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QUICK REFERENCE FOR FULL HIDES / UNUPHOLSTERED LEATHER - ALL TYPES

Care for your UNUPHOLSTERED HIDES by letting them breath, keeping them free of dust and sun and following the guidelines here:

REMOVE FROM BOX:

Remove leather from the shipping box immediately after receiving.

STORAGE:

- Do not store leather under hot and humid conditions
- Do not store leather in areas with exposure to direct sunlight
- Do not store leather in areas with exposure to atmosphere where air contains reactive chemical fumes such as sulfur dioxide, ammonia, or others
- Do not store leather in cold draughts below 32° F
- Do not store leather in the shipment box
- Place leather in a room-temperature, non-humid place, free of direct sunlight and chemical fumes.
- Drape the leather over a "horse", a rack, a hanging post or it can be laid flat
- $50 70^{\circ}$ F and relative humidity 25% to 65% = ideal for leather storage
- Move leather from box and ensure the leather is flat without any folded, tucked, or bent areas.
- Leave the leather for 3 5 days before beginning work
- Stacked leather grain to flesh with the grain side up
- Stack only 40 50 hides per stack
- Stack only common colors together

ROTATE:

Rotate the hides by re-piling them every 30 - 45 days

ROLL GRAIN OUT:

If hides are opened and then later repackaged (for shipping purposes only), please be sure to roll hides with grain side out. Townsend Leather is a natural product fully chrome tanned and ideally fat liquored for long durability under normal use. Occasional routine maintenance will help preserve its beauty and prolong its life.

Proper cleaning techniques and materials are important.

Never use saddle soap, solvents, abrasives or caustic household cleaners, soaps or dish detergents. These vary widely in strength and in compatibility with today's water-based leather finishes, and may cause damage to the leather surface.

Avoid direct sources of heat and extended exposure to sunlight which may be harmful to leather.

See Townsend Leather's storage policy for more information, available at www.townsendleather.com/important

> Contact Townsend Leather at info@townsendleather.com for more information or questions.

QUICK REFERENCE FOR UPHOLSTERED LEATHER - ALL TYPES

Care for ALL LEATHER by keeping it free of dust and direct sun, being mindful of the products you use on it, and following the guidelines here:

- Never use any high pH cleaner
- Never use any cleaners that contain abrasives
- Never use any cleaners that contain alcohol
- Never use any cleaners that contain Butyl Cellosolve
- Never use any strong solvent
- Never use any saddle soap
- Never use any mink oil or wax
- Never use any furniture polish
- Never use any glass cleaner
- Never use any household cleaners such as soap or dish detergent

Townsend Leather recommends using **The Leather Institute**'s products and services

- Avoid direct sources of heat and extended exposure to sunlight
- Dust periodically with a clean cloth
- Vacuum with a non-rotating suction brush
- In most cases, leather surfaces can be cleaned by using a soft, clean, white Terry Cloth rag dampened with a Leather Cleaner
- Cleaner should never be sprayed directly onto the leather, apply the cleaner to the leather with a cotton rag. Use moderate pressure, clean in a circular motion
- Never scrub the leather or use excessive force in an attempt to clean the leather
- Allow the leather to air dry

Contact Townsend Leather at info@townsendleather.com for more information or questions. www.townsendleather.com/important

LEATHER LEATHER LEATHER LEATHER GUIDELINES FINISHED LEATHERS

Care for your FINISHED LEATHER by keeping it free of dust and direct sun, being mindful of the products you use on it, and following these detailed guidelines here:

PIGMENTED OR FINISHED LEATHER DESCRIPTION:

Finished leather is aniline-dyed in the same way as Aniline leather but has additional pigmented colors and topcoats applied to the surface to add consistency and protection from staining. Hides may be lightly sanded [corrected] to even out any imperfections in the hide, but also can be embossed with a grain to provide consistent texture to the surface. It is the industry workhorse being easy to maintain and having substantial film formers on the surface to protect.

Finished leather is still very supple and natural, but the mechanical spray application of pigmented formula and topcoat, allows for the appearance of fewer defects and it has more protection than Aniline leather. A clear top coat is applied for protection. These finishes are soft and breathable yet highly durable, and help resist spotting, staining and color fading. The finish acts as a barrier and provides protection from soiling, fading, and wear.

