

## Maintenance

**Things to avoid:** Ink, newsprint, acids, and **direct sunlight** all can damage the vinyl plastic. Markers, ballpoint pen ink, newsprint and acids from clothing (such as interior hatbands) may discolor the head over a period of time. Beware of handling the vinyl or silicone pieces with dirty or ink-stained hands.

**Dusting:** Dust that settles on the heads and hands for months at a time may embed itself into the material if not routinely dusted or vacuumed. A clean feather duster can keep dust off. However, a vacuum cleaner (set on light suction) and a clean, soft brush are excellent tools for cleaning the figures. Keep spare brushes on hand and use brushes for this purpose only. Do not vacuum other materials with the same brush, for you may transfer dirt to the figure at a later time. Dusting frequency will depend on how clean the environment is. Cleaning may be needed monthly, quarterly, or annually.

**Cleaning vinyl:** The base color of the figures is in the vinyl, but the flesh tones are sprayed lightly on top. If you wish to remove fresh dirt, the best way is with a clean, soft cotton cloth slightly moistened with water. A small amount of soap can be used if necessary. Light rubbing will remove the dirt without removing the overspray coloring. Heavy or repeated rubbing will eventually take the overspray off, and should be avoided.

**Cleaning silicone:** If you wish to remove fresh dirt, the best way is with a clean, soft cotton cloth slightly moistened with **isopropyl alcohol**. Light rubbing will remove the dirt without removing the overspray coloring. Heavy or repeated rubbing will eventually take the overspray off, and should be avoided. **Do not use alcohol to clean the vinyl.**

**Hair:** Hair can either be human hair, synthetic, or a blend of the two, in order to get the best results for your figure. Care should be taken when freshening up the hair. It can be GENTLY brushed, combed and set with static-free combs and brushes. Any hair implanted into the head can come out if pulled, so care must be taken during brushing or combing. Hair can be set with curlers, gentle heat, and hair spray. Exposed vinyl or silicone (face, neck, ears) must be covered with a cloth or plastic before spraying, to protect the head from direct spray as well as floating mist. Forceful vacuuming on hair, or high humidity, can eventually take the styled shape out of the hair. (To avoid damage, take care not to heat the hair too much.) Hair spray will loosen after time, and a gentle vacuuming, re-combing and re-spraying will be in order.

**Heelplates:** Figures stand on metal heelplates and can be lifted directly up off of the metal spike. Make sure the figure is placed on the heelplate in the proper direction so that it stands straight. When standing the figure, the foot must be placed directly over the vertical spike of the heelplate to match up with the metal sleeve embedded in the figure's leg. The easiest way to achieve this is to lay the figure on a clean table or floor, insert the spike into the sleeve in the foot, then stand the figure up as one unit. **BE SURE that the spike goes up inside the metal sleeve, and not next to it, which would damage the leg.**

### Tips for dressing the figure:

- Keep the plastic bags on the hands while dressing to keep them clean. Covering the entire arm with a plastic bag will help in sliding on shirt sleeves.
- Bend the arm and tighten the ball-swivel joint before attaching to the body. Once it is attached, loosen the joint and reposition if needed.
- If the costume collar is tight fitting, remove the head before putting the shirt on the body. The head is held on by friction, so gripping firmly around the neck and pulling it straight up off the shoulders will safely remove it.

The suggestions contained herein may not cover all issues concerning setup and installation. If anything is not clear, or if you have any suggestions or difficulties, please contact us.

