

finishes + materials (asia pacific)

program guide

12.18.2023



teknion

update summary

Please be advised that information has been updated within the Finishes + Materials Program Guide (Asia Pacific). To highlight these updates a summary has been created for your reference.

update

General maintenance to this guide has been implemented.

Please note, first orders for new products will be accepted on December 18, 2023. All software will also be updated by December 18, 2023. If you have any questions regarding the information enclosed, please contact your Teknion Customer Service Representative.





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finishes + materials

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listings & application matrices

SURFACE FINISH OFFERING

| <div> <div></div> Available <div></div> Not Available </div> | | complement (metric) | district | expansion casegood | expansion citybench | expansion cityline | filing & storage | height-adjustable- bench | interpret international | seating | social & collaborative | tables & collaborative | tek vue | tek n | world wide complements | POD |
|--|-----|------------------------|----------|-----------------------|------------------------|-----------------------|------------------|-----------------------------|----------------------------|---------|---------------------------|---------------------------|---------|-------|---------------------------|-----|
| Source Laminate | | | | | | | | | | | | | | | | |
| White | X 2 | | | | | | | | | | | | | | | |
| Light Grey | X 4 | | | | | | | | | | | | | | | |
| Graphite | 1 E | | | | | | | | | | | | | | | |
| Murnau Maple | X 8 | | | | | | | | | | | | | | | |
| Campus Oak | W 0 | | | | | | | | | | | | | | | |
| Oyster Grey | X 0 | | | | | | | | | | | | | | | |
| Lincoln Walnut | Z 0 | | | | | | | | | | | | | | | |
| Vintage Oak | 1 D | | | | | | | | | | | | | | | |
| Foundation Laminate | | | | | | | | | | | | | | | | |
| Pure White | Y Q | | | | | | | | | | | | | | | |
| Murnau Maple | U J | | | | | | | | | | | | | | | |
| Campus Oak* | Y S | | | | | | | | | | | | | | | |
| Bamboo* | U L | | | | | | | | | | | | | | | |
| Oyster Grey* | U Z | | | | | | | | | | | | | | | |
| Light Grey | Y W | | | | | | | | | | | | | | | |
| Lincoln Walnut | R 3 | | | | | | | | | | | | | | | |
| Flintwood | | | | | | | | | | | | | | | | |
| Brown Oak | 0 A | | | | | | | | | | | | | | | |
| Fineline Wenge | 0 B | | | | | | | | | | | | | | | |
| Alaska Walnut | 0 C | | | | | | | | | | | | | | | |
| American White Oak | 0 D | | | | | | | | | | | | | | | |
| Golden Maple Crown | 0 E | | | | | | | | | | | | | | | |
| Black Ash Crown | 0 F | | | | | | | | | | | | | | | |
| Natural Oak-Crown | 0 G | | | | | | | | | | | | | | | |
| Natural Veneer | | | | | | | | | | | | | | | | |
| Medium Walnut | 0 H | | | | | | | | | | | | | | | |
| Windsor Cherry | 0 I | | | | | | | | | | | | | | | |
| Mahogany Walnut | 0 J | | | | | | | | | | | | | | | |
| Regal Cherry | 0 K | | | | | | | | | | | | | | | |
| Dark Brown Walnut | 0 L | | | | | | | | | | | | | | | |
| Empress Walnut | 0 M | | | | | | | | | | | | | | | |
| Chestnut Cherry | 0 N | | | | | | | | | | | | | | | |
| Cognac On Cherry | 0 O | | | | | | | | | | | | | | | |
| Dark Brown Cherry On Walnut | 0 P | | | | | | | | | | | | | | | |
| Walnut On Cherry | 0 Q | | | | | | | | | | | | | | | |
| Medium Dark Cherry | 0 R | | | | | | | | | | | | | | | |
| Dark Brown Cherry | 0 S | | | | | | | | | | | | | | | |

note * Not available on Expansion Casegood (Meeting table)

Zones Worksurface Laminate contains the following product lines: Expansion Casegood (Meeting table) please refer page 21

listings & application matrices

PAINT FINISH OFFERING

| <div> <div></div> Available </div> <div> <div></div> Not Available </div> | | complement (metric) | district | expansion casegood | expansion citybench | expansion cityline | filig & storage | height-adjustable bench | interpret international | seating | social & collaborative | tables & collaborative | tek vue | tek n | world wide complements | POD |
|---|--------|------------------------|----------|-----------------------|------------------------|-----------------------|-----------------|----------------------------|----------------------------|---------|---------------------------|---------------------------|---------|-------|---------------------------|-----|
| Foundation | | | | | | | | | | | | | | | | |
| Satin | | | | | | | | | | | | | | | | |
| Granite | 51 / J | | | | | | | | | | | | | | | |
| Ebony | 52 / E | | | | | | | | | | | | | | | |
| Textured | | | | | | | | | | | | | | | | |
| Storm White | 74 / Q | | | | | | | | | | | | | | | |
| Latte | 75 / C | | | | | | | | | | | | | | | |
| Espresso | 76 / P | | | | | | | | | | | | | | | |
| Foundry Onyx | 23 / Z | | | | | | | | | | | | | | | |
| Matte | | | | | | | | | | | | | | | | |
| Soft Gris | 26 / B | | | | | | | | | | | | | | | |
| Atrium White | 20 / T | | | | | | | | | | | | | | | |
| Crisp Grey | 25 / 6 | | | | | | | | | | | | | | | |
| Grey Stone | 24 / U | | | | | | | | | | | | | | | |
| Mica | | | | | | | | | | | | | | | | |
| Satin | | | | | | | | | | | | | | | | |
| Very White | 83 / V | | | | | | | | | | | | | | | |
| Platinum | 60 / 7 | | | | | | | | | | | | | | | |
| Anthracite | 68 / X | | | | | | | | | | | | | | | |
| Textured | | | | | | | | | | | | | | | | |
| Arctic | 77 / 8 | | | | | | | | | | | | | | | |
| Accent | | | | | | | | | | | | | | | | |
| Satin | | | | | | | | | | | | | | | | |
| Atmosphere (Satin) | C J | | | | | | | | | | | | | | | |
| Blue Sage | 98 | | | | | | | | | | | | | | | |
| Blush (Satin) | C K | | | | | | | | | | | | | | | |
| Brickstone (Satin) | 18 | | | | | | | | | | | | | | | |
| Butternut | 14 | | | | | | | | | | | | | | | |
| Herbal (Satin) | C P | | | | | | | | | | | | | | | |
| Ink Blue (Satin) | 17 | | | | | | | | | | | | | | | |
| TK Hunter (Satin) | 1 V | | | | | | | | | | | | | | | |
| TK Radioactive | 1 W | | | | | | | | | | | | | | | |
| TK Sunburst (Satin) | 1 X | | | | | | | | | | | | | | | |
| Anodized | | | | | | | | | | | | | | | | |
| Clear | A C | | | | | | | | | | | | | | | |
| Stainless | | | | | | | | | | | | | | | | |
| Stainless Steel | S Y | | | | | | | | | | | | | | | |

