

1. Using a hammer, chisel, small pry bar and nail punch, gently pry up and remove any molding that comes in contact with the floor surface. The idea here is to expose all edges of the existing floor.
  - A. Begin by removing shoe molding (1/4 Round). To do this, drive the flat edge of a pry bar or chisel carefully under the bottom edge and pry upwards. If more leverage is needed, use a longer pry bar or place a small block of wood under the edge of the pry bar to increase upward force.
  - B. After removing shoe molding, carefully pry out any base molding. This is done best by driving the bent end of a pry bar behind the backside of the molding and prying it away from the wall at the bottom edge. This is to avoid scarring surrounding wall surfaces.
2. Carefully remove all nails from the molding (for safety reasons) and properly discard.
3. After removing all molding, prepare a template for your new floor and luan using a large piece of paper or plastic. (Any plastic sheeting will do, but preferably 3 mil or thicker to prevent stretching and distortion)
  - A. Begin by cutting your paper or plastic to roughly ten inches larger than the general floor dimensions.
  - B. Lay this tracing element in the center of the room and begin spreading it evenly over the entire floor until it reaches all outer edges (against wall base).
  - C. After spreading the tracer element out and removing any wrinkles, begin stapling or tacking it into place around the entire perimeter, spacing out staples or tacks approximately 4 inches apart. (This is to hold the tracer flat and even for cutting)
  - D. Carefully cut the tracer along the outside edge of the entire floor, being extra careful to make edges and corners match up perfectly. Be sure to trace any small outlying areas that are covered in vinyl.
  - E. After trimming the tracer to exact floor dimensions, carefully remove all staples, fold up the tracer and set it in a safe place.
4. Next you will need to cut a 1/4" sheet of luan for covering the existing vinyl surface. This smoothes out any imperfections in the surface and provides a rough finish for good adherence. More than one sheet may be needed to cover a particular room.
  - A. Lay the sheet(s) of luan out on a flat surface, large enough to accommodate the floor pattern. If more than one sheet is needed, you will need to tack them in place as to hold all edges together firmly.
  - B. Lay the trace pattern created earlier on top of the luan sheet(s) and tape it into place using common masking tape. Be sure to smooth out all wrinkles to ensure a proper match. Trace all edges of the tracer carefully, being as exact as possible.
  - C. You will now need to cut each piece of luan as it is traced. To do this, lay each sheet across a stable cutting surface (saw horses or boards laying flat), set a circular saw to 1/4" depth and carefully cut along trace lines.
5. Now you will need to install the luan cover over the existing vinyl surface. Carefully clean the existing floor to remove any dirt or particles and then lay each piece of luan in place covering the entire surface.
  - A. Using 1/2" staples and a pneumatic staple gun, staple the luan into place starting from the center of the floor surface outwards.

- B. Staple the entire floor and around the entire perimeter spacing staples approximately 4" apart.
  - C. Check staples to ensure the top is not above the wood surface. Use a light hammer to drive any staples that may be sticking up, being careful not to mar the luan surface any more than necessary.
6. Using a high grit sand paper, sand the new floor surface (luan) to remove any splinters or imperfections and then clean the luan surface carefully using a vacuum to remove dust.
7. Now you need to cut your new piece of vinyl. Using the same trace element as before, carefully roll out your new vinyl, face down (felt backing up), on a flat surface. Be certain to do this on a surface that can be scratched or cut by a knife blade. If necessary use plywood or some other protective layer to cover a surface that cannot be scratched.
  - A. Using weights to hold it flat and tape down the trace element carefully avoiding wrinkles or stretching.
  - B. Trace the floor design carefully onto the back of the new vinyl using a marker or pen.
  - C. After tracing, remove the trace pattern and discard or save to use as a floor covering in future painting projects.
  - D. Carefully cut the new vinyl using a sharp construction blade exactly as the pattern appears, being extra careful to keep lines and details perfect.
8. Now you are ready to glue down your new vinyl floor.
  - A. Using a ridged trowel, apply a thin layer of carpet and vinyl glue to the entire luan surface, backing your way out of the room to prevent smearing or tracking.
  - B. After covering the entire luan surface, according to glue manufacture's specifications, allow to rest for period of time specified.
  - C. After drying period, roll up your new vinyl floor starting from an edge opposite a doorway.
  - D. Starting from the doorway, lay the edge of the new vinyl in place and begin unrolling onto glued surface, being careful to pull it into place as needed.
  - E. Unroll the entire vinyl surface and gently slide into place as needed so that all edges meet exactly.
  - F. After smoothing the new vinyl down with your hands, use a heavy roller to press out any wrinkles or air bubbles, starting from the center of floor outward.
  - G. After floor is in place and smooth, cut any edges that are in contact with walls or anything around perimeter, leaving approximately an 1/8" gap. (Remember, your new trim will cover anywhere from 1/2" to 1 1/2")