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Introduction

This Wayfinding Signage Standards Manual is designed to provide guidance to GVSU personnel and outside consultants who are involved in specifying, fabricating and installing interior and exterior signage at GVSU campuses and facilities. This manual also includes proper use of existing and new signage as well as GVSU logo use.

This manual is a University planning document intended to support internal discussions and maintain signage design consistency.

It is important that staff members become familiar with this content, refer to it when signage issues arise, and support its use by others. The GVSU Facilities Planning department is responsible for overseeing ongoing implementation and adherence to the standards.

For more information, contact the GVSU Facilities Planning department at 616.331.3258.

Frequently Asked Questions

Q: "How do I determine what sign to use?"
A: This document lays out the guidelines for wayfinding signage usage. However, a Master Signage Plan was created for the Allendale & Pew exterior campuses. When replacing signage at either campus, please refer to the Master Plan in Appendix A to see if your location has been identified and programmed already.

To aid in determining sign types for future projects, please refer to the appropriate Sign Type Descriptions Page (Exterior Sign Type Descriptions - Page 5, Interior Sign Type Descriptions - Page 43.) These documents highlight the proper sign type usage and layouts.

Q: "What is the process for getting my sign approved?"
A: Please submit a written request or electronic signage request form with your budget account to Facilities Planning. They will review and contact the requestor with questions. If approved, production time is approximately 8 weeks depending on project complexity. Facilities Planning will contact requestor to schedule installation and coordinate final details.

Q: "Where do I find the interior signage Master Plan?"
A: The interior signage Master Plan was not included in this 2018 scope of work. However, an Interior Design Standard was created and should be used as the basis for all future interior signage needs. After buildings are programmed with new signage, we encourage you to include those plans as an Appendix to this Manual.

Q: "Why are page orientations different in this manual?"
A: This Manual was created as an 8.5"x11" portrait document. However, the Design Intent Drawings were created to scale in 11"x17" landscape format. When issuing documents for bid or using the drawings to scale, please refer to the original 11"x17" electronic files.

Q: "How do new signs or updates happen?"
A: Facilities Planning provides signs for new construction projects, building renovations, new faculty/staff, and office changes. Please contact them with additional questions.
Interior Signage Standard 2018

Through the use of paper-based inserts, the interior signage standard was designed to be more efficiently managed and updated by the GVSU team. The majority of sign types throughout the standard utilize commercially available framing extrusions. As seen on page 50, the signs were developed to utilize standard paper sizes in order for inserts to be updated and maintained internally.

See Interior Sign Type Descriptions on pages 43-44 to aid in selecting the proper sign types.

*Note: This document was created to comply with the 2010 ADA Standards for Accessible Design. Please consult with Facilities Planning for compliance questions.
# Interior Sign Type Descriptions

## Student Academic Success Center

### Overhead ID

This sign type is used to identify high-level public destinations in areas where wall-mounted signs and identifiers are not practical or when the sign needs to be seen from a long distance.

See pages 74-75

## Classroom 304-319

### Overhead Guide

This sign type is used to provide direction to high-level public destinations and amenities in areas where wall-mounted guides are not practical or when the sign needs to be seen from a long distance in high-traffic areas.

See page 77

## Building Directory

This sign type lists the building name and level, and displays a listing of all public destinations within the building. This sign type could also be used as a staff directory. Destinations should be listed in alphabetical order.

See pages 53-55

See page 50 for insert sizes.

## Elevator Directory

This sign type should be placed at elevator banks and provide a listing, in alphabetical order, of the destinations that are accessible by this specific elevator. The destination listing should also provide level and room numbers.

The footer of this sign also includes the building name and level.

See pages 59-60

See page 50 for insert sizes.

## Wall Guide

These signs are located at building intersections and along corridors to direct to nearby destinations and amenities. The footer carries the building name and level.

Destinations should be listed in the following order, left, then right, then straight ahead. Destinations within each arrow group should be listed alphabetically.

See pages 61-64

See page 50 for insert sizes.

## Freestanding Directory

This sign type lists the building name and level, and displays a listing of all public destinations within the building. This sign type could also be used as a staff directory. Destinations should be listed in alphabetical order.

This sign type should be used in locations where there is no wall-space to install a large directory.

*Installation of this sign will require special approval.*

See pages 51-52

See page 50 for insert sizes.

## Primary Room ID

This paper-based insert sign type is used to identify the location of public destinations. When necessary, this sign can also list other information such as hours of operation or internal department names. The footer element should present the room name or number in tactile lettering and braille as required by the Americans with Disabilities Act.

See page 65

See page 50 for insert sizes.

## Secondary/Utility Room ID

Unlike other room signs, this sign is made using painted acrylic with tactile lettering. The branded elements (GVSU blue and logo) are removed from this sign type as it should be used to identify non-public spaces such as custodial closets, mechanical rooms, etc.

See page 66

## Room Number ID

This simple acrylic sign with tactile lettering should be used to identify service rooms that are only identified by room number.

See page 67-68
Interior Sign Type Descriptions (continued)

Donor Identification

This sign type should be used in conjunction with a Room ID or Classroom ID as a secondary identifier of the space. This sign should always be installed above the Room ID.
See page 69

Restroom ID

Designed to mimic the look of the paper-based insert Room ID, this painted acrylic sign is intended to provide regulatory information such as restroom or stair entrances.
See page 79
See page 48 for GVSU-approved symbols.

In Case of Fire

This is a code-required sign. Please confirm with local code to ensure compliance prior to installation.
See page 81
See page 48 for GVSU-approved symbols.

Overhead Flag ID

This sign is used to direct or indicate the location of a high-level public destination through the use of commonly used symbols. Typically, it should be used to identify restrooms and elevators.
See page 78
See page 48 for GVSU-approved symbols.

Regulatory Interior Stair

This is a code-required sign. Please confirm with local code to ensure compliance prior to installation.
See page 80

Notice Holder

This empty frame is used wherever temporary information needs to be posted and changed regularly. The user prints their own inserts on standard paper sizes.
See page 70-71

Door Frame Label

This simple acrylic sign is mounted to doors to identify utility rooms for maintenance staff.
See page 68
*Note: The Design Intent package has been modified to fit within this document. The original files were formatted as an 11" x 17" sheet. When issuing documents for bid, the full-size original document should be used.
Color Palette

1. Metallic Silver
2. Dark Gray
3. GVSU Blue
4. Reflective White
5. Black

<table>
<thead>
<tr>
<th>Color</th>
<th>Pantone Reference</th>
<th>Matte Color</th>
<th>Matte Color Reference</th>
</tr>
</thead>
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<tr>
<td>Silver</td>
<td>18-4305 TCX</td>
<td>---</td>
<td>---</td>
</tr>
<tr>
<td>Gray</td>
<td>18-4305 TCX</td>
<td>---</td>
<td>---</td>
</tr>
<tr>
<td>Blue</td>
<td>18-4010 TCX</td>
<td>---</td>
<td>---</td>
</tr>
<tr>
<td>White</td>
<td>18-4010 TCX</td>
<td>---</td>
<td>---</td>
</tr>
<tr>
<td>Black</td>
<td>---</td>
<td>---</td>
<td>---</td>
</tr>
</tbody>
</table>

CAUTION!
CONSISTENT AND ACCURATE COLOR REPRODUCTION IN THIS DOCUMENT CANNOT BE ASSURED DUE TO THE LIMITATIONS OF COLOR COPYING TECHNOLOGY.

The Coated Pantone Matching System® and Matthews Acrylic Polyurethane are used for specifying signage color matches. (In the absence of actual sign material color chip reference sets, actual specified product color matches should be referenced for color matching.)

Black: Matthews 00833070 Black
White: MP27386010 White
Reflective White: ---
---Natural Satin Anodized Aluminum---
Grey: 431CMP14141---

Pantone®:
Matthews Paint:
Oracal Series 751 Opaque Vinyl:

1. Metallic Silver
2. Dark Gray
3. GVSU Blue
4. Reflective White
5. Black

Logo colors to be black or white only.

Typography

Helvetica Regular
Aa Bb Cc Dd Ee Ff Gg Hh Ii Jj Kk Ll Mm Nn Oo Pp Qq Rr Ss Tt Uu Vv Ww Xx Yy Zz 1234567890

Helvetica Medium Condensed
Aa Bb Cc Dd Ee Ff Gg Hh Ii Jj Kk Ll Mm Nn Oo Pp Qq Rr Ss Tt Uu Vv Ww Xx Yy Zz 1234567890

Logo Format

Grand Valley State University.
ADA states that tactile room identification signs shall be installed on the latch side of the door (Illustration 1A). In the case of a double door, the sign shall be installed on the inactive leaf of the door (Illustration 1B). If both doors are active, then the sign is installed to the right of the right hand door. If there is no space on the latch side of the door, or to the right side of the double doors, then the sign is to be installed on the nearest adjacent wall space (Illustration 1C).

**ILLUSTRATION 1A**

**ILLUSTRATION 1B**

**ILLUSTRATION 1C**

Signs with tactile characters may be installed on the push side of a door (doors that open into the room, not into the circulation space), so long as the door has a closer and is not on a hold-open device. For example, restroom doors that push open into the restroom, and the door automatically closes, may have the tactile identification sign installed on the door. (Illustration 2)

**ILLUSTRATION 2**

Note that tactile signs must be installed such that a clear floor space of 18 inches by 18 inches, centered on the tactile copy, is provided outside of the swing of a door (Illustration 3A and 3B)

**ILLUSTRATION 3A**

**ILLUSTRATION 3B**

NOTE: The mounting heights and guidelines provided throughout this book on individual design intent drawing pages are for reference only. These guidelines are an interpretation of the 2010 ADA Standards for Accessible Design, and are not to be construed as legal advice concerning compliance with any law or regulation.
<table>
<thead>
<tr>
<th>Sign Type</th>
<th>Frame Size</th>
<th>Insert Size</th>
<th>US Paper Size Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>D-2 Directory - Large</td>
<td>25 1/8&quot; x 18&quot;</td>
<td>18&quot; x 24&quot;</td>
<td>Arch C</td>
</tr>
<tr>
<td>D-3 Directory - Small</td>
<td>18&quot; x 16 1/2&quot;</td>
<td>18&quot; x 16&quot;</td>
<td>Arch C (trimmed)</td>
</tr>
<tr>
<td>D-4 Elevator Directory - Large</td>
<td>25 1/8&quot; x 18&quot;</td>
<td>18&quot; x 24&quot;</td>
<td>Arch C</td>
</tr>
<tr>
<td>D-5 Elevator Directory - Small</td>
<td>11&quot; x 17 1/2&quot;</td>
<td>11&quot; x 17&quot;</td>
<td>Tabloid</td>
</tr>
<tr>
<td>G-1 Wall Guide - Large</td>
<td>18&quot; x 24 1/2&quot;</td>
<td>18&quot; x 24&quot;</td>
<td>Arch C</td>
</tr>
<tr>
<td>G-2 Wall Guide - Medium</td>
<td>18&quot; x 16 1/2&quot;</td>
<td>18&quot; x 16&quot;</td>
<td>Arch C (trimmed)</td>
</tr>
<tr>
<td>G-3 Wall Guide - Small</td>
<td>18&quot; x 12 1/2&quot;</td>
<td>18&quot; x 12&quot;</td>
<td>Arch C (trimmed)</td>
</tr>
<tr>
<td>I-1 Primary Room ID</td>
<td>8 1/2&quot; x 11 1/2&quot;</td>
<td>8 1/2&quot; x 11&quot;</td>
<td>Letter</td>
</tr>
<tr>
<td>N-1 Notice Holders</td>
<td>8 1/2&quot; x 11 1/2&quot;</td>
<td>8 1/2&quot; x 11&quot;</td>
<td>Letter</td>
</tr>
<tr>
<td>N-2 Notice Holders</td>
<td>11&quot; x 17 1/2&quot;</td>
<td>11&quot; x 17&quot;</td>
<td>Tabloid</td>
</tr>
</tbody>
</table>
Although no mounting height is specified by ADA guidelines for a sign without tactile and Braille, it's recommended this sign be mounted 60" to center from the floor so that its height is consistent with other signs.

See next page for layout specifications.

Printed sign insert to be minimally printed at 1200 DPI using pigment-based UV inks on a white, satin finish photo paper, with a matte UV over-laminate. The thickness of the insert must be heavy enough so that no wrinkles or waves will occur once installed into the sign.

Custom digitally printed directory insert per individual location to be supplied by client.

*TEXT USED FOR LAYOUT PURPOSES ONLY

Contract Holder to use same size and type of mounting screw throughout interior program.
This drawing is design intent only. Contractor is responsible for fabrication and overall level of quality. Any changes in design, material, fabrication method or other details must be approved by the Owner.

**Color Code**
- Metallic Silver
- PMS 861C
- GVSU Blue PMS 302C
- White
- Black
- Light Gray PMS Cool Gray 1C
- Light Blue PMS 265C

**Scale**
- 3” = 1'-0" (on an 11 x 17 sheet)

**Notes**
- 3” = 1'-0” (on an 11 x 17 sheet)

**Sign Type**
- D-2 Layout

**Date**
- Description

**Contract Holder**
- to use same size and type of mounting screw throughout interior program.

---

PRINTED SIGN INSERT TO BE MINIMALLY PRINTED AT 1200 DPI USING PIGMENT-BASED UV INKS ON A WHITE, SATIN FINISH PHOTO PAPER, WITH A MATTE UV OVER-LAMINATE. THE THICKNESS OF THE INSERT MUST BE HEAVY ENOUGH SO THAT NO WRINKLES OR WARPS OCCUR ONCE INSTALLED INTO THE SIGN.

PRINTED LEVEL DESIGNATION TO MATCH WHITE IS RIGHT JUSTIFIED AND CENTERED VERTICALLY IN SIGN FOOTER. FONT: HELVETICA REGULAR AND BOLD, 7/8” CAP.

PRINTED FOOTER BACKGROUND TO MATCH DARK GRAY.

PRINTED HEADER BACKGROUND TO MATCH DARK GRAY.

PRINTED COPY IN HEADER TO MATCH WHITE IS ALIGNED AS SHOWN. FONT: HELVETICA REGULAR, 7/8” CAP.

1/16” (H.) RULE LINES TO MATCH WHITE ARE USED TO SEPARATE NAMES.

1/8” (H.) RULE LINES TO MATCH WHITE ARE USED TO SEPARATE HEADINGS FROM NAMES.

PRINTED COPY TO MATCH WHITE IS ALIGNED AS SHOWN. FONT: HELVETICA REGULAR, 7/16” CAP.

PRINTED COPY IN HEADERS TO MATCH WHITE IS ALIGNED AS SHOWN. FONT: HELVETICA REGULAR, 7/8” CAP.

PRINTED COPY TO MATCH WHITE IS ALIGNED AS SHOWN. FONT: HELVETICA REGULAR, 7/16” CAP.

PRINTED BACKGROUND TO MATCH GVSU BLUE.

PRINTED 2 1/8” LOGO PRINTED TO MATCH WHITE AND ALIGNED AS SHOWN.

PRINTED HEADER TO MATCH WHITE IS ALIGNED AS SHOWN. FONT: HELVETICA REGULAR, 7/8” CAP.

PRINTED DIRECTORY COPY TO MATCH WHITE IS ALIGNED AS SHOWN. FONT: HELVETICA REGULAR, 7/16” CAP.

PRINTED BACKGROUND TO MATCH GVSU BLUE.

PRINTED BACKGROUND TO MATCH DARK GRAY.

