



## **NAPACORK INSTALLATION & MAINTENANCE INSTRUCTIONS**

**PLEASE READ THE FOLLOWING BEFORE INSTALLING YOUR CORK FLOORING.**

***STOP: CAREFULLY EXAMINE FLOORING FOR COLOR, FINISH, QUALITY AND STYLE BEFORE INSTALLING. IF THIS MATERIAL IS NOT ACCEPTABLE, CONTACT YOUR REPRESENTATIVE IMMEDIATELY. WE WILL NOT ASSUME RESPONSIBILITY FOR INSTALLATION/REMOVAL COSTS AFTER THIS MATERIAL HAS BEEN INSTALLED.***

### **RESPONSIBILITY OF THE OWNER / PROFESSIONAL INSTALLER**

The installer/owner of our cork floor is responsible for the final inspection as far as the grade, manufacture, and the factory finish. When flooring is ordered, 5% must be added to the actual square footage needed for cutting and grading allowance. If an individual piece is doubtful as to the grade, manufacture, or finish, the installer should not use the piece. If a piece is not used due to this, Bamboo Flooring Hawaii, LLC's liability is limited to replacing defective material only, labor costs not included. If proper procedures are not followed, any guarantee that may cover this product may be jeopardized.

### **STORAGE AND HANDLING**

Handle and unload with care. Store in a dry place being sure to provide at least a four-inch air space under cartons, when stored on concrete floors. All cement, plastering, and other "wet" work should be completed and dry prior to storing NapaCork.

### **JOB SITE INSPECTION:**

The building should be closed in with all outside doors and windows in place. All concrete, masonry, framing members, dry wall, paint and other "wet" work should be thoroughly dry. The wall coverings should be in place and the painting completed except for final coat on the base molding. When possible, delay installation of base molding until flooring installation is complete. Exterior grading should be complete with surface drainage directing water away from building. All gutters and downspouts should be in place.

Cork planks may be installed on grade, above grade, or below grade level. Crawl spaces must be dry and well ventilated. Sub floor must be checked for moisture content using appropriate testing method. Moisture content cannot be more than 3 pounds per 1000 sq. ft. per 24 hours. Concrete substrates must have tolerance level within 1/8" in 10'. Fill any low spots with a base leveler and scrape off any high spots. Before installing the floating floor, create a moisture barrier for below grade installation by covering concrete floor with 6 mil polyethylene sheets. Run up the wall 3" and overlap seams 8" then tape the sheets together. Install planks over this moisture barrier.

Cork planks will expand and contract due to climate condition just as all other wood floors do. As a general rule, we recommend 72 hours of acclimation prior to installation to help limit contraction and expansion of the NapaCork. If installed in the winter it is important to leave extra room for expansion, leave an expansion space of 3/8". If installed in the summer, you must install tiles tightly, allowing for contraction.

### **ACCEPTABLE SUBFLOORS:**

Prior to installation, the installer must determine that the job site environment and the sub surfaces involved meet all applicable standards and recommendations of the construction and materials industries. These instructions recommend that the construction and sub floor be dry, stiff and flat.

### **SUBFLOOR REQUIREMENT:**

1. Clean - scrape, broom clean, and smooth. Free of wax, paint, oil, sealers, adhesives, curing agents and other debris.
2. Level/Flat - Within 3/16" in 10' and/or 1/8" in 6'. Sand high areas or joints fill low areas (no more than 1/8" at a time) with a cement leveling compound. Follow the instructions of the leveling compound manufacturer. Leveling compounds must be tested for moisture to ensure they are properly cured and within the manufacturer's specified requirements for proper installation.
3. Fill any cracks with latex floor filler. Apply a primer or thin coat of adhesive on porous and absorbent sub floors to prevent adhesive from "disappearing" into the surface.

