



OFFICE CHAIR

User Manual



Dear Valued Customer,

Thank You for Choosing the **TWHEELS!** Office Chair!

The **TWHEELS!** Product office chair. This office chair offers maximum comfort while you perform your office duties.

For the best ergonomic benefits, proper assembly, configuration, and customization of your desk are essential. This user manual will guide you through the necessary adjustments.

We value your feedback! If you have any questions, comments, or suggestions for improvement, feel free to reach out through our online customer service.

Enjoy a seamless sitting and standing experience!

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Introduction:

Before you begin to use our ergonomic office chair, you must read all the Instruction manual.

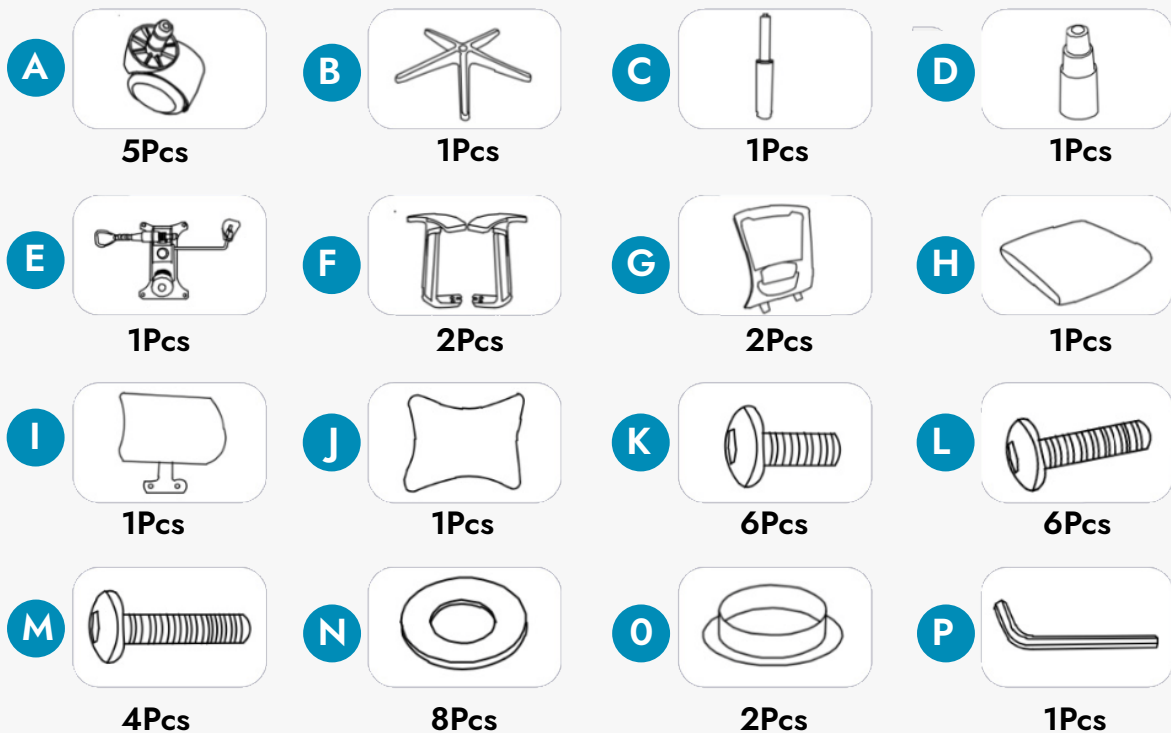
Our ergonomic office chair! Designed for comfort, support, and durability, this chair enhances your workspace experience by promoting proper posture and reducing strain during long hours of sitting.

Whether you're working, studying, or gaming, this chair provides adjustable features, breathable materials, and smooth mobility to ensure maximum productivity and relaxation.

Please read this user manual carefully before assembly and use. It contains important safety guidelines, assembly instructions, and maintenance tips to help you get the most out of your chair.

Enjoy your new office chair, and feel free to contact our support team if you have any questions!

