

ASSEMBLY GUIDE

Congratulations! You are now the owner of a brand new YINGTOO chair!

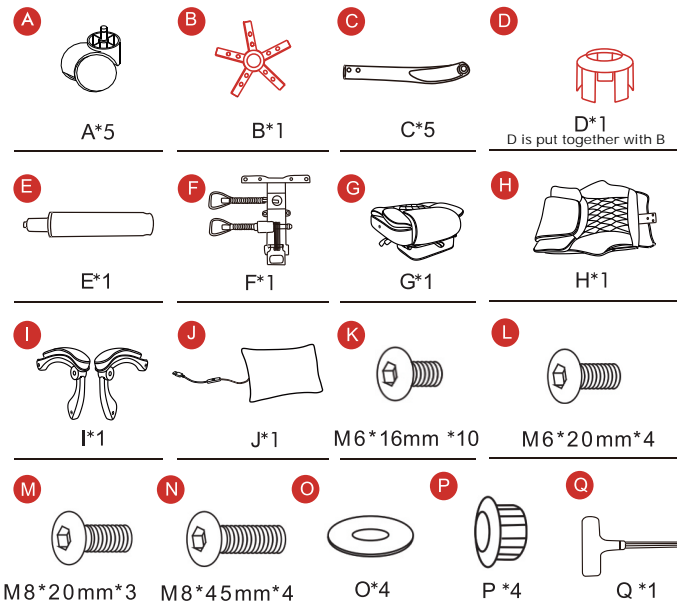
Before enjoying the comfortable chair, you have to put it together. This assembly guide will take you through the basic assembly process. To make sure your assembly goes smoothly, please follow the assembly instructions, *especially the important safety information.*

It is possible to assemble the chair by your own, while *having a second person to help you makes it much easier.*

Firstly, please check if there are any missing parts in the package you receive before start. If there be any issues, please don't hesitate to drop us an email and we'll help you out ASAP.



PACKAGE LIST



ASSEMBLY INSTRUCTION

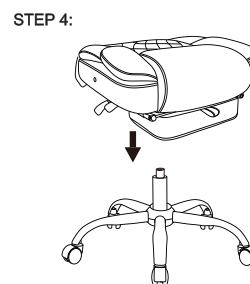
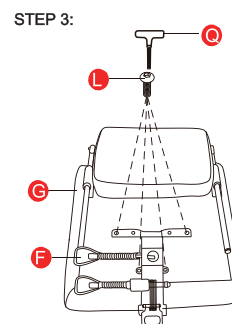
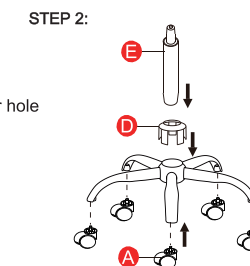
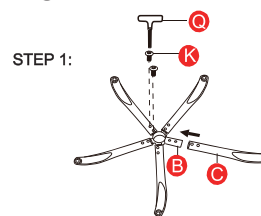
Step 1: Attach the Star Base(B) and five Base Legs(C) with Ten Bolts M6*16mm(K), using the wrench(Q).

Note : Parts B and D are initially put together, you need to separate them first and then assemble parts B and C .

Step 2: Turn the Star Base upside down, then press the Casters(A) into the holes at the end of each base leg, insert the Lift(E) with cover(D) into the center hole of the Star Base.

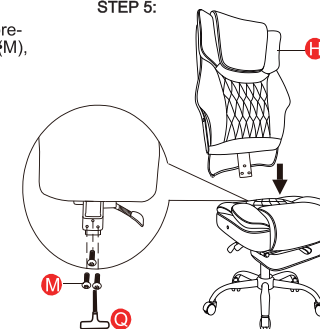
Step 3: Align the Seat Plate(F) over the pre-drilled holes underneath the Seat Cushion, make sure that the front of the seat plate is facing the front of the Seat Cushion. Attach the Seat Plate(F) to the Seat Cushion(G) using Four Bolts M6*20 mm (L), tighten all the bolts with the Wrench(Q), being careful not to miss-thread the bolts or damaged the seat.

Step 4: Turn the Seat Cushion upright and align the center hole of the Seat Plate (F) over the lift, then push the Seat Cushion(G) down onto the lift firmly until the connection is secure.



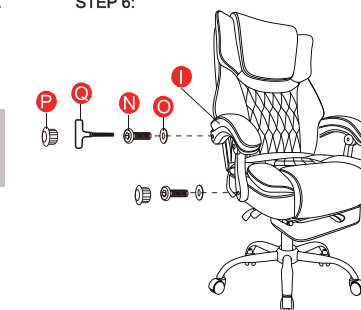
Step 5: Attach Seat Cushion and Back Cushion, align the Steel Plate over the pre-drilled holes with Three Bolts M8*20mm(M), tighten all the bolts with the wrench(Q).

STEP 5:



Step 6: Attach the Arms(I) to the Seat Cushion(G) and Back Cushion(H) with Four Bolts M8*45mm(N) and Four Spacers(O), using the Wrench(Q).

