

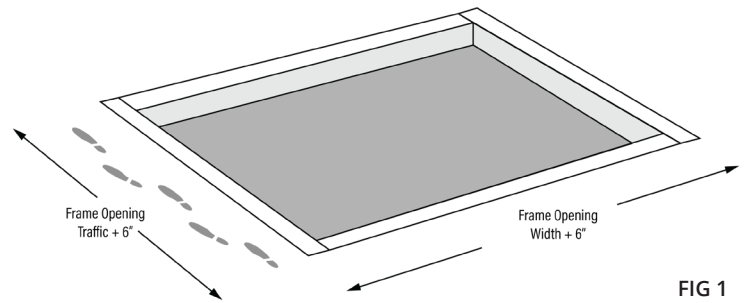
# ENTRANCE MAT - Activ-Mat™ - EM700 & EM800 Series

## INSTALLATION & MAINTENANCE GUIDE | 14I-504

### GENERAL:

Before any installation is started, be sure to verify:

- Model of mat and frame
- Size of mat and frame
- Product color
- That there are no visual defects or damage from shipment

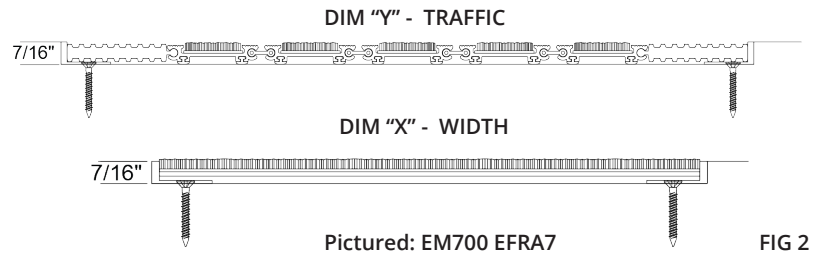


**\*NOTE:** No returns will be accepted after the material has been installed.  
**Failure to follow these installation instructions may void your warranty.**

### INSTALLATION:

#### Activ-Mat™ Shallow Recessed Installation Instructions:

1. Prepare a recess in the concrete flooring (block out) where the mat will be installed. The recess should be deeper than the total height of your mat and frame; consult your shop drawing for proper depth. Block out an area 6" wider than the outside dimensions of the frame in both directions (FIG 1). This will allow 3" on all sides to maneuver the frames into place.



2. Use shims to raise frame to exact height of finished floor and level the frame.
3. Drill holes in the frame at 18 to 24-inch intervals for the bolts/screws. Countersink the holes as the mat will set inside the frame. (This prevents the mat from riding up on the head of the bolt/screw).
4. Set the frames into position within the recess. Mark the hole locations on the concrete. Remove the frames and drill holes in the floor for the anchors. Clean the concrete dust away and install the anchors.
5. Install the frames using the appropriate anchor bolts. If needed, shim under the frame sections so the top edge of the frame is flush with the finished floor and level.
6. Secure the frame to the concrete using anchor bolts or screws of choice that are set into the floor. Stainless steel screws and plastic anchors may also be used. Frames come with mitered corners.
7. Pour concrete (using non-shrinking grout – sand coat is not recommended) around the edges of the frame (if needed) and in the center of the frame, level with the inside lip of the frame.
8. Level the concrete. Use a board slightly smaller than the frame opening and level the concrete in each section to be flush with the leg of the frame. Make sure the concrete is smooth and level with the lip of the frame so the mat lies perfectly flat and will not shift.
9. Before the concrete hardens, verify that the dimensions are correct, frame is square and level, and the frame corners are at correct angles so the mat will fit properly. Verify the outside frame dimensions are identical to your shop drawing.
10. After concrete has hardened, install plywood into the recess to fully protect the frame edges until just before the entrance is opened and the mats are installed.



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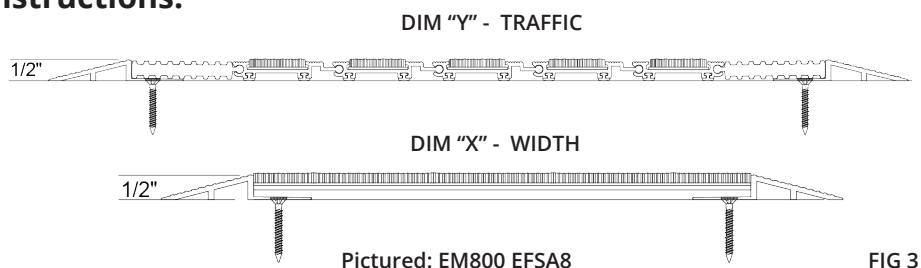
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11. Remove the protective wood from the recess, and clean the recess thoroughly. Any debris will create irregularities in the recess that will prevent the mat from lying flat.
12. Unroll the mat in the recess. If there are multiple sections, refer to the shop drawings for proper placement and field joining with field join kit provided. . The mat will be oversize in the traffic direction, with filler attached to the leading and trailing edge. This will necessitate trimming an equal amount from each filler to center the mat in the recess. Lay one end of the mat into the recess and compress the mat. Determine how much the vinyl filler must be trimmed, and trim 1/2 this amount from each of the filler pieces. This ensures minimum movement of the mat in the recess for quiet, long-lasting service.
13. Clean the mat with a vacuum in preparation for use.

