

BUYING GUIDE Chair Mats

Protect your floor with the right chair mat! Chair mats are designed to do two things: protect your floor and facilitate easy chair movement. You can take the guesswork out of choosing the style that's right for your work environment by following these easy guidelines.

DETERMINE THE SURFACE, SIZE AND SHAPE OF YOUR WORKSPACE:

SURFACE

Hard floor or carpet? Standard pile or plush? The most important factor in choosing a chair mat is making sure it's thick enough for the floor it covers.

Surface Icons:

Look for these icons on the following pages to make it easy to quickly identify the mat made for your type of surface.



For use on wood, tile, linoleum or vinyl



For carpet ¼" thick or less



For carpet ⅝" thick or less



For carpet ¾" thick or less



For carpet over ¾" thick

MEASURING FOR CARPET THICKNESS

(Carpet thickness includes padding)

1. Straighten the end of a paper clip. Sink the straightened end into the carpet, through the backing, until it reaches the floor.



2. Grab the paper clip with your thumb and index finger at the point where it's flush with the carpet. (Be sure you're not matting down the carpet with your hand.) Measure the distance between your fingers and the end of the paper clip, and that's the carpet's thickness.



SIZE

Consider your "roll area." Do you sit still or move from a desk to a file? Determine the farthest points you roll to retrieve items, then be sure to choose a mat that covers those dimensions.

Note: the size of the chair mat includes the lip length.

SHAPE

To fine-tune your selection, refer to the Workspace Configuration chart to choose a chair mat that matches the actual shape of your workspace.



SURFACE
and thickness



SIZE
of "roll area"



SHAPE
of workspace















LIP



**RECTANGULAR/
UTILITY**



L-WORKSTATION

Writing Table	Desk	U-Workstation	Desk & Credenza	L-Workstation	Corner Workstation
 Lip	 Lip	 Lip	 Lip	 Rectangular/ Utility	 Rectangular/ Utility
 Rectangular/ Utility	 Rectangular/ Utility	 Rectangular/ Utility	 Rectangular/ Utility	 L-Workstation	 L-Workstation