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INTRODUCTION

Thank you for choosing the Topstar 8060KBC0 Wellpoint 30 Office Chair. This manual provides essential information for the safe assembly, operation, and maintenance of your new office chair. Please read these instructions carefully before use and retain them for future reference.

SAFETY INSTRUCTIONS

- Ensure all components are present and undamaged before assembly. Do not use if any parts are missing or broken.
- Assemble the chair on a soft, clean surface to prevent scratches.
- Follow the assembly steps precisely. Do not overtighten screws.
- Regularly check all screws and connections to ensure they remain tight.
- Do not stand on the chair or use it as a ladder.
- Avoid sudden movements or leaning excessively, which could cause the chair to tip over.
- Keep children and pets away from the chair during assembly.
- The casters provided are designed for carpeted floors. If using on hard floors, replace them with appropriate hard floor casters (11mm pins required).

PACKAGE CONTENTS

Before beginning assembly, verify that all the following components are included in your package:

- Backrest
- Seat
- Armrests (2)
- Gas Spring

- Five-star Base
- Casters (5)
- Assembly Hardware (screws, washers, Allen key)

SETUP AND ASSEMBLY

Assembly typically takes about 20 minutes. Follow these steps carefully:

1. **Attach Casters to the Base:** Insert the five casters into the openings at the end of each leg of the five-star base. Push firmly until they click into place.
2. **Insert Gas Spring:** Place the gas spring into the central hole of the assembled five-star base.
3. **Attach Armrests and Backrest to Seat:** Position the seat upside down. Secure the armrests to the sides of the seat using the provided screws. Then, attach the backrest to the seat assembly, also using the appropriate screws. Ensure all connections are firm but do not overtighten.
4. **Connect Seat Assembly to Gas Spring:** Carefully place the assembled seat and backrest onto the gas spring, ensuring the central mechanism aligns with the top of the gas spring. The chair should then be able to rotate freely.



Image: Fully assembled Topstar 8060KBC0 Wellpoint 30 Office Chair, showing its overall dimensions: 116 cm height, 50 cm width, and 45 cm depth. The chair features black fabric upholstery, adjustable armrests, and a five-star base with casters.

OPERATING INSTRUCTIONS (ADJUSTMENTS)

The Wellpoint 30 office chair offers several adjustment options to customize your seating experience:

- **Seat Height Adjustment:** To raise the seat, lift the lever located under the right side of the seat while taking your weight off the chair. To lower the seat, lift the lever while seated. Release the lever at the desired height. This is controlled by the gas spring mechanism.

- **Backrest Height Adjustment:** The high backrest features progressive height adjustment. Locate the adjustment mechanism on the back of the chair and adjust to your preferred lumbar support position.
- **Synchronous Mechanism with Weight Adjustment:** This chair features a synchronous mechanism that allows the seat and backrest to move together. Adjust the tension knob (usually located under the front of the seat) to match your body weight, allowing for comfortable reclining. The mechanism can be progressively locked in multiple positions by using the lever on the left side of the seat.
- **Armrest Adjustment:** The "K2" armrests are height-adjustable. Press the button or lift the lever on the side of each armrest to raise or lower them. Release to lock at the desired height. The armrest pads can also be adjusted for orientation.

MAINTENANCE

- **Cleaning:** For the 100% polyester fabric upholstery, use a damp cloth with mild soap for general cleaning. Avoid harsh chemicals or abrasive cleaners. For deeper cleaning, consult a professional upholstery cleaner.
- **Casters:** Periodically clean the casters to remove hair, dust, and debris that can hinder smooth movement.
- **Hardware:** Every 6 months, check all screws and bolts to ensure they are securely tightened. Retighten if necessary to maintain stability and safety.
- **Gas Spring:** The gas spring is a sealed unit and requires no maintenance. If the height adjustment mechanism fails, contact customer support.

TROUBLESHOOTING

Problem	Possible Cause	Solution
Chair does not adjust height	Gas spring malfunction or lever not engaged.	Ensure the height adjustment lever is fully engaged. If the issue persists, the gas spring may need replacement. Contact support.
Chair is wobbly or unstable	Loose screws or improper assembly.	Check and tighten all assembly screws, especially those connecting the seat, backrest, and armrests. Ensure the gas spring is properly seated in the base.
Casters do not roll smoothly	Debris caught in casters or incorrect caster type for floor.	Remove any hair or debris from the caster wheels. If using on hard floors, consider replacing the carpet casters with hard floor casters (11mm pins).
Squeaking noises	Loose connections or friction between parts.	Tighten all screws. Apply a small amount of silicone lubricant to moving parts or pivot points if necessary, avoiding the gas spring.

SPECIFICATIONS

Brand: Topstar

Model Number: 8060KBC0

Color: Black

Dimensions (L x W x H): 45 x 50 x 116 cm

Item Weight: 15 Kilograms

Material: Fabric (100% Polyester), Polyamide Frame

Features: Armrest, Height Adjustable, Rolling, Swivel, Upholstered

Recommended Use: Office

Certifications: GS Certified

WARRANTY AND SUPPORT

The Topstar 8060KBC0 Wellpoint 30 Office Chair comes with a **3-year warranty** from the date of purchase. This warranty covers manufacturing defects and material faults under normal use. Please retain your proof of purchase for warranty claims.

For technical support, spare parts, or warranty inquiries, please contact your retailer or the official Topstar customer service. Refer to the contact information provided with your purchase documentation.