#### **Wood Sub floor**

Structurally Sound - Wood sub floors should be at least 18" above the ground. Crawl spaces must be covered 100% by a vapor retardant of 6 mil black polyethylene. Vents should be properly located to foster cross ventilation. Nail or screw any loose areas that squeak. Replace any water damaged, swollen or delaminated sub flooring or underlayment. Avoid sub floor with excessive vertical movement unless they have been properly stiffened prior to the installation of the cork flooring. Dry-check moisture content of the sub floor; moisture content of wood sub floors should not exceed 12%.

All moisture tests must be documented prior to installation for NapaCork warranty to be in effect. If you wish to use an additional underlayment/ sub floor, we recommend NapaCork's ¼" or ½" cork underlayment. You may want to use sheet vinyl as an underlayment for extra protection against moisture.

#### **Concrete Sub floor**

Cork flooring can be laid directly on dry concrete, but to avoid moisture concerns, it is recommended that you use 6 mil polyurethane for a moisture barrier (run up the wall 3", overlap seams 8", and tape sheets together). Surface preparations using mechanical methods such as sanding or scouring with open coat paper or a titanium disk is recommended. All moisture tests must be documented prior to installation for NapaCork warranty to be in effect.

### **TOOLS FOR INSTALLATION:**

NapaCork flooring panels, ½" wedges, chisel, crowbar, mallet, measuring tape, polyethylene (optional), ruler, saw, wood block

### **RECOMMENDATIONS FOR INSTALLATION:**

- ◆ NapaCork flooring may be installed over the existing flooring. (Just be sure that existing flooring is level.)

- ◆ Plan the installation before starting. Measure the area where the flooring is to be installed. Generally, the last row of flooring would have to be cut longitudinally to adjust. If the flooring remains thin, the first row of flooring should also be cut to match the dimensions of the flooring in the last row.
- ◆ Do not adhere the flooring to the ground with glue, nails or screws.
- ◆ Use a polyethylene film to protect flooring from sub floor moisture.
- ◆ Always leave a 1/2" space between flooring and perimeter of walls to allow for expansion.

### **NAPACORK INSTALLATION:**

1. Lay polyethylene film on sub floor. (Optional Step.)
2. Cut the doorframes down, allowing the floor to fit below them.
3. Begin installation off perimeter wall using wedges to keep floor 1/2" from wall
4. Start by placing panels left to right, so that the tongue of the first panel faces the wall. Put the tongue of the next panel into the groove of first panel at a slight angle and press lightly on the grooved panel. Then close the joint using a wood block and mallet. (Do not hammer directly on the panel.)
5. Using a crowbar, close the joint on the last panel of the row and insert wedges between floor and wall.
6. Cut the last panel of the first row and place this remaining piece at the beginning of the second row and so on, so that the groove and ridge are facing each other.
7. Use the remainder panel on the following rows. The last row should be at least 3 inches wide. Fit the panel lengthwise first and then close the joint using the mallet and block on the grooved side, then join transversal ridges and grooves.
8. At the other side of the wall, place panel to be cut over last row and cut lengthwise. Remember to leave 1/2" space, mark and cut off.
9. Fit the panel manually and adjust using the crowbar.
10. Take out wedges and cover outer gaps with a baseboard.

### **MAINTENANCE:**

Do not wash for at least 5 days after installing your NapaCork flooring. Clean regularly with moist cloth or vacuum (CAUTION: Older style vacuum cleaners have beater bars that may damage your NapaCork flooring). We recommend a dampened Swiffer. Do not use water directly on the floor and avoid using excessive water.

Varnished tiles can be treated with a liquid polish (never wax) and buffed. To refinish, use a buffing machine with 120 grit sanding screen to ruff up the finish. Then seal the pre-finished floor with additional coats of polyurethane. Water based urethane with a high urethane content is best. The life of the finish will last longer when it is maintained properly by cleaning off gravel and dirt regularly.

With proper care and maintenance your NapaCork Floor should last a lifetime!