

Mats Inc. Maintenance Instructions for Floorworks Luxury Planks and Tiles

These instructions supersede any verbal or written instructions from Mats Inc. representatives, and must be followed in order for the warranty to be in effect.

Overall

Important: The choice of color and pattern, the layout of entrances and staircases, and the cleaning standards of the end user will influence the specific maintenance requirements for the product.

Preventative maintenance: Because 90% of all dirt in a building comes in on footwear, Mats Inc. strongly recommends installing and maintaining entrance matting (preferably permanently installed) at all outdoor entrances (20-30 linear feet for major entrances; less for infrequently used entrances). Doing this will improve indoor air quality, reduce flooring maintenance costs, and lengthen the life of your interior floors.

Safety: Always post “Wet floor” and/or “Caution” tape when wet maintenance is going to be performed. Refer to cleaners’ MSDS for any Personal Protective Equipment requirements.

Cleaning products: Mats Inc. recommends MI Clean (a 5 liter container cleans approximately 52,000 square feet) for Floorworks® Luxury Planks and Tiles. Note: The use of this product is required for the MI Life Preserver™ Extended Warranty. For the standard warranty, other products that have been tested and shown to be effective are also acceptable. Note: The weekly use of MI Clean is required for compliance with the MI Life Preserver™ Extended Warranty. See Warranty Information for additional information.

Cleaning machine: “Cleaning machine” in these instructions refers to a 175-rpm swing machine or an auto scrubber with cylindrical brushes. All brushes shall be soft and the brush pressure shall be light.

Sealers: We strongly recommend that all installations be sealed with one of the following sealers to make a more dirt-resistant, low-maintenance, and long-lasting surface. The sealer must be applied using the MI Sealer Tool roller. Two coats are recommended for longer-lasting protection. Note: The bi-annual use of one of the MI Sealers below is required for compliance with the MI Life Preserver™ Extended Warranty (2 coats reapplied every 2 years). See Warranty Information for additional information.

MI Life Preserver™ Sealers	Bottle Size	Approx. Coverage (in sq. ft)
MI Sealer	5.5 liters	1,000 -1,184
MI Stop Slip Additive - combine with MI Sealer	11.64 ounces	1,000-1,184
MI Stain Shield Finish	2.5 liters	485 - 538

Actions not to take:
To ensure the long life and beautiful appearance of your floor,

- Do not use or drag furniture with sharp edges (for example, desks, shelving units, and cubicle assemblies). Furniture should be fitted with stainless steel or Teflon pads.
- Do not use soft chair caster wheels on office chairs. Wheels must be hard (polyamide, not polyurethane) so that they will roll easily, preventing unnecessary wear and tear on the flooring.
- Do not drag furniture across the floor. During a move-in day, floor protection should be used to prevent damage from movers, dropped furniture, or soiling from dirty moving equipment.
- Do not use acetone, strongly alkaline cleaning agents, scouring powder, strong solvents, or abrasive cleaning pads, as these can damage the floor. When wet cleaning, use only clean warm water without cleaning agents. Only use cleaning agents in specific cases. Any cleaning agent used must be pH neutral (pH of 7 to 8). Always use a minimal dose of the cleaner.
- Do not use certain materials (for example in rubber feet, rubber mat, shopping carts) if they will be in contact with the floor for a long time, as they can cause discoloration that cannot be removed.

Initial Cleaning (after installation) and Deep Cleaning

1. Sweep or vacuum (with heavy-duty commercial vacuum) the floor to remove all dirt and grit. **This is the single most important maintenance activity for preserving the floor's appearance and performance – and typically the most overlooked and omitted.** Post "wet floor" signs.
2. Remove highly colored products (i.e. hair dyes, iodine, etc.) from the sealer surface as quickly as possible - within 30 minutes.
3. In the case of stubborn dirt, dilute MI Clean in a ratio of 1:10 (1 oz to 10 oz of water), reducing the concentration accordingly for slight soiling.
4. Distribute the cleaning solution over the floor and, after allowing to stand for a short time, scrub the floor thoroughly using a red scrubbing pad, or equivalent scrub brush, with a 175-rpm swing machine or auto scrubber. **Do not use a green, black, or brown pad.** Wet mopping is acceptable if it simulates the agitation of a 175-rpm swing machine or auto scrubber.
5. Pick up soiled solution with wet/dry vac or auto scrubber.
6. Rinse floor thoroughly and allow to dry completely.

Daily Cleaning

1. Sweep or vacuum (with heavy-duty commercial vacuum) the floor to remove all dirt and grit. **This is the single most important maintenance activity for preserving the floor's appearance and performance – and typically the most overlooked and omitted.** Post "wet floor" signs.
2. Dilute MI Clean in a ratio of 1:200 (3/4 oz to 1 gallon of water) and wipe over the floor. The concentration can be reduced to 1:400 (1/4 oz to 1 gallon of water) when using a fully automatic cleaning machine. Use red scrubbing pad, or equivalent

scrub brush, with a 175-rpm swing machine or auto scrubber. **Do not use a green, black, or brown pad.**

3. Pick up soiled solution with wet/dry vac or auto scrubber.
4. Rinse floor thoroughly and allow to dry completely.

Sealer Application Instructions

Seal the floor with one of the recommended sealers as specified by the architect or end user (“sealer”) directly after installation. Strictly follow the instructions on the label.

