



# FLOOR INSTALLATION MANUAL

**EHF CLUB COMPETITIONS  
SEASON 2020/21**

# FLOOR INSTALLATION MANUAL

The EHF floor project shall be regarded as a concerted effort to strengthen, improve and further promote EHF Club Competitions in order to capitalise on the positive response to the EHF Champions League and EHF European League corporate identity.

Gerflor, in close cooperation with the EHF Marketing GmbH, specially developed a flooring system for the EHF Club Competitions with the aim to finally introduce this system in those venues of the teams participating in the EHF Champions League and EHF European League.

This floor installation manual has proved to be a helpful guide for the correct installation and use of the official EHF flooring system. Therefore, it is imperative that those responsible for the installation, care and storage fully understand the following procedures.

In order to facilitate the communication process between EHF, Gerflor and your club, please forward the contact details of your floor responsible to EHF.

In case your club is situated in a country outside the European Union, EHF asks for your support regarding custom documents.

## 1 Time schedule

For the first installation set-up, one and a half (1½) days should be calculated for an optimal installation. For further installations, fitting time can be reduced and installation will be possible in one day or even less.



The floor (all the rolls) must be unrolled one day before on a flat surface. If possible, already onto the playing court. The sports area has to be clean and swept and the minimum temperature should be around 15 °C (if the temperature in the playing hall or the storage indicates a lower temperature, then more time has to be calculated for the installation) and not to exceed 30 °C during the installation.

Unrolling will take about 4 to 6 hours and will depend on the workers involved, but 6 workers are recommended. Actual installation (cutting the floor, fixing the rolls and court markings) will last about 8 to 12 hours, also depending on number of people involved in the process.

The installation process depends upon which kind of tools are used and how experienced workers are. The cleaning and removal process will typically take 6 - 8 hours.

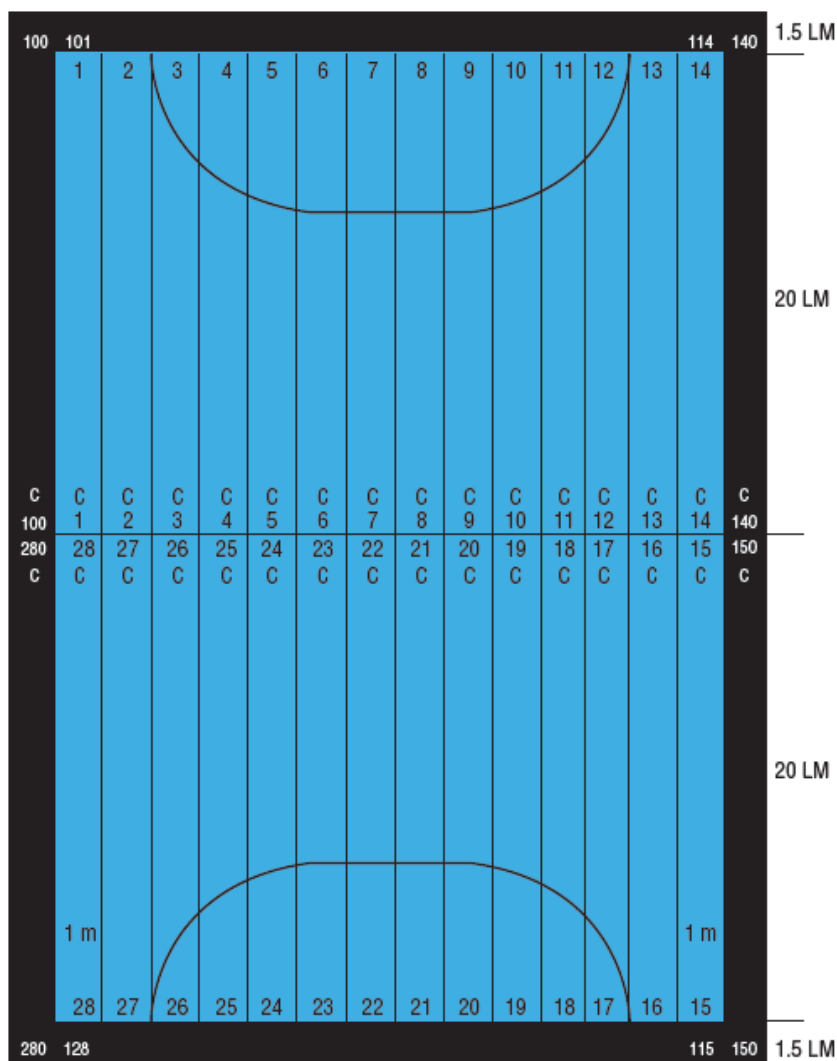
<b>Tasks</b>	<b>Duration</b>
1 <sup>st</sup> Installation	1½ days
Unrolling (day before)	4 to 6 hours (6 workers)
Laying time (including game lines)	8 to 12 hours (6 workers and 1 technician)
Removal and cleaning	6 to 8 hours

## 2 Layout and unrolling


4 – 6 workers

1 day (first installation)

### Layout and dimensions

The court area comprises 34 rolls and has a dimension of 43 x 23 meters.



