General Spot Removal Procedures

- 1. Set out Wet Floor signs and take precautionary steps by wearing disposable rubber gloves and eye protection.
- 2. Remove excess solids by scraping or vacuuming, and absorb liquids with Hillyard Sorb-It.
- 3. Apply the appropriate cleaning product in the order shown on the Spotting Chart.
- 4. If the spot is unknown, apply Carpet Spotter Gel to surface spots, or Double Down to spills.
- 5. Agitate the spot from the outside edge to the center using a bone scraper or other smooth-edged instrument, such as a spoon.
- 6. Blot and rinse after applying each cleaning product.
- Rinse thoroughly when finished. You cannot rinse too much, but under rinsing will leave a residue that can cause rapid resoiling. If available, an extractor is recommended for the rinsing process.
- 8. Allow the carpet to thoroughly dry before removing Wet Floor signs and opening to traffic. Carpet blowers will aid in the drying process.

Note: For removal of blood, fecal matter, urine, and other bodily fluids, use the Hillyard Bodily Fluid Disposal Kit as shown on the Spotting Chart.

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SPOTTING CHART

TYPE OF SPOT		·				٥	V		·		. 0.	4.
Adhesive					_	2	_		1			3
Asphalt					2				1			3
Beer	1		2		3				•			4
Berry Stains*	1	2			3		4					5
Blood	1	3		4	3		4				2	- 5
Butter	1	- 3		-		2		3				4
Carbon Black						2		3	1			3
Chewing Gum						2			1			3
Chocolate*	1		2			3			•			4
Coffee	1		2		3	3						4
Cosmetics	1				3	3			2	_		4
	- '					2	3		1			4
Crayon* Egg (Uncooked)	1					3	3	2				4
		_			_	3	_			_		
Food Coloring*	1	2		_	3		4					5
Fecal Matter		2		3							1	
Fruit Juice*	1	2			3		4					5
Furniture Stain			_			2	3		1			4
Grape Juice*	1		2		3							4
Grass	1	2				4		3				5
Grease, Oil, Tar						2			1			3
Ice Cream	1					2		3				4
Ink*	1											2
lodine*	1	3			2		4					5
Ketchup	1		3			2						4
Lipstick*						2			1			3
Magic Marker*	1								2			3
Milk	1				2			3				4
Mud	1					3		2				4
Mustard*	1		2			3	4					5
Odors	1	3						2				
Perfume	1				3				2			4
Rust										1		2
Shoe Polish*					2				1			3
Soft Drinks	1				2							3
Tannin	- 1		2		3							4
Tea	1		2		3							4
Unknown Spot (Dry)	1	3				2						4
Unknown Spot (Wet)	1	4	2		3							5
Urine		2		3							1	
Wax, Candle*					2		3		1			4
Wine*	1	2			3		4					5