# **GENERAL MAINTENANCE**

## Maintaining Panel Surfaces

#### Vinyl, High Pressure Laminate and Wood Veneer Surfaces

• To clean, dampen a cloth with warm, soapy water and scrub the area to be cleaned. Rinse and dry the surface afterward. If stains persists, try a non-solvent, foaming cleaner or other mild spray cleaner. Avoid using abrasive cleaners.

#### Fabric and Carpet Surfaces

- These surfacings will stay attractive and serviceable with regular vacuuming.
- Carefully blot liquid spills immediately with a dry, white, absorbent cloth or paper towel. Avoid scrubbing the area. This may distort the pile. To prevent spreading, work from the edges of the stain to the center.
- Most stains will disappear when treated with a mild detergent. After the stain has been removed, rinse with a mist sprayer of cold water and blot until dry.
- For solids, allow to dry, remove with a wet cloth, gently brush and vacuum.
- If you elect to use a cleaning solvent or spot removal agent, test in an inconspicuous area to make certain the solution does not alter color, damage fiber or attack the contact adhesive that was used to laminate the wall carpeting to the panel faces.
- Immediate attention to any spill will increase the probability of removal.
- Repeating the steps: wet-wipe-rinse-blot dry, may be required to fully extract contaminant.
- For most cleaners, rinse with a mist sprayer of cold water to prevent residue of cleaning solution from attracting future soil.

### Maintaining Track

The inside wheel riding surfaces of the accordion door/partition tracks should be cleaned and lubricated periodically. We suggest once a year under normal circumstances. If used in an extremely dirty environment or used heavily, and, if the door/partition becomes increasingly difficult to move, check to see if more frequent cleaning and lubrication will be necessary. We recommend a low-viscosity, white lubricant such as Lubriplate No. 105 manufactured by Lubriplate Fiske Brothers Refining Co., available at www.lubriplate.com/webstore/.

Check to see that all track fasteners are tightly secured and that all joints between track connections are smooth and properly aligned. Make adjustments and retighten as needed to ensure smooth operation.

### Manufacturer Information

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