

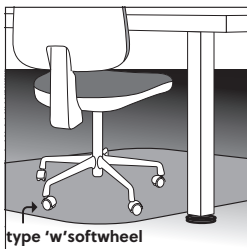
APPENDIX B - MAINTENANCE

1. PROTECTION



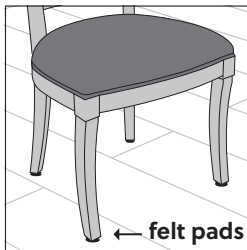
DOORMATS

To keep your floor in good condition, it is important to place non-rubber backed doormats at all entrances. Doing so prevents dirt or grit on your floor. These abrasive particles could damage the floor, causing scratches. Do not use rubber-backed mats, as long-lasting contact with rubber can cause permanent discolouration. Never place doormats on a wet floor.



SOFT WHEELS

Furniture legs, fitness appliances, etc. should be fitted with soft, non-rubber casters, to avoid permanent damage to your floor. Use a suitable desk mat under rolling office chairs.



FELT PADS

You should use felt pads or protective feet for items that contain rubber, such as chair legs, furniture legs, fitness appliances, etc. Use white felt pads, coloured felt might cause stains.

2. PRECAUTIONS

- Protect furniture and chair legs with proper felt or rubber caps.
- Furniture on casters/wheels must be easily swiveling, wide-spaced, non-staining hard rubber wheels that are suitable for a vinyl floor and/or use a suitable protective mat.
- Protect your floor against burns.
- Burns from the glowing end of a cigarette, matches, or other extremely hot items can damage the floors.
- Avoid bringing dirt, water and sand indoors by providing a suitable non-staining backed floor mat at the door.
- Avoid exposure to direct sunlight for prolonged periods. During peak sunlight hours, the use of the drapes or blinds is recommended.
- Do not allow pets with unclipped nails to walk on the vinyl floor. It could cause severe scratching to the surface.

3. CLEANING MAINTENANCE

- We recommend waiting 48 to 72 hours before washing the new LVT flooring. This is to allow the tiles to conform to the substrates.
- Do not pour pails of water on your floor to clean. Excessive water can cause damage to your subfloor and your floor will only be as good as the subfloor.
- The volume of traffic on your 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.
- All spills should be wiped up immediately.



For dry maintenance

- We recommend a dust mop or vacuum cleaner with a soft bristle brush only.

For wet maintenance

- Use a damp mopping procedure with a diluted neutral detergent or with a regular vinyl cleaner. Avoid harsh cleaning products that may damage the floor and make sure to dry completely. We do not recommend powdered cleaners, oil soaps, dish washing detergents and other alkali cleaning products.
- Shoe marks and scuffs can be removed by using a spot application of multipurpose cleaner and a non-abrasive scrubbing pad.
- It is not recommended to use wax on vinyl planks as this can cause a slip hazard.
- Vinyl tiles are completely waterproof, but they do not prevent the transmittance of moisture. Care should be taken to keep moisture from collecting on either side of vinyl floor to prevent the growth of mold and mildew. If your floor has been exposed to excessive water, for example by accident or flooding, remove the water as soon as possible by mopping and ventilate the room. A dehumidifier should be promptly turned on in the room to reduce the moisture level to normal. Do not dry the room below the normal moisture level that existed previously.