PRINTED SIGN INSERT TO BE MINIMALLY PRINTED AT 1200 DPI USING PIGMENT-BASED UV INKS ON A WHITE, SATIN FINISH PHOTO PAPER, WITH A MATTE UV OVER-LAMINATE. THE THICKNESS OF THE INSERT MUST BE HEAVY ENOUGH SO THAT NO WRINKLES OR WARPS OCCUR ONCE INSTALLED INTO THE SIGN.

PRINTED LEVEL DESIGNATION TO MATCH WHITE IS RIGHT JUSTIFIED AND CENTERED VERTICALLY IN SIGN FOOTER. FONT: HELVETICA REGULAR AND BOLD, 7/8” CAP.

PRINTED FOOTER BACKGROUND TO MATCH DARK GRAY.

PRINTED HEADER BACKGROUND TO MATCH DARK GRAY.

PRINTED COPY IN HEADER TO MATCH WHITE IS ALIGNED AS SHOWN. FONT: HELVETICA REGULAR, 7/8” CAP.

1/16” (H.) RULE LINES TO MATCH WHITE ARE USED TO SEPARATE NAMES.

1/8” (H.) RULE LINES TO MATCH WHITE ARE USED TO SEPARATE HEADINGS FROM NAMES.

PRINTED COPY TO MATCH WHITE IS ALIGNED AS SHOWN. FONT: HELVETICA REGULAR, 7/16” CAP.

PRINTED COPY IN HEADERS TO MATCH WHITE IS ALIGNED AS SHOWN. FONT: HELVETICA REGULAR, 7/8” CAP.

PRINTED BACKGROUND TO MATCH GVSU BLUE.

PRINTED 2 1/8” LOGO PRINTED TO MATCH WHITE AND ALIGNED AS SHOWN.

PRINTED HEADER TO MATCH WHITE IS ALIGNED AS SHOWN. FONT: HELVETICA REGULAR, 7/8” CAP.

PRINTED DIRECTORY COPY TO MATCH WHITE IS ALIGNED AS SHOWN. FONT: HELVETICA REGULAR, 7/16” CAP.

PRINTED BACKGROUND TO MATCH GVSU BLUE.

PRINTED BACKGROUND TO MATCH DARK GRAY.

PRINTED SIGN INSERT TO BE MINIMALLY PRINTED AT 1200 DPI USING PIGMENT-BASED UV INKS ON A WHITE, SATIN FINISH PHOTO PAPER, WITH A MATTE UV OVER-LAMINATE. THE THICKNESS OF THE INSERT MUST BE HEAVY ENOUGH SO THAT NO WRINKLES OR WARPS OCCUR ONCE INSTALLED INTO THE SIGN.

PRINTED LEVEL DESIGNATION TO MATCH WHITE IS RIGHT JUSTIFIED AND CENTERED VERTICALLY IN SIGN FOOTER. FONT: HELVETICA REGULAR AND BOLD, 7/8” CAP.

PRINTED FOOTER BACKGROUND TO MATCH DARK GRAY.

PRINTED HEADER BACKGROUND TO MATCH DARK GRAY.

PRINTED COPY IN HEADER TO MATCH WHITE IS ALIGNED AS SHOWN. FONT: HELVETICA REGULAR, 7/8” CAP.

1/16” (H.) RULE LINES TO MATCH WHITE ARE USED TO SEPARATE NAMES.

1/8” (H.) RULE LINES TO MATCH WHITE ARE USED TO SEPARATE HEADINGS FROM NAMES.

PRINTED COPY TO MATCH WHITE IS ALIGNED AS SHOWN. FONT: HELVETICA REGULAR, 7/16” CAP.

PRINTED COPY IN HEADERS TO MATCH WHITE IS ALIGNED AS SHOWN. FONT: HELVETICA REGULAR, 7/8” CAP.

PRINTED BACKGROUND TO MATCH GVSU BLUE.

PRINTED 2 1/8” LOGO PRINTED TO MATCH WHITE AND ALIGNED AS SHOWN.

PRINTED HEADER TO MATCH WHITE IS ALIGNED AS SHOWN. FONT: HELVETICA REGULAR, 7/8” CAP.

PRINTED DIRECTORY COPY TO MATCH WHITE IS ALIGNED AS SHOWN. FONT: HELVETICA REGULAR, 7/16” CAP.

PRINTED BACKGROUND TO MATCH GVSU BLUE.

PRINTED BACKGROUND TO MATCH DARK GRAY.

PRINTED SIGN INSERT TO BE MINIMALLY PRINTED AT 1200 DPI USING PIGMENT-BASED UV INKS ON A WHITE, SATIN FINISH PHOTO PAPER, WITH A MATTE UV OVER-LAMINATE. THE THICKNESS OF THE INSERT MUST BE HEAVY ENOUGH SO THAT NO WRINKLES OR WARPS OCCUR ONCE INSTALLED INTO THE SIGN.

PRINTED LEVEL DESIGNATION TO MATCH WHITE IS RIGHT JUSTIFIED AND CENTERED VERTICALLY IN SIGN FOOTER. FONT: HELVETICA REGULAR AND BOLD, 7/8” CAP.

PRINTED FOOTER BACKGROUND TO MATCH DARK GRAY.

PRINTED HEADER BACKGROUND TO MATCH DARK GRAY.

PRINTED COPY IN HEADER TO MATCH WHITE IS ALIGNED AS SHOWN. FONT: HELVETICA REGULAR, 7/8” CAP.

1/16” (H.) RULE LINES TO MATCH WHITE ARE USED TO SEPARATE NAMES.

1/8” (H.) RULE LINES TO MATCH WHITE ARE USED TO SEPARATE HEADINGS FROM NAMES.

PRINTED COPY TO MATCH WHITE IS ALIGNED AS SHOWN. FONT: HELVETICA REGULAR, 7/16” CAP.
Although no mounting height is specified by ADA guidelines for a sign without tactile and Braille, it's recommended this sign be mounted 60" to center from the floor so that its height is consistent with other signs.

See next page for layout specifications.

Printed sign insert to be minimally printed at 1200 DPI using pigment-based UV inks on a white, satin finish photo paper, with a matte UV over-laminate. The thickness of the insert must be heavy enough so that no wrinkles or waves will occur once installed into the sign.

Mechanically fasten sign to wall.

Contract Holder to use same size and type of mounting screw throughout interior program.

*TEXT USED FOR LAYOUT PURPOSES ONLY

Mary Idema Pew Library Learning & Information Commons

CONTENT FOR PLACEMENT ONLY

LEVEL 4

NAME

5

FLOOR

4

NAME

3

NAME

2

FLOOR

2

FLOOR

2

NAME

2

NAME

2

52x72x1/2" deep aluminum extrusion with natural satin anodized finish.

Tamper resistant removable 1/8" thick clear non-glare lens. Anodized aluminum frame rails. PVC backer panel.

Mechanically fasten sign to wall.

1/2" tall x 3/8" deep aluminum extrusion with natural satin anodized finish.

Custom digitally printed directory insert per individual location to be supplied by client.

This drawing is design-intent only. Fabricator is responsible for fabrication and overall level of quality. Any changes in design, materials, fabrication method or other details must be approved by the Owner.

Legend

- Metallic Silver
- PMS 431C
- GVSU Blue
- PMS 301C
- White
- Black
- Light Gray
- PMS Cool Gray 1C
- Light Blue
- PMS 299C

Contract Holder to use same size and type of mounting screw throughout interior program.
Printed sign insert to be minimally printed at 1200 DPI using pigment-based UV inks on a white, satin finish photo paper, with a matte UV over laminate. The thickness of the insert must be heavy enough so that no wrinkles or waves will occur once installed into the sign.

### Printed Directory Copy
- **Mary Idema Pew Library Learning & Information Commons**
- **DESTINATION FLOOR**
- **Name**
- **Name**
- **STAFF NAME FLOOR**
- **Name**
- **Name**

### Printed Copy in Header
- White is aligned as shown. Font: Helvetica Regular, 7/16" cap.

### Printed Header Background
- Match Dark Gray.

### Printed Directory Copy
- White is aligned as shown. Font: Helvetica Regular, 7/8" cap.

### Printed Background
- Match GVSU Blue.

### Printed Level Designation
- Right justified and centered vertically in sign footer. Font: Helvetica Regular and Bold, 7/8" cap.

### Printed Footer Background
- Match Dark Gray.

### Note
- This drawing is design-intent only. Fabricator is responsible for fabrication and overall level of quality. Any changes in design, materials, fabrication method or other details must be approved by the Owner.

### Color Code
- **Metallic Silver**
- **PMS 431C**
- **Grey**
- **PMS 413C**
- **GVSU Blue**
- **PMS 301C**
- **White**
- **Black**
- **Light Gray**
  - **PMS Cool Gray 1C**
- **Light Blue**
  - **PMS 299C**

### Scale
- 2" = 1'-0" (on an 11 x 17 sheet)
Although no mounting height is specified by ADA guidelines for a sign without tactile and Braille, it's recommended this sign be mounted 60" to center from the floor so that its height is consistent with other signs.
Contract Holder to use same size and type of mounting screw throughout interior program.

Printed sign text to be minimally printed at 1200 DPI using pigment-based UV inks on a white, satin finish, photo paper, with a matte UV over laminate. The thickness of the insert must be heavy enough so that no wrinkles or waves will occur once installed onto the sign.

- Printed building name to match White is left justified and centered with all in sign header. Font: Helvetica Regular, 7/8” cap.
- Printed level designation to match White is right justified and centered vertically in sign footer. Font: Helvetica Regular and Bold, 7/8” cap.
- Printed directory copy to match White is aligned as shown. Font: Helvetica Regular. 3/8” cap.
- Printed background to match GVSU Blue.
- Printed header background to match Dark Gray.
- Printed footer background to match Dark Gray.
- Printed building name to match White is left justified and centered vertically in sign header. Font: Helvetica Regular, 1/2” cap.

This drawing is design intent only. Fabricator is responsible for fabrication and overall level of quality. Any changes in design, materials, fabrication method or other details must be approved by the Owner.

<table>
<thead>
<tr>
<th>Sign Type</th>
<th>D-4 Layout</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Color Code</th>
</tr>
</thead>
<tbody>
<tr>
<td>Metallic Silver</td>
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<tr>
<td>Gray</td>
</tr>
<tr>
<td>GSU Blue</td>
</tr>
<tr>
<td>White</td>
</tr>
<tr>
<td>Black</td>
</tr>
<tr>
<td>Light Gray</td>
</tr>
<tr>
<td>Light Blue</td>
</tr>
</tbody>
</table>

**Scale**

2” = 1'-0” (on an 11 x 17 sheet)

**Notes**

This drawing is design intent only. Fabricator is responsible for fabrication and overall level of quality. Any changes in design, materials, fabrication method or other details must be approved by the Owner.

**Date**

**Description**

This drawing is design intent only. Fabricator is responsible for fabrication and overall level of quality. Any changes in design, materials, fabrication method or other details must be approved by the Owner.
Although no mounting height is specified by ADA guidelines for a sign without tactile and Braille, it's recommended this sign be mounted 60" to center from the floor so that its height is consistent with other signs.

Mechanically fasten sign to wall.

See next page for layout specifications.

Printed sign insert to be minimally printed at 1200 DPI using pigment-based UV inks on a white, satin finish photo paper, with a matte UV over-laminate. The thickness of the insert must be heavy enough so that no wrinkles or waves will occur once installed into the sign.

Custom digitally printed directory insert per individual location to be supplied by client.

1/2" tall x 3/8" deep aluminum extrusion with natural satin anodized finish.

Tamper resistant removeable 1/8" thick clear non-glare lens. Anodized aluminum frame rails. PVC backer panel.

**Sign Type**

**Scale**

3" = 1'-0"
(on an 11 x 17 sheet)

**Color Code**

- Metallic Silver
- PMS 301C
- Pew: PMS 431C
- GVSU Blue: PMS 299C
- Black: PMS Cool Gray 1C
- White: PMS 116C
- Light Gray: PMS 726C
- Light Blue: PMS 301C

*TEXT USED FOR LAYOUT PURPOSES ONLY*
Printed building name to match White is left justified and centered vertically in sign header. Font: Helvetica Regular, 5/8" cap.

Printed header background to match Dark Gray.

Printed background to match GVSU Blue.

Printed heading copy to match White aligned as shown. Font: Helvetica Regular, 9/16" cap.

Printed background to match GVSU Blue.

Printed building name to match White is left justified and centered vertically in sign footer. Font: Helvetica Regular, 5/16" cap.

Printed footer background to match Dark Gray.

Printed building name to match White is left justified and centered vertically in sign footer. Font: Helvetica Regular and Bold, 1/2" cap.

This drawing is design intent only. Fabricator is responsible for fabrication and overall level of quality. Any changes in design, materials, fabrication method or other details must be approved by the Owner.
Although no mounting height is specified by ADA guidelines for a sign without tactile and Braille it’s recommended this sign be mounted 60" to center from the floor so that its height is consistent with other signs.

**Level 2**

- Student Services Building
- Computer Room
- Classrooms 212-224
- Lecture Hall
- Restrooms
- Classrooms 225-235
- Vending
- Elevator

Contract Holder to use same size and type of mounting screw throughout interior program.

*TEXT USED FOR LAYOUT PURPOSES ONLY*
This drawing is design intent only. Fabricator is responsible for fabrication and overall level of quality. Any changes in design, materials, fabrication method or other details must be approved by the Owner.

Printed sign insert to be minimally printed at 1200 DPI using pigment-based UV inks on a white, satin-finish photo paper with a matte UV over laminate. The thickness of the insert must be heavy enough so that no wrinkles or waves occur once installed into the sign.

Printed background to match GVSU Blue.

Printed level designation to match White is right justified and centered vertically in sign footer. Font: Helvetica Regular and Bold 7/8" cap.

Printed building name to match White is left justified and centered vertically in sign footer. Font: Helvetica Regular 1/2" cap.

Printed sign insert to be minimally printed at 1200 DPI using pigment-based UV inks on a white, satin-finish photo paper with a matte UV over laminate. The thickness of the insert must be heavy enough so that no wrinkles or waves will occur once installed into the sign.

Printed background to match GVSU Blue.

Printed level designation to match White is right justified and centered vertically in sign footer. Font: Helvetica Regular and Bold 7/8" cap.

Printed building name to match White is left justified and centered vertically in sign footer. Font: Helvetica Regular 1/2" cap.

Printed sign insert to be minimally printed at 1200 DPI using pigment-based UV inks on a white, satin-finish photo paper with a matte UV over laminate. The thickness of the insert must be heavy enough so that no wrinkles or waves will occur once installed into the sign.

Printed background to match GVSU Blue.

Printed level designation to match White is right justified and centered vertically in sign footer. Font: Helvetica Regular and Bold 7/8" cap.

Printed building name to match White is left justified and centered vertically in sign footer. Font: Helvetica Regular 1/2" cap.

Printed sign insert to be minimally printed at 1200 DPI using pigment-based UV inks on a white, satin-finish photo paper with a matte UV over laminate. The thickness of the insert must be heavy enough so that no wrinkles or waves will occur once installed into the sign.

Printed background to match GVSU Blue.

Printed level designation to match White is right justified and centered vertically in sign footer. Font: Helvetica Regular and Bold 7/8" cap.

Printed building name to match White is left justified and centered vertically in sign footer. Font: Helvetica Regular 1/2" cap.

Printed sign insert to be minimally printed at 1200 DPI using pigment-based UV inks on a white, satin-finish photo paper with a matte UV over laminate. The thickness of the insert must be heavy enough so that no wrinkles or waves will occur once installed into the sign.

Printed background to match GVSU Blue.

Printed level designation to match White is right justified and centered vertically in sign footer. Font: Helvetica Regular and Bold 7/8" cap.

