



## Carpet Tile Installation Guide

To install carpet tiles, it is important to first check the manufacturers instructions to see whether or not they require adhesive to be laid. This will affect how you prepare and what you will need to buy in preparation:

- With Adhesive: If they require adhesive, look for one suitable for carpet tiles. This can come in spray form or in a tub to be laid with a trowel at a 45 degree angle. Do not cover both the tile and the floor with adhesive, or these will be hard to remove for mistakes or future redecoration.
- Without Adhesive: If the tiles do not require adhesive, they may have a sticky back. Otherwise, they should be laid dry and optionally with double-sided tape every three rows for an extra secure floor. Tile tabs may also be used on the corners of the tiles to stick them to the floor and each other. Wall to wall carpet tiles generally will be fine laid dry.

### Before Installation:

- Ensure the sub-floor is flat and level before you begin. If it isn't, you may use a self-levelling compound.
- Flattening the sub-floor includes hammering in any nails sticking out, sanding any uneven wood if needed, making sure adhesive from any previous floors is removed and any holes are filled with a shrink-proof water resistant levelling compound.
- Ensure the sub-floor is also clean of debris and completely dry. As long as this is the case, carpet tiles can be laid onto any sub-floor or surface that is wax-free.
- If installing over floorboards, ensure these are covered with thin ply or flooring grade hardwood unless stated otherwise by the manufacturer.
- Allow the tiles to acclimatise in the room they will be laid for 24 hours.
- Only install tiles whilst the temperature in the room is 10-32 degrees.

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### Laying Carpet Tiles

- Determine the midpoint of each wall by measuring the wall lengths and dividing by two.
- Place the midpoint of the tile against a midpoint of one of the walls.
- Draw an outline of the tiles edges that are pointing towards the opposite wall, and repeat this on the opposite wall.
- Connect the lines on one side of the room to the lines on the other with chalk so you have two parallel lines across the X axis of the room.
- Repeat the same process for the Y axis, so a crosshair is created in the centre of the room that the first tile can be placed into.
- Dry lay a row of carpet tiles along the marked out lines, so there is a cross shape of tiles on the floor. Make sure the tiles are closely butted together.
- Adjust the ends if necessary by cutting the end tiles for a better fit. Always cut tiles from the back and face the cut side towards the wall.
- Check the direction of the carpet tile so you know which way it is facing before laying. Take note of the pattern (e.g. Quarter Turn) recommended for the product, which can be found listed in our product descriptions or on the manufacturers website. This determines which way each tile needs to face.
- Stick down the tiles as per instructions of the manufacturer or adhesive.
- After completing the cross pattern, work on filling in each corner from inside to outside, ensuring the tiles are butted closely together.
- Once completed, go over the floor with a roller to ensure everything is well connected and/or stuck down.
- It is recommended to not use the floor for 5-7 days for a more successful installation.

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