

# Care & Maintenance

## Executive & Task Chair Maintenance

**Mechanisms:** All moving parts should be oiled or greased annually. All metal surfaces should be cleaned with a dry cloth once a year.

## Wood Surfaces

Wood surfaces should be conditioned with wood furniture polish once a year. Cleaning as needed with a non-abrasive, mild soap.

## Maintaining Upholstery

Use a vacuum cleaner for regular cleaning. Refer to fabric vendors cleaning codes for appropriate cleaning methods for fabric applied to chair.

## Cleaning Painted, Plastic, Vinyl, and Chrome Surfaces

Apply a household non-abrasive cleaner and wipe dry with a clean, soft cloth. For more stubborn chrome marks use non-abrasive chrome cleaner.

## Cleaning Purl and Portrait Knit Backs

Clean with a mild soap and water.