<b>Surface</b>	<b>43 x 23 = 989m<sup>2</sup></b>
Playing area	28 x 20.10m
Surround	4 x 20.50m 4 x 11.50m
Single sided tape	6 rolls
Double sided tape D200 or D300	19 rolls
Court marking 3M ref: 471	8 rolls + 2 for maintenance

## Laying the rolls out

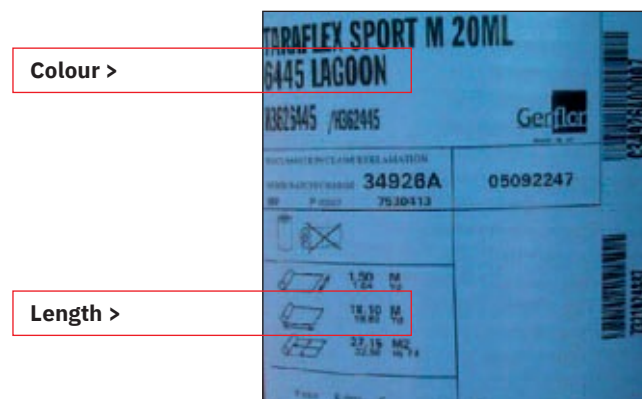
After the delivery of the rolls, and when to install:

- Remove the rolls from their protective packaging
- Place the rolls side by side and UPRIGHT
- Carefully remove the wrapping ignoring, at this stage, any instructions written on the label
- Keep all received material for further storage – wrapping paper, cardboard outer or roll cores - they will be necessary when the court is removed and packed away for storage
- The base floor must be smooth, flat, dry and clean concrete, wood parquet or synthetic

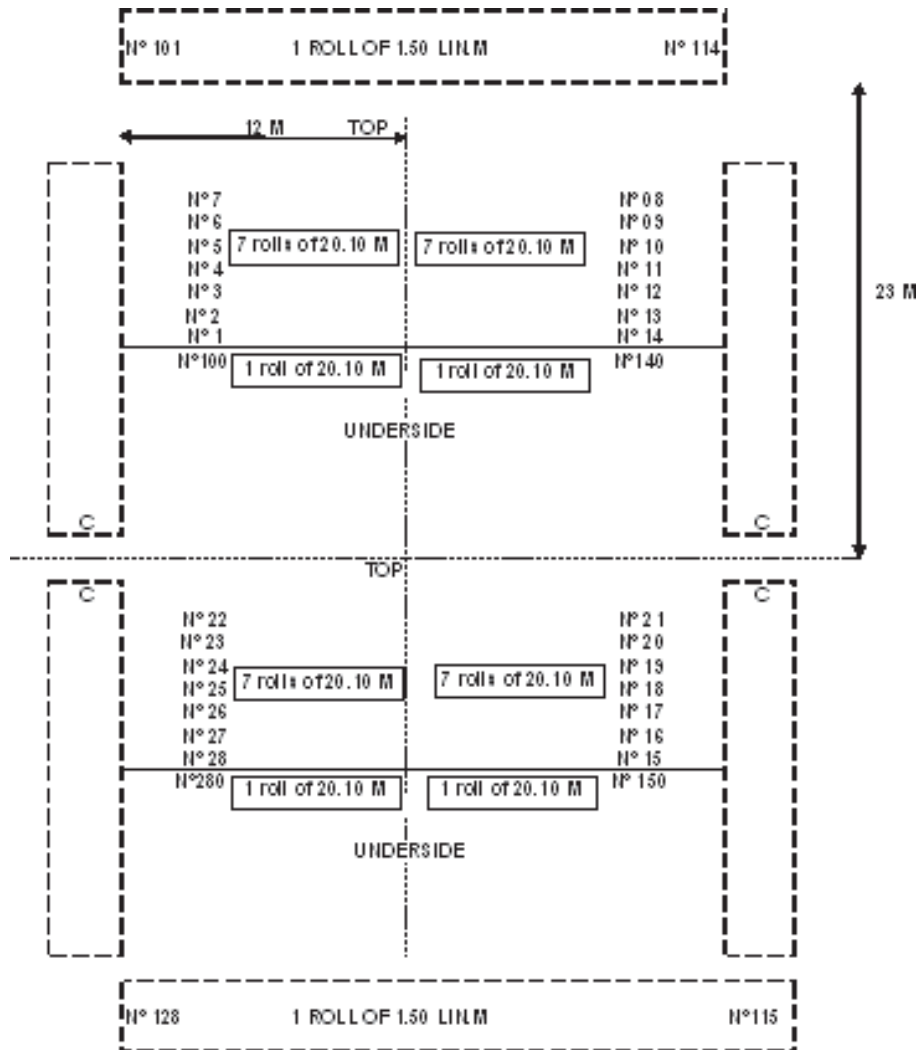
Unrolling:

- Unroll the rolls on top of each other onto the court perimeter making sure they all face the same way with the playing surface face up
- On each side (above and below):  
One roll of 20m of the surrounding court colour
- On each side and on each section of the side-line:  
Top: Seven rolls of the game area colour  
Underside: One roll of the surrounding court colour

## Example of a label placed on a roll



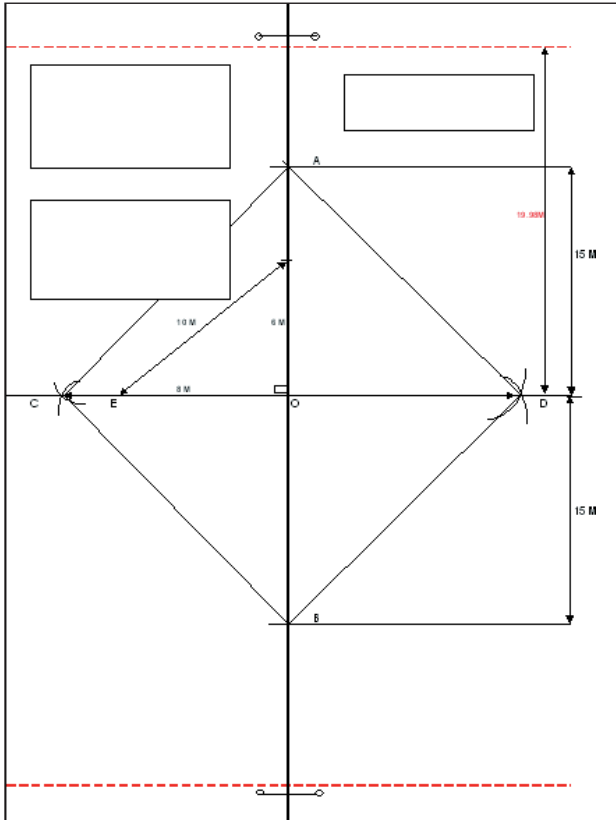
Example of “how to unroll” a floor (installation process)



### 3 Marking the guidelines


**4 workers**

**2 hours**



#### Recommended material for marking the guidelines



< Chalk liner

< Tape measure (50 meters)

