

ENTRANCE MAT: HOW AND WHY TO USE THEM

Tools & Materials Needed:

- Entrance Mats
- Exterior mats
- Interior mats
- Broom
- Vacuum
- Gloves and goggles

Products:

- Dust Mop/Dust Cloth Treatment

Procedures:

Entrance Mats Are Used in Two areas

1. Exterior Mats
 - Outside all doors
 - Common varieties include
 - Rubber backed with many rubber fingers
 - Open weave with large grid pattern
2. Interior Mats
 - Inside all doors
 - Length recommended to allow at least two steps by each foot before stepping on interior floor.

Purpose of Entrance Mats

1. Exterior Mats
 - Remove sand and gravel from shoes prior to entering the building.
 - Minimize the amount of abrading material that will scratch and damage interior floors and finishes.
2. Interior Mats
 - Remove moisture from shoes prior to walking on interior floors.
 - Remove any remaining stones or particles not cleaned off by exterior mats.

Maintenance of Entrance Mats

1. Exterior Mats
 - Shake out or turn over to dislodge rocks and gravel.
 - Reposition exterior mat in front of entrance.
2. Interior Mats
 - Vacuum daily.
 - May be sprayed with non-oil Dust Mop/Dust Cloth Treatment to increase its attraction power to dirt and dust.
 - Replace with clean mat when vacuuming no longer restores mat to clean appearance.



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