

Proper care and cleaning of your floors begins before the installation is complete and extends through the life cycle of your floor. Title Belt is designed by Eastern Flooring Products® to be an extremely low maintenance floor but taking these simple steps will greatly extend the life of your floor.

### IMMEDIATELY AFTER INSTALLATION

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1. Follow Adaptable's post-installation traffic guidelines before walking or rolling anything on Title Belt.
2. Post construction debris, including drywall dust, can be hard to clean if not completely removed prior to cleaning with a traditional floor cleaner.
3. Use a dry dust mop or vacuum without beater bar to remove the post construction debris after installation and prior to replacing your furniture, rugs, and other items.
4. After ensuring that all debris is removed, use a neutral PH floor cleaner to lightly mist the floors in small sections and then immediately wipe the area clean with a dry microfiber mop cover. Replace the pad when it becomes soiled, which will happen more frequently in initial cleaning.

### REGULAR CARE

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1. All vinyl floors can be scratched in abusive situations. To avoid scratching your floor:
  - a. All furniture must be equipped with felt pads to avoid scratching the floor. Felt should cover the entire portion of the furniture meant to contact the floor to ensure optimal protection.
  - b. Heavy furniture and appliances must be equipped with non-staining large surface floor protectors to disburse the pressure created by their weight.
  - c. Furniture with wheeled castors should only have 2" or wider castors no less than 4" in diameter.
  - d. Office chairs should be equipped with soft, non-marking, roller blade style wheels.
  - e. Regularly sweep or vacuum floors to keep your floor free of debris. Debris can become trapped in shoes, castors, or other acceptable contacts with floor and create scratches. Do not use vacuums with beater bar attachments on.
  - f. Keep pets' nails trimmed.
  - g. Avoid sliding things across the floor that could have rough edges or trap debris.
  - h. Avoid high heeled shoes as they can create pressure of over 500PSI which may scratch or indent floors.

# Title Belt

## CARE & CLEANING

2. Title Belt, when installed via perimeter adhesive loose lay should be treated similarly to a floating floor. Eastern Flooring Products® designs the product to resist failure, but here are some things you can do to help protect against this:
  - a. Never fasten anything through your floating floor.
  - b. Eastern Flooring Products® doesn't recommend any sort of heavy rolling traffic on floating floors unless care is taken with heavy hard boards while transporting the items across the floor to properly disburse the weight of the items.
  - c. Office areas must have a protective mat under chairs and be equipped with non-marking roller blade style wheels. Do not use ball-type castors.
  - d. Floating floors are never appropriate for rolling traffic (including, but not limited to wheelchairs, mobility aids, or portable beds.)
3. Oil or petroleum-based products can result in surface staining. Do not track asphalt driveway sealer or other oil-based products on the floor.
4. Use walk-off mats at entrances to prevent dirt, grit, and staining substances from damaging the floor. Use mats with non-staining backs, as rubber may discolor the floor.
5. Eastern Flooring Products® does not recommend the use of steam cleaning devices of any sort, abrasive cleaners, harsh chemicals, detergents, or "mop and shine" products. If you have a question about care and cleaning, consult the Eastern Flooring Products® Care and Cleaning Guide.
6. Eastern Flooring Products® Requires proper care be taken to avoid excessive and direct sunlight. UV treated glass in windows and doors, as well as appropriate window coverings will extend the life of your floor.

## ROUTINE CLEANING

Title Belt is designed to need no maintenance. You must only keep the floor clean.

1. Immediate Cleaning – Clean up any spills or messes on the floor as soon as possible. Title Belt is designed to resist staining, but the faster you clean up a spill or mess the easier it will be to clean up and the less likely it is to affect the long-term appearance of the floor. Should you find a mess or spill difficult to clean:
  - a. First, clean the surface of any residue by lightly applying warm water wiping away with a microfiber cloth. Repeat as necessary until you are making no progress with each subsequent application.
  - b. Second, lightly apply a neutral pH floor cleaner and wipe away with a microfiber cloth.

- Repeat as necessary until you are making no progress with each subsequent application.
- c. Should the previous steps fail to remove the mess or spill, apply rubbing alcohol to a clean white cloth and gently rub the problem area. If this fails, contact your point of purchase to consider your options.
2. Regular Cleaning – Your lifestyle, floor traffic, and environmental factors will determine the frequency with which you will need to clean regularly.
    - a. Remove dust and debris from the surface of your floor on a regular basis with a dust mop, vacuum (without beater bar), or soft-bristle broom.
    - b. Check any frequently moved furniture, such as chairs, to ensure they have a well connected felt floor protector on all their surfaces coming in contact with the floor.
    - c. Locate the original position of any loose felt floor protectors found during your regular cleaning and replace immediately.
    - d. Remove any scuffs with a tennis ball mounted on a broomstick, when required.
  3. Occasional Cleaning – On occasion, you will benefit from a damp cleaning of your floor.
    - a. Using a neutral pH floor cleaner, lightly spray a small area with the floor cleaner and remove the cleaner with a clean microfiber mop. Repeat as necessary to clean the entire area.
    - b. Spray only the area you can immediately clean with the microfiber mop to avoid slipping hazards during cleaning.
    - c. Regularly replace soiled microfiber mop covers as you clean your floor.
  4. General Cleaning Instructions – Do not use any abrasive cleaners, ammonia, bleach, or other harsh chemicals when cleaning your floor as they can damage the finish of your floors. If you have any questions about the appropriateness of a given cleaning product, consult your point of purchase.