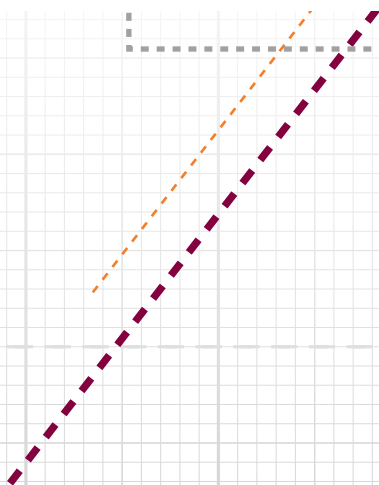
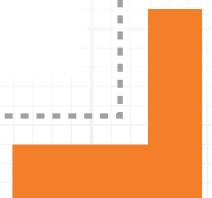


# INTERIOR

## WAYFINDING & SIGNAGE STANDARDS MANUAL 2025

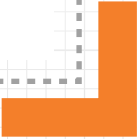





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# INTRODUCTION



# INTRODUCTION

The Virginia Tech interior signage standards have been established by the Design Team of Facilities Design and Construction (FDC-D) as a component of the Virginia Tech Design & Construction Standards Manual (DCSM).

The campus has signage standards to provide consistent wayfinding and visual uniformity. Wayfinding is the practice of planning for and providing clear paths of travel and clearly defined destinations through visual cues and the application of signage. The consistent aesthetic and application of information standards benefits the broader campus community. Interior signage offers clarity and consistency to people as they travel to their desired destinations on the Blacksburg campus and in Virginia Tech facilities across the Commonwealth.

Interior signs are organized into four different groups: Regulatory, Identification, Directional, and Informational.

This manual includes information concerning the interior signage submittal documents required for Virginia Tech projects. Required documents include: a comprehensive signage installation plan, signage schedule, directory maps and listings, and directional sign inserts.

This 2025 update replaces all former versions of the Virginia Tech Interior Wayfinding & Signage Standards Manual.





# DELIVERABLES



# DELIVERABLES

This document introduces the resources needed to make a complete interior sign submittal for a project to Virginia Tech. Resources include a signage installation plan and a signage schedule, as well as map, directory, and directional sign insert graphics. These documents will be provided by the consulting architect/engineer responsible for the project. Related files, such as templates, are available from the owner, project manager, or the Design Team in Facilities.

The signage schedule provides all information needed to fabricate signs for a project. This spreadsheet is organized by sign type (Regulatory, Identification, or MAP/DIR/INFO) and is color coded accordingly. It lists out building name, floor number, sign material, tag number, room number, sign type, permanent message (raised lettering or braille), installation type, display insert message, and notes.

Signage installation plans outline the location, type, and mounting information for all signs around the site. Each tag on the plan corresponds to an accompanying signage schedule.

Sign insert graphics apply to maps, directories, and directionals. They are template-based but individually designed for each project. They can be easily printed and replaced when information changes.

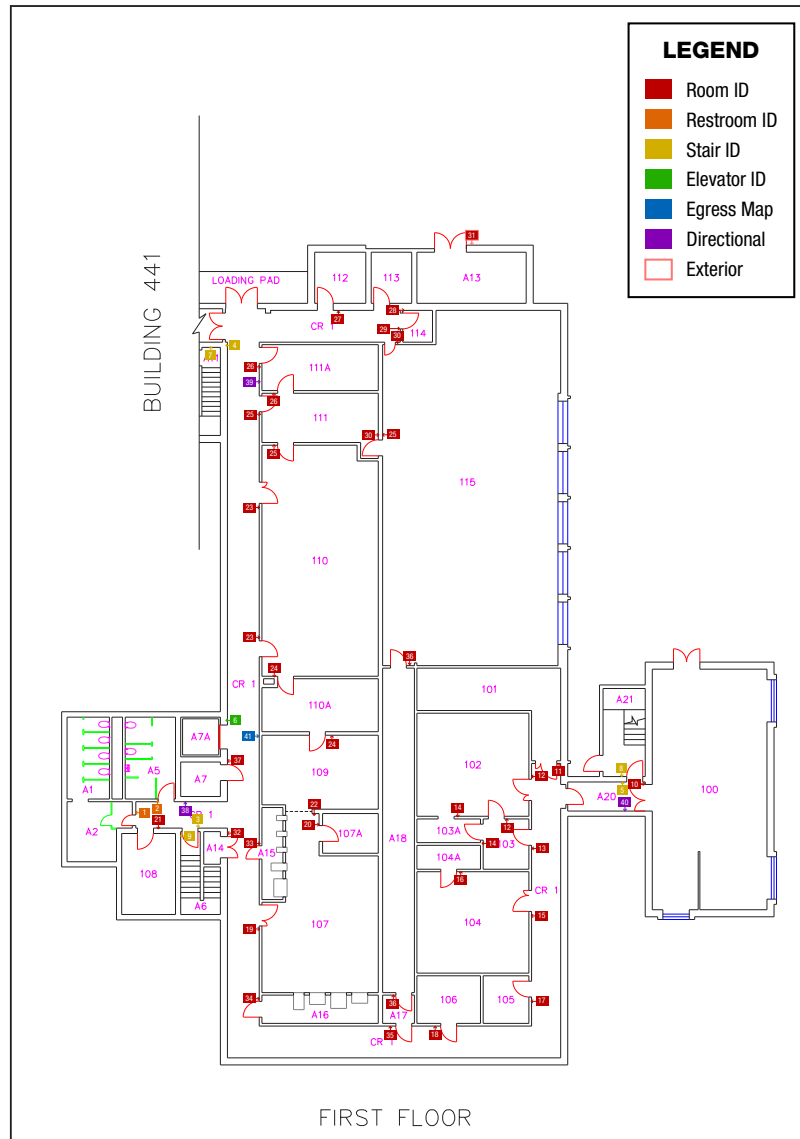
# DELIVERABLES

	A	B	C	D	E	F	G
1		<b>VT: BUILDING NAME</b>					<b>Floor: 1</b>
2		<b>Signage Schedule</b>					<b>Type: Metal Color: Silver</b>
3		<b>KEY</b>					
4			<b>R: Regulatory Signage (Required for Occupancy)</b> <ul style="list-style-type: none"> <li>Regulatory signage to be highlighted at the top section of spreadsheet for each floor.</li> <li>Standard regulatory signage labels can not be changed without VT approval.</li> <li>Frame, content and installation by CM.</li> </ul>				
5			<b>ID: Room Identification Signage (Utility &amp; Standard)</b> <ul style="list-style-type: none"> <li>Content to be generated from labels on architectural plans by A/E.</li> <li>Final VT content development by VT-OUP / department representative.</li> <li>FF&amp;E work order to VT-Print Services for content.</li> <li>Frame and installation by CM.</li> </ul>				
6			<b>E-MAP / DIR / INFO: Emergency Egress, Directional &amp; Directory, and Informational Signage</b> <ul style="list-style-type: none"> <li>Frame, content and installation by CM.</li> <li>Graphic layouts by A/E using VT supplied ai templates.</li> <li>A/E Deliverable- adobe illustrator electronic files to OUP for future changes.</li> </ul>				
7	<b>Tag</b>	<b>Room #:</b>	<b>Sign Type:</b>	<b>Permanent Message (Room # Braille):</b>	<b>Installation Type:</b>	<b>Display Insert Message:</b>	<b>Notes:</b>

## SIGNAGE SCHEDULE

The signage schedule is an Excel document. It will be provided by the architect/engineer responsible for the project. A template file is available from the project manager.