Printed building name to match White is left justified and centered vertically in sign footer. Font: Helvetica Regular 1/2" cap.
This drawing is design-intent only. Fabricator is responsible for fabrication and overall level of quality. Any changes in design, materials, fabrication method or other details must be approved by the Owner.

Scale

3” = 1’-0”
(on an 11 x 17 sheet)

Color Code

1. Metallic Silver
2. PMS 611C
3. GVSU Blue
4. White
5. Black
6. Light Gray
7. PMS 301C
8. Light Blue
9. PMS 299C

Note: Although no mounting height is specified by ADA guidelines for a sign without tactile and Braille, it’s recommended this sign be mounted 60” to center from the floor so that its height is consistent with other signs.

- Custom digitally printed guide insert per individual location to be supplied by client.
- Printed sign insert to be custom printed at 1200 DPI on pigment-based UV ink on a white, satin finish photo paper, with a matte UV over-laminate. The flanges of the insert must be long enough so that no wrinkles or waves will occur once installed into the sign.
- Temper resistant reusable 3/8” thick clear non-glare lens. Anodized aluminum frame rails. PVC backer panel.
- Tamper resistant removeable 1/8” thick clear non-glare lens. Anodized aluminum frame rails. PVC backer panel.
- 10” tall x 3 1/4” deep aluminum extrusion with natural satin anodized finish.
- Mechanically fasten sign to wall.
- Contract Holder to use same size and type of mounting screw throughout interior program.

<table>
<thead>
<tr>
<th>Sign Type</th>
<th>G-2 Wall Guide - Medium (4-5 Lines)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Scale</td>
<td>3” = 1’-0”</td>
</tr>
<tr>
<td>Color Code</td>
<td>Metallic Silver, PMS 611C, GVSU Blue, White, Black, Light Gray, PMS 301C, Light Blue, PMS 299C</td>
</tr>
</tbody>
</table>

This drawing is design-intent only. Fabricator is responsible for fabrication and overall level of quality. Any changes in design, materials, fabrication method or other details must be approved by the Owner.

Student Services Building

Computer Room
Classrooms 212-224
Restrooms
Classrooms 225-235

Level 2

Computer Room
Classrooms 212-224
Restrooms
Classrooms 225-235

Left View

Front View

Side View
Although no mounting height is specified by ADA guidelines for a sign without tactile and Braille, it's recommended this sign be mounted 60" to center from the floor so that its height is consistent with other signs.

Mechanically fasten sign to wall.

See G-1 Wall Guide - Large for layout specifications.

Printed sign insert to be minimally printed at 1200 DPI using pigment-based UV inks on a white, satin finish photo paper, with a matte UV over-laminate. The thickness of the insert must be heavy enough so that no wrinkles or waves will occur once installed into the sign.

Tamper resistant removable 1/8" thick clear non-glare lens. Anodized aluminum frame rails. PVC backer panel.

Contract Holder to use same size and type of mounting screw throughout interior program.
Contract Holder to use same size and type of mounting screw throughout interior program.

This drawing is design-intent only. Fabricator is responsible for fabrication and overall level of quality. Any changes in design, materials, fabrication method or other details must be approved by the Owner.

**Color Code**

- Metallic Silver
- GVSU Blue
- White
- Black
- Light Gray
- Light Blue

**Sign Type**

- I-1 Room IDs

**Scale**

- 3” = 1’-0” (on an 11 x 17 sheet)

**Color Code**

- Metallic Silver
- GVSU Blue
- White
- Black
- Light Gray
- Light Blue

**Notes**

- Printed sign insert to be minimally printed at 1200 DPI using pigment-based UV inks on a white, semi-gloss photographic paper with a matte UV over laminate. The Floods of the font must be heavy enough so that no wrinkling or warping will occur once installed into the sign.

**Dimensions**

- 7/16” tall x 3/8” deep aluminum extrusion with natural satin anodized finish.
- 1/2” tall x 3/8” deep aluminum extrusion with natural satin anodized finish.

**Font**

- Helvetica Regular 5/8” and 5/16” cap.
- Helvetica Regular, tracking set at 50.

**Printed messaging**

- Match White.
- Match GVSU Blue.
- Center messaging and rule line group horizontally and vertically in blue field.

**Printed background**

- Match GVSU Blue.

**Printed rule lines**

- Match White.

**Painted ADA panel**

- Match Dark Gray.

**Tactile copy**

- Match White and clear grade 2 Braille centered horizontally on sign panel. Font: Helvetica Regular.

**Additional Information**

- Printed background to match GVSU Blue.
- Printed messaging to match White.
- Center messaging and rule line group horizontally and vertically in blue field.

**Mechanically fasten sign to wall.**

**Contract Holder to use same size and type of mounting screw throughout interior program.**
Contract Holder to use same size and type of mounting screw throughout interior program.
Contract Holder to use same size and type of mounting screw throughout interior program.

ADA requires that tactile characters on a sign must be mounted between 48” and 60” from the tactile character baseline to the floor. Mounting this sign at 60” to the top wall is compliant with ADA guidelines.

Attach sign to wall with VHB tape.

V4323

4323

Side View

Front View

1/4”(th) clear acrylic sign panel with sides and back painted to match Dark Gray.

White tactile and braille to be centered horizontally on sign face and aligned as shown. Font: Helvetica Regular.

Attach sign to wall with VHB tape.

2 1/2”
This drawing is design-intent only. Fabricator is responsible for fabrication and overall level of quality. Any changes in design, materials, fabrication method or other details must be approved by the Owner.

I-5 Door Frame Label

1" = 1'-0" (on an 11 x 17 sheet)

- 1/16" (th.) acrylic panel painted to match Dark Gray.
- Direct to adhesive printed number to match White centered horizontally and vertically on panel. Font: Helvetica Regular, 7/8" cap.
- VHB taped to door frame and aligned as shown.

**NOTES:**
- Contract Holder to use same size and type of mounting screw throughout interior program.
This drawing is design-intent only. Fabricator is responsible for fabrication and overall level of quality. Any changes in design, materials, fabrication method or other details must be approved by the Owner.

Contract Holder to use same size and type of mounting screw throughout interior program.
Single-Sided modules feature one sign frame attached to a formed aluminum counter-top stand, displayed at an 18 degree angle.

Double-Sided modules feature two sign frames attached back-to-back, displayed vertically via a counter-top stand and base.

- Anodized aluminum frame with acrylic lens with gray border.
- Printed sign insert to be minimally printed at 1200 DPI using pigment-based UV inks on a white, satin finish photo paper, with a matte UV over-laminate. The thickness of the insert must be heavy enough so that no wrinkles or waves will occur once installed into the sign.

**Sign Type**

I-7 Cubicle ID

**Scale**

1" = 1'-0" (on an 11 x 17 sheet)

**Color Code**

- Metallic Silver
  - PMS 431C
- Grey
  - PMS 561C
- GVSU Blue
  - PMS 299C
- White
- Black
- Light Gray
  - PMS Cool Gray 1C
- Light Blue
  - PMS 301C

**Notes**

- Contract Holder to use same size and type of mounting screw throughout interior program.

This drawing is design-intent only. Fabricator is responsible for fabrication and overall level of quality. Any changes in design, materials, fabrication method or other details must be approved by the Owner.
This drawing is design-intent only. Fabricator is responsible for fabrication and overall level of quality. Any changes in design, materials, fabrication method or other details not to be approved by the Owner.

| Color Code | Metallic Silver | PMS 301C |
| Color Code | Grey | PMS 431C |
| Color Code | GVSU Blue | PMS 299C |
| Color Code | White | PMS 122C |
| Color Code | Black | PMS 186C |
| Color Code | Light Grey | PMS Cool Gray 1C |
| Color Code | Light Blue | PMS 300C |

60” Although no mounting height is specified by ADA guidelines for a sign without tactile and Braille it’s recommended this sign be mounted 60” to center from the floor so that its height is consistent with other signs.

Although no mounting height is specified by ADA guidelines for a sign without tactile and Braille it’s recommended this sign be mounted 60” to center from the floor so that its height is consistent with other signs.

Mechanically fasten sign to wall.

Tamper resistant removable 1/8” thick double non-glare lens. Anodized aluminum frame rails. PVC backer panel.

Anodized aluminum frame rails. PVC backer panel.

Painted background to match an 80% screen of Dark Gray.

Grease background to match an 80% screen of Dark Gray.

4” (h) masked and sprayed or screen printed GVSU logo to match Black centered horizontally and vertically on backer panel behind acrylic, non-visible when sign frame has no insert.

4” (h) masked and sprayed or screen printed GVSU logo to match Black centered horizontally and vertically on backer panel behind acrylic, non-visible when sign frame has no insert.

1/2” tall x 3/8” deep extrusion with natural satin anodized finish.

1/2” tall x 3/8” deep extrusion with natural satin anodized finish.

Inserted can be pre-printed or customized using simple word processing template. If a template is created it should use the option that in the portrait or landscape orientation. White paper can be used for avoidance color that do not match these years.

Inserted can be pre-printed or customized using simple word processing template. If a template is created it should use the option that in the portrait or landscape orientation. White paper can be used for avoidance color that do not match these years.

Contract Holder to use same size and type of mounting screw throughout interior program.
This drawing is design-intent only. Fabricator is responsible for fabrication and overall level of quality. Any changes in design, materials, fabrication method or other details must be approved by the Owner.

Although no mounting height is specified by ADA guidelines for a sign without tactile and Braille, it’s recommended this sign be mounted 60” to center from the floor so that its height is consistent with other signs.

Signs are supplied empty. GVSU will provide inserts after frames are installed. Inserts can be pre-printed or customised using a simple word processing template. If a template is used, it should be your responsibility to ensure it is compatible with the system font and size. GVSU will provide a template on request. The template should use the system fonts in the Helvetica family so that it looks compatible with the system. White paper can be used but avoid using colors that do not match the system.

GVSU Blue
PMS 301C

Metallic Silver
Hand Painted Anodized Aluminum

Grey
PMS 431C

White
PMS Cool Gray 1C

Black
PMS 299C

Light Grey
PMS 186C

Light Blue
PMS 301C

Contract Holder to use same size and type of mounting screw throughout interior program.

N-2 Notice Insert - Tabloid, Portrait
N-2a Landscape

2" x 6" (on an 11 x 17 sheet)
Contract Holder to use same size and type of mounting screw throughout interior program.

---

**Notes**

This drawing is design intent only. Contractor is responsible for final location and overall level of finish. Any change in design, materials, fabrication method or other detail must be approved by the Owner.

---

**Sign Type**

<table>
<thead>
<tr>
<th>Number</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>N-3</td>
<td>Lectern ID Sign</td>
</tr>
</tbody>
</table>

**Legend**

- Metallic Silver
- Natural Satin Anodized Aluminum
- PMS 431C
- PMS Cool Gray 1C
- PMS 299C
- GVSU Blue
- White
- Black
- Light Gray
- Light Blue
- PMS 301C

**Scale**

3" = 1'-0" (on an 11 x 17 sheet)

---

**Dimensions**

- 2'-0" Side View
- 1'-2" Front View

---

**Details**

1/2" tall x 3/8" deep aluminum extrusion with natural satin anodized finish.

Tamper resistant removeable 1/8" thick non-reflective lens with second surface applied white vinyl and painted background color.

Anodized aluminum frame rails. PVC backing panel.

1/2" tall x 3/8" deep aluminum extrusion with natural satin anodized finish.

Mechanically fastened to existing column.
This drawing is design-intent only. Fabricator is responsible for fabrication and overall quality. Any changes in design, material, fabrication method or other alterations must be approved by the Owner.

- **Notes:***

  - Install a minimum 3'-0" (36") from the bottom of sign to the floor.

- **Color Code:***
  - Metallic Silver
  - Grey
  - PMS 431C
  - Natural Satin Anodized Aluminum
  - PMS Cool Gray 1C
  - PMS 299C
  - GVSU Blue
  - White
  - Black
  - Light Gray
  - Light Blue
  - PMS 301C

- **Scale:** 1:12 = 1'-0" (on 11 x 17" sheet)

- **Sign Type:**
  - O-1 Overhead ID - Large - Double Sided
  - O-1a Single Sided

- **ADA guidelines:** No objects, including signs, shall protrude more than 4" from wall surfaces or 12" from posts or pylons in a horizontal zone between 27" from the floor to 80" from the floor. Overhead signs may not hang down below 80" from the bottom of the sign to the floor. However, for this project we recommend the minimum dimension from floor to bottom of sign fall at 84" for optimum visibility.

- **Contract Holder:** Use same size and type of mounting screw throughout interior program.
This drawing is design-intent only. Fabricator is responsible for fabrication and overall level of quality. Any changes in design, materials, fabrication method or other details must be approved by the Owner.

**Scale**
1 1/2" = 1'-0" (on an 11 x 17 sheet)

**Color Code**
- Metallic Silver: PMS 431C
- Gray: PMS 475C
- GVSU Blue: PMS 299C
- White: PMS Cool Gray 1C
- Black
- Light Gray: PMS 301C
- Light Blue: PMS 302C

**Notes**
- Install a minimum 3'-0" (36") from the bottom of sign to the floor.

**Contract Holder**
- To use same size and type of mounting screw throughout interior program.

**Student Academic Success Center**

- Side View
- Front View
- Layout View

**Sign Type**
- O-2 Overhead ID - Small - Double Sided
- O-2a Single Sided

**Date Description**

**Material**
- 1/2" (3 mm) Komacel sign panel painted front and back to match GVSU Blue.
- 3/16" (4.76 mm) surface applied opaque vinyl rule lines to match White centered horizontally on panel.
- 1/4" (6.35 mm) surface applied opaque vinyl messaging to match White centered horizontally and vertically on sign face. Font: Helvetica Regular, 2" cap.

**Suspended Overheads**
- Use Carl Stahl Swaged Radiused Head End Stops part #869-0200 for mounting.

**Flush-Mounted Overheads**
- Use extruded aluminum U channel painted to match Metallic Silver for attachment to suspended ceilings.

**ADA Guidelines**
- No objects, including signs, shall protrude more than 4" from wall surfaces or 12" from posts or pylons in a horizontal zone between 27" from the floor to 80" from the floor. Overhead signs may not hang down below 80" from the bottom of the sign to the floor. However, for this project we recommend the minimum dimension from floor to bottom of sign fall at 84" for optimum visibility.

- Install a minimum 7'-0" (84") from the bottom of sign to the floor.

**NOTE:** Mounting conditions will vary. Fabricator to verify each location and determine if ceiling grid clips, cable suspension or other mounting method is required.

**Contract Holder**
- To use same size and type of mounting screw throughout interior program.
This drawing is design-intent only. Fabricator is responsible for fabrication and overall level of quality. Any changes in design, materials, fabrication method or other details must be approved by the Owner.

### Notes

- **Scale**: 1/2" = 1'-0" (on an 11 x 17 sheet)

### Color Codes

- Metallic Silver
- Grey
- GVSU Blue
- White
- Black
- Light Grey
- Light Blue
- PMS 431C
- PMS 299C
- PMS 301C
- PMS Cool Gray 1C
- PMS Black C

### ADA Guidelines

- No objects, including signs, shall protrude more than 4" from wall surfaces or 12" from posts in a horizontal zone between 27" from the floor to 80" from the floor.
- Overhead signs may not hang down below 80" from the bottom of the sign to the floor. However, for this project we recommend the minimum dimension from floor to bottom of sign fall at 84" for optimum visibility.

### Sign Types

- **O-3** Overhead Guide - Large - Double Sided
- **O-3a** Single Sided

### Mounting

- Install a minimum 1 1/2" (48") space between sign and floor.

