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PROJECT MAINTENANCE & QUALITY MANUAL

Prepared for:

**BANKSIA NQC
Melbourne**

Wardrobe Doors, Mirrors & Splashbacks

CARE AND MAINTENANCE

STANDARD GLASS CLEANING PROCEDURE FOR MIRRORS & MIRRORED SPLASHBACKS.

CLEANING

- Apply mild soap or detergent to glass panels by either spraying or using a clean, soft cloth or sponge saturated with the cleaning solution.
- Commercial solvents may be used to clean the glass panels by either spraying or using a clean, soft cloth or sponge saturated with the solvent.
- **NOTE:** Care should be taken to avoid contact with frames, hardware and associated materials when using solvents to ensure no adverse affects.
- When using commercial solvents the manufacturer's directions and warnings must be adhered to at all times.
- All surfaces should be rinsed with clean water immediately after cleaning solutions have been applied.
- A squeegee, chamois or suitable clean, lint free cloth may be used to dry all surfaces.
- In no case should a blade, scraper, steel wool or any other similar tool be applied to the glass surface.
- While cleaning ensure jewellery and watches are removed and gloves are worn.
- Do not use cleaners which contain Hydrofluoric or Phosphoric acid as they are corrosive to the glass surface.
- Do not clean the glass when glass is hot or in direct sunlight.
- Do not allow cleaning solutions to contact the edges of laminated glass or mirrors.
- Do not store or place other material in contact with the glass. (This can damage the glass or create a heat trap leading to thermal breakage.)
- Avoid extreme temperature changes to the glass as this may lead to thermal fractures of the glass, i.e. do not splash hot water on cold glass or freezing water on hot glass.
- If glass is damaged or broken on-site ensure the experienced glaziers are engaged to rectify the situation. Glass can be a safety hazard if not handled properly.

CARE AND MAINTENANCE

STANDARD GLASS CLEANING PROCEDURE FOR MIRRORS & MIRRORED SPLASHBACKS.

REMEMBER:

- Ensure glass and associated hardware is as clean as practically possible, as staining may occur.
- Any household cleaning agents (ammonia based) available and recommended for glass can be used except for mirrors and mirror trims.
- Water should only be used on mirrors and mirror trims. Simply apply to soiled areas and wipe off with a clean lint free cloth.
- Do not use harsh abrasives on any above mentioned surfaces as this may cause surface scratches.
- Both painted and anodized finished surfaces should be regularly washed down with water to maintain their attractive appearance.
- Extra care is necessary where high performance reflective glass is installed. The coated surface can be susceptible to stains and scratches and therefore require extreme care when cleaning.

REPAIRS

Perfect Australian Wardrobes recommends repairs and adjustments be carried out by an experienced glazier.

Please call 9357 7204 for assistance or to arrange any necessary repairs or adjustments as required.

CARE AND MAINTENANCE

WARDROBE DOORS

CLEANING

- Apply mild soap, detergent or commercial solvents to all surfaces using a clean, dry cloth or sponge saturated with the cleaning solution.
- **NOTE:** Care should be taken with frames, hardware and associated materials when using solvents to ensure no adverse affects.
- When using commercial solvents the manufacturer's directions and warnings must be adhered to at all times.
- All surfaces should be wiped with clean water after cleaning solutions have been applied.
- A chamois or suitable clean, lint free cloth may be used to dry all surfaces immediately after applying cleaning solutions or water.
- Under no circumstances should harsh cleaners, alkaline solutions, blades, scrapers, abrasive or similar tools be used on any surfaces.
- This system requires no lubrication at all however, regular wiping of the tracks to remove dust and debris will prolong its life.
- Failure to ensure tracks are kept clean and free from dust and debris may void the warranty offered on the wheels.

CARE

- When opening and closing your door, it should be done in a gentle manner and always guided into position by the user rather than left to settle freely of its own accord.
- Ensure the tracks are kept clean so as not to exert unnecessary stress on the wheels and other mechanisms.

REPAIRS

Due to the intricacy involved in this product, Perfect Australian Wardrobes recommend that any repairs and maintenance be carried out by an experienced installer.

Please call 9357 7204 for assistance or to arrange any necessary repairs or adjustments as required.



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Quality Plan

Perfect Australian Wardrobes & Shower Screens Pty Ltd will ensure all materials used conform to the relevant Australian Standards where specified.

Wardrobes, Mirrors and Mirrored Splash Backs will be constructed and installed by experienced installers in a manner which conforms to all relevant occupational health and safety codes.

Perfect Australian Wardrobes & Shower Screens Pty Ltd warrant that the finished works will be inspected and tested by a qualified tradesperson upon completion.

Perfect Australian Wardrobes & Shower Screens Pty Ltd provide a one year warranty on all parts and manufacture of the Wardrobes and Mirrors and guarantee the quality of the product will exceed the period of warranty offered (subject to the conditions of the warranty -see attached warranty for further details).