



Planning Guide

At ROOM, we're rethinking the modern workspace with simple, sustainable, and modular architecture. This comprehensive guide presents our current product offering and how you can leverage ROOM for a better workplace.



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1. Overview

At ROOM, our mission is to make room for people. We reimagine the modern workplace with simple, seamless, and sustainable solutions.

This document is a comprehensive and technical product guide designed to assist clients on workplace, real estate, or design teams, as well as contractors, design and project management firms looking to use ROOM to create a more productive and engaging workplace.

In this guide, you'll find details on our modular product suite, facts about compliance and safety, and helpful tips to ensure your ROOM products are in good shape and well-loved by employees for years to come. All placement guidelines and recommendations presented in this document are based on the IBC (2018), NFPA and ADA.



2. Products

We've set out to launch a fast, affordable alternative to complex construction. Our simple and inspired modular architectural solutions allow teams to create and recreate their work environment with ease, through purpose-built rooms that cater to private, focused work, or collaborative teamwork that builds meaningful connection.

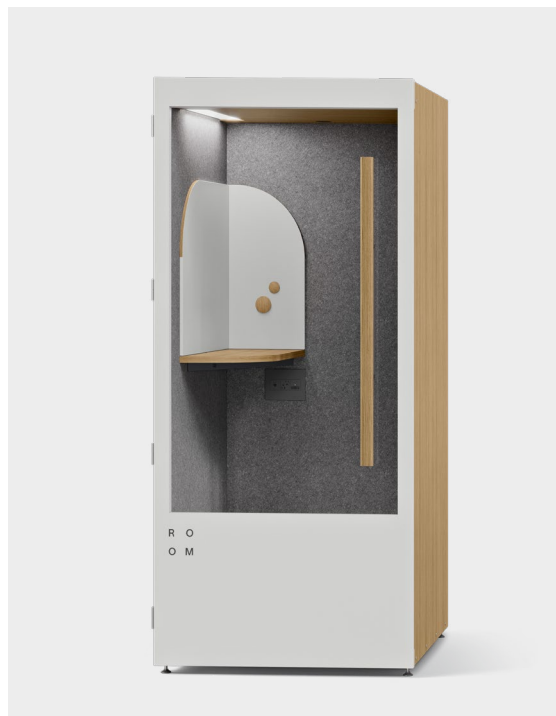
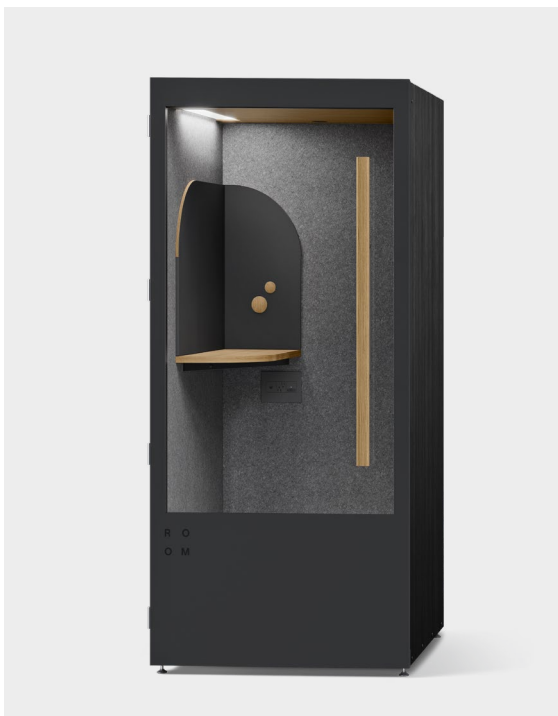
The result?—a dynamic, ever-changing workspace that alleviates the reliance on fixed construction and fixed ideas.

Meet The Suite.



2.1 Phone Booth

Our soundproof phone booth is a flexible, cost-effective way to optimize your office space for a happier, healthier, and more productive workforce. By creating space for solo phone calls, virtual meetings and focused work, our booth ensures you never have to fight over conference rooms or take calls in the hallway again.



2.1a Dimensions

Exterior

H 88.8-90.4" x W 41.5" x D 43.8"

H 225.6-229.6cm x W 105.4cm x D 111cm

*Depth includes door handle

Interior

H 82.7" x W 36.5" x D 38.4"

H 203.2cm x W 92.7cm x D 97.5cm

Desk height

42.8" / 108.7cm

Weight

457.5 lb / 207.6 kg



2.1b Primary materials

Polyethylene terephthalate (PET)

The primary component of all three of our walls, dense PET absorbs internal echoes and enhances speech intelligibility. Each of our flagship Phone Booths use PET made out of 1,000+ recycled plastic bottles, and to date, we've repurposed millions of bottles.

Particleboard

This is the exterior component of our walls, which blocks sound from traveling out of the booth, ensuring that what you say inside the booth, stays inside the booth. It's lightweight and durable to provide sufficient structure for the booth. All of our particleboard is CARB Phase II compliant.

Acoustic felt

Made out of 100% natural breathable wool and no dye added, the acoustic felt provides natural sound insulation and enhances the overall aesthetics of the booth.

Magnetic door

We intentionally use a lightweight door to facilitate affordable shipping. Industrial strength magnets on the door also create a strong seal that minimizes sound leakage. Aluminum frame and metal face plate enhance the booth's overall soundproofing capability.

Industrial carpet

Made of 100% solution dyed PET for higher resistance to wear and tear, the carpet is easy to clean with a handheld vacuum.

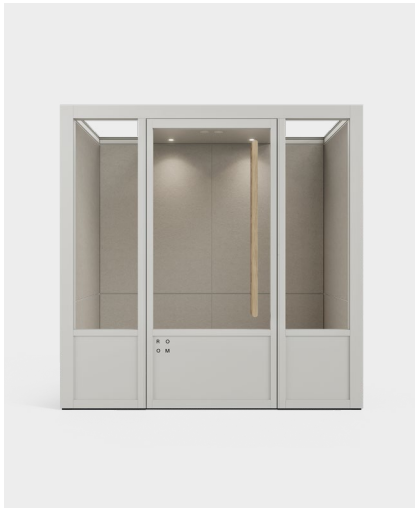


2.2 Room Collection

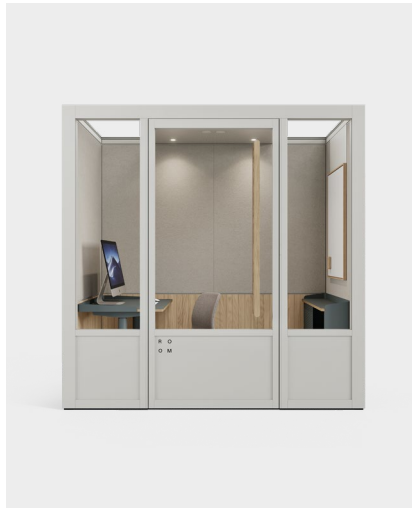
Meet The Room Collection—a modular system of architectural building blocks that makes space work smarter. Whether it's deep focus, spontaneous collaboration or a quiet moment alone, create a workspace designed to adapt. No drywall required.

