\*20mm(4)

(B)



Base Bolts M6\*20mm(10)

(C)



Washers M6\*18mm(4)

(D)



Plastic Caps(8)

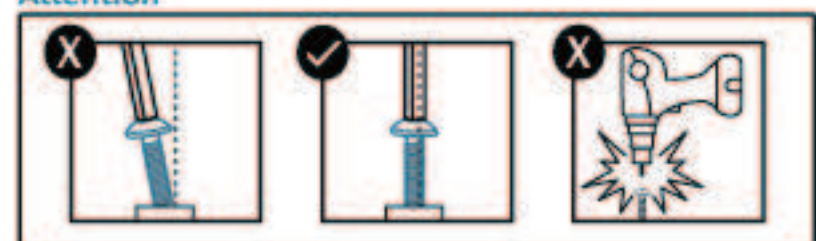
(E)



Wrench(1)

(F)

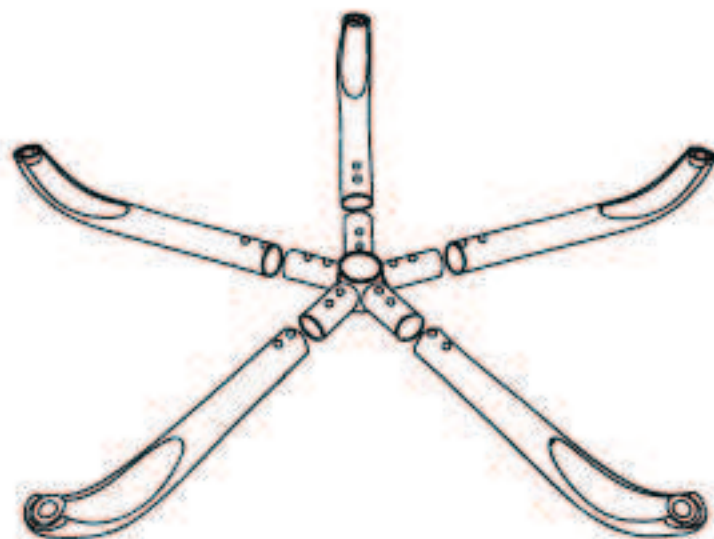
### Attention



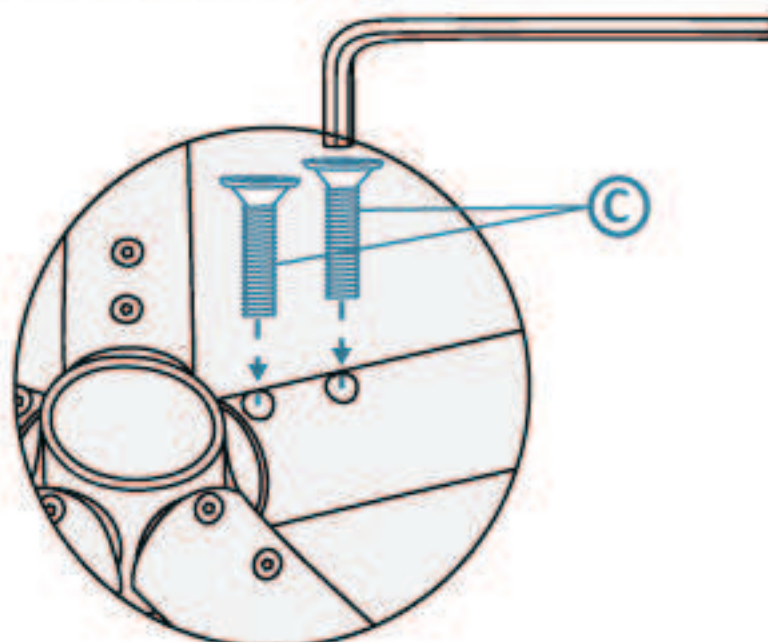


