



**Executive Chair**

**Assembly Instructions**

**Model 49347**



# PARTS

(A)



**Casters**

Quantity: 5

(B)



**Star Base**

Quantity: 1

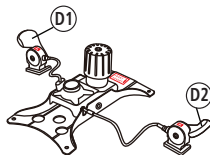
(C)



**Gas Lift with Telescoping Cover**

Quantity: 1

(D)



**Seat Plate**

Quantity: 1

(E1)



**Right Arm**

Quantity: 1

(E2)



**Left Arm**

Quantity: 1

(F)



**Seat Cushion**

Quantity: 1

(G)



**Back Cushion**

Quantity: 1

(H)



**1" Screws**

Quantity: 2

(I)



**1-1/2" Screws**

Quantity: 2

(J)



**1-1/4" Screws**

Quantity: 4

(K)



**1-1/2" Screws with Spring Washers**

Quantity: 4

(L1)

(L2)



**Arm Inserts**

Quantity: 2

(M1)

(M2)



**Arm Inserts**

Quantity: 2

(N)



**Allen Key M5**

Quantity: 1

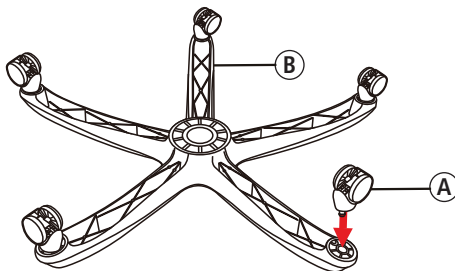
## Chair Assembly Instructions

Carefully unpack all parts and identify them against the parts list before attempting to assemble. To avoid scratching the components, assemble the chair on a protected surface.

**Note:** The casters sold with this chair are intended for use on carpet and not recommended for use on tile or hard wood floors. Using these casters on tile or wood flooring may cause floor surface damage, so please consider purchasing a chairmat to protect your floor surfaces.

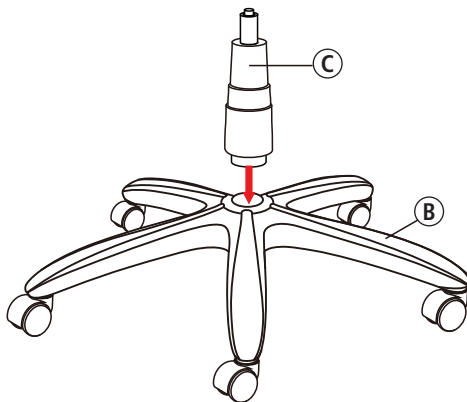
### Step 1

Place the Star Base (B) upside down and insert 5 Casters (A) into the holes on the Star Base (B).



### Step 2

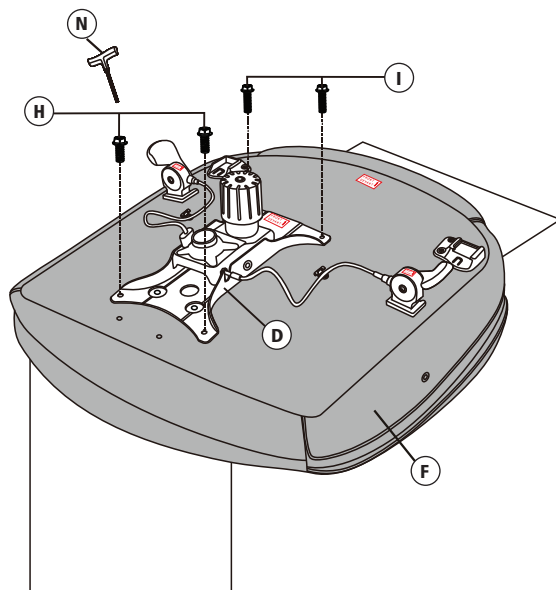
Turn the Star Base (B) over and insert the Gas Lift with Telescoping Cover (C) through the center hole on top of Star Base (B).



### Step 3

Attach Seat Plate (D) to the bottom of the Seat Cushion (F) (with the front of the seat plate facing the front of seat cushion). Attach by using 1-1/2" Screws (I) for the front holes of the Seat Plate (D) and 1" Screws (H) for the rear holes of the Seat Plate (D) and tighten screws.

