

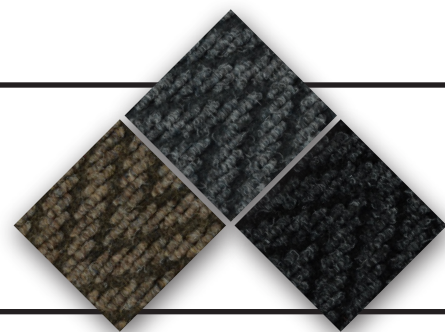


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Cleaning & Maintenance Guide

SO CHEVROLAY ENTRANCE MATTING



CLEANING AND MAINTENANCE GUIDE

During use all floorcoverings will begin to lose appearance and also become dirty as a result of numerous appearance detractors such as settling of airborne dust and soil on the soles of feet etc. Loss of appearance can be minimised by a well-planned and properly executed maintenance programme.

The majority of soiling occurs at entrances and at the interface from dirty to clean areas. By laying floorcoverings at these locations which absorb a great deal of dirt and moisture, the soiling is not only less visible, but the dirt which is absorbed here can no longer be damaging to the floorcoverings in other areas.

Planned Maintenance Programme

A well designed and executed planned maintenance programme will ensure that the appearance of a floorcovering is maintained at a high level and will prolong the life of the floorcovering.

A planned maintenance programme consists of the following steps:

- Daily care
- Spotting and stain removal
- Weekly cleaning
- Seasonal cleaning
- Periodic maintenance

Daily care

It is easier to remove surface dirt from a floorcovering than embedded dirt. The first requirement of daily care is therefore a light cleaning with a vacuum cleaner to remove dirt before it becomes embedded.

Daily cleaning is especially necessary in heavy traffic areas e.g. entrance lobbies in hotels and office buildings.

One of the most effective cleaners is one with a strong suction and a revolving beater bar and brush since this type not only removes surface dirt but also opens up the pile to remove the loosely held embedded soil. It is possible to vacuum using different types of brush and it is important to select the correct brush for the type of carpet being cleaned since vacuuming with the incorrect brush can damage the carpet. For velvet type carpets a soft to medium hard brush should be used and for flat felt type floorcoverings then a hard brush is more effective.

To ensure that the correct brushes have been selected they should be tested on a spare piece of carpet. If there is any possibility that the brushes are likely to cause damage e.g. fuzzing or pilling of the pile then the position and height of the brushes should be checked. If there is still a possibility of damage then suction only cleaning should be used.

Spotting and Stain Removal

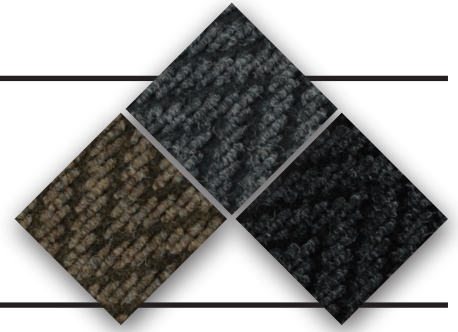
Every carpe/floorcovering from time to time is the victim of an accidental spillage and certainly spots and stains detract from the appearance of carpe.

The Golden rule with spots and stains is to act quickly to remove the spilt substance before it penetrates the carpet. Stains which have been allowed to dry are more difficult to remove.

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Before applying any special treatment it is important to remove as much of the spillage as possible. In the case of liquids absorbent paper towels should be used. Semi-solids and greasy materials should be removed with a spoon or back of a knife. Residual stains can be treated by either one or a combination of the following methods. Method One is based on dry cleaning solvents and method Two on synthetic detergents.

Method One

This method uses a dry cleaning solvent such as perchlorethylene. The solvent should be applied with a clean absorbent cloth, the solvent MUST NOT be applied directly to the stain.

Starting at the outer edge of the stain rub gently and work gradually towards the centre of the stain. Change and remoisten the cloth frequently and mop and blot well between each application.

Care should be taken when using dry cleaning solvents, especially with rubber or plastic backed carpets. It is important when working with solvents to avoid breathing in the fumes and to ensure that there is adequate ventilation in the room.

Method Two

This method uses synthetic detergents. Prepare a lukewarm solution of a non-alkaline detergent according to the manufacturer's instructions and add one teaspoonful of white vinegar per pint of solution. Apply the foam with a sponge or absorbent cloth to the stain and then mop and blot off. Repeat this procedure until the stain has been removed. After treatment the carpet should be dried. If possible lift the carpet to assist drying. The use of a hair dryer or similar device will help with this process.

Note: Always leave the pile sloping in the correct direction after treatment and do not replace any furniture until the carpet has dried completely.

Weekly cleaning

All carpeted areas should be given a thorough vacuum cleaning at least once a week. In certain heavy traffic areas e.g. near doorways some surface maintenance to remove visible soil may be necessary. There are several products available for improving the surface of a soiled carpet:

- Biodegradable synthetic detergents containing dry cleaning solvents and applied with a simple applicator
- Mop-on products applied with a sponge type mop
- Aerosol sprays which apply a foam solution

It should be noted that these treatments only remove surface soil and not embedded soil.

Seasonal cleaning

There are a number of cleaning systems which have been designed to clean carpets in-situ however the method recommended for cleaning VEBE products is the spray extraction method. It is recommended that this type of cleaning is undertaken by a specialist professional cleaning company.

Periodic maintenance

This is the general repair of the carpet caused by wear and tear including the restoration of stained areas, burn marks, loose ends, sprouting tufts repair of broken seams and correction of loose and ruck carpets etc.