## Step 1: Attach The Bottom

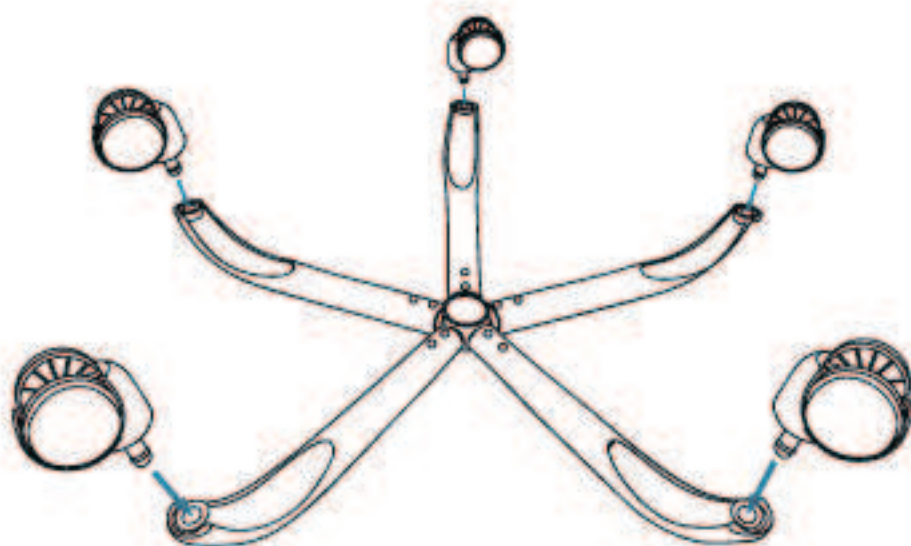
**1.** Insert the Base(8) into the Central Base(7)



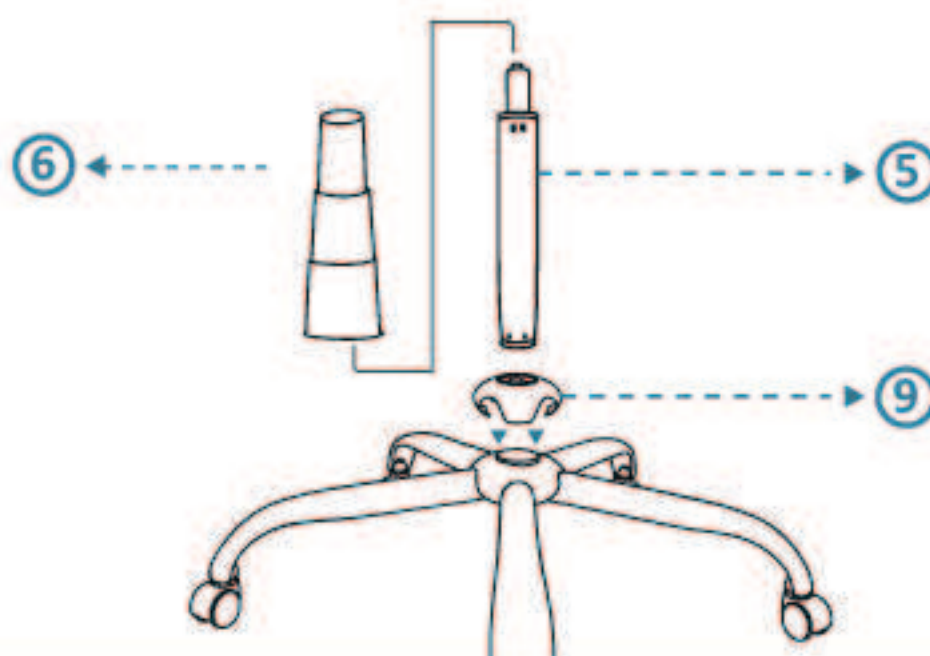
**2.** Tighten all the Bolts(C) with the Wrench(F).



