



H B F

CARE GUIDE

Cleaning + Maintenance



THANK YOU FOR CHOOSING HBF

HBF is a leader in beautifully designed, exquisitely crafted and exceptionally constructed products. With general maintenance and regular cleaning, HBF furniture will last for many years.

Engineered Quartz (Zodiaq®)

For routine cleaning, simply wipe down your surface with a damp cloth or paper towel and, if necessary, a small amount of non-bleach, non-abrasive cleanser.

Even though Zodiaq® surfaces resist permanent staining when exposed to liquids (such as wine, vinegar, tea, lemon juice and soda) or fruits and vegetables, you'll want to wipe up food and liquid spills as soon as possible.

For stubborn or dried spills, use a nonabrasive cleaning scrub pad coupled with a glass & surface cleaner or a comparable cleaning product.

Zodiaq® quartz surfaces are heat- and scratch-resistant, but not heat- and scratch-proof. We recommend the use of trivets and hot pads.

Because it is nonporous, Zodiaq® quartz does not require sealants or waxes. Zodiaq® keeps its lustrous gloss and ultra-smooth surface without polishing or applying sealant.

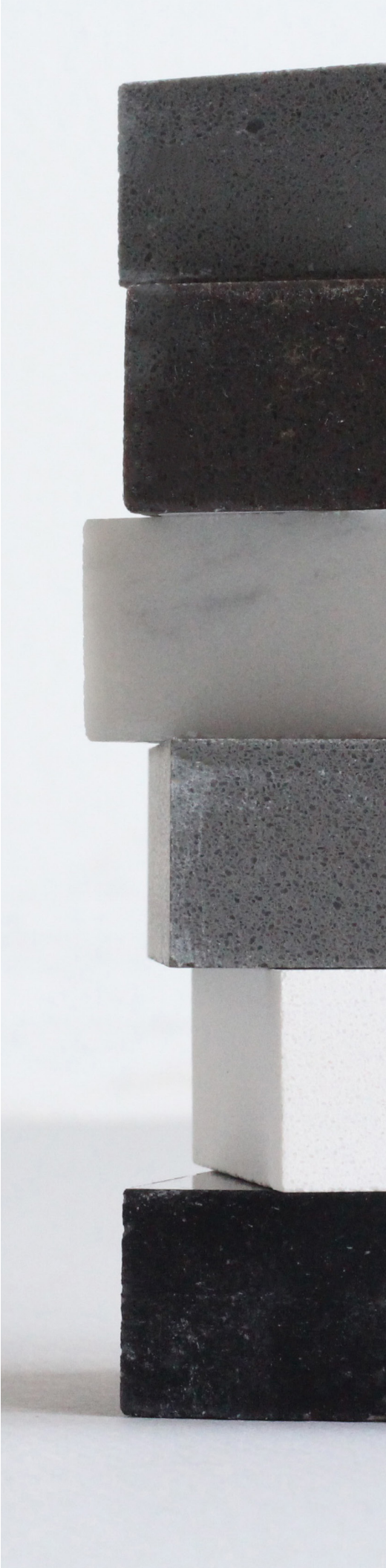
Avoid using cleaners that contain bleach. Always follow the cleaner manufacturer's use instructions and exercise proper care when handling and storing any cleaning products.

Avoid High-pH cleaners. Casual exposure to alkaline solutions, such as diluted bleach, will not damage Zodiaq® quartz surfaces. Highly alkaline (high pH) cleaners, such as oven cleaners and concentrated bleach, are not recommended.

Avoid exposing Zodiaq® quartz to strong chemicals and solvents, especially paint removers or furniture strippers containing trichlorethane or methylene chloride. Keep nail polish remover, bleach, detergent, permanent markers or inks, and oil soaps away from Zodiaq® quartz.

Keep permanent markers and inks away from Zodiaq® surfaces. Should these materials come into contact with the surface, clean first as outlined above in the Routine Cleaning section. If the stain persists, moisten a cloth with Goo Gone®, or a comparable product, and rub it into the stain. Rinse thoroughly with warm water to remove any cleaner residue.

Materials that harden as they dry (such as gum, food, grease, nail polish or paint) are especially tenacious. Remove these by gently scraping away the excess with a plastic putty knife.



Soft Surface (Forbo)

Wipe clean with a damp cloth and a neutral cleaner. As a regular cleaner you can also use a blend of water and natural soap or waxes (e.g. Forbo Monel in the ratio of 5ml to 10 liters of water).

