



RESILIENT DESIGN

Property Management
Installation, Care and
Maintenance Guide

Sheet Vinyl Flooring



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There are two methods of installation suitable for IVC Property Management sheet vinyl flooring

The installation method used is dependent upon the day-to-day activities and the overall floor dimensions.

1. Releasable Full Spread Installation Method using Pressure Sensitive Adhesive (most common)
2. Permanent Full Spread Installation Method (must be used for "special needs" installations, all new construction and cold crack warranty jobs) PLEASE NOTE that if you elect to permanently install your IVC property management flooring using this method as opposed to the Releasable Installation Method with Pressure Sensitive Adhesive that labor rates exceeding residential releasable removal and underlayment will not be covered.

Please contact IVC Technical Services at 888-225-8287 with any questions.

Releasable Full Spread Installation Method using Pressure Sensitive Adhesive

Materials Required for Installation

- 3/8" short nap paint roller
- IVC FLEX-TECH Pressure Sensitive Releasable Adhesive
 - If unavailable, approved secondary alternatives include:
 - Taylor 2037
 - Henry® 650 R

NOTE: IVC will not be held responsible for problems that may arise for approved secondary alternative adhesives. Please contact the approved secondary alternative adhesives' manufacturer with issues.

- IVC FLEX-SEAM Premium Seam Bond
 - If unavailable, approved secondary alternatives include:
 - Taylor 2062

NOTE: IVC will not be held responsible for problems that may arise for approved secondary alternative seam sealers. Please contact the approved secondary alternative seam sealer's manufacturer with issues.

- Acrylic Double Face Tape for Vinyl Floors
- Sharp Utility Knife
- Straight edge
- Push broom
- IVC FLEX -PRIM Acrylic Latex Primer (if priming the floor is necessary)

For acceptable underlayments, see next page



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Acceptable Underlayments

- Wood underlayments
Wood underlayment panels require a double layer construction and must be underlayment grade as specified and warranted by the manufacturer. Always fasten underlayment panels in accordance with the manufacturer's recommendations. Any failure of the underlayment or IVC flooring as a result of the underlayment is NOT the responsibility of IVC. Any porous wood underlayment must be primed.
- Concrete
- VCT (well bonded, on and above grade)
- Ceramic (well bonded) with a skim coat
- Terrazzo (well bonded)
- Self-leveling and patching compounds (latex fortified Portland cement based only)
- Resilient floor (no more than 2 layers, well bonded, non-cushioned – residential applications only)
- Radiant heat floors (not exceeding 85°F (29°C) and approved by the manufacturer for the use of their product with resilient vinyl flooring applications)
- Gypcrete can be utilized when necessary due to radiant heat and in high rise buildings. Gypcrete must be sealed using IVC FLEX-PRIM Acrylic Latex Primer to stabilize the surface for adhesive bond. All issues with gypcrete cracking, crumbling, powdering and resulting in the release of adhesive bond are NOT warranted by IVC.
- OSB (underlayment grade)
OSB underlayment panels must be underlayment grade as specified and warranted by the manufacturer. Underlayment panels and joints must be fastened and reinforced according to manufacturer's instructions. Completely sand the floor with a floor sander, so that the floor is smooth and flat. Note: The chips in OSB overlap. Without sanding properly, OSB has high and low spots throughout the floor that could telegraph through the vinyl.
 - Surface must be primed using IVC FLEX-PRIM Acrylic Latex Primer.
- Particle board (underlayment grade)
Particle board underlayment panels must be underlayment grade as specified and warranted by the manufacturer.
 - Surface must be primed using IVC FLEX-PRIM Acrylic Latex Primer.

Floor Preparation

Floor must be clean, smooth, flat and dry. Remove all foreign substances such as wax, grease, dirt, construction markings and contaminants, and any substance or chemical that would interfere with a good bond. Fill all holes and cracks with a latex fortified Portland cement based patching compound. Sand high spots to eliminate the possibility of telegraphing. Prime floor if needed with IVC FLEX-PRIM Acrylic Latex Primer to prevent over absorption of adhesives, dust containment, and to ensure a better bond of the adhesive to the subfloor.

Moisture levels at the time of installation of concrete slabs during and after installation must be 5 lbs. or less per 1000 square feet per 24 hours using an anhydrous calcium chloride test according to ASTM F-1869, and pH must be between 5 and 9; or, if using ASTM F-2170 In-Situ Probes should be less than 75% relative humidity.

Inspection of flooring material prior to installation is required. Any defects should be immediately reported to the retail store from which the flooring was purchased before installation. IVC will not be responsible for labor costs to repair or replace material with defects that were apparent before or noticed at the end of an installation.

