



ASSEMBLY INSTRUCTION

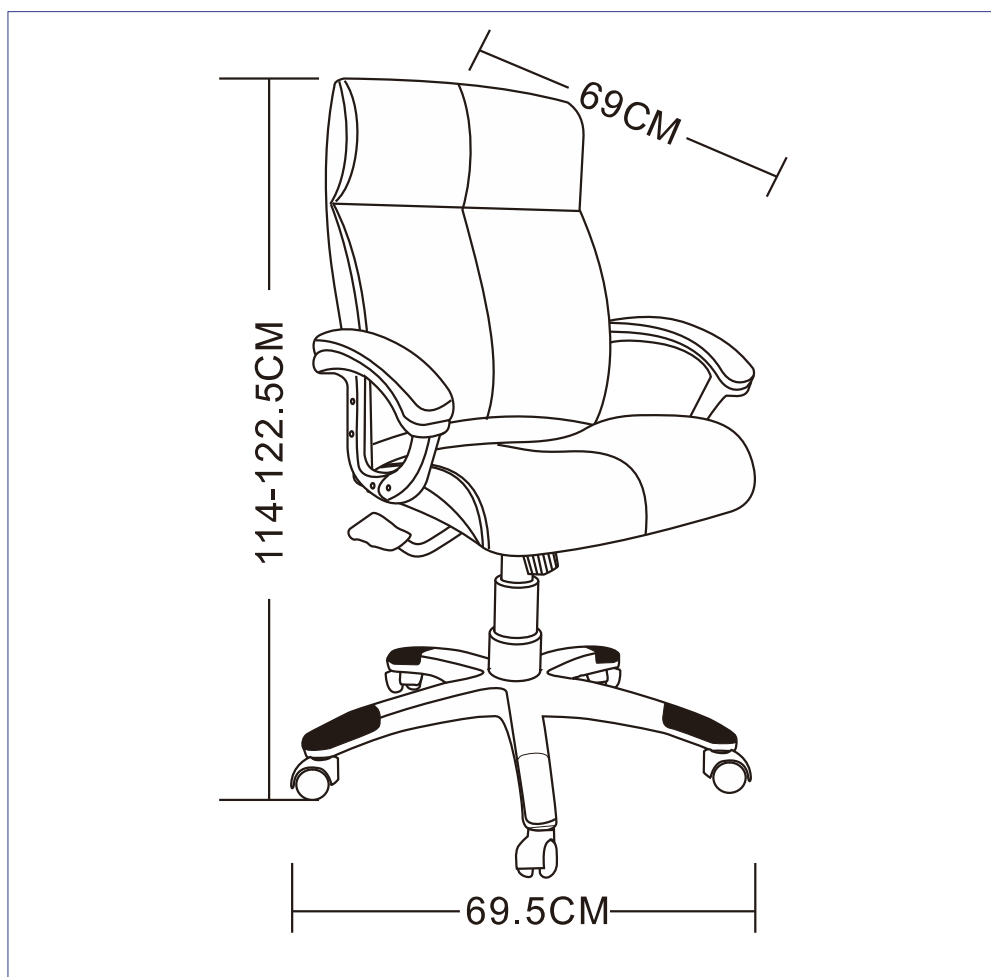
Helm Office Chair

ITEM CODE:62901

Imported by Amart Furniture Pty Ltd, Qld, Brisbane Australia.

For any assistance with assembly or for missing parts please phone

Amart Furniture Ewing Road, Customer Service Free call 1800 351 084



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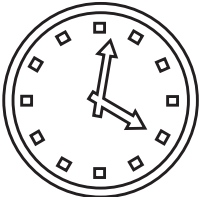

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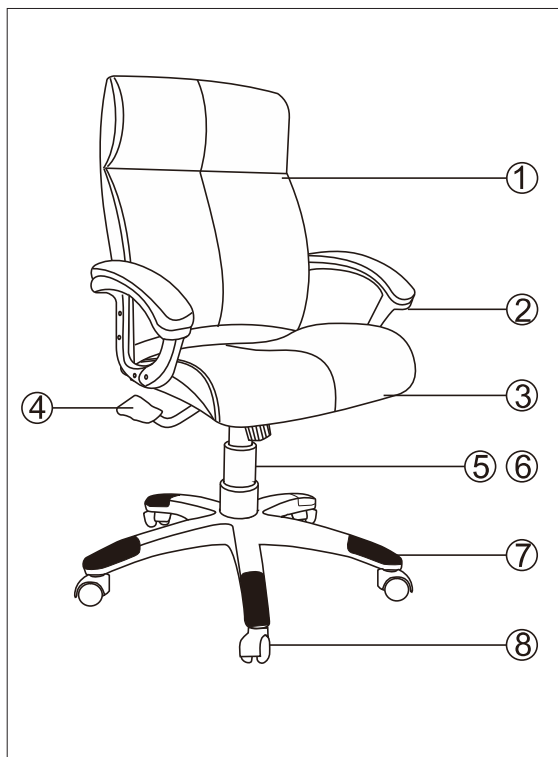
PRE-ASSEMBLY PREPARATION

