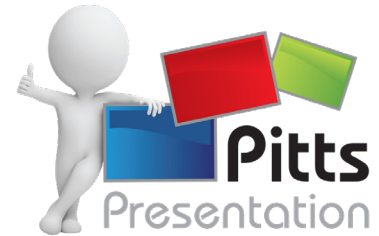


Office PRO Flipchart & Office PRO Flipchart with Arms



The Office Pro Flipchart and Office Pro Flipchart with Arms are 700mmx1000mm magnetic whiteboards with adjustable angle and pen tray on a tripod stand

- Dry-wipe magnetic surface, varnish coated.
- Universal clamping grip allows A1 or EURO size sheets.
- Stable load-carrying steel structure
- Adjustable height up to 1860mm with stable three-leg base
- Side arms provide room for 2 additional pads to be displayed (PPTF20)
- Warranty: 2 years for the product, 10 years for the board surface.



Codes, Sizes and Weights:

PPTF19 no arms	Board surface: 700x1000mm	7.6kg
PPTF20 with arms	Board surface: 700x1000mm	8.2kg

Care and Maintenance

Recommended Procedures

We recommend you purchase good quality dry wipe pens. Always allow dry marker ink to dry completely before erasing. This only takes a few seconds and will prevent smearing or ghosting.

Always replace dry marker pen caps when not in use to prevent them from drying out. Do not persist with dry marker pens when they are clearly running out as the ink may prove difficult to erase. Do not leave dry marker ink on boards for extended periods. No more than 2 days is recommended. Over time, the ink may become difficult to erase.

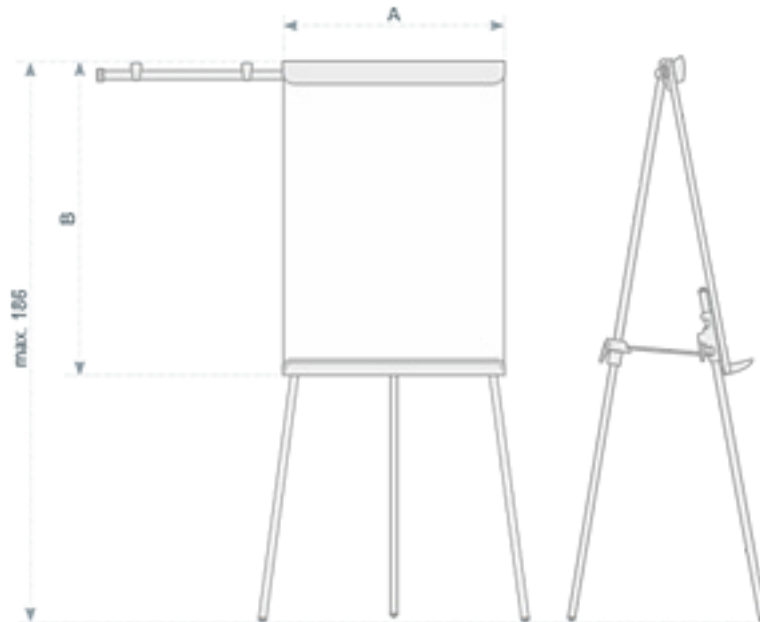
Erase using a proprietary board eraser/clean soft cloth or tissue. Erasing by hand may result in smearing, and subsequent staining of the surfaces.

Surface Maintenance

When used correctly whiteboards require minimal maintenance. Regular use with quality dry markers and clean erasers/soft cloths/tissues will 'naturally' help to keep the surface clean.

Ideally writing should be dry erased using a clean soft cloth, tissue or board eraser at the end of each day. Where this is not practical erase at the next earliest opportunity to prevent staining.

The exact length of time that can elapse before marks become difficult to remove can vary depending on circumstances. The type of surface, pen and even the temperature all have a bearing on this. The longer the writing is left on a whiteboard, the more difficult it will become to dry erase.



Cleaning of Whiteboard Surfaces

Occasional cleaning is recommended to keep the surface free from the marks, dust and grease that accumulate.

Use clean, warm water and a clean soft cloth to remove minimal deposits. The surface will require thorough drying and buffing up prior to use.

For best results, we recommend occasional cleaning with a recommended Whiteboard Restorer Cleaning Fluid or Spray. When using a spray cleaner it is essential that the following procedure be followed:

- Always fully dry erase all writing on the whiteboard surface as you normally would, prior to commencing cleaning.
- Use cleaning agent sparingly; using too much may hinder cleaning by making it more difficult/time consuming to remove.
- In the event that cleaning agent is not completely removed (and the surface is not thoroughly polished or buffed up) subsequent dry marker ink will mix with the cleaning agent residue and will result in smearing/staining/ghosting of the cleaned surface.
- Work the cleaning agent into the surface using a dry, soft cloth.
- On completion thoroughly buff up the surface using a dry, soft, clean cloth ensuring every last trace of cleaning agent is removed.

Please note:

- If in any doubt about the nature of the cleaning agent you intend to use, always try on a small test area of the surface first.
- Under no circumstances should scouring pads or abrasive bathroom/kitchen surface type cleaning agents be used on whiteboard surfaces. The more abrasive the cloth or cleaner, the more it will wear away the surface.
- Under no circumstances use lighter fluid or any other substance that could dissolve the laminates surface.
- Only clean whiteboard surfaces occasionally as and when necessary. Excessive or regular cleaning with water, spray window cleaner or any proprietary whiteboard-cleaning agent may prove detrimental to the surface in the long term.