

# Assembly Instructions

HKOFOC094



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## INSTALLATION GUIDE

**ONE PERSON ASSEMBLY: 15 MINUTES (APPROXIMATE)**

**TOOLS REQUIRED: ALLEN WRENCH (PROVIDED)**

## BEFORE ASSEMBLY

1. Remove all packaging materials, staples and packing straps from the carton.
2. Confirm with Parts Checklist in Page 3.

## ATTENTION

1. Leave sufficient room for assembly.
2. Do not assemble on the ground that may hurt the product.
3. Do not over-tighten any fittings as it may cause damage.
4. **DO NOT USE POWER TOOLS TO ASSEMBLE THIS PRODUCT.**
5. Do not sit or stand on it before the assembly is complete.

## DAILY MAINTENANCE

1. Recommended for indoor use only.
2. Wipe with a soft, dry cloth. Keep away from abrasives and household cleaners.
3. Check all the fittings periodically and re-tighten if necessary. Do not use the product if any part is damaged or broken.

## **Office Desk Chair Warranty Policy**

**office desk chairs are warranted from the date of purchase due to material and workmanship factors. Details as follows:**

1 YEAR on all unmovable metal parts;

1 YEAR on upholstered PU leather and foam;

1 YEAR on component parts including control mechanism, gas cylinder, wood, plastic parts, base and casters.

To make a warranty claim, please contact Okeyesen with model number, purchase proof, problem descriptions as well as pictures that shows the problem clearly.

Problem verified, Okeyesen will:

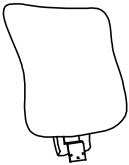

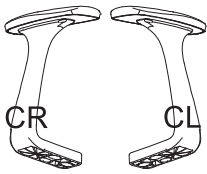
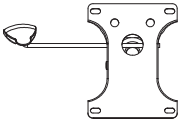



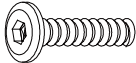

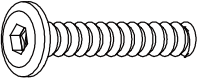
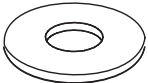

a) Send replacement parts.

b) Send a new product if necessary, customer need to return the original item to our warehouse. Return freight will be undertaken by Okeyesen.

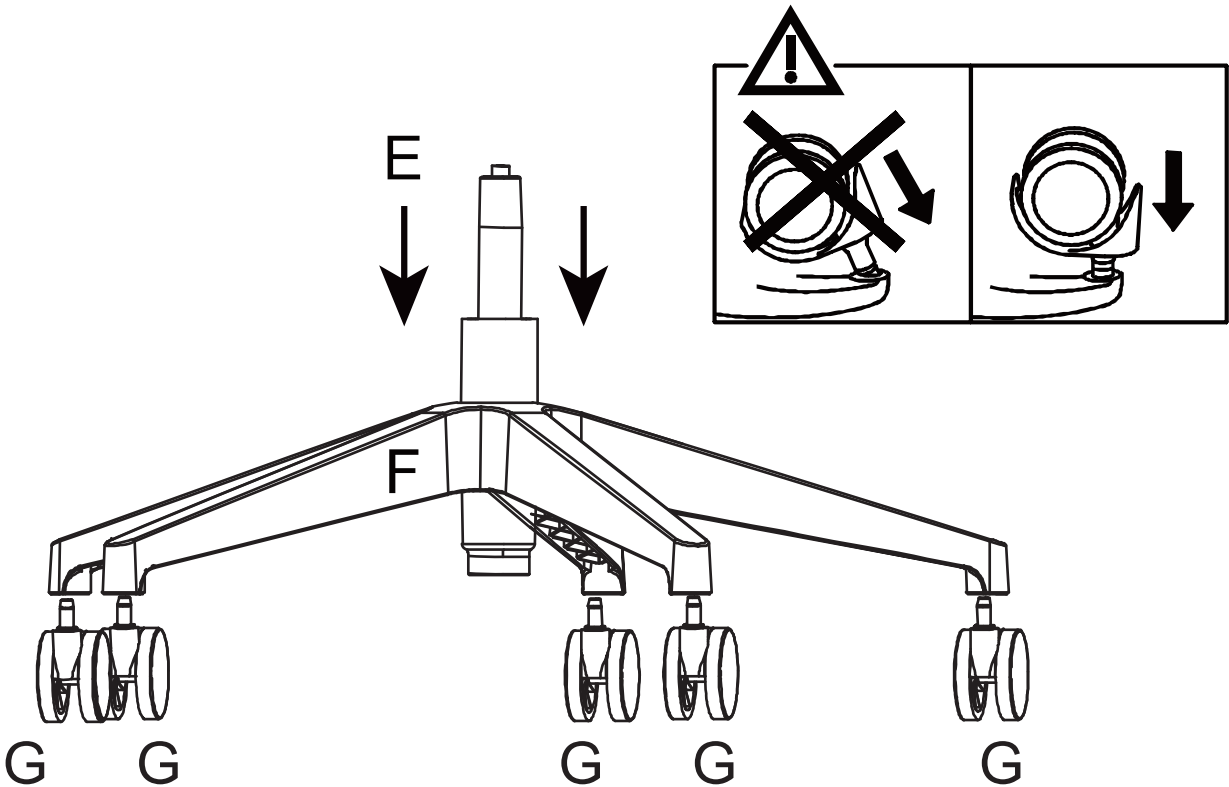
### **RETURN POLICY**

30 Days Free Return Policy after receiving the product is available. Okeyesen offers prepaid return labels and undertake the return freight.