h1>listings & application matrices

h2>SCREEN FINISH OFFERING

| <div> <div></div> Available <div></div> Not Available </div> | | complement (metric) | district | expansion casegood | expansion citybench | expansion cityline | filing & storage | height-adjustable- bench | interpret international | seating | social & collaborative | tables & collaborative | tek vue | tek n | world wide complements | POD |
|--|--------|------------------------|----------|-----------------------|------------------------|-----------------------|------------------|-----------------------------|----------------------------|---------|---------------------------|---------------------------|---------|-------|---------------------------|-----|
| Translucent Finish | | | | | | | | | | | | | | | | |
| Clear Glass | CL / 5 | | | | | | | | | | | | | | | |
| Frosted Glass | FT / 6 | | | | | | | | | | | | | | | |

h2>BASE FINISH OFFERING


| <div> <div></div> Available <div></div> Not Available </div> | | complement (metric) | district | expansion casegood | expansion citybench | expansion cityline | filing & storage | height-adjustable- bench | interpret international | seating | social & collaborative | tables & collaborative | tek vue | tek n | world wide complements | POD |
|--|---|------------------------|----------|-----------------------|------------------------|-----------------------|------------------|-----------------------------|----------------------------|---------|---------------------------|---------------------------|---------|-------|---------------------------|-----|
| Acrylic | | | | | | | | | | | | | | | | |
| Anodized | A | | | | | | | | | | | | | | | |
| Chrome | H | | | | | | | | | | | | | | | |

h2>FELT FINISH OFFERING

| <div> <div></div> Available <div></div> Not Available </div> | | complement (metric) | district | expansion casegood | expansion citybench | expansion cityline | filing & storage | height-adjustable- bench | interpret international | seating | social & collaborative | tables & collaborative | tek vue | tek n | world wide complements | POD |
|--|-----|------------------------|----------|-----------------------|------------------------|-----------------------|------------------|-----------------------------|----------------------------|---------|---------------------------|---------------------------|---------|-------|---------------------------|-----|
| Smooth Felt | | | | | | | | | | | | | | | | |
| Pewter | R 5 | | | | | | | | | | | | | | | |
| Lunar | R 6 | | | | | | | | | | | | | | | |

listings & application matrices

INDIA STANDARD FINISH OFFERING

| <div> <div></div> Available </div> <div> <div></div> Not Available </div> | | complement (metric) | district | expansion casegood | expansion citybench | expansion cityline | fling & storage | height-adjustable- bench | interpret international | seating | social & collaborative | tables & collaborative | tek vue | tek n | world wide complements | POD  |
|---|-----|------------------------|----------|-----------------------|------------------------|-----------------------|-----------------|-----------------------------|----------------------------|---------|---------------------------|---------------------------|---------|-------|---------------------------|---|
| Laminate | | | | | | | | | | | | | | | | |
| Slate (22099) | I A | | | | | | | | | | | | | | | |
| White Lily (21081) | I B | | | | | | | | | | | | | | | |
| Arctic White (22091) | I C | | | | | | | | | | | | | | | |
| Portland Maple (10077) | I D | | | | | | | | | | | | | | | |
| Canadian Walnut (10544) | I E | | | | | | | | | | | | | | | |
| Malay Cane (10844) | I F | | | | | | | | | | | | | | | |
| Dinder Samari Oak (14667) | I G | | | | | | | | | | | | | | | |

general information

general information

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teknipaint & teknistain

TekniPaint

A TekniPaint form is required if the customer requires a custom paint color.

The color matching procedures will take a minimum of 10 working days.

Standard lead times apply once customer approved sample is received by Teknion Customer Service Representative.

Using the TekniPaint

Prior to placing the order, Dealer submits the color match sample (minimum size 2" x 2") to Teknion Customer Service Representative in conjunction with a completed TekniPaint form.

After the color match process is completed, two (2) samples are returned to the Customer Service Representative who forwards them to the Dealer with a sign-off sticker, attached to the back of the sample, for approval by the customer.

Customer formally signs-off on the color samples by signing the attached sticker.

Dealer returns one (1) of the customer approved samples to a Customer Service Representative or a fax of the signed off sample to Teknion.

Dealer submits the order, quoting the paint name and paint number as indicated on the customer sign-off sticker.

Teknion products included in this program:

- Panels and Supports
- Providers, Overheads & Active Storage Products
- Electrical Products
- Pedestals, Lateral files & Storage Cabinets.

TekniPaint forms and information on how to use these forms can be found at www.teknion.com/products for your printing convenience.

TekniStain

A TekniStain form is required if a Teknion Wood product is needed in colors outside our standard offering.

To order a Custom Wood Stain, follow these instructions:

If specifying a custom color for Seating, please use code NOCWS.

If specifying a custom color for District, Interpret, Leverage, Marketplace, TOS, Transit, Expansion Casegoods or Expansion Wood, please use code ZOCWS.

If specifying a custom color for Dossier, Cana, Westcoast, Solitär, Grayson, Agenda, Gemini, Table&Conferencing and Executive Casegoods, please use code ZCCWS.

Please forward a TekniStain form to your Customer Service Representative along with two color samples. Allow two (2) weeks for the TekniStain approval process. The Custom Wood Stain sample must be signed off prior to placing product order. The total lead time will begin once final approval samples have been received from customer to Teknion.

