



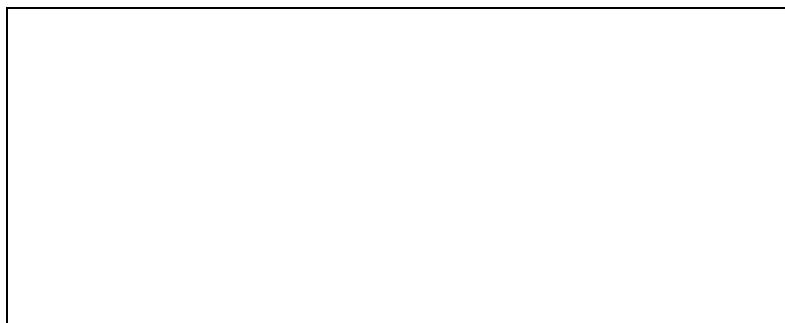
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WOOD FLOORING MAINTENANCE MANUAL

REMEMBER: Your wood floor is new and is still acclimating to its new environment; HVAC controls are crucial and need to be monitored and maintained daily! (See TIP#1 on page 4)

For floor cleaning products and services visit our website and click on Maintenance.
www.bauerfloor.com



TAKING CARE OF YOUR MFMA MAPLE SPORTS FLOOR

Wood is naturally porous and can absorb and release moisture. If the humidity in your facility rises, your wood floor will absorb that moisture, causing it to expand. If the humidity falls, your wood floor will release moisture, causing it to shrink.

Many installations include expansion voids around the perimeter and around columns or floor inserts, plus expansion joints built into the floor surface. These features permit natural, normal expansion and contraction without damage to the floor. Too much moisture causes abnormal expansion, which can lead to cupping or buckling of your floor. In abnormally dry conditions, the wood will shrink, leaving separations between flooring strips.

Five Steps for Proper Daily Maintenance:

1. Sweep the floor daily with a properly treated dust mop. If the floor is used heavily, sweep it up to three times per day.
2. Wipe up spills and any moisture on the floor.
3. Remove heel marks using an approved floor cleaner applied with a soft cloth or dusting mop. Contact your floor finish manufacturer for approved cleaning products.
4. **Make sure the heating/ventilating/air conditioning system is functioning properly, and set to maintain indoor relative humidities between 35 percent and 50 percent YEAR ROUND.** In areas of consistently high or low outside humidity, a 15 percent fluctuation will not adversely affect the maple.
5. Inspect floor for tightening or shrinkage. During wet weather, check for water leakage around doors and windows. Remove debris from expansion voids.

Never Do the Following:

1. NEVER shut down the ventilating system in your facility for a prolonged period of time.
2. NEVER use household cleaning products or procedures. They can be harmful to the floor finish and to the wood and may also leave floors sticky or slippery, and potentially harmful to athletes. Your MFMA contractor will recommend the right cleaning and maintenance materials for your MFMA sports floor.
3. NEVER clean your MFMA floor using scrubbing machinery or power scrubbers which use water. Water is your floor's worst enemy!
4. NEVER attempt to modify or repair your MFMA sports floor without first consulting your MFMA contractor.

Direct all questions about your MFMA maple sports floor to your MFMA contractor:

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MAINTENANCE

It is essential that you, as the owner, take the necessary measures to assure the proper care and preservation of your wood floors. Maintaining proper conditions within your facility after work is completed is essential to assure the trouble-free life of your floor. To protect your investment and to assure that your floor provides lasting satisfaction, we recommend the following:

DAILY

1. The floor should be dust mopped regularly, using a DRY dust mop that is devoted to one floor only. i.e. gym, stage, etc.
 - Dust mop treatments should be used as directed only. Improper use of dust treatments or waterless cleaners can leave a residue on the floor that will inhibit a later application of polyurethane finish for a maintenance coat.
2. The use of walk off mats before entering the room will keep down dust on the floor.
 - Mats placed on the wood floor should be smooth on the bottom, so not to dimple the floor and should not be left for extended periods of time due to moisture buildup on the bottom that will adversely affect the floor.
3. Spills should be mopped up immediately with a LIGHTLY DAMP mop to prevent tracking of contaminants and possible staining of the finish.
4. Gum can be lightly scraped off with a putty knife and cleaned with mineral spirits or VM&P Naphtha. The use of aerosol products that freeze the gum may be also used to harden the gum and then lightly scrape it off the floor, being careful not to scratch the finish.

MONTHLY

1. Damp mopping once or twice a month is advised, but **DO NOT flood the floor with water! This will cause damage to your wood floor!**
 - Mopping solution:
 - 1 Gallon hot water
 - 1 cup vinegar
 - 1 cup rubbing alcohol
 - Use a mop dedicated to the wood floor. Mops used with other cleaning products such as wax or strippers, can leave a residue on the floor. These contaminants can cause problems with adhesion when trying to apply a polyurethane maintenance coat at a later date.
 - Change the cleaning solution frequently when mopping otherwise dirt will simply be moved around but not picked up.