With three sizes and four configurations, Room Collection is designed for adaptable scale and evolving teams, paving the way for better workdays and better tomorrows.

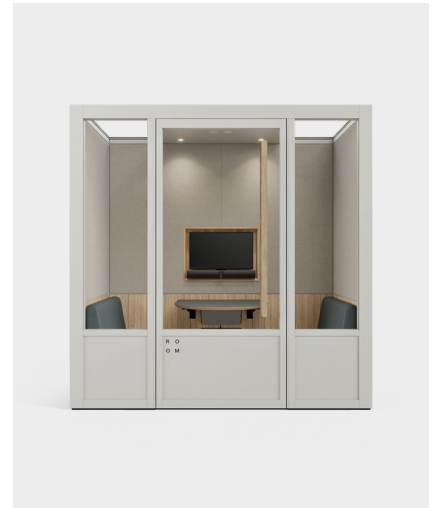
2.2a Dimensions



Room S Frame



Room S Focus Room



Room S Meeting Room

*Available with or without VC

Room S Series

Exterior

H 92.5-94" x W 90.6" x D 47.2"

H 235-239cm x W 230cm x D 120cm

*Door handle increases the last dimension

Interior

H 88.1-89.8" x W 84.7" x D 41.3"

H 223.8-228cm x W 215cm x D 105cm

Weight

Room S Frame

1,352 lb / 613.2 kg

Room S Focus Room

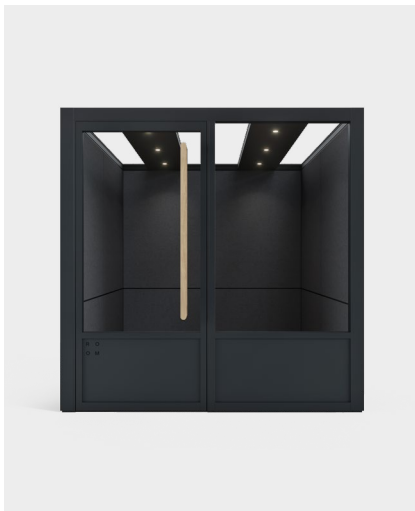
1,471 lb / 667.3 kg

Room S Meeting Room

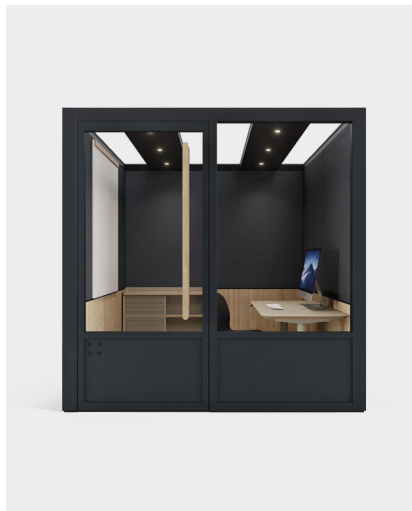
1,501 lb / 681.0 kg (Without VC)

1,535 lb / 696.6 kg (With VC)

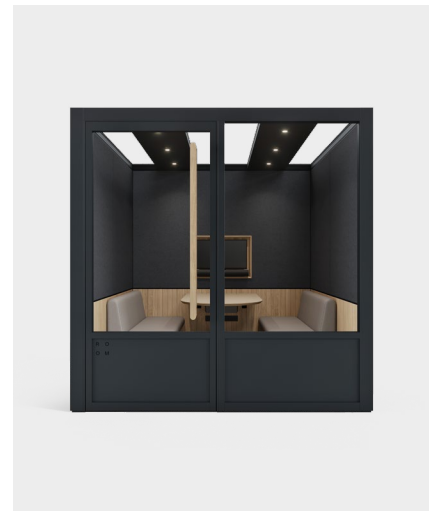




Room M Frame



Room M Focus Room



Room M Meeting Room

*Available with or without VC

Room M Series

Exterior

H 92.5-94" x W 90.6" x D 90.6"

H 235-239cm x W 230cm x D 230cm

*Door handle increases the last dimension

Interior

H 88.1-89.8" x W 84.7" x D 84.7"