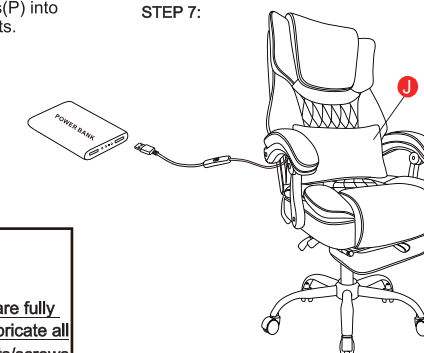
STEP 6:



Note : Arm rests are labeled with an " L " (left) or " R " (right) to show which sides they should be placed on

Step 7: Press the Plastic Caps(P) into the Arms holes to cover the bolts.

STEP 7:



CAUTION:

Make sure all bolts and screws are fully tightened before using chair. Lubricate all moving parts and tighten all bolts/screws every 6 month or whenever needed.

Before you get started, a few pointers:



Having a friend to help makes assembly extra-easy



Mind the important safety information



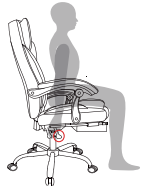
Contact us if you have any issues



service@yingtoo.vip

INSTRUCTIONS FOR USE

1. Seat Height: Paddle-shaped lever on the right side



- To raise:**
While taking your weight off chair, lift lever up.
- To lower:**
While seated, lift lever up.

* At the proper height, your feet should rest flat on the floor.

2. Operating the tilt lockout



To let your chair tilt back, pull the control handle out.

To stop your chair from tilting, sit forward, then push the control handle in.

* At the proper height, your feet should rest flat on the floor.

3. Backrest Recline



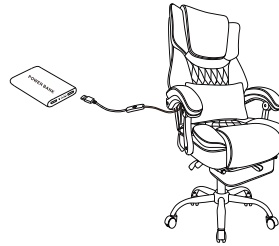
Pull the lever FULLY and lean back slowly until desired angle is achieved, then slowly return the lever to its starting position. Ensure the lever locks back in place.

4. Relax with footrest



Pull out the pole of the footrest, and turn the footrest to the front.

5. Detachable Back Cushion with Massage



The detachable massage back cushion can effectively relieve pressure from the lumber region.

SAFETY AND MAINTENANCE

- Do not stand on the chair, Do not use the chair as stepladder.
- Use this product for seating one person at a time.
- Do not use the chair unless all bolts and screws are firmly secured.
- Avoid contact with sharp objects to prevent puncturing the fabric.
- Every 6 months, check all bolts and screws to ensure they are tight.
- To clean, spot clean only using a damp towel and mild cleaner, first test on a small, obscure area of fabric.
- Chair weight limit not to exceed 300 lbs.

SAFETY INFORMATION



LIMITED WARRANTY

YINGTOO promises to repair or replace an YINGTOO chair that is found to be defective in material or workmanship within one (1) year from the date of original purchase so long as you, the original purchaser, still owns it. This is your sole and exclusive remedy. This warranty is subject to the provisions below.

EXCLUSIONS:

This warranty does not apply and no other warranty applies to:

- Normal wear and tear, which are to be expected over the course of ownership.
- Misuse, abuse or excessive use of the product.
- Modifications or attachments to the product that are not approved by YINGTOO.
- Products that were not installed, used, or maintained in accordance with product instructions and warnings.
- Products used for rental or commercial purposes.
- Damage caused by the carrier in-transit is handled under separate terms.

Seating Usage: Normal use for seating is identified as the equivalent of a single shift, forty- (40) hour workweek. To the extent that a seating product is used in a manner exceeding this, the applicable warranty period will be reduced in a pro-rata manner.

Some retailers might have custom models imported direct from the factory and therefore are not supported by our local service team because we don't have the correct parts, please contact your retailer directly for support. If you have any questions about that we will be happy to assist and identify those items.

RETURN POLICY:

We adopt a 30 days return policy which means that all products purchased on this website may be returned to us within the timeframe. You need to contact us within 30 days after the product(s) came into your possession and the product(s) must be returned to us without any undue delays.

Returned products must be returned in the same condition as they were sent and they must be sent in its original packaging.

If the product is not faulty, (i.e. if you changed your mind or if you are unhappy with the product for some other reason), the cost of shipping will fall on you. And it is your responsibility that the package arrives safely to us so we recommend that you use a courier service where it is possible to track the shipment.

If the product is faulty when you receive it please contact us and we will help you out.

We reserve the right to give a partial refund in cases when the product(s) is not in an unused condition, is damaged or have missing parts not due to our error.

HOW RETURNS WORK:

Contact us through the contact form on our website and attach the invoice to the message as a proof of purchase. And please also write the reason for return.

We will then get back to you as soon as possible with information on where to send the product(s).

As soon as we have received the product(s) and made an inspection we will inform you of our decision.

If a refund is approved we will automatically credit the purchase to your credit card or original method of payment.

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