



COMMERCIAL FLOOR CARE PROCEDURES

PREVENTATIVE MAINTENANCE

1. Place proper walk-off mats in doorways to keep out dirt and grit. “Natural” rubber mats or underlayments are best for hardwood floors. Synthetic rubber can potentially stain or etch the floor due to plasticizers.
2. Install felt floor protectors on tables and chairs used on hardwood floors.
3. Avoid excess moisture from tracked in water and leaks – *wipe up any excess moisture as soon as possible*. Never wet mop a hardwood floor using a string mop and bucket. This can add too much moisture to the floor damaging the hardwood.
4. Do not slide heavy items across the floor like fixtures or furniture.

DAILY MAINTENANCE

1. Vacuum and clean walk-off mats daily to maximize their effectiveness.
2. Dust mop floors daily to remove all dust, grit and other abrasive particles. Replace dust mop as needed.
* DO NOT TREAT DUST MOP WITH ANY CHEMICALS.
3. Spot clean heavy traffic areas with a Bona® Professional Series Mop and Bona® Professional Series Hardwood Floor Cleaner.
4. Use Bona® Professional Series Hardwood Floor Cleaner to remove heel /scuff marks and Spills.

DEEP CLEANING (monthly – quarterly)

1. Vacuum or dust mop floor to make sure floor is free of all dust, grit and abrasive particles prior to Buffing floor. This will prevent any grit or dust from getting trapped beneath the buffer and leaving scratches.
2. Option #1: With a 175 rpm buffer and a white polishing pad lightly mist an **8 x 8 area** with Bona® Professional Series Hardwood Floor Cleaner.
Option #2: With an auto-scrubber use Bona® Professional Series Hardwood Floor Cleaner and make sure the water setting is on **low**.
3. Remove any dirty residue immediately with a slightly water-dampened Bona® Professional Series Mop with a Microfiber Cleaning Pad. Move on to the next section. Periodically replace the buffing pad and Microfiber Cleaning Pad as they become soiled.
4. If it was necessary to move fixtures or furniture during the deep cleaning, make sure they are lifted and placed back into position rather than sliding across the floor.



BONA PREP & RECOAT

TOTAL RECOAT

- The perfect time to recoat your floors is just before the finish wears through to the bare wood. Recoating your floor before wear through will save you from a complete sand and finish.
- The amount of traffic a floor receives will determine how often a recoat is necessary. Set up a recoating schedule with the flooring contractor or maintenance crew.

Recoat with the Bona Prep System

Bona Prep™ is a specially formulated recoat adhesion system for all types of polyurethane finished hardwood floors, including factory prefinished floors. Bona Prep™ conditions and prepares the existing finish to optimize adhesion of the new coat of finish. This product is designed to be used full-strength as packaged, do not dilute.

PRIOR TO USE:

- Do not use this product on any floor that has been waxed or oiled. If unsure, wipe a small section of the floor with a clean, white rag dampened with mineral spirits. If a wax residue appears as a shiny glaze on the rag, DO NOT RECOAT WITH FINISH. Delamination of the finish is likely.

- *For factory prefinished flooring, contact the manufacturer for specific recoat recommendations.*

- Prepare a sample test area using the Bona Prep™ System to determine general compatibility prior to recoating. To test for adhesion, let the finish dry for 24 hours and then use a quarter to scratch the surface. If the finish flakes or peels, there is not good adhesion and the floor should not be recoated.

BEFORE USING, READ ALL DIRECTIONS AND THE MATERIAL SAFETY DATA SHEET FOR ALL PRODUCTS.

How to Use:

1. Vacuum or sweep floor thoroughly to remove loose dirt and grit.
2. FOR SMALL AREAS: Pour Bona Prep™ into spray bottle and spray over a large section of the floor (approximately 3' x 12') at the rate of approximately 2,000 square feet per gallon. Use Bona Prep™ as a spray buff solution with a standard speed (175 rpm) buffer using a Bona® Conditioning Pad. This cleans the floor to ensure any foreign material is removed, as well as conditions and prepares the old finish to optimize adhesion of the new coat of finish.

FOR LARGE AREAS: Apply Bona Prep™ over 3' x 24' sections of the floor at the rate approximately 2,000 square feet per gallon. Be careful not to apply too heavily. Surface should be damp enough to be slightly wet after abrading using a standard speed (175 rpm) buffer with a Bona® Conditioning Pad. This cleans the floor to ensure any foreign material is removed, as well as conditions and prepares the old finish to optimize adhesion of the new coat of finish.

**** Use 1" green/black pads if the Bona® Conditioning Pad is loading up during the wet buffing. Some floors may need to be cleaned more than once to ensure all residues are removed.**

Bona Prep Procedures Continued

WHEN USING AN AUTOSCRUBBER: Set at normal maintenance settings for proper application rate and pad pressure. Use a Bona® Conditioning Pad driven by whatever maintenance pad is typically used.

NOTE: Regardless of the size of area, be sure to overlap sections to ensure that no areas are missed.

3. REMOVE ALL RESIDUES IMMEDIATELY USING A BONA® PROFESSIONAL SERIES MOP WITH A MICROFIBER CLEANING PAD OR WRUNG-OUT COTTON TOWEL DAMPENED WITH BONA PREP™.

** For heavy residues, work in small areas and tack the floor with a Prep dampened mop immediately after the wet scrubbing or have another person follow the buffer tacking up the remaining residue.

4. Abrade the floor once it has dried using two Bona® Conditioning Pads (one driving the other) so that the pad more effectively contours to the surface of the flooring. This will ensure abrasion of the edges next to any overwood and in the grain pattern, and optimize adhesion of the finish topcoat. Beveled edges and any visibly unabraded areas should be cleaned and abraded by hand.

* For hand-scraped floors, use a 1" white pad to drive the conditioning pad or 3 conditioning pads to help conform to the highs and lows of the floor.

** A screen may be used if necessary, but always follow-up a proper grit progression back up to the conditioning pad to minimize swirls.

5. Vacuum and tack the floor again to remove dust using a Bona® Commercial Mop with Cleaning Pad or wrung-out cotton towel dampened with Bona Prep™.

6. When dry, apply a Bona waterborne or oil-modified finishing system WITHIN 2 HOURS following the label directions.

** If recoating a factory prefinished floor, use only Bona Traffic™ or Naturale.

NOTE: If floor cannot be coated with finish within 2 hours, stop between steps 3 and 4 and then proceed with step 4 within 24 hours.

COVERAGE: Bona Prep™ - Approximately 2,000 sq. ft./gal. Bona Traffic™ and Bona Naturale - 350-400 sq. ft./gal.

CLEAN-UP: Clean all tools and equipment with water.

STABILITY: One year shelf life in unopened container.

Note: The Bona Prep System is not a guarantee for finish adhesion, but it will help optimize your chances for a successful recoat. Frequency of procedures may vary depending on foot traffic and location.

Miscellaneous Technical Information

Possible Floor Contaminants:

- Oil Soaps
- Window Cleaners - Silicone
- Furniture Cleaners / Polish
- Acrylic Based Products
- Wax
- Snow Melt - Salt
- Treated dust mops

Link to the Bona Prep System Video:

http://www.bona.com/en/US/Concepts_and_Systems/Bona_Prep_Recoat_Adhesion_System/Bona_Prep_Videos/

Contact Bona Technical Support at 800-872-5515 for any further assistance.

Products:



Maroon Conditioning Pad



Bona Prep



Bona Traffic



Bona Naturale