FINISHED LEATHER CLEANING PROCEDURES:

- Use a leather cleaner that has a pH of 4-6
- Dampening a white cotton rag with approved leather cleaner or use a The Leather Institute's Finished Leather Cleaning Wipe
- Never apply cleaner directly to the leather, always apply the cleaner to the leather using a cotton rag
- Using moderate pressure, rub the leather in a circular motion to remove all cleaning agents, oils, soil and other foreign substances from the leather

- Allow no less than five minutes to air dry before continuing
- Dust or vacuum leather surfaces weekly to remove light topical soil
- Use The Leather Institute's Finished Leather Cleaner for heavier soil, Ink and Stain RemoverTM for more difficult stains and Conditioner and Protector to restore moisture and provide a protective barrier is recommended
- Complete a deeper clean with leather cleaner and then conditioner, twice yearly for upholstered pieces that receive moderate use and monthly for those that are used more often
- Blot spills immediately with a soft absorbent white cloth, then gently clean, condition
- Specially formulated color-matched pigments are available for minor repair of scratches in finished leathers. Some skill and experience is required for this re-finishing. Instruction and training is advised, contact The Leather Institute for help and education

LEATHER INSTITUTE PRODUCTS FOR FINISHED LEATHERS:

- Conditioner and Protector cleans and conditions
- Color Restore (Conditioning Oil) can be used to enhance color and condition fibers it helps revive color [used before Conditioner or ASN Protector]
- Ink Stick ink removal
- Finished Leather Cleaner cleans the leather
- Finished Leather Cleaning Wipes *cleans the leather*

Contact Townsend Leather at info@townsendleather.com www.townsendleather.com/important

Or contact The Leather Institute at info@leatherinstitute.com

E A T H E R LEATHER CARE GUIDELINES ANILINE LEATHERS

Care for your ANILINE LEATHER by keeping it free of dust and direct sun, being mindful of the products you use on it, and following these detailed guidelines here:

ANILINE LEATHER DESCRIPTION:

Aniline leather is leather that is drum-dyed using transparent aniline dyes with a soft, supple hand and does NOT have a pigment finish. This allows all the beautiful natural markings and color variations to show through. Each hide is unique. Some aniline leathers do have a clear top coat, but this provides only limited protection from staining.

Aniline leather is leather that is very close to its natural, purest state, with no surface protection. These leathers are dyed only with transparent colors, most similar to staining wood, and are different from Finished leathers that have opaque pigments, most similar to paint, on the surface.

Aniline leathers are characterized by the lack of film formers on the surface and are subsequently porous and will absorb items spilled. Aniline leathers can be treated with ASN Protector by The Leather which will act as a barrier against surface contamination.

Tipped Aniline leathers would fall under the same protocol as pure Aniline, therefore follow the same directions here.

ANILINE LEATHER CLEANING PROCEDURES:

- Cleaning Aniline leathers can be a difficult endeavor, as the cleaning agents will immediately darken nude leather
- It is very important to use deionized water as hard water containing minerals may cause rings
- Use Finished Leather Cleaner or deionized water, do not soak, and gently rub the affected area
- Remove light topical soil by gently wiping with a water dampened soft white cloth
- Blot spills immediately

- Heavier soil should be cleaned with an absorbent white cloth dampened with water and mild non-detergent soap or leather cleaner
- Do not scrub
- Allow leather to air dry away from direct heat
- If the soil is water based, dampen a cloth and feather the edges
- If the soil is oil or grease based, the first step is to use cornstarch as an absorbent
- Place cornstarch directly over affected area and gently rub with finger until it coagulates with the oil
- Repeat as necessary
- If the stain is still evident, dampen a cloth with Odorless Mineral Spirits and feather the edges of the stain
- It must be noted that cleaning does not necessarily equate to cosmetic improvement

DO NOT USE:

- any saddle soaps,
- oils,
- abrasives,
- furniture polish,
- varnish
- ammonia water.

These will affect the color and the look of your Aniline leather.

LEATHER INSTITUTE PRODUCTS FOR ANILNE LEATHERS:

- ASN Protector provides a barrier coat that helps prevent staining and should be applied to prevent immediate absorption of spilled items
- Conditioner and Protector cleans and conditions
- Color Restore (Conditioning Oil) can be used to enhance color and condition fibers it helps revive color [used before Scotchgard or CCP]
- Finished Leather Cleaner can be used for stain treatment when applied to a cloth with light pressure. Wipes are not suggested.

