# CARE AND MAINTENANCE FOR BETTER DURABILITY OF MATERIALS

With regular care and maintenance, the products supplied by Dynamobel offer long-lasting life with total satisfaction. It is important to follow the correct instructions provided.

Sudden changes in temperature may harm surface finishes; install furniture in environments with suitably controlled climates. Likewise, do not place extremely hot or cold objects on surfaces without protecting them.

Inappropriate use or use other than that for which the products are designed, including the excessive brushing, sliding or falling of objects, may damage any kind of surface and particularly varnished, lacquered or melamine surface finishes.

Do not allow liquid of any kind to remain on the surface for any length of time, drying it immediately with a cloth.

Handle furniture with extreme care and heeding the following recommendations, particularly regarding wood and lacquer surface finishes:

- The grease and salt released through the skin may leave marks and stains; surface protection is recommended.
- Take precautions regarding packaging and means of transport whenever it is necessary to move furniture in order to prevent it from being damaged.
- Never push or drag furniture over the floor. In order to move furniture, a sufficient number of suitably qualified staff should support it and lift it from the floor according to its weight and size.

#### **COATED METAL**

For normal cleaning, use a soft cloth soaked in detergent and warm water; rinse thoroughly and dry.

# **POLISHED ALUMINIUM**

For normal cleaning, dust with a clean, dry cloth. For deeper cleaning, apply pre-softened paste wax designed for polished aluminium and follow the instructions on the product label.

## POLYAMIDE / POLYPROPYLENE

For normal cleaning, wash plastic surfaces with a soft cloth soaked in mild detergent and warm water. Rinse thoroughly and dry with a soft cloth. Do not use solvents or abrasive kitchen cleaners.

# **LAMINATES**

For normal cleaning, wash the laminate with a soft cloth and a solution of mild detergent and warm water. Rinse thoroughly and dry with a soft cloth.

Indelible ink stains: wash with a cloth dampened in 50% water/50% alcohol. Wipe carefully and dry with a soft cloth.

For the minor repair of burns or other stubborn marks, apply a non-abrasive, liquid kitchen cleaner with a soft cloth soaked in warm water. Wipe in the direction of the grain; be careful not to damage the surface texture or gloss. If no grain direction is visible, wipe lightly with a circular motion.

Do not use powdered abrasives or other harsh products; they may damage the surface and change the finish colour.

#### WOOD

Wood is a delicate natural product that needs to be treated properly in order to maintain its aesthetic properties. It requires more attention than other surface finishes.

Routine maintenance simply consists of regular dusting with a slightly damp, soft, lint-free cloth. Wipe dry with a dry, soft cloth in the direction of the wood grain. Spills should be wiped up immediately with a damp cloth.

Do not use abrasive cleaners or ones containing ammonia, acetone or solvents. Clean without scrubbing. Rough or dirty cloths may permanently scratch varnished surfaces.

Twice a year, apply a good quality emulsion wax with a soft cloth.

Use desk pads (mats) or some other protection where work is performed daily and the pressure of writing may damage the surface or the movement of objects on the table may cause scratches.

Sunlight can damage veneer; veneer surfaces should not be left in direct sunlight.

Not only light, but also extremely high or low humidity is a harmful environmental factor. A relative humidity of 40/60% is recommended.

For deeper cleaning and/or minor repairs, e.g. surface marks or scratches, eliminate the marks with a special paste wax designed for the purpose, closely following the instructions on the product label.

NOTE: For intensive use of the table, you may need to use a stronger material than wood.

## **LACQUER**

Like wood, lacquer is a delicate material and efforts must be made to maintain its aesthetic appearance. Any kind of knock may cause lacquer to chip.

For normal cleaning, we recommend a clean cloth dampened with water, avoiding abrasive sponges or cloths that may scratch the surface of the furniture. Then dry with a lint-free cloth. Clean without scrubbing. Rough or dirty cloths may scratch indelibly painted surfaces.

Do not use abrasive cleaners or ones containing ammonia, acetone or solvents; they may seriously damage the lacquered surface.

For deeper cleaning and/or minor repairs, e.g. surface marks or scratches, eliminate the marks with a special paste wax designed for the purpose, closely following the instructions on the product label.

NOTE: For intensive use of the table, you may need to use a stronger material than lacquer.

## **FABRIC**

For normal cleaning, vacuum upholstery fabric as needed, using an upholstery attachment.

If deeper cleaning is needed, dry-clean or spot-clean the fabric with solvent cleaner.

Do not brush the fabric or use a vacuum attachment with a rotary brush. Brushing may permanently damage the nap or change the nature of the fabric.

Do not apply water or any kind of liquid solution. Wetting fabric with any kind of liquid solution may result in permanent damage.

For oil-based stains, use a dry-cleaning solution applied with a damp, clean cloth or sponge.

To spot-clean fabric, immediately soak up the stain with a soft, absorbent cloth. Do not dry the stain completely or it may set. The longer a stain is allowed to remain on fabric, the more difficult it is to remove.

Do not rub too vigorously; you may damage the nap of the fabric or break its fibres. Several light applications are better than one strong application.

Soak up all remaining cleaning solution and then use another clean cloth or sponge to remove any residue. (For water-based stains, use a clean cloth or sponge dipped in cool water.)

Let the fabric dry thoroughly and then vacuum well before use. If the stain resists cleaning, call a professional cleaner.

## **VINYLS**

These recommendations are for both partitions with vinyl surface finishes and vinyl upholstery.

For normal cleaning, wash vinyl upholstery with a soft cloth or soft-bristled brush lathered with mild, non-abrasive soap and lukewarm water. Before the surface dries, wipe with a clean, dry cloth to remove any residue. This procedure may be repeated to remove stubborn dirt or stains.

Ink spots can sometimes be removed by washing with soap and water, followed by isopropyl alcohol.

Do not use any cleaning method that is not listed above; other methods may attack the vinyl and eventually cause it to deteriorate.

#### LEATHER

For normal cleaning, vacuum or dust frequently with a clean, dry cloth. If leather is soiled, it can be wiped with a damp, soft cloth and a lather of any mild soap with a minimal amount of lukewarm water. Do not spot-clean leather; clean the entire surface. Wipe clean with a damp cloth and dry with a clean, soft cloth.

For spots and spills, wipe excess liquid away immediately with a clean cloth or sponge; let the leather air dry. If the spot is still visible, further cleaning may be necessary. Sponge the entire surface— seat, back or chair arm—with clean, lukewarm water. Let the leather air dry; never use a hair dryer or other heat source to dry leather.

For stubborn spots and stains, apply a mild, non-abrasive soap solution with a clean, wet sponge. Rinse well and allow to air dry. For butter, oil or grease, wipe the leather with a clean, dry cloth and let the remainder of the oil dissipate into the leather. Do not apply water or try to wash a grease spot.

Do not use saddle soap, cleaning solvents, oils, furniture polish, varnish, abrasive cleaners, detergents or ammonia on leather; they will ruin the finish, causing it to become sticky and cracked.