

## MAINTENANCE GUIDE

### *Floor Care*

- Frequently moved furniture should be equipped with felt pads to avoid scratching the floor. Heavy furniture and appliances should be equipped with non-staining large surface floor protectors. Furniture with castors or wheels must be easy swiveling, large surface non-staining and suitable for resilient floors. Do not use ball type castors as they can damage the floors.
- Avoid exposure to long periods of direct sunlight. Close blinds or drapes during peak sunlight hours.
- Use walk off mats at entrances to prevent dirt and grit from being tracked on to the floor.
- Sweep or vacuum the floor regularly to remove loose dirt. Avoid using a vacuum with a beater bar.
- Clean up spills immediately.
- Damp mop as needed using clean water and a diluted floor cleaner. Do not use harsh cleaners or chemicals on the floor.
- We recommend using a pH neutral vinyl floor cleaner as required. We do not warrant any of the cleaning agents or conditions associated with them as the application is beyond our control.
- Never use a steam cleaner or a steam mop on the flooring

### *Routine Clean*

Vacuum, sweep or mop to remove all dust and loose debris. Damp mop with a neutral detergent. Stubborn stains can be removed by spot cleaning with a concentrated pH neutral detergent and a kitchen non-abrasive scouring pad. Please do not use cleaning products that contain bleach or other household chemicals as they could make your floor unsafe and/or damage the floor.