

## Manual for operating metal furniture produced by MALOW

- ✓ The furniture should be used in compliance to the intended purpose.
- ✓ The furniture, unless they are created specifically for humid rooms (e.g. lockers destined for equipping changing rooms in swimming pools), should be used in dry rooms, which are not exposed to direct action of damp.
- ✓ The furniture after placing on the floor, should be leveled e.g. with the help of furniture wedges or in versions with adjustable feet through the screw in the leveling foot.
- ✓ Keep the furniture clean using available surface-active detergents without chlorine.
- ✓ The furniture with UV print should be cleaned only with a damp, soft cloth moistened with water.

### **Attention :**

**For cleaning do not use organic solvents nitro type or carbomide - ftalium, because under their influence may be take the glos off the lacquer layer.**

**In case of disinfection of our products, commonly approved virucidal preparations based on ethyl alcohol with a concentration of about 70% should be used. In addition, the manufacturer's recommendations on how to handle the liquid after application on the cleaned surface should be followed.**

- ✓ Pay attention to washing floors and not flood cabinets socles –wipe the floor around products dry
- ✓ Do not let furniture stand on damp floors
- ✓ Do not store dump, wet, especially containing corrosive substances for example salt things inside the product, unless the product is adapted to it (special).

**Failure to follow those requirements may be the result of the product's corrosion**

- ✓ Desk's counters and office tables should be cleaned by open-access detergents, which intended for cleaning woodchip office furnitures – in the case of pouring over by water or other liquids, dry the surface by mop thoroughly.

## ECOLOGY – ENVIROMNENT PRESERVATION

1. The packing waste management system:  
After unpacking the product it should be segregate rubbish from packaging:

- cardboard, paper,
- stretch foil,
- polypropylene tape,
- metal aglet,
- Styrofoam,
- wooden pallets,

All those materials can be given in the recycle point for new processing or liquidation. The part of the materials such as cardboard, the Styrofoam or wooden pallets can be put to use in the packing process.

2. The liquidation waste products.

After total complete exhaust the product, it should be think about his liquidation in order that impair our environment as little as possible. It is not even difficult or too expensive, to disassemble the product and segregate waste and give it in the right recycle point.

The manufactured waste from products can be produced by (depending on the type of the product):

- a) steel scrap (galvanized, nickelled, powder coated, of stainless metal sheet)
- b) non-ferrous metals
- c) plastic
- d) glass
- e) mineral wool
- f) chipboards
- g) wood
- h) exhaust electric parts (fans, heating slats, electric wires)
- i) fluorescent lamps

The received materials from above procedure, will be handed over to competent units, which duty is ecological processing or the liquidation.

*Local governments are responsible for the organization of such collecting recycle points and information about their placement.*

**Condition of environment depends on our culture and understanding of the problem of environmental preservation.**

## The safe use

**Before beginning of using, all furnitures should be levelled with particular attention to the lack of tilt into the functional side.**

*For the safety reasons fix to the wall the products with extendable elements.*

### OFFICE FURNITURE

- Load evenly the shelves without exceeding the safe load (look table),
- Install the drawers on the tracks firstly in the lower part of the cabinet. Slide out the drawers and shelves always one by one (sliding out few drawers at once can knock over the product) and load evenly not exceeding safe load - 30 kg,
- Do not weight the top, because it does not function as the shelf, unless it is used for made factory-made tabletop,
- In products with the winged doors, it should not be leant, hung up e.g. clothes on the doors because it makes upset the furniture or the possibility of turning the product over,
- With products with the sliding doors - move the door of the cabinet cautiously without hitting against sides of the product. Lock the cabinet after accurate pushing the door into the locking position,
- In products with the tambour doors do not rely on the mat of the shutter and close the door of the blind through even moving of the door, without pulling,
- In products for hanging clothes burden bars but keep the load at safe level - 20kg, every clothing hook burden max. at the safe level -3 kg,
- Place top sections of cabinets steadily on the product and using secure from slipping down of the top of the furniture e.g. by sticking the double-sided tape or screwing together both products,
- Turn rotational shelves of stands evenly without pulling and without excessively fast rotations. Load the shelves evenly on the entire perimeter not exceeding the safe load - 60 kg,
- Load the shelves of library bookshelves evenly not exceeding the safe load (look table). In order to protect against knocking over fix unilateral bookshelves to walls, base, and the like,
- Use desks after accurate, complete assembling in accordance with the assembly instruction. Burden tabletops of desks and tables evenly not exceeding safe burden- 150 kg. Load drawers of desks evenly not exceeding the safe load: of low drawers - 25 kg, high drawers - 60 kg,
- In products with glass - treat cautiously and carefully glass elements - don't hit and load shelves evenly not exceeding the safe load - 25 kg. Evenly load the glass top of the desk not exceeding the safe load - 35 kg,
- In furniture with drawers for files (e.g. filing-office) use the operating manual of filing cabinets.

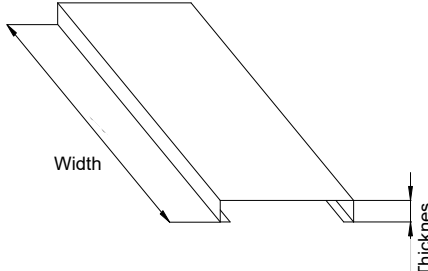
### SOCIAL FURNITURE

- Do not lean, do not hang e.g. clothes on the opened wardrobes doors,
- In rods for hanging clothes burden bars at keeping load at safe level - 10kg every clothing hook burden max. at the safe level -3 kg,
- The wardrobes, that are set on bases, place steadily in a way that they do not wobble.

### WORKSHOP FURNITURE

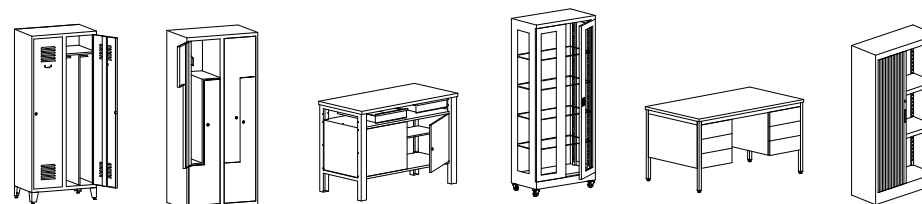
- Load shelves evenly not exceeding the safe load (look table),
- Don't load the top (top of the body) of product, because it doesn't function as the shelf,
- In products with winged doors don't lean, don't hang e.g. clothes on doors because it upsets the furniture or can cause turning the product over,
- In workshop products load drawers evenly not exceeding the safe load - roll - bearing slides 20 kg, sliding - slides 15 kg,
- Assemble the product according to the assembly instructions and obey all additional pointers put in this instruction

### Safe loading of the shelves

	Strengthening	Width (mm)	Shelf's thickness (mm)	Loading capacity (kg)
	Present		Up to 1000	Up to 25
			Up to 30	100
None		Up to 1200	Up to 25	70
			Up to 30	85
		Up to 1000	Up to 25	40
			Up to 30	55
		Up to 25	35	
		Up to 1200	Up to 30	50

**In case of special products with special destiny, it should be acquaint additionally and use the instructions concerning the type of product.**

**For our venerable Users we wish satisfaction from using our products**



**Attention:** In case of claim, please give the number of contractor and production date. This information you can find at the back wall (right upper corner)