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## *Desk Care, Disassembly & Recycle*

### Desk Cleaning Instructions

Dust with damp, soft cloth and dry surface completely

If needed; clean with a small amount of non-alkaline dish soap in warm water.

Frequent cleaning with soap in warm water is not recommended.

### Desk Care Instructions

Immediately blot any liquids from the surface.

Avoid extreme heat, cold or wide humidity variances. Prolonged sunlight could have a detrimental effect on the desk top surface.

### Desk Disassembly Instructions

Desks can be disassembled without specialised tools or expertise.

Turn desk upside down. Remove screws that secure steel frame to desk top.

Disassembly is now completed.

Replacement parts are available on request.

### Desk Disposal & Recycle Instructions

The materials in R.E. Batger Desks are 95% recyclable. To initiate the recycling process, contact R.E. Batger representative.

### Desk Disassembly Instructions

Desks can be disassembled without specialised tools or expertise.

Turn desk upside down. Remove screws that secure steel frame to desk top.

Disassembly is now completed.

A handwritten signature in black ink that reads "T. Batger". The signature is written in a cursive style and is underlined with a long horizontal stroke.

General Manager