



ITEM NO: IHP-366-FSL Office Chair

Thank you for purchasing this quality product. Be sure to check all packing material carefully for small parts that may come loose inside the carton during shipment.



HARDWARE LIST:			
No.	Description	Sketch	Quantity
A	Bolt 5/16"*4-1/2"		4 PCS
B	Bolt 5/16"*1-3/4"		2 PCS
C	Spring Washer 5/16"		6 PCS
D	Flat Washer 5/16"*3/4"		6 PCS
E	Allen Key 4mm		1 PC
F	Hex Nut 5/16"		4 PCS
G	Hex Wrench		1 PC
H	Bolt 3/8"*1-1/2"		4 PCS
I	Spring Washer 3/8"*9/16"		4 PCS
J	Flat Washer 3/8"*7/8"		4 PCS
K	Allen Key 5mm		1 PC

COMPONENTS LIST:			
No.	Description	Sketch	Quantity
1	Pneumatic cylinder		1 PC
2	Seat Plate		1 PC
3	Wooden base with Casters		1 PC
4	Seating		1 PC
5	Chair Back		1 PC

### IMPORTANT SAFEGUARDS

#### NOTICE

This article meets California Bureau of Home Furnishings flammability requirements - Technical Bulletin 117. Exercise care with this product near open flame or burning cigarettes.

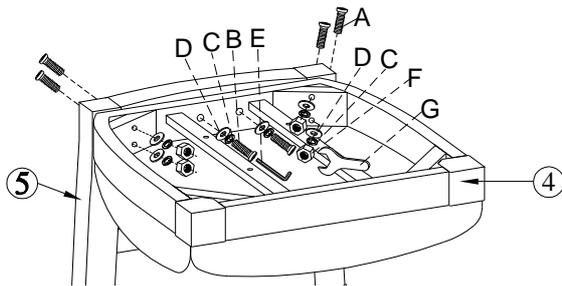
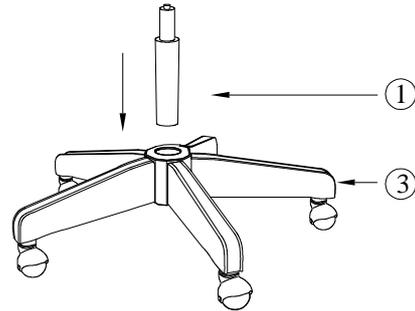
- Read all instructions before use.
- This product is intended for use as a seat for adults. Do not use the product for any other purpose.
- This product is not a toy. Keep the product away from children and pets.
- Always place the product on a flat, stable surface.
- Do not place the product near heat or open flames.
- Do not set heavy objects on the product.
- Never stand on the product or use it as a STEP ladder.
- To avoid a possible pinch hazard, never insert fingers, hands, or other body parts in between the product hinges and joints, especially when assembling or disassembling the product.
- Ensure all parts are securely attached before use. Periodically check the parts to ensure they are securely in place.
- We will not be responsible for any injury or death resulting from the improper use or care of this chair.

BEFORE USING THIS PRODUCT PLEASE READ, UNDERSTAND, AND FOLLOW THESE INSTRUCTIONS. Save these instructions for future reference.

FOR INDOOR USE ONLY

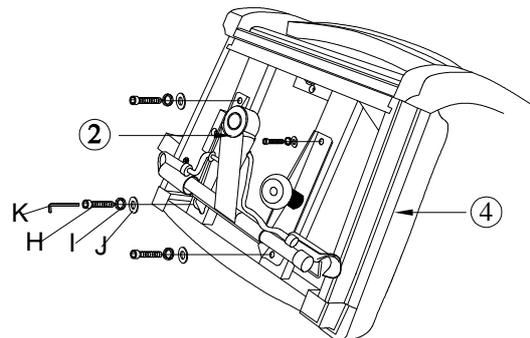
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**STEP 1:** Insert the Pneumatic Cylinder (1) through the center hole on top of the Wooden base with Casters (3).

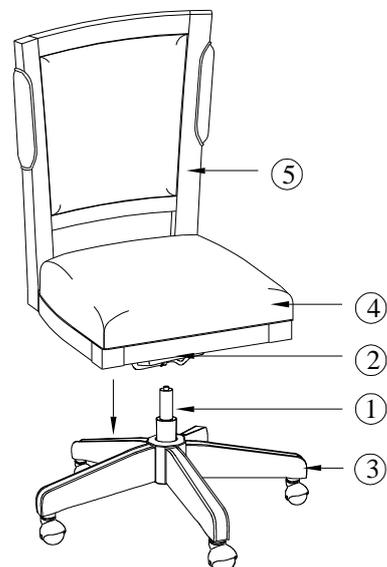


**STEP 2:** Attach Seating (4) to Chair back (5) by using bolts (A), bolts (B), lock washer (C), and flat washer (D), use Allen key (E) and hex wrench (G) tighten all bolts.

**STEP 3:** Attach the Seat Plate(2) to the Seating (4) using Bolts(H), Lock Washer (I) and Flat Washer (J).



**STEP 4:** Place the Seating Unit(4) onto the Pneumatic Cylinder(1), aligning the top of the Pneumatic Cylinder(1) to the hole in the Seating Plate(2).





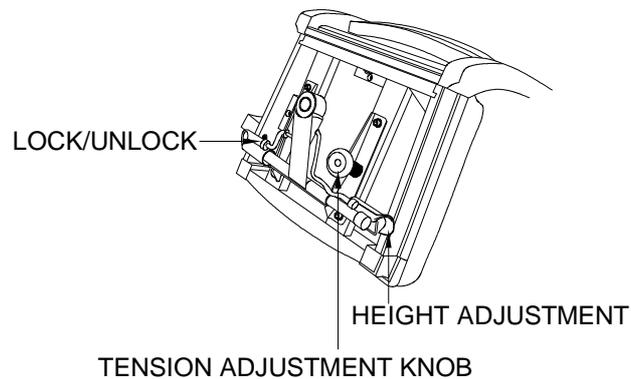
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### To Adjust

#### Height Adjustment:

To raise the seat height, remove weight from the seat and pull up on the Height Adjustment Leveler.

To lower the seat height, while seated pull up slowly on the Height Adjustment Leveler until the seat is at the desired height.



#### Seat Tilt Tension Adjustment:

To adjust the seat tilt tension, turn the Tension Adjustment Knob on the underside of the seat to the desired tension.

To lock tilt function, slide the Lock/Unlock Leveler in toward center of chair.

To unlock tilt function, pull Lock/Unlock Leveler outward.

**WARNING:** To avoid possible personal injury, ensure all screws are fully tightened before using the chair. Periodically check the screws and ensure that they remain fully tightened.

### Care and Maintenance

- Check and securely tighten all product parts (hinges, bolts, screws, etc.) before each use.
- Inspect the product for wear and tear, rust, or cracked, broken, unstable parts before each use. Do not use the product if it is damaged or if the parts show any signs of instability or abnormal wear.
- Inspect the seat and seat back. If they are not intact or are damaged, discontinue use of this product.
- Dust the upholstered part of the chair with a soft cloth. If the upholstery becomes soiled, use a leather cleaner (follow the instructions provided for the cleaner).
- Clean all non-upholstered parts of the chair with a soft cloth.