# DELIVERABLES




## SIGNAGE INSTALLATION PLANS

The architect/engineer responsible for the project will provide signage installation plans.

# DELIVERABLES



 Restrooms  
Room 110  
Suite 112  
Classroom 116  
Across Tunnel



 Exit Ramp  
Suite 104

TRIM LINE

**INSTALLATION INFORMATION:**

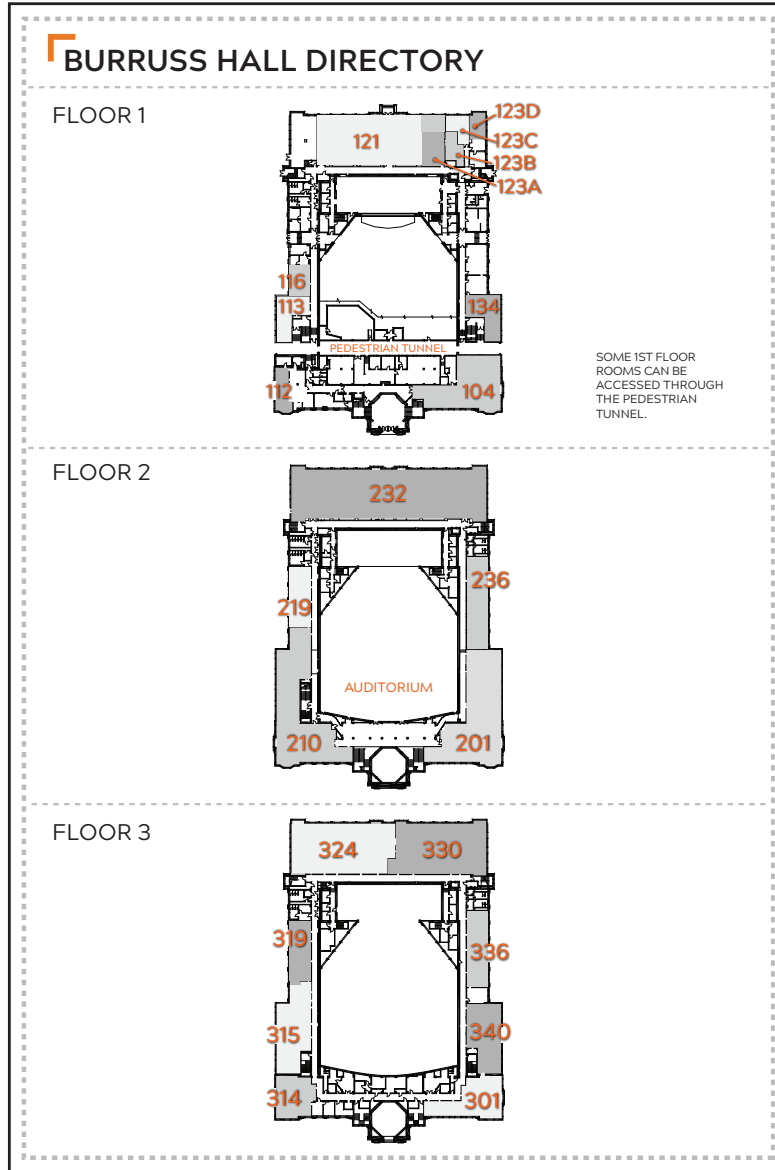
**SIGN TYPE:** DIR-WM  
**SIZE:** 11" x 12"  
**INSTALLATION TYPE:** WALL  
**BUILDING:** CMMID  
**FLOOR:** 2  
**TAG:** 77

## DIRECTIONAL SIGNS

Directional sign insert graphics will be provided by the architect/engineer responsible for the project. A template file is available from the project manager.

Note: University logo is not used on directional signage.

# DELIVERABLES



## DIR-MAP SIGNS

Directory map sign insert graphics will be provided by the architect/engineer responsible for the project. Template files are available from the owner, project manager, or the Design Team of Facilities Design and Construction (FDC-D). Standard size for directory map signage is 22x17. The larger 36x24 is available upon review. Buildings with more than three floor plans may require more that one sign to clearly depict all plans.

# DELIVERABLES

## BURRUSS HALL DIRECTORY

### FLOOR 1

VP FOR UNDERGRADUATE ACADEMIC AFFAIRS	104
VP FOR STUDENT AFFAIRS	112
OFFICE FOR STRATEGIC AFFAIRS	113
LANDSCAPE ARCHITECTURE, SCHOOL OF	
ARCHITECTURE + DESIGN	121
CLASSROOM	123A
COLLEGE OF ARCHITECTURE & URBAN STUDIES, IT	123B
COLLEGE OF ARCHITECTURE & URBAN STUDIES	
BUSINESS OFFICE	123C
PROVOST COMMUNICATIONS	123D
VP FOR FINANCE	134

SOME 1ST FLOOR ROOMS ARE ACCESSED THROUGH THE PEDESTRIAN TUNNEL.

### FLOOR 2

BURRUSS AUDITORIUM	200
SENIOR VP AND CHIEF BUSINESS OFFICER	201
OFFICE OF THE PRESIDENT	210
GOVERNMENT RELATIONS	219
INTERIOR DESIGN PROGRAM	232
UNIVERSITY LEGAL COUNSEL	236

### FLOOR 3

VP FOR INFORMATION TECHNOLOGY & CIO	314
VP FOR UNIVERSITY ADVANCEMENT	315
VP FOR POLICY & GOVERNANCE	319
BUDGET & FINANCIAL PLANNING	324
EXECUTIVE VP & PROVOST	330
OFFICE FOR INCLUSION & DIVERSITY	336
VP FOR RESEARCH & INNOVATION	340

## DIRECTORY SIGNS

Directory sign insert graphics will be provided by the architect/engineer responsible for the project. A template file is available from the project manager.



