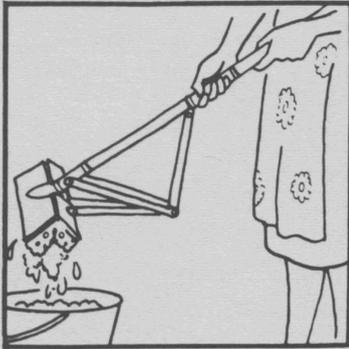


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How To Keep Floors Clean

YOU WILL NEED

- | | |
|------------------------------------|-------------------------|
| A pail for sudsy water | A wet mop or cloths |
| A pail for rinse water | Clean cloths for drying |
| A vacuum cleaner or carpet sweeper | Floor wax |
| A dry mop or a broom | Floor polisher |
| A scrub brush | Soap or detergent |



GET READY

Use a vacuum cleaner or a dry mop or a broom to sweep up loose dirt and crumbs.

Put warm water into both pails. Add soap or detergent to one pail and swish up thick suds. (Some special floor and wall cleaners make little or no suds, but still do a good cleaning job.)

Follow these rules to wash different kinds of floors:



1. WOOD

Dip a big cloth or a mop into the pail of sudsy water. Then wring it out so it drips only a little bit. *Do not* let wood floors get very wet or stay wet.

Use the cloth or mop to wash one part of the floor. Rinse the washed piece of floor with clean water. Then use a clean cloth to wipe it dry right away.

Keep on washing this same way until the whole floor is clean.

Let floor get very dry before you give it 1 or 2 coats of wax.



2. LINOLEUM

Dip a big cloth or a mop into the sudsy water. Then wring it out so it drips only a little bit. *Do not* let linoleum floors get very wet or stay wet.

Use the sudsy cloth or mop to wash one part of the floor. A scrub brush helps to wash off heavy dirt and get into corners.

Rinse the washed piece of floor with clean water. Then use a clean cloth to wipe it dry right away.

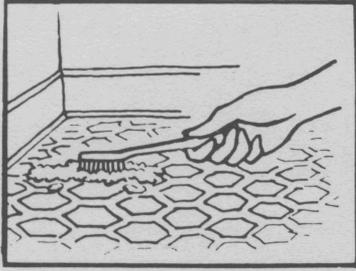
Keep on washing this same way until the whole floor is clean.

Let linoleum get very dry before you give it 1 or 2 coats of wax.



3. TILES MADE OF VINYL PLASTIC, ASPHALT, OR RUBBER

Dip a big cloth or a mop into the sudsy water. Then wring it out so it drips only a little bit.



Do not let tile floors get very wet or stay wet. If you use a lot of water, it may loosen tiles.

Use the sudsy cloth or mop to wash one part of the floor. A scrub brush helps to wash off heavy dirt and get into corners.

Rinse the washed piece of floor with clean water. Then use a clean cloth to wipe it dry immediately.

Keep on washing this same way until the whole floor is clean.

On vinyl plastic tile you do not absolutely need to use wax. But a thin coat of self-polishing wax will keep the surface nice.

On *asphalt* or *rubber* tile, use *only* self-polishing wax.



4. CERAMIC OR UNGLAZED TILE

Dip a big cloth or mop into the sudsy water. Then wring it out so it drips only a little bit.

Use the sudsy cloth or mop to wash one part of the floor. A scrub brush helps to wash off heavy dirt and get into corners.

If the cement between the tiles is extra dark or dirty, scrub these lines with an old toothbrush dipped into the sudsy water.

Rinse the washed piece of floor with clean water. Then use a clean cloth to wipe it dry immediately.

On the *glazed* (shiny) *tile*, you can use self-polishing wax. This keeps the floor from getting scratched.



5. CEMENT OR CONCRETE

First, wet the floor all over with clean water. If the floor in the cellar or garage has a drain, use a hose to wet it down.

Next, dip a stiff broom into the sudsy water. Use it to scrub the floor all over.

Then rinse the floor with the hose or with a mop dipped into clean water.

If the floor has been finished with a sealing product, you can give it a coat of self-polishing wax. The wax will make it easier to sweep the floor between washings.



SPECIAL TIPS

Only clean water and clean cloths or mops can do a clean job.

As soon as any water gets dirty, throw it out. Start again with clean water and more soap, detergent, or special cleaning product. This is very important. *Do not* use an oiled mop to dust a waxed floor.

Wash a waxed floor as soon as it gets dirty. Then you won't have to use a special remover to take off old wax mixed with hard dirt.

*Acknowledgment: The Cleanliness Bureau
40 East 41st Street, New York, N.Y. 10017*