

# Care Instructions



## Maintenance of melamine surfaces

### Usual cleaning

Wipe off the surface with a slightly wet piece of cloth moistened in dish-liquid. Do not use soapflakes residues of grease! Do not use abrasives. Abrasives or steelwool, sandpaper, etc. will damage the surface and have an impact on color and durability of the surface against chemicals.

### Spring Cleaning

In case of stubborn soiling, the surfaces can be wiped off with a piece of cloth moistened in denatured ethyl alcohol. Tenacious stains can be removed with organic solvent or hypochlorite-bleaching agent. In doubt of applicability, please contact the manufacturer of the detergent.

## Maintenance of veneer surfaces

### Important to know about veneer

Wood is a natural product! Differences in color and structure cannot be avoided. The influence of light can change the color. These changes are no reason for reclamations. Branches and fine cuts are also natural and represent the typical character of wood.

### Usual cleaning

For daily care veneer products can be cleaned with a duster.

**Spring cleaning**

For intensive care please use state of the art cleaning products for veneer. Please do not clean open pore woods as ash and oak with polishing products. We recommend to clean with a slightly wet piece of cloth. Please do not use general cleaning products.

**Maintenance of upholstery****Usual cleaning**

To care for upholstery fabrics, it is sufficient to regularly vacuum dust and lint using an upholstery nozzle.

**Spring cleaning**

For stain removal: Fresh stains can often be quickly removed by immediately blotting with an absorbent, lint-free sponge or similar. Work from the stain's edges towards the center to prevent halo formation. We generally recommend using household distilled water to prevent any residue on dark fabrics after drying.

For tackling stubborn stains: Gently brush off dry dirt with a soft brush (e.g., clothing brush). Depending on the type of stain, solvents might be necessary. In such cases, it's essential to consult a professional upholstery cleaning service.

Under no circumstances should you vigorously rub the surface of upholstery fabrics. Also, never use solvent-based cleaning products without proper knowledge.

## Maintenance of leather

### Usual cleaning

Leather furniture should not be exposed to direct sunlight, and a minimum distance of 30 cm should be maintained from heat sources to prevent leather from drying out and becoming brittle. However, regular thorough cleaning is still essential. Leather should only be treated with high-quality and suitable care products, which can be found at furniture stores.

When cleaning leather, follow these steps: Start by removing dirt and discolorations using an upholstery nozzle to vacuum the leather. Then, wipe the surface with a damp cloth that is hand-warm. Finally, apply a leather lotion or conditioner to maintain the leather's moisture and suppleness.

When selecting a care kit, ensure it is suitable for the specific type of leather. Smooth leather, nubuck, and faux leather require different cleaners. Information about the leather type can usually be found in the furniture's product documentation.

Under no circumstances should aggressive substances like stain removers, turpentine, shoe polish, etc., be used.



## Maintenance of plastics

### Basic guidelines

The plastics used are robust, exhibit high dimensional and color stability, making them resistant to a variety of chemicals and other substances. Special additives also slow down color fading caused by UV radiation. However, if you expose the product to sunlight for an extended period, the color may still change. Therefore, we recommend minimizing prolonged exposure to direct sunlight.

### Usual cleaning

For cleaning plastic surfaces, use a lukewarm, damp cloth with a smooth texture. Subsequently, gentle drying is advisable.

### **Spring cleaning**

For stain removal, we recommend using mild, commercially available cleaning agents suitable for plastic surfaces.

Absolutely avoid abrasive cleaning aids such as powders and pastes, as well as aggressive "all-purpose cleaners" like alcohol, as they can damage the surface.

## **Maintenance of metal**

### **Usual cleaning**

For quick removal of stains on polished chrome, matte chrome, and aluminum surfaces, you can use any glass cleaner on a clean, soft cloth. Afterward, dry the surface with a soft cloth. For stainless steel, we recommend using a specialized stainless steel care spray, stainless steel cleaner, or mild dish soap. Powder-coated surfaces should be cleaned with aqueous solutions of neutral (pH 5-8) washing or cleaning agents and soft, non-aggressive cloths, rags, or industrial wipes.

Always clean metal surfaces gently and without scrubbing to prevent scratching the surface. Never use cleaners that contain abrasive substances, acetic acid, or citric acid.

## **Maintenance of whiteboard surfaces**

### **Usual cleaning**

Use a soft, lint free cloth, chamois leather or sponge. Take care not to use any microfibre cloths or dirt erasers, since these often contain fine abrasive particles that can result in scratches on surfaces. If moist wiping is carried out, you should dry the board afterwards with an absorbent paper wipe (e.g. kitchen roll) to prevent the formation of streaks. Streaks are often produced by cleaning with organic solvents in combination with cold water and wipes or chamois leathers that have been used multiple times. To carry out cleaning without producing streaks or dark patches, we recommend that you moist wipe with warm water and then dry wipe with kitchen roll or cotton cloths.

### **Spring cleaning**

For this type of contamination, you should clean the surface with warm water, clean rags, or a soft sponge or soft brush. If necessary, commonly available, weak household detergents or neutral soap without scouring ingredients can be used. Afterwards, wipe with clean water in order to remove the detergent without any residue and, here too, prevent the formation of streaks. Additionally, you should dry wipe afterwards with a clean, absorbent paper wipe or cloth. Standing water or other liquids can result in permanent damage! For stubborn stains (old fat residues, shoe polish, felt-tip pens etc.), standard glass cleaners can also be used. Test the detergents on an inconspicuous area first!