*(Really... we mean it.)*

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**DORFMAN**  
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## Care and Feeding of your #3000 Realistic Flexible Foam Figure Assembly, Adjustment, and Maintenance



## While Unpacking & Installing

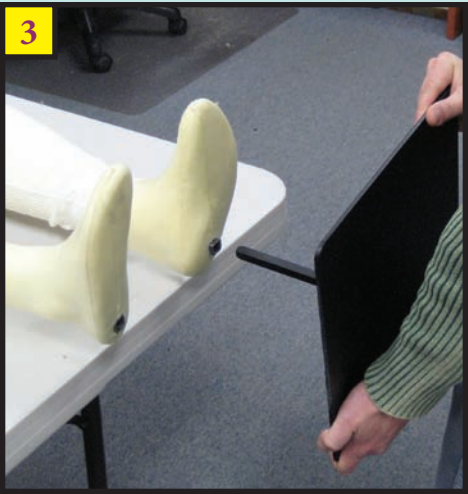
- Body oils attract dirt: **Clean your hands** before touching vinyl or silicone parts.
- Do not let **inks (pens, markers)** touch the vinyl.
- Keep figures out of **direct sunlight**.
- Do not let the foam “**peanuts**” touch the vinyl or silicone

**Questions? Call us!**

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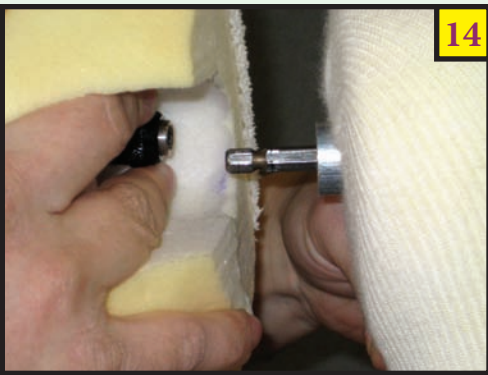
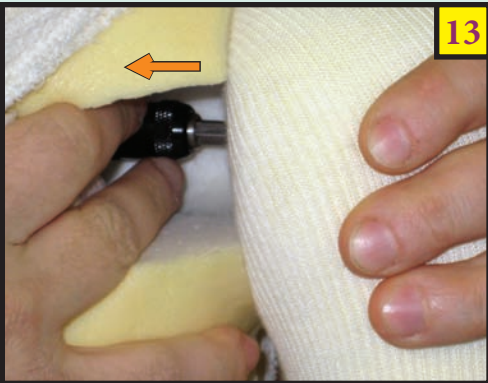
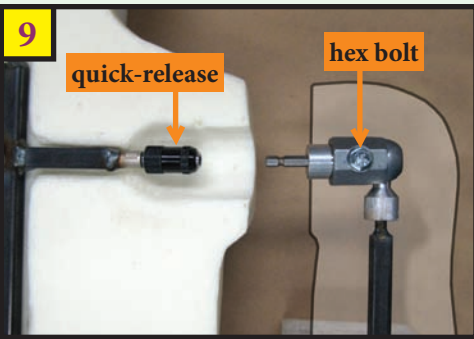
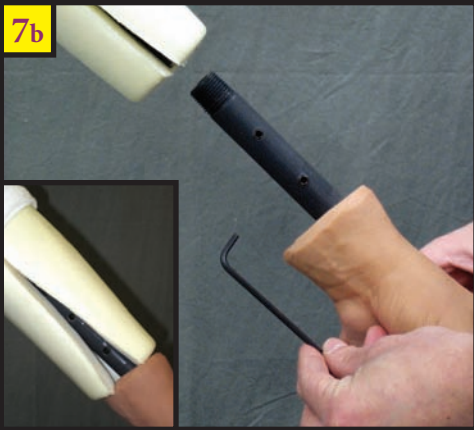
# Setting Up The Realistic Flexible Foam Figure



1. Figure placement in UPS sized shipping box. Arms are detached for shipping.
2. The heelplate is often secured under a cardboard flap at the foot of the box.
3. The figure can be used with or without a heelplate. If used, insert the heelplate spike into the steel sleeve within either heel. This is best accomplished by laying the figure on a clean horizontal surface.
4. Bending the figure into the desired position is easiest by laying it on a table with the “joint” at the edge. Use the table to add leverage and ensure correct placement of the bend.
5. Shoulder joint can be set to hold its position by tightening the hex bolt (Also see photo 9) through the hole in the foam with a 7/16” nut driver (included). Secondary support is recommended for outstretched arms.
6. Optional Waist Bracket for standing the figure without drilling through the shoe. Use in conjunction with heelplate.