MI Life Preserver™ Sealers	Bottle Size	Approx. Coverage (in sq. ft)
MI Sealer	5.5 liters	1,000 -1,184
MI Stop Slip Additive - combine with MI Sealer	11.64 ounces	1,000-1,184
MI Stain Shield Finish	2.5 liters	485 - 538

MI Sealer Application Instructions

1. The floor surface must be clean, dry,

free from dust, grease, oil, wax, and care product residues. If this is not the case, clean the floor following the Initial Cleaning instructions, using a green pad. Site conditions and a room and working temperature of 60°F to 75°F shall be maintained. **Higher temperatures considerably reduce the working time of the sealer.** During application and drying of the sealer, avoid exposure to drafts and strong sunlight and protect the surface from dust.

2. Shake up the canisters containing the sealer and the cross linker well. Add the cross linker to the sealer canister and thoroughly mix both components by shaking thoroughly. If partial quantities are to be mixed, always mix the sealer and cross linker in a ratio of 10:1 and by adding the cross linker to the sealer. Once mixed, the mixture is suitable for use for approximately 4 hours at the above required temperature range. In case of cold components, the mixing procedures cannot be performed with sufficient thoroughness. **Do not tightly seal the canister containing ready-mixed sealer** since the sealer/cross-linker mixture can, in the course of time, react even in the canister, resulting in the build-up of reactive gases.
3. Roll out the sealer mixture evenly over the floor using the special MI Sealer Tool roller that comes with the sealer. Commence work on the side with the most light (as a rule this is the side of the room where there is a window) and work away from the light source. In this way it will be possible to keep an eye on the floor during work and immediately correct any problems as they arise. Apply the sealer and distribute with the roller, working in sections of a maximum of 10 feet in width at right angles to the incidence of light (i.e. parallel to the window wall) and then roll it out evenly towards the light. Avoid the formation of pools. After allowing it to dry for a sufficient period of time (at least 2 hours but still on the same day), apply a second coat of the sealer mixture. The second layer increases the level of protection of your Floorworks floor.

Do not walk on the floor for a MINIMUM of 2 hours after treatment. The time may vary due to temperature and humidity. The floor can be walked on carefully 12

hours after the second application has dried. The Sealer Finish reaches its final level of hardness after approximately 7 days at room temperature.

Reapplication: the frequency for reapplying sealer will vary based on the application and end user preferences. To reapply, simply follow steps 1-3 above. (You do not need to strip the old sealer off; merely clean it thoroughly and then apply new sealer.)

MI Stain Shield Finish Application Instructions

1. The floor surface must be clean, dry, free from dust, grease, oil, wax, and care product residues. If this is not the case, clean the floor following the Initial Cleaning instructions, using a green pad. Site conditions and a room and working temperature of 60°F to 75°F shall be maintained. **Higher temperatures considerably reduce the working time of the sealer.** During application and drying of the sealer, avoid exposure to drafts and strong sunlight and protect the surface from dust.
2. Shake up the canisters containing the sealer and the cross linker well. Add the cross linker to the sealer canister and thoroughly mix both components by shaking thoroughly. If partial quantities are to be mixed, always mix the sealer and cross linker in a ratio of 4:1 and by adding the cross linker to the sealer. Once mixed, the mixture is suitable for use for approximately 1 hour at the above required temperature range. In case of cold components, the mixing procedures cannot be performed with sufficient thoroughness. **Do not tightly seal the canister containing ready-mixed sealer** since the sealer/cross-linker mixture can, in the course of time, react even in the canister, resulting in the build-up of reactive gases.
3. Roll out the sealer mixture evenly over the floor using the special MI Sealer Tool roller that comes with the sealer. Commence work on the side with the most light (as a rule this is the side of the room where there is a window) and work away from the light source. In this way it will be possible to keep an eye on the floor during work and immediately correct any problems as they arise. Apply the sealer and distribute with the roller, working in sections of a maximum of 10 feet in width at right angles to the incidence of light (i.e. parallel to the window wall) and then roll it out evenly towards the light. Avoid the formation of pools. After allowing it to dry for a sufficient period of time (at least 2 hours but still on the same day), apply a second coat of the sealer mixture. The second layer increases the level of protection of your Floorworks floor.

Do not walk on the floor for a MINIMUM of 2 hours after treatment. The time may vary due to temperature and humidity. The floor can be walked on carefully 12 hours after the second application has dried. The Sealer Finish reaches its final level of hardness after approximately 7 days at room temperature.

Reapplication: the frequency for reapplying sealer will vary based on the application and end user preferences. To reapply, simply follow steps 1-3 above. (You do not need to strip the old sealer off; merely clean it thoroughly and then apply new sealer.)