



**Demountable Walls**  
architectural solutions

**Maintenance and Cleaning**

**Steelcase®**

## Maintenance and Cleaning

Demountable walls save money, not only during installation, but over the lifespan of your space. To get the most out of your investment, follow these maintenance and cleaning instructions for Steelcase demountable walls.

Many Steelcase dealers offer maintenance contracts for your convenience. Contact your dealer for more information.



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### **SUSTAINABLE CLEANING SOLUTIONS**

*A variety of companies and groups assert that their cleaning products are better for humans and the environment than others. Steelcase believes that Green Seal ([www.greenseal.org](http://www.greenseal.org)) is one good source for identifying sustainable cleaning solutions. Green Seal is an independent nonprofit organization with experience in certifying products and services that are sustainable. When searching the site, use GS-37 as the life cycle-based sustainability standard.*

## Vertical Surface Fabrics

Remove as much soil or staining material as possible by carefully vacuuming, brushing or scraping with a dull instrument.

Fabrics used for the demountable walls have a WS cleaning code. Smaller stains and dust are removed by using mild detergent shampoos, foams or dry cleaning solvents.

When large fabric areas must be cleaned, such as complete panels, it is recommended that you employ a professional cleaning firm that uses a dry-foam upholstery shampoo and an immediate wet pick-up vacuum system. Do not steam clean or use other methods that soak or heat the fabric. Regular and proper maintenance of your upholstery fabric permits less frequent cleaning.

Maintenance is routine, on-going care which reduces soil buildup on a fabric's surface. Vacuum regularly with a proper upholstery attachment to remove air-borne dust and lint thoroughly. Clean periodically to remove accumulated grime and retain the fabric's original appearance as much as possible.

## Vertical Surface Vinyl

Remove as much soil or staining material as possible by carefully vacuuming, brushing or scraping with a dull instrument.

Use lukewarm water and mild soap to remove most soil and stains. Work up a thin lather on a clean, damp piece of cheese cloth and rub it gently over the soiled area. Wipe off the soap with a fresh piece of cheese cloth. Finish by wiping with a soft, dry cloth.

Never use furniture polishes, oils, solvents, varnishes, abrasive cleaners or ammonia water on vinyl. Naphtha or mineral spirits may be used with caution (they are flammable) to remove chewing gum, grease or other greasy soils and stains that cannot be removed with soap and water.



### NOTE

*An International Fabricare study confirmed the detrimental effects of allowing stains to age, when they could have been successfully removed if treated immediately. After one week, 20% of stains could not be removed. After three weeks, 50% of stains could not be removed. If stain has oxidized, or totally hardened, it forms an insoluble product that cannot be removed.*

## Painted and Anodized Aluminum Surfaces

Wiping with a damp cloth will remove general soiling and water-borne stains from painted surfaces. If needed, use a hard-surface, all purpose cleaner such as Formula 409, Top Job, Mr. Clean, or Windex Ammonia D Original. Follow the manufacturer's instructions for general purpose cleaning. Wipe the surface dry immediately after applying any cleaner. To prevent staining, ink should be removed as soon as possible. Do not use paint thinners, naphtha, or solvent based fluids.

Clean metal finishes with a non-abrasive cleaner. Apply the cleaner sparingly, making sure that it does not come into contact with any wood surface. Wipe the hardware with a dry, clean, soft cloth immediately after applying.

### TOUCHUP PAINT

If any scratches or abrasions occur on painted surfaces, they can be repaired by implementing the following touch-up painting instructions:

#### A. PREPARATION OF THE SURFACE TO BE PAINTED

- Ensure that the surface is degreased and free of dust – use Xylene or Toluene to degrease and Tack Rags to move dust

#### B. PAINT APPLICATION

- Apply paint with a small artist's brush for small chips or scratches
- Severe damage to painted surfaces can be filled with car body filler and then painted

#### C. DRYING TIME

- Keep the re-painted surface dust free for 30 to 40 minutes
- After two hours the surface will be "touch-dry"
- The surface will be thoroughly dry after 24 hours

### ANODIZED ALUMINUM

Minor blemishes and light scratches on anodized aluminum may be repaired with Steelcase service part Anodized Cleaning Stick applied in a wet sanding technique with very light pressure. Then wipe with a dry, clean, soft cloth immediately after applying.