Product Components & Tools:



Safety Instructions:

- Please wear the gloves when assembling ,avoid scratching your hands.
- Please take the bolts out carefully.
- This chair is designed for indoor use only.
- Maximum weight capacity: 135 kg (297 lbs).
- Use the chair on a flat, stable surface.
- Do not stand on the chair or use it as a ladder.
- Keep children away from small parts during assembly.
- Ensure all screws and components are fully tightened before use.
- Periodically check for loose screws and worn-out parts.
- Please study this installation manual carefully before attempting to assemble the product.
- Ensure that the components are complete before proceeding to assemble the product.
- Ensure that all screws are tightened accordingly before using the office chair.

Product Features:

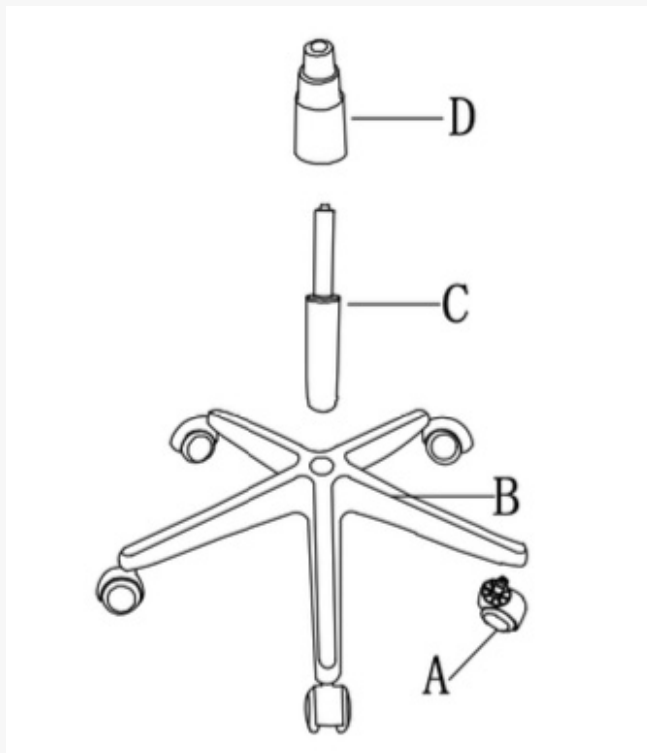
- **Adjustable Height:** You can use the lever to adjust the height of the chair to suit you.
- **Adjustable Backrest:** You can tilt the backrest to give you additional comfort.
- **Cushion Neck Rest:** A Soft cushion is provided to support the neck.
- **Soft Headrest:** The headrest is provided to ensure that your head can lean on something soft.
- **Armrests:** Strain on your arms and shoulders is avoided with armrests.
- **Lumbar Support:** Lumbar support releases pressure from your vertebrae and encourages your spine's natural bend.
- **Tilt Functionality:** Offers flexibility by allowing you to move freely in your workspace.
- **Wheels:** Offer flexibility by allowing you to move freely in your workspace.
- **Material:** Airy mesh horizontal design for better ventilation.
- **Adjustable Headrest:** Offers rest and relief from neck and shoulder strain.
- **360° Swiver:** Enables movement and prevents you from over-stretching when accessing all areas of your desk or collaborating with colleagues.
- **Easy to Assemble:** The ergonomic office chair comes with all the tools you need; just follow the detailed instruction manual. The ergonomic office chair can be assembled easily in 10 minutes on your own.

Assembling Instructions:

- Kindly pay attention to the lettered components; identify each component before embarking on the assembling process.
- Ensure that all the components are complete before proceeding to assemble the Office Chair.
- Ensure you use the right components for each step of the assembling procedures.
- Use only the components and tools provided for assembling the product.
- Assemble the product on a plain level floor.
- Do not screw too tightly at first; wait until you have finished the setup before tightening the screws firmly to ensure stability.