Contact Townsend Leather at info@townsendleather.com www.townsendleather.com/important

Or contact The Leather Institute at info@leatherinstitute.com

EXAMPLE ATTHER LEATHER CARE GUIDELINES SEMI-ANILINE LEATHERS

Care for your SEMI-ANILINE LEATHER by keeping it free of dust and direct sun, being mindful of the products you use on it, and following these detailed guidelines here:

SEMI-ANILINE LEATHER DESCRIPTION: Semi-Aniline leather is produced from the hair side of the hide with no correction.

The hide is aniline-dyed and then receives a custom matched color coat, which is sprayed on the surface. The color coat is composed of a binder and pigment and is as thin as a human hair. The hide is subsequently sprayed with a clear top coat to give it protection and to give it the desired sheen. The finish will develop micro cracks with use that are not visible to the human eye. These hairline fractures will allow access of the cleaner into the fibers of the leather.

Many Semi-Aniline leathers will initially repel liquids, but if left to stand over an extended period, the liquids will be absorbed.

SEMI-ANILINE LEATHER CLEANING PROCEDURES:

- Use a leather cleaner that has a pH of 4-6
- Dampening a white cotton rag with approved leather cleaner or use a Leather Institute Finished Leather Cleaning Wipe
- Never apply the cleaner directly to the leather, always apply the cleaner to the leather using a cotton rag
- Using moderate pressure, rub the leather in a circular motion to remove all cleaning agents, oils, soil and other foreign substances from the leather
- Allow no less than five minutes to air dry before continuing

- It is recommended to blot soils immediately
- Even if the spill is absorbed, it will dissipate in time and eventually diffuse
- Stains or ink marks can be removed using an Ink Stick Remover
- Work gently with these items as they could dissolve the protective top coat and remove color

LEATHER INSTITUTE PRODUCTS FOR SEMI-ANILNE LEATHERS:

- ASN Protector provides a barrier coat that helps prevent staining and should be applied to prevent immediate absorption of spilled items
- Conditioner and Protector cleans and conditions
- Color Restore (Conditioning Oil) can be used to enhance color and condition fibers it helps revive color [used before Scotchgard or CCP]
- Finished Leather Cleaner cleans the leather
- Finished Leather Cleaning Wipes cleans the leather
- Ink Stick ink removal

Contact Townsend Leather at info@townsendleather.com www.townsendleather.com/important Or contact The Leather Institute at info@leatherinstitute.com

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EXAMPLE ATTHER LEATHER CARE GUIDELINES WAXED OR PULL-UP LEATHERS

Care for your WAXED AND PULL-UP LEATHERS by keeping it free of dust and direct sun, being mindful of the products you use on it, and following these detailed guidelines here:

WAXED LEATHER DESCRIPTION:

A Waxed leather is aniline-dyed leather that has a liquefied wax applied to the surface, which is burnished to produce a time-worn patina and a distressed look.

A Waxed leather has a pleasant hand and develops surface patina quickly. Any light abrasion or scratch will be immediately visible.

The wax does not become a film that protects the surface, so the leather should be treated similarly to Aniline leather.

The wax, usually solid at room temperature, will develop line cracks that enhance its aesthetic appeal.

OIL PULL-UP LEATHER DESCRIPTION:

Similar to a Waxed leather, Oil Pull-Up leather develops a patina quickly. It is easily identified as 'pulling the leather' results in a lightening of the original top color.

The oil does not develop lines like the solid wax variation but will get lighter at stress points as the oil migrates from the surface. Any light abrasion or scratch will be immediately visible.

WAXED OR OIL-PULL UP CLEANING PROCEDURES:

Cleaning Waxed or Oil Pull-Up leathers can be a difficult endeavor, as the cleaning agents may darken the leather.

- It is very important to use deionized water as hard water containing minerals may cause rings
- Use Finished Leather Cleaner or deionized water, do not soak, and gently rub the affected area

ABRASIONS OR INCONSISTENCIES:

Surface abrasions or color inconsistencies may be rectified by applying heat [hair drier] on a low setting and not directly on top of the leather.

- Start at a distance and slowly get closer as you work with your hand in circular motion the abraded area
- The wax melts and becomes even in color once cool the surface will again develop a patina, as did the original
- Application of Conditioner and Protector can help provide color constancy

LEATHER INSTITUTE PRODUCTS FOR WAXED AND PULL-UP LEATHERS:

- ASN Protector provides a barrier coat that helps prevent staining and should be applied to prevent immediate absorption of spilled items
- Conditioner and Protector cleans and conditions
- Color Restore (Conditioning Oil) can be used to enhance color and condition fibers it helps revive color [used before Scotchgard or CCP]

LEATHER LEATHER LEATHER LEATHER GUIDELINES NUBUCK LEATHERS

Care for your NUBUCK by keeping it free of dust and direct sun, being mindful of the products you use on it, and following these detailed guidelines here:

NUBUCK LEATHER DESCRIPTION:

Nubuck Cowhide is an Aniline leather. It is made on our most select hides and is a lightly-buffed, softlysueded premium cowhide.