# OVERVIEW





# OVERVIEW

## LIST OF APPROVED INTERIOR SIGN MANUFACTURER:

### APCO

Other sign manufacturers may be considered if able to match APCO specifications (see approval process)

## SIGN VENDORS CURRENTLY PROVIDING APCO SIGNAGE:

Virginia Tech Sign Shop

APCO

Westview

Gropen

Sharpe Co.

## SIGN MANUFACTURER APPROVAL PROCESS:

All signs must comply with these standards.

Signs must match APCO specifications included in this document.

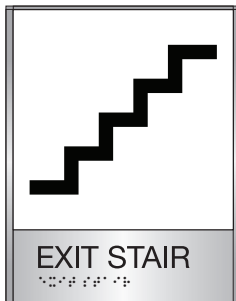
To be considered, sign manufacturer must submit physical sign samples for review through the project manager. The Design Team of Facilities Design and Construction (FDC-D) will review submitted samples and advise the project manager of approval or required changes to proposed signage. Alternate sign manufacturer should not be included in a project prior to review and approval by FDC-D.

# OVERVIEW

## REGULATORY SIGNAGE [R]

Regulatory Signage (Code related signage for emergency or ADA access)

### Selected Examples:



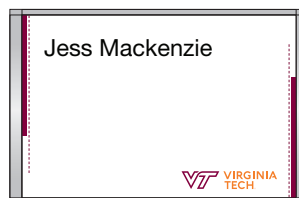
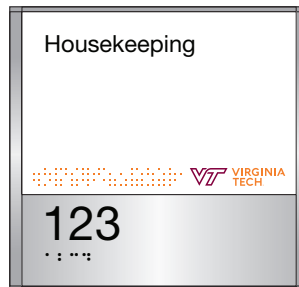
## ROOM IDENTIFICATION SIGNAGE [ID]

The two components to room identification signage are as follows:

1. Utility Spaces  
Including housekeeping, electrical, etc.
2. Standard Spaces  
Including departmental offices, labs, classrooms, workstations, etc.

Current horizontal university logo to be used on room identification sign inserts.

### Selected Examples:



# OVERVIEW

## MAP, DIRECTIONAL & DIRECTORY, AND INFORMATIONAL SIGNAGE [DIR-MAP / DIR / INFO]

### Directional Signage

Wall or ceiling mounted signage for wayfinding through building.

### Directory Map and Directory List Signage

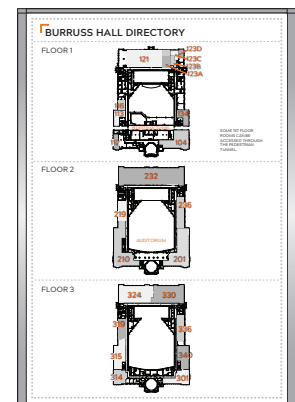
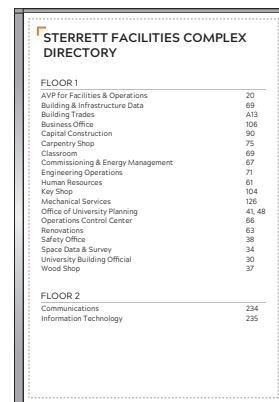
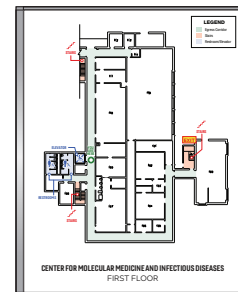
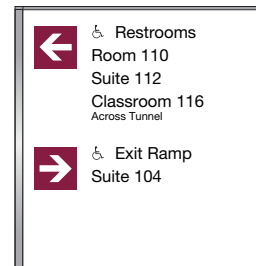
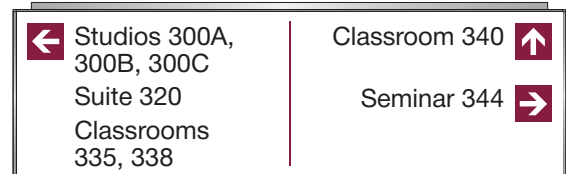
Smaller info directory maps at elevators and stairs identify suites, elevators, stairs, and exits.

Larger directory maps at building entrances are intended to align with directory list signage at that location.

### Informational Signage

Wall mounted signage used for sharing information that may change over time such as list of graduate student assistants in an office space or request for quiet space during student study periods.

## Selected Examples:





# SPECIFICATIONS



# SPECIFICATIONS

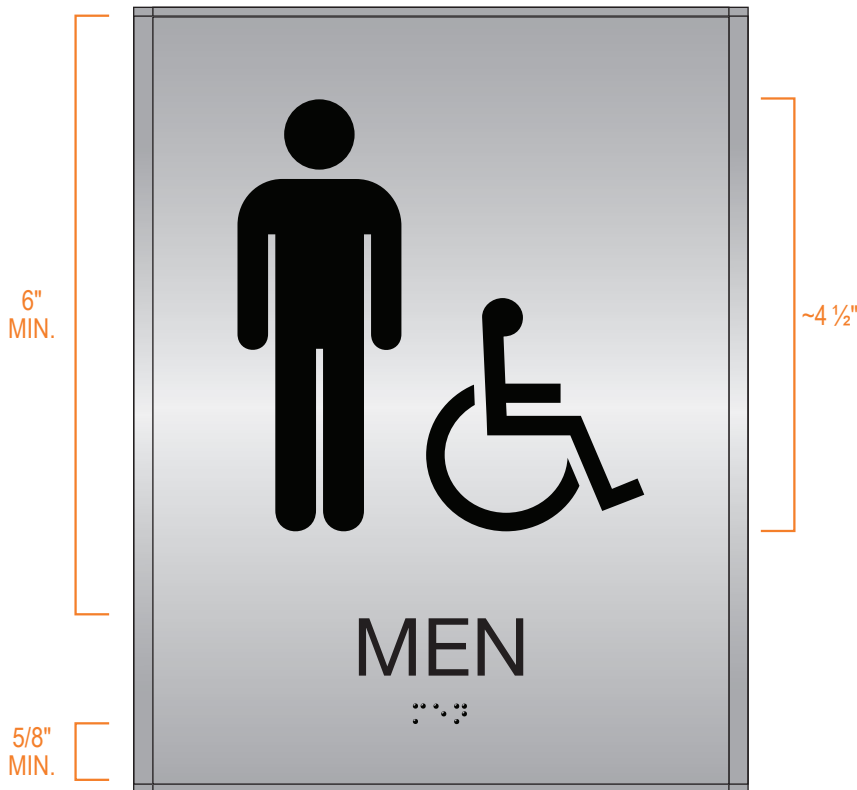
## REGULATORY SIGNAGE [R]

SIGN TYPE: [R-M]

