

## Important Instructions for Proper Use and Care

### Desk Surface:

**Cleaning:** To clean the surface, use a damp cloth or sponge and a mild soap or detergent. Difficult stains such as coffee or tea can be removed using a mild household cleaner and baking soda; mixing to achieve a paste consistency. Use a stiff nylon bristle brush, scrubbing (approx. 15-20 strokes) the affected area. Do not scrub so as to mar (damage, scratch) the surface finish.

Stubborn stains that resist any of the above cleaning methods may require the use of undiluted household bleach or nail polish remover. Use a cotton ball saturated with bleach or nail polish remover (acetone), gently rub the stain for up to two minutes. Rinse thoroughly with warm water and wipe dry using a soft cloth. This step may be repeated if the stain appears to be going away and the color of the laminate has not been affected.

**WARNING:** Prolonged exposure of the laminate surface to bleach will cause discoloration. Always rinse laminate surfaces after cleaning! Failure to rinse after cleaning can cause damage; even if a small amount of cleaning solution remains on the surface. A dry residue may be invisible; however, moisture from cups or drinks can reactivate it, and result in permanently etched scars or stains over time.

### **Recommended Household Cleaners:**

- Clorox®\*
- Formula 409®
- Dawn®
- Glass Plus®
- Dow Bathroom Cleaner with Scrubbing Bubbles™
- Fantastik®
- Favor®
- Windex®
- Lestoi®
- Pledge®
- Grease Relief®
- Lysol® Brand Disinfectant Basin/Tub/Tile Cleaner
- Mr. Clean®
- TOP JOB®

**WARNING:** Prolonged exposure can mar the surface

### **A Few Notes of Caution!!!!**

**Acidic** or **abrasive** cleaners can damage laminate surfaces; do not use them. Drain cleaners containing lye will permanently damage the laminate surface. If you spill a drain cleaner, wipe it up immediately and rinse several times with water.

Hair, textile and food **dyes** can cause permanent stains. If dye should happen to spill, wipe it up immediately with dishwashing detergent or an all-purpose cleaner.

Wipe spills away promptly and rinse several times with water.

**Rust removers** contain harsh chemicals, which will quickly cause permanent damage. If a spill occurs, wipe off all residue immediately, wash thoroughly with soapy water and rinse several times.

**Steel wool** and other abrasive pads will damage the laminate face. Do not use them for cleaning and don't store steel wool pads on your countertop; the metal can rust and leave stains.

**Toilet** bowl cleaners contain harsh chemicals that can cause permanent damage. If spills occur, wipe up immediately, wash surface with soapy water and rinse several times.

**The cleaners listed below can cause damage to the surface of laminate:**

Chemical Ingredient    Synonymous Names

Hydrochloric Acid    Muriatic Acid  
Hydrogen Chloride

Sulfuric Acid        Oleic Acid  
Oil of Vitriol  
Oleum

Hydrofluoric Acid    Rust Remover

Phosphoric Acid     Rust Remover

Sodium Hydroxide    Caustic Soda  
Caustic  
Lye  
Soda Lye

Pumice (abrasive)