Before you start :





1. Choose a clean, level, spacious assembly area. Avoid hard surfaces that may damage the product.
2. Take care when lifting. Product should be assembled as near as possible to the point of use.
3. Ensure that you have all required contents for complete assembly.
4. Always read the assembly instructions carefully before beginning assembly .
5. Keep all hardware parts and packaging out of reach of small children.
6. Do not over tighten the screws and bolts as this may damage the threads.

	
ALLOW 20 MINUTES	1 PEOPLE REQUIRED

PARTS LIST

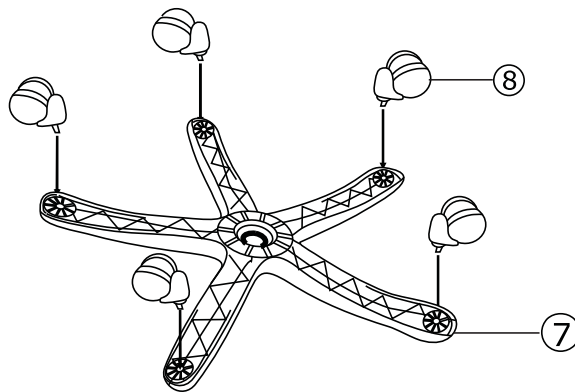


1	BACK
2	ARMREST (L)&(R)
3	SEAT
4	MECHANISM
5	GAS LIFT
6	GAS LIFT COVER
7	BASE
8	CASTOR

<div>A</div> <div><input type="checkbox"/></div> <div>bolt</div> <div></div> <div>M8x25mm 8xPCS</div>	<div>B</div> <div><input type="checkbox"/></div> <div>bolt</div> <div></div> <div>M6x18mm 4xPCS</div>	<div>C</div> <div><input type="checkbox"/></div> <div>rubber plug</div> <div></div> <div>Φ15mm 8XPCS</div>
<div>D</div> <div></div> <div>Allen Key 1pc</div>		

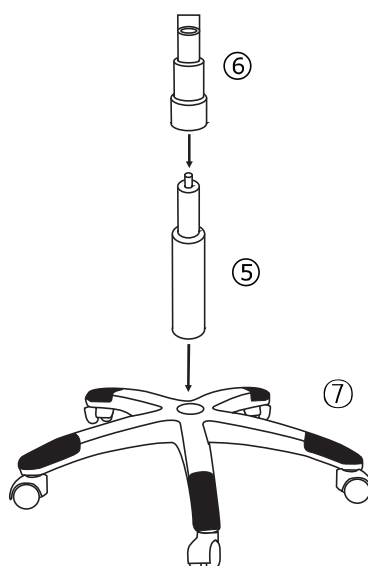
STEP 1:

Push castors ⑧ into place in wheel base ⑦. Turn and apply pressure at the same time to each castor until it slots into place.



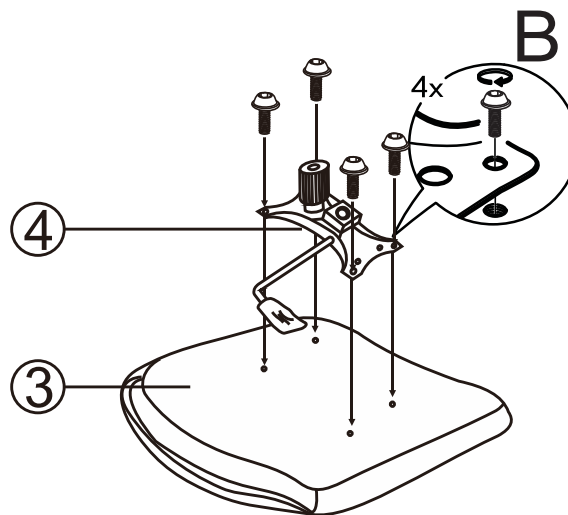
STEP 2:

Attach gas lift ⑤ to wheel base ⑦, as shown. Ensure part 5 is secure and unable to be removed. Remove gas lift cover ⑥ before assembly.