Using the TekniStain

Teknion requires dealer or client to supply one (1) TekniStain form for each color being custom matched.

Include three (3) for U.S./two (2) for Canada minimum 3 x 3 color samples for each color being submitted for Custom Wood Stain

Teknion will provide customer with two color samples for each TekniStain submitted. The customer must sign the back of the approved sample. The second sample to be kept for customer reference.

TekniStain forms and information on how to use these forms can be found at www.teknion.com/products for your printing convenience.

care & maintenance

Regular cleaning of your furniture system will maintain the appearance and optimize the long term return on investment.

Teknion dna™

Due to the unique shape and size of **dna** and the inherent properties of some fabrics, mild creasing or puckering may result and is not considered a quality issue by Teknion. In most cases, the fabric can be smoothed-over by hand to improve the appearance.

Teknion Aluminum Anodized Wall Products

Cleaning

- Wipe down your Anodized Aluminum surface with a damp sponge to remove general surface dirt. This will not eliminate stains or scratches, but will help to prevent dust and dirt buildup. Dry the Aluminum with a towel to prevent water spotting.
- With signs of black oxide from rubbing abrasion, squeeze one or two drops of mild dishwashing detergent into a cup of water. Apply the soapy water to an abrasive sponge and scrub the Aluminum vigorously. Anodized Aluminum requires an abrasive touch with a gentle cleaning solution, as many harsh cleaning products will react with the Aluminum.
- Rinse the Anodized Aluminum surface with clean water and then dry it with towels. Use long strokes and avoid changing directions for best results. If this method fails to thoroughly clean the Aluminum, proceed to contact Teknion.

An oil product could mask some stains temporarily; you may experience the stain returning after the oil flashes off. Because of time constraints we mix Isopropyl Alcohol to our water mix in order to speed drying. Not rubbing alcohol because it will contain a moisturizer to counter drying the skin.

Whiteboard

Cleaning

We recommend that you erase your whiteboard after every use.

If you need to leave the content on your board then we recommend that the whiteboards should at least be cleaned weekly with the wet whiteboard cleaner recommend by the related marker manufacturer.

Cleaning your whiteboard will remove the chemical build-up that can occur with repeated use of dry erase markers. This can help maintain your whiteboard.

Maintenance

Use Dry erase markers only. All dry erase markers can write legibly on a whiteboard surface, but not all will erase properly due to their composition. Do not use low odor dry erase markers or permanent (indelible) markers. The use of proper markers can help avoid staining or ghosting.

Follow the Cleaning recommendations. It is recommended that the whiteboard is erased daily using an eraser designated for use with dry erase markers from the marker manufacturer. We also recommend that a complete cleaning is performed at least once a week with the wet whiteboard cleaner recommend by the related marker manufacturer.

To remove permanent marker. Write on top of the permanent marker, erase with a dry eraser, using a dry erase marker, and then clean with the wet whiteboard cleaner recommend by the related marker manufacturer.

Ghosting Issues

Faded content that remains on your whiteboard after erasing/cleaning is commonly known as ghosting.

To help avoid ghosting, do not use permanent or non-dry erase markers. Avoid using red and orange markers for easier cleaning and to reduce the likelihood of ghosting.

In order to avoid ghosting please use our cleaning and maintenance recommendations. If ghosting remains please try the following actions to remove

Apply whiteboard cleaner and wipe entire whiteboard with a paper towel, and let dry. Use Mix Joy® dishwashing detergent with warm water and apply to the whiteboard using a paper towel, then wipe dry with a clean cloth. Repeat as necessary.

If ghosting or staining remains, you could use a small amount of rubbing alcohol on a clean, soft towel.

care & maintenance (continued)

Metal & Plastic

Wash surface regularly with mild soap and water. Dry with a clean cloth or soft paper towel to prevent soap streaks.

Source Laminate & Fascia Laminate

In order to maintain the life and appearance of your thermally fused melamine panels, please follow these guidelines:

- May be easily cleaned using a mild, non-abrasive, all purpose cleaner and a soft cloth. Coffee, tea or other difficult stains may be removed using a mild household detergent or a paste of baking soda and water (note: 10-20 strokes should remove most stains, excessive force or scrubbing may damage the surface).
- Abrasives such as scouring pads or gritty cleansers may permanently dull and /or scratch the surface and result in future staining.
- Do not place hot cookware, dishes or objects onto the surface. Knives and other sharp objects used directly on the surface can also be damaging.

Foundation Laminate

High pressure laminate (HPL) surfaces are highly resistant to wear, scratching, boiling water, food acids, alcohols, oil, grease and ordinary household chemicals.

General Care

Surfaces will retain their original appearance indefinitely when these simple precautions are followed:

- Wash surface with a non-residual, streak free cleaning product such as glass cleaner (ammonia based cleaner) to remove residue (oils, fingerprints, glass rings, smudges and smears).
- To remove superficial stains which may not be easily removed with soap and water, use a non-abrasive liquid cleaner.
- Use of an eraser can assist in the removal of ink marks.
- Avoid gritty or abrasive liquid cleaners and cleansing powders.
- Avoid bleaching cleaners and cleansing powders.
- Use a wooden cutting board when cutting, slicing or chopping.
- Use a trivet or hot pad under appliances.

Seamless Color

Surfaces will retain their original appearance indefinitely when these simple precautions are followed:

- Wash surface regularly with mild soap and water. Dry with a clean cloth or soft paper towel to prevent soap streaks.
- To remove superficial stains which may not be easily removed with soap and water, use a non-abrasive liquid cleaner.

Flintwood & Natural Veneer

Teknion furniture is built to strict specifications to ensure many years of exceptional use. Like all natural products, Teknion wood surfaces may vary slightly in grain texture and color. Because each piece of furniture is unique, minor variations between pieces can be expected.

The beauty of Teknion's veneer is enhanced with a clear top coat which is not affected by most liquids found in offices or homes. This finish contains inhibitors to help prevent pigments from fading. However, like any wood product, the finish will fade with prolonged exposure to intense light.

Cleaning & Polishing

To clean, simply wipe the surface (in the direction of the grain) first with a dry cloth. Circular or sideways rubbing can adversely affect the appearance of the wood finish. If the surface is exceptionally dirty, add a mild soap solution to the water. Waxes and furniture polishes should be avoided as they may result in buildup or may deepen the gloss of the furniture.

