

INSTALLATION INSTRUCTIONS FOR TIMELESS DESIGNS LVT FLOORING

I. GENERAL GUIDELINES

These installation specifications are for Timeless Designs LVT. All recommendations are based on the most recent available information. The information on this sheet provides general guidelines. All instructions and recommendations must be strictly followed for a successful installation.

1. The floor covering should be stored and installed in a constant climate or climate controlled location with an average temperature between 64°-84°F.
2. Install Timeless Designs LVT only after the jobsite has been cleaned and cleared of everything that may hinder a trouble-free installation or damage the planks.
3. To minimize shade variation, mix and install planks from several cartons.
4. Color uniformity of the planks will only come from deliveries of the same production run.
5. No complaints in any case will be accepted for flooring that has been cut to size or installed.
6. All necessary subfloor patching must be done with non-shrinking, water-resistant filler.
7. Timeless Designs LVT must be acclimated a minimum of 24 hours in the room where the installation will take place. Do not open the packages.
8. Install all planks parallel to the main source of light in the room. Only in small and long rooms must Timeless Designs LVT be installed in a longitudinal direction.
9. A ¼" expansion joint is needed every 25 feet for both horizontal and vertical alignment.
10. Slope deviation must not exceed 3/16" per 10 feet.
11. Do not install cabinets on planks.
12. Do not use a hammer or tapping block to install planks
13. Tools: Utility knife, spacers, and if necessary, tools for surface repair.

II. SUBFLOOR INFORMATION

Correct preparation of the subfloor is required to have a successful installation. Rough or uneven areas of the subfloor may be seen through the new floor covering, resulting in an undesirable surface with excessive wear or high spots.

A. Wood Subfloors

1. Do not install Timeless Designs LVT over wood subfloors which lay directly **on concrete or over sleeper** constructions.
2. All wood and wood composition panels are suitable for the use under Timeless Designs LVT providing that they are smooth, flat, structurally sound and free of deflection. The panels include plywood, particle board, oriented strand board (OSB), flake board and wafer board. Any unevenness may prevent planks from locking properly.
3. If the surface of the wood subfloor is not smooth, a 6mm underlayment panel must be installed over the subfloor.

B. Concrete Subfloors

1. The concrete subfloor must be dry, smooth, and free from dust, solvent, paint, wax, grease, oil, and any other contaminate. The surface must be hard and dense, and free from powder or flaking.
2. New concrete slabs must be thoroughly dry (at least six weeks) and completely cured. The final responsibility for determining if the concrete is dry enough for installation of the flooring lies with the floor covering installer. Although Timeless Designs LVT is not susceptible to damage from moisture, excessive subfloor moisture is an ideal breeding ground for mold, mildew and fungus. The limited warranty does not cover discoloration from mold or from any kind of water damage.
3. Holes, grooves, expansion joints, and other depressions must be filled with a latex underlayment, troweled smooth, and feathered even with the surrounding surface.
4. Concrete floors with a radiant heating system are allowed, provided that the temperature of the floor does not exceed 90°F. Before installing the flooring, the heating system must be turned on to eliminate residual moisture.

C. Existing Floor Coverings

1. Timeless Designs LVT can be installed over most existing hard surface floor coverings, provided that the existing floor surface is smooth or can be made smooth.
2. Ceramic tiles should be made smooth by applying a cementitious overlay such as patching or leveling compound.
3. When the removal of the existing floor covering is not an option then it must be covered with a leveler or equivalent in order to adjust it. Existing sheet vinyl floors should not be heavily cushioned and must consist of only one layer.

III. INSTALLATION

1. Installation method of floor panels

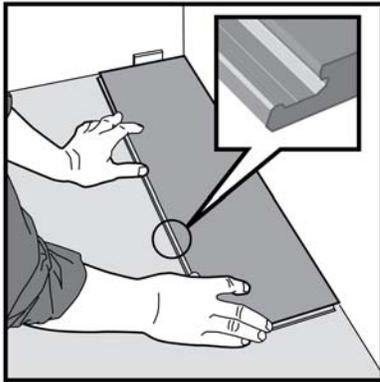


Fig 1.
First plank, first row.
Place a distance $\frac{1}{4}$ " thickness to the left
and position the plank against the wall.

Later, after 3 rows, you can easily position the flooring
against the front wall with distances $\frac{1}{4}$ inch.

Prior to installation, measure the width of the room to
check if the first row should preferably be cut length wise
to get more equal width of the first and last rows planks.
See also fig 12.