# PARTS CHECK LIST

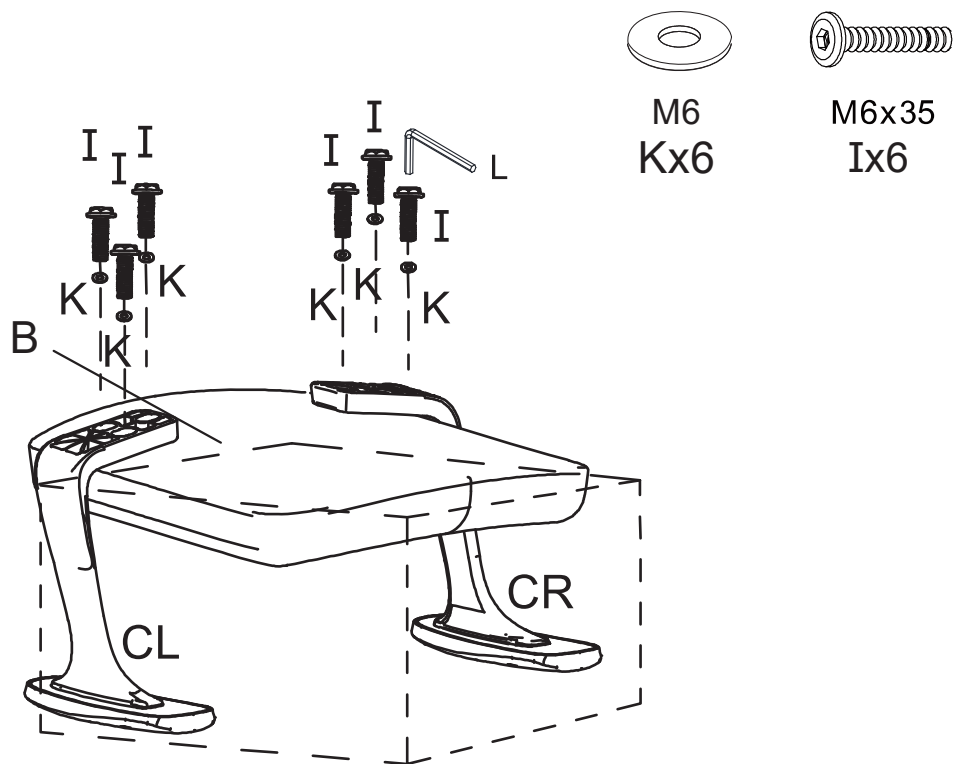
					
Ax1	Bx1	Cx2	Dx1	Ex1	Fx1
					
Gx5	M6x20 Hx4	M6x35 Ix6	M8x50 Jx3	M6 Kx10	#5 Lx1

1



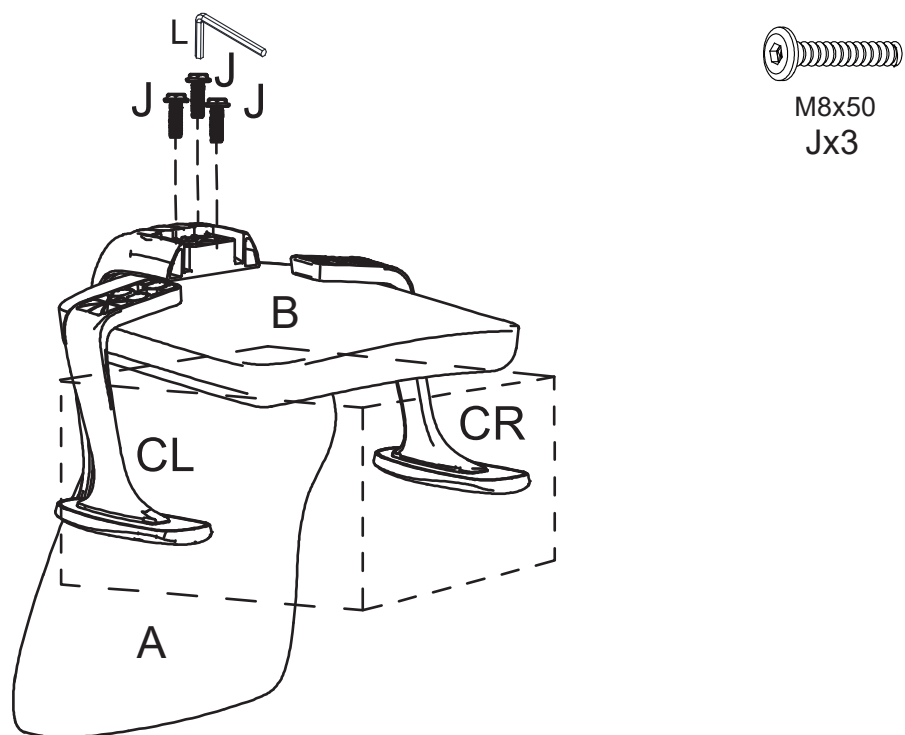
**Step 1:** Insert Casters Gx5 into the base with force. Insert the gas lift E into the center of the base.