General Care

- Remove any spilled liquids immediately with a blotting rather than a wiping action.
- Do not drag objects across finished surfaces.
- For chips, scratches or unusual damage, professional repair may be required.
- Avoid exposing the surface to extreme heat, cold or humidity.
- The surface finish may be burn-resistant but the wood beneath the finish is not and can be charred (e.g. by a burning cigarette).
- Exposure to strong sunlight should be avoided. The surface finish is fade proof but the wood beneath may change in color from extended exposure to sunlight.
- Place a desk pad under mechanical equipment. Rubber and oil will permanently mark the surface.
- Dust the surface frequently with a clean, soft, dry cloth.

Solid Surface

Routinely clean with a damp cloth. If a stain develops, wipe it with soap and water, or if you prefer wipe it clean with glass cleaner.

Do not expose your solid surface worksurface to harsh chemicals.

For tough stains, apply an abrasive cleanser and buff with a Scotch-Brite® pad using a circular motion.

care & maintenance (continued)

Marble

Marble has a sealer to help protect the natural stone from staining and to prevent discoloration.

The surface of natural marble is very porous and easily absorbs moisture. Use coasters under all glasses, particularly those containing alcohol or citrus juices. Many foods and drinks contain acids that will etch or dull the surface. Do not place hot items directly on the marble surface.

Wipe off stains or spills immediately with water and a clean soft cloth a mild soap can be added to the water. Dry with a soft clean cloth or soft paper towel to prevent streaks. Do not use cleaners or abrasive cloths.

To keep the beauty of the marble surface a sealer should be applied yearly.

Glass Elements

With proper care, glass panels will retain their clarity indefinitely. Care should be taken against scratching or contact with very hot objects that might mar the surface.

Cleaning

Wipe glass elements with a mild soap or detergent and lukewarm water. Use a clean soft cloth, applying only light pressure. Rinse with clean water and dry by blotting with a damp cloth or chamois.

Grease, oil or tar may be removed with a good grade of hexane, aliphatic naphtha or kerosene. These solvents are available at paint and hardware stores.

Follow the manufacturer's recommendations.

Any oil film left by solvents should be removed immediately by washing.

Do Not Use window cleaning sprays, kitchen scouring compounds or solvents such as acetone, gasoline, benzene, carbon tetrachloride or lacquer thinner on glass elements.

Dusting

Dust with a soft, damp cloth or chamois. Dry or gritty cloths may cause surface scratches.

Polishing

Protect the glass elements and maintain surface gloss by occasional waxing with a good auto paste wax. Apply a thin, even coat with a soft clean cloth and polish lightly with cotton flannel. Then wipe with a damp cloth to help eliminate electrostatic charges that can attract dust particles.

Back Painted Glass

To maintain back-painted glass products, gently clean, do not scrub, with a soft, clean, lint-free cloth and soap and water solution. Do not use paper towels; their fibers can adhere to the finished surface.

Do not use window cleaning sprays, kitchen scouring compounds or solvents such as acetone, gasoline, benzene, carbon tetrachloride or lacquer thinner on back-painted glass.

Altos/Optos Glass

Use a wash solution that includes a mild soap and detergent, or a slightly acidic cleaning solution (vinegar and water). A product like Windex can also be used. Do not use harsh cleaners, abrasives or alkaline materials.

Use clean, grit-free cloths, together with the wash solution, to clean the glass. Care must be taken to ensure that gritty dirt particles picked up by the cloth do not scratch the glass. Do not use metal scrapers or tools to remove stubborn materials or stains.

Immediately follow the washing with liberal amounts of clean rise water (for best results use distilled water).

Promptly remove excess rinse water with a clean, good quality squeegee. Debris must be removed from the squeegee to prevent possible glass damage.

Skyline Glass

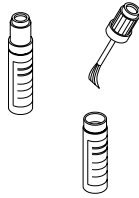
PLEASE DO NOT CLEAN ETCHED AREAS PRIOR TO 30 DAYS AFTER INSTALLATION! To maintain the glass, gently clean - do not scrub - with a clean, soft, lint-free cloth and 4: 1 mixture of water and vinegar. DO NOT USE AMMONIA-BASED CLEANERS! Do not use paper towels; their fibers adhere to the etched surface and they will affect the protective quality of the Etch Sealer. Harsh scrubbing and/or abrasive cleaners may damage the protective sealer and void your warranty.

touch-up kits

Teknion offers two types of Touch-Up Kits; a bottle with brush (paint) or a crayon, depending on which finish the product is applied.

KT100 – Bottle with brush is available for:

Foundation
Mica
Accent
Filling & Storage Paint Colors
Seamless Color (not available for Group 2 colors)



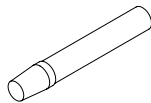
KT401 – Crayon is available for:

Fascia Laminate
Flintwood
Natural Veneer
Seamless Color (available for Group 1 colors)



KT402 – Marker is available for:

Flintwood
Natural Veneer
Seamless Color (available for Group 1 colors)



Ordering Touch-Up Kits:

Touch-Up Kits can be ordered through the Leverage product line specification software.

Touch-Up Kit Directions

Before You Begin

Make sure the surface is clean, dry and free of grease and oil. If needed, use a mild solvent and a clean cloth to wipe down surface. NOTE: Touch-Up should be used on small nicks and scratches only. It is not meant for large areas or deep gouges.

How to Use the Small Brush (KT100)

Always shake the bottle for at least one minute after the mixing balls begin to rattle. If the product is not adequately mixed, the color of the paint will not be correct. (Do not try to get all of the residue on the bottom of the bottle; it will never totally blend). Make sure that the product is capped tightly before shaking.

Dip brush into the bottle as far as it will go.

Slowly remove the brush from the bottle. The brush wiper which is mounted in the bottle opening reduces the opening diameter and helps to wipe excess paint from the brush. This eliminates dripping paint from the brush after removing it from the bottle.

Brush paint on with smooth strokes. Use very slight pressure when touching the brush to the substrate. Avoid retouching the wet paint film with the brush after it is applied. Do not try to retouch applied paint after paint has set up for more than 2 minutes.

When finished, recap the bottle.

