



1128 W. Tuscarawas St. Canton, OH 44702 800.321.8884 www.ohioautosupply.com

Detail Guide

This detailing manual is intended for use as a guide to show you the steps involved in automobile detailing. It can also be used for reference because it will tell you which products will effectively and efficiently perform each step in the auto detailing process.

As you gain the experience and the confidence of detailing, you will find the problems that arise will become easier to deal with. You will also be able to increase the speed at which you can perform each section of the detailing process.

Introduction:

The detailing of an automobile will include the cleaning and/or compounding, polishing and waxing of each section of the automobile. This will include the engine, trunk, interior and exterior.

The first step is for your protection by starting with a Vehicle Condition Report. This report will protect you from any damage claims from the owner. In filling out a Vehicle Condition Report, you will (along with the owner) need to look over the vehicle and list any damages that are showing on the vehicle prior to working on it. You will list things like dents, paint chips, buffer burns, thin paint, moldings (dented or missing), broken glass, wiper blades or tail lights, etc. Also, check the interior for burns or tears. You need to note damage of any type.

Also record what is to be done on the car in the way of detailing. After the inspection, have the owner sign the form and give him a copy of it.

Before we proceed, let's talk about safety. You must keep in mind that you will be working with and around water, chemicals, and electricity, so work cautiously and use common sense. Use proper equipment and clothing. Make sure you read and follow all chemical instructions per individual container. If you pour chemicals into secondary containers, then use proper identification on each one, so that others know what is in them. The wrong application could be very expensive.

Let's begin now by breaking down the process of detailing into four (4) sections.

which are:

1. The Engine
2. The Interior
3. The Trunk
4. The Exterior

THE ENGINE:

Begin with the engine compartment. It is usually the dirtiest area to deal with, so we prefer to clean it first. With the car in the wash rack area and the engine warmed-up, it's hoods up and let's go!

1. Warm up the engine for a couple of minutes, especially when you are in cold climates. This will help the cleaner/degreaser do its job more effectively. You don't want to warm it up too much, however, because the chemical can evaporate if it hits a super hot engine and can create a steam or condensation problem with electrical components.
2. Brush or vacuum soil from the hood insulation.
3. Before detailing, wet down everything, including fenders adjacent to the compartment. (Do not get hood insulation wet.) (If no hood insulation is present, be sure to degrease and wash underside of hood.)
4. Spray the engine compartment with J30 Greenstuff or DC103 Free and Clean. Include the engine block, fire walls, fender wells, hood hinges and latches. Do the underside of the hood last (to keep the degreaser from dripping on you while you are working under the hood).
5. Wait 2 - 4 minutes for the degreaser to work. While we are waiting, we degrease the door hinges. Simply, open the door, spray one hinge with degreaser and flush off with water. Repeat the procedure on each door. Back to the engine. It should now be ready to be flushed off with water by using a hose or pressure washer. First start with the underside of the hood; then move on to the block, the fire wall and fender wells.
6. Inspect area for any remaining grease. Apply degreaser and flush again if needed.
7. Blow dry.

WHEELS AND TIRES:

1. Flush wheel with water to remove loose dust.
2. Spray AF901 Acid Free Wheel Cleaner or DC101 Free Ride on the wheel. (Do not spray a dry, hot wheel with product.) Agitate with a brush to speed up the

operation and help to remove embedded brake dust. Let stand only per directions on product. Flush with lots of water. Repeat if necessary.

3. Also spray DC101 Free Ride on tires. Brush with a Nylon or Brass Whitewall Brush. Then, flush with water

4. Flush out fender well. Move to next wheel, repeat the process.

*Always dilute products per directions on label.

WASHING CAR BODY & TOP:

1. Wet down the entire car.

2. Using DC102 Free and Easy, and Upholstery Brush, apply cleaner to top and scrub well. Do one side. Flush with water. Repeat on the other side. (This step is for vinyl and convertible tops only).

3. Scrub any side body moldings with DC102 Free and Easy, or P99 Pinkstuff. Then flush off.

4. Now, with M90 Hawaiian Shine or M91 Cherry Suds, wash the remaining body. Do not forget the grill and the front rear shields under the bumpers.

5. Dry the car off using a chamois or microfiber.

*Always dilute products per directions on label.

THE INTERIOR:

By cleaning the interior at this point in time, you will allow it a longer drying time before it will be delivered to its owner.

1. Remove floor mats and ash trays. Pick up any large objects. Place valuable items in a bag to be returned to the owner.

2. Blow out excess dirt from under and around seats, and seat tracks. Blow out air conditioning ducts and dashboard.

3. Vacuum well.

4. If you have a cloth or velour type headliner, it's best to use a high foaming product like FC25 Fabric Foam.

5. If you have a carpet cleaning extractor type machine, it will save you a lot of time. It will also do a better job. The extractor will remove any dirty water or sand

that regular vacuuming and washing may have left behind.

