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# Lockers (EFG)

Contents

## **EFG**

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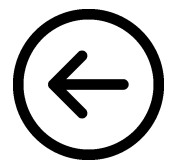


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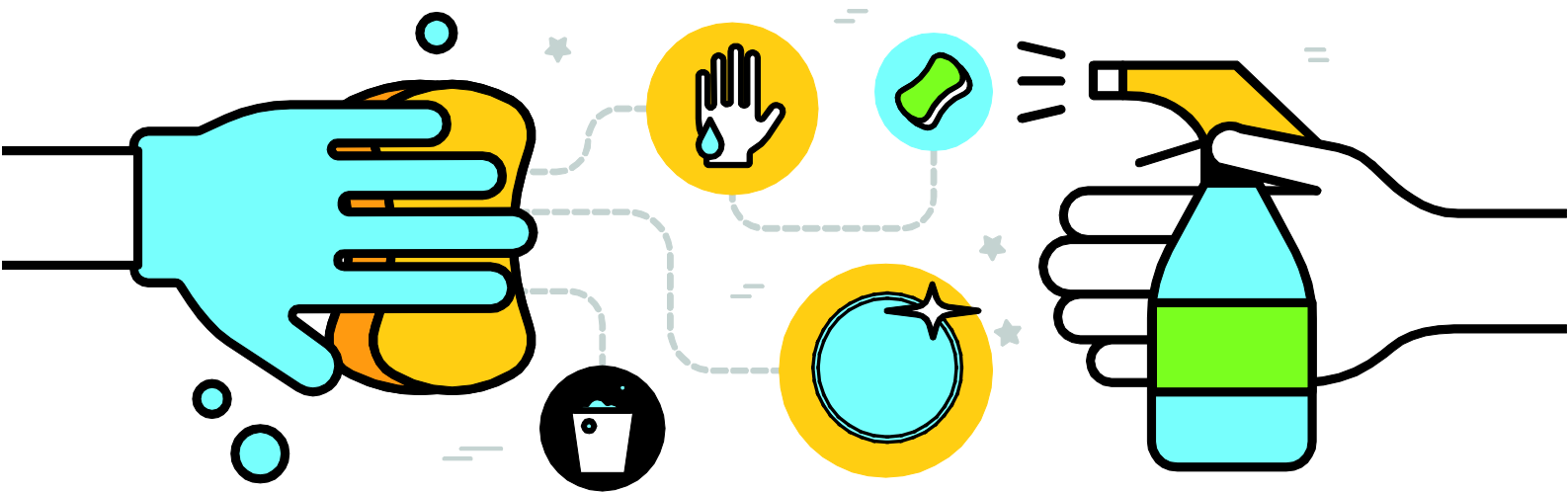
# Scope of Works



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# Maintenance Manual



## **Contents**

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# **Desks / Meeting Tables**

## **Metal Frames**

EFG underframes are considered to be maintenance free, however the following should be observed during the frames lifetime:

Where cleaning of the frame is required a mild detergent solution should be used. The use of harsh abrasive, acids, alkalis or bleaching products are not recommended.

Following these simple maintenance procedures will enable trouble free use of the frame. In the unlikely event any problems do occur, then please contact us for further advice.

## **Work surfaces**

Under normal use, all that is needed to keep EFG Work Surfaces looking good are an occasional wipe with a damp non-lint duster.

We do not recommend the use of liquids such as bleach, or solvents for cleaning, as they may cause damage or discolouration to the surface.



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## Certificates/Warranties/Guarantees

N/A

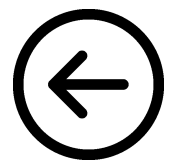


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# Cleaning and Maintenance Regimes



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## **FABRIC CARE**

If you want your upholstery to continue to look good and wear well, they need looking after. Otherwise they can look old before their time and even “wear through” due to the inadequate removal of dirt, dust and grit which can penetrate the fabric structure.

1. Vacuum regularly - to remove dirt and grit
2. Get to stains quickly - use a damp cloth while they're still fresh
3. Deep clean - on an annual basis using professional cleaning services

### **Vacuum Regularly**

The most important thing is to include vacuuming as part of a regular cleaning programme. Use the appropriate attachment on your vacuum cleaner - just like you'd do for your car upholstery - and make sure you get into all those nooks and crannies where dust and dirt can accumulate. For the best results we recommend weekly vacuuming.

### **Deeper Cleaning**

Annual or bi-annual deep cleaning will preserve and enhance the appearance of your upholstery. We strongly advise that professional contract cleaning services be used.



## **Know your fabric composition**

When you buy a chair make sure you know the composition of the fabric that it's been upholstered in. This is because there are specific instructions for different compositions.

### **Wool and wool blend fabrics**

**Dry cleaning** - in addition to vacuuming, from time to time dry cleaning by specialist cleaning services may be required. Dry cleaning techniques involve the use of organic solvents and little or no water.

**NEVER** over wet wool or wool rich upholstery as this can cause shrinkage and permanent damage. Also, never apply bleach, ammonia, alkali or strong acids to wool upholstery.

**Synthetic fabrics** (polyester, Trevira CS, polypropylene, Perfentex)

### **Wipe clean (fresh stains) - All synthetic fabrics**

For fresh stains it's important to act fast... Try to wipe them clean with a damp cloth before they've had a chance to dry in. Dried in stains will require specialist attention, such as professional cleaning using a branded upholstery shampoo.

### **Machine washing - Polyester, Trevira CS, Xtreme FR**

If your seating has removable covers in polyester or Trevira CS, these can be machine washed at 40C - 60C using branded upholstery shampoo.

### **Bleach clean – Perfentex**

One of the advantages of Perfentex is that it can be bleach cleaned, making it especially suitable for healthcare environments. Use a 10% bleach solution (1 part bleach to 10 parts water).

### **Dry cleaning - Polyester, Trevira CS, Xtreme FR**

Synthetic fabrics respond well to dry cleaning, with the exception of polypropylene and Perfentex which can be adversely affected by the high temperatures involved.

Leathers, Microfibres and Polyurethane (PU) Again, regular vacuuming is essential. For more specific guidelines, please refer to our individual cleaning guides for our Vintage, Virtual, Vitesse and Velvetine ranges.

### **Deeper Cleaning**

Treated fabrics can be dry cleaned without any adverse reaction (excluding polypropylene and Perfentex). Alternatively, synthetic ranges can be cleaned in situ using branded upholstery shampoo, although after cleaning it is important to heat up the fabric surface to re-activate the stain-resistant treatment; this can be done using a warm iron.

### **Vinyl**

Treat as above, wipe clean with a damp cloth on a regular basis.

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## Data Sheets

N/A



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