### Details

- **Classrooms 304-319**
  - Education's Observation Classroom

- **Community Service Center**

### Specifications

- **Sign Type**: O-3 Overhead Guide - Large - Double Sided
- **Material**: 3/4" (th) Komacel sign panel painted front and back to match GVSU Blue.
- **Color**: Metallic Silver
- **Mounting**: Aluminum U channel painted to match Metallic Silver
- **Installation**: Flush-mounted overheads are installed by securing U channel to ceiling with screws or by clips for attachment to suspended ceilings.

### Text

- Install a minimum 1 1/2" (48") from the bottom of sign to the floor.

### Layout

- **Classrooms 304-319**: Education's Observation Classroom
- **Community Service Center**

### O-3 Overhead Guide, Double Sided - Large

1. **O-3a** Single Sided

### Dimensions

- **4'-6"**
- **4'-4 1/2"**
- **9"**
- **10"**
- **2 1/4"**
- **2 3/4"**
- **1"**

### Notes

- All guidelines state that no objects, including signs, shall protrude more than 4" from wall surfaces or 12" from posts in a horizontal zone between 27" from the floor to 80" from the floor. Overhead signs may not hang down below 80" from the bottom of the sign to the floor. However, for this project we recommend the minimum dimension from floor to bottom of sign fall at 84" for optimum visibility.

### Mounting

- Contract Holder to use same size and type of mounting screw throughout interior program.
This drawing is design-intent only. Fabricator is responsible for fabrication and overall level of quality. Any changes in design, materials, fabrication method or other details must be approved by the Owner.

Scale

Notes

Color Code

Sign Type

Date Description

Metallic Silver

PMS 431C

Natural Satin Anodized Aluminum

PMS Cool Gray 1C

PMS 299C

GVSU Blue

White

Black

Light Gray

Light Blue

3/4" (th) Komacel sign panel painted front and back to match GVSU Blue.

Aluminum U channel painted to match Metallic Silver

Flush-mounted overheads are installed by securing U channel to ceiling with screws or by clips for attachment to suspended ceilings.

3/16" (h) surface applied opaque vinyl rule lines to match White centered horizontally on panel.

Surface applied opaque vinyl messaging to match White left justified and aligned as shown. Font: Helvetica Regular, 2" cap, Arrow: 2 1/2", Symbol: 3 1/4".

Suspended overheads use Carl Stahl Swaged Radiused Head End Stops part #869-0200 for mounting.

1" NOTE: Mounting conditions will vary. Fabricator to verify each location and determine if ceiling grid clips, cable suspension or other mounting method is required.

Classrooms 304-319

Restrooms

1 1/2" = 1'-0" (on an 11 x 17 sheet)

ADA guidelines state that no objects, including signs, shall protrude more than 4" from wall surfaces or 12" from posts or pylons in a horizontal zone between 27" from the floor to 80" from the floor. Overhead signs may not hang down below 80" from the bottom of the sign to the floor. However, for this project we recommend the minimum dimension from floor to bottom of sign fall at 84" for optimum visibility.

Install a minimum 7'-0" (84") from the bottom of sign to the floor

*TEXT USED FOR LAYOUT PURPOSES ONLY

Contract Holder to use same size and type of mounting screw throughout interior program.
This drawing is design-intent only. Fabricator is responsible for fabrication and overall level of quality. Any changes in design, materials, fabrication method or other details must be approved by the Owner.

ADA guidelines state that no objects, including signs, shall protrude more than 4" from wall surfaces or 12" from posts or pylons in a horizontal zone between 27" from the floor to 80" from the floor. Overhead signs may not hang down below 80" from the bottom of the sign to the floor. However, for this project we recommend the minimum dimension from floor to bottom of sign fall at 84" for optimum visibility.

Contract Holder to use same size and type of mounting screw throughout interior program.
This drawing is design-intent only. Fabricator is responsible for fabrication and overall level of quality. Any changes in design, materials, fabrication method or other details must be approved by the Owner.

### Alternate Layouts

**STAIR B**

**MEN**

ADA requires that tactile characters on signs must be mounted between 48" and 60" from the centerline of the floor to the edge of the sign. The height of the sign is vertically centered on the face of the sign.

### Notes

- **Color Code**
  - Metallic Silver
  - PMS 431 C
  - Grey
  - PMS 301 C
  - GVSU Blue
  - PMS 299 C
  - White
  - PMS 123 C
  - Light Grey
  - PMS 186 C
  - Light Blue
  - PMS 301 C

### Scale

- 3" = 1'-0" (on an 11 x 17 sheet)

### Regulatory Identification

- R-1/1a

### Description

- **Mechanically fasten sign to wall.**
- **5 1/2" direct to substrate printed symbol to match White centered horizontally and vertically in blue section of sign.**
- **Permanent printed background to match GVSU Blue.**
- **Applied ADA panel painted to match Dark Gray.**
- **Tactile copy to match White and clear grade 2 Braille centered horizontally on sign panel. Font: Helvetica Regular, tracking set at 50.**

### R-1 Front View

- **8 1/2" x 11"**
- **Side View**
- **3/8" Blue Acrylic panel. Sides painted to match GVSU Blue.**

### R-1a Front View

- **7 1/2" x 11"**
- **Alternate View**
- **3/8" Blue Acrylic panel. Sides painted to match GVSU Blue.**

### Sign Type

- **R-1/1a Regulatory Identification**

### Notes

- **Contract Holder to use same size and type of mounting screw throughout interior program.**
This drawing is design-intent only. Fabricator is responsible for fabrication and overall level of quality. Any changes in design, materials, fabrication method or other details must be approved by the Owner.

### Scale

3” = 1’-0”

### Notes

Although no mounting height is specified by ADA guidelines for a sign without tactile and Braille, it’s recommended this sign be mounted 60” to center from the floor so that its height is consistent with other signs.

*TEXT USED FOR LAYOUT PURPOSES ONLY

Contract Holder to use same size and type of mounting screw throughout interior program.
This drawing is design-intent only. Fabricator is responsible for fabrication and overall level of quality. Any changes in design, materials, fabrication method or other details must be approved by the Owner.

Contract Holder to use same size and type of mounting screw throughout interior program.

### Notes

ADA requires that the drawing size of signs must be accurate (i.e., no 60” and 24”) from the center of the sign to the floor. Mounting most signs at 60” from the center to the floor puts the tactile portion of the sign comfortably within these limits.

### Color Code

- Metallic Silver
- Gray PMS 431C
- PMS Cool Gray 1C
- PMS 299C
- GVSU Blue
- White
- Black
- Light Gray
- Light Blue PMS 485C

### Scale

1” = 1'-0" (on an 11 x 17 sheet)

### Regulatory

In Case of Fire

Do Not Use Elevator

Use Stairs

1/4” (th.) painted acrylic sign panel with mask and spray copy and graphics to match GVSU Blue, White and PMS 485C (Red). Sign mounted to the wall using VHB tape and silicone.

Copy centered horizontally on sign panel. Font: Helvetica Medium, 3/4” cap ht.

1/4” (th.) Acrylic panel. Sides painted to match GVSU Blue.

IN CASE OF FIRE
DO NOT USE ELEVATOR
USE STAIRS

Sign to be updated.
GVSU SIGN MESSAGE SCHEDULE REFERENCE

Full Sign Message Schedule is listed in the Appendix

1. SIGN LOCATION PLAN
A site plan that graphically identifies the location of each proposed sign (within close a position possible relative to the plan’s small scale).

2. SIGN MESSAGE SCHEDULE
A document that defines each sign by sign number, sign type, the direction the sign faces, campus, and proposed messaging. When possible, a photograph has been included to show the existing conditions.

3. FULL SIGN TYPE ARRAY -
Use File: REPLACEMENT SIGNAGE PROGRAM
A document that defines in detail “the look” of all the proposed sign types. It includes preliminary dimensions, typography specifications, color specifications, proposed material specifications, and proposed methods of fabrication.

When reviewing the sign location plan and message schedule with the design intent drawings, we suggest first referring to the full sign type array first. If more details or specified layouts are required, then refer to the specific drawing for that sign type.
1.0 FABRICATION SPECIFICATIONS

A. Section includes specifications related to fabrication and installation of exterior project signage.

1. Sign type details are listed in the Design Intent Drawings. Design drawings are provided to the Contract Holder in PDF format or in Adobe Illustrator CC 2015.

2. Sign location plans are general in nature and not to scale. They reflect location of deliverables and the effectiveness of the overall wayfinding plan. Sign location plans are provided to the Contract Holder in PDF format.

3. The Sign Message Schedule includes sign type, exact messaging, layout details, and provides additional installation or graphic layout information specific to each sign location. Contract Holder will be provided information in PDF format sorted by sign type and by sign number.

4. The materials, products, equipment, and performance specifications in the specifications describe the standard of required function, dimension, appearance, performance and quality to be met by the Contract Holder.

B. Contract Holder’s responsibilities:

1. Engineer, fabricate and install all signage and graphics per the final documents provided at contract award.

2. Be knowledgeable of relevant federal, state and local code requirements, and be responsible for ensuring that all signs meet applicable local, state and federal codes, especially, but not limited to, ADA and Fire/Life Safety codes.

3. Perform complete structural design and engineering of the signs and incorporate all the safety features necessary to adequately support the sign for its intended use and purpose, as required for approvals and permits, and to protect the Owner and the public. All signs shall meet local, state and federal codes as required. The Contract Holder shall be responsible for ensuring that all signs meet applicable local, state and federal codes, especially, but not limited to, ADA and Fire/Life Safety codes.

4. Engineer all signs, bar none, and mounting devices, unless otherwise indicated, to withstand the required wind load (normal to the sign) as specified by ASCE, American Society of Civil Engineers, or greater as per local, state or federal code.

5. Signs listed in the sign message schedule must match those on the sign location plan. Contract Holder to notify the Owner’s Representative of any discrepancies before manufacturing the sign.

1.1 WARRANTY

A. Extend in writing all manufacturers’ warranties.

1. Bubbling, chalking, rusting or other disintegration of the sign)

2. Corrosion of fasteners.

3. Corrosion of fasteners.

4. The assemblies not remaining true and plumb on their supports.

5. Fading, chalking and discoloration of the colors and finishes within the vinyl and paint manufacturer’s stated warranty period.

6. Peeling, delamination or warping (“oil canning”).

7. Repair and reinstallation of signage due to failed mounting.

8. Paint staining on surfaces below mounted sign position.

9. Repair or replace, including installation, any defective signs or hardware, which develop during the warranty period and repair any damage to other work due to such imperfections at no charge to the Owner and to the Owner’s satisfaction and schedule.

G. The Contract Holder will be required to fully replace all signs that are in error relative to the working documents (sign message schedule and sign type drawings) that were submitted to the Contract Holder upon award of contract.

1.2 DESIGN RIGHTS

A. The Contract Holder is hereby granted limited right to the designs as shown and specified herein for the sole purpose of completing contract obligations to fabricate and install project signage. Contract Holder may not manufacture, reproduce or exhibit these designs, or modify them for any other purpose without prior written consent from the Owner.

B. Obtain a minimum five (5) year extended warranty on all paint and powder coat applications.

C. Obtain a minimum eight (8) year warranty on all custom color vinyl or flood-coated vinyl applications. Vinyl shall not fade excessively, discolor, crack, peel, blister or lose reflectivity.

D. Obtain a minimum five (5) year warranty on all applied vinyl applications. Vinyl shall not fade, discolor, delaminate, crack or curl.

E. Provide a written full replacement warranty for five (5) years starting from the completion of installation that all signs will be free of defects due to wind load and materials including, but not limited to:

1. Bubbling, chalking, rusting or other disintegration of the sign panel, graphics or of the edges.

2. Corrosion appearing beneath paint surfaces of panels, brackets, posts or other support assemblies (except as an obvious result of vandalism or other external damage).

3. Corrosion of fasteners.

4. The assemblies not remaining true and plumb on their supports.

5. Fading, chalking and discoloration of the colors and finishes within the vinyl and paint manufacturer’s stated warranty period.

6. Peeling, delamination or warping (“oil canning”).

7. Repair and reinstallation of signage due to failed mounting.

8. Paint staining on surfaces below mounted sign position.

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G. The Contract Holder will be required to fully replace all signs that are in error relative to the working documents (sign message schedule and sign type drawings) that were submitted to the Contract Holder upon award of contract.

1.2 SUBMITTALS

A. Pre-Fabrication Submittals: Submit the following to the Owner’s Representatives for review and approval prior to commencing with signage fabrication:

1. Shop Drawings: Detailed engineered shop drawings for each sign type are to be submitted as electronic PDF no larger than 11” be stamped by an Engineer licensed in the State of Michigan to ensure structural integrity and safety. The shop drawings for each sign type shall illustrate the following:

a. Elevations and cross sections – front, sides, top and back; side sections; internal structure section details; enlarged details such as of extrusions, mounting plate; and access panel, etc.; with all final dimensions and call-outs for:

b. Components – construction details; information related to individual elements

c. Materials – color (PMS swatch and production sample), type, gauge, and thickness (including substrates and overlays)

2. Samples: Provide two (2) 5”x5” samples of each material listed in the design intent material specifications using actual substrate materials for review and approval. One will be returned, one kept by the Owner’s Representative.

3. KeyStroke Proofs: Provide a proofing document of final production keystroke output for all sign messages to verify line breaks, character and word spacing, and interline spacing.

a. The proofs are to be turned into completed production art files, not full sized.

b. Layouts are to be organized by sign type and by sign number within each sign type group.

c. Each layout is to be identified with the corresponding sign number.

B. Provider’s responsibilities:

1. Bubbling, chalking, rusting or other disintegration of the sign)

2. Corrosion of fasteners.

3. Corrosion of fasteners.

4. The assemblies not remaining true and plumb on their supports.

5. Fading, chalking and discoloration of the colors and finishes within the vinyl and paint manufacturer’s stated warranty period.

6. Peeling, delamination or warping (“oil canning”).

7. Repair and reinstallation of signage due to failed mounting.

8. Paint staining on surfaces below mounted sign position.

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b. Components – construction details; information related to individual elements

c. Materials – color (PMS swatch and production sample), type, gauge, and thickness (including substrates and overlays)

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2. Corrosion of fasteners.

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4. The assemblies not remaining true and plumb on their supports.

5. Fading, chalking and discoloration of the colors and finishes within the vinyl and paint manufacturer’s stated warranty period.

6. Peeling, delamination or warping (“oil canning”).

7. Repair and reinstallation of signage due to failed mounting.

8. Paint staining on surfaces below mounted sign position.

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a. Elevations and cross sections – front, sides, top and back; side sections; internal structure section details; enlarged details such as of extrusions, mounting plate; and access panel, etc.; with all final dimensions and call-outs for:

b. Components – construction details; information related to individual elements

c. Materials – color (PMS swatch and production sample), type, gauge, and thickness (including substrates and overlays)
B. During Fabrication Submittals:
   1. Contract Holder is required to maintain the detailed fabrication and installation schedule, submitting weekly updates as changes occur.
   2. Upon request, Contract Holder is to submit photo documentation of signage at various stages of fabrication and installation. Review of these photos does not rule out rejection of the sign during the punch list if they do not meet fabrication requirements.

C. Post-Fabrication Submittals: Upon completion of the initial installation, the following are to be submitted to the Owner’s Representatives.
   1. Maintenance instructions and manuals for all sign components (paint, etc.), along with final amended shop drawings, as-installed sign location plans and approved keystroke documents.
   2. Instructions for maintenance and waxing of painted, powder coated and fiberglass elements.
   3. Templates for all insert based signs, utilizing standard software for the Owner’s use in printing replacement inserts.
   4. One (1) copy of each finish paint color for touch-up purposes.
   5. Warranty documentation, as outlined above (final payment is held until this received).

