

Rollable Vinyl Installation and Cleaning Instructions

1. PLEASE READ ALL DIRECTIONS BEFORE INSTALLING VINYL
2. What you'll need: a box cutter knife, double face carpet tape and duct tape.
3. **Important – keep the cardboard core that the vinyl is wrapped around to re-roll the vinyl post show.**
****ALWAYS ROLL THE VINYL TIGHT ON THE CARDBOARD CORE!**
Keeping the cardboard core, along with the shipping tubes, helps keep the vinyl from being flattened or getting creases.
***DO NOT place anything on top of the vinyl during shipping or storage.**
4. Installing the pad (if ordered): Roll out the ¼” pad leaving it two inches shorter than the booth border on all sides. Secure the pad to the concrete floor with a piece on duct tape across the 4 corners, then make X's with the duct tape about every 5 feet over the seams of the pad to hold them together, and tape the pad to the concrete floor every few feet on the edges as well.
5. “Channeling” the electrical cords through the ¼” pad. Channeling means that while you roll the pad over the electrical cords, you will cut out a thin 1 1/2” wide strip of pad that is on top of the cords and remove it so that the pad is the same height as the electrical cords. Make sure there is no pad on top of the cords, as that would cause a bump to appear in the vinyl. After the channeling of the pad is complete, start unrolling the vinyl. We recommend using round vs. flat cords.
6. If you're planning to use the vinyl again, you don't want to attach double faced tape directly to the back of the vinyl, as it will rip the vinyl during dismantling. To prevent this from happening, place duct tape on the back perimeter edges of the vinyl to protect it from the double faced carpet tape.
7. **SEAMS:** (This step only applies if your booth is a 20' x 20' or larger). The wood plank vinyl is side matched so the planks are all the same width at the seams. The rolls should be labeled A, B, C etc and an arrow on the back of the vinyl will show where the seams will meet. When 2 pieces of vinyl come together on top of the pad, place a strip of clear tape on top of the pad as a base for the double faced tape so the double faced tape can be removed post show without damaging the pad.
8. If there are wrinkles in the vinyl after it's rolled out, have 2 people grab one end of the 10' width and fluff the vinyl (ie..make waves with the vinyl) 3-6 inches off the ground, similar to the way you would fluff out a bed sheet. This process lets air get underneath and allows the vinyl to expand
9. Remeasure the electric and make a small slit in the vinyl for the cords.
10. If some vinyl strips are a few inches longer than others, just use the box cutter to trim the edges so they are all even, or keep the vinyl long and let the aisle carpet cover the ends.
11. Lay visqueen plastic over the vinyl and tape it to the floor to keep the vinyl clean during installation of the booth
12. For cleaning the vinyl, a Swiffer wet cloth can be used at the end of each day, and rubbing a tennis ball on black heel marks will quickly remove them.
13. **If you have any installation questions, please call one of our Technical Experts: Monty (cell) 678.640.5508 or Dave (cell) 404.867.2144.**