H 223.8-228cm x W 215cm x D 215cm

Weight

Room M Frame

1,652 lb / 749.4 kg

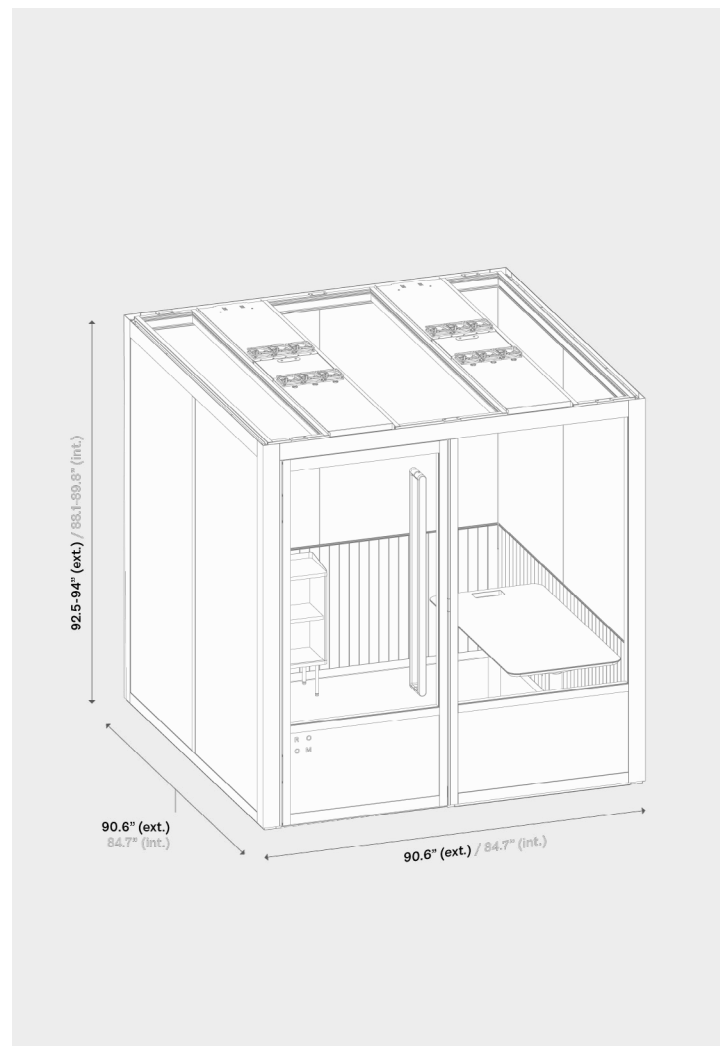
Room M Focus Room

1,781 lb / 807.8 kg

Room M Meeting Room

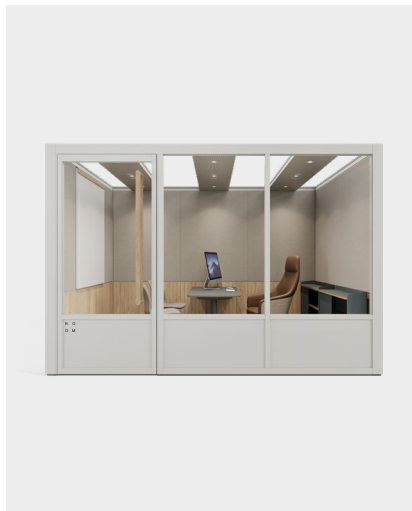
1,821 lb / 826.0 kg (Without VC)

1,855 lb / 841.6 kg (With VC)

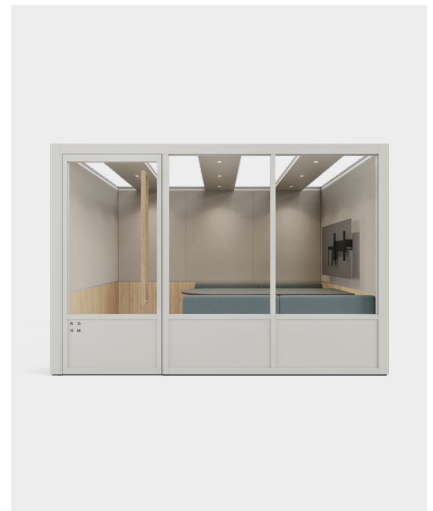




Room L Frame



Room L Focus Room



Room L Meeting Room

*Available with or without
Monitor Mount

Room L Series

Exterior

H 92.5-94" x W 132.9" x D 90.6"

H 235-239cm x W 337.3cm x D 230cm

*Door handle increases the last dimension

Interior

H 88.1-89.8" x W 126.9" x D 84.7"

H 223.8-228cm x W 322cm x D 215cm

Weight

Room L Frame

1,952 lb / 885.4 kg

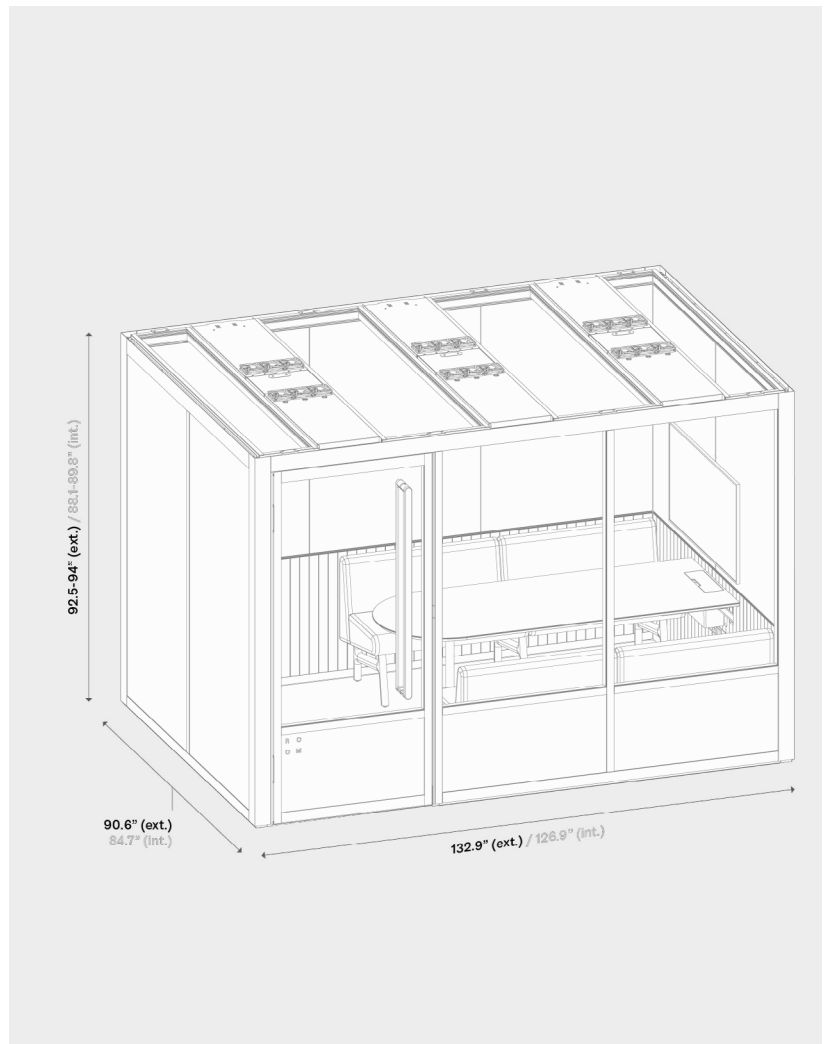
Room L Focus Room

2,141 lb / 971.2 kg

Room L Meeting Room

2,250 lb / 1,020.6 kg (Without Monitor Mount)

2,284 lb / 1,036.2 kg (With Monitor Mount)



2.2b Primary materials

Polyethylene terephthalate (PET)

The primary component of all three of our walls, dense PET absorbs internal echoes and enhances speech intelligibility. Each of our rooms use PET made out of over 1,000 recycled plastic bottles, and to date, we've repurposed millions of plastic bottles.

Particleboard

This is the exterior component of our walls, which blocks sound from traveling out of the booth, ensuring that what you say inside the booth, stays inside the booth. It's lightweight and durable to provide sufficient structure for the booth. All of our particleboard is CARB Phase II compliant.

Aluminum extrusion

Our structure is sustained by aluminum extrusions. Aluminum is highly customizable and lightweight, yet rigid and strong, ensuring that the unit can withstand the test of time. It also allows for a refined color expression through a powder coat application.

Acoustic felt

Made out of 100% natural breathable wool and no dye added, the acoustic felt provides natural sound insulation and enhances the overall aesthetics of the booth.

Industrial carpet

Made of 100% nylon for higher resistance to wear and tear, the carpet is easy to clean with a handheld vacuum.