MEN'S RESTROOM



PLAN VIEW



FRONT VIEW

8x6

## APPROVED MANUFACTURER SPECIFICATIONS INCLUDED BELOW:

### APCO:

#### FULL VIEW SERIES

##### Mounting:

- Vinyl Tape (on Glass)
- Mechanical Fasteners (on CMU, Concrete, and GWB)

##### Frame:

- FVS0806(V) (Square)
- I.D. Size: 8" (h) x 6" (w)
- Color: Natural Satin

##### Insert:

##### Sign Insert:

- Part Code: FV-942-354 (Horiz. Grain)Size: 8" (h) x 6" (w)
- Part Color: Silver

##### Printed Graphics:

- Symbol: S60 (Men/Accessible)
- Size: 4 1/2" (h)
- Color: Laser Printed Black

##### Raised Lettering:

- Copy: Helvetica Neue Roman (HR)
- Size: 5/8" (h)
- Color: A02 Black
- Braille Color: Same as Background

## NOTES:

Include the international symbol of accessibility in accordance with the 2010 ADA Standards for Accessible Design.

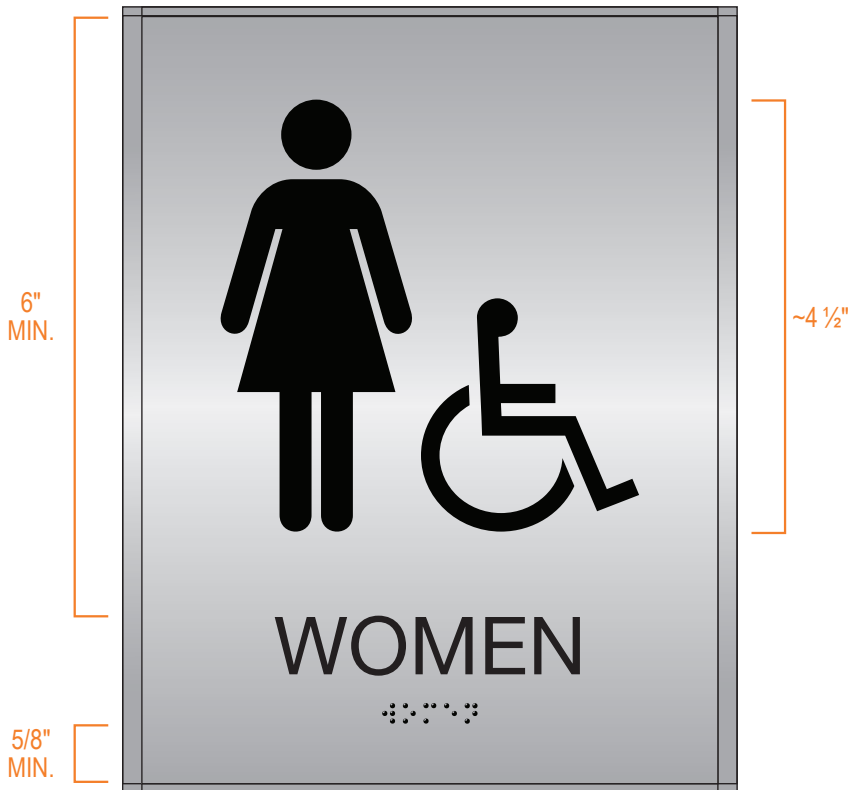
# SPECIFICATIONS

## REGULATORY SIGNAGE [R]

SIGN TYPE: [R-W]  
WOMEN'S RESTROOM



PLAN VIEW



FRONT VIEW

8x6

## APPROVED MANUFACTURER SPECIFICATIONS INCLUDED BELOW:

### APCO:

#### FULL VIEW SERIES

##### Mounting:

- Vinyl Tape (on Glass)
- Mechanical Fasteners (on CMU, Concrete, and GWB)

##### Frame:

- FVS0806(V) (Square)
- I.D. Size: 8" (h) x 6" (w)
- Color: Natural Satin

##### Insert:

##### Sign Insert:

- Part Code: FV-942-354 (Horiz. Grain)Size: 8" (h) x 6" (w)
- Part Color: Silver

##### Printed Graphics:

- Symbol: S60 (Women/Accessible)
- Size: 4 1/2" (h)
- Color: Laser Printed Black

##### Raised Lettering:

- Copy: Helvetica Neue Roman (HR)
- Size: 5/8" (h)
- Color: A02 Black
- Braille Color: Same as Background

## NOTES:

Include the international symbol of accessibility in accordance with the 2010 ADA Standards for Accessible Design.

# SPECIFICATIONS

## REGULATORY SIGNAGE [R]

SIGN TYPE: [R-SUR]  
SINGLE-USER RESTROOM



PLAN VIEW



FRONT VIEW

8x6

## APPROVED MANUFACTURER SPECIFICATIONS INCLUDED BELOW:

### APCO:

#### FULL VIEW SERIES

##### Mounting:

- Vinyl Tape (on Glass)
- Mechanical Fasteners (on CMU, Concrete, and GWB)

##### Frame:

- FVS0806(V) (Square)
- I.D. Size: 8" (h) x 6" (w)
- Color: Natural Satin

##### Insert:

##### Sign Insert:

- Part Code: FV-942-354 (Horiz. Grain)Size: 8" (h) x 6" (w)
- Part Color: Silver

##### Printed Graphics:

- Symbol: S60 (Toilet/Accessible)
- Size: 3 1/2" (h)
- Color: Laser Printed Black

##### Raised Lettering:

- Copy: Helvetica Neue Roman (HR)
- Size: 5/8" (h)
- Color: A02 Black
- Braille Color: Same as Background

## NOTES:

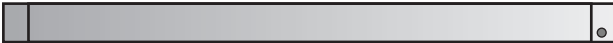
Include the international symbol of accessibility in accordance with the 2010 ADA Standards for Accessible Design.