How to Use the Crayon (KT401)

Apply by simply rubbing the semi-hard compound into the defect or damaged substrate or finish in a variety of directions.

Once applied, and slightly overfilled, the excess filler is removed by carefully leveling off using a semi-flexible plastic leveling card. An old bank card works sufficiently for this step. To finish off the task, use a soft lint free cloth for wiping off any further excess material from the area being worked on. Paper towel can also be substituted for a lint free cloth and this purpose.

How to Use the Marker (KT402)

Shake marker thoroughly to get full color strength. Depress the nib to begin material flow. Do not overload the nib with material. With light strokes, slowly apply color to the damaged area being careful not to “puddle” the material. Gently feather the applied material with a finger to blend the color in with the surrounding area.

zones
finishes + materials

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ENCLOSURES 23

WORKSURFACES 23

SEATING 23

The following charts outlines finishes that are available for use on Zones Enclosures, Table and Seating.

enclosures

| Zones Vertical Laminate | |
|-------------------------|-----|
| Greystone Beech | 2 Q |
| Natural Beech | 2 R |

worksurfaces

| Zones Worksurface Laminate | |
|----------------------------|-----|
| Crisp Grey | 2 T |
| Greystone Beech | 2 Q |
| Natural Beech | 2 R |
| Pure White | Y Q |
| Grey Stone | 2 S |
| Trims, Wood Legs & Easel | |
| Zones Wood | |
| Greystone Beech | B R |
| Natural Beech | B S |
| Paint | |
| Zones Metal Paint | |
| Crisp Grey | 2 5 |
| Greystone | 2 4 |

seating

| Plastic | |
|-------------------|-----|
| Zones Plastic | |
| Crisp Grey | Z 2 |
| Greystone | Z 1 |
| Wood | |
| Zones Wood | |
| Greystone Beech | B R |
| Natural Beech | B S |
| Metal Finishes | |
| Zones Metal Paint | |
| Crisp Grey | 2 5 |
| Greystone | 2 4 |
| Polished Aluminum | |
| Polished Aluminum | P A |

note Zones Worksurface Laminate contains the following product line: Expansion Casework (Meeting table)

zones general
information

zones general information

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TOUCH-UP-KITS 28

finishes care & maintenance

Whiteboard

Cleaning

We recommend that you erase your whiteboard after every use.

If you need to leave the content on your board then we recommend that the whiteboards should at least be cleaned weekly with the wet whiteboard cleaner recommend by the related marker manufacturer.

Cleaning your whiteboard will remove the chemical build-up that can occur with repeated use of dry erase markers. This can help maintain your whiteboard.

Maintenance

Use Dry erase markers only. All dry erase markers can write legibly on a whiteboard surface, but not all will erase properly due to their composition. Do not use low odor dry erase markers or permanent (indelible) markers. The use of proper markers can help avoid staining or ghosting.

Follow the Cleaning recommendations. It is recommended that the whiteboard is erased daily using an eraser designated for use with dry erase markers from the marker manufacturer. We also recommend that a complete cleaning is performed at least once a week with the wet whiteboard cleaner recommend by the related marker manufacturer.

To remove permanent marker. Write on top of the permanent marker, erase with a dry eraser, using a dry erase marker, and then clean with the wet whiteboard cleaner recommend by the related marker manufacturer.

Ghosting Issues

Faded content that remains on your whiteboard after erasing/cleaning is commonly known as ghosting.

To help avoid ghosting, do not use permanent or non-dry erase markers. Avoid using red and orange markers for easier cleaning and to reduce the likelihood of ghosting.

In order to avoid ghosting please use our cleaning and maintenance recommendations. If ghosting remains please try of the following actions to remove

Apply whiteboard cleaner and wipe entire whiteboard with a paper towel, and let dry. Use Mix Joy® dishwashing detergent with warm water and apply to the whiteboard using a paper towel, then wipe dry with a clean cloth. Repeat as necessary.

If ghosting or staining remains, you could use a small amount of rubbing alcohol on a clean, soft towel.

Metal & Plastic

Wash surface regularly with mild soap and water. Dry with a clean cloth or soft paper towel to prevent soap streaks.

Source Laminate & Fascia Laminate

In order to maintain the life and appearance of your thermally fused melamine panels, please follow these guidelines:

- May be easily cleaned using a mild, non-abrasive, all purpose cleaner and a soft cloth. Coffee, tea or other difficult stains may be removed using a mild household detergent or a paste of baking soda and water (note: 10-20 strokes should remove most stains, excessive force or scrubbing may damage the surface).
- Abrasives such as scouring pads or gritty cleansers may permanently dull and /or scratch the surface and result in future staining.
- Do not place hot cookware, dishes or objects onto the surface. Knives and other sharp objects used directly on the surface can also be damaging.

Foundation Laminate

High pressure laminate (HPL) surfaces are highly resistant to wear, scratching, boiling water, food acids, alcohols, oil, grease and ordinary household chemicals.

General Care

Surfaces will retain their original appearance indefinitely when these simple precautions are followed:

- Wash surface with a non-residual, streak free cleaning product such as glass cleaner (ammonia based cleaner) to remove residue (oils, fingerprints, glass rings, smudges and smears).
- To remove superficial stains which may not be easily removed with soap and water, use a non-abrasive liquid cleaner.
- Use of an eraser can assist in the removal of ink marks.
- Avoid gritty or abrasive liquid cleaners and cleansing powders.
- Avoid bleaching cleaners and cleansing powders.
- Use a wooden cutting board when cutting, slicing or chopping.
- Use a trivet or hot pad under appliances.

Seamless Color

Surfaces will retain their original appearance indefinitely when these simple precautions are followed:

- Wash surface regularly with mild soap and water. Dry with a clean cloth or soft paper towel to prevent soap streaks.
- To remove superficial stains which may not be easily removed with soap and water, use a non-abrasive liquid cleaner.

finishes care & maintenance (continued)

Flintwood & Natural Veneer

Teknion furniture is built to strict specifications to ensure many years of exceptional use. Like all natural products, Teknion wood surfaces may vary slightly in grain texture and color. Because each piece of furniture is unique, minor variations between pieces can be expected.

