



MAINTENANCE GUIDELINES

LACQUERED & UV OILED HARDWOOD FLOORS

General Advice



Clean regularly



Wipe up
spills
immediately



Use mats at
all external
doors



Avoid sharp
objects



Do not install in
damp rooms



Use protective
felt pads



Use protective
mats

1. Preventing Damage

Do

- ✓ Clean the floor regularly to remove all dirt and grit
- ✓ Wipe up any spills immediately
- ✓ Use sturdy mats both internally and externally at all exterior access doors to stop as much dirt as possible from entering the building
- ✓ Ensure all furniture is fitted with protective felt pads
- ✓ Periodical inspection of furniture pads should be carried out to ensure they are still intact and do not have a potential to damage the floor
- ✓ Cover floors with a suitable protective material during any construction or improvement works
- ✓ Carry out additional cleaning following construction works to remove sand, dust and other materials that have the potential to cause irreparable damage
- ✓ Avoid exposure to sunlight for prolonged periods of time by using curtains or blinds to reduce direct sunlight to the floor during peak sunlight hours
- ✓ Use protective mats under all office chairs
- ✓ Keep the ambient temperature of the room at 18-20°C
- ✓ Keep the relative humidity of the room at 45-60%
- ✓ Use a humidifier in heating season to maintain the optimum relative humidity of the room

Don't

- X Use a wet mop to clean the floor, only ever use a damp mop
- X Allow any liquid to stand on the floor
- X Slide heavy furniture or objects across the floor as this could cause irreparable damage
- X Use rubber or latex protective pads/mats as they have the potential to permanently stain the floor
- X Use steam cleaners on the floor
- X Use abrasive cleaners as these may damage the floor
- X Use cleaners not recommended for lacquered or UV oiled hardwood flooring
- X Allow sharp objects to come into contact with the flooring as this can cause scratches and other permanent damage

2. Cleaning of newly installed floors

A factory applied lacquer or UV oil finish means that lacquered and UV oiled hardwood floors do not need any initial treatment following installation. Once installation is complete you should remove all dirt and dust from the floor using a vacuum cleaner or soft brush.

3. Maintenance and ongoing cleaning

- It is usually sufficient to keep your floor clean using a vacuum cleaner or soft brush to remove any dust and debris.
- When required, light cleaning with a damp mop and floor soap can be carried out.
- You should only use a floor soap suitable for lacquered or UV oiled hardwood floors and always use in accordance with the manufacturer's instructions.
- At times when the floor becomes extremely dirty it may be necessary to carry out an intensive cleaning of the floor. This should still be carried out with a damp mop, but a higher concentration of cleaner or intensive cleaning product might be necessary.
- As with all cleaning actions, the cleaner should be suitable for lacquered or UV oiled hardwood floors and if a higher concentration is needed, this should still be within the manufacturer's guidelines.
- Other than regular cleaning, lacquered and UV oiled floors do not require any maintenance treatment. Should any mechanical damage occur the entire floor would need to be fully sanded and refinished to remove the appearance of scratches etc.
- It is important to follow all the guidelines in this document for preventing damage to the floor in order to protect the lacquered finish and appearance of the floor.

These maintenance instructions are based on our experience and years of supplying hardwood floors. They are intended for your support. Atkinson & Kirby will not take any responsibility for misuse.