



CLEANING, MAINTAINING AND PROTECTING YOUR FLOOR

Regularly vacuum or dry mop the floor. Do not use a vacuum with a revolving beater bar. You can sweep with a broom if your broom has soft, non-abrasive bristles.

Regularly clean with a damp mop and a pH-neutral cleaner, such as *Bona Professional Series Stone, Tile & Laminate Cleaner*, *ZEP*, etc. Do not soak the floor with water.

Care should be taken when moving heavy furniture or appliances across the flooring. Use wood panels or cardboard to protect the floor when rolling heavy appliances back into place.

Protective mats should be used at all exterior door entryways.

Proper floor protectors should be used under any furniture which is regularly moved, or which is heavy and may dent the floor.

Non-staining, non-rubber-backed protective mats should be used under rolling office chairs.

Any rolling furniture/carts need to have wide, flat wheels.

Oil and petroleum-based driveways can stain vinyl floors. Do not track petroleum-based products onto flooring.

Never use scouring powder products, steel wool or abrasives.

Never use polish or soap; these may damage the wear surface, causing it to be slippery or to have unattractive smudges.