

### Planning & Securing Carpet Tiles

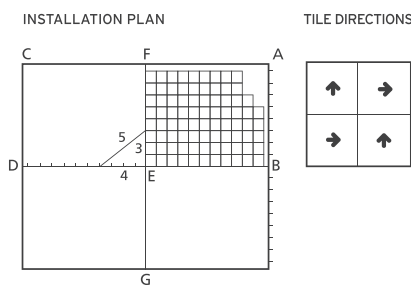
The subfloor should be clean, dry and flat and prepared in accordance with BS5325.

Timber floors should be covered with plywood or other appropriate sheet materials. A tackifier is applied over the complete floor to provide a permanently tacky film which prevents "loose lay" carpet tiles from moving under normal traffic.

Very heavy high density traffic such as experienced with heavy trolleys and with concentrated stiletto heel or caster chair traffic around desks, filing cabinets, photocopiers etc. can cause considerable damage to some carpet tiles. It is not possible to overcome such problems by the use of adhesive but experience has shown that permanently bonding the tiles in such areas will help to extend their life.

#### PLANNING AND POSITIONING TILES

The carpet tiles should be allowed to acclimatise for at least 24 hours before installation, at the temperature and humidity conditions likely to be encountered during normal service.



Heckmondwike FB tiles should be laid rotationally, alternating the direction of the tile through 90°. Directional arrows can be found on the reverse of each tile.

Lay out tiles along one wall to leave at least half a tile border along both walls. Measure the distance AB to give the border plus a number of whole tiles. Measure and mark out CD on the opposite wall to the same distance as AB. Strike a chalk line between D and B. This should now be parallel to the long wall.

Lay out tiles along DB or measure to find out point E near the centre of DB which leaves a border of at least half a tile along each side wall.

Using a T square or by measuring a 3:4:5 triangle as on the diagram, mark out the line FEG so that it is exactly at right angles to DB.

Apply the tackifier to the whole floor area and allow to fully dry.

Place tiles accurately edged to the line commencing at the point E. Continue placing tiles along each successive row ensuring that the first tile is exactly edged on line EF.

Complete this section of the floor. When placing the tiles apply firm pressure with the palm of the hand and run the thumb around the edges ensuring complete contact with the adhesive and the exclusion of all air. Cover the remaining sections in the same manner.

#### FIXING THE PERIMETER TILES

Position the tile to be cut, in its correct design direction and place it exactly over the last tile in its row. Position another tile butted against the wall and over the tile to be cut. Mark where the back edge of the top tile crosses the tile. Remove the tiles and cut cleanly through the perimeter tile with a sharp knife. The section furthest away from the wall should now slide forward and fit exactly into the border.

To fit around door posts, architraves etc., the same method can be used. Alternatively an accurate template can be made of stiff cardboard and the shape transferred to the tile for cutting. With the template in position on the floor, apply several pieces of double sided adhesive tape to its top surface. Place the perimeter tile in position and lower it on to the double sided tape to accurately locate the template on the underside of the tile. This can then be removed and cut into the shape of the template. When the floor has been completed, roll in both directions with a 68kg flooring roller.