DO'S and DONT'S

1. DO schedule periodic polyurethane maintenance coats which are recommended for wood gym floors every 12 to 24 months depending on usage.
 - A maintenance coat consists of a light abrasion, which provides adhesion for the coat, and application of a new clear coat of polyurethane. The abrasion does not clear the floor of residues such as spills, gum, or black heel marks, so the floor should be thoroughly cleaned beforehand.
2. DO NOT use any tape on the wood floor. The tape may pull off the finish leaving a depression/hole that may get larger over time.
3. **DO NOT use auto-scrubbers** to clean the floor as this will cause excessive water to be injected between the boards and under the flooring **causing the floor to swell or buckle**.
4. DO NOT buff the finish, this will scratch it.
5. DO NOT apply any commercial waxes. They will leave a residue that can only be removed by completely re-sanding down to the raw wood.

TIPS

1. Environmental Conditions must be **maintained YEAR ROUND** in order for the full warranty to remain in effect.
 - Humidity and ventilation are critical considerations for your new wood floor. **Temperatures should be maintained at a steady degree between 55-75 degrees Fahrenheit. 35-50% relative humidity is required year round for the long, trouble-free life of your floor.** If humidity rises to over 50%, prompt air circulation should be initiated by opening interior doors and windows and activating the ventilating system. However, do not draw warm, moist air in from the outdoors, as excessive moisture will cause the wood to expand. In the summer months it is especially critical to maintain a stable temperature and humidity within the facility. If humidity levels drop below 35%, use humidification to prevent excessive dryness and possible wood shrinkage that will cause movement and cracks in the floor.
2. Expansion joints: In the floor, around the perimeter, at columns, or inserts, should never be blocked or obstructed. They have been engineered into your floor to permit natural humidity changes without damage to your floor. (NOTE: Certain floor systems may be designed to eliminate expansion joints. Contact us if you have any questions about your being of this type.)
3. Contact Bauer Sport Floors immediately if excessive reactions by the floor such as buckling, cupping, or cracks larger than the width of a dime are occurring.
4. Precautions should be taken during inclement weather to prevent the tracking of water onto the floor. Check that the roof, windows, and doors do not admit water. If water is found, it should be dried up immediately to prevent the wood from absorbing it. Any evidence of dampness within your building should be called to the attention of your architects and engineers immediately. Interior drains and downspouts should be properly insulated to prevent the development of excessive condensation that will migrate through the floor.
5. It is better to pick up and place items on the floor rather than drag them to prevent scratches. Soft rubber products are less likely to cause superficial scratches than hard plastic or metals.
6. Black heel marks can be HAND buffed or use a cut tennis ball (dampened with mineral spirits) at the end of a broom handle.
7. Gym shoes used only on the court will help keep down wear & tear on the floor. Shoes worn outside will bring in debris which can be ground into the finish causing it become dirty and dull the glossy finish.
8. Floor covers can offer additional protection to the floor if used and maintained properly. It is recommended that a rack be purchased along with the floor cover for proper storage when not in use. Floor covers can generate a false sense of security that anything done above the cover will not affect the floor below, which is not always the case.
9. ANCHORING BLEACHERS: No fixtures, equipment, or bleachers should be lagged through the wood floor into the concrete without first cutting the wood away from lag bases and making provisions for expansion in floating type wood floor systems.
 - Steel channel floor systems are designed to contain expansion within the system. No perimeter expansion voids are necessary. Anchoring of bleachers and equipment through the floor without expansion is permitted. This applies to steel channel wood floor systems only.

FOR ALL OTHER QUESTIONS/CONCERNS PLEASE CONTACT US AT:

Bauer Sport Floors, Inc.
10026 Talley Lane
Houston, Texas 77041

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www.bauerfloor.com

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USE OF A POWER SCRUBBER ON A MAPLE FLOOR

The Maple Flooring Manufacturers Association does not recommend the use of automated power scrubbing equipment for general, daily, or weekly maintenance procedures for your maple floor. **The use of power scrubbing equipment may void warranties** administered by your maple flooring system manufacturer and/or finish provider. Before incorporating general maintenance procedures for your gym floor, the Maple Flooring Manufacturers Association strongly recommends reviewing all warranty information provided to you by your maple floor manufacturer and floor finish/seal providers.

The use of automated power scrubbing equipment for general, daily, or weekly maintenance procedures may lead to specific side effects listed below.

Possible effects to maple floor boards:

- Shaling
- Splintering
- Excessive shrinkage and expansion
- Splitting of individual pieces of wood flooring
- Raised or Uneven sides
- Cupping

Possible effects to the floor finish and paint:

- Premature/excessive finish wear
- Chipping and peeling of paint and finish
- Swirl marks in the finish
- Dull finish appearance

Please direct all warranty questions and/or concerns to Bauer Sport Floors, Inc.

If you have additional questions, please contact MFMA's Technical Director at 888-480-9138.

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TAPE ON A MAPLE FLOOR

MFMA does not recommend the use of masking, theatrical, construction, electrical, duct, adhesive or any other kind of tape to mark temporary court boundaries on the surface of a finished maple floor. It is likely that the tape, when removed, will peel away layers of the floor's surface finish. Most tapes promoted for temporary markings have a different coefficient of friction than finishes applied to the maple playing surface, and can impact a person's ability to start, stop and pivot. Removing the surface paint/finish and exposing the maple can result in additional chipping and peeling of the remaining paint/finish in adjacent areas.

In addition, most commonly available tapes contain adhesive resins that can etch or stain the floor finish or even the maple flooring below the temporary markings.

If you have additional questions, please contact MFMA's Technical Director at 888-480-9138.

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