PRO™
PORTAFLOOR®

PortaFloor® PRO — Rollable Event Flooring™

Installation and Maintenance Guide

The contents of this document are accurate at the time of publication; however, new features can be added at any time. For updates of this document, or if you have any questions, feel free to contact:

PortaFloor® — Rollable Event Flooring™
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Manufacturer:

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Salt Lake City, Utah 84104
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Preparation

Each installation has its own unique requirements, depending on location, type of facility, and other factors. Please read these instructions carefully before proceeding.

Tools and Accessories

Tools:
- Dry line
- Measuring tape
- Utility knife

Accessories and Options:
- PortaFloor Deploy Cart™ and Pipe(s)
- Storage Strap(s) 1 in. x 15 ft. with buckle
- Tile Shear

Time Requirements

Installation time will vary depending on ambient conditions, product storage conditions, the size of the area to be covered, the size and expertise of your crew, and means of flooring transport. The initial installation of the product may require more time than subsequent installations.

Temperature Acclimation

PortaFloor tiles will expand and contract with changes in temperature. It is recommended that the tiles be unrolled or removed from the pallet and allowed to acclimate to the conditions where they will be used before completing the installation. If the tiles are not unrolled, temperature variances may occur throughout the roll and may cause problems later. Tiles that are not properly conditioned may expand unevenly, resulting in bunching or buckling of the flooring surface. PortaFloor tiles will expand more in the lengthwise direction (see Figure 1, below).
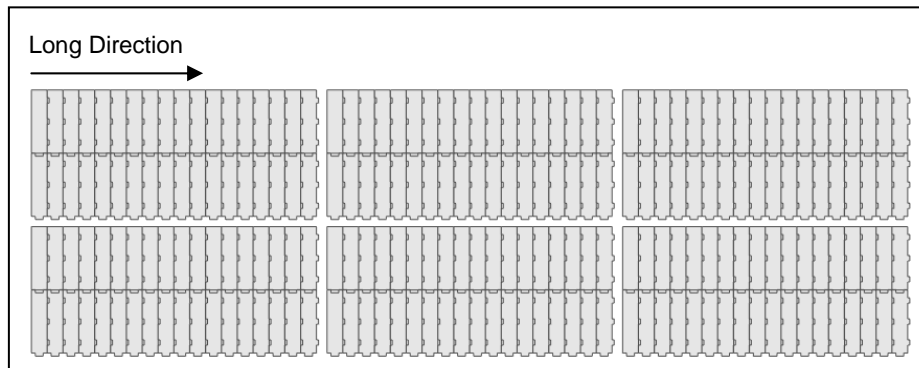

Long Direction

Figure 1

Installation

Set dry lines to keep the installation square. Maintain a minimum of 1 inch (2.5 cm) away from walls, poles, or other obstructions.

Be sure the tiles are all facing the same direction so that they will snap together correctly.

Note:It may be beneficial to divide the installation crew into two groups, with one group unrolling and laying out the tiles, and a second group following along and snapping the sheets together.

Initial Installation from a Pallet

1. Establish a starting point for the installation. The first tile should be placed with the slots facing the installation direction (see   Figure 2 below). Subsequent tiles will snap into the first by placing the tabs in the slots (Figure 3).
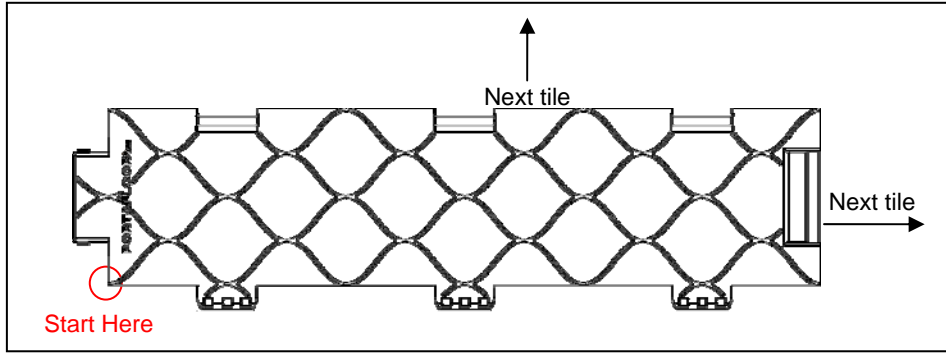
Figure 2

