

NATIONAL FLOOR COVERING ASSOCIATION

INSTALLATION REVIEW GUIDE - CARPET FLOORING

Project Name: _____
 Project Address: _____
 Product Location: _____
 (list room areas) _____
 Owner's Name: _____
 Flooring Contractor: _____ Contact: _____ Phone: _____

Review / Claim No.: _____
 Inspector: _____
 Review Date (D/M/Yr): _____
 Installation Date (D/M/Yr): _____
 Owner's Phone No.: _____

NOTE: Review Evaluations must be based on industry recommendations and applicable NFCA standards.

Review Report: 1 2 3 4
 (Refer to last page)

ITEM	Not Applicable	Acceptable	Not Acceptable	Brief Explanation
Substrate:				
Substrate level				Below Grade ___ on Grade ___ Above Grade ___
Substrate system / type				
Underlayment type / material				
Substrate condition				
Level tolerance				
Testing provided				Moisture Test _____ Alkalinity Test: _____
Environment:				
Environment Condition				Area Temperature: _____ Substrate Temperature: _____
Heating System Type				Humidity Level: _____
Materials conditioned prior to installation				
Materials:				
Carpet Manufacturer / Product				Pattern No.: _____ Lot No.: _____
Cushion Manufacturer / Product				
Material weights				Cushion weight: _____ Carpet weight: _____
Material backing				Cushion: _____ Carpet: _____
Material flaws				Delamination ___ Tuft Loss ___ Fuzzing ___ Shedding ___ Shading ___ Pooling ___ Pilling ___ Other
Material damage				Freight ___ Creased ___ Soiled / Stained ___
Shading / colour variations between rolls				

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ITEM	Not Applicable	Acceptable	Not Acceptable	Brief Explanation
Pattern mismatch between rolls				
Surface indenting				
Surface staining				
Adhesive Type				
Accessories / edgings				Types:
Other:				
Workmanship:				
Substrate preparation (patching, etc.)				
Adhesive application / correct trowel size				
Overall bond of cushion				
Overall bond of carpet				
Tackstrip installation				
Stretched in properly				
Neat / Tight-fits along walls and abutments				
General layout and seam direction				
Seam tightness / appearance				
Seam finish – sealed				
Pattern match / alignment across seams				
Fill placements / locations				
Carpet base installation				
Top-set base installation				
Clean-up of adhesive spills				
General flooring clean-up / scrap removal				
Protective coverings installed				
Damage to wall / door frame surfaces				
Other:				

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Flooring Failure Attributable to:	Not Applicable	Apparent Cause	Brief Explanation
Quality of workmanship			
Type of subfloor / location			
Excessive subfloor irregularities			
Moisture condition in area of failure			
Area flooding			
Excessive or insufficient heat in area			
Subfloor contamination migration			
Adhesive bonding failure			
Lifting of patching compound			
Substrate movement			
Construction / trade damage			
Other:			
Owner Attributable Flooring Failure			
Traffic discoloration			
Sunlight / heat discoloration			
Moving damage (furniture, etc.)			
Surface staining			
Surface stretching / tearing			
Inadequate / incorrect maintenance			
Other:			
Maintenance Information:	Name / Type	Brief Explanation	
Cleaning Frequency Light Heavy			
Cleaning Product Used			
Cleaning Methods Used			
Other:			

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Recommendations: Floor Covering Contractor Replace / Adjust _____

Owner / Builder to assume Responsibility _____

Comments:

Description / Diagram of Area:

Review Reports:

1 Pre-Installation Report Date: _____ Inspector: _____

2 Interim Report Date: _____ Inspector: _____

3 Final Report Date: _____ Inspector: _____

4 Post-Installation Report Date: _____ Inspector: _____