

**OdinLake Ergo PRO**

**MODEL:A633-1**

**USER GUIDE**

# **OdinLake Ergonomic Chair**

Health & Stylish



[www.odinlake.com](http://www.odinlake.com)

**Note:** Thanks for purchasing from OdinLake. This manual contains important information so please keep it for further possible uses. If you have any questions that can not be solved by this manual, contact us: [customers@odinlake.com](mailto:customers@odinlake.com)

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# Tips

1. Please make sure that all bolts and screws have been tightened properly before actually using the chair. Check all levers, adjust knobs and buttons before everyday use.

P.S: If the cylinder doesn't match the seat plate appropriately, the height adjuster may stop functioning.

2. Please inspect the chair twice a year. Daily use can wear down the screws and bolts, so regular inspections are important in order to keep you safe.

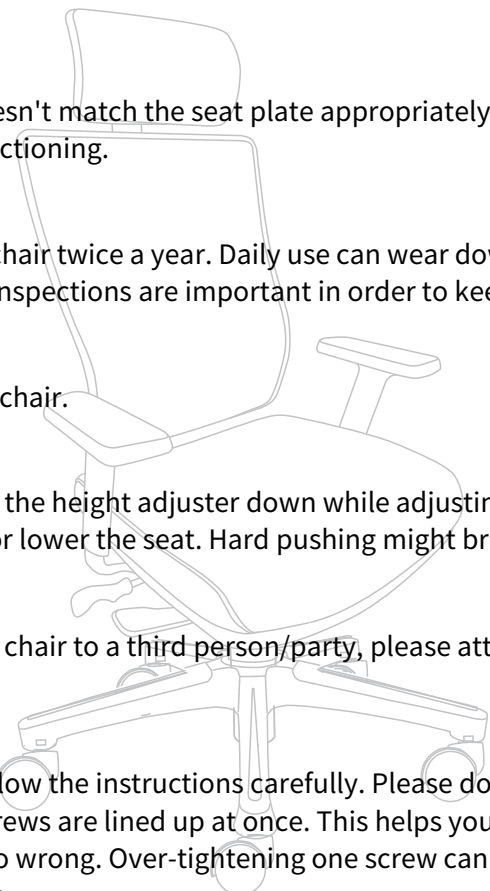
3. No standing on the chair.

4. Please do not press the height adjuster down while adjusting, you only have to lift it slightly to raise or lower the seat. Hard pushing might break the adjuster.

5. If you are giving this chair to a third person/party, please attach this manual with the chair.

6. Installation tips: follow the instructions carefully. Please do not tighten the screws until all screws are lined up at once. This helps you make changes easier if some steps go wrong. Over-tightening one screw can make other screws hard to tighten.

