

# Instructions

## Storage

- ARTFOAM boards must be stored flat and in wide protected areas from direct sunlight and humidity.
- Avoid extremely low or high temperature. (0~25 degrees Celsius recommended)
- Do not stack pallets too high and over-stack heavy loads on ARTFOAM boards.
- When double stacking, make sure grounds and pallets are flat.
- ARTFOAM boards are combustible and constitute a fire hazard if improperly handled. Do not expose to open flame or other ignition sources.

## Transportation

- Artfoam boards must be transported horizontally and with enough protection materials .
- Large sized boxes , i.e. over 100x140cm, must be carried or moved by two or more persons for safety reasons.
- When using forklift, set the forks wide and move slowly.
- Do not throw boxes or drop on corners.

## Handling

- Artfoam boards must always be handled with extra care.
- Make sure hands are clean and wear clean gloves before handling and processing.
- Do not carry or move many boards using hands in one time. One by one using fingertip on board edges recommended.

## Disposal

- ARTFOAM boards can be disposed as normal household wastes.

## Hand cutting

- ARTFOAM boards up to 10mm thickness can be cut easily by hand with general purpose knives, utility knives or razor blades.
- In order to make smooth, clean and straight cuts without foam core or paper liner tearing, use a sharp thin blade at a low angle as possible.
- Use a ruler to guide a cut and make the cut in two or three pass, especially if a board is more than 3mm thickness.
- ARTFOAM boards can be cut with sheet cutting equipments specially designed for cutting foam boards. Blades must be sharp, clean and thin and set to the correct depth.
- Routing and guillotine cutting are not recommended.

## Die-cutting

- ARTFOAM boards up to 10mm thickness can be die-cut using a steel rule die with a long bevel.
- Ejection rubber used in conjunction with the die should be a hard rubber for a square edge or soft rubber for a closed edge.
- For die-cutting thick ARTFOAM boards, serrated cutting blades are better since their pointed teeth penetrate paper liners more easily.

## Cold-mounting

- ARTFOAM boards can be used for mounting of photographs, ink-jet prints and posters using most conventional mounting methods. We recommend, however, making trials prior to production.
- Clean the surface carefully with a dry cloth prior to any mounting work.
- Use a quality permanent mounting film with an appropriate glue spread and good bonding strength.
- Make sure if laminating rollers are properly aligned and set with suitable pressure in order to avoid wrinkles.
- Regularly check the settings of the laminator, i.e. pressure, tension, and parallelism of the rollers.
- Bowing may be caused by too fresh wet prints or too much tension on the adhesive film due to excessive braking of the unwinding roller. Apply a counter-mount of comparable strength of the reverse side in order to prevent bowing.
- Leave freshly mounted photographs and prints to rest flat for at least 3 hours

## Dry-mounting

- ARTFOAM boards can be used for dry mounting with a heat or vacuum press.
- A lower temperature heat-activated adhesive (70~80 degree Celsius) is recommended and 30~60 second dwell time is recommended.
- Excessive temperature may result in damage to the foam core.
- The thickness and weight of the photographs being mounted may require the setting to be adjusted. It is better to increase the dwell time before increasing the temperature.
- In order to minimize bowing, pre-heat the boards before mounting and place the mounted work under a glass sheet during cooling