2



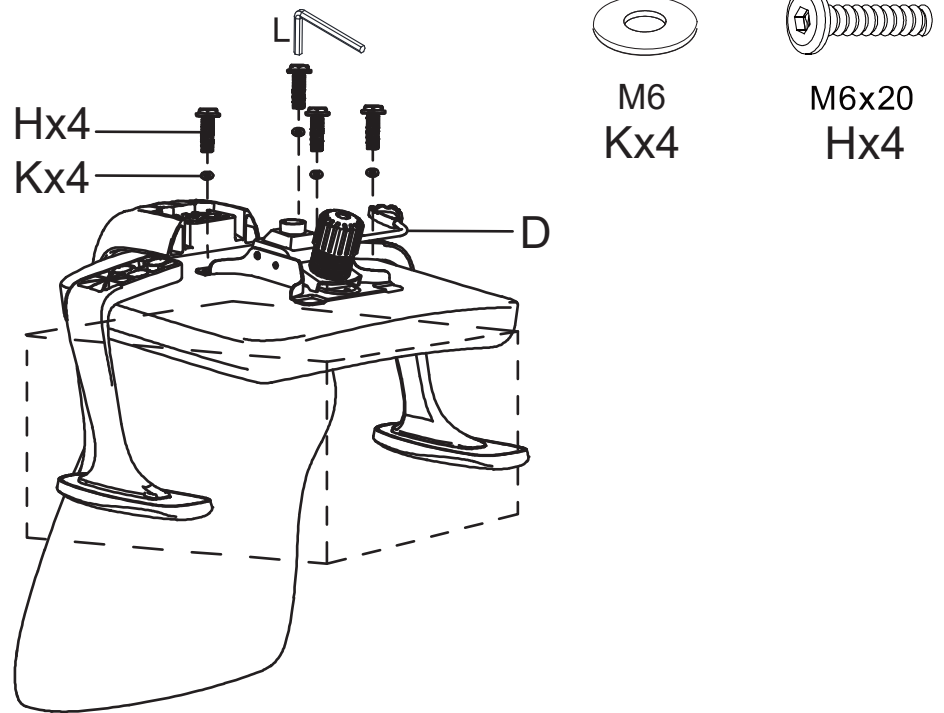
**Step 2** Attach the Armrests Cx2 to the Seat B With Screws Kx6 Ix6 as the picture..

3



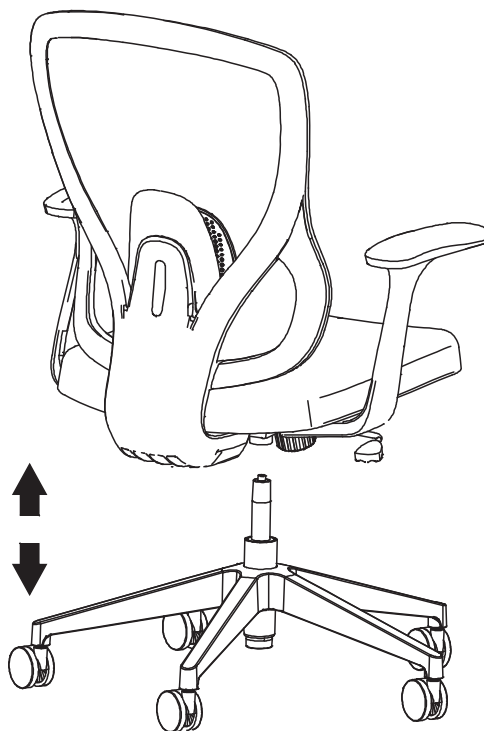
**Step 3** Secure the Backrest A to the Seat B using Screws Jx3.

4



**Step 4** Secure Chassis D to seat Cushion B using Screws Hx4 Kx4.  
(Note: The chassis handle is on the right-hand side.)

5



**Step 5** Align the assembled seat cushion with the assembled base, ensuring the holes on the seat chassis align with the top of the lifting gas spring. Then press down firmly to secure it in place.

6



**Step 6:** Enjoy your new chair .

# After-sales Support

We are working on delivering you a perfect product, but sometimes the parts may still be damaged or lost in transit.

If any parts are damaged or lost, please contact us immediately, perfect solutions will be offered to fix the issues.

**CONTACT INFO: [Support@Okeyesen-Global.com](mailto:Support@Okeyesen-Global.com)**