

Arc Installation Instructions

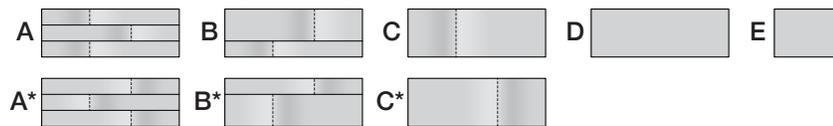
These installation recommendations consist of common-sense practices for installing wall panels and similar products. Installers should rely upon their own professional experience and understanding of their unique requirements to be the best guide to a successful installation. Arc panels should be installed according to the pattern shown on the included shop drawings. Arc A, B, and C panels are asymmetric three-dimensional panels. Arc D is a flat panel used in the pattern repeat. Arc E is used at the edges of an installation to offset alternate rows. Optional Extension Panels (not shown) may be specified for some wall-to-wall installations to add additional width.

Tools Needed

- 1 Bar level or laser level
- 2 Chalk line
- 3 Tape Measure
- 4 Drill
- 5 Wall screw appropriate for wall type (not included)
- 6 Utility knife or oscillating multi-tool with a fine tooth blade (80 plus tooth)
- 7 Carpenter's square

Components Provided

Arc Panels with Z-Clips (as ordered)



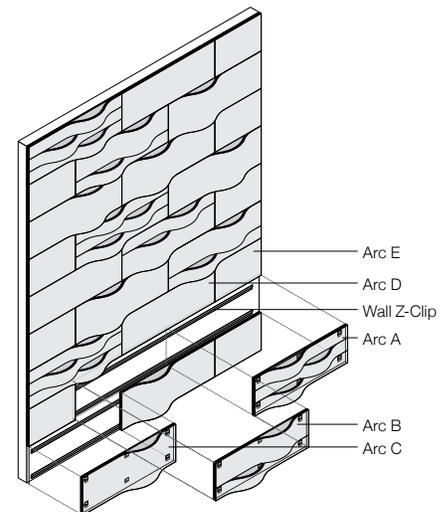
Wall Z-Clips in 6 ft (1.8 m) lengths (must be cut to size)



Optional Extension Panels with Z-Clips (as ordered for wall-to-wall installations)

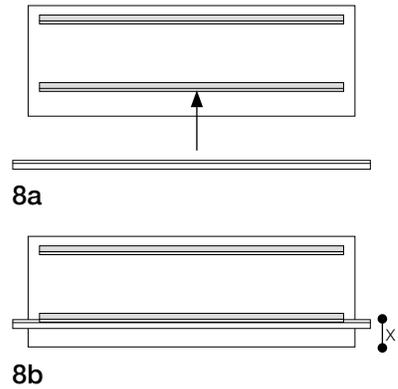
Installation Instructions

- 1 Handle the panels keeping the felt faces together and the substrate faces together to reduce the possibility of damage during installation.
- 2 Inspect the panels. In the case of product defect or damage in transit, FilzFelt must be notified within five business days. Please note that FilzFelt cannot accept a return or warranty claim on any material that has been installed.
- 3 Allow components to acclimate to the installation environment. After the shipping crates have been opened, the panels should be laid out individually on the floor for at least 48 hours.
- 4 While the panels are becoming acclimatized, clean the work surface. It should be smooth, dry, and dust-free to allow the best possible installation. A Level 4 Finish wall preparation is sufficient.
- 5 Wall Z-Clips will be provided in 6 ft (1.8 m) sections. Cut Wall Z-Clips to length as needed to fit the installation width.
- 6 The Z-Clip hanging method is much like hanging a picture on the wall. The clips allow the panels to be easily lifted off or set on the wall.
Note: 1 in (2.5 cm) of clearance from the ceiling to the height of the installed Crossover panel is required to lift into place.
- 7 Arc panels should be installed according to the pattern shown on the included shop drawings. Arc A, B, and C panels are asymmetrical and may be specified to hang at 0° rotation or 180° rotation. Arc panels are preinstalled with the Z-Clips which indicates if a panel is at 0° rotation and 180° rotation. An asterisk (*) on the provided shop drawing indicates that a panel rotated 180° should be used.



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- 8 Start installation at the bottom left of the wall. Select an Arc D or E panel and place it on a clean surface with the back side facing up. Determine the location of Wall Z-Clips by placing a Wall Z-Clip into the Panel Z-Clip (8a). Measure from the base of the Arc panel to the bottom edge of the Wall Z-Clip (8b). Transfer this measurement to the wall, measuring from the finished floor or overall level line.
- 9 Set laser level or snap chalk lines on the wall at measured heights and ensure they are level.
- 10 Attach Wall Z-Clips with appropriate wall screws (not included) to the wall with the bottom aligned to laser level or chalk lines. Please note that it is recommended to screw into studs, blocking, or use appropriate anchors. If panels are not sliding easily along Wall Z-Clips during installation, loosen by backing the screw off half a rotation.
- 11 Arc A, B, and C panels are used in at two rotations: 0° and 180°. Z-Clips are preinstalled and will identify the orientation of individual panels. An asterisk (*) on the provided shop drawing indicates a panel rotated 180° should be used.
- 12 Starting with the bottom left Arc panel, place panel on the wall at least 3/4" (1.9 cm) higher than desired height and press firmly against the wall. Then, slide panel down to engage Z-Clips. Check to be sure all Z-Clips are engaged, and the panel is correctly placed on the wall.
- 13 Extension Panels are custom width flat panels used to extend the pattern as needed finish a wall-to-wall installation. Extension Panels are preinstalled with Z-Clips and are installed using the method described in step 12.
- 14 If specified, cut-outs for outlets, switches, televisions, and other items may be field-cut into flat areas of the Arc panels. For guidance on suitable cut-out placement, refer to the Arc Cut-Out Placement document. Use a carpenter's square and sharp utility knife or an oscillating multi-tool with a fine tooth blade (80 plus tooth) to cut outlet cut-outs needed to finish the installation. Devices may then be either wall-mounted or panel-mounted as specified by the client. All cutting and finishing of the cut-outs and installation of electrical devices are the responsibility of the purchaser.
- 15 Continue to install panels across the row. Repeat steps 8–12 moving up the wall until installation is complete.



Cleaning Instructions

Like any natural fiber, a minimal approach should always be taken to clean wool felt since the cleaning method could potentially do more damage than the stain. In this order, the cleaning approach should be: dusting with a roller, vacuuming with a clean soft brush, water and mild detergent, chemical spot remover. If a chemical spot remover is required, test first in an inconspicuous area.

Where wool felt is used as a wall and ceiling application, periodic spot removal of lint can be achieved easily by using a standard masking tape lint roller. It is always a good idea to use the lint roller first in any area intended to be spot cleaned. Once per year, it is recommended that the entire surface be given a light vacuum with a soft horsehair upholstery brush. In a clean office environment, it may not be necessary to do this annually.

For removal of minor stains, a mild enzyme-based detergent (such as Tide Free) is recommended. Create a dilute solution by adding three parts water to one part detergent in a clean container. Use a clean paper towel to gently blot the detergent into the stain. Press and release, press and release. Using a separate container of just clear water, use clean moist paper towels to blot more water into the stain. Press and release, press and release. Finish by blotting firmly with clean, dry paper towels until the area is nearly dry.

There are many solvent-based spot removers available. Although they are not recommended except in the case of emergency, the best choices for wool felt are dry cleaning fluids. Be sure to test in an inconspicuous area first. Blot the stained area with a clean cloth soaked in dry cleaning fluid, then blot with clean cloth until dry.