2.3 Acoustic Lounge

Meet The Acoustic Lounge, a collection of acoustic products designed for a dynamic workspace. From single seaters for private work and sofas for casual catch-ups, to huddle spaces for collaborative work sessions, reimagine the workplace with a modular system designed for touch downs so big ideas can take off.



Acoustic Lounge Solo



Acoustic Lounge Solo with Desk



Acoustic Lounge Duo



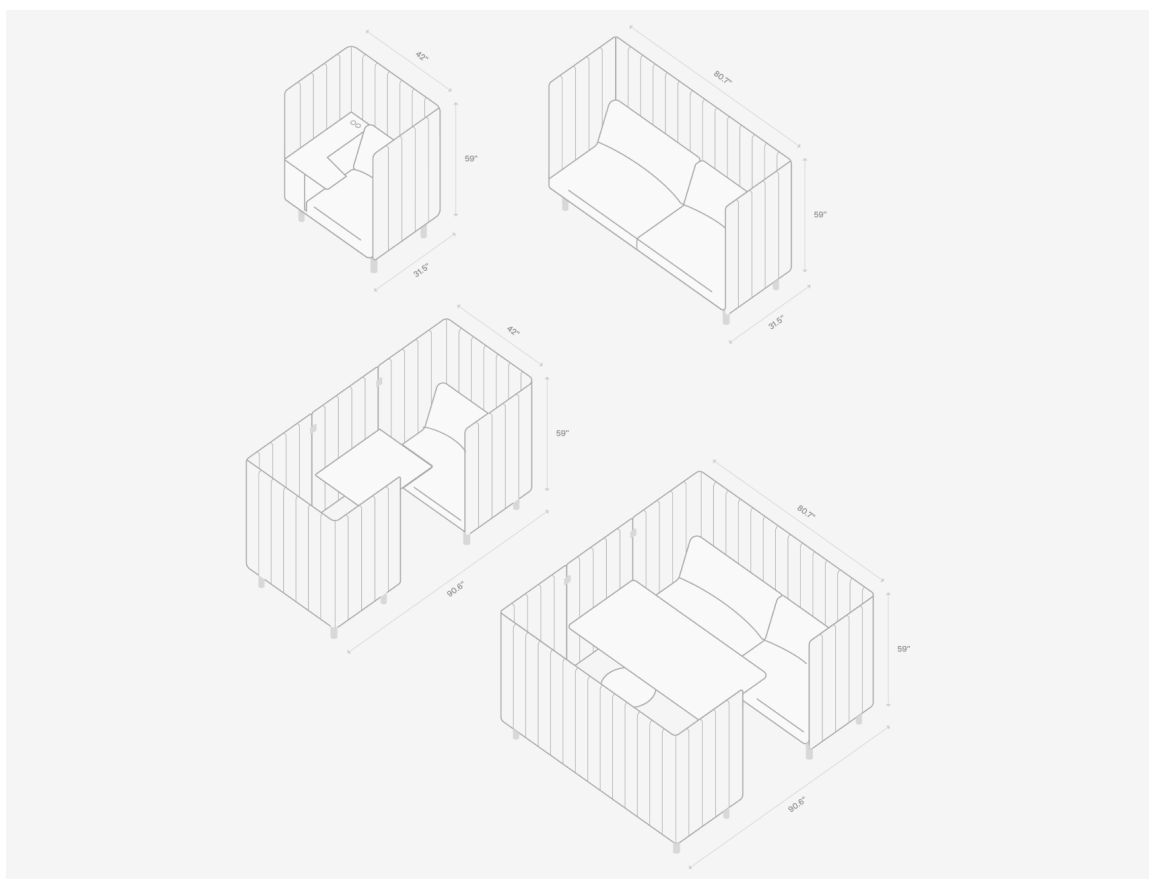
Acoustic Lounge Solo Connect



Acoustic Lounge Duo Connect

2.3a Dimensions

	Solo	Solo with Desk	Solo Connect with Table	Duo	Duo Connect with Table
Width	42"	42"	90.6"	80.7"	90.6"
Depth	31.5"	31.5"	42"	31.5"	80.7"
Height	59"	59"	59"	59"	59"
Seat Height	19"	19"	19"	19"	19"
Seat Depth	22.5"	22.5"	22.5"	22.5"	22.5"
Table Width	N/A	N/A	29.5"	N/A	29.5"
Table Length	N/A	N/A	23.8"	N/A	59.8"
Table Height	N/A	29"	30"	N/A	30"
Weight	74.2 lbs	86.5 lbs	178 lbs	121 lbs	307 lbs



2.3b Primary materials

Plywood

This is the interior component of our panels, which blocks sound and stays rigid to provide sufficient structure for the surrounds. All of our Plywood is CARB Phase II compliant.

Polyester Upholstery Fabric

Custom dyed polyester upholstery fabric helps make a statement in colors that coordinate perfectly with our entire suite of products.

Polyurethane Foam

Soft yet resilient polyurethane foam delivers sink-in comfort while maintaining its shape over time.

Solid Oak Legs

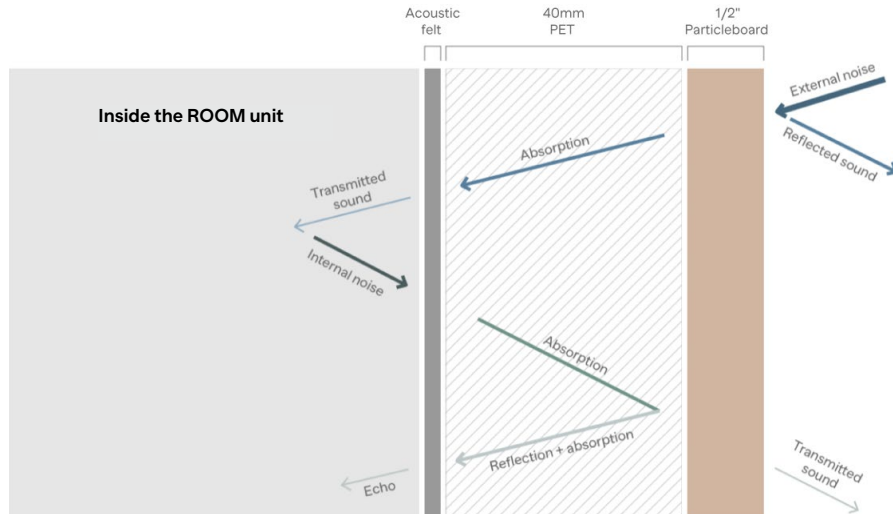
Beautiful and sturdy solid oak legs keep you supported and grounded.

Ultra Matte HPL Work Surfaces

Durable, low-glare high pressure laminate resists scratches and stains while providing a modern, refined, and most importantly easy to clean work surface.

