

## CARE & MAINTENANCE

Although EXTRA WOOD floors are durable, all floor coverings require some care to look their best and many problems can be prevented before they occur. The type and frequency of traffic on your floor will determine the frequency of maintenance needed. The type of floor and even the color will also have some bearing on how much care may be necessary. For example, solid color floors will visually show scuffs, scratches, dirt and general wear to a greater degree than multi-colors of chips or patterns. Of course, white or light colors will visually show staining to a greater degree than darker colors. For this reason, solid color and white floors should receive special attention in regard to preventative maintenance and amount of care provided. Good judgment when choosing the type and style of floor will help prevent maintenance problems before the floor is even installed!

Here are the proper steps for maintaining your EXTRA WOOD floor:

1. In order to prevent indentations and scratches, provide glass, plastic or other non-staining cups with flat under surfaces not less than 2" in width for the legs of heavy furniture or appliance. Equip swiveled-type office chairs and other rolling furniture with broad surface non-staining casters at least 2" in diameter. Remove small diameter buttons from the legs of straight chairs and replace with metal glides that have bearing surfaces not less than 1" in diameter.
2. Protect your floor against burns. Burns from the glowing end of a cigarette, matches, or other extremely hot items can damage EXTRA WOOD floors.
3. Do not flood floor or subject to frequent standing water. EXTRA WOOD will not be affected by the moisture but other problems associated with excessive moisture can affect the job site and should be addressed. EXTRA WOOD plank should not be used as a Moisture Reduction System.
4. Protect your floor from tracked-in-dirt and grit particles by using mats at all outside entrances. Take time to remove any imbedded grit particles from shoe soles before entering the room. Avoid the use of rubber-backed mats, as certain rubber compounds can permanently stain vinyl. Avoid tracking in tar or asphalt from driveways, as this can also discolor vinyl. Avoid high heels on your floor. They can cause permanent damage. Do not use vinegar, one-step cleaner/polishes or oil soaps on EXTRA WOOD products.
5. All EXTRA WOOD floors have a good resistance to stains. They are not affected by most common household spills: however, any spill should be cleaned up immediately. The longer the spilled materials are left on the floor, the greater the risk of permanently staining the floor. For information regarding the proper method or solution to use on a specific stain, contact EXTRA WOOD's Technical Department or check troubleshooting guide.
6. Avoid exposure to direct sunlight for prolonged periods. During peak sunlight hours, the use of the drapes or blinds is recommended. Prolonged direct sunlight can result in discoloration, and excessive temperatures might cause tile expansion.
7. Do not use vinegar as a cleaning agent on EXTRA WOOD vinyl Products.

### **MAINTENANCE FOR EXTRA WOOD COMMERCIAL FLOORS**

- The type frequency of traffic on your EXTRA WOOD floor will determine the frequency of maintenance needed.
- The type of floor, and even the color, will have some bearing on how much care may be necessary.
- Regular adherence to an effective maintenance program should include:
  - thorough dirt and grit regulation and prompt removal of spills and stains protection of the floor surface

The most effective part of any floor maintenance program is the simplest: sweep, dust mop or vacuum EXTRA WOOD flooring DAILY, or more frequently if needed.

### **Initial Maintenance Upon Completion of the Installation:**

1. Sweep or vacuum thoroughly and remove any adhesive residue from surface. Mineral Spirits is fine for this.
2. Do not wash the floor for at least 24 hours after installation. Lightly damp mop with EXTRA WOOD Cleaner following instruction on bottle. Remove any scuffs and excessive soil by careful scrubbing. Certain types of rubber heel marks may be removed by rubbing with a cloth dampened in mineral spirits.

### **Routine Commercial Maintenance:**

1. EXTRA WOOD solid vinyl plank has excellent durability and a history of performing well in heavy commercial installations as long as a sound maintenance program is followed. Light daily sweeping, dust mopping or vacuuming will prevent dirt and grit particles from being ground into the surface of the tile. Non-rubber, walk off mats should be used to control the amount of dirt and grit reaching the floor. The mats should be as wide as the doorway and thick enough to trap dirt. Frequent light mopping will prevent the floor from becoming heavily soiled and will remove most spills and stains. The amount and type of traffic will dictate the frequency of washing. Wash the floor by damp mopping or use an Auto-Scrubbing machine with EXTRA WOOD Cleaner following instructions on the bottle.
2. If the floor receives hard use and becomes extremely dirty, as in heavily used commercial installations, Floor scrubbing with a 175-300 RPM floor Buffer will be necessary with a red scrubbing-type (polyester or nylon) pad. Mop the floor with EXTRA WOOD Cleaner and work the solution over the floor using the buffer and the scrubbing pad. After this has been done, remove the dirty residue by damp mopping with a clean bucket of EXTRA WOOD Cleaner following instructions on bottle. Let floor dry, you will then see a light film residue, take low speed buffer and a White polishing pad and buff until the film is removed. Please Note: Do not use a buffer that is more than 300 RPM under any circumstances.

### **Stain Removal:**

To remove stubborn spots or stains from EXTRA WOOD Luxury Vinyl floors, always begin with mild cleaners such as EXTRA WOOD Cleaner. If this fails to remove stain, use mineral spirits. Do not use harsh solvents such as acetone or lacquer thinner, as these can permanently soften the vinyl surface.

For extreme staining (paints, permanent markers, dyes) try applying fingernail polish remover containing acetone (not straight acetone) applied to a soft cloth and rubbing. Any damage resulting from use of pure solvents IS NOT covered by warranty. Always test stronger cleaning agents on sample pieces or in unnoticeable areas first.

### **Scuffing & Scratching:**

Although EXTRA WOOD Vinyl Planks are very resistant to scuffing and scratching, surface damage can occur with hard enough use, or if floor is improperly maintained. If damage occurs, either: Hand buff the spot with 0000 steel wool using a solution of EXTRA WOOD Scratch remover. If damage is deep, try using 000 steel wool, or: Machine buff Following Step 2 under routine commercial maintenance.