



## CLARIDGE CLEANING INSTRUCTIONS

### HOW TO CLEAN AND MAINTAIN

#### LCS MARKERBOARDS

##### NORMAL CARE

- Porcelain Enamel Steel Markerboards (LCS) may be washed as often as required.
- Porcelain is a form of glass; therefore, the surface should be cleaned similar to cleaning windows.
- We recommend using clean water, Claridge 683 Board Cleaner or an ammoniated cleaner such as Windex®. NOTE: Board Cleaner may damage lacquer finish on wood framed boards. Avoid direct contact with wood.
- The best method for cleaning is to use water or liquid cleaner, rub briskly, and then wipe the surface dry with a soft cotton cloth. (Be sure to remove excess liquid from the chalk tray.) NOTE: Do not use abrasive cleansers on LCS or MLC markerboard surface as they may dull or scratch the surface. (MLC is a markerboard surface painted on hardboard.) Permanent markers will stain the surface of MLC. Low-odor markers tend to erase with more difficulty and may require more frequent cleaning of both MLC and LCS. Discontinue use of erasers saturated with marker residue build-up.

##### STUBBORN STAINS

- Permanent markers, marker residue, lipstick, fingernail polish, etc. can be removed from the LCS markerboard writing surface with isopropyl alcohol without damaging the surface. Merely clean, rinse well with clear water and allow to dry completely. **NOTE:** MLC markerboards may be cleaned the same as LCS, except do not use solvents or abrasive cleansers on MLC surface.

##### INITIAL CARE

- Wash prior to initial use to remove any grime that may have settled on the surface.

#### VITRACITE CHALKBOARDS

##### NORMAL CARE

- Porcelain Enamel Steel Chalkboards (Vitracite) do not require regular washings and should not be washed daily. Note: Do not use aerosol spray-type chalkboard cleaners on Vitracite chalkboards.
- The Vitracite chalkboard surface may write and erase more efficiently after a “chalking-in process.” This “chalking-in” process is quite simple and requires little time and effort. First, make certain the chalkboard surface is completely dry. Then, using the flat side of a pure white, good grade dustless chalk, chalk the entire surface. With an all felt eraser, using a circular motion, work the chalk into the board surface. Last, clean the board with a good quality dry chamois or soft cotton cloth. A faint “chalked-in” look is normal for a properly cleaned chalkboard surface.

##### STUBBORN STAINS

- Persistent buildup on Vitracite chalkboard surface may be removed with ordinary kitchen cleanser such as Ajax<sup>®</sup> or Comet<sup>®</sup>, flushed thoroughly with water, and dried per instructions above. (Do not use abrasive cleanser on LCS or MLC markerboard surface.)  
NOTE: We do not recommend the use of colored chalk. Most colored chalk is petroleum based and may leave a film on the board surface.

## **INITIAL CARE**

- Wash prior to initial use to remove any grime that may have settled on the surface.

## **CLARIDGE BULLETIN BOARDS**

### **CLARIDGE CORK**

- Wash with household soap or mild detergent to remove dirt and grime. Rinse, remove excess water and allow to dry.
- Stubborn stains and soil such as hair oil, lipstick, colored crayon, tape marks, etc., may be removed with cleaning fluids, alcohol or WD-40<sup>®</sup>. (Always follow proper safety procedures when using solvents.)
- Abrasive and/or alkaline cleaners should be avoided.

### **TAN NUCORK**

- Soil may be removed by lightly sanding with a very fine sandpaper or by erasing with art gum.
- We do not recommend washing.

### **FABRICORK**

- Washable, stain-resistant vinyl surface cleans easily with household soap, detergent or non-abrasive cleanser. Avoid harsh abrasives as they may cause dulling of the vinyl surface.

### **HOOK-FAB and DESIGNER FABRIC**

- Lint, dust and other particles that may adhere to the Hook-Fab surface or Designer Fabric surface may be removed with a clothes brush or with a “tacky” surface, such as the back side of cellophane tape.
- Dirty spots may be removed with a sponge and a common household suds detergent or Woolite<sup>®</sup>.
- Grease stains or wax crayons should be first spot-cleaned with a lighter fluid containing naphtha to remove the solvent soluble matter. Any remaining stain can then be removed by shampooing, using a household upholstery cleaner.
- Do not over saturate Hook-Fab or Designer Fabric surface with too much water, detergent or upholstery cleaner. Doing so may cause damage to the backing under the fabric.

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