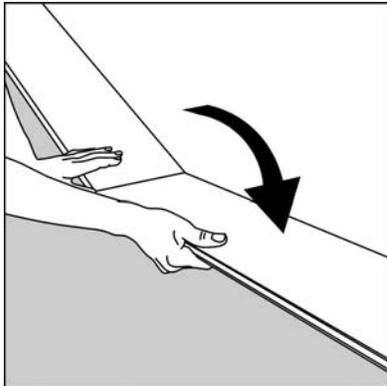


Fig 2.
Second plank, first row
Press the short end of the next floorboard at an angle to
the first one, and then lay down.

Complete the first row in the same way.

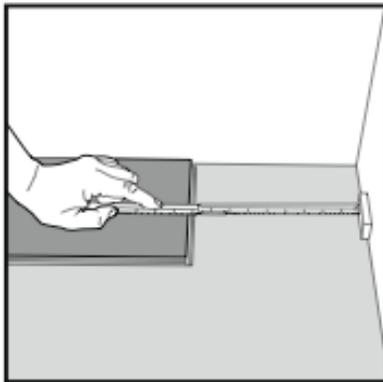


Fig 3.
At the end of the first row, put a distance $\frac{1}{4}$ ", to the wall
and measure the length of the last plank to fit.

Cut the last panel to correct length, recommended min
length is two times the width of the plank

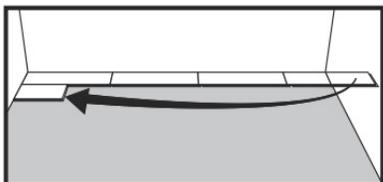


Fig 4.
Second row. Position the remaining part of the
first row's last plank as first plank of second
row. Keep again two times the width as min
length.
Put a distance against the wall.

III. INSTALLATION

1. Installation method of floor panels, cont.

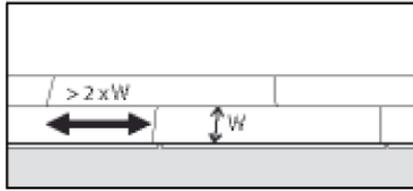


Fig 5.
General. Distances between short ends.
Minimum distance between short ends of planks in parallel rows shall not be less than about two times the width of the plank.

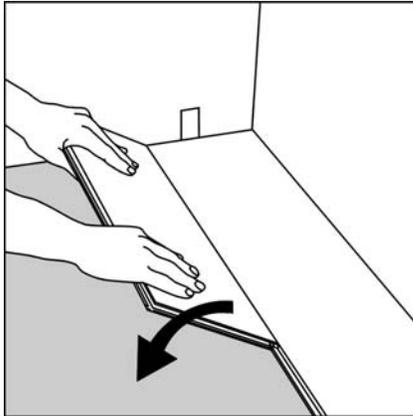


Fig 6.
Place the floorboard an angle against the floorboard in the previous row, press forward and fold down at the same time. Leave the panel in a somewhat up angled position where the panels start to loc. To make this further easier, a wedge with the suitable angle can be placed under the plank near the short side joint as support.

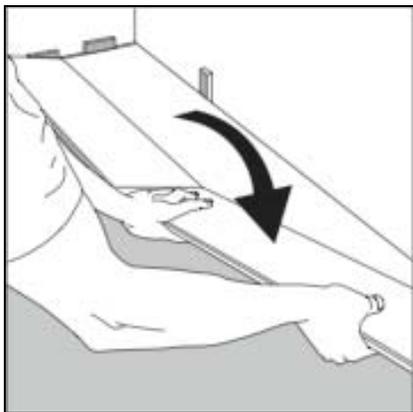


Fig 7.
Second plank second row.
Place the short end of the floorboard at an angle against the previous installed floorboard and fold down all the way.

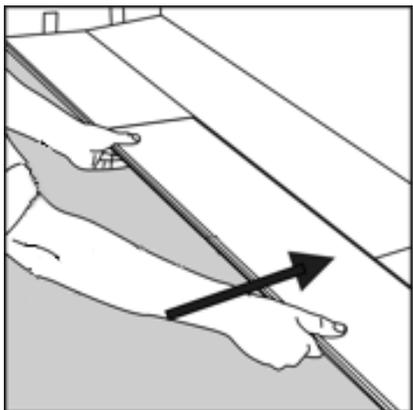


Fig 8.
Push to slide the plank against the row in front so it aligns with the first plank. Put it down like with the first plank when the floorboards are positioned tightly together. The first/previous plank can now be folded completely down to horizontal position and if a wedge is used it can be moved to the next short end joint.

