

**Universal Floors, Inc.**  
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**Customer Preventive Maintenance**

**Dear Customers,**

**We know hardwood floors are no small investment, our commitment to making your floors last doesn't stop when our work is finished. By following these few simple suggestions you can enjoy the beauty and warmth of your wood flooring for years to come.**

**To Do**

- Vacuum or sweep with horse hair broom floors regularly
- Remove spills promptly with soft cloth. Use a vacuum or broom for dry spills.
- Place mats at exterior doors to trap sand and grit from incoming traffic.
- Use area rugs on high traffic pathways, pivot areas, near doorways and end of stairs, etc.
- All rugs should allow floor to breath. Avoid rubber backed or non-ventilated rugs. Shake out, wash or vacuum mats and area rugs frequently
- Install felt pad floor protectors on bottom of furniture. Floor protectors must be kept clean of grit and periodically replaced.
- Maintain the relative humidity in your home between 30% and 50% because excessive humidity can cause wood fibers to swell, creating cracks in the finish.
- Clean your floors on a regular basis according to the directions below.
- Kitchen floors experience the most traffic in a home. To prevent premature wear of the floor, place an area rug in front of the sink and stove area. Shake out or vacuum the rugs frequently.
- A cloth wetted with water and squeezed dry may be used to wipe up food stuffs and other spills, provided the area is buffed dry immediately. Heel or scuff marks and stubborn stains may be removed by lightly rubbing with a cloth and a wood floor cleaner.

\*The only cleaning product that we recommend is a Universal Floors Inc. Hardwood floor cleaner. This product can be purchased from us in the form of a Cleaning Kit (bottle of spray and terry cloth covered mop) for \$30.00. Replacement 4oz concentrate bottles cost \$5.00. We use this product because it is safe on all polyurethane floors, and all factories pre-finished no wax floors.

**Follow these three easy steps when cleaning your floors:**

- Step 1 - Vacuum or sweep with horse hair broom to remove dirt and grit prior to cleaning.
- Step 2 - Lightly mist an 8' X 8' area of your wood floor with the Universal Floors Wood Floor Cleaner.
- Step 3 - Using a back and forth motion, clean the sprayed floor surface with the terry cloth covered wood floor mop. When entire area is clean, spray another 8' X 8' area and mop. When the entire floor is clean simply remove the terry cloth mop cover and wash it along with your towels.

**DO NOT**

- Do not let sand, dirt, or grit build up on your floor. They can act like sandpaper and actually dull the finish on your floors.
- Do not walk on wood floors with high heels. They can severely damage your finish.
- Keep pet claws properly clipped & filed to avoid scratching finish.
- Do not use oil soap, or other household cleaners on your polyurethane finished wood floor. The use of these products can dull today's floor finishes and make re-finishing difficult.
- Do not clean your floors for 30 days, or put down rugs/carpet for aprox 14 days after sanding and finishing is finished

**For Wax and Tung oil, and any other finishes not mentioned please call our shop for further information.**

**To purchase any cleaning supplies please call **Guy**, He will provide you with the necessary products and information to maintain your floors.**

**Thank You for your Business.**