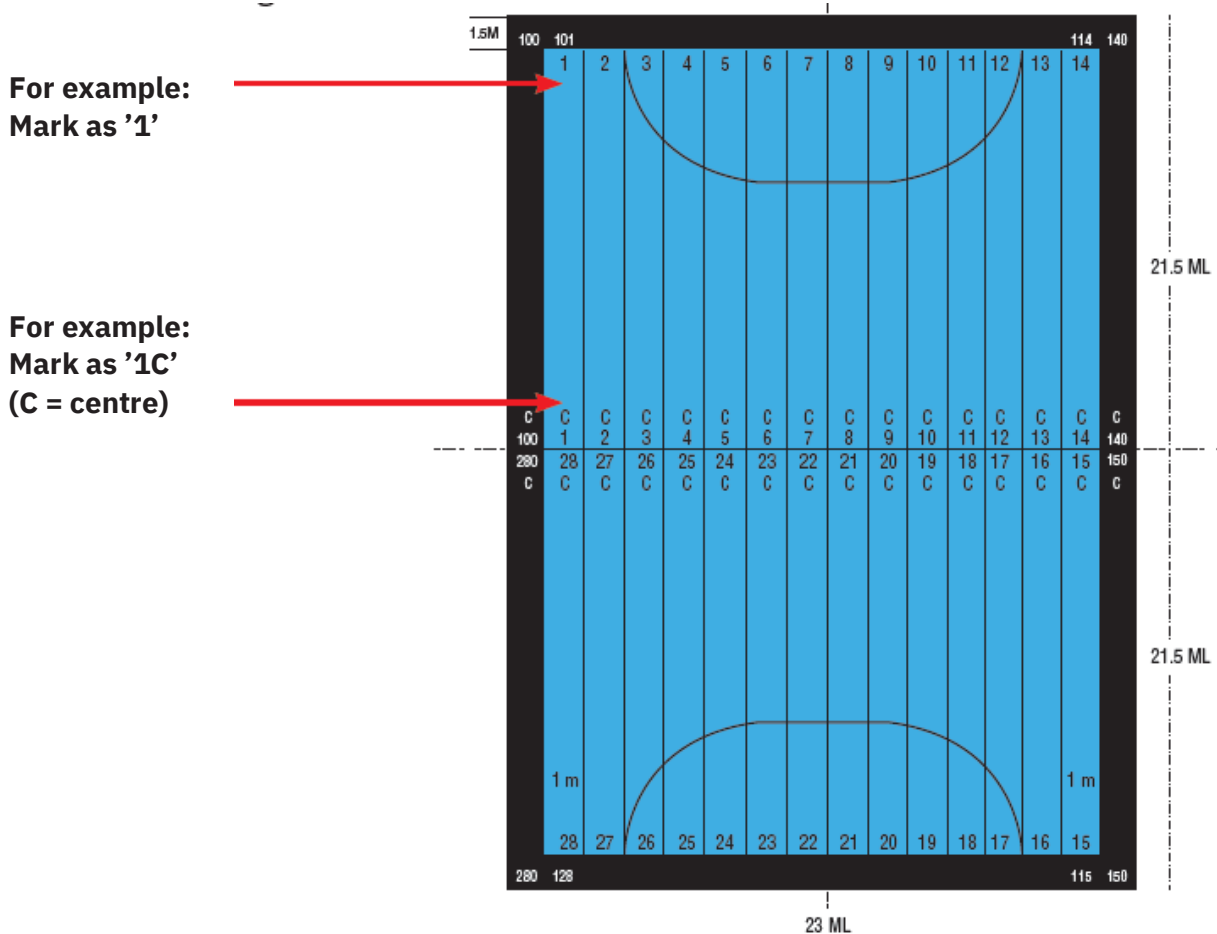
< Small tape measure

## 4 Positioning of the rolls


4-6 workers

Approx. 2 hours

Having marked out both axes in accordance with the layout and roll numbering, the rolls should be laid out, side by side and put as closely as possible together.



### Marking the rolls

Write the number on EACH CORNER of the roll (underside of the roll). Use a waterproofed marker/pen. Cover the number with tape (this prevents ink being transferred to the floor).



Write the number on  
EACH CORNER of the roll

## 5 Securing and cutting the rolls


4-6 workers

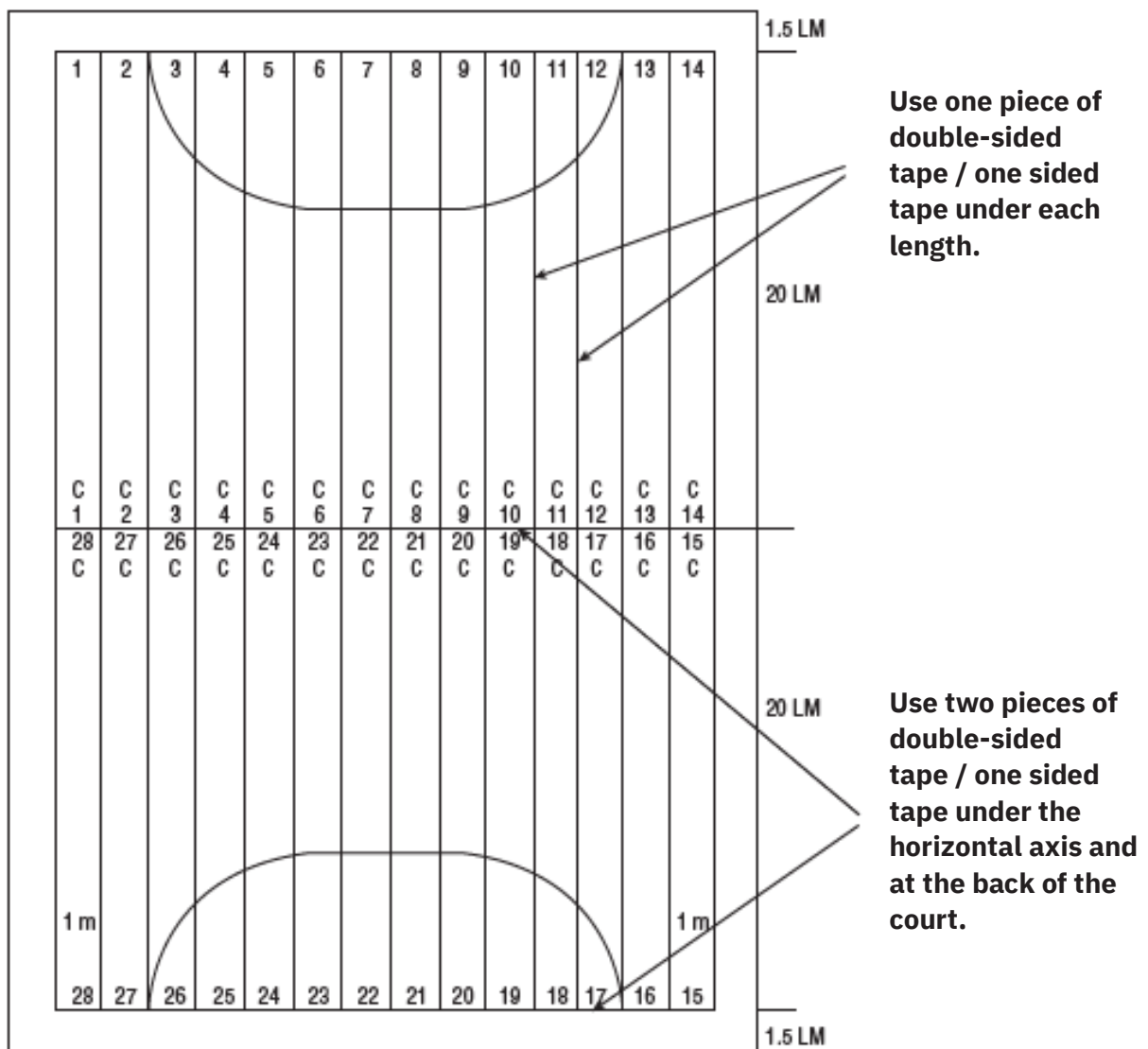
2 - 3 hours

It is recommended that this flooring system uses Gerflor’s D.200 double sided tape. It should be applied to the underside of all edges using a tape dispenser (see next page).

