

ASSEMBLY INSTRUCTIONS

Please read all instructions carefully before assembly.

OFFICE CHAIR

Model : OCH-ROLCROSS

Version 1.0

Parts and Hardware

A

1pc
Backrest



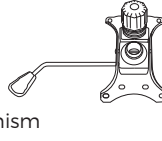
B

1pc
Cushion



C

1pc
Chair mechanism



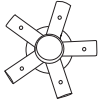
D

1pc
Gas-lift



E

1 set
Base rotary
bearings



F

5pcs
Leg



G

5pcs
Caster wheel



H

10pcs
M6x14mm



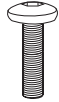
I

4pcs
M6x20mm



J

4pcs
M6x30mm



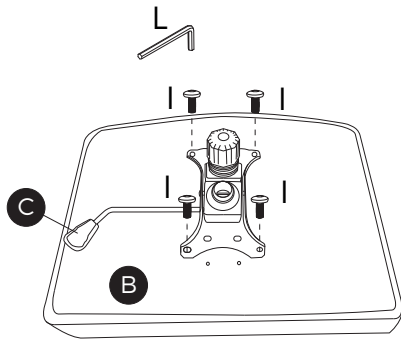
L

1pc
Allen key



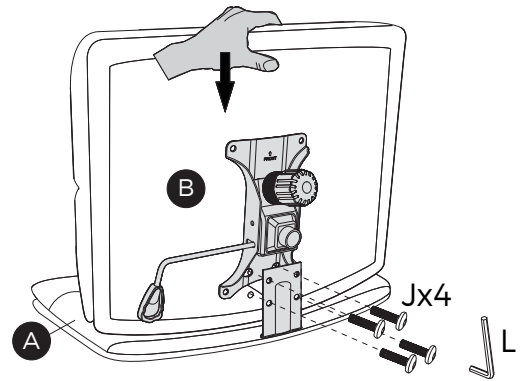
Note: Do not fully tighten the screws until all of them are aligned properly with the holes.

Step 1



Install the chair mechanism to the underside of the cushion.

Step 2

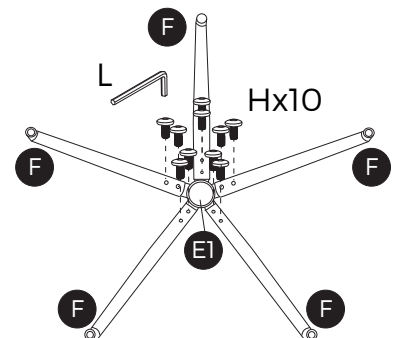
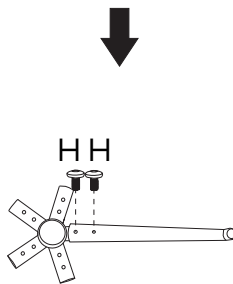
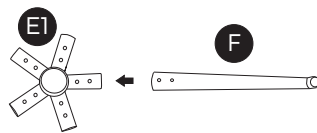
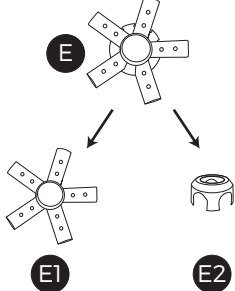


Align the bracket holes on the backrest A with the holes on cushion B. Then secure the assembly with screws J.

Step 3

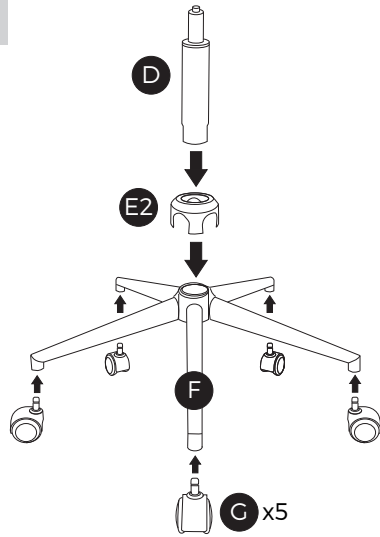
NOTE

Split E into E1 and E2



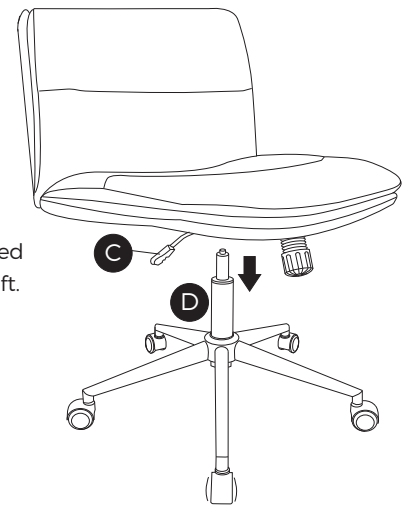
Attach the legs to each arm of the base rotary bearings with screws H as shown.

