



# NORWOOD, SANTA FE, & SEDONA INSTALLATION GUIDELINES

## *Read Before Installation Of Pre-Finished Flooring*

### **DO'S**

1. Do mix wood from several boxes of flooring during installation.
2. Do use straps, tapping blocks and wall spacers to ensure tight joints during installation.
3. Do use appropriate removable cleating when starting in an area that will require traffic during the beginning of the installation. This will allow a stable base to push the floor against to keep it straight and tight until you reach a wall where you can use wall spacers.
4. Do clean up glue immediately as you install flooring. A dry or dampened cloth with distilled water is best.
5. Do clean up any liquid spills and wipe dry using a terry cloth towel.
6. Do wipe away any dirty finger prints, pencil lead, or any other smudges from the surface as you go with a terry cloth towel.
7. Do use a soft bristle brush on a vacuum or broom to clean up dirt and saw dust on flooring.

### **DO NOT'S**

1. Don't use any kind of tape on the surface of the flooring including tapes which you may have used on other floors. This will damage the finish.
2. Don't use any urethane or solvent based cleaners on the surface, including but not limited to: (ammonia, mineral spirits, acetone, paint thinner, and lacquer thinner).
3. Don't allow liquids to pool or stand on pre-finished surface for long periods especially products that contain ammonia.
4. Don't drag your feet (rocks on shoes) or tools on the floor's surface.

## *A. Owner / Installer Responsibility*

Inspection of all floor boards shall be done before installation. Products with unacceptable grade, color, finish, or manufacturing quality shall not be installed and shall be immediately reported to the seller. To get a uniform appearance across the complete floor, it is important to blend several cartons of flooring boards. We suggest retaining and storing a few boards in case a future repair or replacement is required.

Grade, color, finish and manufacturing quality of installed flooring remains the sole and joint responsibility of installer and owner, even if owner is absent at time of installation. Once installed in place, any floor board is deemed as having been accepted by installer and owner.

The beauty and uniqueness of wood is characterized by distinctive variations in grain and color. These natural variations are not flaws but are part of the natural beauty. However as natural material, hardwood may reveal imperfections. The accepted standards in the industry allow a defect tolerance and grading variance not to exceed 5%, which may be of manufacturing or natural type.

Installer must exercise reasonable judgment based on common sense, before and during installation. Floor boards showing visible defects or imperfections must be trimmed and installed in hidden places or not used at all. Use of stain, filler or putty stick during installation shall be accepted as normal procedure. Individual pieces to be in doubt as to grade, finish, or manufacturing quality shall not be installed, if unable to be trimmed or used in hidden places.

Prior to installation, installer must make sure that sub-floor and pre-installation inspections are carried out and all applicable standards and recommendations of the constructions and materials industries are satisfactorily met or exceeded. As manufacturer decline any responsibility for job failures resulting from or associated with sub-surface or job site environment deficiencies.

When ordering hardwood flooring, it is a normal practice to add 5% to the actual square footage needed as allowance for trimming and color grade variation.

If any installed floor board must be replaced on a later date, our liability shall be solely limited to the replacement of defective products i.e. materials only in excess of the 5% industry accepted norm, excluding trimming waste allowance. In any case we shall not be liable for installer's lack of judgment, quality of installation, labor, installation costs or any other consequential losses.

# B. Molding Installation Guide

Artistry Hardwood Flooring moldings are produced to order at the time the flooring is finished. Our flooring products have a wide range of color tones from plank to plank. For this reason we will do our best to select a color in the middle of this range to color the moldings. The goal is to produce a molding that coordinates with the flooring. It is not possible to make a "matching" molding. For this reason we suggest you use the following procedure when installing your flooring and molding / transition pieces. Use this procedure to achieve the best finished results.

1. Open the molding and a few flooring cartons before installation.
2. Place them on the floor and compare the moldings and flooring to see the range in color of the two.
3. Select the flooring that will connect to the molding before it is installed. If the moldings are of the darker or lighter range in color find planks that are the same.
4. During the flooring installation use these pre-selected planks in the positions the molding will connect.

