



## Baffle | Fabric | A & IR

Formerly Back-to-Back Respond A & IR

### I. Inspection

- Freight Damage: Inspect cartons for obvious damage before accepting and note on delivery ticket.
- Concealed Damage: Notify Conwed of any concealed damage within five (5) business days of receipt. Claims beyond five (5) days will be honored at the discretion of Conwed or the freight company.
- Do not install panels of unacceptable quality. Contact your sales representative immediately. Conwed will not be responsible for installation or removal costs of unacceptable panels.

### II. Handling & Storage

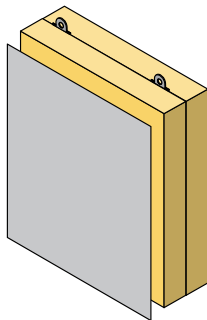
- Handle individual panels 'on edge' to avoid bending when moving and carrying.
- Store panels on a flat, dry, solid surface. Do not store on edge.
- Take necessary measures to keep panels dry, clean and free from dust. Pay special attention to edges.

### III. Installing the Baffles

1. Review the materials list supplied by Conwed and any drawings. Carefully determine the starting position of the first baffle.
2. Suspend baffles vertically to the pre-installed baffle hangers. Standard placement is 6" from each edge. Ensure that there is a connection to every hanger that is in the baffle. The number of pre-installed hangers will vary depending on length and weight of the baffle.
3. Ganging baffles together is usually done using continuous hook & loop strips (supplied by Conwed) on vertical edges; this also seals out light penetration between baffles.
4. In a similar manner, hook & loop attached to the bottom of the baffle can be used for attachment to office dividers or similar situations.

**Note:** We strongly recommend that baffles do not be ganged vertically.

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