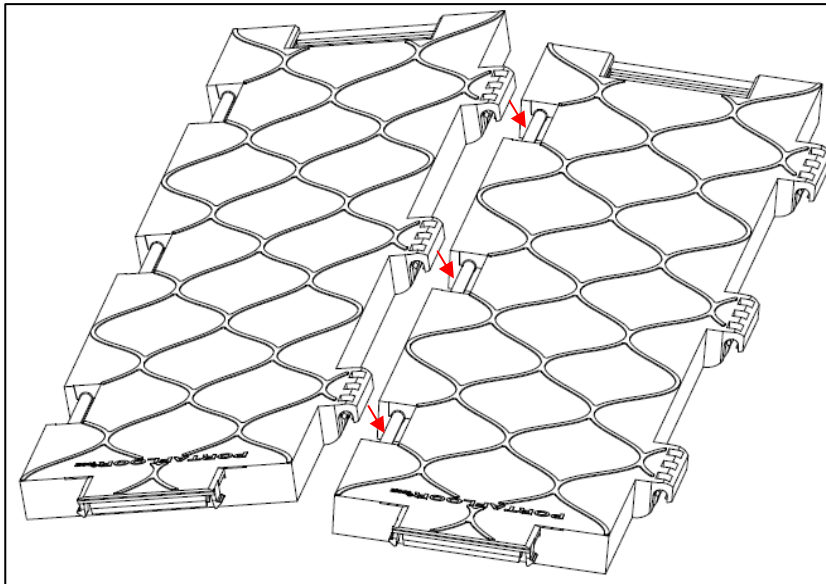**Figure 3**

2. The tiles may be installed in a stair-step fashion to allow them to acclimate as the installation proceeds (see Figure 4).
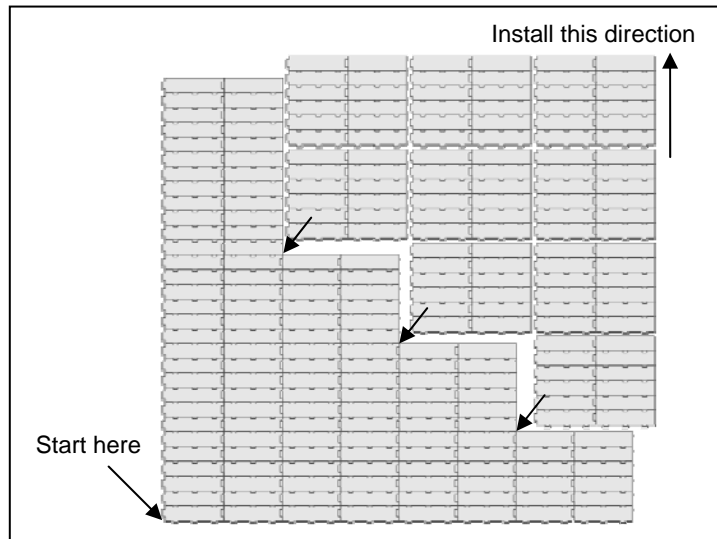

Figure 4

3. Align the locks and apply pressure to connect and lock sheets in place. Make sure all tabs have been locked in properly before moving on.

4. Complete the first column, then begin attaching sheets to form the next column, keeping them square to the dry line. Continue the procedure for each column.

Roll Installation

1. Set dry lines to keep the installation square. Maintain a minimum of 1 inch (2.54 cm) away from walls, poles, or other obstructions. If PortaFloor Ramp Edge™ will be used, allow at least 6 inches (15 cm) between the flooring and the dry line.

2. Establish a starting point for the installation. Roll out the first rolls of flooring, covering the full length of the event flooring area to create a column. (See Figure 5). Make sure all rolls are laid out squared to the dry lines and the locks are facing in the same direction (see Figure 4).