If no machine is available, then P99 Pinkstuff or DC102 Free and Easy in a pail of water. With an Upholstery Brush, start cleaning the carpets, scrubbing and brushing until all dirt has been removed. Rinse with clean water and sponge. Towel dry to remove excess moisture. Continue cleaning until all the carpets are clean.

6. Next, clean dash and door panels with DC102 Free and Easy. You will find that the cleaning solution (properly diluted) placed into sprayer bottle will work quite well for this. Simply spray solution on panel and wipe dry with a clean towel.

7. The last section of cleaning here will be the seats. If you do them last, you will not get wet by leaning over them to clean the carpets. Again, use the extractor machine if you have one. If not, use the same procedure as you used to clean the carpets. Scrub, rinse and wipe dry. Do not forget to clean the ash trays and floor mats.

NOTE: We consider the glove box to be a private area in the vehicle and will only clean it with the owner's permission.

INTERIOR CHECKLIST:

Things to look for in the interior as a final check are:

1. Rear view mirrors, including visor mirrors.
2. Dome light.
3. Center console.
4. Gauges.
5. Vents.
6. Ash trays.
7. Steering wheel.
8. Door jambs and rubber moldings.
9. Visors.
10. Final vacuum.

THE TRUNK:

1. Remove everything from the trunk.
2. Clean trunk jambs with PRO[®] Engine Degreaser as needed.
3. Vacuum trunk area.
4. Wash any area that needs it.
5. Clean carpet and/or mats with P99 Pinkstuff or DC102 Free and Clean.
6. Replace items back in the trunk.

THE EXTERIOR:

The first impression given from any car is usually based on the exterior finish, therefore, this is the area that will probably get the most attention. A good wash job is important but it is only the beginning in the process of detailing. In some cases, badly scratched or oxidized finishes may need more than just a cleaner. A compound should be considered, followed by a polish. Then, a topping wax or paint sealant can be applied. Detailing the exterior painted finish is a three-step process:

- 1) Compound
- 2) Polish
- 3) Wax

Determining what has to be done to a painted surface is probably the most difficult choice to make. How that vehicle was cared for will determine what product will be needed to restore its luster.

New cars today are painted with a basecoat/clearcoat system. A primer coat is sprayed on the metal. Then, a basecoat (color) is applied, followed by two or three coats of clear finish. It may sound like a thick finish, but in reality, on cars made in the U.S., it is only about 3 mls. thick. This will, in comparison, equal about two pages of this manual.

There are two factors to look at in dealing with the painted surface. They are:

- 1) Degree of oxidation
- 2) Depth of scratches

When paint deteriorates from weathering (oxidation), the first level of paint or clearcoat is attacked. If it goes untreated, the second level is affected as well, and eventually, the basecoat is involved. As each level is weathering, it loses its oil and begins to crack and get flaky.

A finish can also become scratched in any number of ways. The scratches can be simple surface scratches or scratches that go to the bare metal.

Buffing products containing abrasives will do two things:

- 1) Remove thin layer of paint
- 2) Replace the lost oils in the paint

If a painted surface needs to be compounded, the first thing to determine is how much paint needs to be removed to eliminate oxidation and scratches. Remember, the car has a very limited amount of paint, so you should never remove more than is absolutely necessary to correct the problem.

Start your cutting power on the mild side and move up if it does not give you the results needed. Each compound will vary in cutting ability - from a very mild abrasive on up to a sandpaper type compound.

NOTE: Before you apply any product to the finish, the finish should be cool. If the finish is too hot, the product applied could possibly stain or spot the paint.

NOTE: To keep from wasting product and having to clean up a lot of splattered product, use a wax applicator to apply the product to the finish.

NOTE: Wipe on product to a small section of the finish. Then, buff with some pressure applied to the buffer. When the product is being used up and is still wet, but drying, reduce the pressure on the buffer and burnish to a high gloss. To avoid buffer streaks, keep the buffer as flat as possible (at a 15 degree angle).

You will find that the top surfaces will require the most cleaning: the hood, the top and the trunk. This is because the flat area is the place where all contaminants come to rest: fallout, dirt, acid rain and dew. These things will lay on the surface and embed into the finish.

Normally, the sides will require a light cleaning product in order to bring the finish back to a high luster.

After compounding, the second step in a complete detail is polishing.. As the finish is already clean, it takes very little effort to do this step. The results will be well worth the time involved.

To conclude the job on the finish, it is necessary to apply a topping wax or paint sealant. Any number of products can be used at this point. That will depend on the type of finish your customer prefers.

Now is a good time to apply aluminum polish to the chrome & stainless steel sections of the car. Next, it is necessary to clean the glass, windshields and mirrors with PS120 Windows or AG27 Sparkle aerosol.

Finally, Dress the tires with D120 New Era or D119 Crystal Blue.

FINAL DETAILING: This step includes the removal of any polish or wax from moldings, door handles, name plates or any other location that may show leftover material from your final step. To do this, you can use a rag and a detail brush.

CONCLUSION

Detailing requires patience and determination. Every inch of the car needs to be considered. This is the quality control of your operation. If anything needs to be redone, you must do it now - before the customer comes to pick up the car.