



**SOP's**

# Full Detail

3.5– 4.5 hrs

- 1. Prep with foam + brush** Exterior trim/badges/Boot/Door Jambs/ Engine Bay & Wiper Area(Cover Battery)/ Petrol Cap
- 2. Wheels (Including barrels + spray out wheel wells close pressure)**
- 3. Rinse everything**
- 5. Decon Spray (if not in direct sun) + Foam**
- 6. Wash**
- 7. Wax & Dry**
- 8. Vacuum**
  - a. Must use green brush to scrub seat seams & shampoo carpet whilst vacuuming (using Finishing Spray as its anti-static for carpet)
  - b) If cloth seats, spray finishing spray on them, scrub lightly with brush and vacuum (light extraction)
- 9. Interior Surfaces/Glass/Jambs**
  - a. Remember air vents, use interior brush where needed
  - b. Need window cleaner + interior cleaner. Spray and scrub down all surfaces (not just spray in black towel and wipe)
  - c. Remember to check headliner (can use blue cleaner or yellow if bad)
- 10. Tough Stain removal (yellow spray, do not spray directly onto surface, spray in towel)**
- 11. Seat Clean + Protect (use a dry/fresh towel)**
- 12. Air Freshener**
- 13. Bug removal/Polish**
- 14. Final Exterior Wipe down**
- 15. Tyre Shine + Exterior Black Trim if needed**
- 16. 10 MIN Final Check over after equipment pack up**

# Full Detail

## Checklist

- ✓ Foam: Door Jambs/Exterior Trim/Badges/Engine Bay
- ✓ Decon Spray (light colour, not on hot day/sun)
- ✓ Wax
- ✓ Scrub Seat Seams/Creases before Vac
- ✓ Use finishing spray to shampoo carpet
- ✓ Leather Seats Clean/Protect 2 Stage
- ✓ Yellow Stain Removal where needed
- ✓ Air Freshener
- ✓ Bug/Tar if needed
- ✓ Black Exterior Trim Shine if needed

# Interior Detail

3.5– 4.5 hrs

## **1. Before you start:**

- a. Disconnect water pump
- b. Take wet/used black towel + window cleaner to remove excess dirt off exterior windows

## **2. Vacuum**

- a. Must use green brush to scrub seams & shampoo carpet using Finishing Spray
- b. If cloth seats, spray finishing spray on them, scrub lightly with brush and vacuum (light extraction)

## **3. Interior Surfaces/Glass/Jambs**

- a. Remember air vents, use interior brush where needed)
- b. Need window cleaner + interior cleaner. Spray and scrub down all surfaces (not just spray in black towel and wipe)
- c. Exterior glass too
- d. Remember to check headliner (can use blue cleaner or yellow if bad)

## **4. Tough Stain removal (yellow spray, do not spray directly onto surface, spray in towel)**

## **5. A/C Cleanse (1/3 Can)**

## **6. 10 MIN Final Check over after equipment pack up**

# Exterior Detail

1.5– 2 hrs

## **1. Boot/Door Jamb/ Engine Bay & Wiper Area (Cover Battery)/Petrol Cap Area**

a) Remember brush/foam any badges, rubber trims too with dirt build up

## **2. Wheels (Including barrels + spray out wheel wells close pressure)**

## **3. Rinse everything**

## **4. Decon Spray (if not in direct sun) + Foam**

## **5. Wash**

## **6. Wax & Dry**

## **7. Interior + Exterior Glass**

## **8. Bug removal**

## **9. Final Wipe down**

## **10. Tyre Shine/Wheels/Lower trim check with black towel**

## **11. 10 MIN Final Check over after equipment pack up**

# Mini-Detail

2- 3 hrs

- 1. Detail/Clean** Door Jambs/Petrol Cap Area/Bonnet Leaves
- 2. Wheels (Including barrels + spray out wheel wells close pressure)**
- 3. Rinse everything**
- 6. Foam/Wash**
- 7. Wax & Dry**
- 8. Vacuum**
  - a. Must use green brush to scrub seat seams
- 9. Interior Surfaces/Glass/Jambs**
  - a. Remember air vents, use interior brush where needed
  - b. Need window cleaner + interior cleaner. Spray and scrub down all surfaces.
- 10. Air Freshener**
- 11. Bug removal/Polish**
- 12. Final Exterior Wipe down**
- 13. Tyre Shine + Exterior Black Trim if needed**
- 14. 10 MIN Final Check over after equipment pack up**

# Machine Polish

## 1. Hand Wash and Rinse

a. Also use decon spray if not too hot/sunny, spray before foam layer

## 2. Clay Bar and Rinse

a. Work section by section using foamer as lubricant

b. Do a quick dry off (don't worry about glass etc)

## 3. Machine Polish

a. Remember to tape off any edges near non-painted plastic

b. Make sure pad is a little moist (mist with finishing spray)

4. Wet the car a bit, apply spray wax liberally and dry off

a. Can do glass here too