### Activ-Mat™ Surface Installation Instructions:

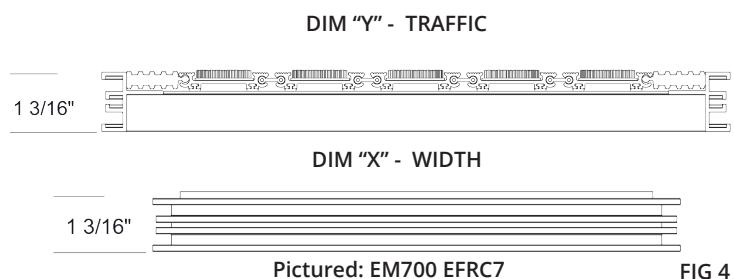
1. Mark the layout on the floor where ramp frame needs to go for a smooth transition.
2. If holes are not present, drill holes in the frame at 18-24 inch intervals for the bolts/screws. Countersink the holes.



3. Set the frames into position. Keeping the frames in position, mark the hole locations in the floor for the anchors. Drill the holes, clean concrete dust away, and install the anchors.
4. Secure the frame to the floor surface by inserting anchor bolts/screws into lead anchors that are set into the floor. Stainless steel screws and plastic anchors may also be used.
5. Remove the protective wood from the recess, and clean the recess thoroughly. Any debris will create irregularities in the recess that will prevent the mat from lying flat.
6. Unroll the mat in the recess. If there are multiple sections, refer to the shop drawings for proper placement and field joining with field join kit provided. . The mat will be oversize in the traffic direction, with filler attached to the leading and trailing edge. This will necessitate trimming an equal amount from each filler to center the mat in the recess. Lay one end of the mat into the recess and compress the mat. Determine how much the vinyl filler must be trimmed, and trim 1/2 this amount from each of the filler pieces. This ensures minimum movement of the mat in the recess for quiet, long-lasting service.
7. Clean the mat with a vacuum in preparation for use.

### Activ-Mat™ Cast-In Place Installation Instructions:

1. A blocked out area of at least 1-1/2" (38.1 mm) deep and 6" (152 mm) larger than the frame dimensions must be provided in the floor where the frame is to be installed. This allows for positioning of the frame, and space for the mortar to be packed behind the frame to insure it will be held firmly in place. (FIG 1)



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2. After consulting the shop drawings, assemble the frame using the corner keys provided (FIG 5). If the size of the frame requires, join the marked frame lengths together with the roll pins provided.
3. Place the frame in the opening, and shim as necessary to locate the exposed top of the frame at the height of the finished floor. Be sure to put the correct side up. The depth from the top of the frame to the lip should be  $\frac{3}{8}$ ". Check corner to corner dimensions to be sure frame angles are correct.

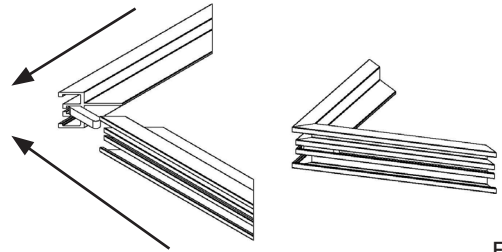


FIG 5

4. Pour cement mortar around the edges of the frame, and in the center in sufficient quantity to finish level with the inside lips of the frame. Work the mortar into the outside edges of the frame, and finish to the correct height to allow for the final floor finish. It may be necessary to insert spreaders to prevent long frame sections from bowing inward. Using the inside lips of the frame as a screed, level the bed for the mat. This is critical for the mat to sit correctly in the frame.
5. Before mortar sets, re-check the frame to make sure it is plumb, and the correct size. Check the sides to insure they remained parallel, and the corner angles are correct. **The mat will not fit the frame if it is not installed exactly as indicated on the shop drawings.**
6. When the mortar has hardened, install plywood or other material in the recess to protect the edges of the frame until it is time to install the mats. They should not be installed until the building is ready for use, to prevent soiling or accidental damage.
7. Remove the protective wood from the recess, and clean the recess thoroughly. Any debris will create irregularities in the recess that will prevent the mat from lying flat.
8. Unroll the mat in the recess. If there are multiple sections, refer to the shop drawings for proper placement and field joining with field join kit provided. . The mat will be oversize in the traffic direction, with filler attached to the leading and trailing edge. This will necessitate trimming an equal amount from each filler to center the mat in the recess. Lay one end of the mat into the recess and compress the mat. Determine how much the vinyl filler must be trimmed, and trim  $\frac{1}{2}$  this amount from each of the filler pieces. This ensures minimum movement of the mat in the recess for quiet, long-lasting service.
9. Clean the mat with a vacuum in preparation for use.