III. INSTALLATION

1. Installation method of floor panels, cont.

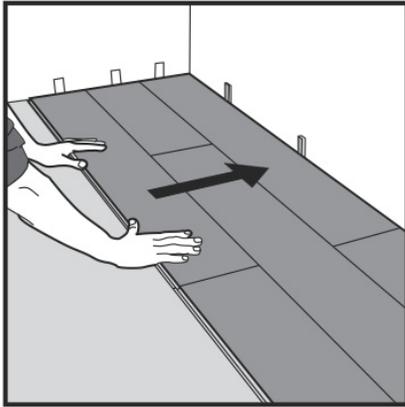


Fig 9.
After 2-3 rows.
Adjust the distance to the front wall by placing distances $\frac{1}{4}$ inch. Keep the distances in position during the entire time of installation and remove once the installation is completed.

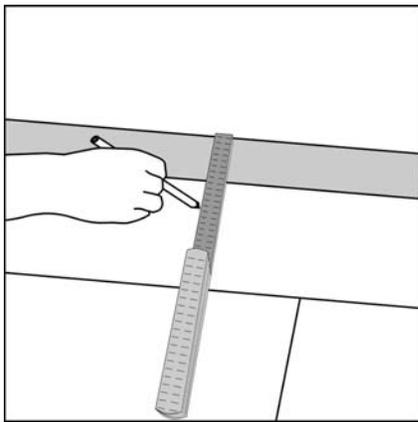


Fig 10.
If the wall is uneven, the floorboards must be adapted to its contours. Mark the floorboards with the contour of the wall. Do not forget to leave a $\frac{1}{4}$ " space to the wall.

This procedure shall be used also for the first row if necessary.

2. Horizontal installation (Optional)

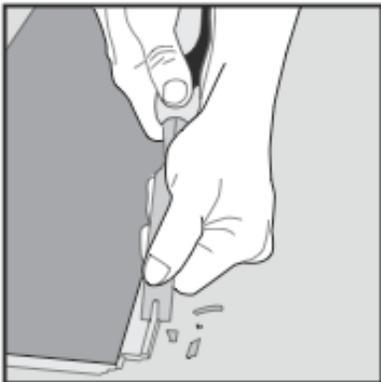


Fig 11.

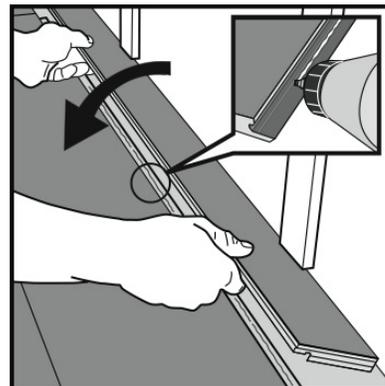


Fig 12.

Cut off the locking element with a chisel, apply applicable glue on the adjusted strip and push the planks horizontally together. If necessary place some spacers between last board and the wall during the hardening time of the glue. The method can also be applied to the short ends.

III. INSTALLATION

3. Radiator pipes – Principle cut out

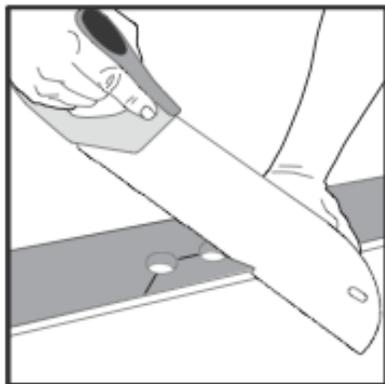


Fig 15.

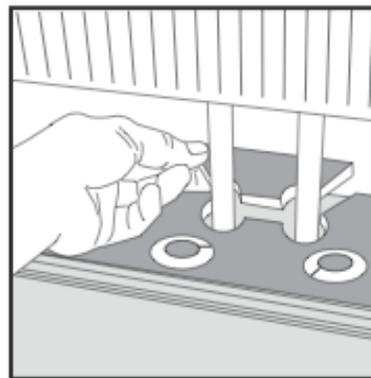


Fig 16.

Installation at radiator pipes.

Mark the centre of the holes and drill the hole with a diameter about $\frac{1}{2}$ " bigger than the pipe diameter (= $\frac{1}{4}$ " gap around), **cut as shown with a saw or with a sharp utility knife**. Install the floor plank. If necessary, put glue on the cut piece and replace.

