



# Cue Sheet

on

## CLEANING CARPETS AND RUGS

### Regular Cleaning

Success in prolonging the attractiveness and service life of carpets depends on effective regular vacuuming. Colors, textures, and patterns appear sharper and clearer when the carpet is free of dust, dirt, and soil.

Vacuum the entire carpet to remove not only the surface litter, dust and dirt, but also the dirt embedded beneath the surface. Vacuum heavily traveled areas more often than the rest of the carpet.

How often vacuuming should be done depends on a number of conditions such as the type and amount of outdoor, air-borne dirt; size and type of home; presence or absence of an efficient air-conditioning system in the home; season of the year; number and age of family members; and amount and kind of family activities. For the average family, thorough vacuuming at least once a week is recommended.

For the most effective vacuuming, use either the upright type or canister type with a powered agitator attachment. Canister models without the motor-driven carpet cleaning attachment tend to remove surface dirt only. Be sure the vacuum cleaner is adjusted for the height of your carpet pile.

Keep the vacuum cleaner in the best operating condition. Follow the manufacturer's recommendations for maintenance of the cleaner including when to change the dust bag, replace belts and brushes.

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### Spot Removal

Try to avoid spills; but if you do spill something on the carpet, clean the spot as soon as possible. Prompt treatment helps prevent spots from setting.

Whenever possible, follow spot removal techniques recommended by the manufacturer of your carpet, since fibers and dyes vary, and do not respond the same way to cleaning products.

REMEMBER: SPOT REMOVAL METHODS CANNOT BE GUARANTEED. SOME SPOTS CANNOT BE REMOVED SUCCESSFULLY. IF SPOTS DO NOT RESPOND TO HOME TREATMENT, CONSULT A PROFESSIONAL CARPET CLEANER FOR ADVICE.

Two types of cleaning products for spot removal at home are:

Dry-cleaning fluid or spray spot-remover containing a grease solvent such as petroleum naptha or trichlorethylene.

Read and follow precautions on label. NEVER USE GASOLINE OR KEROSENE.

Carpet cleaning product (shampoo or foam)

Select one which is suitable for the fiber in your carpet.  
Follow directions on the label for use in spot removal.

To help assure success, use the following practices for all spots and stains:

- Remove excess spilled substance. Blot liquids with clean cloth, towels or tissues; scrape solids gently with a spoon; vacuum powders.
- Pretest cleaning products in an inconspicuous place on the carpet to make sure they won't produce dye bleeding or color change.
- Work with small amounts of cleaning products. Overwetting can seriously damage carpets.
- Apply cleaners gently to help prevent spreading the spilled substance or working it into carpet fibers. Excessive agitation may distort the carpet pile. Work from outer edge toward the center of stained area. Avoid excessive rubbing or brushing the spot.
- Dry the carpet as quickly as possible after the stain has been removed. Place an absorbent pad made with a layer of white towels, tissues or other absorbent material 1/2 inch thick over the wet area. Weight down padding with books. Change padding after an hour and allow to dry overnight.

### Spot Removal Methods

Generally, if you know what a spot is you can use a carpet shampoo or foam cleaner on water-soluble spots such as soft drinks and candy. But for grease solvent-soluble spots such as grease and tar, use dry cleaning fluid or spray spot-remover.

The following chart contains procedures for removing many of the common specific spots from carpets.

SPOT REMOVAL CHART

Perform steps in order (1, 2, 3, etc.) Stop as soon as complete removal is accomplished.

	1	2	3	4	5	6
Acids	A	C	W			
Alcoholic Beverages (beer/wine)	C	V				
Ammonia or Alkalis	V	C	W			
Animal Urine	W	V	C	W		
Ball-Point Pen	D					
Bleach	C	V				
Blood	W	C	A	V		
Butter	D	C	W			
Candle Wax	D					
Candy	C	V	W			
Catsup	C	W				
Chewing Gum	D					
Chocolate	C	V	Z	D		
Cocktails	C	W	T	Z	D	
Coffee	C	V	T	D		
Cosmetics	D	C	A	V		
Cough Syrup	C	W				
Dye (water-soluble)	C	A	V	T	P	
Egg	C	A	V			
Fruit	C	A	V	W		
Fruit Juices	C	A	V	W		
Furniture Polish	D	C	A	V		
Glue (water-soluble)	C	A	V			
Gravy	C	Z	D			
Grease	D					
Household Cement (solvent soluble)	D					
Ice Cream	C	A	V	T	Z	D
Inks (water-soluble)	C	W	T	Z	P	
Inks (solvent-soluble)	D	P				
Lipstick	D	C	A	V	T	P
Margarine	D	C	W			
Milk	C	A	V	W	T	D
Mud, Dirt, Clay	C					
Mustard	C	V	T	Z	D	
Nail Polish	D	P				
Oils	D	C	A	V		
Paint (water base, wet)	C	W				
Paint (oil base, wet)	D					
Paint (dried)	D	C				
Perfume	D	C	V			
Rust	P					
Sauces, Salad Dressing	D	C	V	T	Z	D
Shoe Polish	D	C	A	V		
Soft Drinks	C	A	V			
Syrup	C	V				
Tar	D					
Tea	C	V	T	D		
Unknown Stains	C	Z	D	P		
Vomit	C	A	V	T	Z	D
Watercolors	D	A	V	W		