# SPECIFICATIONS

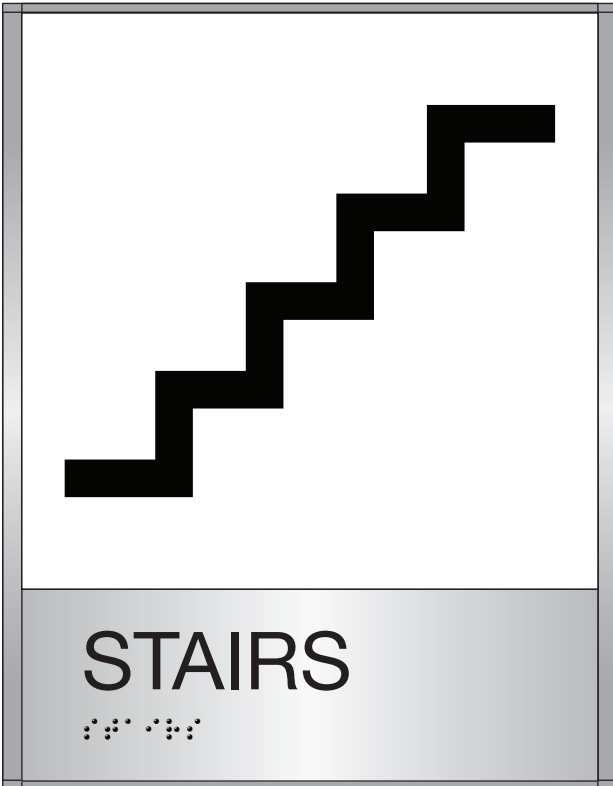
## REGULATORY SIGNAGE [R]

SIGN TYPE: [R-S]

STAIRS



PLAN VIEW



FRONT VIEW

8x6

## APPROVED MANUFACTURER SPECIFICATIONS INCLUDED BELOW:

### APCO:

#### FULL VIEW SERIES

##### Mounting:

- Vinyl Tape (on Glass)
- Mechanical Fasteners (on CMU, Concrete, and GWB)

##### Frame:

- FVS0806(V) (Square)
- I.D. Size: 8" (h) x 6" (w)
- Color: Natural Satin

##### Insert:

##### Sign Insert:

- Part Code: FVCL0606(V) (ClearLens)
- Size: 6" (h) x 6" (w)
- Paper: 80# Cover Stock, 216 GSM, A00 White

##### Printed Graphics:

- Symbol: S48 (Stairs)
- Size: 4" (h)
- Color: Laser Printed Black

##### Sign Band

- Part Code: FV-942-354 (Horiz. Grain)
- Size: 2" (h) x 6" (w)
- Part Color: Silver

##### Raised Lettering:

- Copy: Helvetica Neue Roman (HR)
- Size: 5/8" (h)
- Color: A02 Black
- Braille Color: Same as Background



# SPECIFICATIONS

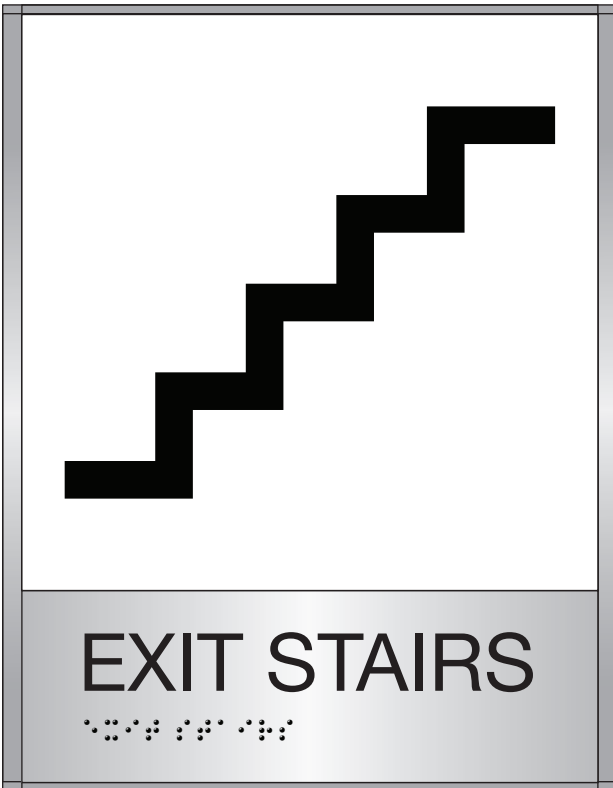
## REGULATORY SIGNAGE [R]

SIGN TYPE: [R-SE]

EXIT STAIRS



PLAN VIEW



FRONT VIEW

8x6

## APPROVED MANUFACTURER SPECIFICATIONS INCLUDED BELOW:

### APCO:

#### FULL VIEW SERIES

##### Mounting:

- Vinyl Tape (on Glass)
- Mechanical Fasteners (on CMU, Concrete, and GWB)

##### Frame:

- FVS0806(V) (Square)
- I.D. Size: 8" (h) x 6" (w)
- Color: Natural Satin

##### Insert:

##### Sign Insert:

- Part Code: FVCL0606(V) (ClearLens)
- Size: 6" (h) x 6" (w)
- Paper: 80# Cover Stock, 216 GSM, A00 White

##### Printed Graphics:

- Symbol: S48 (Stairs)
- Size: 4" (h)
- Color: Laser Printed Black

##### Sign Band

- Part Code: FV-942-354 (Horiz. Grain)
- Size: 2" (h) x 6" (w)
- Part Color: Silver

##### Raised Lettering:

- Copy: Helvetica Neue Roman (HR)
- Size: 5/8" (h)
- Color: A02 Black
- Braille Color: Same as Background

# SPECIFICATIONS

## REGULATORY SIGNAGE [R]

SIGN TYPE: [R-SH]

SHOWER



PLAN VIEW



FRONT VIEW

8x6

## APPROVED MANUFACTURER SPECIFICATIONS INCLUDED BELOW:

### APCO:

#### FULL VIEW SERIES

##### Mounting:

- Vinyl Tape (on Glass)
- Mechanical Fasteners (on CMU, Concrete, and GWB)

##### Frame:

- FVS0806(V) (Square)
- I.D. Size: 8" (h) x 6" (w)
- Color: Natural Satin

##### Insert:

##### Sign Insert:

- Part Code: FVCL0606(V) (ClearLens)
- Size: 6" (h) x 6" (w)
- Paper: 80# Cover Stock, 216 GSM, A00 White

##### Printed Graphics:

- Symbol: Shower
- Size: 4" (h)
- Color: Laser Printed Black

##### Sign Band

- Part Code: FV-942-354 (Horiz. Grain)
- Size: 2" (h) x 6" (w)
- Part Color: Silver

##### Raised Lettering:

- Copy: Helvetica Neue Roman (HR)
- Size: 5/8" (h)
- Color: A02 Black
- Braille Color: Same as Background