7. Please tighten all screws again after the set-up process is complete.



# Tools List

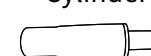
**A** x5  
Casters



**B** x1  
Base



**C** x1  
Cylinder



**D** x1  
Backrest



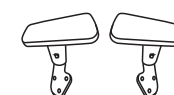
**E** x1  
Headrest



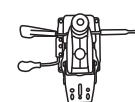
**F** x1  
Seat



**G** x2  
Armrests



**H** x1  
Seat Plate



**I** x3  
Bolts  
M6\*40mm



**J** x5  
Bolts  
M6\*50mm



**K** x11  
Lock Washers  
M6\*16mm



**L** x5  
Bolts  
M6\*75mm



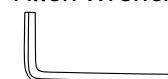
**M** x5  
Bolts  
M8\*40mm



**N** x5  
Lock Washers  
M6\*16mm

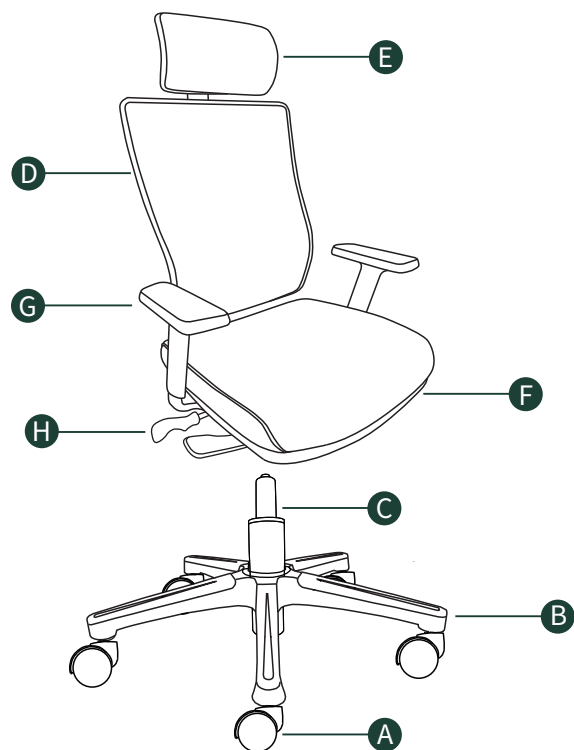


**O** x1  
Allen Wrench



\* Each type of bolt and washer has one extra as a spare.

# Parts List

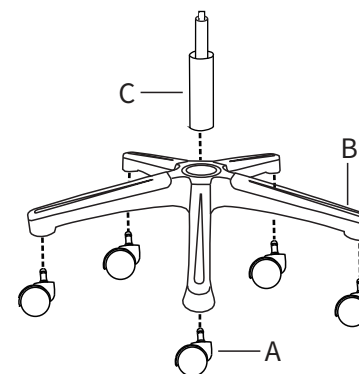


ITEM	DESCRIPTION	QUANTITY
A	Casters	x5
B	Base	x1
C	Cylinder	x1
D	Backrest	x1
E	Headrest	x1
F	Seat	x1
G	Armrests	x2
H	Seat Plate	x1

# Assembly Instructions

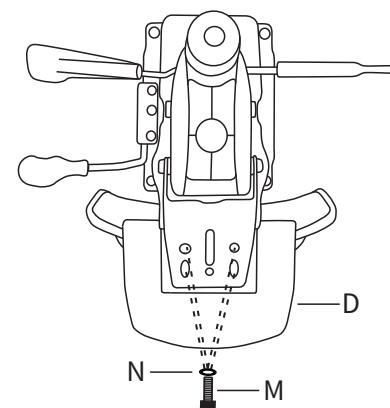
## Step 1

Take the Casters(A) and push them into the 5-star Base(B). Install the Cylinder(C) into the Base(B).



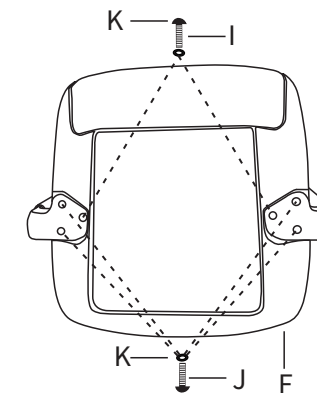
## Step 3

Fix the Backrest(D) to the Seat Plate (H) with 4pcs Lock Washers(N) & Bolts(M).



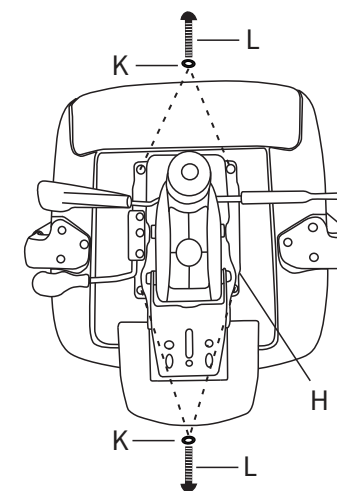
## Step 2

Fix the Armrests(G) to the Seat(F) with 6pcs Lock Washers(K), 4pcs Bolts(J) & 2pcs Bolts(L). Please notice that the Shorter Bolts (L) are for the inner bolt holes.



## Step 4

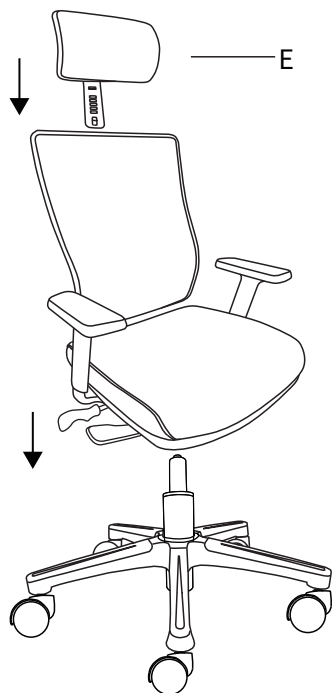
Fix the Seat Plate(H) to the Seat(F) with 4pcs Lock Washers(K) & Bolts(L).