D.200 double sided tape is used when overlaying on polished parquet or where an existing sports floor is installed.

In special cases one sided tape can be used (e.g. advertising on the base floor), but the decision has to be made together with Gerflor technicians or EHF Marketing. The durability and the optimal playing court can only be ensured using double sided tape. One sided tape is only recommended for 1 game.

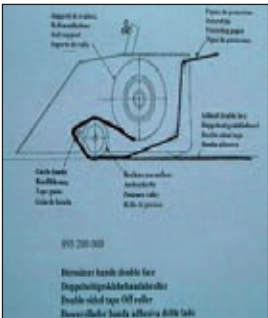
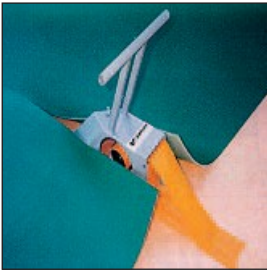
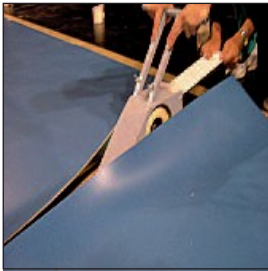
Cutting will only be important for the first installation and not necessary for further implementations.





**Recommended material for securing the rolls**

**Tape dispenser /  
Tape roller**



**Tape**



**Knives**



## 6 Court markings and game lines



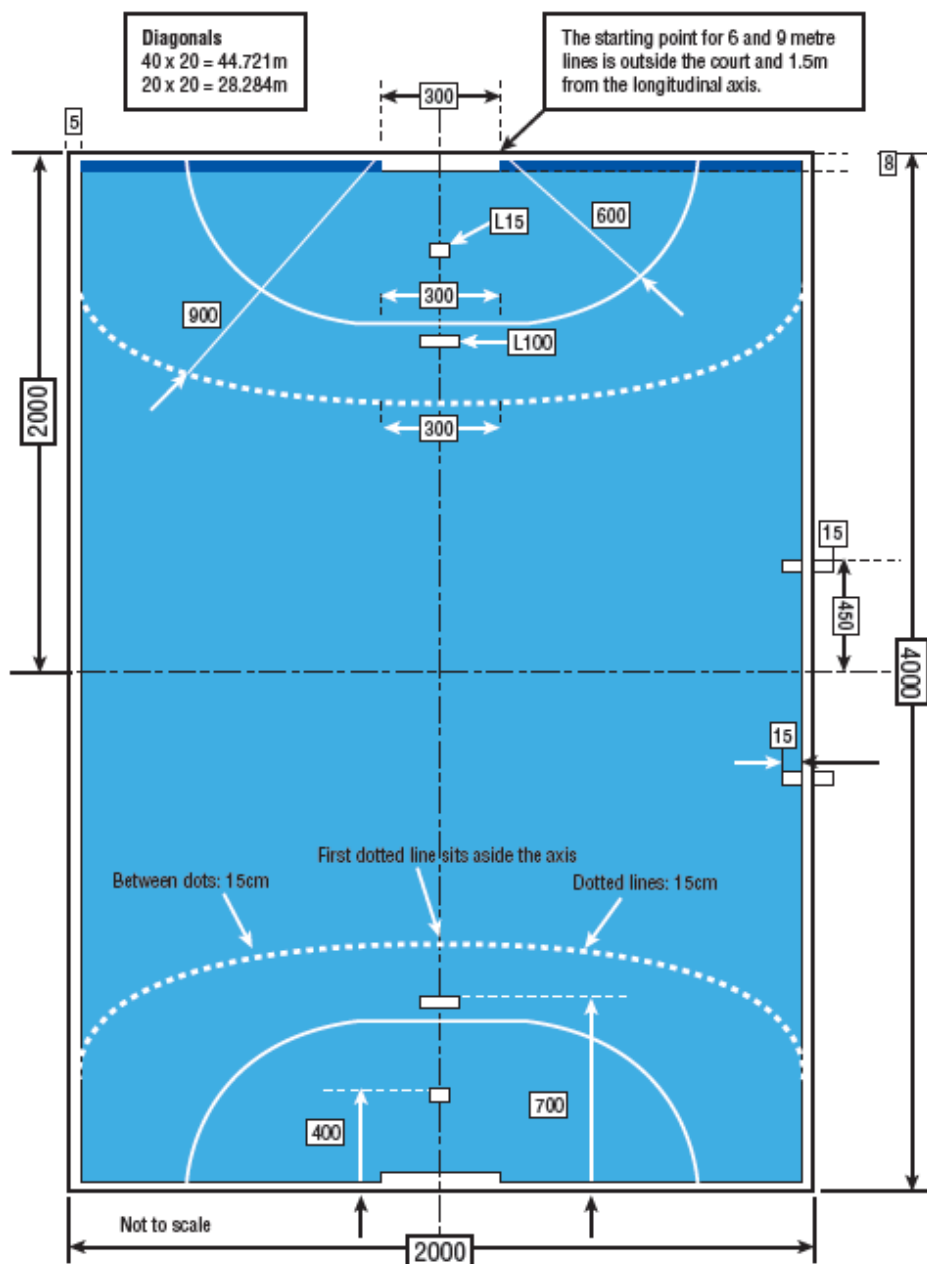
2 - 4 workers



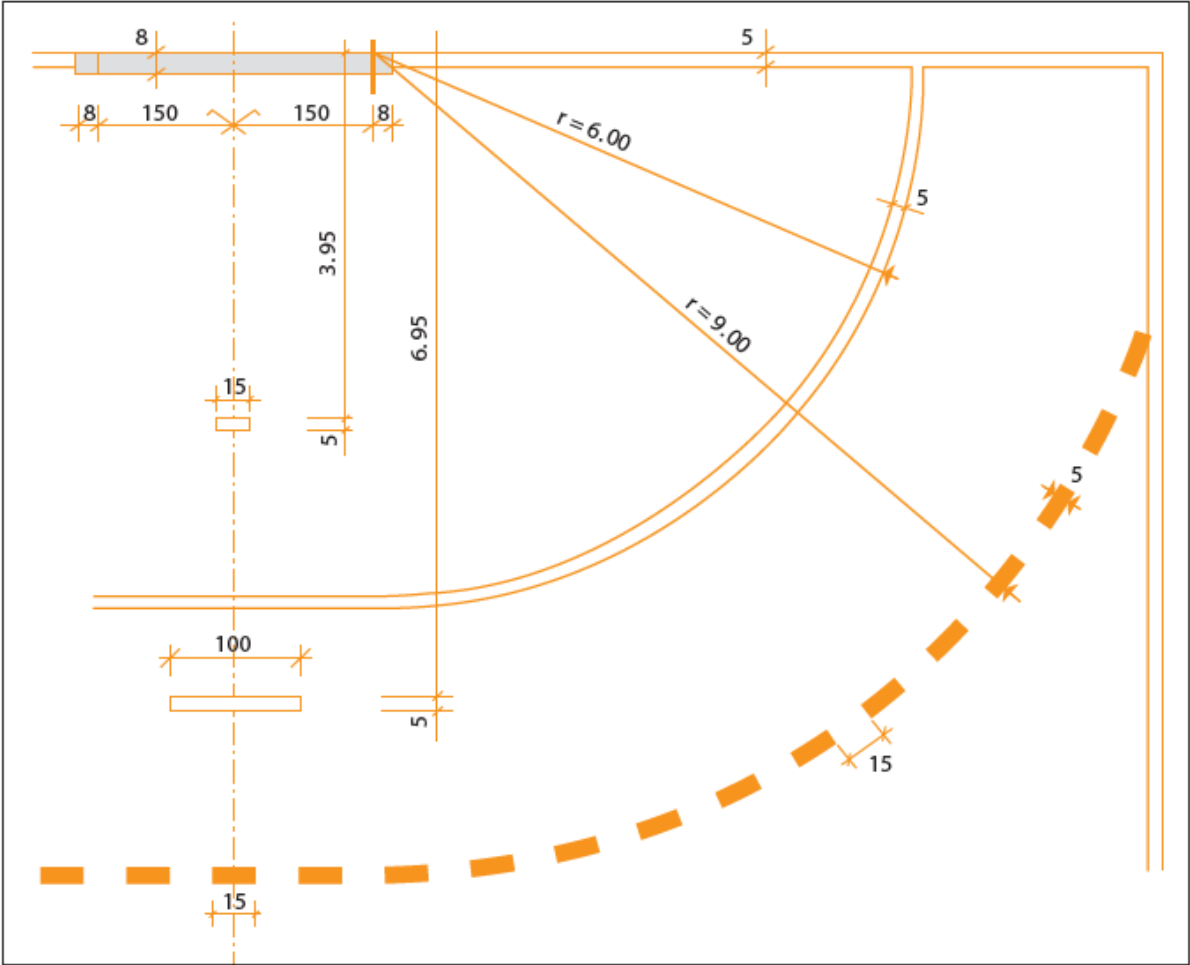
Approx. 2 hours (depending on the working tools)

Once the court area has been marked, the game lines have to be implemented using the tape; **3M ref 471 white** (recommended), a 5 cm wide adhesive white tape.