Nubuck is aniline-dyed leather that has been sanded on the surface to develop a short nap. Since the fiber structure is exposed, the leather is porous and will absorb liquids spilled on the surface.

NUBUCK CLEANING PROCEDURES:

- Brush and vacuum to remove topical soil
- Blot spills immediately with a soft, white absorbent cloth
- Stains may be buffed with an ultra fine abrasive pad, using just enough pressure to remove the stain
- A soft bristle brush will help restore the soft suede or nubuck nap

Replication of the method of manufacture is the best way to clean this leather

- Nubuck cleaning pad is used to 'buff the surface' or lightly sand the surface, which will result in removal of the soiled fibers. A Nubuck cleaning pad is available from The Leather Institute
- If ASN Protector is to be applied to this leather, apply the protector first, let dry and then brush the surface

LEATHER INSTITUTE PRODUCTS FOR NUBUCK LEATHERS:

- ASN Protector provides a barrier coat that helps prevent staining and should be applied to prevent immediate absorption of spilled items
- Color Restore (Conditioning Oil) can be used to enhance color and condition fibers it helps revive color

LEATHER CARE GUIDELINES SUEDE LEATHERS

Care for your SUEDE LEATHER by keeping it free of dust and direct sun, being mindful of the products you use on it, and following these detailed guidelines here:

SUEDE LEATHER DESCRIPTION:

Suede leathers are aniline-dyed, soft cowhide split suede brushed to a luxurious nap.

Suede is the lower split of the hide and is distinguished by the nap on both sides [longer and more distinct than nubuck]. It is aniline-dyed and since the fiber structure is exposed, the leather is porous and will absorb liquids spilled on the surface

SUEDE CLEANING PROCEDURES:

- Brush and vacuum to remove topical soil
- Blot spills immediately with a soft, white absorbent cloth
- Stains may be buffed with an ultra fine abrasive pad, using just enough pressure to remove the stain
- A soft bristle brush will help restore the soft suede or nubuck nap

Because of its long nap, Suede is the most difficult to clean.

- Application of conditioning oil may help even out color discrepancies that may develop over time
- The leather should be considered as aniline and cleaned in the same manner
- Cleaning agents on Aniline leathers will immediately darken nude leather

- It is very important to use deionized water as hard water containing minerals may cause rings
- If the soil is water based, dampen a cloth with water, do not soak, and gently rub the affected area feathering the edges
- If the soil is oil or grease the first step is to use cornstarch as an absorbent
- Place directly over affected area and gently rub with finger until coagulates with the oil
- Repeat as necessary
- If still evident, dampen a cloth with Odorless Mineral Spirits and feather as above

LEATHER INSTITUTE PRODUCTS FOR SUEDE LEATHERS:

- ASN Protector provides a barrier coat that helps prevent staining and should be applied to prevent immediate absorption of spilled items
- Color Restore (Conditioning Oil) can be used to enhance color and condition fibers it helps revive color

LEATHER LEATHER LEATHER LEATHER GUIDELINES SPECIALTY LEATHERS

Care for your SPECIALTY LEATHER by keeping it free of dust and direct sun, being mindful of the products you use on it, and following these detailed guidelines here:

SPECIALTY LEATHER DESCRIPTION:

Leathers such as wovens, quilted, laser etched, digitally printed or other specialty aniline leathers which receive different production processes or possess unique properties that should be treated as full aniline leather to prevent any damage.

SPECIALTY LEATHER CLEANING PROCEDURES:

- Light vacuum, in the direction of the pattern or thread to remove excess dirt or debris
- Very damp cloth with water only to remove any more stubborn spills with light pressure
- Treat all specialty leathers as aniline leathers and clean accordingly
- Do not use any alcohol or alcohol-based cleaners for Digitally Printed leather
- Take extra care when cleaning the thread of any quilted, woven, or embroidered leathers, threads can come loose and are not easily repaired

LEATHER LEATHER LEATHER LEATHER GUIDELINES HAIR-ON LEATHERS

Care for your HAIR-ON LEATHER by keeping it free of dust and direct sun, being mindful of the products you use on it, and following these detailed guidelines here:

HAIR-ON LEATHER DESCRIPTION:

Hair-On leathers are leather that have been tanned and colored but the natural hair follicles have not been removed.