Step 4



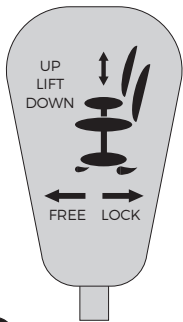
Attach the caster wheels to the base and then insert the gas-lift into the centre hole of the base.

Step 5



Insert the assembled seat into the gas-lift.

Functions Description



1

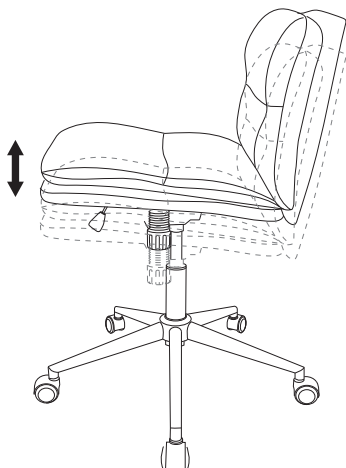
SEAT HEIGHT ADJUSTMENT

Increase height

Push up and hold the handle while you raise your body to allow the seat to rise. Once set, release the handle.

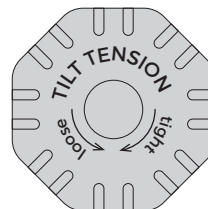
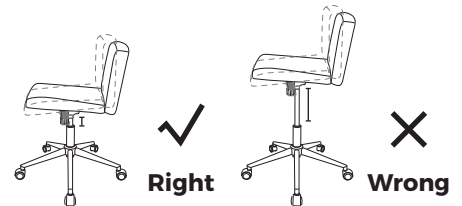
Lower height

Push up and hold the handle while seated on the chair to allow the seat to descend. Once set, release the handle.



! WARNING

When operating the rocking chair function, please ensure that the height of the chair must not be too high.



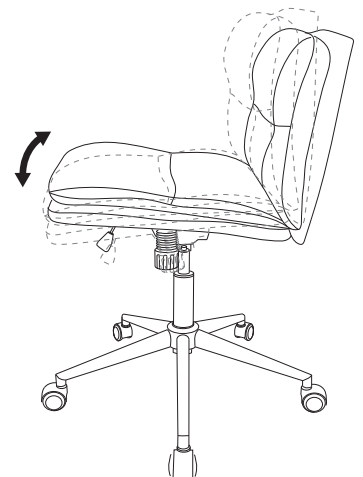
2

TILT ADJUSTMENT

To enable the chair to tilt, first set the handle in the chair mechanism to the "FREE" position. Then turn the knob to adjust the tilting range of the chair.

NOTE:

1. If the knob is fully tightened, the chair will not tilt.
2. Do not loosen the knob too much when adjusting the seat height of the chair to its highest position. This will ensure that the function works properly and to avoid any accidents.



CARE AND MAINTENANCE - FURNITURE

GENERAL

- Periodically check all screws, bolts and joints connections and tighten them if necessary.
- Periodically check for any damage and deteriorated parts and components and seek repairs or replacements if needed.
- Do not allow any liquids to remain on the furniture as this may cause stains and allow the liquid to be absorbed into the finishes and materials. In some cases, this may also cause warping and/or cracking of the materials and finishes. Use coasters and placemats for all food and beverages.
- Do not place hot items, such as dishes, pots and cups, directly on the furniture. Use coasters and placemats for all food and beverages.
- Keep sharp and pointed objects away from furniture to avoid damaging the surface and finish.
- Do not place the furniture near hot objects, heating vents or heating equipment.
- Do not place the furniture in moist areas, such as bathrooms, to avoid water damage.

CLEANING AND CARE

- Dust the furniture regularly using a soft cloth or microfibre duster to prevent dust build-up
- Only wipe and clean with a soft, damp cloth with a mild cleaning detergent.
- Do not use abrasive cleaning materials such as scouring pads and chemical cleaning solvents to avoid damage to finishes and paintwork.
- After using or cleaning a glass table top, wipe it completely dry as leaving the glass unattended when wet may leave water marks that cannot be removed easily.
- For upholstery, vacuum regularly with a soft, non-metallic brush to remove dust and grime and to prevent overall soiling. Follow manufacturer's instructions for spot cleaning.
- If removable, wash upholstery covers periodically. If machine washable, use a cold wash cycle.
- Do not use a dryer. Only air dry the upholstery covers.