2.4 Acoustics

Our design and choice of materials ensure that the noise transmitted from our flexible solutions is so low that it naturally becomes masked by the background noise in the office. As a result, what you say inside the room stays inside the room.



Our Phone Booth and Room Collection units have a Noise Insulation Class (NIC) rating of 30 dB. Like STC, NIC is a single number that expresses the actual degree of sound control between two adjoining areas measured at various frequency levels (pitches), onsite in a building. This method is commonly referred to as a “Field Test”. The higher the NIC number, the better the control.

To put 30 dB into perspective, compare a 30 dB drop with the following:

- Loud Motorcycle = 110 dB
- Conversational Speech (3 feet) = 60 dB
- Quiet Office/Library = 40 dB
- Soft Whisper = 30 dB

Our Acoustic Lounge collection is a series of open acoustic units that allow for moments of privacy in open floorplans. As they are not enclosed, they do not have designated NIC ratings. What they do have are 59” high vertical fabric panels made of a sound-absorbing fabric that absorbs noise for distraction-free work sessions.

2.5 Sustainability



Making room for a cleaner future

From bottle to booth, and design to delivery, we have thought about sustainability every step of the way.

Build to last and adapt

We build for longevity and adaptability in order to replace multiple cycles of construction and the waste derived from it. By thinking cyclically, we're helping to reduce the near 600 million tons of construction and demolition waste created each year.

Sustainably engineered

Every minute, one million plastic bottles are thrown away around the world, which comes at a great expense to our environment. We believe that there's a better place for your empty Evian than a landfill, which is why we engineered our soundproofing materials with recycled plastic bottles. In fact, each one of our modular products is engineered with over 1,000 recycled plastic bottles. To date, we have repurposed nearly millions of bottles and counting.

SCS Indoor Advantage Gold Certified

Our Phone Booths and Room Collection are SCS Indoor Advantage Gold certified, SCS Global Services' highest level of indoor air quality performance for furniture. Certification assures that our products support a healthy indoor environment by meeting strict chemical emission limits for VOCs.

Reduced carbon footprint

We reduce our carbon footprint by shipping flat and using sustainable packaging. We've even placed an icon on all of our packaging reminding our customers and assembly teams around the world to recycle our packaging post-installation.

3. Planning

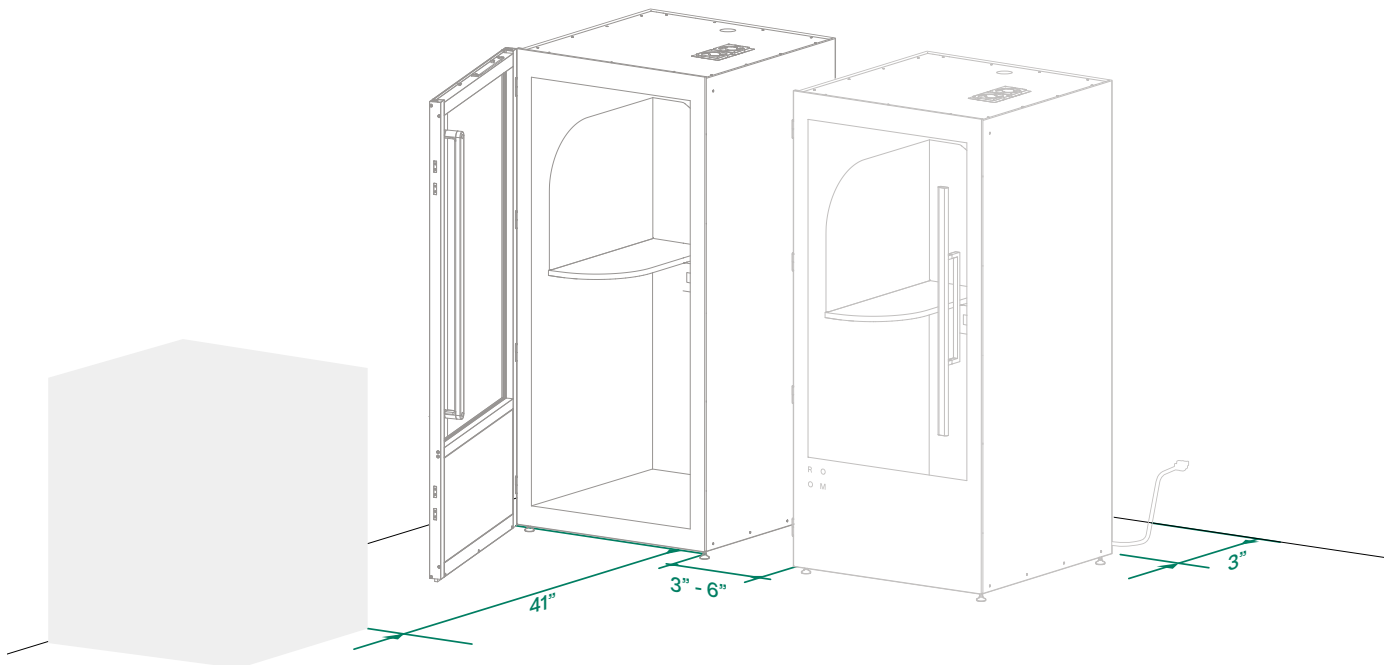
3.1 Placement Guidelines

Phone Booths

Compared to built-in phone rooms, our modular phone booth takes up less than 13 square feet and can easily be moved around the office and positioned in an area that needs it most.

We recommend the following for placing your Booth:

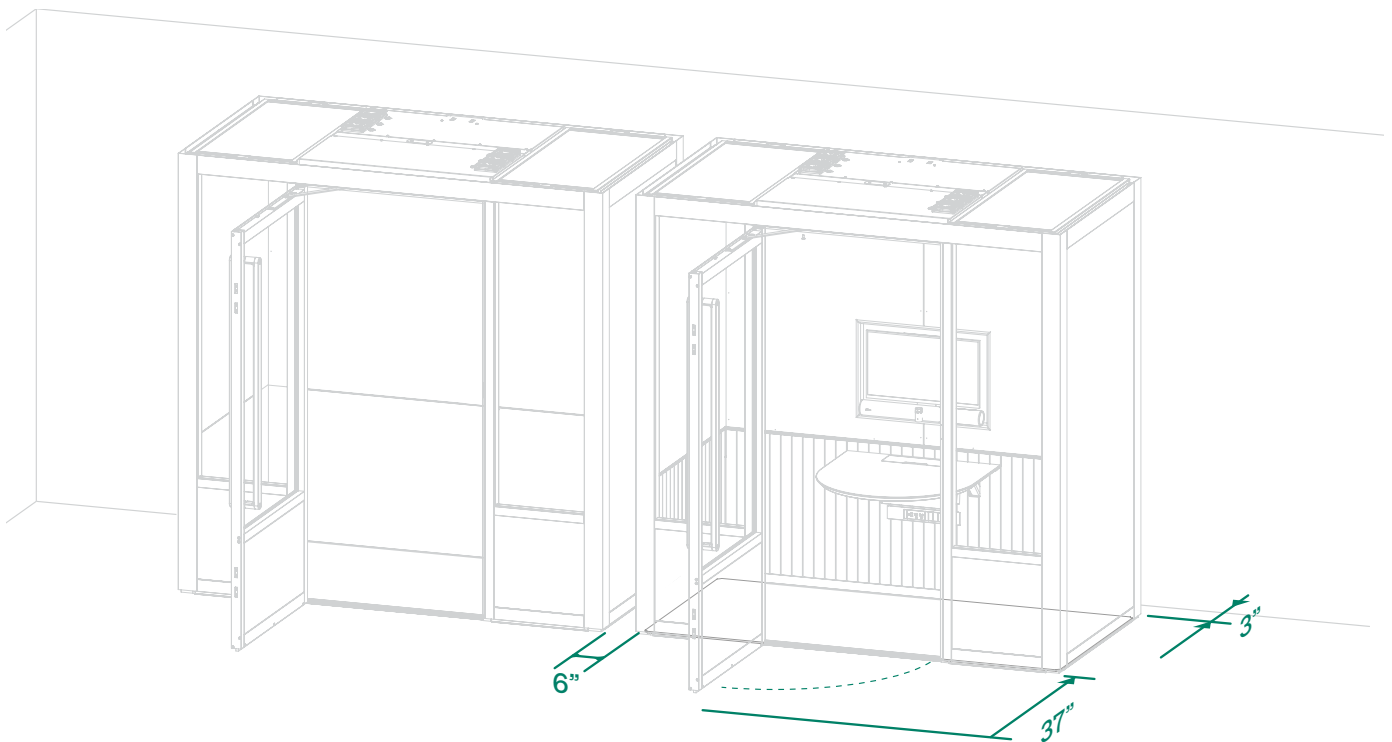
- Allow 3 inches of space behind the booth.
- Allow 41 inches of space in front of the booth to allow the door to swing open fully.
- Plan on 3" between booths, or 6" if you plan on anchoring them.
- The power cord is 10 foot long. Chicago Electrical Code requires all phone booths use a 2 foot power cord, which will be provided.
- Allow a minimum of 18" below sprinklers. This is a requirement by IBC and NFPA.
- Do not place the booths in a way that reduces the minimum width of any egress system component. Booths must be installed in accordance with [NFPA 101-2015 Section 7.10.1.2](#), as well as [IBC 2015 sections 1001.2 and 1003.6](#).
- If sprinklers are present, allow a minimum of 18" below sprinklers. This is a requirement by IBC and NFPA. If sprinklers are not present, allow a minimum of 12" below the ceiling for assembly, electrical work, and ventilation.



Room Collection

Unlike traditional construction, our Room Collection products can be positioned in various places throughout your office, or to an entirely new location. We recommend the following for placing your Room Collection units:

- Allow 3 inches of space behind the unit for the power cord, unless a ceiling infed will be used.
- Allow 36 inches of space in front of the unit to allow the door to swing open fully.
- If you plan on anchoring your products, plan on 6" between units to allow for access for the tools required to anchor the units.
- The power cord is 12 feet long, with 10 feet exiting the exterior of the back wall.
- For units opening into corridors or egress pathways, the clear width required to be maintained for egress encroachment purposes is as follows:
 - For doors with a 180-degree door swing, a minimum of 22" clear corridor width is required when the door is at 90 degrees.
 - For doors with a 90 degree door swing (due to door stopper being installed), a minimum of 37" clear corridor width is required.
- If you plan to install Ethernet in any of your ROOM products, our installation team can handle that during delivery and assembly! Just make sure to have Ethernet cables and building data ports ready on the scheduled installation date.



3.2 Placement Recommendations



Place units in high-activity areas.

Generally speaking, the more crowded an area, the higher the noise level. Our products are best situated in close proximity to where they're most needed. They can create space for focused work and private calls in heavily trafficked areas, or create space for important conversations in quiet areas.

Convert underutilized spaces into productivity hubs.

Our modular products are designed for flexibility. Our Phone Booths and Room Collection units are designed to have a small footprint which means that multiple units can easily be placed in a row against a wall, lining a hallway, or within dead space, to ensure you're maximizing your real estate.

Sync with your in-office tech for efficiency.

Our add-on booking system brackets to mount to any tablet hardware, with less than an 8.5" diagonal screen size, used by your team so you can view and manage Room usage.

*All placement guidelines and recommendations document our professional interpretation and judgment of the applicable Codes and Standards. The final placement of a unit in relation to pre-existing safety equipment, or the need for additional safety equipment, determined by the applicable local officials may be different and are often subject to change.



3.3 Resource Library

Phone Booth

[3D FILES](#)

[MATERIALS & FINISHES](#)

[ASSEMBLY MANUAL](#)

[RENDERS](#)

Room M Series

[3D FILES](#)

[MATERIALS & FINISHES](#)

[RENDERS](#)

Room S Series

[3D FILES](#)

[MATERIALS & FINISHES](#)

[RENDERS](#)

Room L Series

[3D FILES](#)

[MATERIALS & FINISHES](#)

[RENDERS](#)

Acoustic Lounge

[3D FILES](#)

[MATERIALS & FINISHES](#)

[ASSEMBLY MANUAL](#)

[SOLO RENDERS](#)

[DUO RENDERS](#)

[SOLO CONNECT RENDERS](#)

[DUO CONNECT RENDERS](#)

3.4 Delivery & Assembly

3.4a Packaging & Preparation

Please refer to comprehensive details about unit packaging and box dimensions on our website [HERE](#).

3.4b Certificate of Insurance (COI)

Many office buildings require a Certificate of Insurance (COI) for all freight deliveries. ROOM's delivery and assembly partners are able to provide a COI for your unit when needed.

Once your order is received by one of our delivery partners, they will be in touch to gather any delivery instructions and COI requirements you might have. We'll then make sure our partner's COI is approved by your building before we make the delivery.



4 Compliance

4.1 Certifications

We value quality in everything we do. This is why we partner with industry leading manufacturers, suppliers, and independent third-party agencies to ensure our products meet the highest safety standards.

You can find details about all of ROOM's product and safety certifications [HERE](#).

4.2 Air Quality & Ventilation

In our Phone Booths, two ultra-quiet fans pull 59 cubic feet per minute. All the air inside the Booth is refreshed every minute.