The job site and all flooring material and adhesive must be kept for 24 hours before, during and after installation between 65° F and 85° F (18°C and 29°C).



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Releasable Installation Method using Pressure Sensitive Adhesive Steps

Step 1

Prepare substrate in order for the surface to be clean, smooth, flat and dry. Under cut all wooden door jambs to maintain a 1/8" relief gap.

Step 2

Place acrylic double face tape at all doorways where a transition strip is needed, next to sliding doors, in front of tubs and shower stalls, and similar areas where an expansion gap will not be covered with trim. Place double face acrylic tape around all floor vents to eliminate air migrating under vinyl causing bubbles. Do not tape along walls or around perimeter of room, as this is not perimeter install flooring.

Step 3

Align the pattern with the most dominant wall to achieve the best appearance in the room. Using a sharp utility knife, trim away excess material along the walls, at cabinets, etc., leaving approximately 2" of vinyl at these areas to be trimmed off later (rough cut). Never install cabinets on top of sheet goods installed with releasable adhesive.

Step 4

IF A SEAM IS REQUIRED, PLEASE FOLLOW THE "SEAMING INSTRUCTIONS IN A RELEASEABLE FULL SPREAD INSTALLATION METHOD WITH PRESSURE SENSITIVE ADHESIVE."

Step 5

Make relief cuts at corners and projections to allow the material to lay flat before the final cuts are made. Final trimming should be done by cutting in with a utility knife or trimmer leaving a 1/8" to 1/4" expansion gap. The gap allows for sub-floor movement caused by changes in atmospheric conditions. The material should not touch the wall, corners or objects at any point or bubbles or wrinkles may occur. The material must lay flat to stay flat. Final cuts must be made prior to applying adhesive.

Step 6

Fold back material one half at a time and roll on a consistent layer of IVC FLEX-TECH Pressure Sensitive Adhesive with the 3/8" short nap paint roller.

Step 7

Before placing the material in the adhesive, make sure the adhesive is completely dry (must be dry and tacky to the touch). There should be no transfer of adhesive to material. (A fan can be used to accelerate drying time.) If the adhesive is not completely dry before installation of material, the adhesive will continue to release gasses causing bubbles under the vinyl material.

Step 8

Position the material in place so that no shifting can occur. Do not lift the vinyl into place because it may shift slightly and wrinkle.

Step 9

Starting in the center of the floor, remove air from under material using a push broom (broom method). Do not use any type of flooring roller, i.e. 75 or 100 pound. Do not twist material when placing it onto the adhesive.

Step 10

Repeat steps 6-8 for the remaining portion of the flooring material.

Step 11

Use quarter round or base board to cover the exposed expansion gap. When installing quarter round or any moldings, make sure that they are fastened only to the wall, and do not pinch the material at any point.

* Material not installed in accordance with IVC recommended guidelines, including any and all problems caused by the use of non-recommended adhesive, seam sealer/bond, underlayment and/or improper preparation of the substrate are not covered under the IVC warranty system.



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Seaming Instructions in a Releasable Full Spread Installation Method using Pressure Sensitive Adhesive

1. After adhesive is rolled on and completely dry, position the flooring by over-lapping the seam edges. (Make sure to match patterns.)
2. With a straight edge and a sharp utility knife, cut through both layers of flooring material (double-cut) at the designated match point. Make sure the utility knife blade is held in an upright position for a clean 90 degree cut.
3. Remove and discard waste material.
4. Fold back about 8" of the vinyl on one side of the seam and apply a small bead of IVC FLEX-SEAM Premium Seam Bond to one edge of the vinyl that is on the floor.
5. Tuck the seam edges together and wipe off excess bond/sealer with a clean, damp cloth.
6. Use a resilient flooring type hand roller (or wallpaper seam roller) to squeeze out any remaining bond/sealer from the seam. Immediately clean seam with a damp cloth followed by a clean, dry cloth.
7. Protect the seam and allow it to dry (approximately 6 hours).