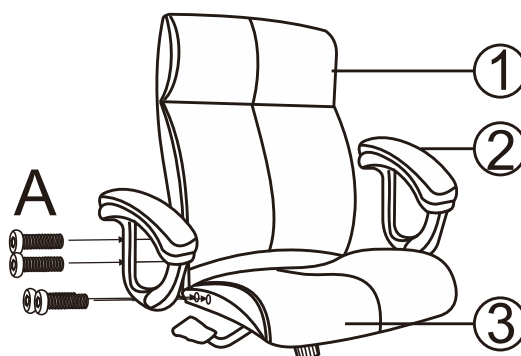
STEP 3:

Attach mechanism ④ to seat ③ using bolt B. Fasten by allen key.



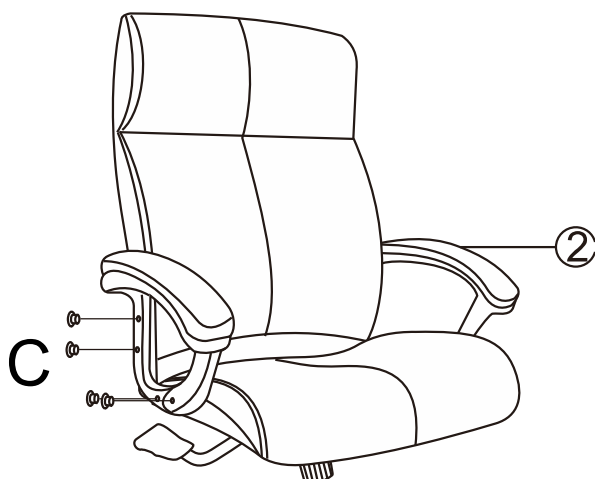
STEP 4:

Attach armrest ② to back ① and seat ③ using bolt A. Fasten by allen key.



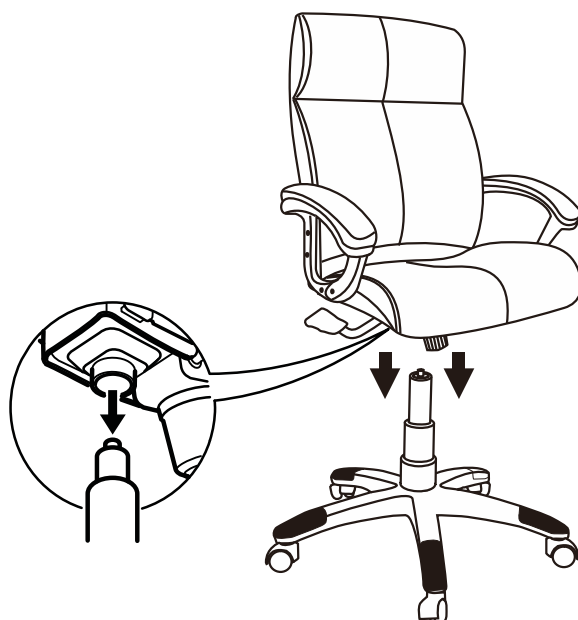
STEP 5:

Put rubber plug C to cover the bolt.