In all Room Collection units, the air inside the unit is refreshed every 2 minutes.

- For the Room S series, the fans pull 97 cubic feet per minute.
- For the Room M series, the fans pull 193 cubic feet per minute.
- For the Room L series, the fans pull 290 cubic feet per minute.

Our Phone Booths and Room Collection have received SCS Indoor Advantage Gold certification, SCS Global Services' highest level of indoor air quality performance for furniture. The certification assures that furniture products support a healthy indoor environment by meeting strict chemical emission limits for volatile organic compounds (VOCs). To be certified, products must be tested by independent labs for compliance with the ANSI/BIFMA X7.1, and either ANSI/BIFMA e.3 or CDPH/EHLB Standard Method V1-1 for VOC emissions of concerns.



4.3 Electrical & Power

ROOM units have three types of electrical components: LED lights, exhaust fans, and power outlets. There will be additional usage for any electrical device that is plugged into the outlet inside the unit. Refer to the below for specifics on each of our collections' electrical and power components.

Phone Booth

Power outlets

The Phone Booth has two power outlets (120V) located near the desk. All Booths are equipped with a 10A circuit breaker.

Power usage

The ROOM Phone Booth has three types of electrical components: an LED light, two exhaust fans, and two power outlets. The LED light draws 12W at 12V, and each ventilation fan draws 1.75W at 12V. There will be additional usage for any electrical device that is plugged into the outlet inside the Phone Booth.

The power cord is 10 foot long. Chicago Electrical Code requires all phone booths use a 2-foot power cord, which will be provided. Please note that the City of Chicago Jurisdiction requires that all phone booths are plugged into a dedicated branch circuit.

Acoustic Lounge

Power outlets

The Solo with Desk has three options for power. One AC outlet and two USB ports – one USB A and one USB C. Combined, these are capable of providing 25W of power.

Power usage

The Solo with Desk power receptacle draws 0.05W of Standby power. There will be additional usage for any electrical device that is plugged into the receptacles. The power cord is 6 feet long with 4.5 feet of the power cord exposed giving you the freedom to make room where you need it most. Please note, certain jurisdictions may have specific power and accessory requirements that should be confirmed with your local building authority.

Room Collection

Power outlets

Our Meeting Room models in The Room Collection have a built-in Power Box that includes the following:

- 3AC Power Outlets + USB A and USB C charging.
- A motion sensor that activates the fans and/or lighting for energy efficiency.

Power consumption

- Room S
 - » Meeting Room Without VC: 62W
 - » Meeting Room With VC: 89W during VC
- Room M
 - » Meeting Room Without VC: 110W
 - » Meeting Room With VC: 137W during VC
- Room L
 - » All Formats: 165W

Our Focus Rooms models have a built-in power unit that includes the following:

- 2AC Power Outlets + USB A and USB C charging in-desk, and 2 additional AC outlets on the wall.
- A motion sensor activates the fans and/or lighting for energy efficiency.

Power consumption

- Room S
 - » Frame: 62W
 - » Focus Room: 62W
- Room M
 - » Frame: 110W
 - » Focus Room: 110W
- Room L
 - » All Formats: 165W

4.4 Fire Safety

We have partnered with Jensen Hughes Engineering, a global leader in safety engineering to determine fire compliance for our modular products.

The standards evaluated against for our Phone Booths are listed below:

- International Building Code, 2018 edition (IBC)
- NFPA 13: Installation of Sprinkler Systems, 2016 Edition
- NFPA 72: National Signaling and Fire Alarm Code, 2016 Edition
- NFPA 101: Life Safety Code, 2018 Edition

The standards evaluated against for our Room Collection units are listed below:

- International Building Code, 2024 edition
- NFPA 13: Installation of Sprinkler Systems, 2022 Edition
- NFPA 72: National Signaling and Fire Alarm Code, 2025 Edition
- NFPA 101: Life Safety Code, 2024 Edition

4.4a Permitting

Our Phone Booths and Room Collection units may require permitting in certain jurisdictions. It is the client's responsibility to consult with the local building authority to determine specific permitting requirements.

4.4b Sprinkler System Interface

Our Phone Booths and Room Collection units are not equipped with a fire suppression system, therefore it relies on the building sprinkler system in instances where sprinklers are required. See below for when each of the units may be required to be provided with sprinklers within the units.

Please note, it is the client's responsibility to consult with the local building authority to determine specific permitting requirements and install sprinkler connections where required.

Phone Booth

A removable sprinkler cap in the roof allows access to a pre-drilled hole to ensure a path to compliance in all markets.

Room S

The internal area of the Room S is 24SF, hence for local jurisdictions that have adopted NFPA 13 2022 edition (and later), there is an exemption in NFPA 13 (section 9.2.10) that allows for sprinkler omission from small, temporary occupied enclosures that do not extend to the ceiling, such as the Room S.

For local jurisdictions that have not yet adopted NFPA 13 2022 edition, the roof is less than 4 feet wide. 4ft is the maximum width of an obstruction permitted to be non-sprinkler protected in both the IBC (903.3.3) and NFPA 13 (8.6.5.3). The intent of NFPA 13 is that the width of an object is the lesser of the two horizontal dimensions (with the length being the longer horizontal dimension). As such, sprinkler protection is not required under objects where the length is greater than 4 feet and the width is 4 feet or less. Therefore the roof meets the obstruction requirements of the IBC and NFPA 13. The unit must be placed in areas where the distance from the top of the unit to the bottom of the sprinkler deflector is greater than 18-inches.

Some AHJ's may have local amendments to building- and sprinkler codes and require more stringent requirements for the buildings and in those cases, the Room S is also provided with an access point for sprinkler installation in the roof.

Room M / Room L

The Room M and L units will likely require sprinkler protection within the units due to the size of these units, unless a project specific Code Modification/Variance has been approved by the AHJ. The Room M and Room L are provided with access points for sprinkler installation in the roofs.

4.4c Fire Alarm Interface

Why is the Phone Booth and Room Collection compliant for the omission of integration to the fire alarm system interface?

The building fire alarm signaling system must be arranged to produce a sound level at least 15 decibels (dBA) above the average ambient sound level; the unit system needs to be tested to show that the building fire alarm system can provide the required sound levels inside of the unit with the roof intact (closed).

If the units are only used for employee use areas, a strobe notification appliance is not needed unless the employees in the space are hearing impaired. Since the 2006 edition of the IBC, a 20-percent spare capacity is required to be built into the building fire alarm system to add strobes if needed. If required, the strobe appliance can be located outside of the unit if the strobe light is able to penetrate into the space. The penetration of light can be through glass side panels via a wall-mounted appliance or through the skylight roof via a ceiling-mounted appliance. Alternatively, NFPA 72 allows for a performance-based alternative to visible notification appliance location provided it is proven that the design provides a minimum illumination of 0.0375 lumens/ft² at any point within the unit at all angles.