The beauty of Teknion's veneer is enhanced with a clear top coat which is not affected by most liquids found in offices or homes. This finish contains inhibitors to help prevent pigments from fading. However, like any wood product, the finish will fade with prolonged exposure to intense light.

Cleaning & Polishing

To clean, simply wipe the surface (in the direction of the grain) first with a dry cloth. Circular or sideways rubbing can adversely affect the appearance of the wood finish. If the surface is exceptionally dirty, add a mild soap solution to the water. Waxes and furniture polishes should be avoided as they may result in buildup or may deepen the gloss of the furniture.

General Care

- Remove any spilled liquids immediately with a blotting rather than a wiping action.
- Do not drag objects across finished surfaces.
- For chips, scratches or unusual damage, professional repair may be required.
- Avoid exposing the surface to extreme heat, cold or humidity.
- The surface finish may be burn-resistant but the wood beneath the finish is not and can be charred (e.g. by a burning cigarette).
- Exposure to strong sunlight should be avoided. The surface finish is fade proof but the wood beneath may change in color from extended exposure to sunlight.
- Place a desk pad under mechanical equipment. Rubber and oil will permanently mark the surface.
- Dust the surface frequently with a clean, soft, dry cloth.

Solid Surface

Routinely clean with a damp cloth. If a stain develops, wipe it with soap and water, or if you prefer wipe it clean with glass cleaner.

Do not expose your solid surface worksurface to harsh chemicals.

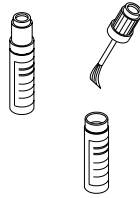
For tough stains, apply an abrasive cleanser and buff with a Scotch-Brite® pad using a circular motion.

touch-up kits

Teknion offers two types of Touch-Up Kits; a bottle with brush (paint) or a crayon, depending on which finish the product is applied.

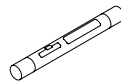
KT100 – Bottle with brush is available for:

Foundation
Mica
Accent
Filling & Storage Paint Colors
Seamless Color (not available for Group 2 colors)



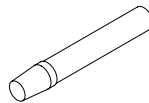
KT401 – Crayon is available for:

Fascia Laminate
Flintwood
Natural Veneer
Seamless Color (available for Group 1 colors)



KT402 – Marker is available for:

Flintwood
Natural Veneer
Seamless Color (available for Group 1 colors)



Ordering Touch-Up Kits:

Touch-Up Kits can be ordered through the Leverage product line specification software.

Touch-Up Kit Directions

Before You Begin

Make sure the surface is clean, dry and free of grease and oil. If needed, use a mild solvent and a clean cloth to wipe down surface. NOTE: Touch-Up should be used on small nicks and scratches only. It is not meant for large areas or deep gouges.

How to Use the Small Brush (KT100)

Always shake the bottle for at least one minute after the mixing balls begin to rattle. If the product is not adequately mixed, the color of the paint will not be correct. (Do not try to get all of the residue on the bottom of the bottle; it will never totally blend). Make sure that the product is capped tightly before shaking.

Dip brush into the bottle as far as it will go.

Slowly remove the brush from the bottle. The brush wiper which is mounted in the bottle opening reduces the opening diameter and helps to wipe excess paint from the brush. This eliminates dripping paint from the brush after removing it from the bottle.

Brush paint on with smooth strokes. Use very slight pressure when touching the brush to the substrate. Avoid retouching the wet paint film with the brush after it is applied. Do not try to retouch applied paint after paint has set up for more than 2 minutes.

When finished, recap the bottle.

How to Use the Crayon (KT401)

Apply by simply rubbing the semi-hard compound into the defect or damaged substrate or finish in a variety of directions.

Once applied, and slightly overfilled, the excess filler is removed by carefully leveling off using a semi-flexible plastic leveling card. An old bank card works sufficiently for this step. To finish off the task, use a soft lint free cloth for wiping off any further excess material from the area being worked on. Paper towel can also be substituted for a lint free cloth and this purpose.

How to Use the Marker (KT402)

Shake marker thoroughly to get full color strength. Depress the nib to begin material flow. Do not overload the nib with material. With light strokes, slowly apply color to the damaged area being careful not to “puddle” the material. Gently feather the applied material with a finger to blend the color in with the surrounding area.

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finishes + materials

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| | |
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listings & application matrices

SURFACE FINISH OFFERING

| <div> <div></div> Available </div> <div> <div></div> Not Available </div> | | artifort | true design | segis | lande | wilkhahn |
|---|------|----------|-------------|-------|-------|----------|
| Oakwood | OK | | | | | |
| White Lacquered MDF | WL | | | | | |
| Solid Oak in Oil Finish | | | | | | |
| Black | 010 | | | | | |
| Pure | 020 | | | | | |
| Natural | 030 | | | | | |
| Pistache | 040 | | | | | |
| Charcoal | 050 | | | | | |
| Intense Black | 060 | | | | | |
| Worksurface Laminate | | | | | | |
| White | 2420 | | | | | |
| Pala Grey | 2422 | | | | | |
| Ivory | 2425 | | | | | |
| Cappuccino | 2426 | | | | | |
| Grey | 2484 | | | | | |
| Dark Grey | 2488 | | | | | |
| Light Grey | 2489 | | | | | |
| Black | 2499 | | | | | |
| Wood décor | | | | | | |
| Acacia | 2502 | | | | | |
| Cherry | 2506 | | | | | |
| Elm | 2510 | | | | | |
| Dark Ash | 2514 | | | | | |
| Dark Walnut | 2519 | | | | | |
| Dark Walnut | 2520 | | | | | |
| Oak | 2521 | | | | | |
| Walnut | 2539 | | | | | |
| Teak | 2584 | | | | | |
| Laminate B | | | | | | |
| Powder | L100 | | | | | |
| Moongrey | L101 | | | | | |
| Signal Grey | L102 | | | | | |
| Cuando | L103 | | | | | |
| Zucchini | L57 | | | | | |
| Dark Blue | L60 | | | | | |
| Cashmere | L62 | | | | | |
| Volcanic Black | L66 | | | | | |
| Gorse Yellow | L68 | | | | | |
| Royal Blue | L69 | | | | | |
| Horizon | L70 | | | | | |
| Atlantic | L71 | | | | | |
| Skaggerak | L72 | | | | | |
| Agave | L73 | | | | | |
| Sage | L74 | | | | | |
| Burgundy | L75 | | | | | |