**3.** Press the Casters(10) into the holes at the end of each base leg.

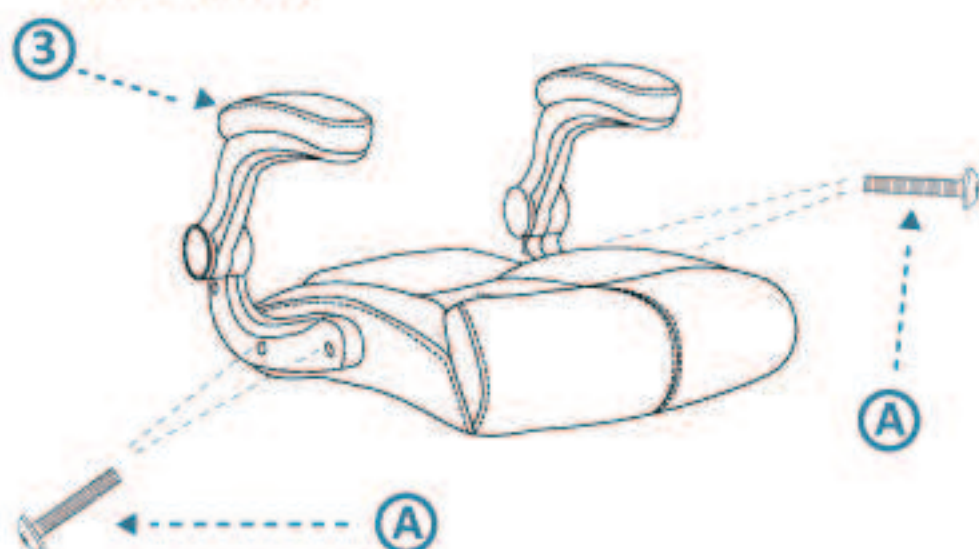


**4.** The Base Cover(9) should be placed over the Base. And Insert Gas Lift (5) into the base. The Lift Cover(6) should be placed over the Lift.