If the surface has been neglected or worn hard, a dilution of water and natural soap or waxes (Monel at a ratio of 1:10) can be used to upgrade the furniture linoleum.

To prevent stubborn stains always use coasters under flower pots, vases and also cups, glasses, etc. It is important to remove spots, stains and spillages as quickly as possible to prevent them from penetrating into the material. The surface can then be cleaned with a neutral detergent and water.

If the above treatment does not help, try soaking the surface in water with a pH-neutral universal cleaner for a few minutes. Scrub the surface gently with a white pad or similar material.

Some pigmented stains may be removed or made less visible by using turpentine or similar oil based solvent. Do not use alkaline or alcohol based cleaning products as it will damage the surface.

Cork

Regular dusting or, if necessary, wiping with a damp cloth guarantees a long useful bulletin board life. Corks' linoleum surface provides for a washable finish to retain original appearance. The surface can be wiped or washed using a neutral pH cleaner, (ranging from 6 – 8). Rinse with clear water after cleaning.

Gubi® Beetle

For dusting and light cleaning of the frame and the plastic shell use a soft, dry cloth. For further cleaning of the frame, use a soft cloth that is firmly wrung in clean water for gently wiping the surface, and then immediately use a dry cloth to wipe the surface again. If more thorough cleaning is necessary, use a mild detergent dissolved in water on a firmly wrung cloth to wipe the seat. Afterwards, repeat the process with clean water as described above. Do not use materials for maintenance that contain abrasive agents or are basic, acidiferous or organic.



Laminate

Wipe down with a cloth using warm soapy water or a mild household detergent.

Accumulated dirt or grime may be scrubbed with a fine brush - such as a firm toothbrush. Wipe clean with a cloth using warm soapy water or detergent.

Light stains may be cleaned with a cloth soaked in acetone or methylated spirits and then wiped dry with a clean cloth.

Heavy stains can be cleaned with diluted household bleach. Dilute by adding one part of bleach to three parts of water. Leave on surface for 5-10 minutes and then remove the bleach with plenty of cold water and a clean cloth.

Laminates have a durable and water resistant surface that, with careful use and regular cleaning, will last for many years.

Excess heat can cause blisters or burns to the surface. Do not use abrasive cleaners on the surface. Warm soapy water is all that is required to keep the surface clean. Stains can be removed with methylated spirits or diluted bleach. Avoid moving abrasive or sharp objects across the surface of the laminate as this can leave marks or dull scratches.

Wood

HBF employs a multi-step finishing process culminating in the application of a highly durable chemical resistant top coat. The finishing material provides for unusual durability and resistance to everyday chemical compounds such as alcohol, mustard, vinegar and nail polish remover.

Due to the protection offered by this finish, the care for HBF furniture simply requires gentle dusting of the surface with a soft, moist, lint-free cloth. This should be followed with a drying cloth. Since dust can act as a potential abrasive, improper rubbing can result in fine hairline scratches.

The application of any commonly available furniture polish should be avoided.



Mesh

Mix 1 tablespoon of Dawn dish detergent with 2 cups of water. Blot the area to be cleaned with a clean, dry cloth. Spray the solution onto the entire surface of the mesh fabric to maintain a uniform color in the back. Let sit for 30 seconds. Lightly rub the surface with a clean, dry cloth. Blow out entire mesh fabric with an air compressor or a hairdryer on high with a low heat setting.

* It is important to note that after spot cleaning one area – the entire mesh will need to be cleaned and sprayed down to maintain a uniform color on the mesh.