1.4 QUALITY ASSURANCE
A. The materials, products, equipment and performance specifications described within, establish a high quality standard of required function, dimension, appearance, performance and quality to be met by the Contract Holder.
B. Materials used for this project shall be new materials, not reconditioned.
C. Contract Holder shall only use workforce skilled and experienced with the products, fabrication methods, and installation requirements outlined for this project.
D. Fabrication and installation is to withstand severe abuse and souvenier theft vandalism, but not less than the equivalent of resisting simple hand implements and tools (scissors, knives, coins, keys, and similar items), and adult physical force. It is the Contract Holder’s responsibility to suggest alternate fabrication or installation methods, should they be deemed necessary to hinder theft or vandalism.

E. Regulatory Requirements: Signage shall meet or exceed requirements of all current applicable codes, including, but not limited to:
   1. Applicable MUTCD standards manual;
   2. Applicable Americans with Disabilities Act Standards for Accessible Design, including local modifications and amendments;

1.5 DELIVERIES, STORAGE AND MATERIAL HANDLING
A. Pack, wrap, crate, bundle, box, bag or otherwise package, handle, transport, and store all fabricated work as necessary to provide protection from damage.
B. Provide clear and legible identifying information on all product packaging to ensure proper on-site identification and installation.
C. Recommend covering all sign faces with a low-tack protective vinyl cover, to be removed after installation. This is to help minimize minor scratches and nicks that happen during unpacking and installation.
D. Coordinate the delivery and secure storage of signs with the Owner’s Representative to meet deadlines.

2.0 MANUFACTURERS
A. Substitution:
   1. No substitution will be considered unless the Owner’s Representative have received written request for approval.
   2. Equal or better equipment or method may be recommended, but Contract Holder will be required to provide full documentation, upon request, establishing such a substitution’s equality or superiority as measured in: compliance with the visual design intent, cost, ease of maintenance, and performance.
   3. The Owner’s Representative decision of approval or disapproval of a proposed substitution shall be final.

B. Approved manufacturers include:
   1. Aluminum: suitable for ornamental work. Finish to be smooth and free of imperfections. Alloy based upon structural requirements of the signage design.
   3. Structural Steel: galvanized rolled steel or equal as required to meet structural requirements.
   5. Exterior grade paint: acrylic polyurethane paint in solid and metallic color with primer and Super Satin Clearcoat finish. (Clearcoat must protect against mineral deposits.)
   6. Miscellaneous mounting hardware: including but not limited to: screws, bolts, stainless steel cable, hinges, and adhesives. Contract Holder to provide Owner’s Representative with a standard kit of fasteners.

C. No substitutions will be considered unless the Owner’s Representative have received written request for approval.
D. Only labels required by law are permitted on the exterior of the sign face.
   1. Labels shall not be on the primary messaging faces of the sign, unless dictated so by the local ordinance.
   2. Labels shall be located in a position as discreet as possible.
   3. No other labels are permitted on the signs.
   4. Fabricator contact information may be placed inside the sign on the access panel.
   5. Any sign faces smaller than 8’ by 20’ are to be fabricated from 1 piece of seamless material.

E. Construction Methodology:
   1. The drawings call for a variety of fabrication techniques.
   2. Sign faces are to be fabricated using aluminum plate of varying thicknesses, as specified on design drawings, with a minimum thickness of .125 inches unless otherwise noted.
   3. Conceal all fasteners except for access panels or where approved otherwise by Owner’s Representative. Access panel fasteners are to be stainless steel, tamper resistant, countersink flush screws painted to match adjacent finish.
   4. All hardware and fasteners within reach shall be vandal resistant.
   5. Any sign faces smaller than 8’ by 20’ are to be fabricated from 1 piece of seamless material.
   6. To prevent electrolysis, separate all ferrous and non-ferrous materials with a non-conductive gasket or barrier and utilize stainless steel fasteners as required.
   7. Welded joints:
      a. Exposed welded joints must be filled and ground smooth so that there is no seam visible when painted.
      b. Dimensional and structural welding defects will not be accepted, including but not limited to: poor weld contours, including excessive bead convexity and reinforcement, and considerable concavity or undersized welds; cracks; undercuts; porosity; incomplete fusion; inadequate penetration; spatter; and non-metallic inclusions.

2.1 Materials
A. Aluminum: suitable for ornamental work. Finish to be smooth and free of imperfections. Alloy based upon structural requirements of the signage design.
B. Aluminum sheet: 125° minimum thickness unless otherwise specified.
C. Structural Steel: 25° minimum thickness unless otherwise specified.
D. Exterior grade paint: acrylic polyurethane paint in solid and metallic color with primer and Super Satin Clearcoat finish. (Clearcoat must protect against mineral deposits.)
E. Matthew’s Paint reflective white paint, 3M Matte White Light Enhancement Film or approved equal.
F. Miscellaneous mounting hardware: including but not limited to: screws, bolts, stainless steel cable, hinges, and adhesives. Contract Holder to provide Owner’s Representative with a standard kit of fasteners.

2.2 FABRICATION
A. Details on design drawings indicate a design approach for sign structure but do not necessarily include all fabrication details required for the complete structural integrity of the signs, including consideration for static, dynamic and erection loads during handling, erecting, and service at the locations.
B. Site-verify all locations to determine special installation requirements, uneven footing needs based on sloped grades. Field verify measurements for wall mounted and glass mounted signage, etc. prior to fabrication.
C. Fabricate signage such that major components of the sign can be removed and replaced with similar components. Incorporate this changeability such that it does not promote vandalism, but can be done by a qualified maintenance crew.
D. Within fabrication tolerances, allow for expansion and contraction of materials due to temperature changes as appropriate to the project location.

E. Construction Methodology:
   1. The drawings call for a variety of fabrication techniques.
   2. Sign faces are to be fabricated using aluminum plate of varying thicknesses, as specified on design drawings, with a minimum thickness of .125 inches unless otherwise noted.
   3. Conceal all fasteners except for access panels or where approved otherwise by Owner’s Representative. Access panel fasteners are to be stainless steel, tamper resistant, countersink flush screws painted to match adjacent finish.
   4. All hardware and fasteners within reach shall be vandal resistant.
   5. Any sign faces smaller than 8’ by 20’ are to be fabricated from 1 piece of seamless material.
   6. To prevent electrolysis, separate all ferrous and non-ferrous materials with a non-conductive gasket or barrier and utilize stainless steel fasteners as required.
   7. Welded joints:
      a. Exposed welded joints must be filled and ground smooth so that there is no seam visible when painted.
      b. Dimensional and structural welding defects will not be accepted, including but not limited to: poor weld contours, including excessive bead convexity and reinforcement, and considerable concavity or undersized welds; cracks; undercuts; porosity; incomplete fusion; inadequate penetration; spatter; and non-metallic inclusions.
larger aggregates especially when part of the footing or base extends above ground. Larger aggregates are especially used when part of the footing or base extends above ground. Larger aggregates are especially used when part of the footing or base extends above ground. Larger aggregates are especially used when part of the footing or base extends above ground. Larg...
I. Sign Locating:
1. Contract Holder’s installers must have applicable understanding of the Standards for Accessible Design (ADA) mounting guidelines, and other applicable codes, general sign locating practices, and any particular unique installations.
2. Installers are to follow the regulations, noted guidelines, and architectural details around an installation location for placement.
3. Keep a reasonable distance from protruding objects.
4. Any signage that is improperly located is to be moved to the proper location, and all repairs to wall surfaces and signage are to be handled by the Contract Holder.
5. If the installers have questions about any sign locations, they can contact the Owner’s Representative for on-site options or install per design drawing. If there is a code requirement regarding the sign location, the installer must notify the Owner’s Representative of the requirement.

J. Landscaping:
1. A landscaping bed, minimum 1’ wide from each direction around a sign, 6” deep, with aluminum edging and filled with material to match the surrounding landscaping materials, or a concrete pad must be added around each concrete base or sign post as protection from landscaping maintenance. This does not apply to regulatory sign posts.

K. Upon completion of installation, Contract Holder is to remove any protective covering, tape, or installation hardware. Fabricator is then to clean the sign per the manufacturer recommendations, ensuring that sign is clean from dirt, stains, fingerprints, tape residue, etc.

L. All exposed hardware is to be touch-up painted on site as required immediately following installation prior to punch list.

M. All minor blemishes or marring are to be repaired such that the repairs are imperceptible. Components having permanent, non-removable scratches or defects are to be replaced completely.

N. Site Safety and Restoration:
1. Contract Holders are responsible for their own safety during the installation period.
2. Maintain a safe environment for pedestrians and vehicular traffic during the installation period following OSHA safety standards as necessary.

3. Keep the Owner’s premises and the adjoining premises, driveways and streets clean and clear.
4. Job site shall be left safe, neat and clean at the completion of each day’s operation. Trash taken off site to Contract Holder’s receptacle.
5. In addition to maintaining old or temporary signs for their directional or informational purposes, Contract Holder is to maintain signage that meets or exceeds MUTCD and local standards during the installation period.
6. At the completion of work, remove all rubbish, tools, equipment, and surplus materials, from and about the premises, and leave the site as originally found.
7. Repair or correct damage to other contractors’ work resulting from signage installation work.

3.2 PUNCH LIST
A. The Contract Holder’s onsite representative is to complete a walk through with the Owner’s Representative immediately following installation to identify any errors, such as construction or installation issues. Such errors are to be corrected in a timely manner, and to the satisfaction of the Owner’s Representative.
B. Fully replace all signs that are in error relative to the working documents (final sign message schedule and design drawings).
C. Correct any installation misalignments at no charge.
SECTION 10 14 01 – INTERIOR SIGNAGE

PART 1 - GENERAL

1.1 SUMMARY
A. Section includes specifications related to fabrication and installation of interior project signage.
1. Sign type details are listed in the Design Intent Drawings. Design drawings are provided to the Contract Holder in PDF format, or in Adobe Illustrator.
2. The materials, products, equipment and performance specifications within these documents describe the standard of required function, dimension, appearance, performance and quality to be met by the Contract Holder.
B. Contract Holder’s responsibilities:
1. Engineer, fabricate and install all signage and graphics per the final documents provided at contract award.
2. Be knowledgeable of applicable code requirements, and be responsible for ensuring that all signs meet applicable codes.
3. Perform complete structural design and engineering of the signs and to incorporate all the safety features necessary to adequately support the signs for its intended use and purpose, as required for approvals and permits, and to protect the Owner. All signs shall meet current applicable codes. Engineered shop drawings for suspended project signage and signage weighing more than 20 lbs shall be reviewed, stamped and signed by a Michigan-registered engineer. Shop drawings are to be provided for all sign elements.
4. Signs listed in the sign message schedule shall match those on the sign location plan. Contract Holder to notify the Owner’s Representative of any discrepancies before manufacturing the signage
5. Generate graphic layouts for all sign messages including necessary tactile and Grade 2 Braille (conforming to all applicable codes) from the sign message schedule meeting the Design Intent Drawing specifications. (Please note that this document was created to comply with the 2010 ADA Standards for Accessible Design. Contract Holder is to confirm compliance with applicable codes.)
6. Visit the site to observe existing conditions, verify mounting conditions and space availability, take field measurements and verify all signage locations with Owner’s Representative prior to starting fabrication.
7. Notify the Owner’s Representative immediately if any discrepancies exist within the Construction Documents or field conditions.

1.2 WARRANTY
A. Extend in writing all manufacturers’ warranties.
B. Obtain a minimum three (3) year extended warranty on all paint and powder coat applications.
C. Obtain a minimum eight (8) year warranty on all custom color vinyl or flood-coated vinyl applications. Vinyl shall not fade excessively, discolor, crack, peel, or blister.
D. Obtain a minimum five (5) year warranty on all applied vinyl applications. Vinyl shall not fade, discolor, delaminate, crack or curl.
E. Provide a written full replacement warranty for five (5) years starting from the completion of installation that all signs will be free of defects due to craft work and materials including, but not limited to:
   1. Bubbling, chalking, rusting or other disintegration of the sign panel, graphics or fittings of the edges.
   2. Corrosion appearing beneath paint surfaces of panels, brackets, posts or other support assemblies (except as an obvious result of vandalism or other external damage).
   3. Corrosion of fasteners.
   4. The assemblies not remaining true and plumb on their supports.
   5. Fading, chalking and discoloration of the colors and finishes within the vinyl and paint manufacturer’s stated warranty period.
   6. Peeling, delamination or warping (“oil canning”).
   7. Repair and reinstallation of signage due to failed mountings
   8. Paint staining on surfaces below mounted sign positions.
F. Repair or replace, including installation, any defective signs or hardware, which develop during the warranty period and repair any damage to other work due to such imperfections at no charge to the Owner and to the Owner's satisfaction.
G. The Contract Holder will be required to fully replace all signs that are in error relative to the working documents (sign message schedule and sign type drawings) that were submitted to the Contract Holder upon award of contract.
H. Correct any installation misalignments at no charge.

1.3 DESIGN RIGHTS
A. The Contract Holder is hereby granted limited right to the designs as shown and specified herein for the sole purpose of completing contractual obligations to fabricate and install project signage. The Contract Holder may not manufacture, reproduce or exhibit these designs, or modify them for any other purpose without prior written consent from the Owner.

1.4 SUBMITTALS
A. Pre- Fabrication Submittals: Submit the following to the Owner’s Representatives for review and approval prior to commencing with signage fabrication.
1. Shop Drawings: Detailed engineered shop drawings for each sign type are to be submitted as electronic PDF no larger than 11” x 17”. The shop drawings for each sign type shall illustrate the following:
   a. Elevations and cross sections – front, sides, top and back; sides sections; internal structure section/ details; enlarged details such as of extrusions, paint/ finish/ glass/ metal detailing/ andffi / access panel; etc. with all final dimensions and call-outs for:
      1) Components – construction details/information related to individual elements
      2) Materials – color (PMS swatch and production samples), type, gauge, and thickness (including substrates and overlay)
      3) Finishes – color, type of product, manufacturer, and sheen
   b. Fonts, graphics specifications and message fields
2. Engineering Calculations:
   a. Exploded view, unless otherwise indicated – isometric view with components, materials, and finishes.
   b. Cross-section of corners – one illustration for each corner condition. Items to be illustrated: seams, joints, layers, internal support and fasteners.
   c. Mounting/ installation details – provide foundation cross-sections (including hardware), bracket/post details, elevations, materials, finishes and fasteners.
   d. Removable panels (where applicable)
3. Signage fabrication blueprints and other correspondence.
B. During Fabrication Submittals:
   1. Contract Holder is required to maintain the detailed fabrication and installation schedule, submitting weekly updates as changes occur.
2. Upon request, Contract Holder is to submit photo documentation of signage at various stages of fabrication and installation. Review of these photos does not rule out rejection of the sign during the punch list if they do not meet fabrication requirements.
C. Post-Fabrication Submittals: Upon completion of the initial installation, the following are to be submitted to the Owner’s Representatives.
   1. Maintenance instructions and manuals for all sign components (paint, etc.), along with final amended shop
drawings, as-installed sign location plans and approved keystroke documents.
2. Templates for all insert based signs utilizing standard software for the Owner’s use in printing replacement inserts.
3. Warranty documentation, as outlined above.