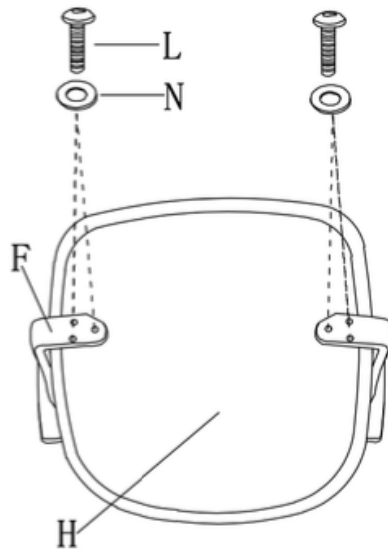
STEP 1: Setting up the Stand

1. Bring out components A, B, C, and D.
2. Flip component B, insert A at each of the five-pointed ends of B.
3. Once done, flip B, with A touching the ground/floor
4. Insert component C into the hole provided at the center of B.
5. Use D to cap the already fixed C.



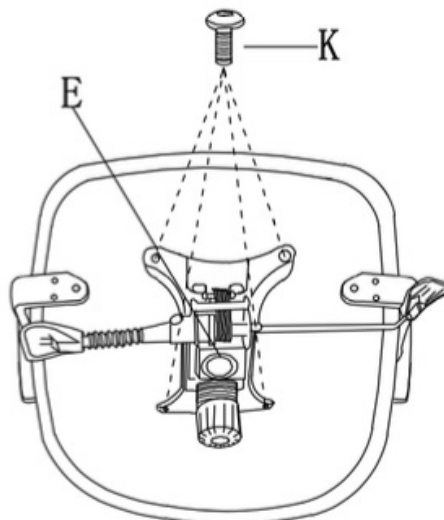
STEP 2: Fixing the Armrest

1. Bring out components F, H, L, and N.
2. Fix a piece of F at each side of H.
3. Using 6 pieces each of L and N, screw F in position from the underpart.
4. In the end, F should be firmly attached to H.



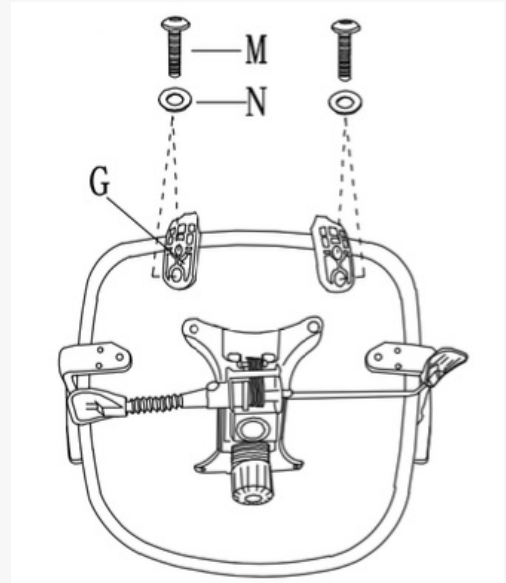
STEP 3: Fixing the Lever

1. Bring out components E and K.
2. With the under part of H facing upward, place F at the center of H.
3. Use 4 screws of K to screw E in position.



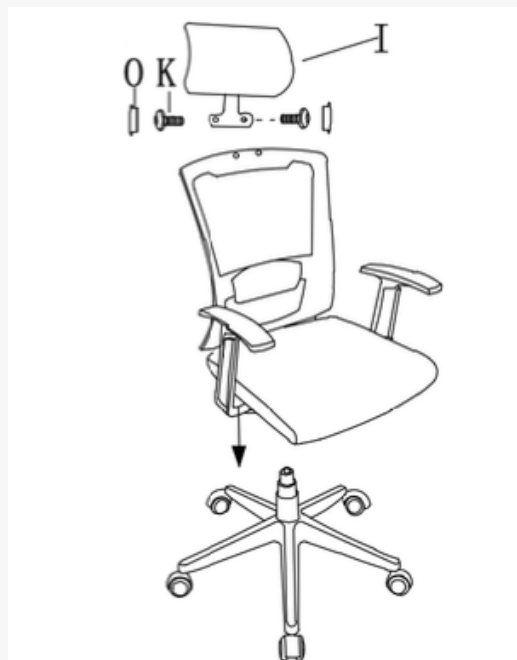
STEP 4: Attaching the Backrest

1. Bring our components G, M, and N.
2. With the already coupled components F, H, and K facing upward, proceed to fix the backrest.
3. The backrest will be attached to H at two different points.
4. The curved hook-like feature of G should be attached to H.
5. The curved part should be placed on H and screwed in position using components M and N.
6. Each attachment point will require two pieces each of M and N.



