

Topstar OP290UG20

Topstar OP290UG20 Open Point SY Deluxe Office Chair User Manual

Model: OP290UG20

1. INTRODUCTION

Thank you for choosing the Topstar OP290UG20 Open Point SY Deluxe 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.

2. SAFETY INFORMATION

- **Maximum User Weight:** Do not exceed a maximum user weight of 110 kg (approximately 242 lbs). Exceeding this limit may cause damage to the chair or lead to injury.
- **Recommended Usage:** The recommended maximum daily usage duration is 8 hours. Prolonged use beyond this period may affect the chair's longevity and user comfort.
- **Assembly:** Ensure all components are correctly assembled and tightened before use. Refer to the assembly instructions.
- **Stability:** Always sit centrally on the seat. Avoid standing on the chair or using it as a step stool.
- **Maintenance:** Regularly check all screws and connections for tightness. Tighten if necessary.
- **Children:** Keep children away from the chair during assembly. This product is not a toy.

3. PACKAGE CONTENTS

Before beginning assembly, please ensure all parts are present and undamaged. If any parts are missing or damaged, contact customer support.

- Seat unit with integrated controls
- Backrest (mesh design)
- Height-adjustable "U2" armrests (2 units)

- Chromed steel base (star base)
- Safety casters for carpets (5 units)
- Gas lift cylinder
- Assembly hardware and tools (if provided)
- User Manual

4. ASSEMBLY INSTRUCTIONS

Follow these steps to assemble your Topstar office chair. It is recommended to assemble the chair on a soft, clean surface to prevent scratches.

1. **Attach Casters to Base:** Insert the five safety casters into the openings at the end of each leg of the chromed steel star base. Push firmly until they click into place.
2. **Insert Gas Lift:** Place the gas lift cylinder into the central opening of the assembled star base. Ensure it is seated securely.
3. **Attach Armrests to Seat:** Secure the height-adjustable "U2" armrests to the underside of the seat unit using the provided screws. Ensure they are oriented correctly (left and right).
4. **Attach Backrest to Seat:** Connect the ergonomic mesh backrest to the seat unit. Align the mounting points and secure with the provided screws.
5. **Mount Seat onto Gas Lift:** Carefully place the assembled seat and backrest unit onto the gas lift cylinder. The tapered end of the gas lift should fit into the mechanism under the seat. Apply gentle downward pressure to secure it.
6. **Final Check:** Verify that all screws are tightened and all components are securely connected before using the chair.





Figure 1: Front view of the assembled Topstar OP290UG20 office chair, showcasing the mesh backrest, comfortable seat, and height-adjustable armrests.

5. OPERATING INSTRUCTIONS (ADJUSTMENTS)

Your Topstar office chair offers several adjustment options to customize your seating experience for optimal comfort and ergonomics.

- **Seat Height Adjustment (Toplift):** To adjust the seat height, pull the lever located under the right side of the seat upwards. While pulling the lever, stand up to raise the seat or remain seated and apply pressure to lower it. Release the lever to lock the height.
- **Backrest Height Adjustment (Up&Down System):** The ergonomic backrest can be adjusted in height. While seated, lift the backrest upwards in small increments until it reaches the desired position. To lower it, lift it to its highest point, then allow it to drop to the lowest position, and then re-adjust upwards.
- **Synchronous Point Mechanism (Backrest Tilt and Seat Angle):** This mechanism allows for synchronized adjustment of the backrest tilt and seat angle. Use the lever on the left side of the seat. Pull the lever outwards to unlock the mechanism, allowing you to recline. Push the lever inwards to lock the backrest and seat in your preferred position.
- **Individual Tension Adjustment (for Tilt Mechanism):** The resistance of the synchronous mechanism can be adjusted to your body weight. Rotate the large knob located under the front of the seat. Turn clockwise to

increase tension (for heavier users) or counter-clockwise to decrease tension (for lighter users).

- **Armrest Height Adjustment:** The "U2" armrests are height-adjustable. Press the button located on the side of each armrest support and slide the armrest up or down to your desired height. Release the button to lock it in place.





Figure 2: Side view of the chair, highlighting the levers for seat height and tilt adjustments, as well as the height-adjustable armrests.





Figure 3: Rear-side view of the chair, illustrating the ergonomic backrest design and the attachment points for the armrests.

6. MAINTENANCE

Proper care and maintenance will extend the life of your office chair.

- **Cleaning:** For general cleaning, wipe surfaces with a soft, damp cloth. For fabric parts (seat) and mesh backrest, use a mild upholstery cleaner if necessary, following the product instructions. Avoid abrasive cleaners or solvents.
- **Inspections:** Periodically check all screws, bolts, and connections to ensure they are tight. Re-tighten any loose fasteners to maintain stability and safety.
- **Casters:** Keep casters clean and free of debris (hair, dust) to ensure smooth movement. If using on hard floors, consider replacing the standard carpet casters with specialized hard floor casters (Topstar part no. 6991).
- **Moving the Chair:** When moving the chair, lift it rather than dragging it to prevent damage to the casters or floor.

7. TROUBLESHOOTING

If you encounter issues with your chair, refer to the following common problems and solutions:

- **Chair Sinks or Does Not Hold Height:** This usually indicates an issue with the gas lift cylinder. Contact customer support for a replacement.
- **Chair Wobbles or Feels Unstable:** Check all assembly screws and bolts. Tighten any loose connections. Ensure the gas lift is fully seated in the base and seat mechanism.
- **Casters Not Rolling Smoothly:** Check casters for trapped debris (hair, lint). Clean them thoroughly. If the casters are damaged or worn, they may need replacement. Ensure you are using the correct caster type for your flooring.
- **Squeaking Noises:** Squeaking can often be resolved by tightening loose connections. A small amount of silicone spray on moving metal parts (avoiding the gas lift piston) might help, but ensure it does not affect plastic components.
- **Backrest Does Not Adjust:** Check the backrest height adjustment mechanism. Ensure it is not jammed. For tilt, verify the synchronous mechanism lever is disengaged (pulled outwards) before attempting to recline.

8. SPECIFICATIONS

Brand:	Topstar
Model Number:	OP290UG20
Color:	Black
Dimensions (L x W x H):	48 x 48 x 111 cm (18.9 x 18.9 x 43.7 inches)
Weight:	17 Kilograms (37.5 lbs)
Material:	Fabric (seat, 100% polypropylene), Mesh (backrest, 100% polyester), Polypropylene (frame), Chromed Steel (base)
Features:	Ergonomic design, Height adjustable (seat, backrest, armrests), Synchronous point mechanism, Individual tension adjustment
Maximum User Weight:	110 kg (242 lbs)
Recommended Daily Use:	Up to 8 hours
Certifications:	GS certified (LGA Nuremberg / Intertek Furth)
Armrests:	Height-adjustable "U2" armrests included
Base:	Chromed steel base with safety casters for carpets (optional hard floor casters available, part no. 6991)

9. WARRANTY INFORMATION

The Topstar OP290UG20 Open Point SY Deluxe Office Chair comes with a **3-year warranty** from the date of purchase. This warranty covers manufacturing defects and material faults under normal use. It does not cover damage resulting from misuse, accidents, unauthorized modifications, or normal wear and tear. Please retain your proof of purchase for warranty claims.

10. CUSTOMER SUPPORT

For further assistance, technical support, or warranty inquiries, please contact Topstar customer service. Refer to the official Topstar website or your purchase documentation for the most current contact information.

- **Online:** Visit the official Topstar website for FAQs and support contact details.
- **Email/Phone:** Refer to your product packaging or the Topstar website for specific email addresses or phone numbers.