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SURFACE FINISH OFFERING (continued)

| <div> <div></div> Available </div> <div> <div></div> Not Available </div> | | artifort | true design | segis | lande | wilkhahn |
|---|-------|----------|-------------|-------|-------|----------|
| Laminate B (continued) | | | | | | |
| Salsa | L 7 6 | | | | | |
| Shadow | L 8 1 | | | | | |
| Opaque White W10410 | L 8 2 | | | | | |
| Lindberg Oak | L 8 3 | | | | | |
| Oak Natural | L 8 4 | | | | | |
| Okapi Walnut | L 8 5 | | | | | |
| Portland Ash Black | L 8 6 | | | | | |
| Jerusalem Pine | L 8 7 | | | | | |
| Concrete 44374 DP | L 8 8 | | | | | |
| Roma Marble S63014 | L 8 9 | | | | | |
| Laminate C | | | | | | |
| Bianco Kos 0032 | L 9 3 | | | | | |
| Grigio Efeso 0725 | L 9 4 | | | | | |
| Nero Ingo 0720 | L 9 5 | | | | | |
| Black/Decorated HPL Top | | | | | | |
| Cognac Oak 0048 | C 0 | | | | | |
| Naatural Oak 0125 | N 0 | | | | | |
| Plywood Top | | | | | | |
| Oakwood Reevere | O K | | | | | |
| White Bianco | W B | | | | | |
| Full Core White HPL Top | | | | | | |
| White Bainco | W E | | | | | |
| Wooden Top | | | | | | |
| Oakwood Revere | O W | | | | | |
| Walnut Noce | W T | | | | | |
| Laminate Arpa | | | | | | |
| Bianco Kos 0032 | L 9 3 | | | | | |
| Grigio Efeso 0725 | L 9 4 | | | | | |
| Nero Ingo 0720 | L 9 5 | | | | | |
| Verde Comodoro 0750 | L 9 6 | | | | | |
| Rosso Jaipur 0751 | L 9 7 | | | | | |
| Laminate | | | | | | |
| Solid Oak Wood | O W | | | | | |

listings & application matrices

SURFACE FINISH OFFERING (continued)

| <div> <div></div> Available </div> <div> <div></div> Not Available </div> | | artifort | true design | segis | lande | wilkhahn |
|---|-----|----------|-------------|-------|-------|----------|
| Arpa Fenix | | | | | | |
| Bianco Kos 0032 | V93 | | | | | |
| Grigio Efeso 0725 | V94 | | | | | |
| Nero Ingo 0720 | V95 | | | | | |
| Verde Comodoro 0750 | V96 | | | | | |
| Rosso Jaipur 0751 | V97 | | | | | |
| Solid Oak, Oil Or Stain | | | | | | |
| Black | 01 | | | | | |
| Pure | 02 | | | | | |
| Natural | 03 | | | | | |
| Pistache | 04 | | | | | |
| Charcoal | 05 | | | | | |
| Intense Black | 06 | | | | | |
| Black | B11 | | | | | |
| Natural | B20 | | | | | |
| Veneer | | | | | | |
| Oak | F06 | | | | | |
| Oak Black (stained B11 Black) | F06 | | | | | |
| American Walnut | F07 | | | | | |

listings & application matrices

BASE FINISH OFFERING

| <div> <div></div> Available </div> <div> <div></div> Not Available </div> | | artifort | true design | segis | lande | wilkhahn |
|---|------|----------|-------------|-------|-------|----------|
| Agate Grey RAL7038 | P 28 | | | | | |
| Black RAL 9005 | P 03 | | | | | |
| White RAL 9010 | P 04 | | | | | |
| Dark Grey Metallic | P 06 | | | | | |
| Aluminium Metallic RAL9006 | P 08 | | | | | |
| Structure | | | | | | |
| Black RAL 9005 | P 10 | | | | | |
| Grey | P 11 | | | | | |
| Light Grey | P 13 | | | | | |
| White RAL 9016 | P 23 | | | | | |
| Sepia Brown RAL 8014 | P 27 | | | | | |
| Agate Grey RAL 7038 | P 29 | | | | | |
| Olive Grey RAL 7002 | P 31 | | | | | |
| Grey Beige RAL 1019 | P 33 | | | | | |
| Honney Yellow RAL1006 | P 35 | | | | | |
| Fir Green RAL6009 | P 37 | | | | | |
| Grey Blue RAL5008 | P 39 | | | | | |
| Black Red RAL3007 | P 41 | | | | | |
| Ocean Blue RAL5020 | P 43 | | | | | |
| Gold | P 45 | | | | | |
| Copper MW305F | P 49 | | | | | |
| Tele Grey 4 RAL7047 | P 53 | | | | | |
| Quartz Grey RAL 7039 | P 55 | | | | | |
| Black Grey RAL7021 | P 57 | | | | | |
| Azure Blue RAL5009 | P 59 | | | | | |
| Light Pink RAL3015 | P 61 | | | | | |
| Purple Red RAL3004 | P 65 | | | | | |
| Chocolate Brown RAL 8017 | P 67 | | | | | |
| Dark Blue RAL5003 | P 73 | | | | | |
| Pine Green RAL6028 | P 75 | | | | | |
| Cream White RAL 9001 | P 81 | | | | | |
| Slate Grey RAL 7015 | P 85 | | | | | |
| Salmon Orange RAL2012 | P 87 | | | | | |

h1>listings & application matrices

h2>ALUMINIUM FINISH OFFERING

| <div> <div></div> Available <div></div> Not Available </div> | | artifort | true design | segis | lande | wilkhahn |
|--|-------|----------|-------------|-------|-------|----------|
| Black | BL | | | | | |
| White | WH | | | | | |
| Chrome | | | | | | |
| Chrome | C 6 | | | | | |
| Chrome | 02 | | | | | |
| Chrome | C 600 | | | | | |
| Color | | | | | | |
| Black | B | | | | | |
| White | W | | | | | |