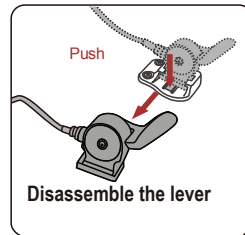
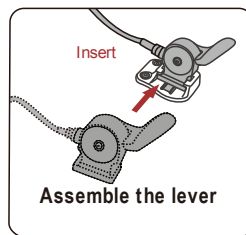
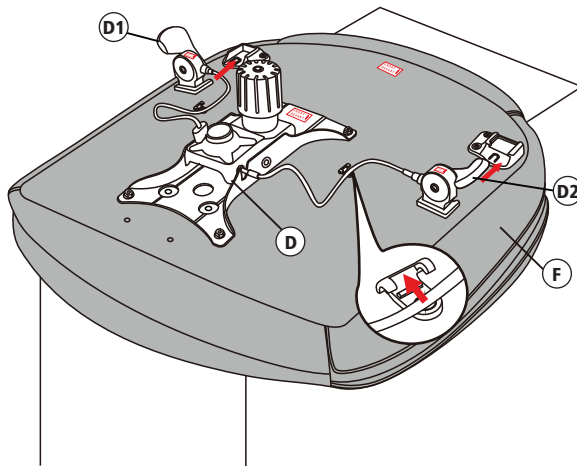
\*Note: Tighten the screws completely.



#### Step 4

Insert Levers (D1 & D2) of Seat Plate (D) to the pre-attached cable lever receivers on the underside of Seat Cushion (F). Push down the key on the receivers to pull out the levers.

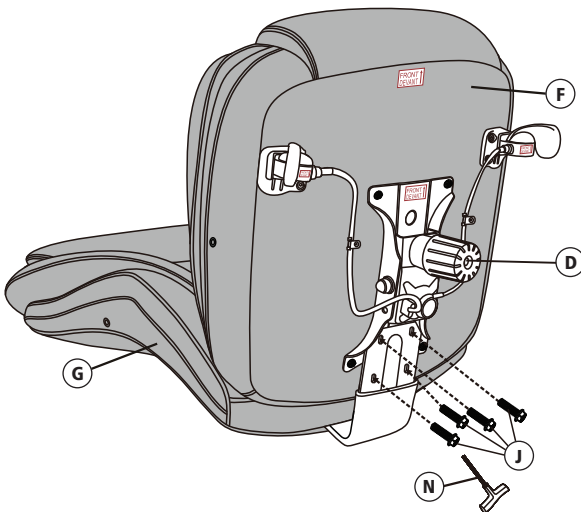
\*Note: Fix the cable for the seat plate into the plastic clips attached to the bottom of the seat cushion.



### Step 5

Attach the Back Cushion (G) to the Seat Cushion (F) by positioning the back support plate over the Seat Plate (D) with 1-1/4" Screws (J).

\*Note: Do not tighten the screws completely.

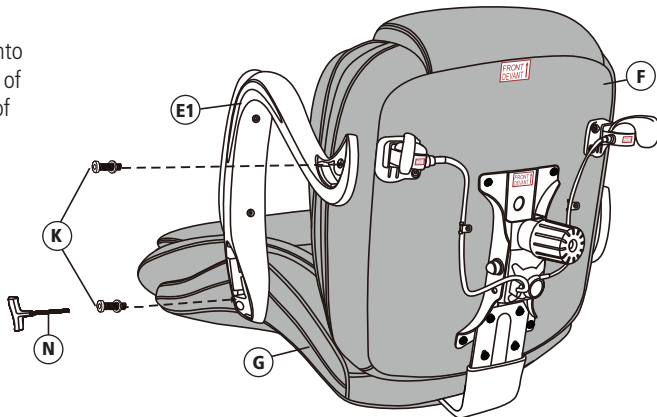


### Step 6

Insert 1-1/2" Screws with Spring Washers (K) into arm holes attaching Arms (E1 & E2) (with front of arms facing the front of seat cushion) to sides of Seat Cushion (F) and Back Cushion (G).

