

# Pre-Installation Checklist | Vinyl

 [hallmarkfloors.com/pre-installation-checklist-english-spanish-vinyl](http://hallmarkfloors.com/pre-installation-checklist-english-spanish-vinyl)



Installation instructions and preparation guidelines must be read thoroughly before installing the floors.

## OWNER – INSTALLER RESPONSIBILITY

1. Inspect all materials carefully in well lighted conditions prior to installation. Warranties do not cover materials with visible defects once they are installed. Installation constitutes acceptance.
2. Inspect the vinyl flooring in well light conditions to ensure proper identification of any potential problems. Carefully inspect the flooring for grade, color, finish, and quality. If the flooring is not acceptable, contact your dealer or distributor and arrange shipment of replacement material. Defective product will be replaced. Material that is subjectively viewed as unacceptable but falls within Hallmark Floors' grading norms will not be replaced.
3. Prior to installation of any flooring, the installer must ensure the job site and sub floor conditions meet the requirements specified in these instructions.
4. Vinyl flooring installation should be one of the last items completed on the construction project. Limit foot traffic on the finished vinyl plank/tile.

### Attention:

Before starting installation, read all instructions thoroughly. Should any questions arise, please contact your local Hallmark Floors dealer or phone Hallmark Floors, direct at 888 551 0888. Instructions are available at [www.hallmarkfloors.com](http://www.hallmarkfloors.com). Instructions are also available via cell phone. All installation instructions must be followed for warranties to be considered valid. Installation constitutes acceptance. Pre-inspect the job site prior to delivery of the floor to ensure the structure is suitable for luxury vinyl flooring installation using the following guidelines:

### Owner/Installer Responsibility

1. Inspect all materials carefully in well lighted conditions prior to installation. Warranties do not cover materials with visible defects once they are installed. Installation constitutes acceptance.
2. Inspect the luxury vinyl flooring in well lighted conditions to ensure proper identification of any potential problems. Carefully inspect the flooring for grade, color, finish, and quality. If the flooring is not acceptable, contact Hallmark Floors' distributor and arrange shipment of replacement material. Defective product will be replaced. Material that is subjectively viewed as unacceptable but falls within Hallmark Floors' grading norms will not be replaced.
3. Prior to installation of any flooring, the installer must ensure the job site and sub floor conditions meet the requirements specified in these instructions.
4. Luxury vinyl flooring installation should be one of the last items completed on the construction project. Limit foot traffic on the finished luxury vinyl plank/tile.

### Storage & Handling

Handle and unload luxury vinyl flooring with care. Store in a dry place. Make sure to provide at least a 4" space (a dry pallet with a solid plywood top that provides enough clearance under boxes for proper air movement). Prior to delivery of flooring, outside doors and windows must be in place. All concrete, masonry, plastering, and other "wet" work must be complete and thoroughly dry. Roofing and the exterior shell of the structure must be finished and weather tight with doors and windows installed. The wall coverings should be in place and all painting completed—

except for the final coat on the base molding. Room temperature and humidity should be consistent with year-round conditions for at least one week prior to installation. When possible, install base molding after floor installation is complete. Flooring should be stored and installed in climate constant or climate controlled indoor location 65°F TO 85°F and between 30 to 50% relative humidity. Product and adhesives must be acclimated to a living condition environment for 48 hours prior to installation.

**\*ATTENTION:** Exposure to sunlight and other heat sources may affect the performance and installation of the floor. It may be necessary to cover large windows with craft paper until permanent window coverings can be installed.

#### **Pre-Install Inspection Visual Inspection**

The first inspection is visual and basic. Is there water in the building? Are there uncovered South/West facing windows or sliding glass doors?

#### **Climate Control**

If heating and/or air conditioning with proper humidity controls are in operating condition, they need to be turned on. If it is not possible for the permanent system to operate, a temporary system that provides proper temperature and humidity conditions must be in place and remain in place until permanent climate and humidity control is operational. Temperature of 65°-85°F must be maintained.

#### **Install Flooring Last**

Luxury vinyl should be the last trade in the house (before base boards are installed). All concrete, masonry, plastering/drywall, texturing, and painting primer coats are completed. Do not install in direct sunlight. Covering the floor while wet trades are in the house is not recommended. Moisture can pull into the paper or be trapped under the surface of materials used to cover the floor. Paper coverings also allow dents and scratching to occur. Coverings held in place for more than 24 hours by blue tape can damage the floor. The adhesive in tapes contain Phthalates/plasticizers that have the ability to penetrate floor finishes and bond with the finish at the molecular level presenting a risk of pulling/damaging the finish when the tape is removed. Hallmark Floors recommends that built-in cabinets and built-in furniture be installed before installation of the floor. This prevents damage to the flooring and makes potential flooring repairs simpler to perform.

**NOTE:** Cabinets should never be installed directly on top of floating EZ Loc installations. Floating floors need to be able to expand and contract freely. The installation of built in cabinets prevents the free movement of the floor, and can lead to buckling, wavy appearance to the floor, or cause failure of locking mechanism of the floor sides and or ends.

**SECOND VAPOR BARRIER IS REQUIRED:** Use six to eight mil poly sheeting on concrete slabs and wood subfloors when over an unconditioned space such as a crawl space or unfinished basement, even if above grade. If there is a moisture barrier installed on the underside of the joists, then this is not required as it could trap moisture in between. Overlap seams twelve inches and tape seams with waterproof duct tape. Factory-tested roll-on moisture barriers for concrete or plywood subfloors have also been approved as a moisture barrier as an alternative to poly sheeting.