listings & application matrices

FRAME FINISH OFFERING

| <div> <div></div> Available </div> <div> <div></div> Not Available </div> | | artifort | true design | segis | lande | wilkhahn |
|---|----|----------|-------------|-------|-------|----------|
| Grey | 4 | | | | | |
| Brick | 5 | | | | | |
| Mustard | 6 | | | | | |
| Black | 8 | | | | | |
| Anthracite | 11 | | | | | |
| Gainsboro | 12 | | | | | |
| Prussian | 13 | | | | | |
| Taupe | 17 | | | | | |
| White | 18 | | | | | |
| Dark Grey | 23 | | | | | |
| Garnet | 24 | | | | | |
| Red | 26 | | | | | |
| Beige | 32 | | | | | |
| Blue | 33 | | | | | |
| Pickle Green | 34 | | | | | |
| Olive Green | 36 | | | | | |
| Noble Bronze | 40 | | | | | |
| Anodic Bronz | 41 | | | | | |
| Anodic Brown | 42 | | | | | |
| Anodic Black | 45 | | | | | |
| Light Grey | 46 | | | | | |
| Tawny | 47 | | | | | |
| Pecan | 48 | | | | | |
| Gingerbread | 49 | | | | | |
| Russet | 51 | | | | | |
| Fawn | 52 | | | | | |
| Macaroon | 53 | | | | | |
| Asparagus | 54 | | | | | |
| Turquoise | 55 | | | | | |
| Yale | 56 | | | | | |
| Aluminium | 68 | | | | | |

listings & application matrices

METAL FINISH OFFERING

| <div> <div></div> Available <div></div> Not Available </div> | | artifort | true design | segis | lande | wilkhahn |
|--|------|----------|-------------|-------|-------|----------|
| Sand Yellow | 1002 | | | | | |
| Red | 3016 | | | | | |
| Blue | 5008 | | | | | |
| Patina Green | 6000 | | | | | |
| Reed Green | 6013 | | | | | |
| Pale Green | 6021 | | | | | |
| Green | 6028 | | | | | |
| Squirrel Grey | 7000 | | | | | |
| Cement Grey | 7033 | | | | | |
| Silk Grey | 7044 | | | | | |
| Orchre Brown | 8001 | | | | | |
| Red Brown | 8012 | | | | | |
| Sepia Brown | 8014 | | | | | |
| Black | 9005 | | | | | |
| White | 9010 | | | | | |
| Paint Powder | | | | | | |
| Glossy | | | | | | |
| Black RAL 9005 | P03 | | | | | |
| White RAL 9010 | P04 | | | | | |
| Signal White RAL9003 | P05 | | | | | |
| Dark Grey Metallic | P06 | | | | | |
| Aluminum Metallic RAL 9006 | P08 | | | | | |
| Black brown RAL 8022 | P24 | | | | | |
| Sepia brown RAL 8014 | P26 | | | | | |
| Agate grey RAL 7038 | P28 | | | | | |
| Olive grey RAL 7002 | P30 | | | | | |
| Grey beige RAL 1019 | P32 | | | | | |
| Honey yellow RAL 1005 | P34 | | | | | |
| Capri blue RAL 5019 | P36 | | | | | |
| Red orange RAL 2001 | P38 | | | | | |
| Traffic red RAL 3020 | P40 | | | | | |
| Ocean blue RAL 5020 | P42 | | | | | |
| Matte | | | | | | |
| Black RAL 9005 | P10 | | | | | |
| Grey | P11 | | | | | |
| Aluminum metallic RAL 9006 | P13 | | | | | |
| White RAL 9016 | P23 | | | | | |
| Black brown RAL 8022 | P25 | | | | | |
| Sepia brown RAL 8014 | P27 | | | | | |
| Agate grey RAL 7038 | P29 | | | | | |
| Olive grey RAL 7002 | P31 | | | | | |
| Grey beige RAL 1019 | P33 | | | | | |
| Honey yellow RAL 1005 | P35 | | | | | |
| Fir green RAL 6009 | P37 | | | | | |
| Grey Blue RAL 5008 | P39 | | | | | |

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METAL FINISH OFFERING (continued)

| <div> <div></div> Available </div> <div> <div></div> Not Available </div> | | artifort | true design | segis | lande | wilkhahn |
|---|-------|----------|-------------|-------|-------|----------|
| Black Red RAL 3007 | P 4 1 | | | | | |
| Ocean Blue RAL 5020 | P 4 3 | | | | | |
| Copper MW305F | P 4 9 | | | | | |
| Tele Grey 4 RAL 7047 | P 5 3 | | | | | |
| Quartz Grey RAL 7039 | P 5 5 | | | | | |
| Black Grey RAL 7021 | P 5 7 | | | | | |
| Azure Blue RAL 5009 | P 5 9 | | | | | |
| Light Pink RAL 3015 | P 6 1 | | | | | |
| Traffic Orange RAL 2009 | P 6 3 | | | | | |
| Purple Red RAL 3004 | P 6 5 | | | | | |
| Chocolate Brown RAL 8017 | P 6 7 | | | | | |
| Orange Brown RAL | P 6 9 | | | | | |
| Pink Beige RAL design | P 7 1 | | | | | |
| Dark Blue RAL 5003 | P 7 3 | | | | | |
| Pine Green RAL 6028 | P 7 5 | | | | | |
| Pastel Green RAL 6019 | P 7 7 | | | | | |
| Light Ivory RAL 1015 | P 7 9 | | | | | |
| Cream White RAL 9001 | P 8 1 | | | | | |
| Pastel Turquoise RAL 6034 | P 8 3 | | | | | |
| Slate Grey RFAL 7015 | P 8 5 | | | | | |
| Salmon Orange RAL 2012 | P 8 7 | | | | | |

listings & application matrices

WOOD LEG FINISH OFFERING

| <div> <div></div> Available <div></div> Not Available </div> | | artifort | true design | segis | lande | wilkhahn |
|--|----|----------|-------------|-------|-------|----------|
| Oakwood Revere | OW | | | | | |
| Walnut Noce | WT | | | | | |
| Beechwood Faggio | BF | | | | | |

POLISHED ALUMINUM FINISH OFFERING

| <div> <div></div> Available <div></div> Not Available </div> | | artifort | true design | segis | lande | wilkhahn |
|--|-----|----------|-------------|-------|-------|----------|
| Polished Aluminum | C 9 | | | | | |

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