# C. Installation Procedures

## 1. Recommended Tools, Material and Accessories

- Broom or vacuum cleaner
- Tape measure
- Level
- Chalk line and chalk
- Straight edge
- Carpenter square
- 1/2 in (7 mm) wall spacers
- Tapping block
- Pull bar
- Hand saw
- Electric saw with carbide blade
- Wood and/or concrete moisture meter
- Trowel for glued-down installation
- Recommended adhesive and adhesive remover
- Claw hammer
- Stapling or nailing machine for stapled-down installation
- Recommended staples or nails
- Recommended hardwood flooring cleaner

Approved safety goggles or glasses shall be worn at all times.

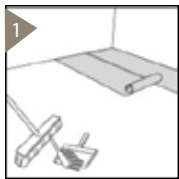
## 2. Pre-Installation Check List

- As a rule of thumb, pre-finished hardwood floor installation shall be the very last step performed on any construction or renovation project. Construction dirt e.g. from drywall can enter the pores and grain of the wood flooring and might result in discoloration of the wood floor and is NOT warranted.
- Make sure the sub-floor is dry, even and level.
- Engineered hardwood flooring may be installed below, on, or above ground level. Do not install in full bathroom. For below ground installation, make sure that foundations and concrete are thoroughly leak proof.
- To avoid moisture related damage, check the sub floor for moisture content using appropriate testing method.
- Air conditioning and heating systems shall be in place and operational. A consistent room temperature of 75o F (24o C) and relative humidity of 40% to 60% RH shall be maintained in the installation site for 14 days prior, during installation, and until occupied to allow for proper acclimation. Our floor boards can only be installed on a maximum 82o F (28o C) surface temperature.
- Keep the floor boards in its original unopened package for at least 48 hours in room temperature. Allow at least 4 in (10 cm) space under pallet or carton for air circulation. Package shall only be opened just before the start of the installation.

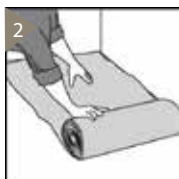
## 3. Sub-floor Preparation

- The sub-floor must be clean, dry, flat and level, and free from any cracks. Irregularities must not exceed 0.2 in every 10 ft (1.5 mm every 1 m).
- Use leveling compound to level the sub-floor when necessary in accordance with the builder's recommendation.
- Concrete sub-floor must be completely cured and dried with maximum moisture content of 2% dry weight basis.
- For glued- down installation, make sure that concrete sub-floor has compression strength of at least 3,000 psi.
- For nailed-down installation, plywood sub-floor shall be provided with at least ¾ in (18 mm) thickness.

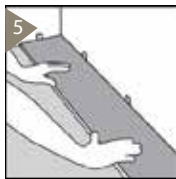
## 4. Floating Installation



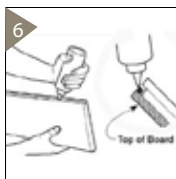
After cleaning the sub floor, roll over the vapor barrier sheet with a minimum 8 in (20 cm) overlap. Unroll the sheet along the longest wall.



Underlayment may be used for sound insulation and/or for smoothing out slight irregularities of the sub-floor. Do not overlap the underlayment.



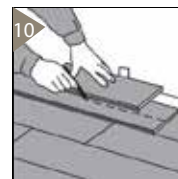
Begin laying from the left hand corner, tongue-side against the wall. Use spacers to maintain an even expansion gap allowance.



Apply a continuous line of bead of adhesive to the upper part of the grooves' inside edge. Immediately wipe off any excessive adhesive with damp cloth.



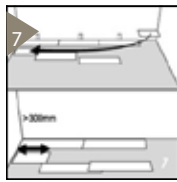
Use pull bar and hammer to tap gapped joints at adjoining wall and door jamb.



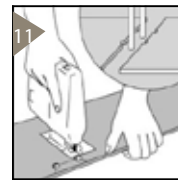
To lay the last row, place a full length floor board directly on top of the last installed row. Measure and cut the correct width by putting a full width scrap board with spacers inserted against the wall.



Lay a loose board upside down as a proper height guide against the door jamb. Cut the bottom of the frame off, leaving the required expansion gap allowance.



