

CARPET TILES

INSTALLATION INSTRUCTIONS

Estimation of the required quantity of carpet tiles and determining the starting point

Use a plan or drawing for your preliminary calculations. Be aware that plans may vary from the actual site, so for an accurate estimate measurements on site are advisable. For waste during the installation of the carpet tiles, depending on the openness of the area, you should allow an additional amount between 2% and 5%. This is only a practical rule of thumb and serves as a guideline only. Patterned carpet tiles may have more waste. Do not forget to order a small additional quantity to serve as back-up stock for future replacements due to stains, dirt and wear. Re-ordering very small amounts may be difficult for us to fulfil. Especially with piece dyed products keep in mind that when you re-order slight colour variances may occur due to different dye lots. We recommend to start the installation from the center of the room, moving gradually towards the walls. Before glueing the tiles, it is advisable to lay them loosely to see which combination of tiles and pattern looks best. Tiles should always be cut from the back side. Pay attention that they fit snugly.

Preparation of the subfloor

The type and condition of the sub floor has a direct influence on the installation and performance of the carpet tiles. The subfloor should be level, clean, dry and homogenous. Cracks and openings wider than 3.5 mm and deeper than 6.4 mm must be filled. Levelling compounds, primers and repairing kits are available from professional dealers. It is also possible to level the subfloor with OSB-board or plywood. Your local flooring contractor can provide assistance in the proper preparation of the sub floor. Furthermore, moisture is an area of particular attention. Installed carpet tiles seal off the sub floor and as a result moisture may build up under the tiles if the sub floor is too wet. Moisture levels in concrete should not exceed 5.5% prior to installing the carpet tiles.

Before installation

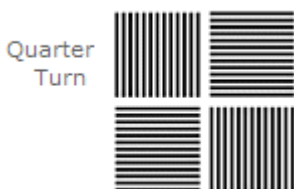
Make sure all other construction jobs have been completed prior to commencing the carpet tile installation. The site must be clean and dust free. Check if the correct carpet tiles and colour have been delivered by comparing the product, colour and batch code to the purchasing order. If different batch numbers are supplied, make sure that different batches are installed in different rooms to eliminate the effect of possible minor colour differences. We always recommend installing the tiles in a "checkerboard" fashion. To create this "checkerboard" effect, position each next tile at a 90-degree angle. This provides the best visual result and allowed minor color differences are not visible. During transport and handling, care should be taken to avoid damage to the carpet tile boxes. When stored, the boxes should be squarely stacked and the stacking height should not exceed 8 boxes. Cut pile carpet tiles should not be stacked higher than 6 boxes.

Prior to being installed, the carpet tiles should acclimatise to the conditions prevailing at the site. Temperature and humidity during installation should not differ too much from the permanent conditions at the location. To obtain the best results, 48 hours acclimatisation is advised and during installation the temperature should not be lower than 15°C and the relative humidity not higher than 75% - 80%.

Product certificate provides the recommended installation method – if necessary obtain it from the distributor. There are two methods to fix the tiles to the subfloor: U541 fixative glue or double-sided tape. Both methods allow easy replacement or removal of tiles if required. Follow the manufacturer's instructions when using U541 glue. If the subfloor must remain free from glue residue use a special Instalay underlay solution. More information available from Lincona shops.

Preferably, start the installation in the middle of the area by positioning the tiles in a cross. Measure the distance to opposite walls and make sure that the last closing rows on both sides will be wider than 15 cm. Fix the starting cross rows with double-sided adhesive tape or a strong U541 fixative glue (allow the glue to dry). These anchor rows provide the foundation for the rows to follow. The starting anchor rows should therefore follow the longest wall if possible. Place the next row firmly against the starting row. A tight installation without compression is required, however care should be taken to avoid exerting excessive pressure when butting one tile against the other. This may damage the carpet tile joints. Take special care when installing cut pile carpet tiles. Brush back the pile at the edges and avoid piles being trapped when installing the tile. Fixate every 8th row again in the same manner as the starting cross. In between the fixed rows, the tiles can be loosely laid or positioned with a mild tackifier. Then the tiles can be easily removed in the future for replacement or access to the sub floor. Tiles should always be cut from the back side. Remove cutting waste immediately to avoid stains on installed tiles and to keep the uninstalled area clean.

Installation of „checkerboard“ or „quarter turn“ pattern



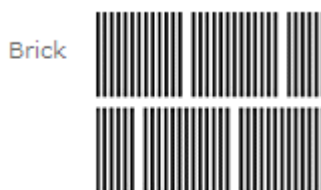
The arrows on the back of the tile indicate the laying direction. To create this checkerboard effect, position each next tile at a 90-degree angle. For fixing, use U541 fixative glue or double-sided tape. Fixate every 8th row to get a stable floor. NB! In hallways and areas with high foot traffic, every tile should be fixed to the subfloor.

Installation of „monolithic“ pattern



If a broadloom or wall to wall effect is desired, all arrows should point into the same direction. The starting arrow should point away from the largest source of natural light if possible. This provides the best visual result. The wall to wall installation method always will show joints between the tiles to a certain extent. This is not a manufacturing defect but inherent to the concept of carpet tiles and the chosen broadloom installation method.

Installation of „brick“ pattern



This method also requires all arrows to point into the same direction. Every second row must be shifted by half tile length to obtain the „brick“ pattern.

After installation and regular care

Vacuum clean the entire area and make sure all cutting residues are removed to avoid stains. The joints between the carpet tiles will over time increasingly blend together, providing the carpet tiles are properly and firmly installed. Vacuum cleaning also enhances the appearance. If other works still need to be carried out on the site, protect the newly installed carpet tiles sufficiently from dust, dirt and stains. When heavy furniture or other fixtures are being (re)placed on the surface, use hardboard to avoid tile displacement. Once the area is operational, follow the standard maintenance and cleaning instructions.

How to handle problems?

If you encounter an apparent material defect, put the damaged tile aside. If the problem persists, do not proceed with installation but immediately contact your local dealer to resolve the problem.

Disclaimer of liability

Installation methods and practices may vary from country to country. Lincona will not be responsible for any defects that may appear after the tiles have been installed. All product defects can be detected immediately after opening the packages during installation.