



# Uplyfted

The go-to people for flooring in social housing



## INSTALLER HANDBOOK

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Uplyfted operates at a commercial scale, throughout the UK.

Providing to social housing, a supply and fit service of quality, used carpet tiles within their properties.

Our tiles have undergone a thorough in-house cleaning process, ensuring cleanliness and quality.

Quality flooring needs a quality service, we have teams of flooring installers operating throughout the UK.

We believe the work we carry out is very worthwhile, improving the lives of many tenants within social housing.



## HOW IT WORKS



Works submitted  
by housing  
association to  
Uplyfted



Depending on the location of the works within the UK, we then forward appropriate details of the works to our installers.

Note: All works will be carried out at the agreed rate, at that point in time

Once you become one of our approved installers you will be forwarded work depending on your geographical location and other considerations.

We typically work with a minimum 3 week lead time from point of receiving submitted work.

We will supply you with carpet tiles and broadloom only, transport of the flooring, to you, will be at our cost.

The installer will:

- Receive and store our flooring prior to installation
- Transport the flooring to, and from site.
- Provide all sundry consumables; tackifier, cover strips, etc
- Provide their own transport
- Provide their own tools
- Collect the waste derived from the installation that will ultimately be sent back to Uplyfted at our cost
- Work in accordance with our codes and practices
- Have relevant in-date insurance
- Have sufficient experience and skill in installing both carpet tiles, and broadloom carpet.

The above list is not exhaustive



We will provide installers with details in accordance with the works.

Expectation of installation:

- x1 Installer to fit flooring to x1, 1/2 bed property, per day, with or without stairs.
- x2 Installers to fit flooring to, x2, 1/2 bed property per day, with or without stairs.
- x2 Installers to fit carpet to, x1, 3/4 bed property per day, with or without stairs.

Installers must arrive promptly at the site of installation at the specified time.

Installers will be afforded adequate time and access to carry out the works, the housing association will be aware of our requirements when undertaking floor installations within a property.

Every installation will have a site specific job sheet provided that will detail the works.

The process:

1. Works awarded
2. Job sheet provided
3. Installer attends property with flooring, tools and consumables
4. Installer records condition of property/ floor pre-installation using the pre-installation form on the Uplyfted website.
5. Installer lays the carpet tiles per room, in accordance with the pattern provided on the floorplan.
6. Where present, installer lays broadloom to the stairs only.
7. Once installation is complete, the installer will leave the site in a clean and tidy condition, taking with them any waste.
8. Installer will record results of the installation using the post-installation form, on the Uplyfted website.
9. Per job, the installer will submit all recorded information to us via our website:

[www.uplyfted.co.uk/installer-portal](http://www.uplyfted.co.uk/installer-portal)

10. Once the works have been approved, and your invoice submitted to us, we will then pay you based on our agreed terms (usually 14 days).

### Installing carpet on stairs:

Where stairs are present we install broadloom, felt-back carpet using the 'spray and staple' technique, which you will need to be familiar with.

Unless otherwise specified, we do not use nosing on stairs.

### Carpet tile installation methods:

We have several installation methods when installing our carpet tiles, this will vary depending on the tile.

Within each segment of the palletised tiles that you receive, there is an accompanying piece of paper that outlines the installation method, which you will need to follow.

