

MFMA Mobile Installation App

Member-Only Field Guide

www.maplefloor.org

Installation documentation is an important consideration when installing a resilient sport floor system. When an end user experiences issues with their floor, the flooring contractor may be the one who receives the initial blame.

Documenting the installation conditions and site data on the day of installation will often protect the contractor by fully documenting that installation procedures were followed in detail.

Most flooring failures are a result of widely varying environmental conditions, showing that the floor was installed according to the specifications. Documenting that the floor was installed according to the specifications will focus the attention on finding the solution.

Ensuring installation is thoroughly documented provides a third-party inspector or the system manufacturer a baseline criteria to begin a forensic investigation into the cause of the complaint.

Cases without adequate installation documentation are more prone to speculation as opposed to data-driven conclusions.

Many contractors use paper logs that get lost, misfiled, or that never get completed.

The new MFMA Installation App was designed for field personnel to document installation conditions, which are digitally stored in the cloud indefinitely. Office personnel and supervisors can see up-to-date information regarding site conditions and the work performed.

The MFMA App is simple and easy to use.

Flooring mechanics can complete individual project logs in less than five minutes. Taking a couple of minutes to document the installation can protect you against false claims of poor workmanship, and possibly save you from being held responsible or buying a new floor in the absence of definitive proof for the cause of the failure.

Any MFMA member sport floor contractor group is eligible to use the app free of charge.

Please follow the instructions below and register your account with the MFMA for complimentary use.

Become a Registered User

You must be a registered user to access the app. To request access, email mfma@maplefloor.org with "Registration" in the subject line. Then, provide the following information (you can register more than one user):

Company Name: MFMA member company name

Username: First and last name of each user

Email Address: Unique email address for each user

User Role:

Installation Company: Allows user access to all company records

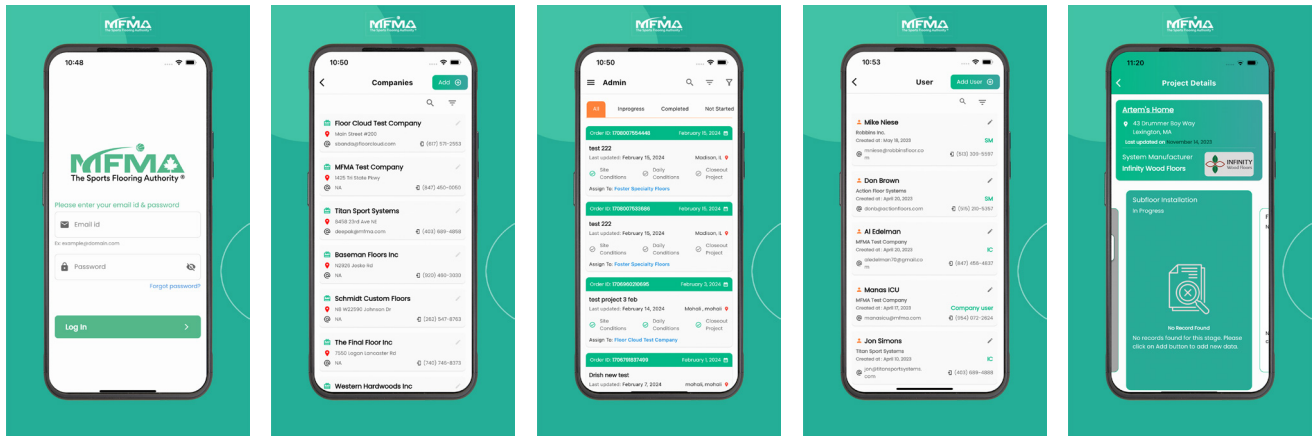
Flooring Mechanic: Restrictions can be set to allow users either all access to company records or customized access to specific job records

Each user will receive a confirmation email when the account has been activated. This includes a temporary password that can be changed after initial log in.



Download the App

Visit the [App Store](#) (IOS) or [Google Play Store](#) (Android) and search Maple Flooring Manufacturers Association. Look for the MFMA logo. Download the app and login using the credentials provided.



Add a Project

The first step to using the app is to create a project. This should be done in advance of the delivery of materials.

Project Installation Information

Project Title: Select a unique project name that allows you to easily identify each project.

Project Address: Enter the project address where the installation took place.

System Manufacturer: From the drop-down field, select the mill that is supplying the materials.

Square Footage of Project: Enter the total square feet of maple being installed. Do not include square footage of non-maple materials such as synthetics or tile.

New or Replacement: From the drop-down field, select new install or replacement of existing floor.

Floor System: Briefly detail the floor system. For non-manufactured floor systems, please describe the system. For example, $\frac{3}{4}$ " plywood and pads, double $\frac{1}{2}$ " plywood and pads, new maple, or plywood over existing sleepers, etc.

Flooring Grade: From the drop-down field, select the flooring grade.

Expansion Ridges: Select "Yes" or "No".

Anchored or Floating: Select "Anchored" or "Floating".

Flooring Staples or Cleats: Select "Staples" or "Cleats".

Sub-floor System Supplied by Manufacturer: Select "Yes" or "No"

Sealer: Optional - Input the brand and product intended for application.

Paint: Optional - Input the brand and product intended for application.

Finishes: Optional - Input the brand and product intended for application.

Comments: Optional - Add any additional project notes.

Photo: Optional - Upload installation photos.

Once your project details have been entered and saved, any Installation Company User can assign multiple Flooring Mechanics access to individual projects.

If no Flooring Mechanic is assigned, any Mechanic associated with the contractor can view, input or edit the project.



Delivery of Materials

Ensure that you have completed all required fields marked with an * in the app.

Subfloor Installation

Complete subfloor assembly list.

Flooring Installation

Document installation conditions.

Example: Inside temperature and relative humidity

Finishing Work

Document conditions and any finishes and sealers used.

Closeout Project

Complete the fields in order to change the status to “project complete”.

Questions?

Please contact MFMA Technical Director John Evans at jevans@maplefloor.org