IV. REPAIRS

If a plank becomes damaged it can be replaced. If the damaged plank is along the perimeter of the room the easiest technique is to disconnect the damaged plank and replace. If it is impractical to disconnect and reassemble the flooring, the following procedure should be followed:

1. Using a straight edge and a sharp utility knife, cut out and remove the center of the damaged plank, leaving approximately a 1" strip attached to the surrounding planks on all sides.
2. Carefully cut from the corners of the plank inward through the inside edge.
3. Remove the plank edges by wiggling the cut plank out from the tongue and groove of the surrounding planks.
4. Prepare the replacement plank by placing face down, folding back, and removing the groove strip on both the long and end profile. Use the decorative surface of the tongue end as a guide. Cut away this overhanging profile using a sharp utility knife.
5. Place some double sided carpet tape onto the subfloor covering the area of the removed plank.
6. Position the replacement plank by inserting the tongue of the long side into the groove of the adjoining plank. Pivot the replacement plank into position.
7. Use a hand roller to assist in aligning the plank edges into position

CAUTION: Some types of nails, such as common steel nails, may cause a discoloration of the vinyl floor covering. Gluing or screwing the underlayment panels is not recommended. Solvent based construction adhesives are known to stain vinyl floor coverings. All responsibility for discoloration problems caused by the use of the above mentioned products is not the responsibility of the manufacturer but rests with the installer.

V. MAINTENANCE

Use doormats outside each entrance to your home to prevent dirt, sand, grit, and other substances from being tracked onto your floor. Use non-staining mats on your floor. Do not put rubber backed, latex backed or coco fiber mats on your floor because they will stain and damage the surface.

Close your curtains or blinds where extreme sunlight hits the floor. A combination of heat and sunlight causes most home furnishings to fade or discolor.

V. MAINTENANCE, cont.

Support furniture with wide-bearing, non-staining floor protectors. Ideally, the protectors should be at least one inch in diameter, made of non-pigmented hard plastic, and rest flat on the floor. Non-staining felt protectors are also acceptable. Casters (type W), felt pads, and floor protectors are recommended for all moveable furniture. Use protection mats under chairs with casters in order to avoid abrasion of the vinyl flooring. Make sure that any metal protectors are rust-proof.

If you need to move heavy furniture and/or appliances across the floor, always use strips of wood or hardboard runways to protect the floor. Always use runways even if you have an appliance dolly, or even if the heavy objects are equipped with wheels or rollers.

Sweep your flooring regularly.

Prevent stains by wiping up spills promptly.

Occasional mopping with Rinse-Free Cleaner is recommended when dirt builds up, and sweeping alone is not sufficient. Strictly follow the guidelines given on the bottle. Do not use soap or detergent products as they will leave a dulling film.

Removing Stains

The overall stain resistance of our floors is excellent and most spills will wipe off quickly and easily with a clean white cloth. Removing certain substances may take a little extra effort as outlined in the chart below. Always use a clean white cloth for wiping up stains and turn it frequently to avoid spreading the stain. Rinse with clean water and allow area to dry between steps. If stain removal causes a change in gloss level, apply polish to restore the shine. Do not wax or buff. Allow polish to dry until it is tack-free between coats.

Food & Beverages	If a substance is gummy, scrape off with a dull knife. Clean using heavy duty cleaner/stripper and a soft nylon pad or soft bristle brush. Saturate a clean white cloth with bleach solution, press the cloth over the stain and allow to stand for no more than 1 hour.
Tar, Oil, Asphalt, Grease, Wax, Paint (oil-based) Scuffs, Marks, Scratches	Scrape excess substance off with a dull knife. Clean using heavy duty cleaner/stripper and a soft nylon pad or soft bristle brush. Wipe with a clean white cloth dampened with lighter fluid, painter's naphtha, or isopropyl alcohol.
Minor Cuts, Burns	Limit traffic over damaged area, cover with masking tape, and contact your seller for advice.
Lipstick	Scrape excess off with a dull knife. Clean using heavy duty cleaner/stripper and a soft nylon pad or soft bristle brush. Wipe with a clean white cloth dampened with lighter fluid, painters' naphtha, or isopropyl alcohol. Saturate a clean white cloth with bleach solution, press the cloth over the stain and allow to stand for no more than 1 hour.
Rust	Clean using heavy duty cleaner/stripper and a soft nylon pad or soft bristle brush. Saturate a clean white cloth with bleach solution, press the cloth over the stain and allow to stand for no more than 1 hour.
Crayon, Ink, Hair Dye, Permanent Marker	Clean using heavy duty cleaner/stripper and a soft nylon pad or soft bristle brush. Wipe with a clean white cloth dampened with lighter fluid, painter's naphtha or isopropyl alcohol.

VI. LIMITED WARRANTIES

IMMEDIATELY AFTER INSTALLATION

Keep traffic light during the first 24 hours.

Avoid scrubbing or washing the floor for 48 hours after installation.

