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## **PRE-INSTALLATION EVALUATION OF JOB SITE:** **LAMINATE FLOORING**

**These guidelines should be considered in conjunction with any specific instructions from the laminate flooring manufacturer. These instructions are usually found on the packaging label. You may also want to consult SANS 10043:2009 for further information.**

**If any of these requirements are NOT met, you may be jeopardising the performance of your wood floor and/or warranties and guarantees. If these items are overlooked, the installation could fail in the short or long term. This page is formatted for easy printing and use. Once this information is secured, it should be kept with important records, a copy provided to the installer and general contractor, with you keeping the original in case future concerns arise.**

- \* Remember to arrange for someone to be available at least 2 days before the installation in order for the material to be delivered to site so that it can acclimatise.
- \* Ensure that your customer is aware that the boxes of laminates have to be stored in the actual installation area and not for instance, in their garage, for 48 hours before installation to allow for acclimatisation. He/she needs to be aware that this may inconvenience them for a while.
- \* Inspect product to ensure (A)-Grade (B)-Decor (C) Quantity (D) Size (E) Machining Quality (F) Colour as ordered.
- \* Check **moistures** in the screeds and "**note them on your quote**". (3% Tramex – 12% Protimeter) On average in ventilated areas new slabs and screeds dry at a rate of 1% per day, i.e.: - 100mm slab about 100 days and a 30mm screed about 30 days.  
If one uses fans, heaters or humidifiers to speed up the drying process of the screeds then one needs to check the moistures at least 25mm beneath the surface, till correct levels are reached.

## SOUTHERN AFRICAN WOOD AND LAMINATE FLOORING ASSOCIATION

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- \* Remember Moisture readings are only a guideline of moisture at time of quoting. This will need to be checked again before installation takes place.
- \* We are not moisture experts but at least we can foresee safety by our moisture readings. Moisture must be read all along outside walls and doors and in various points in the centre of the room.
- \* Wet screeds - Two reasons not to install:
  - 1) A new slab/screed still drying.
  - 2) An old screed with rising damp or moisture ingress from outside.
    - If moisture readings are testing high then one cannot lay the floor until dry or damp problems are resolved.
    - If there is a moisture problem then a moisture expert should be consulted. Do not install until all resolved.
    - If you continue then you are taking full responsibility of the screeds.
- \* Check that screeds are level and flat to spec, this being no more than 3mm per meter – Refer to manufacturers specifications.
- \* Even if screeds are tested dry, moisture barriers are still compulsory. Adhesives shall not be regarded as performing the function of a damp proof membrane.
- \* If screeding is to be carried out, then a person who has specialised screed knowledge should complete this. Technical advice can be sort from the manufacturers of screed.
- \* During normal living conditions, if there are large glass panes where the sun shines on the floor all day, huge unnatural shrinkage and fading of the floor will occur, this should be noted on your paperwork.
- \* After installation is completed, the area where the floor has been installed is not to be closed/unoccupied with no curtains, as this will create a sauna effect. Please relay this to your client.
- \* After completion of the installation, felt pads must be fitted to all the furniture legs to avoid scratching.
- \* Once everything has been arranged with your customer complete a job sheet, and include the following information.
- \* If you are forced to go against any of the above procedures then a letter to your client would be advised this waving responsibility over to them.
- \* Once all in writing and signed by both parties the job can start.
- \* If your customer refuses to sign – WALK AWAY!

**Date:** \_\_\_\_\_ **Time:** \_\_\_\_\_

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**Job Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**City:** \_\_\_\_\_

**Site phone:** \_\_\_\_\_ **Site fax:** \_\_\_\_\_

**UNTIL THE FOLLOWING GUIDELINES HAVE BEEN MET,  
JOBSITE IS NOT READY FOR WOOD FLOOR INSTALLATION!**

## **EXTERIOR CONDITIONS:**

I. GUTTERS AND DOWN PIPES ARE PROPERLY PLACED TO DRAIN WATER AWAY FROM STRUCTURE:

YES \_\_\_\_\_

II. PATIOS AND BALCONIES ARE SLOPING AWAY AND ARE LOWER THAN THE INSIDE AREA WHERE WOOD IS TO BE INSTALLED:

YES \_\_\_\_\_

III. FLOWERBEDS ARE LOWER THAN THE INSIDE SCREEDS:

YES \_\_\_\_\_

IV. POP UP SPRINKLER SYSTEMS ARE FACING AND SPRAYING AWAY FROM THE HOUSE WALLS:

YES \_\_\_\_\_

V. ANY OTHER DANGER POINTS WHERE WATER MAY GET IN DURING A RAINSTORM:

YES \_\_\_\_\_

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## **INTERIOR CONDITIONS:**

I. ALL WET TRADES (DRYWALL, TILE, PAINT, PLASTER, ETC.) HAVE COMPLETED THERE WORK:

YES\_\_\_

II. THE BUILDING IS ENCLOSED AND WEATHER TIGHT, INCLUDING ALL DOORS AND WINDOWS:

YES\_\_\_

III. MOST LAMINATE FLOORING IS NOT SUITABLE FOR USE IN HUMID ENVIRONMENTS. E.G. BATHROOM, LAUNDRY ROOM, SAUNA.

YES\_\_\_

IV. THERE IS NO BUBBLING OF PAINT ON THE INSIDE WALLS, AS THAT COULD BE RISING DAMP OR DAMP COMING IN FROM THE OTHER SIDE OF THE WALLS, EG:- GARDEN OR SHOWER:

YES\_\_\_

## **CONCRETE SLAB CONDITIONS:**

I. CONCRETE MUST BE DRY – TEST WITH MOISTURE METER THE READING SHOULD BE NO MORE THAN 3% TO CONTINUE:

YES\_\_\_ MOISTURE READINGS: \_\_\_\_\_

II. IF WOOD FLOOR IS TO BE INSTALLED OVER SLAB/SCREED, CHECK THAT IT IS FLAT. MOST MANUFACTUTERS WORK TO A TOLERANCE OF 3MM PER METER. SCREEDING, IF NECESSARY, SHOULD BE PREPARED IN ACCORDANCE WITH SABS STANDARDS. MOST MANUFACTURERS OFFER SPECIFIC GUIDE LINES WHEN USING THEIR PARTICULAR PRODUCT.

YES\_\_\_

III. THESE SURFACES ARE GENERALLY NOT SUITABLE FOR LAMINATE FLOORING AND WE STRONGLY RECOMMEND THAT SLASTO, CARPETS, WOOD PARQUET FLOORING AND WOODEN STRIP FLOORS BE REMOVED.

IV. SWEEP/VACCUM SCREED TO REMOVE ALL DUST PARTICLES.

YES\_\_\_