# Assembly Instructions

## Step 5

Install the Headrest(E) to the Backres (D), then place the upper part onto the cylinder.



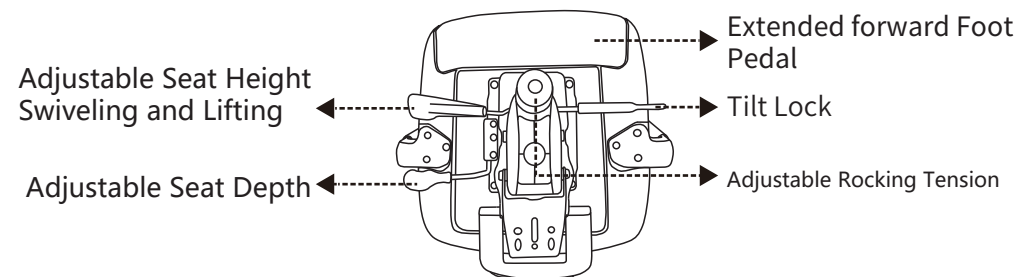
## Step 6

Completed!



Scan the code to watch the installation video.

# Functions



## ERGONOMIC DESIGN

Curved design offers adequate high-back with twisting left and right function and headrest angle adjustment and lifting adjustment functions, which can effectively reduce the pain and pressure of the neck and back caused by long time sitting.

## STYLISH ARMRESTS

The stylish PP+PU material 3D armrests can be multi-functionally adjusted, the armrest can be adjusted up and down, and the armrest pad can be adjusted forward and backward + rotated left and right, making the chair more modern and less monotonous.

## ADJUSTABLE SEAT DEPTH

Pull up the adjustment lever to adjust the seat depth to suit people of different sizes and heights.

## ADJUSTABLE HEIGHT

Pull up the adjustment lever then you can raise or lower the seat.

## ROCKING FUNCTION

Switch the tilt lock lever to start rocking or lock at certain position. The tension knob (under the seat) can adjust the tilt tension of the backrest.

## Frequent Questions Answers

### 1. How much weight can this chair hold?

The maximum weight capacity is 300 lbs. In general, you will feel very comfortable if you weigh about 260 lbs. But if you feel any discomfort, please contact us for technical assistance at [customers@odinlake.com](mailto:customers@odinlake.com).

### 2. What if my lumbar cannot fit on the backrest closely?

The fitness of the lumbar and backrest varies with different users' heights. Tucking a cushion between the user's lower back and the chair can improve fitness if it isn't snug.

### 3. How to clean the mesh office chairs?

Use a vacuum cleaner weekly to keep the mesh breathing easily. Odinlake ergonomic chairs can be washed with warm water and mild detergent. Use a soft brush and be careful when scrubbing or the mesh fiber may break. Apply cleaning solutions and cover the dirty area with a wet cloth for 30 minutes to remove the stubborn dirt.

### 4. How to clean the office chair wheels?

Pull off the wheels by hand or detach with a screwdriver when cleaning. Remove dirt and debris with a spray cleaner. And be sure to dry all components thoroughly. After finishing cleaning, wheels need to be polished by greaseless lubricant to keep them operating smoothly.

## Frequent Assembling Malfunction

	Malfunction	Reason	How to Fix
1	Abnormal noise	Loose or untightened bolt	Retighten all bolts
2	Crooked backrest or armrest	Crooked components during assembling	Loosen the bolts, adjust component to correct position and retighten
3	Seat can not be raised	The lift valve is closed or person sitting on the chair	Open the lift valve, do not sit on the seat while adjusting
4	Seat can not be lowered	The lift valve is closed, person not sitting on the chair or not sitting properly	Open the lift valve, make sure to sit in the center of the chair
5	Not rocking	Rocking function is locked	Pull out the adjustment lever
6	Uncomfortable rocking - strong tension	Rocking spring too tight, user's back is not close to the backrest	Adjust spring to the left until you find the best tension that fits your back to backrest closely
7	Uncomfortable rocking-weak tension	Rocking spring too loose	Adjust spring to the right until you find the best tension

# Warranty Rules

## 1. Warranty Range

We provide free replacement parts for buyers/users. Warranty only covers the parts of the chair. Please note that free tools ( allen wrench ) are not covered in the warranty.