For one match 8 rolls of tape, plus 2 more for maintenance, each 33 meters long will be necessary. Game lines can remain on the floor for subsequent matches. Please ensure that game lines match up.



Measuring unit: cm  
Tape: 3M 471 White 5cm width



Recommended material for securing the rolls



Tape measurement holder for 6 & 9m lines



Template for 9m line / dotted line



Chalk liner, tape measurement

## 7 Advertising



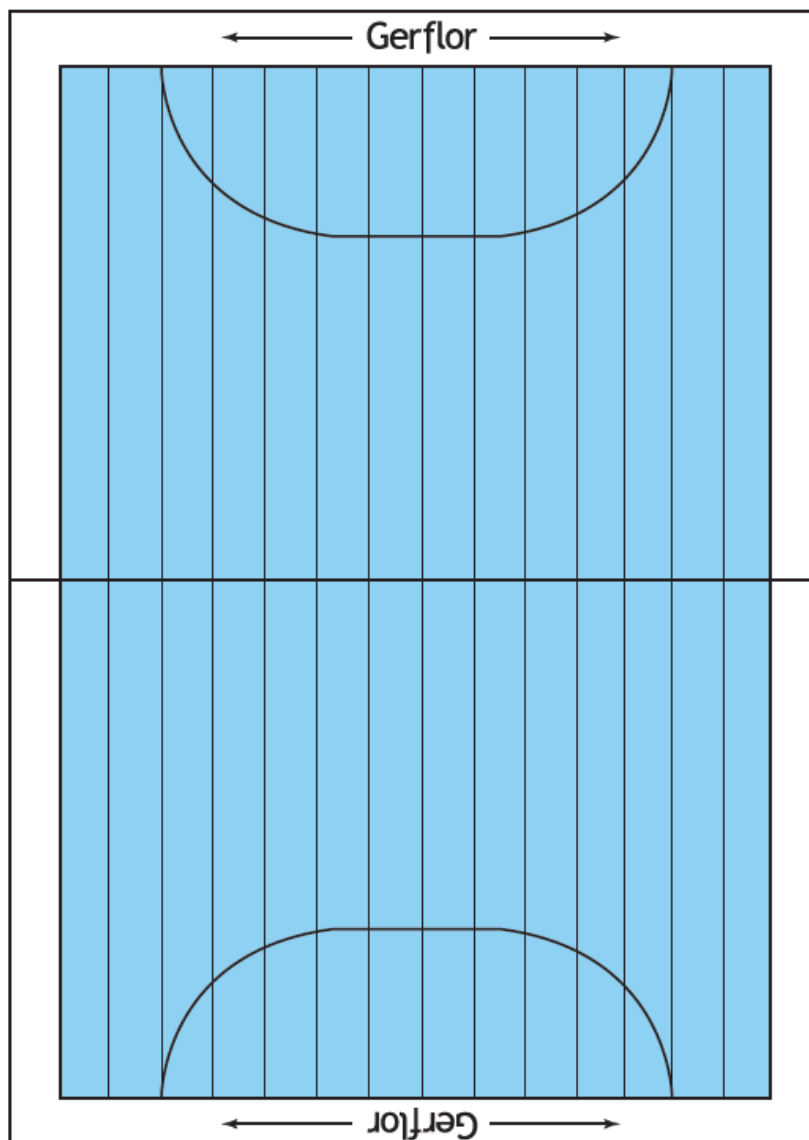
3 - 4 workers



Dependant on the quantity of floor advertising

### Floor Advertising

When using any kind of floor stickers for advertising purposes, they must be applied in the exact positions which are defined by EHF. It is **ESSENTIAL** that they are removed after every match to prevent any deterioration of the playing surface.



## 8 Cleaning



1 - 4 workers



Working time: 2 – 3 hours – drying time: 1 hour

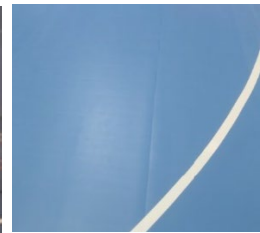
The flooring has to be cleaned after every match and before storage. We can recommend Traciflex (see tools and recommendations, pages 20 & 21) for cleaning the court after the match. Before removing the rolls, it is obligatory to remove all the lines and all floor advertisements and leftover traces from the surface. Remove the double-sided tape.

For cleaning rubber or resin marks spray undiluted detergent on the marks to remove the marks. Normally hot water with detergent is recommended using a scrubbing pad. Clean over the surface using a 5 to 10% detergent dilution and a rotary floor cleaner. Afterwards rinse with clean water several times.

If you use an automatic cleaning machine you have to expect a maximum fluid consumption rate of 2 liters of detergent solution per 100m<sup>2</sup>. Do not go over the game lines or advertising with the machine before any games.



