

# Operating Instructions & Maintenance

## Veneer Surfaces

### Routine Cleaning

Dust regularly with a slightly damp, soft, lint-free cloth until dry in the same direction as the wood grain. Spills on such surfaces should be dealt with immediately to prevent stain damage.

### Monthly Care

Clean the surface with a soft cloth dampened with a quality cleaner formulated for wood furniture. Wipe the surface in the direction of the wood grain to remove dirt and fingerprints. Wipe dry with a clean dry cloth. Please refrain from using aerosol-powered cleaning products, polishes, waxes, or abrasives oil-based products.

### Protecting Surfaces

Wood is susceptible to bruising and scratching from heavy objects. Objects should be lifted instead of dragged across a surface.

To reduce the risk of damage, take the following measures:

Use coasters & placemats for beverages and meals.

Use protective pads under heavy equipment such as monitors and printers.

Do not place potted plants directly on the veneer surface.

Take care when working on the surface as extreme pen pressure can dent and damage.

Sunlight can damage veneer, we suggest not placing such products in direct sunlight. This will help a surface age evenly, periodically moving items on the surface can also help promote even aging.

Extremely high or low humidity is a damaging environmental factor. We suggest a relative humidity of 35-65%.

### Minor Repairs

For water rings, stains, and surface scratches:

Lightly rub the surface in the direction of the grain with light steel wool. Apply and scratch-removing polish with a colour and value matched to the veneer.

If the scratches are deep or you are unsure how to proceed, contact a professional furniture refinisher.