Additional Instructions/Notes

- Always inspect the flooring thoroughly before installation.
- DO NOT slide or roll heavy appliances or furniture over or across the flooring. Always lift objects and place them on the flooring or reposition appliances and furniture using hardboards or sliders between the object and flooring while gently repositioning them.
- In-floor heat/AC registers may rest on the vinyl floor, but leave space under registers that are attached to the floor or wall. They should not pinch the flooring material. Be sure to allow a larger opening around the screw to enable movement.
- Apply caulk next to bathtubs, showers, sliding doors or similar areas.
- For bathroom installations, it is not necessary to remove the toilet. Make relief cuts around the perimeter of the toilet and make sure the vinyl flooring is laying flat before trimming off the excess material. Apply caulk around the toilet, next to bathtubs and showers to prevent moisture from getting under the vinyl. Note: if there is a ceramic sanitary cove and no place to install trim mold, you can apply caulk around the walls.
- Make sure furniture legs have large surface, non-staining plastic floor protectors or non-staining felt pads. The protectors should be at least one inch in diameter and rest flat on the floor. The heavier the item, the wider the floor protector should be. Replace small, narrow metal or dome-shaped glides with smooth, flat glides that are in flat contact with the floor.
- Do not use a trowel for application of pressure sensitive adhesive.
- Never use tape around the perimeter of the room.
- Never apply IVC Property Management to wet adhesive. This could cause permanent bond or wrinkling.
- For metal door jambs that cannot be undercut, leave a 1/8" expansion gap and caulk with 100% silicone caulking.



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Permanent Full Spread Installation Method

The Permanent Full Installation Method can be used for “special needs” areas, such as those with rolling traffic, extremely high traffic, or areas with accelerated concrete moisture up to 8 lbs. The permanent full spread installation method must be used in new construction. However, PLEASE NOTE that if you elect to permanently install your IVC flooring using this method as opposed to the Releasable Installation Method that labor rates exceeding residential releasable removal and underlayment will not be covered.

Materials Required for Installation

- 1/16" X 1/32" X 1/32" U notch trowel
- IVC iGrip Permanent Adhesive for Sheet Vinyl
 - If unavailable, approved secondary alternatives include:
Taylor 2091 (commercial)
Henry® 650 P

NOTE: IVC will not be held responsible for problems that may arise for approved secondary alternative adhesives. Please contact the approved secondary alternative adhesives' manufacturer with issues.

- IVC FLEX-SEAM Premium Seam Bond
 - If unavailable, approved secondary alternatives include:
IVC Infuze Permanent Seal Sealer
- IVC FLEX-PRIM Acrylic Latex Primer
- Acrylic Double Face Tape for Vinyl Floor
- Sharp Utility Knife
- Straight edge
- 100 lb. roller
- Plastic putty knife, 2 clean cloths and appropriate cleaner

Acceptable Underlayments

Wood underlayment

Wood underlayment panels require a double layer construction and must be underlayment grade as specified and warranted by the manufacturer. Always fasten underlayment panels in accordance with the manufacturer's recommendations. Any failure of the underlayment or IVC flooring as a result of the underlayment is NOT the responsibility of IVC. Any porous wood underlayment must be primed.

- IVC does not recommend installing resilient flooring over wood flooring or subfloors applied directly over concrete or sleeper-construction floors.

Concrete – See Grade Levels below:

Suspended: An acceptable suspended floor is a concrete or wood substrate with a minimum of 18" (460mm) of well-ventilated air space beneath it. IVC recommends that a moisture vapor barrier be placed on the ground below the air space.

On-Grade: An acceptable on-grade floor is a concrete substrate in direct surface contact with the ground at the surrounding ground level. The concrete slab should be protected from moisture penetration and incorporate a proven moisture vapor barrier.

Below-Grade: An acceptable below-grade floor is a concrete substrate partially or completely in contact with the ground below the average surrounding ground level. The concrete slab should be protected from moisture penetration and incorporate a proven moisture vapor barrier.

VCT (well bonded, on and above grade)

Ceramic (well bonded)

Terrazzo (well bonded)

Self-leveling and patching compounds (latex fortified Portland cement based only)

Resilient floor (no more than 1 layers, well bonded, non-cushioned – residential applications only)

Radiant heat floors (not exceeding 85°F (29°C) and approved by the manufacturer for the use of their product with resilient vinyl flooring applications)



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OSB (underlayment grade)

OSB underlayment panels must be underlayment grade as specified and warranted by the manufacturer. Underlayment panels and joints must be fastened and reinforced according to manufacturer's instructions. Completely sand the floor with a floor sander, so that the floor is smooth and flat. Note: The chips in OSB overlap. Without sanding properly, OSB has high and low spots throughout the floor that could telegraph through the vinyl.

- Surface must be primed using IVC FLEX-PRIM Acrylic Latex Primer.

Particle Board (underlayment grade)

Particle board underlayment panels must be underlayment grade as specified and warranted by the manufacturer.

- Surface must be primed using IVC FLEX-PRIM Acrylic Latex Primer.