1.5 QUALITY ASSURANCE
A. The materials, products, equipment and performance specifications described within, establish a high quality standard of required function, dimension, appearance, performance and quality to be met by the Contractor.
B. Materials used for this project shall be new materials, not reconditioned.
C. Contractor shall only use work force skilled and experienced with the products, fabrication methods, and installation requirements outlined for this project.
D. Fabrication and installation is to withstand severe abuse and souvenirs theft vandalism, but not less than the equivalent of resisting simple hand implements and tools (screwdrivers, knives, coins, keys, and similar items), and adult physical force. It is the Contractor’s responsibility to suggest alternate fabrication or installation methods, should they be deemed necessary to hinder theft or vandalism.
E. Regulatory Requirements: Signage shall meet or exceed requirements of all current applicable codes, including, but not limited to:
1. Applicable Americans with Disabilities Act Standards for Accessible Design, including local modifications and amendments. (Please note that this document was created to comply with the 2010 ADA Standards for Accessible Design. Contractor is to confirm compliance with current code.); and
2. Applicable Building and Fire Codes.

1.6 DELIVERIES, STORAGE AND MATERIAL HANDLING
A. Pack, wrap, crate, bundle, box, bag, or otherwise package, handle, transport, and store all fabricated work as necessary to provide protection from damage by every cause.
B. Provide clear and legible identifying information on all product packaging to ensure proper on-site identification and installation.
C. Coordinate the delivery and secure storage of signs with the Owner’s Representative to meet deadlines.

PART 2 - PRODUCTS

2.1 MANUFACTURERS
A. Substitution:
1. No substitution will be considered unless the Owner’s Representative has written request for approval.
2. Equal or better equipment or method may be recommended, but will be required to provide full documentation establishing such a substitution’s equality or superiority as measured in compliance with the visual design intent, cost, ease of maintenance, and performance.
3. The Owner’s Representative’s decision of approval or disapproval of a proposed substitution shall be final.
B. Approved manufacturers include:
1. Acrylic Polyurethane Paint: Matthews Paint Company or Akzo Nobel or approved equal
2. Interior Vinyl: 3M or Oracal
3. Non-glass front lens: Cabilk Acrylic cast Lex or equal
4. Acrylic Sheets: Rohm and Hass Co, Acrylite or equal.
5. Adhesive Silicone: Dow Corning or equivalent
6. Adhesive Tape: Polybase or “Hostak” by 3M or equivalent

2.2 Materials
A. Aluminum: suitable for ornamental work. Finish to be smooth and free of imperfections. Alloy based upon structural requirements of the signage design.
B. Aluminum sheet: .125” minimum thickness unless otherwise specified.
C. Aluminum plate: .25” minimum thickness unless otherwise specified.
D. Acrylic sheet: varying colors and thicknesses as noted on design intent drawings.
E. Adhesive vinyl solid color, reflective color and transparent color.
F. Interior grade paint: acrylic polyurethane paint in solid and metallic colors with primer and satin clearcoat finish, unless otherwise noted.
G. Miscellaneous mounting hardware: including but not limited to screws, bolts, steel cable, hinges, and adhesives.
H. Fonts: purchase fonts associated with the project. See typography standards within the design package.

I. Labels: Only labels required by law are permitted on the exterior of the sign face.
1. Labels shall not be on the primary messaging faces of the sign, unless dictated by the local ordinance.
2. Labels shall be located in a position as discreet as possible.
3. No other labels are permitted on the signs.
4. Contract Holder contact information may be placed inside the sign on the access panel.
J. All printed graphics shall be printed at a minimum of 1200 DPI using interior grade UV inks.
K. Aluminum extrusion: 1/2” wide by 3/8” deep aluminum radius extrusion with natural satin anodized finish.

2.3 FABRICATION
A. Details on design drawings indicate a design approach/ for sign structure but do not necessarily include all fabrication details required for the complete structural integrity of the signs, including consideration for static, dynamic and erection loads during handling, erecting, and service at the installed locations.
B. Site-verify all locations to determine special installation requirements. Field verify measurements for ceiling suspended, wall mounted and glass mounted signage, etc. prior to fabrication.
C. Fabricate signage such that major components of the sign can be removed and replaced with similar components. Incorporate this changeability such that it does not promote vandalism, but can be done by a qualified maintenance crew.
D. Within fabrication tolerances, allocate for expansion and contraction of materials due to temperature changes as appropriate to the project location.
E. Construction Methodology:
1. The drawings call for a variety of fabrication techniques.
2. Sign faces requiring aluminum plate of varying thicknesses, as specified on design drawings, with a minimum thickness of .125 inches unless otherwise noted.
3. Conceal all fasteners except for access panels or where approved otherwise by Owner’s Representative. Access panel fasteners are to be stainless steel, tamper resistant, counter-sunk flush screws, painted to match adjacent finish.
4. All hardware and fasteners within reach shall be vandal resistant.
5. Welded joints: a. Exposed welded joints must be filled and ground smooth so that there is no seam visible when painted.
b. Dimensional and structural welding defects will not be accepted, including but not limited to: poor weld contours, including excessive bead convexity and reinforcement, and considerable concavity or underdones; cracks; undercutting; porosity; incomplete fusion; inadequate penetration; spatter; and non-metallic inclusions.
c. Welding is to be performed by AWS (or similar) certified personnel, following AWS Standard Welding Procedure Specifications (SWPS) for steel, aluminum, and stainless steel as appropriate.
6. Non-welded joints between various portions of signs must have a tight, hairline-type appearance, without gaps. Provide sufficient fastenings to preclude looseness, racking, or similar movement.
7. Exposed acrylic edges are to be finished such that no saw cuts are visible.
8. Visible metal joints must adhere to a fit tolerance of .01”.
9. Sign panels shall be appropriately pre-drilled/pre-cut before priming and painting or coating.

E. Painting:
1. Metal surfaces are to be painted per the most recent Matthews Paint or Akzo Nobel product bulletins.
2. Paint preparation of all metal surfaces of the sign to include removal of all scratches and imperfections, sanding and chemical etching.
3. Substance cleaning, preparation paint application and paint thickness to be in strict compliance with Matthews Paint or Akzo Nobel published recommendations.
4. Aluminum and Steel surfaces to be properly covered with a primer.
5. Acceleration of the drying process is not allowed.
6. All paint finishes to be a satin finish unless otherwise noted in the design drawings.
7. All painted surfaces to have a clearcoat finish to add UV protection and protection from cleaning chemicals.

G. Fonts/Typefaces:
1. Fonts used within the Designer’s programs were purchased by and are licensed to the Designer. It is the responsibility of the fabricator to purchase the specified licensed fonts for use within this program. See the design intent typography page for the specific fonts.
2. The fabricator is responsible for spacing the letters (Kerning) to meet ADA code requirements.
3. Letter height; capital height is based upon the height of the capital letter “E” or any capital character that has a flat top and base.
4. Under no circumstances are typefaces to be electronically distorted (“squeezed” or “extended”) for purposes of fitting to the specified sign or general alteration of the sign face composition unless noted in the drawings. This includes (but is not limited to) stretching, squeezing, tilting, outlining or shadowing.

5. Ligatures are to be turned off.

6. Apostrophes and quotation marks are to be used, not footmarks and inches. Note that there is a difference in most fonts.

7. Contract Holder to reference spacing within the Design Intent Drawing package. Layout of copy is critical for the proper function of the wayfinding signage. Any typesetting concerns or issues are to be brought to the Owner’s Representative for resolution recommendations.

8. Contract Holder is responsible for correcting any typesetting errors that may be necessary.

9. All tactile and grade 2 Braille characters are to be created using the photopolymer or raster dot methods as dictated by code requirements.

H. Silk-screen, digital printing and vinyl copy:
1. All letterforms, symbols or graphics shall be reproduced either by photographic or computer-generated means.
2. Cutting shall be done such that edges and corners of finished letterforms will be straight, sharp and true.
3. Letterforms with nicked, cut, ragged, rounded corners, and similar disfigurements will not be acceptable.
4. Copy is to match the sheen of the copy panel background (matte).
5. Surface of letters shall be uniform in color finish, and free from pinholes and other imperfections.
6. Silk-screened images shall be executed with photoscreened screens prepared from original electronic art.
7. Use only weather-resistant coating materials that are compatible with substrates.
8. Silk-screening shall be highest quality, with sharp lines and no sawtooth or uneven ink coverage.
9. Images shall be uniform in color and ink thickness.
10. Images shall be free from squeegee marks and lines resulting from improper print stroke or squeegee contact height.

PART 3 - EXECUTION

3.1 INSTALLATION

A. Review all sign locations with the Owner’s Representative and ensure that every location has the necessary blocking for safe and secure mounting. Where additional blocking is needed, recommend changes and additional associated costs, and receive approval prior to beginning installation.

B. The final Sign Message Schedule and Sign Location Plan shall be submitted and shall be approved by the Owner to determine the precise location for each sign. Any necessary adjustments will be made with the approval of the Owner.

C. If installation subcontractors are utilized, the Contract Holder must provide a company representative to act as on-site supervisor throughout the duration of the installation process to oversee any subcontracted installation work. All on-site labor must be skilled and experienced in this type of installation.

D. Contract Holder to maintain current signage and directional information during installation in order to continue to provide proper wayfinding. This is to be conducted through the use of temporary signs or temporary mounting of existing signs while walls are repaired.

E. Contract Holder to coordinate delivery of signage with the Owner’s Representative.

F. Contract Holder to provide a site logistics plan indicating the work areas, proposed equipment and power sources, and schedule time/dates of the respective sign installations. This schedule is to be updated on a weekly basis if changes occur.

G. Mounting:
1. All signs to be mounted level and true, and within the guidelines of applicable local, state and federal codes including, but not limited to, the standards for Accessible Design (ADA) and fire/life safety codes, where applicable. (Please note that this document was created to comply with the 2010 ADA Standards for Accessible Design. Fabricator is to confirm compliance with proper code.)
2. For all bolts, nuts, washers and other fasteners, fabricator to use same basic metal or alloy as the metal being fastened and finished to match. When fastening dissimilar materials, use stainless steel 300 series.
3. Contract Holder to use consistent attachment methods throughout each sign type. When possible, fabricator to use one (1) size secure screw/fastener for all signs in a standard readily available size.
4. Contract Holder is required to specify mounting hardware and anchoring per the engineering of the signage. The visual appearance of the sign is not to be compromised from that shown in the design drawings.
5. Install all signage products such that there are no misalignments between visible components. Sign elements intended to be removable or changeable after installation must function as intended without binding, sticking or blocking.

6. Contract Holder to provide Owner’s Representative

H. Locating Signs:
1. Contract Holder’s installers must have understanding of the applicable Standards for Accessible Design (ADA) mounting guidelines, and other applicable codes, general sign locating practices, and any particular unique installations. (Please note that this document was created to comply with the 2010 ADA Standards for Accessible Design. Fabricator is to confirm compliance with proper code.)
2. Installers are to follow the regulations, noted guidelines, comments within the Sign Message Schedule and architectural details around an installation location for the best visual placement.
3. Keep a reasonable distance from protruding objects.
4. Any signage that is improperly located is to be moved to the proper location, and all repairs to wall surfaces and signage are to be handled by the Contract Holder.
5. If the installers have questions about any sign locations, they can contact the Owner’s Representative for on-site options. In cases where a code requirement regarding the sign location, the installer must notify the Owner’s Representative of the requirement.

I. Upon completion of installation prior to final punch list, Contract Holder is to remove any protective covering, tape, or installation hardware. Fabricator is then to clean the sign per the manufacturer recommendations, ensuring that sign is clean from dirt, stains, fingerprints, tape residue, etc.
6. All exposed hardware is to be touch-up painted on site as required immediately following installation prior to punch list.

K. All minor blemishes or marring are to be repaired such that the repairs are imperceptible. Components having permanent, non-removable scratches or defects are to be replaced completely.

L. Site Safety and Restoration:
1. Contract Holders are responsible for their own safety and their workers’ safety during the installation period.
2. Maintain a safe environment for pedestrians during the installation period, following OSHA safety standards as necessary.
3. Keep the Owner’s premises and the adjoining premises driveways and streets clean and clear.
4. Job site shall be left safe, neat and clean at the completion of each day’s operation.
5. In addition to maintaining old or temporary signs for their directional or informational purposes, Contract Holder is to maintain signage that meets or exceeds local standards during the installation period.
6. At the completion of work, remove all rubbish, tools, equipment, tape and surplus materials, from and about the premises, and leave the site as originally found. Owner trash bins are not available.
7. Repair or correct damage to other contractors’ work resulting from signage installation work.

3.2 PUNCH LIST

A. The Contract Holder’s onsite representative is to complete a walk through with the Owner’s Representative immediately following installation to identify any errors, such as construction or installation issues. Such errors are to be corrected in a timely manner, and to the satisfaction of the Owner’s Representative.

B. Fully replace all signs that are in error relative to the working documents (final sign message schedule and design drawings).

C. Correct any installation misalignments at no charge.

END OF SECTION
Existing from Institutional Marketing will be placed.
Gx-1a Parking
Legend - Large

**Parking Symbols**

- Visitors
- Handicap
- Students
- Faculty/Staff
- Residents
- Commuter

Permits Required Except for Visitors

**Notes**

- Scale: $\frac{1}{2}'' = 1'$
- Color Code:
  - Metallic Silver
  - Dark Gray
  - GVSU Blue
  - Reflective White
  - Black
  - Light Gray
  - PMS 299C

This drawing is design-intent only. Fabricator is responsible for fabrication and overall level of quality. Any changes in design, materials, fabrication method or other details must be approved by the Owner.
Temporary Panel Option
See Tx-1 sheet for additional details.

Temporary Message
100% adhesion to be applied to the back of the sign. 
Temporary message to be applied 100% adhesion to the back of the sign.

1/8" (th) aluminum panel. Panel background to match Dark Gray. 
1/8" (th) aluminum panel. Panel background to match Dark Gray. 

Parking D1
Pay to Park Permit Required No Overnight Parking 
Parking D1
Pay to Park Permit Required No Overnight Parking 

Surface applied reflective vinyl graphics. 
Surface applied reflective vinyl graphics. 

Posts to be direct buried into concrete footing. 
Posts to be direct buried into concrete footing. 

Scale
1/2" = 1'
When printed on a tabloid (11x17in) sized document.

Color Code
Metallic Silver
50% Cool Gray 11C
GVSU Blue PMS 289C
Reflective White
Black
Light Gray PMS Cool Gr 1C
Light Blue PMS 320C

Notes
This drawing is design intent only. Fabricator is responsible for fabrication and overall level of quality. Any changes in design, materials, fabrication method or other details must be approved by the Owner.
Ix-3a Parking Legend - Small

**Sign Type**

**Scale**

1/2" = 1'

When printed on a Tabloid (11x17in) sized document.

**Color Code**

- Metallic Silver
- Dark Gray
- PMS Cool Gray 11C
- GVSU Blue
- PMS 299C
- Reflective White
- Black
- Light Gray
- PMS Cool Gray 1C
- Light Blue
- PMS 385C

**Notes**

This drawing is design intent only. Fabricator is responsible for fabrication and overall level of quality. Any changes in design, materials, fabrication method or other details must be approved by the Owner.

**Date**

**Description**

*TEXT USED FOR LAYOUT PURPOSES ONLY*
Type 6 Retrofit Sign Cabinet and Posts
30" x 30" (approximate panel size, fabricator to field verify)
Front View

Type 6a Alternate Size and Layouts
42" x 30" (approximate panel size, fabricator to field verify)

**Temporary Message**

- **Optional Removable Panel**
  - 18"H aluminum panel. Panel body ground to match die-cast. Messaging to be applied white vinyl. Message is to be determined by GVSU.

- **Temporary Panel Option**
  - 18"H aluminum panel. Panel body ground to match die-cast. Messaging to be applied white vinyl. Message is to be determined by GVSU.