VI. LIMITED WARRANTIES, cont.

LIMITED WARRANTY FOR LIGHT COMMERCIAL USE

We warrant for a period of 10 years following the date of purchase that your flooring will be free from manufacturing defects under light commercial use. Correctly constructed wood subfloors should not transmit moisture. Mold and mildew growth caused by moisture is not covered. "Light commercial use" is defined as environments which do not have heavy commercial use but do have adequate control of interior temperature and humidity.

LIMITED WARRANTY FOR RESIDENTIAL USE

We warrant that your flooring will be free from manufacturing defects for a period of 25 years following the date of purchase and under normal household conditions will not wear out, or delaminate.

*Normal household conditions mean those daily activities commonly associated with residential use.

The temperature of the room must be maintained between 64°-84°F at all times.

REPAIR AND REPLACEMENT

If your flooring fails to perform as stated in the applicable Limited Warranty, manufacturer at its option may repair or replace without charge the affected planks. If manufacturer repairs or replaces a plank as a result of a warranty claim, you will be responsible for clearing, at your expense, any items placed over the affected area. Warranty coverage for a replacement panel will be limited to the remaining time of the original warranty.

THESE ARE YOUR EXCLUSIVE OPTIONS UNDER THE LIMITED WARRANTIES SET FORTH ABOVE.

If you have a warranty claim, contact your dealer and discuss the issue. In many cases your dealer can provide you with a solution to correct the situation.

LIMITED WARRANTY EXCLUSIONS AND CONDITIONS

The Limited Warranty applies only to the original purchaser and the original installation site and are not transferable.

The Limited Warranty does not cover conditions or defects caused by improper installation; inadequate subflooring or improper subfloor preparation.

The Limited Warranty does not cover construction related damage.

The Limited Warranty does not cover conditions caused by improper use or maintenance, such as:

- Loss of gloss or build-up of dulling film due to lack of maintenance or improper maintenance.
- Damage resulting from failure to follow floor care instructions.
- Scuffs, scratches, cuts, staining from rubber-backed mats, damages or discoloration from carpet dyes, and fertilizer or other chemicals.
- Damage caused by burns, flooding, fires and other accidents.
- Damage caused by abuse (i.e. dragging heavy or sharp objects across the floor without proper protection).
- Damage caused by wheeled chairs, caster wheels or vacuum cleaner beater bars.
- Failure to support furniture with floor protectors made of non-staining felt or non-pigmented hard plastic. Protectors must be of adequate diameter of the object and rest flat on the floor.

The Limited Warranty does not cover discoloration or other problems resulting from excessive exposure from heat or sunlight.

For purposes of the Limited Warranty for Residential Use, "wear through" means complete loss of the wear layer so that the printed pattern or design of the floor is altered.

The Limited Warranty does not cover variations of color, shade or texture which may be different from those shown on samples or photographs.

Although flooring is not susceptible to damage from moisture, excessive subfloor moisture is an ideal breeding ground for mold, mildew and fungus.

The limited warranty does not cover discoloration from mold, flooding, leaking plumbing or appliances, leaking water or similar conditions.

UNDER THE TERMS OF THIS LIMITED WARRANTY, MANUFACTURER WILL NOT BE LIABLE FOR INDIRECT, SPECIAL, INCIDENTAL, CONSEQUENTIAL OR OTHER DAMAGES OF ANY KIND NO MATTER WHAT THE CAUSE.

ALONE STATEMENT REGARDING MOLD AND MILDEW

Issues concerning mold and mildew are gaining increased attention from both the residential and commercial property owners, as well as the public at large. In virtually all situations, if there is a mold issue, there is an excessive moisture issue. In order to prevent, control, or remediate mold and mildew, one must first identify, evaluate and eliminate the source of excessive moisture. If there are visible indications of mold or mildew, or the presence of a strong musty odor in the area where the flooring is to be installed, the source of the problem should be identified and corrected before proceeding with installation. Visible signs of mold or mildew, such as discoloration, can indicate the presence of mold or mildew on the subfloor, on the underlayment, on the back of the flooring, and sometimes on the floor surface. If mold or mildew is discovered during the removal or installation of flooring, all flooring work should stop until the mold or mildew problem (and any related moisture problem) has been addressed. Before installing the new flooring, make sure the underlayment and/or subfloor is allowed to thoroughly dry and that any residual effect of excessive moisture, mold or structural damage has been corrected.

To deal with mold and mildew issues you should refer to the general guidelines that address mold and mildew. Depending on the mold or mildew condition present, the remediation options range from cleanup measures using gloves and biocide to hiring a professional mold and mildew remediation contractor to address the condition. Remediation may require structural repairs such as replacing underlayment and/or subfloor contaminated with mold or mildew as a result of prolonged exposure to moisture.