Unacceptable Surfaces

- Inter-flex and any perimeter bonded products
- Any floating floor system
- Resilient tile installed below grade
- Carpet
- Cork
- Cushion-back vinyl

IVC will not warrant or accept responsibility of any kind for flooring failures related to the use of unacceptable substrates and surfaces.

Floor Preparation

Floor must be clean, smooth, flat and dry. Remove all foreign substances such as wax, grease, dirt, construction markings, paints, sealers and contaminants, and any substance or chemical that would interfere with a good bond. Fill all holes and cracks with a latex fortified Portland cement based patching compound. IVC only recommends the use of latex fortified Portland cement based products as a satisfactory patching or leveling compound.

IVC recommends priming extremely porous floors with IVC FLEX -PRIM Acrylic Latex Primer to prevent over absorption of adhesives, dust containment, and to insure a better bond of the adhesive to the subfloor/underlayment.

Moisture Testing: It is the responsibility of the flooring contractor and the installer to confirm all concrete substrates, both old and new, for moisture transmission using the Calcium Chloride Moisture Test according to ASTM F-1869. Moisture vapor transmission should not exceed the recommended levels of 8 lbs. or less per 1,000 sq. ft. in 24 hours. This test should be performed and documented prior to installation. A second testing option determines relative humidity in concrete floor slabs using In-Situ Probes, which should be less than 90% RH per ASTM F-2170 before, during and after installation. These acceptable moisture readings are only applicable when using iGrip adhesive for sheet vinyl.

PH LEVELS: PH must be between 5 and 9

Inspection of flooring material prior to installation is required. Any defects should be immediately reported to the retail store from which the flooring was purchased before installation.

IVC will not be responsible for labor costs to repair or replace material with defects that were apparent before or noticed at the end of an installation. The job site and all flooring material and adhesive must be kept for 24 hours before, during and after installation between 65° F and 85° F (18°C and 29°C).

PLEASE NOTE: If removal of existing resilient floor covering is required, follow all recommended Resilient Floor Covering Institute (RFC) work practices at www.rfci.com.



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Trowel Specifications		
Application Width x Depth x Spacing	Spread Rate	Type of Installation
1/16" x 1/32" 1/32" U Notch Trowel (1.6 mm x 0.8 mm x 0.8 mm U)	Up to 350 sq. ft./ gal (Up to 8.6 sq. meters/ liter)	Porous and Non-Porous Substrates

Permanent Full Spread Installation Steps

Step 1

Align the pattern with the most dominant wall, and using a sharp utility knife trim away excess material along the walls, cabinet and other permanent objects, leaving approximately 2" of material to be trimmed off later.

Step 2

Make relief cuts at corners to allow the material to lay flat before the final cuts are made. Final trimming does not require a 1/8" to 1/4" expansion gap when using IVC iGrip Permanent Adhesive for Sheet Vinyl as this is a permanent installation.

Step 3

Fold back half of the material and apply IVC iGrip Permanent Adhesive for Sheet Vinyl to the substrate using the appropriate trowel. If a seam is required, leave an 18" dry zone at the edge of the seam. Then follow the Seaming Instructions in a Permanent Full Spread Installation found below.

Step 4

Do not immediately place the material into wet adhesive. To avoid bubbling, allow time for the adhesive to flash before positioning the material. There will be a slight transfer of adhesive to the skin when it's ready for installation. Do not allow the adhesive to dry completely.

Step 5

Slide the material in place and remove air and vapors under the material using a 100 lb. roller over the entire adhered vinyl.

Step 6

Repeat steps 3-5 for the remaining half of the flooring material.

Seaming Instructions in a Permanent Full Spread Property Management Installation

1. After positioning the flooring, over-lap the seam edges (Make sure to match patterns).
2. Double cut through the all layers of vinyl, creating a compression fit when the seam edges are joined.
3. Fold back both sides of the seam area and apply the IVC iGrip Permanent Adhesive for Sheet Vinyl to the dry zone. Allow the adhesive to flash before placing the material into the adhesive.
4. Place one side of vinyl into the adhesive and roll the seam using a 100 lb. roller.
5. Apply small bead of IVC FLEX-SEAM Premium Seam Bond or Infuze Seam Sealer along the edge of the installed vinyl.
6. Place the edge of the uninstalled vinyl against the edge of the installed vinyl and press into place.
7. Remove excess bond/sealer using a plastic putty knife followed by wiping the seam area using a clean dry cloth followed immediately with a clean cloth dampened with appropriate cleaner.
8. Using a clean cloth, repeat until all residue is removed from the surface of the vinyl and protect the seam for six hours minimum.

See additional notes on next page.