   Leave a 1-inch (2.5 cm) gap between rolls to give the flooring time to acclimate and expand before connecting them together.
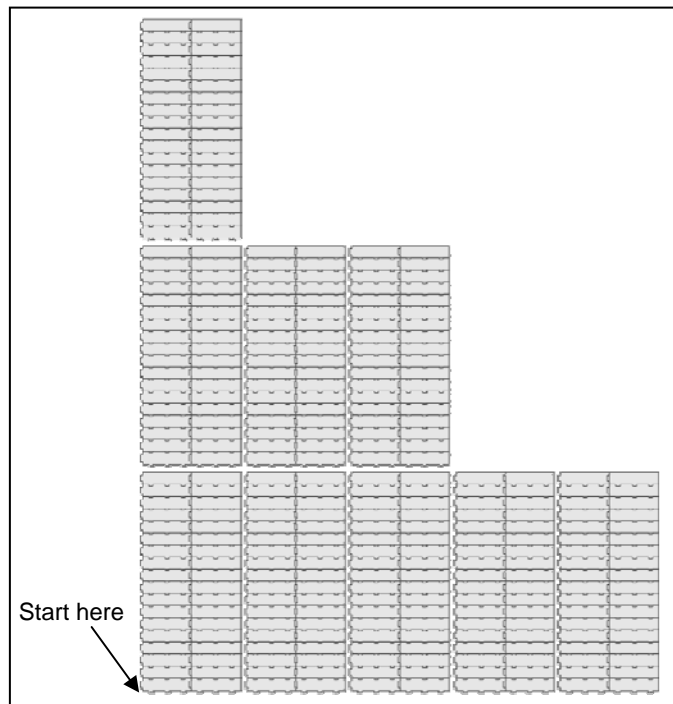

Figure 5

3. Once the first rolls have had time to acclimate, connect the first column together by aligning the locks and stepping on the flooring to lock in place.

4. Continue rolling out rolls in columns, leaving a gap for expansion, checking for square, and then connecting the columns and rolls together before moving to the next row.

5. The columns may be installed in a stair-step fashion to allow them to acclimate as the installation proceeds.

PortaFloor PRO Ramp Edges

Ramp edges can be used around the perimeter of the flooring surface for a transition to the subsurface. The PortaFloor ramp edge system is made up of long edge ramps, short edge ramps, and two adaptor parts.

1. Install the corresponding ramp edge to the PortaFloor PRO rollable event flooring by aligning the locks and applying pressure to the flooring to lock in place (see Figures 6-8).

2. To install ramp edges with adaptors, align the flooring and ramp edge. Press on the adaptor to lock it onto the ramp edge and flooring (see Figures 7 & 8).
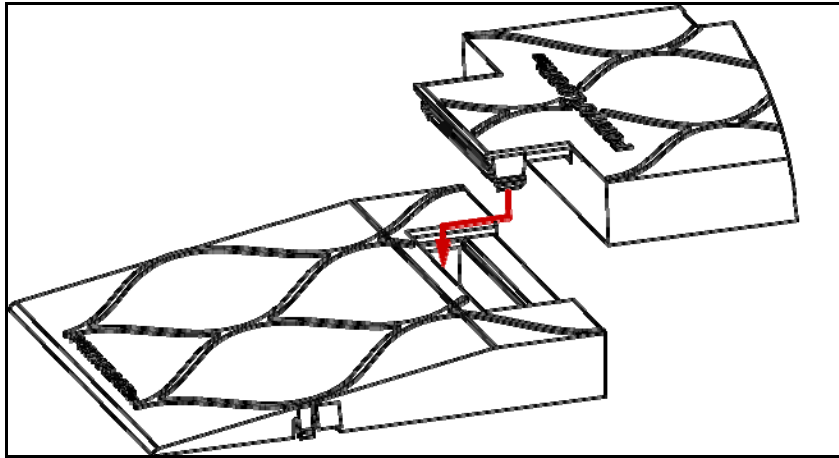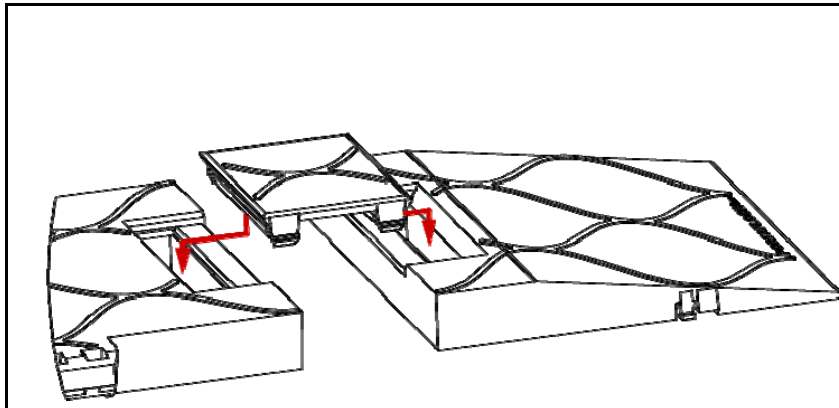
Figure 6. Short Edge Ramp