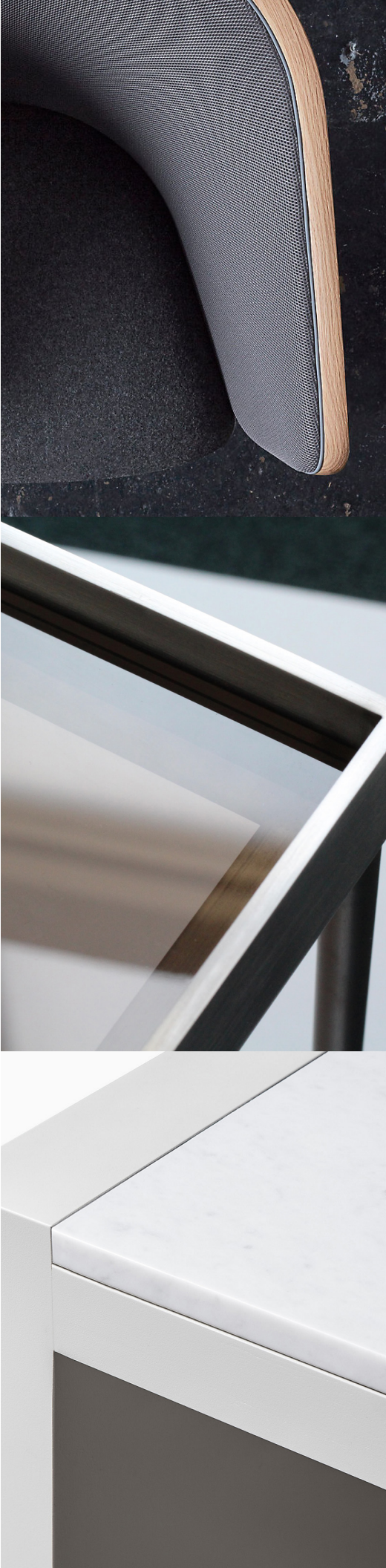
Glass

Mix one part white vinegar and four parts distilled water in spray bottle. Spray onto a cleaning cloth or microfiber cloth. Rub the glass surface in a circular motion to remove all spots. Next wipe the glass surface with vertical swipes followed by horizontal swipes to clean glass with a cotton lint free cloth.

Solid Surface

Clean surfaces with mild soap and water. Avoid window cleaners and bleach.

To remove small fine scratches, pour mild abrasive liquid cleanser onto a damp cloth or sponge. Rub over area using small circular motions until the area has been cleaned. Rinse the top thoroughly with clean water and wipe surface completely dry using a cotton or soft lint free cloth. Repeat if necessary.



Upholstery

Regular cleaning includes weekly light vacuuming. Be careful not to use a beater bar vacuum, as it will actually accelerate wear.

A professional upholstery cleaning service should be called in regularly for the overall maintenance of the fabric and cleaning of spots.

For cleaning of draperies and sheers, consult a professional drapery cleaning service to obtain proper care and maintenance information.

It is extremely important to know if any finish has been applied to the surface of the fabric, as these finishes will alter results in cleaning. A professional upholstery cleaner should be contacted in these situations.

Before removing a stain, it is important to know the cleaning code symbol prior to the applications of any type of cleaning liquid. The Joint Upholstery Committee uses the following cleaning codes:

W: Clean with water based shampoo or foam upholstery cleaner

S: Clean with water free dry cleaning solvent

WS: Clean with upholstery shampoo or mild dry cleaning solvent

Spills should be addressed immediately by blotting up any excess liquid with a white absorbent cloth (colored cloths may stain the fabric).

Scoop up dry solids with a spoon, working inwards from the stain to prevent spreading.

Any cleaner should be tested in an inconspicuous area before attempting overall cleaning.

Before attempting to remove a stain, consult a professional cleaning service. Use small amounts of liquid at a time and blot between each application. Make sure to follow manufacturer's instruction carefully. Avoid pressing cleaning liquid through fabric. Never rush this process; work patiently and thoroughly. Should the stain not remove, call a professional cleaner immediately.

HBF Textiles can not endorse any particular product or method of cleaning. HBF Textiles is not responsible for the cleaning of any fabrics.



WARRANTY

Hickory Business Furniture, dba HBF, warrants to the original purchaser that its products are free from defects in materials and workmanship for a period of twelve (12) years from date of shipment, with exceptions. This warranty applies to single shift (standard 8-hour day, 5 days per week) use, and covers products delivered in the Americas: Canada, the Caribbean, Latin America, Mexico and the United States.

Warranty Provides Exclusive Remedies

Under this warranty, if a product fails during normal use during the warranty period as a result of a defect in materials or workmanship, HBF will, at its sole discretion, either repair or replace the product free of charge, which includes delivery and labor costs. If HBF determines the repair or replacement of the product(s) is not commercially practical, HBF may choose to refund the purchase price of the affected product.

This warranty applies to products purchased on or after June 1, 2017.

For products purchased prior to June 1, 2017, please refer to the warranty terms and conditions in effect at that time. Please see full warranty for complete details at <https://www.hbf.com/customer-care/warranty>.

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