## 2. Warranty conditions

Parts will be covered if used normally in reference to the instructions in the manual. Warranty will not include damages caused by not following the manual.

## 3. No warranty covered

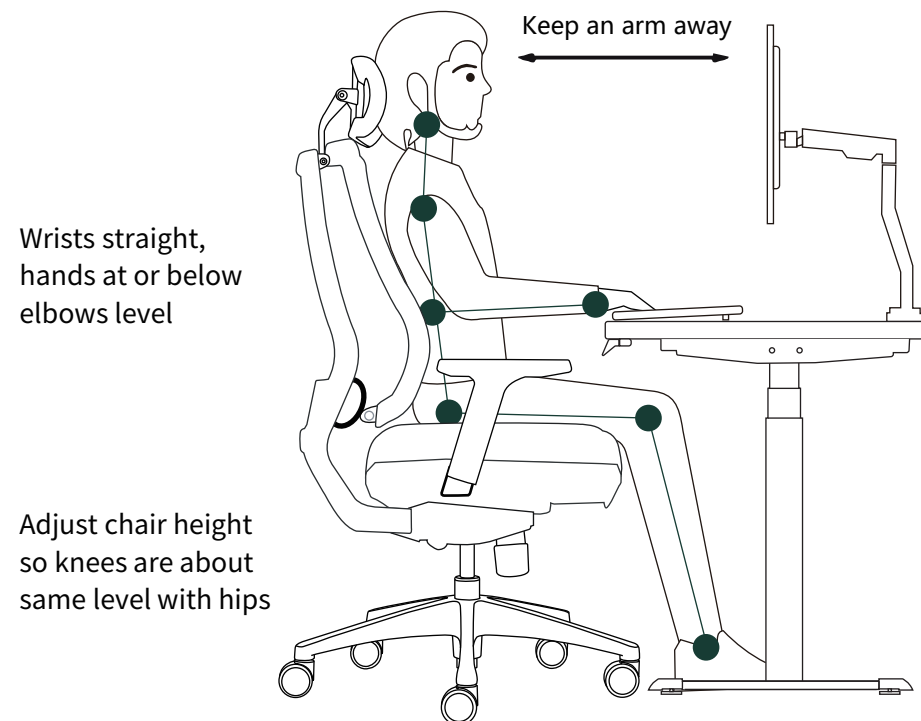
- 1) No proof of damaged parts ( need clear original picture or video to show the defective parts of chair ).
- 2) Failure parts caused by improper operation after purchase. For example, sitting on the armrest may break it.
- 3) The parts fail due to modification, disassembly or repair of the product by a third party or customer not following the instructions.
- 4) Other reasons found that cannot prove damaged parts. We shall not be responsible for any intended damages or accidental damages by detrimental weather, etc.

## 4. Attention

Please keep the original package box for 14 days in case you need to return the chair to the seller.

# Office Ergonomic Guide

A comfortable working space can help you feel better. Give your sitting and working area a makeover with this visual guideline to office ergonomics.



# Disclaimer



Attention: Ignoring the contents described herein may result in death or injury to the user, or there is a risk of property damage.



Please do not use or store the product in high temperature, high humidity or direct sunlight for a long time.



Please do not repair, modify or disassemble yourself unless you follow the instructions in this manual. It could cause a malfunction.



Do not use this product for infants.



Never sit on the armrest



## Any Quality Issue

Please send email to [customers@odinlake.com](mailto:customers@odinlake.com), take picture and offer your Order No. for OdinLake's easy checking.

OdinLake will provide free replacement parts, send a new chair or refund accordingly.

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Due to product improvement, the specifications and appearance of this product are subject to change without prior notice.

Please note that we are not responsible for any failure of other products caused by using this product.

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