# SPECIFICATIONS

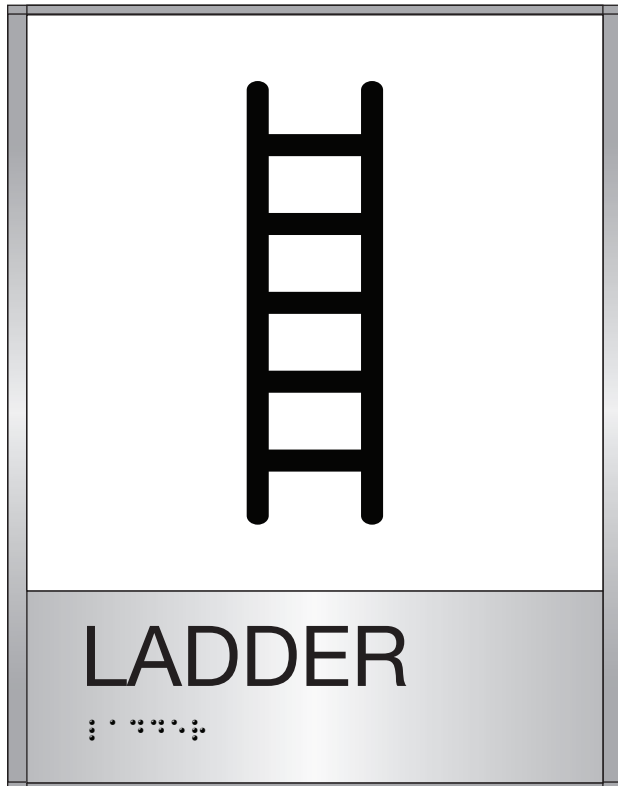
## REGULATORY SIGNAGE [R]

SIGN TYPE: [R-L]

LADDER



PLAN VIEW



FRONT VIEW

8x6

## APPROVED MANUFACTURER SPECIFICATIONS INCLUDED BELOW:

### APCO:

#### FULL VIEW SERIES

##### Mounting:

- Vinyl Tape (on Glass)
- Mechanical Fasteners (on CMU, Concrete, and GWB)

##### Frame:

- FVS0806(V) (Square)
- I.D. Size: 8" (h) x 6" (w)
- Color: Natural Satin

##### Insert:

##### Sign Insert:

- Part Code: FVCL0606(V) (ClearLens)
- Size: 6" (h) x 6" (w)
- Paper: 80# Cover Stock, 216 GSM, A00 White

##### Printed Graphics:

- Symbol: Ladder
- Size: 4" (h)
- Color: Laser Printed Black

##### Sign Band

- Part Code: FV-942-354 (Horiz. Grain)
- Size: 2" (h) x 6" (w)
- Part Color: Silver

##### Raised Lettering:

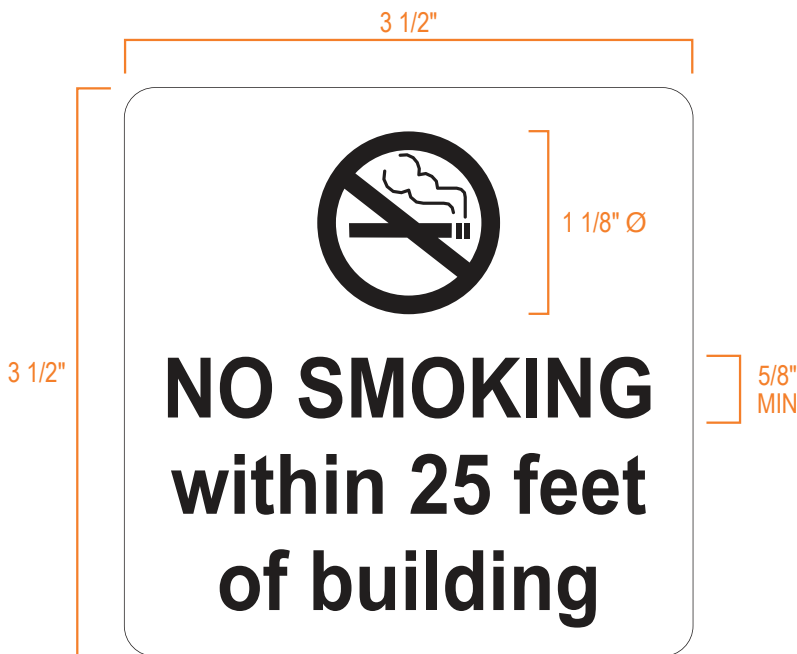
- Copy: Helvetica Neue Roman (HR)
- Size: 5/8" (h)
- Color: A02 Black
- Braille Color: Same as Background

# SPECIFICATIONS

## REGULATORY SIGNAGE [R]

SIGN TYPE: [R-NS]

NON-SMOKING DECAL



3.5x3.5

## APPROVED MANUFACTURER SPECIFICATIONS INCLUDED BELOW:

### APCO:

#### PRESSURE SENSITIVE VINYL

101V Background:

Size: 3.5" (h) x 3.5" (w)

Color: A01 White

PSV Graphics:

Size: 1 1/8" diameter

Color: Black

## GENERAL VINYL SIGNAGE NOTES:

Requests for pressure sensitive vinyl to be applied to building doors and windows shall be reviewed by FDC-D for appropriateness and alignment with standards.

University fonts shall be used in vinyl door signage.

For departmental logos used on door glazing, see the University brand website at [brand.vt.edu](http://brand.vt.edu) to obtain approved logo lockups.

Submit mockup to FDC-D for review prior to inclusion in the project.

# SPECIFICATIONS

## REGULATORY SIGNAGE [R]

SIGN TYPE: [REGULATORY SIGN INSERTS]

PAPER INSERT TEMPLATES



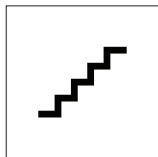
Accessible



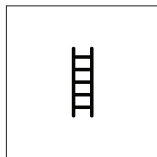
No Smoking



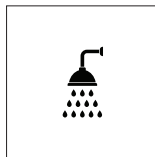
Bottle Filling Station



Stairs, Stair Exit



Roof Access Ladder



Shower



Men's Restroom  
(ADA)



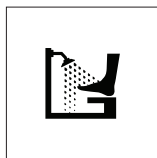
Women's Restroom  
(ADA)



Single-User Restroom  
(ADA)



Assistive Listening



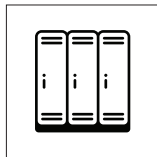
Ablution Station



Changing Station



Medical



Locker Room



Ramp Enclosure

## NOTES:

Inserts must be 6" (h) by 6" (w).

Use only approved insert designs.

When unique symbols are required, review with FDC-D prior to inclusion in the project.

Sign inserts to be printed on white 80# cover stock paper with a weight of 216 GSM.

IT closet inserts must say "Telecommunications Closets."

Note: University Logo is not used on these signs.

