





# Assembly Instructions Of D1003010A03

## PARTS LIST

Part#	Description	Quantity
1.	CASTER	5
2.	5 STAR BASE	1
3.	GAS LIFT	1
4.	TELESCOPING COVER	1
5.	SEAT CUSHION	1
6.	BACK CUSHION	1
7A.	LEFT ARMREST	1
7B.	RIGHT ARMREST	1
8.	MECHANISM	1
A	SCREWS(1/4" x 1")	8
B.	SCREWS(1/4" x 3/4")	4
C.	CAPS	8
D	ALLEN WRENCH(5mm)	1

#A	SCREWS(1/4"×1")		#D	WRENCH(5mm)	
#B	SCREWS(1/4" x 3/4")				
#C	CAPS x8				

## ASSEMBLY INSTRUCTIONS

**A.Remove all the parts from carton and divide them into part groups as indicated in the parts list .**

**B.Assemble the chair:**

<1> Put 5 CASTERS (1) into the holes on 5 STAR BASE (2).

<2> Insert GAS LIFT (3) to the center hole on top of 5 STAR BASE (2). Insert TELESCOPING COVER (4) over GAS LIFT (3).

<3> Attach MECHANISM (8) to SEAT CUSHION (5) (with arrow on mechanism facing front of chair ) by inserting 4 SCREWS (B) .Tighten screws.

<4> Then put the seat cushion on top of GAS LIFT (4).

<5> Attach both LEFT and RIGHT ARMRESTS (7A&7B) to SEATCUSHION (5) by using 4 SCREWS (A) . (Remark: Don't tighten screws until all the screws have been in right location.)

<6> Attach both LEFT and RIGHT ARMRESTS (7A&7B) to BACKCUSHION (6) by using 4 SCREWS (A) . (Remark: Don't tighten screws until all the screws have been in right location.)

<7> Put 8 CAPS (C) into the holes on ARMRESTS (7A&7B).

**C.Information for use.**

<1>This type is one kind of office chair. It's mainly used in the office, but also can be used in your house if the floor is smooth.

<2>The height of the seat can be up and down by adjusting the handle of the mechanism.  
The back can tilt freely.

<3>Please check all the bolts,screws are tight at least every 4 months. Some kind of ointment in proper can be used to maintain the leather.

<4>If parts are missing,broken,damaged or wrong,please stop using of this product until repairs are done by a trained person.

<5>Only trained person may replace or repair seat height adjustment component with energy accumulators.

## WARNING

- Do not stand on this chair,do not use this chair as a step ladder.
- Use this product only for seating one person at one time.
- Do not use this chair unless all bolts,screws and knobs are firmly secured.
- Failure to follow these warnings could result in serious injury.

