

Basic Substrate Checklist

1. **What kind of subfloor will you be installing over?**
 - concrete
 - plywood
 - oriented strand board
 - particle board
 - aged plank boards
 - gypcrete
 - existing flooring (what kind)
 - *ceramic tile*
 - *sheet vinyl*
 - *linoleum*
 - *vinyl tile*
 - *hardwood*
 - *vct*
 - *other flooring*
 - Other subfloor material
2. **What level is the floor on in proportion to the earth (ground level)**
 - On grade (at ground level, ie: cement slab)
 - Below grade (below ground level ie: basement, lower level)
 - Above grade (above ground level)
3. **View substrate carefully and look for overall flatness.** use a straightedge about 10 feet long if you can (or as close as possible)
 - This tolerance will vary between manufacturers but a good rule of thumb is 3/16" in ten feet.
4. **Check substrate for excessive moisture Using a moisture test.**
 - a calcium chloride test (which is accurate and recommended)
 - Poor mans moisture test (less accurate and last resort)
5. **Inspect substrate** for cracks in concrete, excessive spaces between boards on wood substrate. Also look for gouges and low spots that are large enough to affect the manufacturer's tolerances.

Subfloor Prep reference sheet

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| My product manufacturer (brand) is? |
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| My products product number is? |
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| My product type is? (tile, cork, carpet, wood, etc...) |
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| The subfloor I will be installing over is? |
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| My floor will be installed on, above, or below grade? |
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| Is my subfloor flat to within manufacturer's tolerances? And is it level? (usually 3/16" in 10 ft.) |
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| Do I have any jobsite specific moisture issues to contend with? |
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| Are there cracks or areas to fill in before my floor will be flat and level? |
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| What does the professor recommend to fill for my job? |
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| Congratulations now you are ready to prepare that subfloor. |