On starting the next row, always make sure to stagger the end joints by at least 12 in (30 cm). Try to use cut piece from previous row to start new row.



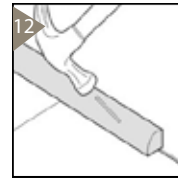
On encountering pipes, ensure the position and diameter of the pipe; drill hole(s) with diameter 3/8 in (10 mm) larger. Cut off as shown in the figure and lay the board in place. Apply adhesive to the loose piece and fit it in place.



Boards shall run lengthwise against the longest wall. When possible try to run floor boards parallel to incoming sunlight or main light source. T-molding is required for rooms exceeding 1,080 sq ft (100 sq m).



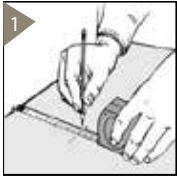
All joints shall have a tight fit. Use tapping block and hammer to tap any gapped joints as necessary. Never hit the floor board directly with hammer.



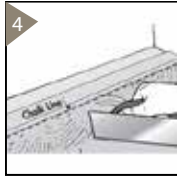
Make sure to remove all spacers once the laying procedure is completed. Skirting boards or moldings shall be fastened to the adjacent wall by nail or screw, overlapping the expansion gap allowance.

**IMPORTANT:** Please remember that floor boards in floating installation are not meant to be fastened in any manner. Obstruction to the floor's natural movement may cause severe damage and will void the warranty.

## 5. Glued-Down Installation



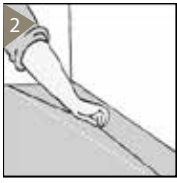
At each end of the starter wall, measure out the width of two boards plus the tongue and expansion gap allowance.



Spread recommended adhesive using notched trowel, from the chalk line/straight edge to approximately the width of two boards. Never spread more adhesive than can be covered in 30 minutes.



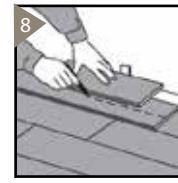
Use pull bar and hammer to tap gapped joints at adjoining wall and door jamb.



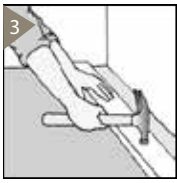
Snap a chalk line from these measured points, parallel to the starter wall and perpendicular to the adjacent wall. While most walls are not square, trim the boards to fit along the adjacent wall.



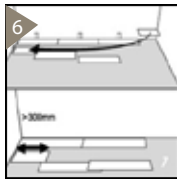
Lay the first row of starter boards along the chalk line/straight edge. Starting from the left corner, secure the boards into position with tongue-side facing the wall.



To lay the last row, place a full length floor board directly on top of the last installed row. Measure and cut the correct width by putting a full width scrap board with spacers inserted against the wall.



Firmly secure a straight edge along the chalk line as a guide.



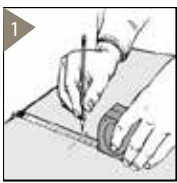
On starting the next row, always make sure to stagger the end joints by at least 12 in (30 cm). Try to use cut piece from previous row to start new row.

Once the remainder of the board has been installed, go back to the beginning part and remove the straight edge. Spread adhesive on the remainder of the open sub floor and lay the remaining boards to fully cover the room. Keep foot traffic to absolute minimum to allow the adhesive to cure. Wait for at least 24 hours before moving furniture and resuming normal traffic on the floor.

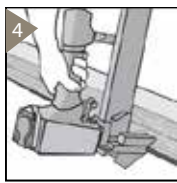
### IMPORTANT:

- The use of adhesive tapes on any type of finish may affect the floor's surface. Teka does not recommend the use of such tapes. However, installers may prefer to use strips of adhesive tapes on narrow strips installation to hold the boards together to prevent minor shifting or gapping. To do so please consult with the tape's manufacturer for the appropriate type and its correct use. We shall not be held responsible for any affected surface due to the use of adhesive tapes on our floors' installation.
- We do not recommend which adhesive to use with our product. When selecting an adhesive to use it is the installer's responsibility to make sure the adhesives guidelines and specifications state it is suitable to use with our floors.
- The performance of the adhesive used to install our floors in glued-down installation is the responsibility of the adhesive manufacturer and we do not warrant the adhesive bond between the wood flooring and the subfloor.