Jurisdiction where a speaker/strobe is required within the units, The Room Collection is provided with access points for introducing a ceiling mounted device within the units.

The interior wall finish material in The Room Collection is a textile wall covering with a Class A flame spread rating which exceeds the minimum requirement for an interior finish (typically Class B/C is required for rooms and enclosed spaces, depending on local codes).



4.5 Seismic Anchoring

We have partnered with Jensen Hughes Engineering, the global leader in safety engineering to determine seismic compliance for our products. The purpose of seismic anchoring is to fix the unit to the structure it's located in to prevent the unit from falling over during seismic activity. Upon request we can provide specifications and instructions. Seismic anchoring solutions for both concrete and wood floors are available.

It is the client's responsibility to consult with the local building authority to determine specific permitting requirements and install seismic anchors if necessary.

4.6 Accessibility

The Americans with Disabilities Act (ADA) is a U.S. civil rights law that prohibits discrimination against individuals with disabilities in all public and commercial environments. Its built-environment requirements, known as the ADA Standards for Accessible Design—apply across the United States and ensure equal access to spaces, facilities, and workplace features.

When phone booths or office pods are installed as part of a workplace, the ADA treats them as “individual workstations” or “individual-use rooms.” This triggers the requirement that at least 5% of all such spaces be fully accessible, but never fewer than one if any pods are provided.

In practice, this means every installation must include at least one ADA-accessible pod or equivalent space. 21 units triggers a second ADA-accessible pod, 41 units triggers a third, and so on.

The Room M and L series are provided with an ADA compliant turning space in accordance with ICC A117.1 2009 and 2017 edition:

- For jurisdictions following the 2009 edition, the Room M / Room L provides a turning circle with a minimum 60” diameter.
- For jurisdictions following the 2017 edition, the turning space is provided by a T-shape with minimum required dimensions.

In addition to the turning space it also complies with other applicable ADA requirements such as door opening forces, maneuvering clearances, threshold dimensions and door surfaces.

The Room S series is not ADA accessible, nor is the ROOM Phone Booth. Due to the size of the products, they cannot accommodate the turn circle required to be ADA compliant. ADA requirements for each jurisdiction should be confirmed with the local AHJ.

5. Maintenance

5.1 Cleaning

For all of us, a little TLC can go a long way. Your room is no different. Here's the proper way to care for your ROOM units.

Phone Booth

Clear plexiglass pane

Spray both sides with a plexiglass cleaner. Gently wipe away with a soft cloth. Avoid glass cleaners with alcohol or ammonia, as they can seriously damage the booth surface.

Outside walls

Avoid prolonged exposure to direct sunlight, high humidity, extreme heat or cold, and moisture. Dust frequently with a soft, damp, clean cloth or mild detergent solution. Avoid using chemical or abrasive cleaning compounds. To avoid build up of cleaning agents, rinse the laminate surface with warm water and wipe with a clean damp cloth.

Fans

When it comes to taking care of the fans on top of the booth, there's no need to break a sweat. Regularly dusting them will keep them in good shape.

Carpet

This one is easy: Vacuum it like the carpet you have at home. For spot treatments, use a carpet cleaner.

Door, door frame & magnetic board

When it comes to removing stains or smudges, there's nothing like a damp magic eraser.

Floor grate

What's underneath your feet matters. Remove the floor grate and vacuum the inside to keep it clear of dust.

Interior wall fabric

The acoustic felt protects your privacy. Clean with water-based cleaning agent or solvent: depending on the stain, you can use a dry-cleaning solvent, the foam of a mild detergent, or upholstery shampoo. Using a brush attachment, lightly vacuum the fabric to give it some love. For spot treatments, gently dab with cold water.

Room Collection

Skylights

Spray with a glass cleaner. Wipe away with a soft cloth.

Metal frame

When it comes to removing stains or smudges, there's nothing like a damp magic eraser.

Sofa

Spot clean light and medium stains with soap and water.

Fans

No need to break a sweat for this one. Regularly dusting the fans will keep them in good shape.

Carpet

This one is easy: Vacuum it like the carpet you have at home. For spot treatments, use a carpet cleaner.

Interior wall fabric

The acoustic felt protects your privacy. Clean with water-based cleaning agent or solvent: depending on the stain, you can use a dry-cleaning solvent, the foam of a mild detergent, or upholstery shampoo. Using a brush attachment, lightly vacuum the fabric to give it some love. For spot treatments, gently dab with cold water.

Desk worksurface and credenza

Apply a neutral pH cleanser with a microfiber cloth or sponge. Rinse with cool water, and make sure to dry the area with an absorbent cloth. Great cleanser options include the Forbo Neutral pH Cleaner, 3M™ Neutral Cleaner 3H, and Ecolab® QC 34 High Performance Neutral Floor Cleaner.

1. Blot liquids with a clean towel and brush off loose dirt.
2. Mix ¼ tsp mild dish soap with 1 cup lukewarm water.
3. Apply solution using a spray bottle.
4. Lightly scrub with a sponge or soft brush, working from the stain's edge inward. Rinse the tool often.
5. Let the solution soak in.
6. Rinse thoroughly to remove all soap. Blot excess moisture.
7. Repeat as needed and air dry

Acoustic Lounge

Desktop

Apply a neutral pH cleanser with a microfiber cloth or sponge. Rinse with cool water, and make sure to dry the area with an absorbent cloth. Great cleanser options include the Forbo Neutral pH Cleaner 3M™ Neutral Cleaner 3H, and Ecolab® QC 34 High Performance Neutral Floor Cleaner.

Wall and Seating Fabric

Light vacuuming on a regular basis will keep the fabric looking fresh. For spot treatments, dab with warm water.

5.2 Warranty

When we say we're here for you, we mean it. We cover the full cost of repairs or replacements needed due to manufacturing defects. The warranty on the room is valid from the date of purchase, and it does not apply to rooms that have been stored, used, or assembled incorrectly.

You can view all details about ROOM's warranty on our website at:

<https://room.com/legal/warranty/>





6. Get In Touch

Experience ROOM up close and personal at one of our showrooms.

ATLANTA

1362 Collier Rd NW

CHICAGO

1115 West Fulton Market

DALLAS

150 Turtle Creek Boulevard

LOS ANGELES

523 W Sixth St

MIAMI

39 NE 39th Street

NEW YORK

121 Greene Street, Fl 2

SAN FRANCISCO

965 Howard Street

WASHINGTON, DC

1307 New York Ave NW