Dirty surface



Clean surface

## 9 Removal of the court



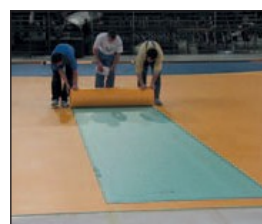
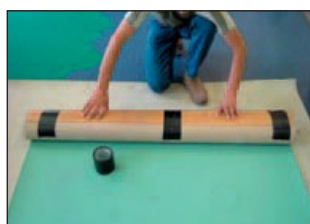
4 - 6 workers



4 hours

Before starting, the entire floor has to be cleaned as instructed. The rolls have to be replaced onto their cardboard roll cores (kept from the installation) working inwards from the outside of the court (e.g. from 1A to 1B, from 2A to 2B, 3A to 3B, etc.) keeping the edges in perfect alignment. In advance, do not forget to look and make sure that every roll is well marked (this should be done during the installation).

Secure the sheets with AT7 bands (black bands, tapes) – at least two per sheet – ensuring they completely encompass the roll. Incorrect rolling damages the roll.



## 10 Storage

The storage room should be dry and covered. Rolls have to be stacked upright. The floor should be kept and preserved in existing pallets.

**Put the rolls in the pallets as follows:**

**Strap 1 and 3:** Pass the straps through the buckles which are on the tubes

**Strap 2:** Pass the straps only through the buckles which are on the back of the pallet and tighten it around the rolls

When loading back into storage frames, belt the rolls together to avoid movement and the possibility of their falling over during transportation.

The buckle **MUST** never be in contact with the rolls. Preferably, the buckle should be in the space between roles (see photo). Otherwise please use a protective material placed between the roll and the buckle.

**Floor measurements:**

One floor consists of:

- 6 Nairod metal pallets
- 118 x 155 x 185 cm each
- 5200 kg in total
- 4.65 lm in one truck



## 11 Tools

### Marking the Guidelines

- 2 Chalk line
- 1 White powder
- 1 Pencil
- 1 Masking tape
- 1 Fiberglass tape - 50m

### Cutting the floor

- 1 Knife cutter
- 1 Hook blade
- 1 Right blade
- 1 Flexible steel ruler

### Securing the rolls

- 1 Double sided tape roller\*

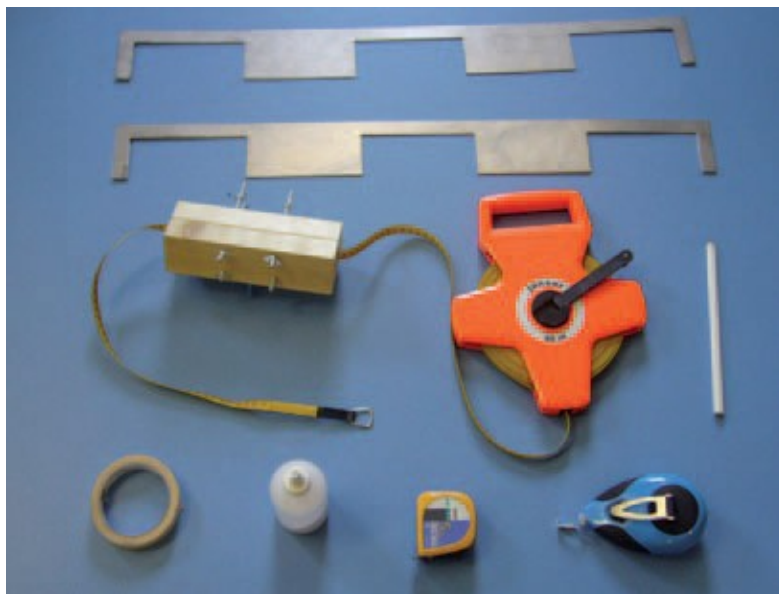
### Floor layout

- 1 Hand trolley

### Marking the Game Lines

- 1 Fiberglass tape - 50m
- 1 Template for the dotted line (15cm)
- 1 Template for the 6 & 9m lines\*

*\*Included in the first dispatch*



## 12 Recommendations

The EHF Marketing GmbH and Gerflor recommend the following suppliers for installation, cleaning and securing requirements:

Item	Company	Contact
Installation tools	JANSER	Parc de la Mossig France 67521 Marlenheim Tel: +33 3 88 59 28 20 Fax: +33 3 88 59 28 22
Cleaning products	TRACIFLEX	Ste RCI ZAE Champagne 07302 Tournon Tel : +33 4 75 08 90 00 Fax : +33 4 75 08 90 29
Cleaning machine	ROTOWASH	ROTOWASH Tel: +43 3452 76611 0 Fax: +43 3452 76611 52 www.rotowash.at
Double sided tape Adhesives D200 Game line adhesives 3M 471 WHITE AT7 Black tape	GERFLOR	GERFLOR Tel: +33 4 74 05 40 13 Fax: +33 4 74 05 07 58 www.gerflor.com

## 13 Contact details

### Responsible for organisational matters:

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