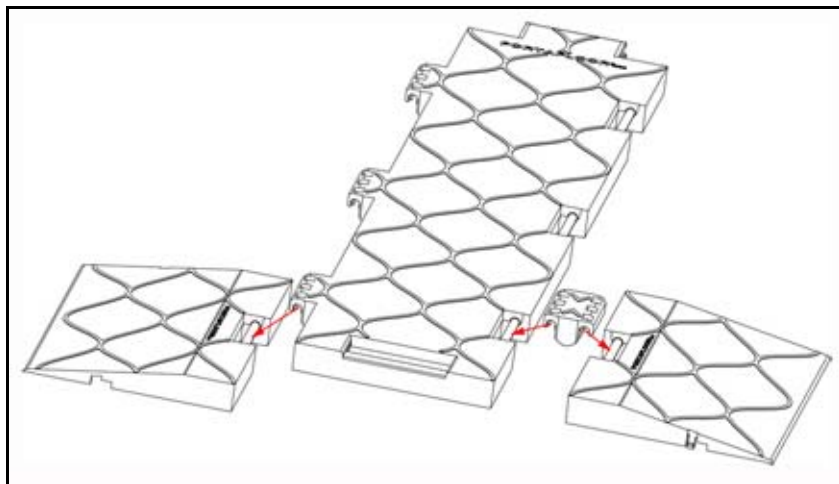**Figure 7. Short Edge Ramp with Adaptor**

Figure 8. Long Edge Ramp & Long Edge Ramp with Adaptor

Finish Work

It may be necessary to trim tiles to fit doorways, oval arenas, or other fixtures. Keep in mind that any trimming you do permanently changes the trimmed tiles. You may wish to set aside or mark any trimmed tiles so that those can be used in the same place(s) each time.

1. Measure and make a light cut along the line using a utility knife.

2. Double check your line, if desired, and then make a definitive cut through the full thickness of the tile. It might take more than one cut to get through the tile. Optionally, you can also use the Tile Shear.

3. Where applicable, finalize the installation by connecting PortaFloor® Ramp Edge™ or cove base along the outside edge. Ramp Edge provides a smooth transition from the substrate surface to the PortaFloor - Rollable Event Flooring™ surface. Cove base is typically glued to the wall and overlaps the trimmed edges of the PortaFloor product.

Disassembly

Tools for Disassembly
- Measuring tape

Accessories and Options
- PortaFloor Plastic Pipes
- Storage Strap(s) 1 in. x 15 ft. with buckle

Although you can disassemble PortaFloor — Rollable Event Flooring into sheets and store on pallets, it is recommended that you roll up the flooring to save time during the next installation.

Storage in Rolls

Make sure you have the proper number of Portafloor plastic pipes to store the product.. For further information, contact the manufacturer at 1-800-487-7655 or visit www.portafloor.com.

Refer to the Quick Specifications sheet for both shipped sheet size and storage specifications for flooring rolls. Contact the manufacturer at 1-800-487-7655 or visit www.portafloor.com for the most current specifications.

Separate the flooring into 4'-wide (122 cm) by 100 foot long (3048 cm long) sections (herein 4 x 100 sections).

1. Starting at one corner, count out 4'-wide sections (2 tiles wide).

2. Measure and mark the length at 100' along each column to store in rolls. For storage on pallets, separate columns into sheets 2 tiles by 6 tiles (see Figure 9).
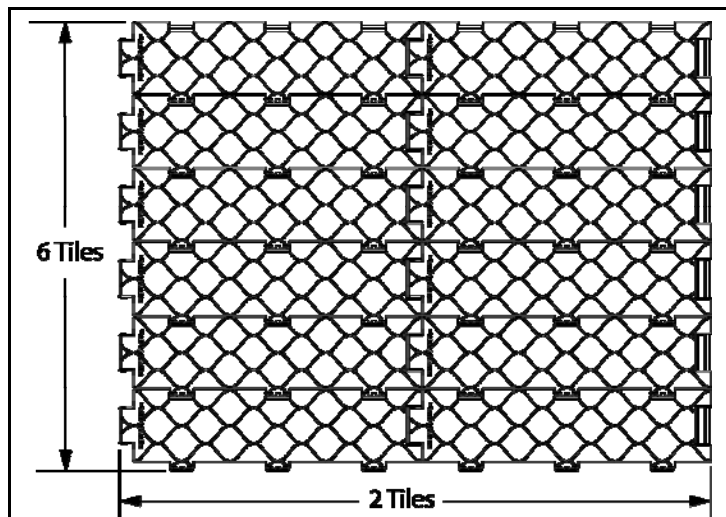

Figure 9