



COSTWAY®



USER'S MANUAL OFFICE CHAIR HW67585

THIS INSTRUCTION BOOKLET CONTAINS IMPORTANT SAFETY INFORMATION. PLEASE READ AND KEEP FOR FUTURE REFERENCE.

Please give us a chance to make it right and do better!

Contact our friendly customer service department for help first.

Replacements for missing or damaged parts will be shipped ASAP!

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Contact Us!

Do NOT return this item.

Contact our friendly customer service department for help first.



Before You Start

- ♠ Please read all instructions carefully.
- A Retain instructions for future reference.
- ⚠ Separate and count all parts and hardware.
- $oldsymbol{\Lambda}$ Read through each step carefully and follow the proper order.
- Me recommend that, where possible, all items are assembled near to the area in which they will be placed in use, to avoid moving the product unnecessarily once assembled.
- Always place the product on a flat, steady and stable surface.
- Keep all small parts and packaging materials for this product away from babies and children as they potentially pose a serious choking hazard.



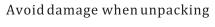
ASSEMBLY REMARKS

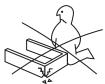
- 1. Please carefully confirm whether the parts are missing or damaged before assembly.
- 2. Please note that once installed, the gas lift is somewhat difficult to remove.
- 3. If you need to disassemble the chair in special circumstance, please use a plastic hammer to continuously hit the connection between the gas lift and other parts. Pay attention to safety when hitting to prevent parts from falling off and causing damage.

USAGE REMARKS

- 1. Please use soft cloth for cleaning.
- 2. Please avoid using it in places with excessive humidity or fireworks.
- 3. Please do not step on the chair or use it as a ladder .
- 4. Do NOT disassemble the gas lift.

Estimated Assembly Time: 30 minutes







- ① backrest*1 ② seat *1 ③ 1 right arm*1 ③ 2 left arm*1
- 4 mechanism*1 5 gas lift*1 6 base*1 7 casters*5

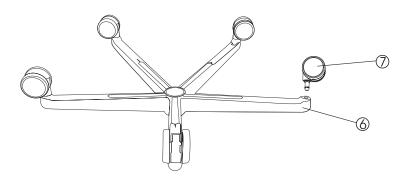


- B Hexagonal screws (M6*35)*2 (M6*25)*8 (M8*25)*3
 Hexagonal screws (M8*25)*3
- ① Allen key*1



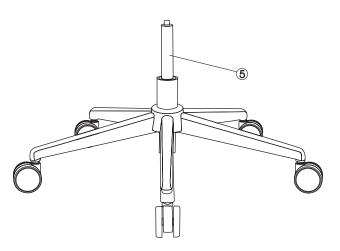
Step 1:

Turn the star base upside down, press the casters into holes at the end of each leg.



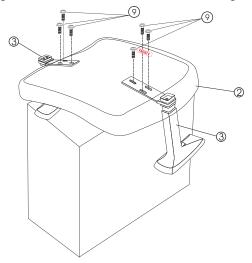
Step 2:

Turn the star base with casters upright and insert gas lift with telescoping cover into central hole of the star base.

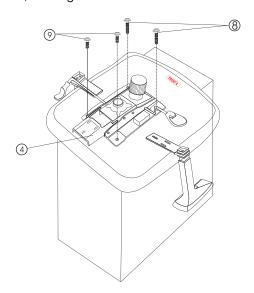


Step 3:

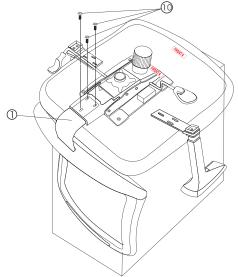
As the drawing shown, attach the arms to the bottom of the seat cushion by using hexagonal screws in the arm holes and tighten up.



Step 4: Place the mechanism on the bottom of the seat cushion by using hexagonal screws, and tighten the screws.



Step 5: As the figure shown, insert the backrest into the hole at the back of the mechanism by using the hexagonal screws and tighten up.



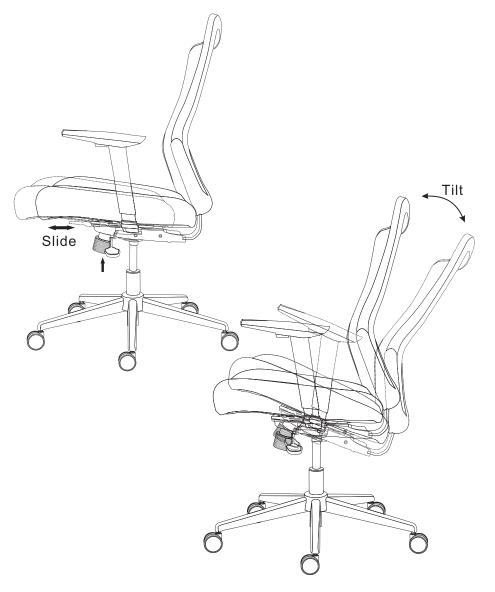
Step 6:
Turn the assembled chair upright and locate the central hole on the mechanism. Push down firmly over the gas lift with telescoping cover until it is securely connected.

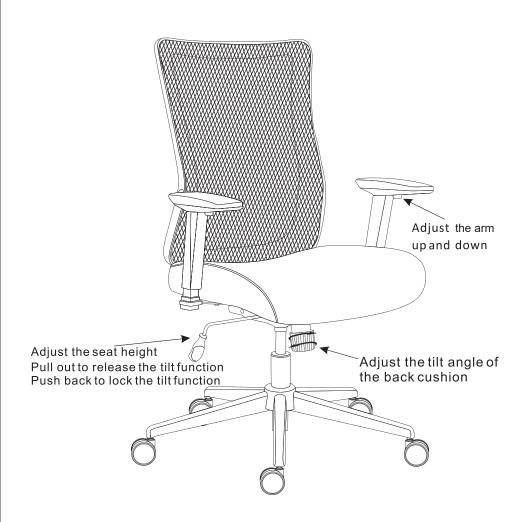


Step 7:

As shown in the figure above, the seat cushion can slide forward and backward.

As shown in the figure below, the back cushion can tilt and lock.





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We would like to extend our heartfelt thanks to all of our customers for taking time to assemble this product and giving us valuable feedbacks.



WARNING

FAILURE TO FOLLOW THESE WARNINGS COULD RESULT IN INJURY!

- Do not stand in this chair or use the chair as a step ladder.
- This chair is designed for one person to use at a time.
- This chair has been tested and approved for users weighing up to 275 lbs(125kg).
- This chair is NOT recommended for use by individuals weighing more than 275 lbs(125kg).
- Do not use this chair unless all bolts, screws and knobs are firmly secured.
- Check all bolts, screws and knobs every 90 days. Tighten if any are loose.
- If any parts are missing, broken, damaged or worn, stop using this chair until repairs are made and factory replacement parts are installed.
- This chair is sold with hard tread casters for use on carpeted areas. If you use your chair on a hard surface (or on a chair mat), soft tread casters should be purchased separately and installed instead of those provided.