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Additional Instructions/Notes

- Always inspect the flooring thoroughly before installation.
- DO NOT slide heavy appliances or furniture over or across the flooring. Always lift objects and place them on a hard board between the flooring and object and gently reposition them.
- Use caulk next to bathtubs, showers, sliding doors, patio doors, around metal door jambs or similar areas.
- For bathroom installations, it is not necessary to remove the toilet. Make relief cuts around the perimeter of the toilet and make sure the vinyl flooring is laying flat before trimming off the excess material. Apply permanent flexible caulk around the toilet, next to the bathtubs and showers to prevent moisture from getting under the vinyl. Note: if there is a ceramic sanitary cove and no place to install trim mold, you can apply silicone caulk around the walls.
- Make sure furniture legs have large surface, non-staining plastic floor protectors or non-staining felt pads. The protectors should be at least one inch in diameter and rest flat on the floor. The heavier the item, the wider the floor protector should be. Replace small, narrow metal or dome-shaped glides with smooth, flat glides that are in flat contact with the floor.
- Never tape around the perimeter of the room.



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IVC Property Management Care & Maintenance Guide

Your IVC luxury fiberglass vinyl flooring will provide years of carefree use. You will find that it is not only beautiful, but durable. It is also much easier to maintain than most other flooring products, thanks to its tough protective finish and moisture resistance. It only takes a few simple care and maintenance steps to keep your IVC floor looking beautiful for years to come.

To keep your floor clean, following these proper care and maintenance guidelines

- Sweep the floor regularly with a soft bristle broom to remove loose dirt.
- Wash the floor with non-abrasive, neutral PH floor cleaner.
- For everyday maintenance, a mop moistened with warm water will suffice.
- Spills should be cleaned up immediately.
- Ensure furniture legs have large surface, non-staining plastic floor protectors or non-staining felt pads. The protectors should be at least one inch in diameter and rest flat on the floor. The heavier the item, the wider the floor protector should be. Replace small, narrow metal or dome-shaped glides with smooth, flat glides that are in flat contact with the floor.
- Heavy furniture or appliances that are not moved often should be equipped with flat, non-staining composition furniture or cups of appropriate size.

DO NOT USE the following on your vinyl flooring

- Soap based detergents
- Abrasive or mop and shine products
- Floor wax
- Vacuum cleaners with a rotating beater bar
- Ammonia or bleaches*

**For spot treatment, a diluted 1/10 solution of bleach/water is tolerable for stain removal.*

NOTE: Always read the cautionary information on all cleaners prior to use!

IMPORTANT: Never push, pull or drag furniture, appliances or other items across the floor. When moving furniture or heavy items, always lift and carry the items. Place hardboards between the flooring and object to move.



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How to Treat Stains, Spills and Scuffs

Follow the remedies in order. Unless instructed otherwise, use a clean, white cloth or towel with products recommended for vinyl flooring. Always rinse the affected area with clean water after treatment.

The Stain or Spill – acids, alkalis, blood, ketchup, mustard, food, fruit, fruit juices, candy, cleaners, strong soaps, dye, dye markings, urine and feces, grass, iodine, mercurochrome and rust

The Remedy

- First, remove as much solid material as possible.
- Scrub area with cleaner full strength.
- Rub the area with a 10 to 1 dilution of water to liquid bleach.
- Rub the area with isopropyl alcohol.
- If rust stain does not respond, use lemon juice or a cream of tartar solution.

The Paint & Solvent Spills – Dry cleaning fluids, lacquer and latex paint, nail polish, solvents, oil-based paints, wood stains and varnish

The Remedy

- If substance is dry, gently peel it from the floor. Avoid sharp instruments that could scratch floor.
- Scrub area with non-abrasive cleaner.
- Rub lightly with odorless mineral spirits or paint thinner.

NOTE: Do not use acetone or nail polish remover!

Substances That Won't Wipe Up – adhesives, chewing gum, oil, grease, candle wax and tar

The Remedy

- First, remove as much solid material as possible.
- Carefully remove excess with a spoon or fingernail.
- Scrub area with non-abrasive cleaner.
- Rub lightly with odorless mineral spirits, isopropyl alcohol or lighter fluids.

Scuffs & Smudges – rubber heel marks, shoe polish, scuffs and smudges

The Remedy

- Rub the scuff with fingertip, rubber will come right off. The friction from the rubbing will remove rubber.
- Scrub area with non-abrasive cleaner.
- Rub lightly with isopropyl alcohol or lighter fluid.

CAUTION!

Isopropyl alcohol, lighter fluid, odorless mineral spirits and paint thinner are flammable solvents. Carefully read and follow cautionary information on their perspective labels. Keep traffic off treated area for 30 minutes.