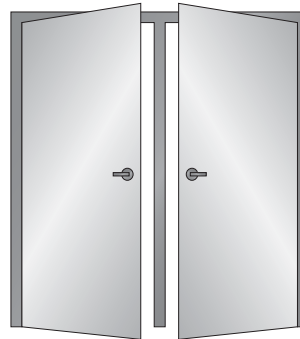


# Installation Guide

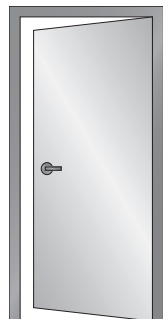
ADA Guidelines require tactile information on signs to be mounted between 48" at the lowest point and 60" at the highest point, mounted on the wall within an unobstructed 18" margin on the latch side of the door. We recommend installing the top of signs at 60" - this is visually pleasing to visitors, as all signs will be aligned to one another regardless of size.



**Single Door** - Sign shall be mounted next to door on the latch side.

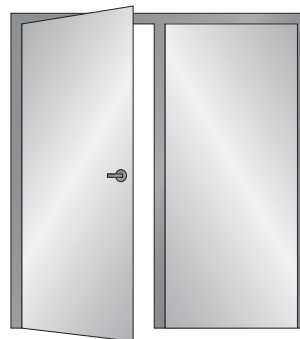


**Double Door (both active)**  
Sign shall be located to the right of right-handed door.



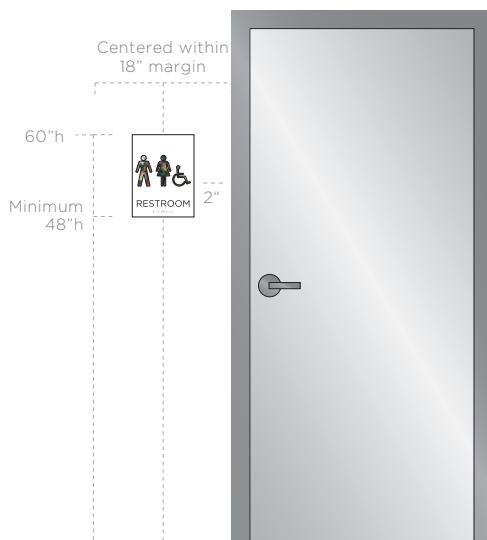
**Inward Swinging Door** - Sign may be mounted on door if following are met:

1. The door closes automatically
2. The sign is mounted on the push side of the door
3. The door does not have a hold-open device



**Double Door (one active)**  
Sign shall be located on inactive door.

In the case of a window next to the door, the sign can be mounted on the window, or, it can follow the same guidelines as above, and be mounted on the latch side, 2" off the window frame.



**Step 1** - Confirm the surface is ready for installation and dust free.

**Step 2** - Measure from the floor to 60" and make a pencil mark on the wall, then measure 2" off of the door frame (latch side of the door) and make another pencil mark.

**Step 3** - Remove tape backing. (Apply silicone adhesive on back if the sign is going on a textured surface such as brick, cinder block, etc.)

**Step 4** - Using your level, line up the sign with your pencil marks, lining the top of the sign with your 60" mark, and the side with the 2" mark.

# *Cleaning and Maintenance Guide*

Interior signs stay out of the weather and elements, making them visibly cleaner than exterior signs. However, this does not mean that they do not need to be cleaned or sanitized occasionally. Your interior signs can collect dust, allergens and bacteria, so here are some tips to help keep your signs in the best condition possible.

**Sign Placement** - One way you can keep your signs in the best condition is actually done on the first day you have your sign! Signage placed in direct sunlight over a long period of time can result in warping and/or discoloration of the materials. If you have signs in direct sunlight, try to use blinds or shades to protect them during the high-intensity hours of the day.

**Disinfection** - This is especially critical for signage in the food or healthcare industries, but everyone needs to be mindful of potential bacteria and germs. ADA signs specifically have to be touched daily by visually-impaired individuals. Using disinfectant sprays or wipes is safe and recommended for any signs ordered from us.

**General Cleaning** - Outside of bacteria and germs is everyday dust and grime that eventually can collect on your signage. For general cleaning, any dusting wipes or sprays will not cause any harm or damage to the signs. For a deeper cleaning process, we recommend using a mild cleaning solution or glass cleaner with a micro-fiber towel or paper towels. Spray and wipe down a section of the sign at a time; making sure to not leave behind any excess cleaner or residue.