## 6. Stapled or Nailed-Down Installation



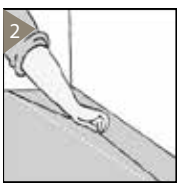
At each end of the starter wall, measure out the width of two boards plus the tongue and expansion gap allowance.



Engage the nailer onto the tongue-side of the board. Drive the nail no further than 1 in (2.5 cm) from each end of the board and 4 to 6 in (10 to 15 cm) from either sides of the center.



On the far wall, place a full length floor board directly on top of the last installed row. Measure and cut the correct width by putting a full width scrap board.

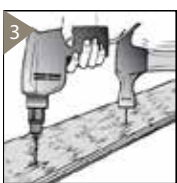


Snap a chalk line from these measured points, parallel to the starter wall and perpendicular to the adjacent wall. While most walls are not square, trim the boards to fit along the adjacent wall.

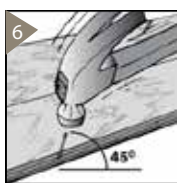


Make sure the starter row is straight and secure before continuing to staple the remaining rows.

Once the remainder of the board has been installed, go back to the beginning and remove the straight edge. Install the remaining boards to fully cover the room.



Install the first row of starter board along the chalk line/straight edge. Secure into position with groove-side facing the wall. Drill pilot holes on the board's face near the chalk line and fasten with finish nail.



The last rows will not allow the use of the stapler. Manual nailing has to be done on the tongue. Pre-drill pilot holes at 45° and drive finishing nail.

**Special Note:** Some squeaking, popping or crackling of the floor boards are inherent to all staple or nail-down flooring installation. This is not a manufacturing defect and therefore is not covered under our warranty.

## *D. Attention!*

This guide is a general instruction that covers our range of classic tongue and groove products. While specific product may require specific installation method, please consult our authorized seller or retailer for the right laying method for your new floor installation.

## *Radiant Heat*

For installation over radiant heat system, please observe the following important points to get maximum performance of both wood flooring and the heating system: Use hydronic (warm water) radiant heat system, electronic systems are not recommended.

- The heat system must be specifically designed for wood flooring and must have temperature control mechanism that will not allow the surface temperature to exceed 82°F (28°C).
- The system must be kept on and within 15°F (10°C) of normal operating temperature AT ALL TIMES.
- For concrete subfloors, conduct and document Calcium Chloride Tests per ASTM F1869. Test results must not exceed 2.0 lbs. per 1000 square feet per 24 hours (1.0 kg per 100 m<sup>2</sup> per 24 hours).
- For wood subfloors, use a pin type meter to document the moisture content of the subfloor. Moisture readings should not exceed 8% in any location and readings for the subfloor must be within 2% of the wood flooring at the time of installation.
- The radiant heat system must be on and operating at normal output a minimum of 14 days prior to the start of the installation.
- Wood flooring must be delivered to the job site and acclimated to room temperature in sealed cartons 48 hours prior to the start of the installation.
- Excessive heat, rapid heating, and/or failure to maintain humidity levels between 40% and 60% may cause cracking, cupping and other forms of failure and will void the warranty.
- NOTE: in wood flooring installations over radiant heat, moderate surface checking, cracking (especially at the ends of boards and around knots), shrinkage, gapping between planks, and slight cupping are all to be expected and do not constitute a product defect.

## *After Installation / Preventative Maintenance*

- Relative humidity at the job site must be maintained between 40% and 60% at all times. Failure to maintain proper humidity levels will void all warranties.
- Follow complete Care & Maintenance Guide.



*Caution: Wood Dust*



Sawing, sanding and machining wood products produce wood dust. Airborne wood dust can cause respiratory, eye and skin irritation.

### **Precautions**

Equip power tools with dust collector. Use appropriate NIOSH designated dust mask in high dust level environment. Avoid dust contact with eyes and skin.

### **First Aid Measures**

In case of irritation, flush eyes or skin with fresh water for at least 15 minutes.