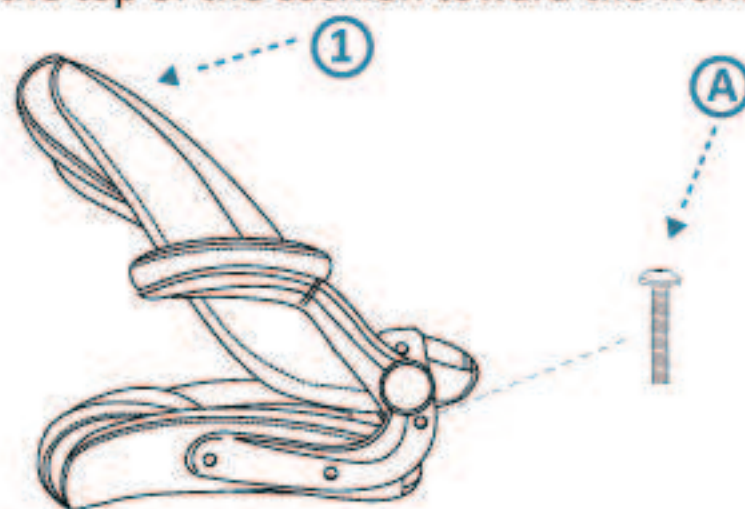


## Step 2: Attach The Seat Cushion, Armrests & Back Cushion

**1.** Fix the Arms(3) on the Seat Cushion(2) with Bolts(A)



**2.** Lay the Back Cushion(1) on the seat of the chair with the top of the cushion toward the front.

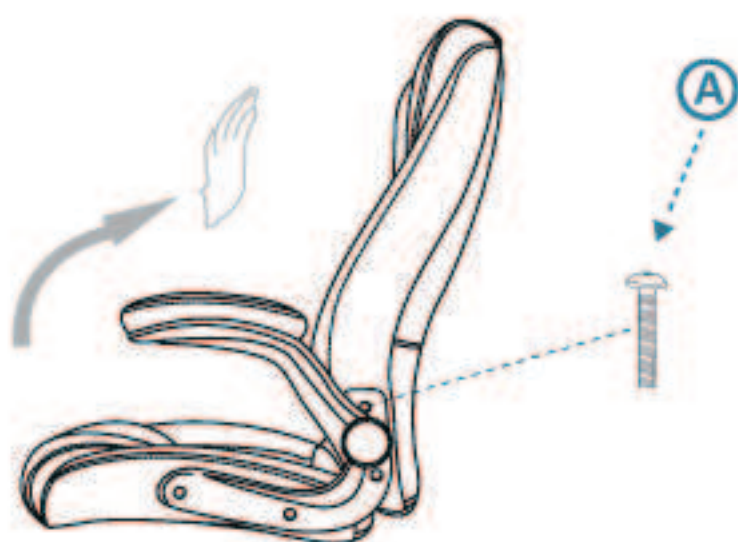


**Note1:** Armrests(3) are labeled with an "L" (left) or "R" (right) to show which sides they should be placed on.

**Note2:** Do not tighten all the bolts to 100%, make sure it have space to adjust in the next steps.



**3.** Push the back of the chair up.



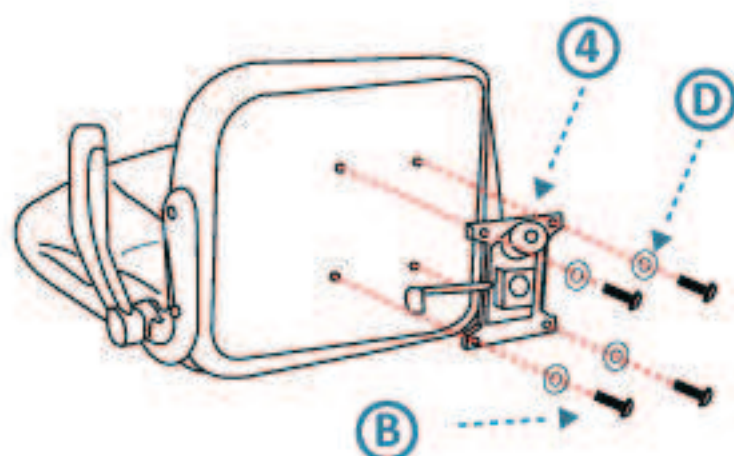
**Note:** Adjust the balance on each side of the chair, and fully tighten all the bolts at this step.

**4.** Press the Plastic Caps(E) into the Arms holes to cover the bolts.

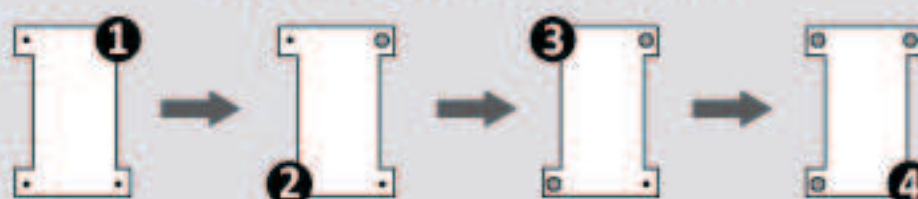


### Step 3: Attach The Seat Plate

**1.** Order of bolts for better durability.

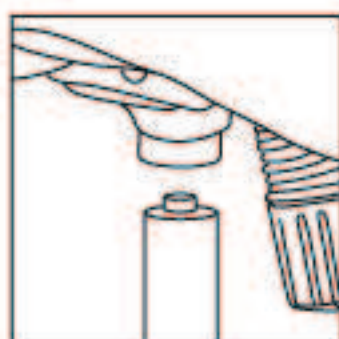
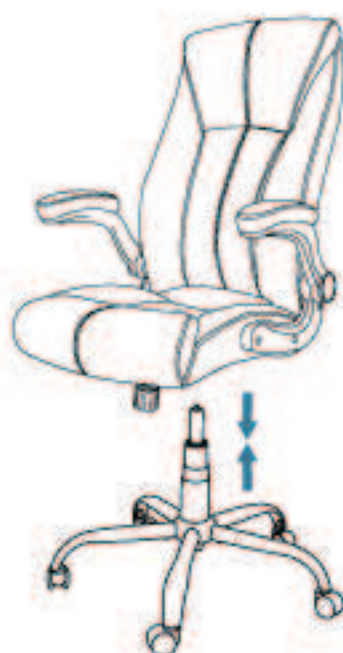


Order of bolts for better durability.



**Note:** Being careful not to miss thread the bolts or damaged the seat.

### Step 4: Push The Seat Cushion Down Onto The Lift



**Make sure all bolts and screws are fully tightened before using chair.**

# Instruction Manual

## 1. Seat Height Adjustable



### **To raise:**

*While taking your weight off chair, lift lever up.*



### **To lower:**

*While seated, lift lever up.*

## 2. Rocking Pressure Adjustor



### **To increase tension:**

*Turn the tilt knob counter-clockwise.*



### **To decrease tension:**

*Turn the tilt knob clock wise.*

## 3. Rocking Function



*To let your chair rocking, pull the lever out.*

*To stop your chair from rocking, push the lever in.*

## 4. Flip-up Armrests



*The armrests can be adjusted to 90°*



# Enjoy Your New Home Office Chair

Our goal is to create a perfect customer experience.

Let us know if you have any feedback.

Your comment motivates us to become a better team.

The logo for FAMSINGO is displayed within a rectangular frame. The word "FAMSINGO" is written in a bold, sans-serif font. The letters "FAM" are white and set against a black background, while the letters "SINGO" are black and set against a white background.

**FAMSINGO**

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