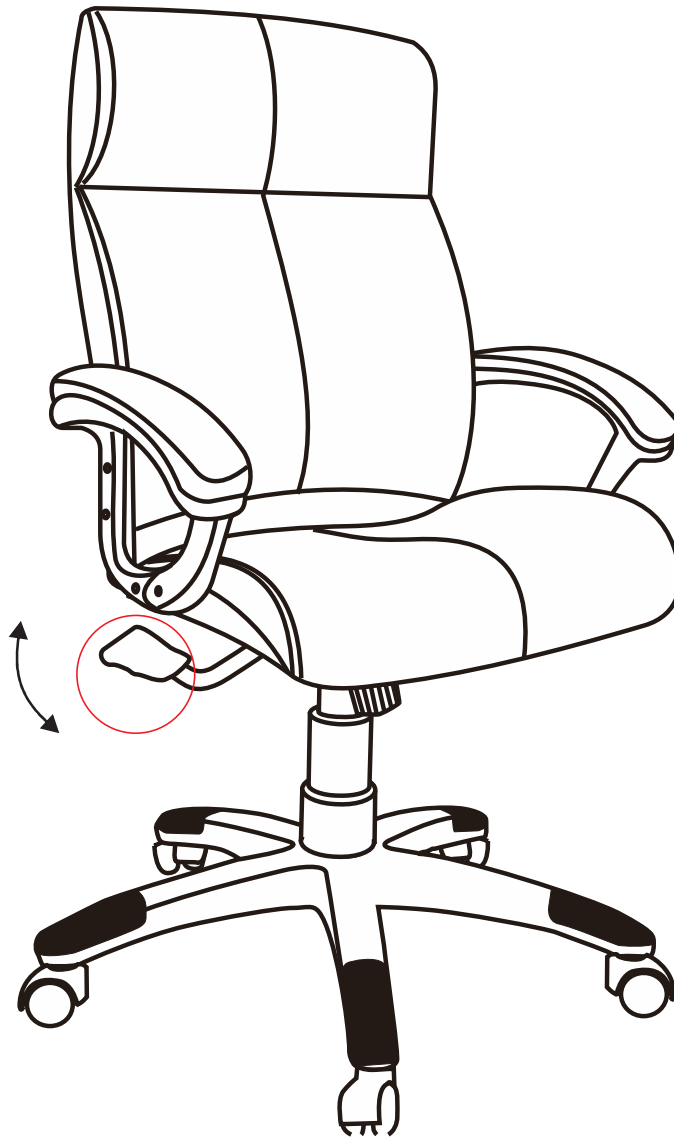


STEP 6:

Fix assembled chair seat to base, as shown. Please note: You may need sit carefully on the assembled chair and use your weight to lock the gas lift fully into place. Please note: the maximum recommended weight for this chair is 120kg.



Height Adjustment Instructions: To lower the height of the chair sit in chair and pull lever upwards. To increase height of chair remove yourself from chair and pull the lever upwards.



Tilt Adjustment instructions:

To use the tilt function on your chair, firstly turn the knob clockwise to activate. Then while sitting in the chair, pull the lever outwards to unlock the tilt function and slowly and carefully lean backwards to apply pressure to the backrest, your chair should now tilt back and forth freely. Please note: the further you turn the knob clockwise, the more tilt the chair will achieve. The further you turn the knob anti-clockwise, the less tilt the chair will achieve. To lock the tilt function, apply no pressure to the backrest so you are in the standard upright position. Then push the lever back inwards towards the chair. The chair should now be locked in the upright position and pressure to the backrest should not make the chair swing back.

**IMPORTANT NOTE:**

BEFORE FINALLY TIGHTENING THE BOLTS, PLACE THE ASSEMBLED CHAIR UPRIGHT ON A LEVEL SURFACE AND SIT CAREFULLY ON THE CHAIR TO ENSURE THE CHAIR LEGS ARE ALIGNED AND LEVEL. THEN TIGHTEN ALL BOLTS AND YOUR CHAIR IS READY TO USE.

STEP 7:

Assembly is complete



CAUTION:

DO NOT

- **USE CHAIR/ STOOL AS A LADDER**
- **CLIMB ON THE CHAIR/STOOL**
- **STAND ON THE FOOT REST OF THE CHAIR, AS THIS COULD LEAD TO THE STOOL BECOMING UNBALANCED AND OVERTURNING.**

GENERAL PRODUCT CARE



When necessary brush or vacuum away dust and grit. Wipe over with a soft, clean, colourfast cloth

FOR SPOTS AND SPILLS:

- Wipe excess liquid up immediately with an absorbent cloth or sponge

FOR OVERALL CLEANING:

- We recommend cleaning every 3-4 months with leather cleaner followed by applications of leather protector
- Always follow directions on packs

NOTES:

- Accumulation of perspiration and body oils on arm pads, headrests, etc. may damage your leather. These areas may require more frequent cleaning
- Leather is not recommended for users on frequent medication. Particularly heart, blood pressure, diabetes or chemotherapy medication. This medication can seep through the skin and when combined with perspiration, attacks the protective polyurethane coating of the leather
- Leather is a natural product and any stress may result in tears. Additionally when stretched the leather might not completely return to its original shape. Therefore when leather is used more intensively it may become loose over time
- If cushions are sewn to the frame, any pulling or tugging might result in a tear. Please avoid any leaning, sitting or reaching over the back/arms of the sofa
- To keep your cushions looking fluffy and new, use seating evenly
- Leather is not resistant to animals. Allowing pets on your leather is not recommended. Their claws and jaws may scratch the covers, which can lead to expensive repair. Their saliva is acidic and may also harm the leather finish

DO NOT:

- Dry clean or machine wash
- Expose leather to direct sunlight, intensive heat, weather or soak unnecessarily. Always avoid excessive hard rubbing
- Use saddle soap, detergents, solvents, abrasives, unidentified leather cleaners, suede cleaners or any products containing silicon or solvents
- Use silicone based leather care products. These can damage the coating over time. Any leather care product with an oily or greasy feel should be avoided
- Expose leather to new clothing, cushions or throws as this may lead to dye transfer and permanent staining. Ensure these items are colourfast before placing them on the leather