## Glass

Remove dirt from glass surfaces by using a conventional non-abrasive glass cleaner together with lint free cloth. Slight amounts of dirt and dust can be removed easily from the glass with clean warm water.

Although the glass used for Steelcase Architectural Walls is strong, it is still breakable. Avoid striking it with any sharp or hard objects.

### LED LIGHT LENS

*Remove dirt from glass surfaces by using a conventional non-abrasive glass cleaner together with lint free cloth. Dust and slight amounts of dirt can be removed easily from the glass with clean warm water.*



## PET Markerboard Writing Surfaces

Use dry erase markers only. Remove dry erase markings with a markerboard eraser or soft cloth as often as possible. Change erasers as they become dirty. Dirty erasers will leave ink residue on the surface.

For daily cleaning, or as needed, use a dry erase cleaner or a nonabrasive household cleaner, such as glass cleaner. This may be done with a soft cloth or sponge. Dry the surface with a soft cloth prior to writing. All markings should be removed weekly.



## Ceramic Markerboard Skins

Use solvent-based dry-erase markers (instead of water-based, or “low-odor” dry-erase markers). Low-odor markers take longer to dry and the ink clings more aggressively to the surface, leaving behind a residue.

### CLEANING

1. Wipe board with a clean cloth moistened with a liquid cleanser.
2. Rinse with warm, clear water to remove any residue from the cleanser (a very important step).
3. Wipe dry with a clean cloth. If your board is used daily, the cleaning should be performed two or three times a week. Repeated cleaning may be required if writing is left on the board for more than two days.

If this doesn't sufficiently clean the surface, use the following technique:

1. Moisten a clean, dry cloth with isopropyl alcohol.
2. Wipe the board in a circular motion to loosen marker residue.
3. Rinse with clear water and dry the board with a clean cloth.
4. Repeat these steps as necessary to remove all residue.

### CAUTION:

*Do not use permanent markers on markerboard surfaces. In the event a permanent marker is used, removal of markings may be attempted by using dry erase cleaner, or by writing over the marking with a dry erase marker and erasing with a markerboard eraser or soft cloth.*

*Do not use abrasive cleaners or solvent type cleaning solutions, such as Ketones (Acetone, MEK, etc.) lacquer thinner, nail polish remover, etc., because they may remove the finish from the markerboard surface.*

## Other Finishes

### FOR ALL LAMINATE, PLASTICS AND PAINTED OR PLATED METALS

Wiping with a damp cloth will remove general soiling and water-borne stains. If needed, use a hard-surface, all purpose cleaner such as Formula 409, Top Job, Mr. Clean, or Windex Ammonia D Original. Follow the manufacturer's instructions for general purpose cleaning. Wipe the surface dry immediately after applying any cleaner. To prevent staining, ink should be removed as soon as possible. Do not use paint thinners, naphtha, or solvent-based fluids. To fill scratches in woodgrain laminate, use an oak, walnut, or mahogany putty stick which can be purchased at paint supply and hardware stores.

Clean metal finishes with a non-abrasive cleaner. Apply the cleaner sparingly, making sure that it does not come into contact with any wood surface. Wipe the hardware dry with a clean, soft cloth immediately after applying.

### PROTECTING WOOD SURFACES

Avoid extreme temperatures and humidity. Maintain temperatures between 60 and 80 degrees Fahrenheit and humidity levels between 30 and 50 percent.

### CLEANING WOOD SURFACES

Clean with a slightly damp, soft cloth, using another soft cloth to dry. Always wipe the surface in the direction of the wood grain.

Clean the surface with a quality cleaner such as Murphy's Oil Soap, Orange Glow or a mild detergent. Dilute in accordance with manufacturer's directions. Dampen but do not saturate a soft cloth with the diluted cleaning solution and wipe the surface in the direction of the wood grain to remove dirt and fingerprints. Wipe surface clean with a soft, dry cloth immediately after applying.

