

trimming and cutting – acoustic panels

These instructions serve as a guide. The responsibility for recognizing and compensating for field conditions is with the installer.

how to shorten the length or width

tools: straight edge, cleanable chalk line, chalk, sharp utility knife, scissors

materials: spray adhesive

Note: We do not recommend shortening the length or width of Soft Sound™ acoustic panels with aluminum edges. When ordering these panels, make sure all measurements compensate for the variances and obstacles on site.

- 1) At the desired dimensions, mark the fabric covering with a cleanable chalk line. Confirm your measurements. Lay the panel face down on a clean, smooth, stable surface.
- 2) In the area that will be trimmed, carefully remove the retention staples and slowly peel the fabric covering back from the panel core. Turn the panel face up and continue to peel the fabric covering away from the panel, using the chalk line as a reference. Do not peel the fabric covering further than needed.
- 3) When the fabric covering is peeled back to the proper point, use a straight edge and a sharp utility knife to trim the panel core. Be very careful to not cut the fabric. Make a series of cuts through the panel core, as opposed to cutting with one pass, until the desired amount of panel is removed.
- 4) Clean off excess panel material from the peeled back fabric covering. Apply the provided spray adhesive to the newly cut edge of the panel. Protect fabric covering from over-spray and do not over-apply adhesive. Both of these miscalculations could result in a blemished covering. Rewrap the fabric covering around the panel edges.
- 5) Finish by trimming the excess fabric covering with a sharp pair of scissors. Check to see if the panel fits. Install the panel per installation instructions.

how to create a cut-out for an electrical box or other obstruction

tools: drill, 3/8 inch drill bit, saber saw with a fine tooth blade, cleanable chalk, sharp utility knife, screw driver

materials: spray adhesive, electrical box extender sleeve

- 1) Remove the electrical box cover. Trace the rim of the box with a piece of cleanable chalk. Place the panel, back side to wall, in the desired location. Gently apply pressure to the panel in the area where the electrical box is located. This will transfer the chalked electrical box outline onto the back of the panel.
- 2) Place the panel face down on a clean, smooth, stable surface. Carefully drill four 3/8 inch pilot holes, one in each corner of the chalked outline created by the electrical box. Be very mindful to not drill into the fabric covering, which will tear if penetrated by the drill bit.
- 3) Turn the panel face up and locate the pilot holes, by touch, through the covering. With a sharp utility knife, cut the fabric covering diagonally, from one corner to the opposite corner. This will create an "X" pattern. Peel the fabric covering slightly beyond the point needed to remove the core material. Gently remove any excess fiberglass from the fabric covering.
- 4) Using a saber saw with a new fine tooth blade, carefully cut out the core material using the previously drilled pilot holes as a guide. Cut the hole slightly larger to compensate for the fabric covering to be rewrapped around the inside edges of the cut-out. Do not let the saw blade come in contact with the fabric covering or tearing will occur.
- 5) Apply the provided spray adhesive to the edges of the cut-out. Protect fabric covering from overspray and do not over-apply adhesive. Both of these miscalculations could result in a blemished covering. Wrap the fabric covering around the edges of the cut-out.
- 6) Let the adhesive set for a few moments. Install the panel in the desired location per installation instructions.
- 7) Check for fit and install an extender sleeve to the electrical box. Extender sleeves come in a variety of sizes and are available in most electrical departments of home improvement centers. To choose the proper size extender sleeve for your application; add the thickness of the panel to the wall gap created by the mounting method you are using. This will give you the depth the extender sleeve must reach to the electrical box.
- 8.) To complete the installation, reinstall the electrical box cover.