

West Coast Maintenance Materials Co.

337 S. Western Ave., Los Angeles, CA 90020
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How to Seal and Finish Floors

Tools & Materials Needed:

- A. Finish and seal mops and handles
- B. Bucket with wringer
- C. Plastic liners
- D. "Wet floor" signs gloves and glasses

Products:

- 1. Sealer of your choice
- 2. Finish that fits your maintenance program

Procedures:

I. Purpose of Seals and Finishes

- A. Seals and finishes protect and beautify the floor.

II. Procedure for Sealing a Floor. Put on gloves and glasses.

- A. Put a plastic liner into an empty bucket. Pour sealer into the lined bucket.
 - 1. Liner keeps the sealer uncontaminated by anything the bucket may still have in it.
 - 2. Clean up is much easier. Just twist, tie and toss.
- B. Place "Wet floor" signs at every entrance.
- C. Move the tools and materials required into the area where the floor is being sealed.
- D. Be sure footwear is clean prior to walking on clean, stripped floor.
- E. Dip a clean seal mop into the floor sealer. Wring out to the point where the mop is wet, but does not drip.
- F. Laying the seal:
 - 1. Start in the furthest corner.
 - 2. Frame a small area.
 - a. Fill in the center, working backwards.
 - b. Use a figure eight motion when moving your mop.

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3. Move to next area and repeat.

- a. Work side by side areas.
- b. Keep overlapping edges wet.

G. Allow the floor to dry thoroughly. Apply a second coat of sealer.

1. Stay away from the baseboards, four to six inches.
 - a. This area gets little wear.
 - b. Avoid excessive build up by not coating to edge on second coat.

H. When finished with the sealer coats,

1. Wash out the seal mop and hang up to dry.
2. Throw away any seal left in lined bucket. Twist, tie, toss.
3. Once the floor dries, it is ready for a floor finish to be applied.

III. Procedure for Floor Finish

A. Put a clean plastic liner into an empty bucket. Pour finish into lined bucket.

B. Dip a clean finish mop into the floor finish. Wring out to the point where the mop is wet, but does not drip.

C. Start laying a thin coat of finish at the farthest corner from the entrance.

1. Stay four to six inches away from the baseboards.
2. Frame an area, filling in with a figure eight motion.
3. Turn the mop head over frequently.
4. Move to next area and repeat.
 - a. Work side by side areas.
 - b. Keep overlapping edges wet.

D. Allow the first coat to dry thoroughly before applying second coat.

E. When applying the second and third coats of finish, continue to stay four to six inches away from the baseboard.

F. The final coat.

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1. Apply a coat of seal or finish to the baseboard.
2. Apply the last coat of finish on the floor up to the baseboard.

G. When finished with the last finish coat,

1. Wash out the finish mop and hang up to dry.
2. Throw away any finish left in lined bucket. Twist, tie, toss.