



**NTMA**®

The National Terrazzo & Mosaic Association, Inc.

### **Suggested agenda items for a terrazzo "Pre-Installation" meeting**

A meeting well in advance of the installation of terrazzo can avoid many issues and help assure satisfactory results for all parties involved. The NTMA provides these suggested subjects for architects and general contractors as discussion items for your meeting. In attendance it is recommended to have the designer, architect, general contractor, NTMA terrazzo supplier and contractor present. Every project and situation is different and the items presented do not have a universal answer. Discuss with your NTMA contractor and supplier. Items are not listed in any particular order.

- Does the project warrant a moisture control system
- A crack isolation membrane
- Does floor have radiant heat, caveats such as controlling the temperature rise
- Will propane heaters be needed? Issues with moisture
- Divider strips: type, spacing, strategic locations, limitations, etc.
- Final grit to be used on project to match samples
- Machine grind versus hand grind, slight variations
- Final seal, procedure and products
- Maintenance, keeping the floors looking like new for years to come

Refer to NTMA technical information at [www.ntma.com](http://www.ntma.com) for clarification of items listed. The items are only for discussion purposes. The NTMA provides no warranty, express or implied for the information provided or results.