

### **standard upholstery:**

Vacuum up any excess dirt/spillage with close attention to the seams, area where the seat meets the back and area where the arms meet the seat/back. After, take a lint-free cloth and dip it into any water-based cleaning agent. Scrub gently over the stained area. Repeat if needed. For best results, follow the mill guidelines for your exact textile.

### **vinyl upholstery:**

Use a bristle brush to gently loosen up the stain. Mix mild soap and warm water together and using a lint-free cloth, damp it a little bit into the mixture and scrub gently wherever the stain is located. Avoid using any detergents as it can cause the vinyl to change color or fade. For best results, follow the mill guidelines for your exact vinyl.

### **leather upholstery:**

Keep leathered upholstery out of direct sunlight so the material doesn't dry out and fade/crack.

Cleaning leather upholstery is easy and can be done in 3 different ways:

- rubbing alcohol and water,
- actual leather cleaner you find at a store (always test a small area first),
- vinegar and linseed oil.

Use a lint-free cloth. Damp it into your cleaning agent and gently scrub the stained area. Use a dry, lint-free cloth to dry the area. Repeat if needed. For best results, follow the mill guidelines for your exact textile.

### **to best maintain your casters:**

To get the most out of your casters, it is always good to keep them as clean as possible. Once a month, gently flip your chair over and carefully use tweezers to remove all dirt/hair/debris out of the creases of the caster. Use a lint-free cloth with your preferred cleaning agent and clean the caster thoroughly. Thoroughly dry the caster with another lint-free cloth after.