# SPECIFICATIONS

## REGULATORY SIGNAGE [R]

SIGN TYPE: [R-FL1]

STAIR FLOOR LEVEL/ EXIT (> 3 FLOORS)



20x15

## APPROVED MANUFACTURER SPECIFICATIONS INCLUDED BELOW:

### APCO:

#### FULL VIEW SERIES

##### Mounting:

Vinyl Tape

##### Top Plaque:

Part Code: FV-942-354 (Horiz. Grain)

Size: 20" (h) x 15" (w)

Part Color: Silver

##### Printed Graphics:

Copy: Helvetica Neue Roman (HR)

Size: 1 1/2", 1" & 5" (h)

Color: A02 Black

##### Arrow: A120

Size: 1 1/4" (h)

Color: A02 Black

##### Raised Lettering:

Copy: Helvetica Neue Roman (HR)

Size: 1", 5/8"(h)

Color: A02 Black

Braille Color: Same as Background

# SPECIFICATIONS

## REGULATORY SIGNAGE [R]

SIGN TYPE: **[R-FL2]**

STAIR FLOOR LEVEL/ EXIT (< 3 FLOORS)



## APPROVED MANUFACTURER SPECIFICATIONS INCLUDED BELOW:

### APCO:

#### FULL VIEW SERIES

Mounting:

Vinyl Tape

Top Plaque:

Part Code: FV-942-354 (Horiz. Grain)

Size: 8" (h) x 8" (w)

Part Color: Silver

Raised Lettering:

Copy: Helvetica Neue Roman (HR)

Size: 3/4", 2" & 5/8" (h)

Color: A02 Black

Braille Color: Same as Background

# SPECIFICATIONS

## REGULATORY SIGNAGE [R]

SIGN TYPE: [R-MO]

MAXIMUM CCUPANCY IDENTIFICATION



PLAN VIEW



FRONT VIEW

6x6

## APPROVED MANUFACTURER SPECIFICATIONS INCLUDED BELOW:

### APCO:

#### FULL VIEW SERIES

##### Mounting:

- Vinyl Tape (on Glass)
- Mechanical Fasteners (on CMU, Concrete, and GWB)

##### Frame:

- FVS0606(V) (Square)
- I.D. Size: 6" (h) x 6" (w)
- Color: Natural Satin

##### Insert:

##### Sign Insert:

- Part Code: FV-942-354 (Horiz. Grain)
- Size: 6" (h) x 6" (w)
- Part Color: Silver

##### Printed Graphics:

- Copy: Helvetica Neue Roman (HR)
- Size: 5/8" (h)
- Color: A02 Black



# SPECIFICATIONS

## REGULATORY SIGNAGE [R]

SIGN TYPE: [R-EL]

ELEVATOR



PLAN VIEW

Raised  
Lettering



FRONT VIEW

8x7

## APPROVED MANUFACTURER SPECIFICATIONS INCLUDED BELOW:

### APCO:

#### FULL VIEW SERIES

##### Mounting:

- Vinyl Tape (on Glass)
- Mechanical Fasteners (on CMU, Concrete, and GWB)

##### Frame:

- FVS0807(V) (Square)
- I.D. Size: 8" (h) x 7" (w)
- Color: Natural Satin

##### Insert:

##### Sign Insert:

- Part Code: FV-942-354 (Horiz. Grain)
- Size: 8" (h) x 7" (w)
- Part Color: Silver

##### Raised Lettering:

- Copy: Helvetica Neue Roman (HR)
- Size: 5/8" (h)
- Color: A02 Black
- Braille Color: Same as Background

# SPECIFICATIONS

## REGULATORY SIGNAGE [R]

SIGN TYPE: [R-E1]

ADA EXIT



PLAN VIEW



FRONT VIEW

6x6

## APPROVED MANUFACTURER SPECIFICATIONS INCLUDED BELOW:

### APCO:

#### FULL VIEW SERIES

##### Mounting:

- Vinyl Tape (on Glass)
- Mechanical Fasteners (on CMU, Concrete, and GWB)

##### Frame:

- FVS0606(V) (Square)
- I.D. Size: 6" (h) x 6" (w)
- Color: Natural Satin

##### Insert:

##### Sign Insert:

- Part Code: FV-942-354 (Horiz. Grain)
- Size: 6" (h) x 6" (w)
- Part Color: Silver

##### Raised Lettering:

- Copy: Helvetica Neue Roman (HR)
- Size: 1 1/2" (h)
- Color: A02 Black
- Braille Color: Same as Background

# SPECIFICATIONS

## REGULATORY SIGNAGE [R]

SIGN TYPE: [R-E2]

ADA TO EXIT



PLAN VIEW

Raised  
Lettering



FRONT VIEW

6x6

## APPROVED MANUFACTURER SPECIFICATIONS INCLUDED BELOW:

### APCO:

#### FULL VIEW SERIES

##### Mounting:

- Vinyl Tape (on Glass)
- Mechanical Fasteners (on CMU,  
Concrete, and GWB)

##### Frame:

- FVS0606(V) (Square)
- I.D. Size: 6" (h) x 6" (w)
- Color: Natural Satin

##### Insert:

##### Sign Insert:

- Part Code: FV-942-354 (Horiz. Grain)
- Size: 6" (h) x 6" (w)
- Part Color: Silver

##### Raised Lettering:

- Copy: Helvetica Neue Roman (HR)
- Size: 1 1/2" (h)
- Color: A02 Black
- Braille Color: Same as Background

# SPECIFICATIONS

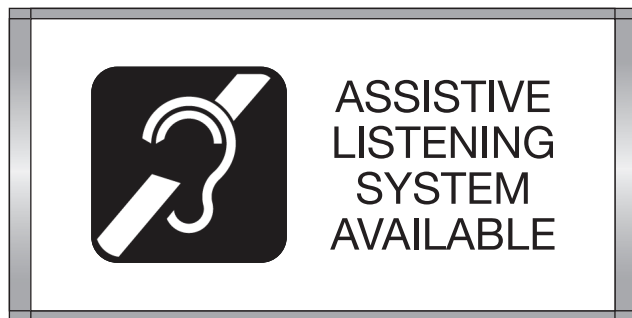
## REGULATORY SIGNAGE [R]

SIGN TYPE: [R-AL]

ASSISTIVE LISTENING



PLAN VIEW



FRONT VIEW

3x6

## APPROVED MANUFACTURER SPECIFICATIONS INCLUDED BELOW:

### APCO:

#### FULL VIEW SERIES

##### Mounting:

- Vinyl Tape (on Glass)
- Mechanical Fasteners (on CMU, Concrete, and GWB)

##### Frame:

- FVS0306(V) (Square)
- I.D. Size: 3" (h) x 6" (w)
- Color: Natural Satin

##### Insert:

##### Sign Insert:

- Part Code: FVCL0306(V) (ClearLens)
- Size: 3" (h) x 6" (w)
- Paper: 80# Cover Stock, 216 GSM, A00 White

##### Printed Graphics:

- Symbol: M53 (Hearing Assistance)
- Size: 2" (h)
- Color: Laser Printed Black
- Copy: Helvetica Neue Roman (HR)
- Size: 5/16" (h)
- Color: Laser Printed Black