- **Retrofit Sign Cabinet and Posts**
  - Back painted to match Metallic Silver.
  - Surface applied vinyl graphic icons by GVSU.
  - Font: Helvetica Bold, tracking at 10.

- **Existing Posts**
  - Painted to match Metallic Silver.

- **Existing Sign Panel**
  - Painted to match GVSU Blue.

- **Retrofit Sign Cabinet and Posts Back View**
  - (Single-sided Message)
  - 1/16" surface applied vinyl to be black.

- **Retrofit Sign Cabinet and Posts Back View**
  - (Double-sided Message)
  - 1/16" surface applied vinyl to be black.

- **Pay to Park**
  - Permit Required

- **Type 6 Retrofit Sign Cabinet and Posts**
  - 30" x 30" (approximate panel size, fabricator to field verify)

- **Type 6a Alternate Size and Layouts**
  - 42" x 30" (approximate panel size, fabricator to field verify)

- **Color Code**
  - Metallic Silver
  - GVSU Blue
  - Reflective White
  - Black
  - Cool Gray 1C
  - Cool Gray 11C
  - Light Gray
  - PMS 299C
  - PMS 289C

- **Notes**
  - This drawing is design-intent only. Fabricator is responsible for fabrication and overall level of quality. Any changes in design, materials, fabrication method or other details must be approved by the Owner.

- **Date**
  - Description

- **When printed on a Tabloid (11x17 in) sized document.**

- **Scale**
  - 3 1/4" = 1"
Temporary Message Panel

Temporary Panels added to specific signs. See Message schedule for sign types and locations.

Two 1/8" (th) aluminum angle brackets. Painted metallic silver to match cabinet. Mechanically fastened with stainless-steel hex-head screws.

1/8" (th) aluminum panel. Panel background to match Dark Gray. Messaging to be applied White vinyl. Helvetica Medium, 2 1/2" cap, tracking at 10. Messaging aligned as shown.

Contract holder to include drainage/weepholes to prevent water, snow or ice accumulation.

<table>
<thead>
<tr>
<th>Sign Type</th>
<th>Tx-1 Temporary Message Panel</th>
</tr>
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<tbody>
<tr>
<td>Scale</td>
<td>1/4&quot; = 1'</td>
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<tr>
<td>Color Code</td>
<td>Metallic Silver</td>
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<tr>
<td></td>
<td>Dark Gray PMS Cool Gray 11C</td>
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<td>GVSU Blue PMS 289C</td>
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<td>Reflective White</td>
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<td>Light Gray PMS Cool Gray 1C</td>
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<tr>
<td></td>
<td>Light Blue PMS 289C</td>
</tr>
</tbody>
</table>

This drawing is design-intent only. Contractor is responsible for fabrication and overall level of quality. Any changes in design, materials, fabrication method or other details must be approved by the Owner.

When printed on a Tabloid (11x17 in) sized document.
Contract Holder to use same size and type of mounting screw throughout interior program.

1/2" = 1'

1 1/4"
4"
2"
1'-0"

Parking Lot Section
Identification
LOT D
LOT D

Triangular aluminum support tube fabricated from 1/8" (th.) material painted to match Metallic Silver.

1" square aluminum tube supports welded to triangular supports and painted to match Metallic Silver.

1/8" (th.) aluminum sign panel mechanically fastened to support tubes with stainless countersunk screws painted to match sign face. Messaging is surface applied White reflective vinyl centered horizontally and vertically on sign panel.

Fabricator to verify dimensions of light post prior to fabrication and engineer attachment details.

Stainless steel straps
Bucklestrap
Stainless steel band. Use to attach Universal Channel Clamp to round posts.

www.band-it-idex.com

WORLD HEADQUARTERS & WESTERN U.S. CUSTOMER SALES & SERVICE CENTER
BAND-IT - IDEX, INC.
A Unit of IDEX Corporation
4799 Dahlia St.
P.O. Box 16307
Denver, Colorado 80216-0307
Ph: 303-320-4555  FAX 303-333-6549

EASTERN U.S. CUSTOMER SALES & SERVICE CENTER
BAND-IT - IDEX, INC.
A Unit of IDEX Corporation
3520 Progress Drive
Bensalem, Pennsylvania 19020
Ph: 215-245-7290  FAX 215-245-7291

Attachment Product available from:
## Architectural System Configurations

### Series 2

<table>
<thead>
<tr>
<th>Type</th>
<th>Dimensions</th>
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</thead>
<tbody>
<tr>
<td>Flush Face Bodies</td>
<td>2&quot;</td>
</tr>
<tr>
<td>Framed Face Bodies</td>
<td>2&quot;</td>
</tr>
<tr>
<td>Radius Edge Bodies</td>
<td>2&quot;</td>
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<tr>
<td>Frameless Bodies</td>
<td>2&quot;</td>
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### Series 3

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<th>Type</th>
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<tbody>
<tr>
<td>Flush Face Bodies</td>
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</tr>
<tr>
<td>Framed Face Bodies</td>
<td>1-5/8&quot;</td>
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<tr>
<td>Radius Edge Bodies</td>
<td>3-1/4&quot;</td>
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<tr>
<td>Frameless Bodies</td>
<td>3-1/4&quot;</td>
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### Series 4

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<td>Framed Face Bodies</td>
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<td>Radius Edge Bodies</td>
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### Series 7

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<td>Frameless Bodies</td>
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### Series 7/12

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### Radius Edge Retainers

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<th>Type</th>
<th>Dimensions</th>
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<tbody>
<tr>
<td>1/4 Round Retainer</td>
<td>6-1/2&quot;</td>
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<tr>
<td>Extended 1/4 Round Retainer</td>
<td>9-3/8&quot;</td>
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<tr>
<td>Extended 1/4 Round Retainer with Reveal</td>
<td>10-1/4&quot;</td>
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### Beveled Edge Retainer

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<tbody>
<tr>
<td>Beveled Edge Retainer</td>
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### Bleed Pan Face Retainer

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<th>Type</th>
<th>Dimensions</th>
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</thead>
<tbody>
<tr>
<td>Frameless Rigid Retainer</td>
<td>8-7/16&quot;</td>
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</table>

**Note:** All dimensions are subject to the tolerance standards of the aluminum extrusion industry. Profile drawings are illustrative and rounded to the nearest 1/16".
## Architectural System Configurations

<table>
<thead>
<tr>
<th>Series 3 Hinge Body</th>
<th>Series 7 Hinge Body</th>
<th>Series 7 S/F Hinge Body</th>
<th>Series 7 Retro Body</th>
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<tbody>
<tr>
<td>S/F Access Body</td>
<td>Access Body</td>
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</table>

### Flush Face Retainers

- **Bleed Retainer**
  - 7"
  - 12"
  - 6"
  - 2-7/8"

- **Frameless Retainer**
  - 7"
  - 12"
  - 6"
  - 2-7/8"

- **Access Frame with Bleed Cover**
  - 7"
  - 12"
  - 6"
  - 2-7/8"

- **Access Frame with Frameless Cover**
  - 7"
  - 12"
  - 6"
  - 2-7/8"

### Framed Face Retainers

- **Slide Retainer**
  - 7"
  - 12"
  - 6"
  - 2-7/8"

- **3/4" Slide Retainer**
  - 7"
  - 12"
  - 6"
  - 2-7/8"

- **Access Frame with Slide Cover**
  - 7"
  - 12"
  - 6"
  - 2-7/8"

- **Access Frame with Radius Slide Cover**
  - 7"
  - 12"
  - 6"
  - 2-7/8"

### Insert Panel Retainers

- **With Insert Cover**
  - 7"
  - 12"
  - 6"
  - 2-7/8"

- **Access Frame with Insert End Cover &/or optional Extended Insert End Cover**
  - 7"
  - 12"
  - 6"
  - 2-7/8"

*The Series 3 System utilizes the Series 3 Access Bodies in lieu of the Access Frame.*

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### Extrusions Priced by the Length

<table>
<thead>
<tr>
<th>Part Number</th>
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Extrusions Priced by the Length

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## Extrusions Priced by the Length

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<th>Part Number</th>
<th>Length</th>
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Extrusions Priced by the Length

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Note: All dimensions are subject to the tolerance standards of the aluminum extrusion industry. Profile drawings are illustrative and rounded to the nearest 1/16".

Extrusions are available in full lengths only.

Patent Number 4,817,317
Extrusions Priced by the Length

<table>
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<tr>
<th>Monolithic Edges</th>
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Note: All dimensions are subject to the tolerance standards of the aluminum extrusion industry. Profile drawings are illustrative and rounded to the nearest 1/16”.

Note: Extrusions are available in full lengths only.

Note: Radius Ends require two (2) 1/4 rounds to make one half round.
### Architectural System Accessories

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Note: All dimensions are subject to the tolerance standards of the aluminum extrusion industry. Profile drawings are illustrative and rounded to the nearest 1/16".
Architectural System Accessories

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<tr>
<td></td>
<td>3/8”</td>
<td>5416</td>
<td>3.23</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>3/4”</td>
<td>5417</td>
<td>3.23</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Note: All post caps are .125 stamped aluminum, pre-drilled and countersunk. The 6" Radius End Cap is not pre-drilled. All caps are slightly oversized.
Architectural System Accessories

<table>
<thead>
<tr>
<th>Hardware</th>
<th>Part Number</th>
<th>Part</th>
<th>Price per box of four (4)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cap Screw</td>
<td>5040</td>
<td>5040P</td>
<td>11.00/100 15.00/100</td>
</tr>
<tr>
<td>Copy Bar Screw</td>
<td>Pre-drill and countersink 5/32&quot; holes four (4) per Copy Bar. #10 x 1/2&quot; stainless steel square/phillips drive countersink screw - Type A</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Access Frame Cover Screw</td>
<td>5168</td>
<td>8.00/100</td>
<td></td>
</tr>
<tr>
<td>Divider Tab Screw</td>
<td>Pre-drill 1/8&quot; holes two (2) per Divider. #8 x 1/2&quot; stainless steel square/phillips drive countersink screw - Type A</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Reveal to Body Screw</td>
<td>Pre-drill 3/32&quot; holes every 12&quot; o/c of Reveal.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Corner Angle Screw</td>
<td>Pre-drill 5/32&quot; holes four (4) per body corner. #10 x 1/2&quot; stainless steel square/phillips drive pan head tapping screw w/ wax - Type AB</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Closure Screw</td>
<td>Pre-drill and countersink 5/32&quot; holes every 36&quot; o/c along the bottom and sides of retainer. #10 x 3/4&quot; stainless steel square/phillips drive countersink machine screw.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Slide Body Corner Screw</td>
<td>5240</td>
<td>5240P</td>
<td>15.00/100 21.00/100</td>
</tr>
<tr>
<td>Slide Body Corner Screw - Dk. Bronze</td>
<td>Pre-drill and countersink 5/32&quot; holes two (2) per corner along the body horizontals. #10 x 3/4&quot; stainless steel square/phillips drive countersink thread cutting screw - Type F</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Series 3,1/2 Slide Body Corner Screw</td>
<td>5241</td>
<td>7.00/100</td>
<td></td>
</tr>
<tr>
<td>Access Body Corner Screw</td>
<td>Pre-drill and countersink 1/8&quot; holes (2) per corner on the body verticals. #8 x 3/4&quot; stainless steel square/phillips drive countersink screw - Type A</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Slide/Insert Retainer Corner Screw</td>
<td>5270</td>
<td>15.00/100</td>
<td></td>
</tr>
<tr>
<td>2&quot; Beveled Frame Corner Screw</td>
<td>Pre-drill and countersink 1/8&quot; holes (2) per corner on the frame horizontals. Access Frame Corner Screw</td>
<td>Pre-drill and countersink 1/8&quot; holes (2) per frame end. #8 x 1-1/2&quot; stainless steel square/phillips drive countersink screw - Type A</td>
<td></td>
</tr>
<tr>
<td>Hinge Screw</td>
<td>Pre-drill 5/16&quot; holes through the retainer every 18&quot; o/c along all sides of the retainer. #10 x 24 x 5/8&quot; stainless steel allen head machine screw.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Rigid Retainer Hardware</td>
<td>Pre-drill and countersink 9/32&quot; holes every 18&quot; o/c along all sides of the retainer. 1/4&quot;-20 x 1&quot; stainless steel square drive countersink machine screw/bushing/lock nut.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Raceway Cover Screw</td>
<td>Pre-drill 1/8&quot; holes every 24&quot; o/c. #8 x 1/2&quot; steel zinc square/phillips drive pan head screw - Type A</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Architectural System Specifications

Series 1
1/8” Face Post & Panel Systems

3 Posts
2” Square Post
Part #1000
3-1/4” Round Post
Part #1007
3-1/4” Square Post
Part #1005

All post options offer three (3) reveal positions:
- 0”, 3/8” & 3/4”

Series CB
2” Copy Bar Systems

1 Reveal
CB Reveal
Part #1410

One Reveal Shape:
• Fits into all five (5) Copy Bars
• Slides into Series 2, 3 & 4 posts
• Delivers three (3) reveal positions

5 Copy Bars

2” x 2”
Copy Bar
Part #1420
2” x 3”
Copy Bar
Part #1430
2” x 4”
Copy Bar
Part #1440
2” x 5”
Copy Bar
Part #1450
2” x 6”
Copy Bar
Part #1460

Series CB
2” Header Panel

2 Bodies

Bleed Body
Part #1120
Frameless Body
Part #1125

1 Reveal
Reveal
Part #1200

One Reveal Shape:
• Easily attaches to the body
• Slides into Series 2, 3 & 4 posts
• Delivers three (3) reveal positions
• Fills the post below the panel

All post options offer three (3) reveal positions:
- 0”, 3/8” & 3/4”

Note: All dimensions are subject to the tolerance standards of the aluminum extrusion industry. Profile drawings are illustrative and rounded to the nearest 1/16”.

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# Architectural System Specifications

## Series 2

### 2” Post & Panel Systems

### 3 Bodies

- Slide Body
  - Part #1110
  - For Removable Faces
- Bleed Body
  - Part #1120
  - For Fixed Faces
- Frameless Body
  - Part #1125
  - For Fixed Faces

### 3 Panel Adaptors

- 1/8” Panel Adaptor
  - Part #1203
- 1/4” Panel Adaptor
  - Part #1202
- 1/2” Panel Adaptor
  - Part #1204

### 8 Posts

- Radius Post
  - Part #1210
- Rectangular Post
  - Part #1220
- Square Post
  - Part #1233
- Triangular Post
  - Part #1240
- Triangular Post w/Radius Edges
  - Part #1250

## Series 3

### 3-1/4” Post & Panel Systems

### 4 Bodies

- Bleed Body
  - Part #1270
  - For Fixed Faces
- Frameless Body
  - Part #1275
  - For Fixed Flush Faces

### 3 Panel Adaptors

- 1/8” Panel Adaptor
  - Part #1203
- 1/4” Panel Adaptor
  - Part #1202
- 1/2” Panel Adaptor
  - Part #1204

### 8 Posts

- Radius Post
  - Part #1210
- Rectangular Post
  - Part #1220
- Square Post
  - Part #1233
- Triangular Post
  - Part #1240
- Triangular Post w/Radius Edges
  - Part #1250

## Note:

- All dimensions are subject to the tolerance standards of the aluminum extrusion industry.
- Profile drawings are illustrative and rounded to the nearest 1/16”.
- One Reveal Position
  - 0”
- Three Reveal Positions
  - 0”, 3/8” & 3/4”

### One Reveal Shape:
- Easily attaches to all bodies
- Slides into Series 2, 3 & 4 posts
- Delivers 3 reveal positions
- Fills the post below the panel

### 1 Reveal

### 2 Radius Ends

- 1/2 Round End
  - Part #1212
- 1/4 Round End
  - Part #1215
Architectural System Specifications

Series 4
4” Post & Panel Systems

1 Body
Frameless Body
Part #1555
For Fixed Flush Faces

3 Posts

- 4” Round Post
  Part #1337
- 4” Round
  90 Degree Post
  Part #1339
- 4” Round
  4 Sided Post
  Part #1338

1 Reveal
One Reveal Shape:
- Easily attaches to all bodies
- Slides into Series 2, 3 & 4 posts
- Delivers 3 reveal positions

Panel Adaptors
1 Post Filler
Part #1201

Series 3/4
Radius Post Filler
Part #1206

Note: All dimensions are subject to the tolerance standards of the aluminum extrusion industry.
Profile drawings are illustrative and rounded to the nearest 1/16”.

