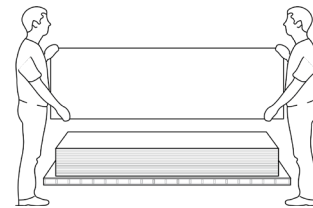


The following information is a list of instructions for caring for and handling your Novaform Acoustic Panels.

## Handling

When handling unmasked sheets, make sure hands are clean and oil free; cotton gloves are recommended. If lifting devices are not available, Novaform Acoustic Panels can be unloaded manually. However, it is very important to follow special procedures for your safety:

- Handle one sheet at a time
- Sheet should be handled on the edge
- Carry vertically
- Always use heavy-duty protective gloves and proper safety shoes
- Two people should carry one sheet at a time on edge with one hand under to support and the other hand for control



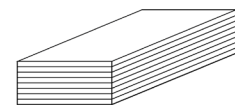
## Inspection

Please inspect your Novaform Acoustic Panels carefully upon receipt. Replacement policy on the defective materials does not allow for labor charges incurred during or after installation. Check piece sizes, color, design, and finishing prior to fabrication or installation

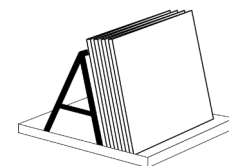
## Storage

Novaform Acoustic Panels must be stored in a dry place. It is advisable to place a polyethylene cover over the stack when a sheet is removed to reduce moisture absorption.

It is recommended that sheets be stored horizontally on their original delivery pallets and that the pallets be placed on horizontal storage shelves. It is strongly recommended not to stack pallets, which carries the risk of creating internal tensions and spoiling the flatness of the sheets.



If a vertical storage method is adopted, it is preferable that the sheets be leaned against solid supports inclined at approximately 80° to avoid any bending. The base of the sheet should be fully supported by a flat floor or stable platform.



It is strongly recommended to avoid storage longer than 6 months.



Panels should be stored indoors in a cool, dry, well-ventilated area out of direct sunlight and away from heat sources.



Avoid temperature extremes during storage and allow the material to acclimate to ambient room temperature before installation.



Do not allow water to come into direct contact with the material during storage. This could cause the material to warp, stain, or delaminate.

## Fabrication

Novaform Acoustic Panels can be fabricated by the installer on-site, allowing last minute changes such as electrical point cut-outs, etc. Panels can be machined using an oscillating cutter on a CNC, a table saw, a jigsaw cutter, or cut by hand with a utility knife.

General recommendations for machining:

- Excessively fast machining causes local overheating, generating internal stresses which must subsequently be relieved by annealing
- Best results will be achieved by using only very sharp tools, ensuring the efficient removal of swarf, not overheating the material
- During machining, parts must be clamped properly to avoid any vibration or shifting
- Strong vibration may result in a poor edge finish or a broken sheet

### Cutting Means & Methods

Measure the wall to determine the required panel dimensions and mark the panels accordingly. Keep in mind walls are likely not square (90° corners). Always support the Novaform panel using a table or sheet of panel material. Ensure that all cutting blades are sharpened prior to use.

#### Table Saw

Allow the panel to pass through the saw with even pressure – do not force the panel.

#### Circular Saw

Circular saws give a straight, accurate cut. This is the most frequently used technique. When cut correctly, Novaform Acoustic Panel sheets have a clean edge. Carbide-tipped blades are recommended for industrial use.

#### Hand Saw

A fine-tooth panel saw may be used to cut Novaform Acoustic Panels. Mark the panel for the cut, hold the blade of the hand saw at a very low angle, and cut slowly and carefully with even strokes.

### Jigsaw

Jigsaws with blades suitable for wood or plastics can be used for short distances such as power point openings. Do not allow blade to overheat.

### Drill

Drilling can be done with fixed or portable drilling machines, fitted with high speed, superhigh speed or carbide-tipped steel drills for light metal. The use of carbide-tipped drills is recommended, to obtain a high-grade finish on the sides of the holes. Best results will be achieved with a slow to medium drill speed.

### Utility Knife

Panels are easily cut with a sharp knife and a straight edge. Keep the knife at a 90° angle.

## Installation

Novaform Acoustic Panels are simple to install using construction adhesive or double-sided tape. They can be fixed directly to a timber frame wall or an existing wall lining such as plaster board. Clean surfaces with denatured alcohol before applying adhesive to prevent bonding failure. **DO NOT USE SOLVENT-BASED CONTACT ADHESIVES.**

For assistance or recommendations on adhesives or repairs for your Novaform products please contact Novaform at 1-800-695-6682.

## Cleaning

Your Novaform Acoustic Panel System has been designed to minimize the cost of maintenance while preserving its pristine appearance. The following information is a list of instructions to care for your installation.

- Before cleaning, check for dye bleeding in an inconspicuous area of the panel
- Use warm water and mild clear dish detergent to remove stains
- Tide-To-Go pens and Magic Eraser work well
- Light steam cleaning is also an option for stubborn stains
- Be careful not to rub too hard, as fraying may occur
- Shampooing is not ideal as this can attract more dirt
- If you are using a method where the adhesive or tape may become wet, use judiciously as this can lead to panel delamination from the wall

## Environmental Commitment

Novawall Systems, Inc. is committed to our clients' needs and offers a product line that will promote the design and implementation of a healthy sustainable building with minimal impact on the environment, while remaining in complete compliance with fire and safety codes as well as maintaining superior product quality.

## Limited Warranty

Novawall provides a limited 2-year Warranty, from the date of delivery of the products, to the original purchaser of Novaform PET products. This warranty states that Novaform PET products are free from manufacturing defects for the warranty period. Should Novawall, in its sole discretion, determine the products are defective and the defect is not a result of something outside of the control of Novawall, including but not limited to normal wear and tear, normal variations in color or pattern whether such variations were evident at the time of installation, improper installation or handling, failure of mounting hardware, adhesives, or other items affixed to Novaform's products, modification of the products by someone other than Novawall, or exposure to direct sunlight, cleaning agents, moisture, or other environmental conditions, Novawall's sole responsibility is to, at its sole discretion, either repair or provide replacement material or refund a proportional amount of the original purchase price. In no event will Novawall be responsible for direct or indirect costs related to the warranty claim including but not limited to any costs or damages resulting from the removal and reinstallation of the product. Replacement product, to the extent it is available, may not match the original product in color, pattern, or texture. Novawall's maximum liability under this warranty or any statutory or contractual claim cannot exceed the original purchase price of the subject material.