

Flooring Planning Checklist (Tile & Laminate)

Use this checklist to plan layout, material quantities, substrate preparation, and installation sequencing before ordering flooring materials.

PROJECT SUMMARY

Room Dimensions:	_____

Flooring Type:	_____

Pattern/Layout:	_____

Estimated Area:	_____

Waste Allowance Used:	_____

Planned Date:	_____

PHASE 1 — PLANNING

- Confirm room dimensions and layout direction.
- Select flooring material (tile, laminate, etc.).
- Choose installation pattern (straight, diagonal, staggered).
- Determine expansion gap requirements (laminate).
- Review manufacturer installation guidelines.

PHASE 2 — SUBSTRATE PREPARATION

- Inspect subfloor for level and flatness.
- Check moisture levels where applicable.
- Plan leveling compound if required.
- Install underlayment (laminate) or backer board (tile).
- Ensure surface is clean and debris-free.

PHASE 3 — MATERIAL ORDERING

- Calculate total square footage.
- Add waste allowance (typically 10–15%).
- Confirm box coverage and batch/dye lot consistency (tile).
- Order trim, transitions, and edging pieces.
- Include adhesives, grout, spacers, and tools.

PHASE 4 — QUALITY & INSTALLATION CONTROL

- Dry-lay first row or chalk-line reference.
- Verify consistent spacing and alignment.
- Check expansion gaps before final rows.
- Allow proper curing time (tile).
- Inspect finished surface for level and alignment.