Series 7
7” Post & Panel Systems

4 Bodies

- Slide Body
  Part #1560
  For Removable Faces
- Bleed Body
  Part #1579
  For Fixed Faces
- Corner Angle
  Part #5348
  For Fixed Flush Faces
- Frameless Body
  Part #1575
  For Fixed Flush Faces

1 Reveal
One Reveal Shape:
- Easily attaches to all four (4) non-illuminated bodies
- Easily attaches to the Series 7 Hinge Body
- Delivers three (3) reveal positions
- Fills the post below the panel

3 Posts

- Radius Post
  Part #1500
- Rectangular Post
  Part #1510
- Triangular Post
  Part #1530
- 1/4 Round End
  Part #1670

1/8” Panel Adaptor
Part #1203
1/4” Panel Adaptor
Part #1202
1/2” Panel Adaptor
Part #1204

3-1/2”
3 Posts

Note: All dimensions are subject to the tolerance standards of the aluminum extrusion industry.
Profile drawings are illustrative and rounded to the nearest 1/16”.

Architectural System Specifications

Non-Hingeable Sign Cabinet Body Extrusions

Series 3 Access Body
Part #1290

Bleed Cover
Part #1692

Frameless Cover
Part #1693

Slide Cover
Part #1694

Radius Slide Cover
Part #1695

Note: The Series 3 Access Body with Covers are designed to integrate with the Series 2, Series 3 and Series 4 posts. See page 46 for more information.

Series 3 Single Face Access Body
Part #1291

Bleed Cover
Part #1692

Frameless Cover
Part #1693

Slide Cover
Part #1694

Radius Slide Cover
Part #1695

Hingeable
7” Post & Panel Systems

1 Body
See below
10 Retainers
See page 52

3 Posts

Radius Post
Part #1500

Rectangular Post
Part #1510

Triangular Post
Part #1530

Note: All dimensions are subject to the tolerance standards of the aluminum extrusion industry. Profile drawings are illustrative and rounded to the nearest 1/16”.

Patent Number 4,817,317
ARCHITECTURAL EXTRUSIONS

Architectural System Specifications

Hingeable Sign Cabinet Body Extrusions

Series 7-12 Retro Body
Part #1600
(Section view through side/bottom)

Series 7 Single Face Body
Part #1602
(Section view through top)

Series 7 Hinge Body
Part #1592
(Section view through top)

Series 12 Hinge Body
Part #1612
(Section view through top)

Note: All dimensions are subject to the tolerance standards of the aluminum extrusion industry. Profile drawings are illustrative and rounded to the nearest 1/16".

Note: It is recommended to use safety chains and prop-bars on hingeable faces.
Architectural System Specifications

**Radius Edge Face Retainers**

- 1/4 Round Retainer
  - Part #: 1640
  - Bond: .114” to .126”
  - Corner Key Part #: 5210

- Extended 1/4 Round Retainer
  - Part #: 1650
  - Corner Key Part #: 5210
  - Corner Angle Part #: 5325

**Bevelled Edge Face Retainer**

- Bevelled Retainer
  - Part #: 1656

**Flush Face Retainers**

- Frameless Retainer
  - Part #: 1631
  - Corner Key Part #: 5210

- Bleed Retainer
  - Part #: 1632
  - Corner Key Part #: 5210
  - Varieties

- Bleed Cover
  - Part #: 1692
  - Corner Key Part #: 5210
  - Rigid Retainer Hardware Part #: 5385

**Framed Face Retainers**

- 3/4” Slide Retainer
  - Part #: 1626
  - Corner Key Part #: 5226
  - Access Frame Part #: 1690

- Slide Retainer
  - Part #: 1624
  - Corner Key Part #: 5210
  - Tab Shelf
  - 1-1/4” Divider Tab Shelf

- Slide Cover
  - Part #: 1694
  - Corner Key Part #: 5210
  - Tab Shelf

- Radius Slide Cover
  - Part #: 1695
  - Corner Key Part #: 5226
  - Access Frame Part #: 1690
  - 1-1/4” Divider Tab Shelf

**Frameless Cover**

- Part #: 1693
  - Corner Key Part #: 5210
  - Bond

- Access Frame
  - Part #: 1690

- 1-1/4” Divider
  - Part #: 1662
  - Corner Key Part #: 5210
  - Rigid Retainer Tab Part #: 5308
  - Bond: .114” to .126”

**Bleed Pan Face Retainer**

- Frameless Rigid Retainer
  - Part #: 1628

**Framed Face Divider**

- 1-1/4” Divider
  - Part #: 1662
  - Corner Key Part #: 5210
  - Rigid Retainer Tab Part #: 5308
  - Bond: .114” to .126”

- Up to 3/16” face material

**Note:** All dimensions are subject to the tolerance standards of the aluminum extrusion industry. Profile drawings are illustrative and rounded to the nearest 1/16”.

US Patent Number 4,817,317
### Architectural System Specifications

#### Insert Panel Systems

**Hingeable**

**Bodies**
- **Series 12 Hinge Body**
  - Part #1612
- **Series 7 Hinge Body**
  - Part #1592
- **Series 7-12 Retro Body**
  - Part #1608
- **Series 7 Single Face Body**
  - Part #1602

**Header Panel Retainers**
- **Bleed Cover**
  - Part #1692
- **Frameless Cover**
  - Part #1693

**Flush Insert Panel Retainers**
- **Insert Retainer**
  - Part #1666
- **Insert End Cover**
  - Part #1696
- **Extended Insert End Cover**
  - Part #1698

**Non-Hingeable**
- **Series 3 Access Body**
  - Part #1290
- **Series 3 Single Face Access Body**
  - Part #1291

**Flush Insert Panel Divider**
- **Insert Divider**
  - Part #1668

---

*Note: All dimensions are subject to the tolerance standards of the aluminum extrusion industry. Profile drawings are illustrative and rounded to the nearest 1/16".*
Architectural System Specifications

3-1/2" Radius Extrusion

1/4 Round End
Part #1670

6" Radius Extrusion

1/4 Round End
Part #1671

1/4 Round Pole Cover
Part #1672

Monolithic Edges

2" Radius Edge
Part #1880

3" Radius Edge
Part #1890

Sharp Edge
Part #1860

2-1/2" Radius Edge
Part #1870

1-1/2" Radius Edge
Part #1860

Note: All dimensions are subject to the tolerance standards of the aluminum extrusion industry. Profile drawings are illustrative and rounded to the nearest 1/16".
Architectural System Assemblies

Series 1
Post & Panels

- 2” Square Post
  Part #1000
- 3-1/4” Square Post
  Part #1005
- 3-1/4” Round Post
  Part #1007

See pages 47 & 61 for additional information.

Series Copy Bar
Post & Panels

See pages 47 & 61 for post options, reveal positions and additional information.

Series Panel Adaptor
Post & Panels

See pages 48 & 61 for post options and additional information.

Series 2
Post & Panels

See pages 48 & 62 for post options, reveal positions and additional information.

Note: All dimensions are subject to the tolerance standards of the aluminum extrusion industry. Profile drawings are illustrative and rounded to the nearest 1/16”.

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ARCHITECTURAL EXTRUSIONS
Architectural System Assemblies

**Series 3**
Post & Panels

- Slide Body
  - Part #1260
- Bleed Body
  - Part #1270
- Frameless Body
  - Part #1275
- 1/4 Round Body
  - Part #1280

See pages 48 & 62 for post options, reveal positions and additional information.

**Series 4**
Post & Panels

- Frameless Body
  - Part #1355
  - 4" Round 90 Degree Post
  - Part #1339
- Frameless Body
  - Part #1355
  - 4" Round Four Sided Post
  - Part #1338

See pages 49 & 62 for post options, reveal positions and additional information.

**Series 7**
Post & Panels

- Slide Body
  - Part #1560
- Bleed Body
  - Part #1570
- Frameless Body
  - Part #1575
- 1/4 Round Body
  - Part #1580

See pages 49 & 62 for post options, reveal positions and additional information.
Architectural System Assemblies

Series 3 Access Body
Post & Panels

See pages 48, 50 & 63 for post options, reveal positions and additional information.

1/2 Slide Body
Wall Mount Systems

See pages 48-49 & 63 for additional information.

Insert Panels

See pages 48, 53 & 64 for body and post options, reveal positions and additional information.

US Patent Number 4,817,317

Note: All dimensions are subject to the tolerance standards of the aluminum extrusion industry. Profile drawings are illustrative and rounded to the nearest 1/16".
Architectural System Assemblies

Hingeable Body Systems

Series 7/12 Retro Body
Part #1600

Series 7 Hinge Body
Part #1592

Series 12 Hinge Body
Part #1612

Hingeable Retainers

Slide Retainer
Part #1624

3/4" Slide Retainer
Part #1626

Frameless Rigid Retainer
Part #1628

Extended 1/4 Round Retainer
Part #1630

Extended 1/4 Round Retainer w/Reveal
Part #1655

Beveled Retainer
Part #1656

Frameless Retainer
Part #1631

Bleed Retainer
Part #1632

Insert Retainer
Part #1666

1/4 Round Retainer
Part #1640

Note: All dimensions are subject to the tolerance standards of the aluminum extrusion industry. Profile drawings are illustrative and rounded to the nearest 1/16”.

See pages 51-52 & 64-66 for additional information.

Note: The Hingeable Retainers are designed to integrate with all of the Architectural Hinge Bodies.

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Additional Information

General Information
- The Commercial bodies and retainers shall be cut 1” longer than the nominal T-12 lamp size for horizontal or vertical lamping.
- General guidelines for lamp spacing: Double the distance between the front of the lamp and the back of the plastic face for your center to center lamp measurement. Maximum center to center is 12”.
- Extrusion bodies, retainers, frames and covers are engineered for mechanical fastening, bonding with adhesive, or welded assembly.
- It is recommended to use safety chains and prop-bars on all hingeable faces.
- Assembly instruction sheets available.

Included in Kit Pricing
- Mill Finish or Dk. Bronze.
- Cut to size and mitered bodies.
- Cut to size and mitered retainers, frames and covers.
- All Body Corner Angles and/or Corner Keys as required.
- Packaging.

Not Included in Kit Pricing
- Faces or Backs.
- Electrical components.
- Structural supports, Frame Support Tube, back braces and gussets.
- Attachment of Hinge.
- Drilling of holes for locks and attachment of locks.

Optional Accessories:
- Radius Corners. See pages 12 & 46
- Raceway Covers. See pages 13 & 44
- Divider Bar. See pages 9, 22 & 41, 52

Mill Finish
- No prior surface preparation. Surface scratches, die lines and imperfections present. Not ready for paint.

Dk. Bronze
- Exposed aluminum surfaces are coated with Quaker Dark Bronze primer/topcoat.
- Limited additional colors are available, minimum order will apply.

Pricing
- All prices are effective as of March 1, 2015. Due to fluctuation in the raw aluminum market, prices are subject to change without notice.
- Packaging is included in list prices.
- Freight shall be collect, F.O.B. SignComp.

Additional Information

Freight Policy
- The freight shall be prepaid, F.O.B. Grand Rapids, Michigan for single orders of extrusions and/or accessories whereby the invoiced amount is $5,000.00 or more to any single destination within the continental United States or Canada.
- The freight shall be collect, F.O.B. Grand Rapids, Michigan for all orders other than as stated in this freight policy.
- All freight claims for freight collect shipments are the sole responsibility of the buyer.
- Any requests for expedited freight services shall be the sole expense of the buyer.
- Combining stock items with custom run items qualifies for freight prepaid status only when all items ship as one shipment.

Minimum Order
- Any single full length extrusion profile and/or prepackaged accessories.
- Any single kit.

Availability
- Typical extrusion and accessory orders ship within three (3) days upon receipt and acceptance of your purchase order.
- All orders will receive an approximate ship date upon receipt and acceptance of the written purchase order and confirmation.

Exclusive Warranty and Remedies
- In effect as of January 1, 2008.
- This is the exclusive warranty policy of SignComp, LLC, Grand Rapids, Michigan 49544 (the “Company”) with respect to any and all of its products.

Exclusive Warranty
- The Company warrants you as the original purchaser that the Company’s products will be free from defects in materials and workmanship, under normal conditions, upon shipment of said products from the Company, for 30 days.
- This exclusive warranty does not apply to damage caused by improper handling. The company shall have no liability or responsibility for any damage whatsoever caused by handling.
- The Company hereby disclaims any and all other warranties, including, without limitation, implied warranties of merchantability and fitness for a particular purpose. The only warranty with respect to the Company’s products is described in this exclusive warranty. No oral or written representations shall extend the Company’s exclusive warranty beyond that description herein.

Warranty Procedures
- The purchaser must notify the Company of any warranty claim prior to initiating any remedy upon the defective product. Upon receipt of such notice, the Company will direct that an authorized representative inspect the product and, if necessary, correct the defect in accordance with this exclusive warranty. The Company shall have the exclusive right to determine whether or not a defect is covered by this exclusive warranty.

Return Policy
- Returns of SignComp products will not be accepted without prior authorization and written RMA number from SignComp.
- Materials may not be returned for any reason other than defective product or incorrect fulfillment of order.
- All goods to be returned must be acknowledged in writing within the 60 day grace period from the date of the shipment. Any claims after this period will be considered invalid.
- All returned goods must be in new and saleable condition for full credit to be issued.

Additional Product Offerings
- Custom extrusions. Mill shipment programs.
- Pre-painted and cut to length extrusion programs.

Backorder Policy
- In the very unlikely event of a back order, the back order will be shipped freight prepaid only if the original order qualified for freight prepaid status.
- Additional materials may be added to any back order, shipped freight prepaid with the additional freight expense the responsibility of the buyer.
- Any expedited freight service requested by the buyer shall be at the expense of the buyer.

Remedies
- Provided that the warranty procedures are followed, the Company will repair and/or replace the defective SignComp product(s) during the applicable warranty period without charge for parts or labor.
- Repair and/or replacement of defective SignComp products is your exclusive remedy under the Company’s exclusive warranty.
- The Company shall not be liable for any incidental or consequential damages if the Company’s product is defective or does not conform to this exclusive warranty. In any event the maximum amount for which the Company shall be liable to the purchaser shall be the original purchase price of the defective SignComp product(s).
- Any claim for breach of this exclusive warranty shall be brought, if at all, no later than 30 days from the Company’s breach.

Address for Notification
- Notice of a product defect covered by this exclusive warranty can be made in writing or by telephone. The Company’s address and telephone numbers are: SignComp, LLC, 3032 Walker Ridge Dr NW, Grand Rapids, MI 49544
- Attention: Customer Service - Phone: (616) 784-0405
- Toll Free: (877) 784-0405
- Fax: (616) 784-0413
- e-mail: signcomp@signcomp.com
Our Mission: To promote business and personal practices that will decrease our impact on the environment and minimize our carbon footprint by reducing the demands placed upon our planet in an earth-friendly way.