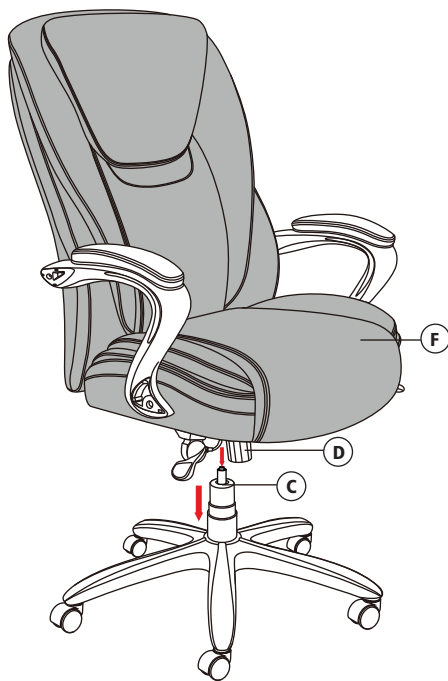
\*Note: Tighten all the screws completely.

Remember to tighten the back support plate screws.



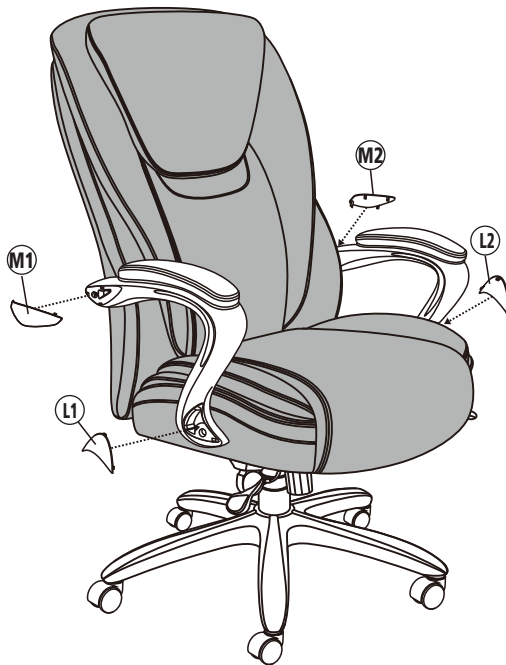
### Step 7

Position the assembled chair upright with the seat plate facing down. Insert the Gas Lift with Telescoping Cover (C) into the center hole of the Seat Plate (D).



### Step 8

Place the Arm Inserts (L1 & L2, M1 & M2) into arm grooves once all screws have been tightened.