CLEANING CODE

- A - Ammonia solution ( 1 tablespoon household ammonia to 1 cup water) --Blot. NOTE: CAUSES SOME CARPET DYES TO BLEED.
- C - Carpet cleaning product
- D - Dry-cleaning fluid
- P - Call professional rug cleaner for advice.
- T - Place ½ inch layer of white, absorbent material or tissues over damp area for several hours.
- V - White vinegar solution (1 tablespoon vinegar to 1 cup lukewarm water)--Blot.
- W - Rinse with plain water--Blot.
- Z - Allow carpet to dry.

### Thorough Cleaning

Even with a conscientious program of spot removal and vacuuming, the true color of a carpet will slowly become hidden by soil. Two alternatives for thorough cleaning are professional cleaning or cleaning it yourself.

Advantages of professional cleaning:

- . The cleaner should have the knowledge, experience, and equipment to do a more thorough job.
- . It is recommended that you have antique Oriental rugs cleaned by a professional carpet cleaner to prevent damage to the dyes, carpet backing, and fibers.

Advantages of cleaning it yourself:

- . You can save money, and if you work at it, you usually can do an acceptable job.

WARNING: Before proceeding with do-it-yourself cleaning of carpets:

1. Pretest the cleaning solution to determine the type of residue that will remain on the carpet.
2. Pretest the solution to determine its effect upon the carpet dyes.
3. Follow instructions in using equipment and cleaning solutions.
4. Don't overwet the carpet.
5. Keep scrubbing to a minimum.

As new cleaning products and equipment come on the market, it is important that you read and check out the product content and directions when using these substances on older carpets.

### Cleaning Systems

A variety of products and equipment is available for sale or rent. Their effectiveness depends not only on what is used, but how you use it. Almost any method will work if used properly, but each requires some time and physical effort. All carpet cleaning products are based on the principle of removing the effort. All carpet cleaning products are based on the principle of removing the oily-greasy film that surrounds the soil and holds it onto the carpet fiber.

#### A. Dry cleaning systems

These systems contain dry cleaning solvent along with some type of absorbent granules. The material is sprinkled onto a section of the carpet and worked into the pile with either a hand brush or a special machine.

Advantages:

- . Unless you scrub too vigorously during the brushing, this method is the least likely to damage the carpet.
- . Very good for removing soil which has a high oil and grease content.

Disadvantage:

- . On a badly soiled carpet, will not remove as much soil as some other methods.

## B. Wet cleaning systems

1) The "dry foam" type is a water and detergent mixture which has only a small amount of water. Products which produce dry foam come in aerosol form or as liquid preparations which must be mixed with water. The foam is applied to an area of the carpet and worked in with a brush or sponge.

### Advantages:

- . Because a minimum amount of water is used, it is not apt to over-wet the carpet.
- . Provides surface cleaning and if used properly will improve the appearance of the carpet.

### Disadvantage:

- . Not very effective on deeply soiled carpet.

2) A detergent solution (shampoo) type applied with a motor-driven rotating brush rug shampooer. Follow the directions given on the label of the product and use sparingly. Over use or too frequent shampooing will be apt to make the carpet soil faster, look dull, and make it more difficult to keep clean.

### Advantage:

- . Good results obtained on deeply soiled carpet.

### Disadvantage:

- . Danger of overwetting unless you use care when applying solution.

3) The hot water extraction ("steam") system uses a special machine which applies a large quantity of a cleaning solution and extracts a high percentage of that solution with the same tool.

### Advantages:

- . Best for flushing out soil.
- . More suitable for large spaces than small areas.

### Disadvantage:

- . Because a very large amount of solution is applied in a short period of time, has to be used with great care.

### CAUTION

Read all labels carefully before using any household chemical. An increasing number of cleaners contain a variety of chemicals, many of which are dangerous if improperly used.

Keep all cleaners tightly covered in the original containers, out of reach of children. Never mix household chemicals not specifically recommended for use together. Some cleaners are flammable.

Dry cleaning fluids are poisonous. Some are flammable. Use in a well ventilated room or out of doors.

Portions of this publication have been adapted from information provided by the Carpet and Rug Institute and several carpet manufacturers.