# Understanding the Flexible Foam Arm Connections



- 7a. The hand has a fitting that is screwed onto a plastic pipe, which is then anchored to the arm with set screws.
- b. It can be lengthened or rotated by loosening the set screws with the included hex wrench (allen wrench) and tightening again in the desired position. Small nuance rotations can be achieved by twisting the hand, rotating the threaded connection.
8. It is easiest to bend the arm before attaching it to the body, with the elbow on the edge of a table to ensure placement and to add leverage.
9. **We recommend you familiarize yourself with the shoulder connections before dressing the figure.**
  - **Attach the arms** by inserting the hex shaft into the quick-release fitting in the shoulder of the body.
  - 10. Peel back the “flap” of foam on the back of the shoulder so you can see the quick-release fitting.
  - 11. Push firmly and check to make sure it “clicked” all the way in.
  - 12. Replace the foam flap.
  - **To remove the arms**, first squeeze the arm in against the body, “hugging” the figure sideways to relieve tension on the quick-release connection.
  - 13. Peel back the “flap” of foam on the back of the shoulder so you can see the quick-release fitting.
  - 14. With two fingers, slide the outer sleeve of the quick-release receiver in toward the body. This will release the arm, but be careful not to let it drop onto the floor.

## Additional Information

**Body:** The Flexible Foam Figure has a bendable wire armature throughout the entire body, allowing it to be bent into believable positions. It can stand by the use of a heelplate spike inserted into either of the figure’s heels (*photo 3*), or it can be posed into a kneeling, crouched, seated, or other position, omitting the need for a heelplate. It may help to lay the figure on a clean horizontal surface to insert the heelplate (*photo 3*). This is most easily accomplished with two people.

**Standing the figure:** **IMPORTANT: You will have to cut a hole in the figure’s shoe** to allow the spike to pass through the shoe into the figure’s heel [Note: There is a way around this - See below]. This can be done with either shoe, as each heel has a metal sleeve that can accept the spike. The foot does not have an armature through it, so it will not hold its own position.

**If you do not want to drill through the shoe,** you may purchase a Waist Bracket from us (*photo 6*), which fits down over the heelplate spike, runs up behind the figure and straps around the waist (or hips or chest: It is adjustable in height). Catalog #4005.

**Arms:** There is a bendable armature through the arms just as in the rest of the body. The bendable portion is limited to the elbow area so as to not allow an unnatural position. The shoulder has a quick-release connection similar to that of an electric screwdriver (*photo 9*). It also has a ball-swivel joint that is “locked” by tightening the hex bolt through the hole in the shoulder of the arm using the included 7/16” nut driver (*photo 5*). It is difficult to achieve enough tension to hold the arm outstretched, and so a secondary support is recommended. Additionally, a 7/16” ratcheting socket wrench (not included) can help add leverage for tightening.

**Hands:** The hands are attached by a pipe & set-screw system. The pipe is screwed onto a fitting in the hand (*photo 7a*) and then attached to the arm by way of two set screws (*photo 7b*). You can rotate the hands if necessary by loosening the set-screws (*photo 7b*). or smaller nuanced rotations can be achieved by twisting the hand, rotating the threaded connection between it and the pipe. A hex wrench (allen wrench) is included in the supply kit for the set screws. If your figure has long arms (above the elbow), they are attached in a different manner, often unique to each body.

**Head:** The realistic head is attached over the flexible foam head of the body (which has been shaved down to accomodate it). It can be rotated and angled by gently turning and bending the head at the base of the neck. Once the angle and direction is achieved, the head will hold its position.