

## Maintenance Guide

### Floor Care -

- Frequently moved furniture should be equipped with felt pads to avoid scratching the floor. Heavy furniture and appliances should be equipped with non-staining large surface floor protectors. Furniture with castors or wheels must be easy swivelling, large surface non-staining and suitable for resilient floors. Do not use ball type castors as they can damage the floors.
- Avoid exposure to long periods of direct sunlight. Close blinds or drapes during peak sunlight hours.
- Use walk off mats at entrances to prevent dirt and grit from being tracked on to the floor.
- Sweep or vacuum the floor regularly to remove loose dirt. Avoid using a vacuum with a beater bar.
- Clean up spills immediately.
- Damp mop as needed using clean water and a diluted floor cleaner. Do not use harsh cleaners or chemicals on the floor.
- We recommend using a pH neutral vinyl floor cleaner as required. We do not warrant any of the cleaning agents or conditions associated with them as the application is beyond our control.
- Never use a steam cleaner or a steam mop on the flooring.

### Plank Replacement -

Should one of the planks/tiles become damaged and need to be replaced, follow these simple instructions:

1. Score top of damaged plank/tile with a utility knife. Make two triangle cuts near the end joint and then connect the points with one long cut in the middle of the plank/tile. (See diagram below.)



Score Tile As Shown

2. Use an awl or screwdriver to tap down through plank/tile on scored triangle cut points.
3. Lift and remove damaged tile.
4. With the pattern side facing up on the new replacement plank/tile, trim off the short lip on the tongue side and the groove on the compression joint side, making it flush with the edge of the plank/tile. Be careful not to damage the finish surface of the tile.



5. Cut several pieces of acrylic double-sided tape made for vinyl floors and slide under the edges of the existing floor on the two edges where the replacement plank/tile will have its lips cut off. Tape should face sticky side up; leave the paper on the side facing the floor.

6. Using a Premium Seam Bond, run a small bead of sealer on the groove edge of the panel of the existing floor where the replacement plank/tile will rest.

**NOTE:** The long tongue of the replacement plank/tile and the uncut compression fit end joint will not need tape or seam adhesive as you will be using the plank's/tile's locking mechanism.

7. Install replacement plank/tile by angling the long groove of the replacement panel under and over the tongue of the floor panel until the finish edge of the replacement panel is tight against the finish edge of the floor plank, and the compression end joint is lined up. Rotate down, locking the length tongue joint then pressing the end joint with your thumb or palm of your hand to lock into place.

8. Wipe any excess sealer that comes to the surface of the tiles with a damp cloth and follow with a dry cloth to ensure all sealer is removed from tile surface.

9. Keep foot traffic off the replaced plank/tile for 24 hours.

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