ENVIRONMENTAL

- Do not expose the furniture (including outdoor furniture) to direct sunlight. Protect your outdoor furniture with weather-resistant covers, and have curtains and blinds to shield indoor furniture if direct sunlight is unavoidable.
- Bamboo, rattan as well as wood-based furniture are prone to damage and fade with prolonged exposure to extremely high or low humidity conditions. Do not place them in such extreme conditions.
- For outdoor bamboo/rattan furniture, do not place the furniture in shady or moist areas to prevent it from moulding. Bring the furniture indoors during the off season or covered it with weather-resistant covers.

HANDLING

- Do not drag, push or pull furniture when moving them. Lift them up to avoid damage to the furniture legs and scratches on floors.
- Do not sit or stand on the armrests or use the furniture as a stepping stool for safety reasons.
- Do not exceed the recommended weight capacities of the furniture specified.
- Do not use the furniture for any other purpose other than what is intended for.

STORAGE

- Store furniture in a clean, dry environment when not in use.
- If possible, disassemble furniture before storing to save space and prevent damage during transportation.

SPECIFIC CARE

- Engage professional upholstery cleaning services for deeper cleaning if required.
- For genuine leather, suede leather or synthetic leather upholstery, use an appropriate leather conditioner to maintain its suppleness and appearance and prevent drying and cracking. The conditioner also adds a thin protective layer on the leather surface to facilitate easier cleaning.
- If a furniture polish is used for wooden furniture, make sure that it is of low alcohol content.
- To prevent rattan from becoming dry and brittle, spray water on the underside of the furniture piece every six months and wipe down with a dry cloth to remove excess water.
- As an optional protection for bamboo furniture, apply a bamboo sealant/varnish on it for durable protection against scratches, water, UV rays and other weather elements.

CARE AND MAINTENANCE - UPHOLSTERY

CLEANING

- Dust the furniture regularly using a soft cloth or microfibre duster to prevent dust build-up
- Follow the manufacturer's recommendations strictly for cleaning the specific upholstery type.
- Only use cleaning products designed for upholstery and avoid all harsh or abrasive cleaning solvents.
- Vacuum regularly with a soft, non-metallic brush to remove dust and grime and to prevent overall soiling.
- If removable, wash upholstery covers periodically. If machine washable, use a cold wash cycle.
- Do not use a dryer. Only air dry the upholstery covers.
- Engage professional upholstery cleaning services for deeper cleaning if required.

SPILL AND STAINS

- Treat all stains right away. Clean the stains with water, upholstery shampoo or a suitable spot cleaner.
- Do not leave the stains to dry as it will make them harder to clean.
- Wipe up any excess liquid or solids and work from the edge of the stain inwards to avoid spreading.

POLYESTER UPHOLSTERY

- Use a soft-bristle brush to gently agitate the material and manually unbind dirt from the polyester. Then use a hand-held vacuum cleaner to remove the loose dirt and debris.
- Use lukewarm water, mild soap and a non-abrasive cloth to clean. Follow up by drying with a soft cloth, such as a microfibre cloth.
- If the polyester upholstery has a cleaning code label, use the appropriate cleaning solution to clean it. There are four types of cleaning codes on the label:

W	Liquid solvents can be used to clean this fabric.
S	Only dry-cleaning solutions can be used on this type of fabric.
S/W	Both liquid and dry solvents will work.
X	Only specialised cleaning by professionals.

- When using a cleaning product, test it on a small hidden part first to check that there are no adverse effects with the polyester fabric.
- Use a disinfecting surface cleaner to deodorize and sanitize the furniture as a final step. Choose a surface cleaner that does not have strong chemicals to effectively and safely disinfect the polyester upholstery. Let it air dry when done.

PU LEATHER UPHOLSTERY

- Vacuum regularly to prevent the buildup of dirt and dust on the fabric.
- Use an appropriate leather conditioner to add a thin protective layer on the leather surface to facilitate easier cleaning.
- Use lukewarm water, mild soap and a non-abrasive cloth to clean. Follow up by drying with a soft cloth, such as a microfibre cloth.
- Do not expose the leather furniture to direct sunlight or high heat to prevent leather cracking.
- Never use general household chemicals to clean leather.
- Be mindful of skin contact on leather as body sweat and oils can break down the top coat seal of leather surfaces.
- When using a leather cleaning product, test it on a small hidden part first to check that there is no adverse reaction with the leather.
- Do not use bleach to remove stains on leather as it will affect the structure of the leather fabric.

VELVET / SHERPA / BOUCLE UPHOLSTERY

- Vacuum regularly to prevent the buildup of dirt and dust on the fabric.
- After vacuuming, use a soft-bristle brush to gently brush the fabric to restore the plush appearance.
- Use lukewarm water, mild soap and a non-abrasive cloth to clean. Follow up by drying with a soft cloth, such as a microfibre cloth.
- Only air dry the fabric.
- Do not iron the fabric.
- Position the furniture away from direct sunlight or use curtains and blinds to protect it from excessive exposure.