SPECIALTY LEATHER CLEANING PROCEDURES:

- Treat hair-on hides as aniline leather and clean accordingly
- Light vacuum, in the direction of the hair to remove excess dirt or debris
- Blot spills with a very damp cloth with water only to remove any more stubborn spills with light pressure
- Do not use strong force or friction as this pulls on the hair
- Allow the hide to air dry, do not use heat

ADVANCED CLEANING INFORMATION FOR ALL TYPES

When extra care for ALL LEATHER is needed, consult these guidelines for advanced cleaning and stain removal:

With proper care and normal use, Townsend leathers require little maintenance. Leather is a natural product, and when treated appropriately, leather will outlast all other upholstery materials, but sometimes life happens and we need to take a more specific and focused approach to care for the leather. These guidelines can help you deal with common spills or leather concerns, but you should always start by doing the least aggressive approach first. Leather is forgiving but should be treated with care and respect. If you feel that something is beyond your abilities, please contact the experts at The Leather Institute for their expert consultation and services.

ADVANCED LEATHER CLEANING TECHNIQUE:

Generally, this type of cleaning and conditioning is only necessary every 4-6 months.

- Begin a deep cleaning by dampening a white cotton rag with approved leather cleaner or use a Leather Institute Finished Leather Cleaning Wipe
- Never apply the cleaner directly to the leather. Always apply the cleaner to the leather using a cotton rag
- Using moderate pressure, rub the leather in a circular motion to remove all cleaning agents, oils, soil and other foreign substances from the leather
- Allow at least five minutes to air dry before continuing

Even after the steps in the basic and advanced cleaning technique have been performed, some stubborn spots, soil, or stains may remain.

In these cases, it may be necessary to use additional means. As always, treat the stain as early as possible for best results.

TRANSFER A STAIN:

When you are removing a stain, your goal is to "transfer" the stain to another material (A cotton rag in this case). When you approach a stain, your goal should be to create the right environment for the transfer to take place. When you have followed the prescribed method to create that environment, you need only blot the stain with a white cotton rag.

You can tell it is working if the white cotton begins to absorb the color of the stain.

If the stain is transferring, continue the process. If the stain is not transferring, stop immediately. Although most stains can be removed, some cannot. Attempting to remove these stains may only damage the material beyond repair.

Over time, cleaning and normal usage will rob the leather of its natural moistures and can clog its pores. An occasional deep cleaning and conditioning will help restore the leather's moisture and clean out the pores, ensuring maximum life.

Contact Townsend Leather at info@townsendleather.com for more information or questions.

SPECIFIC STAIN REMOVAL INFORMATION FOR ALL TYPES

Specific stain situations for ALL LEATHER can be improved with these guidelines:

INK MARKS

Finished Leather

- Use Ink & Stain Remover followed by Finished Leather Cleaner
- Apply Conditioner

Aniline Leather

- Test in an inconspicuous area in advance
- Rub a white eraser quickly and firmly over the mark

GREASE

Finished Leather

- Gently lift excess grease with a soft, dry cloth
- Clean with Finished Leather Cleaner
- Treat with Conditioner/Protector

Aniline Leather

- Gently lift excess grease with a soft, dry cloth
- Sprinkle cornstarch over grease
- Cover with dampened, white cloth for 4-6 hours
- Remove cloth and cornstarch
- Repeat if necessary

FOOD/BEVERAGES

Finished Leather

- Gently blot excess spill with soft, damp cloth
- Clean with Finished Leather Cleaner
- Treat with Conditioner/Protector

Aniline Leather

- Gently blot excess spill with soft, damp cloth
- Dry slowly, away from direct heat

WATER

Finished & Aniline Leathers

- Let it dry slowly
- Do not use heat guns or air dryers

BLOOD/URINE

Finished Leather

- Flush from leather with clear water and soft cloth
- Clean with Finished Leather Cleaner
- Treat with Conditioner/Protector

Aniline Leather

- Flush from leather with clear water and soft cloth
- Dry slowly, away from direct heat

WAX

Finished & Aniline Leathers

- Place ice cubes in plastic bag over wax until it becomes firm enough to gently lift from surface
- Treat residual marks as grease

GUM

Finished & Aniline Leathers

- Gently heat with hair dryer
- Rub gum from surface with clean, soft cloth
- Treat residual marks as grease

Contact Townsend Leather at info@townsendleather.com for more information or questions.