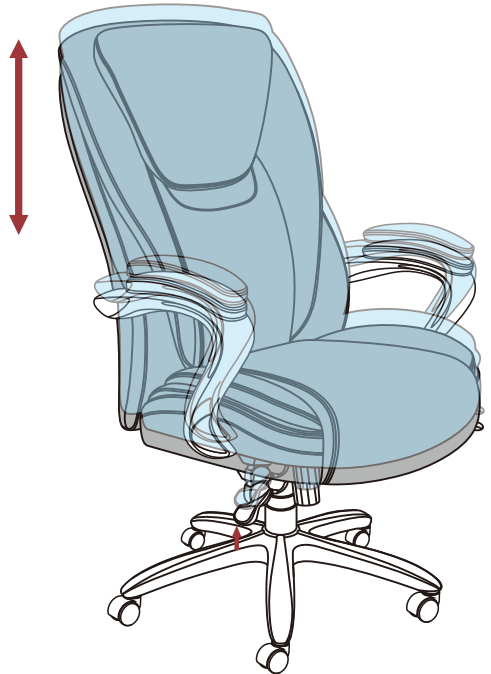


## Operating Instructions

### Function Instruction - 1

#### To Adjust Seat Height:

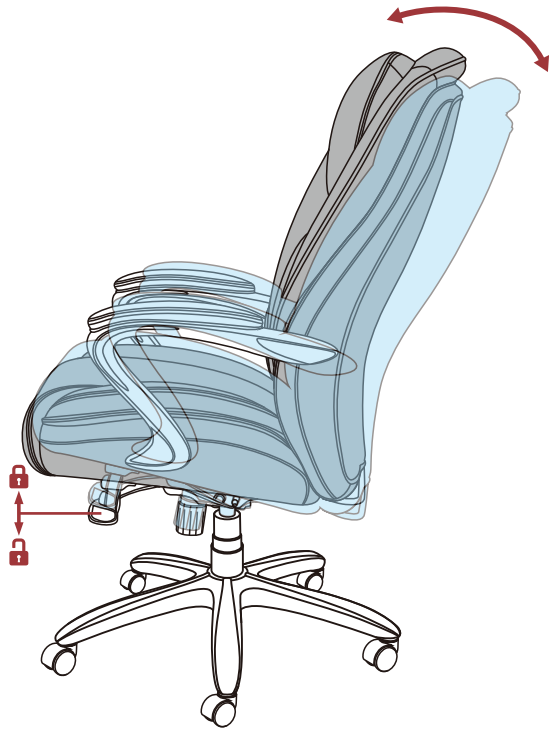
While seated, lean forward and reach under the right side of the chair to find the lever. Lift the lever and raise your body up slightly to allow the chair to rise to the desired height. Once desired height is reached, release lever to lock chair at desired height. To lower the seat, lift the lever while seated. The chair will descend until the lever is released or the chair reaches the bottom position.



## Function Instruction - 2

### To Operate Tilt Lockout:

While seated, reach under the left side of the chair to find the lever. Push down the lever and lean back to allow the chair to tilt backwards. To lock the chair in the upright or vertical position, sit upright and pull the lever to the up position.



### **Function Instruction - 3**

#### **To Adjust Tension On The Tilt:**

Reach under the front center of the chair, grasp the round knob (R) and turn it counter- clockwise to stiffen the tilt mechanism for a heavier user. Turn the knob (R) clockwise to loosen the tilt mechanism for a lighter user. Rotate the knob (R) until the desired resistance is reached.



**Attention:**

1. Do not stand on the seat cushion.
2. For indoor use only.
3. Please do not expose to direct sunlight.
4. Please do not place this product near sources of excessive heat.
5. Please avoid use of sharp objects on or near this product.
6. Clean spills / marks immediately, as stains are harder to remove when they are left unattended.
7. For persistent stains and overall cleaning, contact a professional upholstery cleaning company.

## **Limited Warranty**

Huali Trading seating products are warranted against defects in material and workmanship while owned by the “Original Purchaser”. The term “Original Purchaser” is defined as that party or entity which purchases Huali Trading furniture from an authorized Huali Trading retailer as shown by the original sales receipt. This warranty does not apply to “as is” or previously owned seating products.

Huali Trading warrants its products to be free from defects in materials and workmanship (normal wear and tear, fading and stretching excepted), for 5 years from the date of purchase, except as provided below under the limited warranty.

The exceptions or exclusions to this warranty are as follows:

1. Upholstery material and foam cushion material is warranted against defects in material and workmanship for a period of 1 year, beginning on the date of purchase as shown on the original sales receipt.
2. Any warranty claim that is submitted after the limited warranty period, or without proper proof of purchase will not include the cost of parts, labour, or delivery.
3. This warranty shall not apply to Huali Trading products which have been subjected to misuse, neglect, alteration, modification or attachments, either caused by the original purchase, shipping, storage, accident, fire, flood or acts of God.

In the event of a defect in material or workmanship covered by this warranty, Huali Trading will repair or replace, at their discretion, without charge the warranted furniture within a reasonable amount of time. We reserve the right to require damaged parts to be returned to us upon request. Natural markings such as scars, brands, grain variations, wrinkles, colour variations, etc. will be considered normal characteristics and not construed as defects. We cannot warrant upholstery against scratching or scuffing, as all upholstery is subject to blemishes with use.

For claims or questions converting this warranty, please contact Huali Trading Customer Service department through email on [services@hualitrading.com.au](mailto:services@hualitrading.com.au) or the retailer the seating product was purchased from.

Huali Trading’s sole obligation and the users exclusive remedy under this warranty shall be limited to the repair, credit (only applies to distributors) or replacement at Huali Trading’s sole discretion and cost, of product or components under the **“COMPETITION AND CONSUMER ACT 2010”**.

*Our goods come with guarantees that cannot be excluded under the Australian Consumer Law. You are entitled to a replacement or refund for a major failure and for compensation for any other reasonably foreseeable loss or damage. You are also entitled to have the goods repaired or replaced if the goods fail to be of acceptable quality and the failure does not amount to a major failure”.*

All warranties are limited to the original purchaser for normal use which is defined as a standard work week of forty hours by a person weighing less than 181.5kg.