

# Perfect Interior Design Inc.

**P.I.D. FLOORS**  
**HARDWOOD FLOORING**  
18 W 21<sup>ST</sup> STREET, 3<sup>RD</sup> FLOOR  
NEW YORK, NY 10010

## Installation Instructions

Read entire installation instructions carefully prior to proceeding.

Upon receiving your new wood floor medallion, it is important to allow the medallion to acclimate to the jobsite environment for a minimum of 96 hours in a “conditioned” environment prior to its installation. The HVAC system needs to be working with temperature and humidity that is acceptable to normal living conditions. Follow NWFA (National Wood Flooring Association) guidelines for safety, acclimation and jobsite conditions to check for moisture in the air and on the subfloor, to ensure everything is ready. As a general rule, wood flooring will perform best when the interior environment is controlled to stay within a relative humidity range of 30 to 50 percent and a temperature range of 60 to 80 degrees Fahrenheit.

Dry lay your medallion first in desired location on top of existing hardwood flooring. Medallions should always be installed after the wood flooring is installed to ensure tight fitting into the floor. The medallion and the wood floor are to be sanded and finished at the same time. This will allow the finished floor and medallion to have the same height, along with a uniform and seamless transition.

Once you have selected the location for the new medallion to be installed, set the template down, and fasten it to the floor. Two-sided tape is recommended, but you can also use small nails or staples. Once the template has been set, you can use a router to cut out the hole where your medallion will be installed. You will need to make several passes with the router bit until you reach the subfloor. Chisel out the inside portion of the wood. Vacuum and clean the area thoroughly between router passes, and upon completion.

Now that you have routed your hole, dry lay the medallion into it to ensure proper fit. Use thin tape under the medallion when inserting it to allow it to be pulled out easily. Remove the medallion from the hole, and apply the adhesive. Adhesive should be applied liberally to the bottom of the inlay and directly to the subfloor. Adhesive should be a high-quality urethane adhesive such as Roberts 1530, or approved equal. Follow the adhesive manufacturer’s recommendations for ventilation, application and drying time. After laying the medallion, weigh it down with something that is heavy and will distribute the weight evenly, such as bags of sand or concrete.

After the glue has dried, use a wood filler to fill any gaps, choosing a filler or putty that will match the wood species of the medallion and surrounding wood flooring. Once the medallion has been installed, and all gaps filled, sand the medallion with the surrounding floor using the same procedures as you would on other hardwood floors. Finish the medallion and floor in the same fashion that you would any hardwood floor. Consult the NWFA Installation, Sanding and Finishing guidelines and make sure you follow them.

Caring for your medallion and wood floor properly is important for optimal performance. Follow NWFA guidelines for maintenance, as well as the guidelines of the finish manufacturer.

Remember, wood is a natural product that will react to its environment, including changes in temperature and relative humidity, and exposure to sunlight, among other things. If brought into a space during winter months, slight separation may occur. It is recommended that this medallion be installed by a professional who has experience doing such work. Our medallions are constructed using a 5/16" thick solid hardwood on top of 1/2" plywood. They can be installed into any 3/4" thick wood floor, on-, above-, and below-grade. Installation over radiant heat is not recommended.

Please refer to the following NWFA guidelines, and adhere to them:

Installation Guidelines

Section I – General Guidelines

Section II – Subfloor Guidelines & Specifications

Section III – Installation Guidelines & Methods

Section IV – Appendices

Sand and Finish Guidelines

Section I – Sanding & Finishing Guidelines

Section II – Appendices

NWFA Technical Publication No. C100 – Maintenance and Recoating of Hardwood Floors

NWFA Technical Publication No. B200 – Sanding and Finishing of Hardwood Floors

NWFA Technical Publication No. B300 – Ornamental Floors

You may contact us for any of these documents, or with any questions at:

[general@pidfloors.com](mailto:general@pidfloors.com) or (212)337-3433.

You may reach the National Wood Flooring Association at [www.nwfa.org](http://www.nwfa.org)

Ultimately, you must comply with the most current guidelines published by the NWFA.