



## **MAINTENANCE GUIDELINES**

### **LVT FLOORING**

### General Advice



Clean regularly



Wipe up  
spills  
immediately



Use mats at  
all external  
doors



Avoid sharp  
objects



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
- ✓ Save a few pieces of extra flooring after installation in case of accidental damage - pieces can be easily replaced or repaired by a qualified professional
- ✓ Use protective mats suitable for LVT/PVC flooring under all office chairs
- ✓ Use “W-soft” castors for all office chairs used in office
- ✓ Clean office chair castors regularly and replace when necessary to avoid damage to the floor

## 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 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 LVT/PVC 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

LVT flooring should be thoroughly cleaned immediately after installation is completed in order to remove any and all residues. The initial cleaning can be carried out by:

- Damp mopping
- Low speed single-disc machine (maximal red pad or soft nylon brush)
- Roller cleaning system

A basic cleaning agent, suitable for LVT flooring, should be used in the recommended diluted proportions (please fully read and follow all supplier instructions before applying). Once the cleaning procedure is complete, any residue from the cleaning agents should be fully removed and the floor rinsed with clean water using a damp mop.

## 3. Maintenance treatment and ongoing cleaning

The surface of our LVT flooring has a factory applied PU coating giving it a strong foundation for routine maintenance, for this reason it is not necessary to carry out any other preliminary care treatment.

As above, only appropriate PU cleaners suitable for LVT flooring should be used for any cleaning procedures.

- a. **Dust removal** - loose dust and dirt can be regularly removed from the floor by wiping over the floor with a slightly damp mop or by using fibre cloths.
- b. **Manual or mechanical damp cleaning** - to remove more stubborn dirt that is adhered to the flooring surface, use a suitable cleaner and dilute according to the supplier's instructions. Once the floor has been cleaned it should be completely wiped over with a damp mop, or suitable mechanical appliance as described above in point 2.
- c. **Intensive cleaning** - where stubborn dirt cannot be removed through the routine cleaning process it may be necessary to clean the floor using a higher concentration of the suitable cleaning agent. Dilute the cleaning agent in a higher concentration suitable to the level of soiling, but only ever within the levels described in the supplier's instructions.

#### **4. Optional care treatment**

If maintained as per the guidelines, our LVT flooring does not require the addition of a sealer. If an additional sealer is desired then ensure a suitable PU sealer designed for LVT flooring is used, strictly following the supplier's instructions. This treatment process will add a protective film to the flooring surface that will help to protect the floor and reduce the adhesion of dirt, making routine cleaning easier.

#### **5. Discolouration**

Aggressive substances such as fats, hair dye, iodine, solvents and some rubber products can permanently damage or discolour the LVT flooring. To avoid this, all spills should be cleaned up immediately and should not be allowed to stand on the floor for any period of time. In addition, rubber or latex products (protective pads/mats) should not be used on the LVT floor.

#### **6. Use of office chairs**

Office chairs must be equipped with "W-soft" type castors when in use - this is in accordance with:

**DIN 18365 "Flooring Work" and in particular code EN 12529 "Wheels and Rollers - Rollers for Office Chairs"**

Our LVT flooring requires the use of these soft castors in all office environments. Castors should also be regularly cleaned, maintained during use, and replaced when necessary.