

## MOTION OFFICE

## Care and Maintenance

## Maintenance & Cleaning

Wool is naturally anti-static and water repellent making it less likely to attract dirt and absorb spillages. It is important to keep the fabric clean as this will extend the life of the fabric and preserve its fire retardant properties. Frequent (weekly) vacuuming on low suction is advised to remove dust and loose soiling. Under normal commercial use we recommend cleaning 1-3 times yearly by a professional dry cleaning service. It is important to protect the fabric from direct and refracted sunlight as this will ensure that the fabric retains its original colour.

## **Spot Cleaning**

Soiling should be acted on immediately to prevent lasting damage to the fabric. We always recommend testing stain removal detergents and solvents on an inconspicuous area first.

- Immediately absorb any liquids with an absorbent cloth.
- Scrape off any solidified material with a spoon.
- Remove loose material with a vacuum cleaner on low power.
- Wipe clean with a damp cloth using pH-neutral upholstery shampoo (follow directions on packaging). Do not scrub or use a stiff brush.
- · Use clean water without any cleaning product for the final clean. Do not use dish washing or laundry detergents.
- Do not use detergents, bleach, ammonia or soap intended for hard surfaces.
- · Dry with a clean white cloth using a circular dabbing motion to avoid edge marks. Use of hair dryer may also help avoid edge marks.
- · Allow to dry thoroughly before reusing.

This is intended as a guide only. We recommend consultation with a fabric care professional.