Regent Tile

Installation Instructions

These instructions supersede any verbal or written instructions from Matter Surfaces representatives and must be followed for the warranty to be in effect.

Delivery

- Order materials in compliance with product supplier's ordering and lead time requirements, to take delivery at least 48 hours in advance of installation (to allow materials to acclimate to job site conditions.
- Accept delivery of materials only if they are in unopened, undamaged packaging that bears the name and brand of the manufacturer or supplier, project identification, and shipping and handling instructions.

Storage

- Store material in original packaging in areas that are enclosed and weather tight with the permanent HVAC system set at a temperature between 65°F and 80°F for a minimum of 48 hours prior to commencement of installation.
- At least 24 hours before installation, remove the tiles from the shipping cartons and allow tiles to acclimatize in installation area.
- If material is flattened or distorted during storage or transporting, do not attempt to install it.

Materials and Accessories Required

Consult the appropriate Material Safety Data Sheets (MSDS) for proper handling of accessories.

- *Flooring:* Regent Tile
- *Adhesive:* MI 1000 used with the dry-to-the-touch method
    - *Spread rate:* approximately 150 - 175 square foot per gallon.
    - *Trowel size:* 1/32 inch x 1/16 inch x 1/32 inch U-notched trowel (FFA).
    - *Relative humidity:* 95% or less when tested following the protocol of ASTM F2170
- *Other:* tape measure, straight edge, caulk line, utility knife and 150-lb, three-section floor roller

Substrate Preparation

All substrates

- The substrate must be sound, clean, permanently dry, perfectly smooth, and free of cracks and contaminants, including paint, old adhesive, curing compounds, oil, grease, wax, asphalt, or other contaminants that could negatively affect the performance of the adhesive. Any irregularities in the substrate will telegraph (show through) to the finished floor.
- Floor laying work shall not begin until the installer has assessed and approved the substrate and subfloor conditions.

Concrete substrates and subfloors

- Ensure that the general contractor has followed ASTM F710. ASTM F710 includes requirements for moisture and pH testing, smoothness, flatness, concrete strength, and the presence of a vapor retarder under the slab. ASTM F710 requires that all concrete slabs be tested, regardless of age or grade level, using the Relative Humidity test (ASTM F2170). No other test methods presence of a vapor retarder under the slab. ASTM F710 requires that all concrete slabs be tested, regardless of age or grade level,

using the Relative Humidity test (ASTM F2170). No other test methods are acceptable. The General Contractor and installer shall both keep records of all tests related to ASTM F710 on file.

- Test procedures shall be followed exactly for test results to be valid. (Building shall be at in service temperature and humidity, concrete shall be properly cleaned, etc. See ASTM F2170 for details. It is recommended that a qualified, independent third party conduct the tests.
- Test result requirements using MI 1000 are:

ASTM F2170	Relative internal humidity of 90% or less

Site Conditions

The flooring shall be installed only after other trades have finished, and a permanent HVAC system is operational. Temporary heat is not acceptable.

During installation:

- Maintain the room temperature between 65°F and 80°F. Relative humidity between 40%
  - and 67% is preferable. Excessively high or low interior air relative humidity will influence curing of floor patching materials and adhesive open times.
- Maximize fresh air ventilation by using exhaust fans, at point of use, and by opening windows and doors as necessary. Face fans out of the area where flooring is being installed, not into the area.
- Because some materials used during installation may be flammable, make sure no sources of ignition or open flame exist near the use of those materials.

Layout

The architect or end user should be shown the proposed installation layout including any intended seam locations, with the goal of keeping seam visibility to a minimum. Position seams so that:

- Main traffic runs parallel to - rather than across - the seam
- Light does not strike directly across the seam.
- The seams are away from areas subject to pivoting or rolling traffic.
- In doorway openings connecting adjoining rooms, parallel seams are required.

The flooring dealer or contractor shall provide a layout drawing for the intended installation that contains the following information:

- Date and scale of drawing
- Location, swing, and clearance of all doors
- Existing substrate/subfloor conditions
- Notation identifying who is responsible for:
  - removal of existing floor coverings and/or underlayment
  - preparation of existing substrate
  - removal of debris from new floor covering installation
  - protection of finished floor covering after installation
  - Initial maintenance procedures
- Name of manufacturer, product style, and pattern to be installed
- Product quantities required
- Seam layout including pattern match requirements (if required)

  - Location and type of all edge moldings and base required
- The end user shall be provided with a copy of the layout drawing for approval prior to installation.

Installation

1. Thoroughly sweep the substrate to remove all dirt and debris.
2. Determine the centerline in both north-south and east-west directions of the installation area. Snap caulk lines on the centerline in both directions forming a cross.
3. Spread adhesive with a 1/32 inch x 1/16 inch x 1/32 inch U-notched trowel (FFA). Allow adhesive to flash for 20-45 minutes prior to installation. Apply only as much adhesive as can be installed within 30 minutes.
4. After providing sufficient open time for the adhesive, begin the tile installation.
   - Important: appropriate open time depends on several factors such as substrate porosity (longer if the substrate is non-porous); room temperature (longer if room is too hot or cold); relative humidity (longer if higher); temperature of the adhesive (longer if cold); and amount of adhesive applied (longer if more used).
   - Never use fans or apply less adhesive than required to speed up set-up time. This will likely result in loss of adhesion (installation failure) within three to nine months.
5. Start the installation in the center and install the first tile aligning corner with the cross of the caulk centerline. Press tiles firmly into adhesive.
6. Continue installing tiles in a parquet pattern by quarter turning each tile. Work from the center to the outside edges of the area.
7. Using a 150-lb, three-section floor roller, roll the adhered areas. Roll at least twice, once in each direction (horizontally and vertically) to ensure that the adhesive has transferred completely to the backing. Refer to adhesive manufacturer's instructions for detailed instructions.
8. Repeat steps 3-7 for the remaining floor.
9. Once finished, smooth the entire floor again with the roller.

Clean Up and Final Finish

- Maintain the room temperature between 65°F and 80°F for 48 hours after installation. Thereafter, maintain temperature at a minimum of 55°F.
- Commercial vacuum to clear the area of debris and grit.
- Keep all traffic off flooring for 24 hours to prevent indentation while the adhesive sets.
- Wait 72 hours before doing initial cleaning or allowing rolling traffic or furniture on the floor (Initial cleaning shall follow the latest version of the maintenance instructions for Regent Tile, available from www.mattersurfaces.com).
- Covering exposed edges of flooring is recommended.
  - Use product coving or cove base molding on the walls around perimeter of room and protective molding at doorways or areas where the new flooring will fit against existing flooring. Use cap molding on walls if the flooring is installed as coved installation.
  - If the exposed edge of new flooring extends above adjacent existing flooring, a protective molding must be used.
- Installing entrance matting systems at all exterior entrance ways is recommended to maximize the useful life and appearance of the flooring.
- Upon completion of the job, the end user shall sign a Job Completion Ticket.