

Index Wide Installation Instructions

These installation recommendations consist of common-sense practices for cork tile and similar products. Installers should rely upon their own professional experience and understanding of their unique requirements to be the best guide to a successful installation.

Each order of Index Wide wallcovering is divided into approximately 25% each of four different tiles: A, B, C, and D. This is to encourage a random, rather than symmetrical patterned effect to the installation. Each tile is marked with a distinguishing color stripe on the back of the tile: A = red, B = green, C = black, and D = blue. Please consult the standard pattern graphic below for the correct orientation and placement of each element. Other configurations are possible; however, the standard pattern is the repeat for which this product was designed.

Tools Needed

Bar level or laser level

Heavy-duty construction adhesive (such as Liquid Nails LN-903, LN-FRP, and Loctite Express)

Standard caulking gun or 1/8" v-notch trowel

Utility knife or table saw and blades

Carpenter's square

Weighted roller

It is recommended that you have access to warm soapy water in the event of getting adhesive on the front of the tile. Any adhesive must be removed with warm soapy water before the adhesive has dried.

Components Provided

Tiles (approximately 25% provided of each):



End-of-Run Trim (as ordered—refer to Step 8):



Standard Pattern

A	B	C	D	A	B	C	D
B	D	A	C	B	D	A	C
C	A	D	B	C	A	D	B
D	C	B	A	D	C	B	A
C	D	A	B	C	D	A	B
A	C	B	D	A	C	B	D
D	B	C	A	D	B	C	A
B	A	D	C	B	A	D	C

Installation Instructions

- 1 Handle the material keeping the felt faces together and the cork faces together to reduce the possibility of damage during installation.
- 2 Inspect the material. Subtle color and texture variations even within the same tile are a normal aspect of this product. It is advisable to inspect for these irregularities and plan the layout accordingly making sure to evenly disperse any minor color variation. In the case of product defect or damage in transit, FilzFelt must be notified within five (5) business days. FilzFelt cannot accept a return or warranty claim on any material that has been installed.
- 3 Allow Index Wide tiles to acclimate to the installation environment. After the shipping crates have been opened, the tiles should be laid out individually on the floor for at least forty-eight (48) hours. Variations in temperature and humidity may affect the size and tiles may be trimmed with a carpenter's square and utility knife to correct any irregularity or discrepancy between tiles.
- 4 While the tiles are becoming acclimatized, clean the work surface. It should be smooth, dry and dust free to allow the best possible adhesion. A Level 4 Finish wall preparation is sufficient.

- 5 Use the bar level or laser level to determine a base level line for your first horizontal course. This line will set the level for the entire installation so it is most important to get this right. Consider whether you will be scribing to the ceiling or floor or both BEFORE setting this level line.
- 6 Tiles are applied according to the standard pattern graphic. Apply heavy-duty construction adhesive to the wall using a 1/8" v-notch trowel. The adhesive should be generously applied to the wall using a roller but not so thickly that the level line is obscured. If you are using a laser level, this will not be an issue. Apply the first four tiles in sequence edge-to-edge, ensuring that the edges are properly butted up against one another, and all are perfectly level. Gently roll over the tiles with the weighted roller, taking care not to smear any adhesive. Finally, using clean fingers, press against the tile to ensure the best adhesion, and then check again for level.
- 7 Repeat the above steps until the first course is completed. Use a carpenter's square and utility knife to cut any custom sizes needed to finish the row. Move down to the next row and follow the above procedure, making sure that the tiles are butted firmly against one another, but not crushed. Continue checking level throughout installation. Repeat until complete.
- 8 If Index Wide will end at an outside corner or in the middle of a wall, End-of-Run Trim may be ordered to conceal the exposed cork edge. This material will match the color of the order or will be another color as specified by the designer. End-of-Run Trim should be installed first using a level in combination with a ledger board to provide the straightest installation. After End-of-Run Trim is installed, the installation can proceed as directed. To permanently apply this material, a bead of silicone adhesive is recommended. A hot-melt adhesive or heavy-duty construction adhesive may also be applied in a single bead down the center of each section. The ends of the trim are finish cut and will butt together to create a seamless look.

Cleaning Instructions

Like any natural fiber, a minimal approach should always be taken to clean wool felt since the cleaning method could potentially do more damage than the stain. The cleaning approach should be (1) dust with a lint roller, (2) vacuum with a clean, soft brush, (3) clean with water and mild detergent, (4) clean with chemical spot remover. **Always test any cleaning method first in an inconspicuous area.**

Wool has a low degree of dry soil pick-up compared with other fibers. However, to remove the accumulation of general airborne debris, wool felt may be cleaned with a standard masking tape lint roller. It is always a good idea to use the lint roller first in any area intended to be spot cleaned. Once per year, it is recommended that the entire surface is given a light vacuum with a clean, soft horsehair upholstery brush. In a clean office environment, it may not be necessary to do this annually. Please note that slight shedding of wool fibers is normal and not indicative of any defect. These loosened fibers are easily vacuumed away and will decrease over time.

If a wet spill should occur, blot up the liquid as soon as possible with a dry cloth to avoid absorption. Avoid aggressive rubbing as this can continue the felting process and change the surface appearance of the felt. For removal of minor stains, if the felt can be removed it is best to obtain the services of a professional dry cleaning company that is familiar with the special care of wool. If not possible, a mild enzyme-based detergent (such as Tide Free) is recommended. Create a dilute solution by adding three parts water to one part detergent in a clean container. Use a clean paper towel to gently blot the detergent into the stain. Press and release, press and release. Using a separate container of just clear water, use clean, moist paper towels to blot more water into the stain. Press and release, press and release. Finish by blotting firmly with clean, dry paper towels until the area is nearly dry.

There are many solvent-based spot removers available. Although they are not recommended except in the case of emergency, the best choices for wool felt are dry cleaning fluids. Be sure to test in an inconspicuous area first. Blot the stained area with a clean cloth soaked in dry cleaning fluid, then blot with a clean cloth until dry.