STEP 5: Fixing the Neck Rest

1. Bring out components I, O, and K.
2. Place the already coupled components F, H, K, and G on the previously coupled components A, B, C, and D and press down.
3. Fix I on the upper part of G through the provided screw holes.
4. Use O and K to tighten I accordingly.



STEP 6: A Fixing the Neck Cushion

1. Bring out component J and place it at the connection point of G and I.
2. Now, your chair is ready for use.



Setting Up Your Workstation:

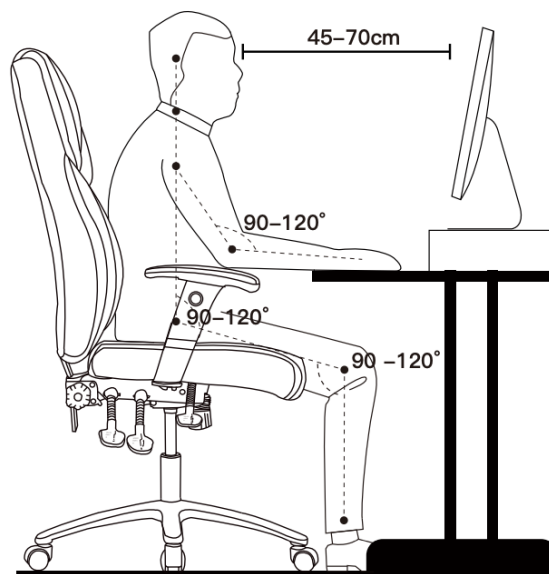
Correct Sitting Posture

The human body is not designed to do repetitive tasks or maintain a posture for extended periods of time. However, in most workplace situations this is hard to avoid.

Not maintaining correct posture or taking regular breaks can contribute to common conditions such as headaches,

neck pain, back pain/stiffness and wrist and forearm pain. This is not the fault of the product.

To help support your body at your workstation and minimise pain and strain please refer to the diagram



Cleaning & Maintenance:

To ensure the longevity and optimal performance of your office chair, follow these cleaning and maintenance guidelines:

Regular Cleaning:

Fabric Upholstery: Vacuum regularly using a soft brush attachment to remove dust and debris. Spot clean with a mild detergent and water.

Leather/PU Leather Upholstery: Wipe with a damp cloth and mild soap. Avoid harsh chemicals or excessive moisture to prevent damage.

Mesh Backrest: Use a damp cloth to wipe down dust and dirt. For deep cleaning, use a mild soap solution and let it air dry completely.

Plastic & Metal Parts: Wipe with a dry or slightly damp microfiber cloth to remove dust and smudges.

Maintenance Tips:

Avoid leaning back too forcefully to prevent damage to the reclining mechanism.

Do not stand on the chair or use it in ways other than intended.

Keep the chair in a dry, temperature-controlled environment to prevent material deterioration.

Regularly check and tighten any loose screws or bolts to maintain stability.

Apply a small amount of silicone-based lubricant to the casters and height-adjustment mechanism to ensure smooth movement.

Warranty Condition:

This office chair is covered under a limited warranty that ensures it is free from defects in materials and workmanship under normal use and proper maintenance. The warranty period begins on the date of purchase and applies to the original purchaser only.

Normal wear and tear, including fabric or leather fading and cushion flattening.

Damage caused by misuse, improper assembly, modifications, or accidents.

Damage due to commercial or industrial use (warranty applies to private/home use only).

Scratches, dents, or cosmetic damages caused by improper handling. Any unauthorized repairs or alterations.

If you experience any defects covered by this warranty: Contact Customer Support with proof of purchase (receipt or order confirmation). Provide clear photos/videos of the defect for evaluation. If approved, we will offer replacement parts, repair, or a replacement chair, depending on the issue.

This warranty is non-transferable and applies only to the original purchaser. The manufacturer is not liable for any incidental or consequential damages arising from product failure. For assistance or warranty claims, please contact our Customer Service Team at **TWHEELS!**.