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### MAINTENANCE:

The location and traffic load will determine the frequency of cleaning required. If damaged, treads can be replaced at [www.activarcpg.com](http://www.activarcpg.com)

**ANODIZED ALUMINUM CLEANING:** Never use concentrated acidic or alkaline base solutions, many detergents fall into this category. Wash often to keep contaminants from forming or building up. Clean anodized aluminum with mild dish washing liquid with a soft towel or sponge. Always try a test small area first. Do not use steel or brass wool, wire brushes, polishing wheels or polishing compounds. Rinse thoroughly and completely with direct fresh water. The important point is to clean and rinse your anodized aluminum well. When using metal protection products, be sure they are formulated for anodized aluminum. In areas with corrosive environment or where ice-melting chemicals are used, the frame can be waxed with a high quality automotive wax for additional protection.

**CARPET TREAD MAINTENANCE:** It is important to begin this plan when the mat is new, for the longer the soil or stain remains in the carpet, the more difficult it is to remove. The type and schedule of maintenance depends on the location, amount of traffic and type of stain. On a weekly basis: The sections should be removed from their recess and this area cleaned. Our recommendations: Inspect regularly for spots and stains to reduce the possibility of them becoming permanent. If the spill is a liquid, blot up as much as possible with a clean, soft absorbent paper towel or cloth. If the spill is semi-solid, scrape with a spoon or spatula and then blot with a damp sponge. Work from the edge of the spot to the center to keep the stain from spreading. Two types of spot remover can be used. For oily stains such as tar, paint, grease, etc., a non-flammable dry cleaning solvent works best. Caution should be taken to first test for color fastness. Put a few drops in an inconspicuous area, then press the area with a clean cloth for 10 seconds. If there is any evidence of loose dye, discontinue use. For most other spills such as coffee, tea, pet stains, etc., a dry soil extractor such as Milliken's "Capture" works well. Follow manufacturer's directions for those products.

**VACUUM SCHEDULE:** A good heavy duty vacuum cleaner with a rotating brush is the most effective way to routinely clean the carpet in your entrance grating. By vibrating the fibers, this type of vacuum not only cleans the surface of the carpet, but also removes soil that is embedded into the pile. It aids in keeping the pile upright for longer lasting beauty. The heaviest traffic areas should be vacuumed daily, and lighter traffic areas as infrequently as weekly. If removable, mat or grating sections should be removed from their recess and this area cleaned periodically to prevent buildup of salt, dirt and sand which can cause unevenness.

**CARPET CLEANING SCHEDULE:** Carpet should be cleaned when vacuuming will no longer remove the soil. This may be monthly, quarterly, or longer depending on soil and traffic conditions. Systems such as aerosols, foams, hot water extraction, or shampoo will work, but sometimes they leave sticky detergent residue that will accelerate re-soiling. Be extremely careful when selecting a method of this type. We recommend a dry system, such as Milliken's "Capture" for several reasons: slower re-soiling, convenience - carpet remains dry allowing you to clean when and where you want, and safe - no possible carpet damage from dye bleeding or wet carpet or floors to cause slipping.

**TUFF TREAD MAINTENANCE:** It is important to begin this plan when the mat is new, for the longer the soil or stain remains in the carpet, the more difficult it is to remove. On a weekly basis: The sections should be removed from their recess and this area cleaned. The mats or grates may then be reinstalled and the Tuff Tread cleaned in the same manner as any other carpet mat—with a daily vacuuming. The mats can also be turned upside down to remove sand or hosed off using a regular garden hose or high pressure washer. Tuff Tread can handle pressures of up to 1,000 lbs/inch. There are no known cleaning chemicals that can harm the fibers of Tuff Tread. Due to the construction of Tuff Tread, threads may become trapped in the fibers of the mat. They can easily be removed either by hand, or with a small coarse wire brush, such as used in animal grooming.

**SERRATED ALUMINUM TREAD MAINTENANCE:** On a weekly basis: The sections should be removed from their recess and this area cleaned. The mats may then be reinstalled and the tread cleaned with a damp mop, using a mild detergent and water, to remove soil. A stiff bristle brush is helpful for caked on mud.

**SERRATED VINYL TREAD MAINTENANCE:** On a weekly basis: The sections should be removed from their recess and this area cleaned. The mats may then be reinstalled and the vinyl cleaned with a damp mop, using a mild detergent and water, to remove soil. A stiff bristle brush is helpful for caked on mud. Avoid using strong solvents, especially petroleum based, as they may discolor or soften the vinyl tread surface.