# SPECIFICATIONS

## REGULATORY SIGNAGE [R]

SIGN TYPE: [R-MED]

MEDICAL SYMBOL



PLAN VIEW



FRONT VIEW

4.08x4.08

## APPROVED MANUFACTURER SPECIFICATIONS INCLUDED BELOW:

### APCO:

#### FULL VIEW SERIES

##### Mounting:

- Vinyl Tape (on Glass)
- Mechanical Fasteners (on CMU, Concrete, and GWB)

##### Frame:

- FVS0404(V) (Square)
- I.D. Size: 4.08" (h) x 4.08" (w)
- Color: Natural Satin

##### Insert:

##### Sign Insert:

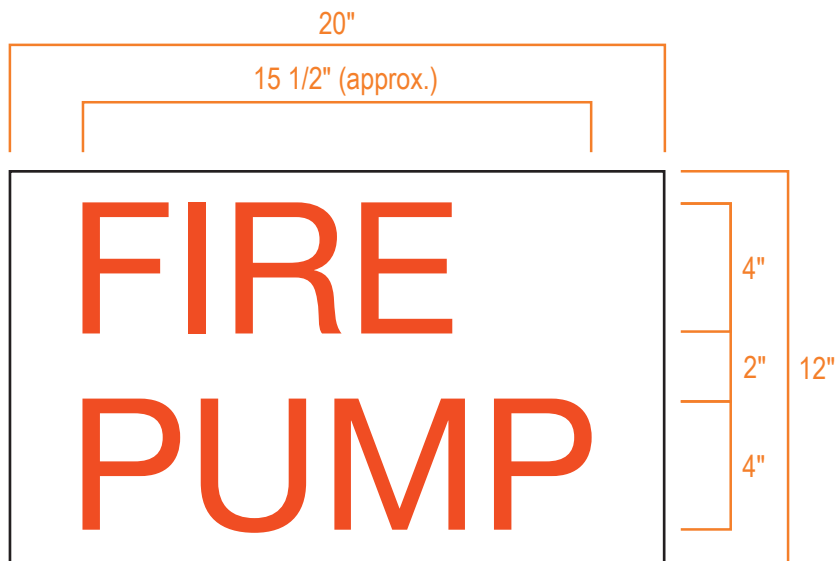
- Part Code: FVOP0404(V) (Opaque)
- Size: 4.08" (h) x 4.08" (w)
- Part Color: Pantone 281 (Closest Match)
- Printed Graphics:
  - Logo: LTBD (VA Tech Caduceus)
  - Size: 3 1/8" (h)
  - Color: Pantone 281 (Closest Match) & A89 Satin Silver

# SPECIFICATIONS

## REGULATORY SIGNAGE [R]

SIGN TYPE: [R-FP]

FIRE PUMP



12x20

## APPROVED MANUFACTURER SPECIFICATIONS INCLUDED BELOW:

### APCO:

#### PRESSURE SENSITIVE VINYL

101V Background:

Size: 12" (h) x 20" (w)

Color: A01 White

PSV Graphics:

Copy: Helvetica Neue Roman (HR)

Size: 4"(h)

Color: 25-08 Fire Red

# SPECIFICATIONS

## REGULATORY SIGNAGE [R]

SIGN TYPE: [R-EXT]

STAIR FLOOR LEVEL/ EXIT (< 3 FLOOR)

9" (APPROX.)

AB66

MECHANICAL

1"

1/2"

1"

approx  
2.5x9

## APPROVED MANUFACTURER SPECIFICATIONS INCLUDED BELOW:

### APCO:

#### PRESSURE SENSITIVE VINYL

PSV Graphics:

Copy: Helvetica Neue Roman (HR)

Size: 1"(h)

Color: 25-01 White

# SPECIFICATIONS

## REGULATORY SIGNAGE [R]

### SPECIAL CIRCUMSTANCES



### NOTES:

All requests for unique circumstances shall be reviewed by the Design Team of Facilities Design and Construction (FDC-D) for appropriateness and alignment with standards prior to inclusion in a project. Occasionally, regulatory signage may be required for unique circumstances. Examples include doors that are not accessible or doors that are exit-only. These unique situations will be reviewed on a case-by-case basis. Please contact FCD-D to discuss the design.



# SPECIFICATIONS

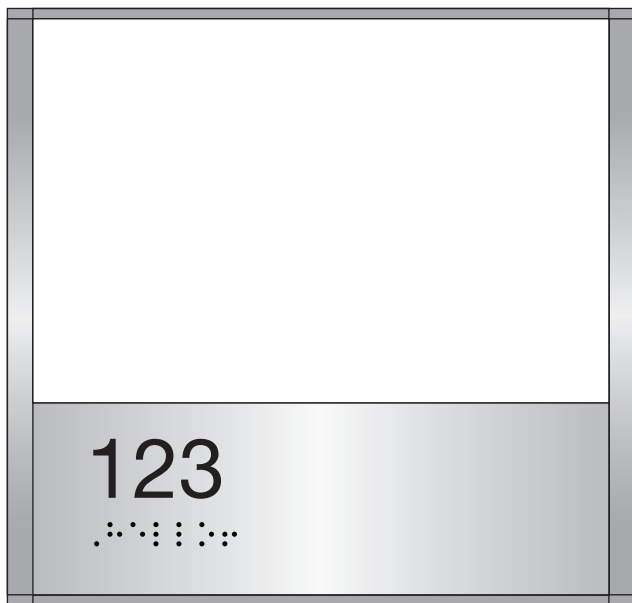
## ROOM IDENTIFICATION SIGNAGE [ID]

SIGN TYPE: [ID-S]

FRAME WITH ROOM NUMBER & ADA BAND



PLAN VIEW



FRONT VIEW

6x6

## APPROVED MANUFACTURER SPECIFICATIONS INCLUDED BELOW:

### APCO:

#### FULL VIEW SERIES

##### Mounting:

Vinyl Tape (on Glass)

v

##### Frame:

FVS0606(V) (Square)

I.D. Size: 6" (h) x 6" (w)

Color: Natural Satin

##### Insert:

##### Sign Insert:

Part Code: FVCL0406(V) (ClearLens)

Size: 4" (h) x 6" (w)

Paper: 80# Cover Stock, 216 GSM,  
A00 White

##### Printed Graphics:

Copy: Acherus Grotesque Medium

Size: 3/8" & 1/4" (h)

Color: A02 Black

Part Code: FV-942-354 (Horizontal Grain)

Size: 2" (h) x 6" (w)

Part Color: Silver

##### Raised Lettering:

Copy: Helvetica Neue Roman (HR)

Size: 5/8" (h)

Color: A02 Black

Braille Color: Same as Background

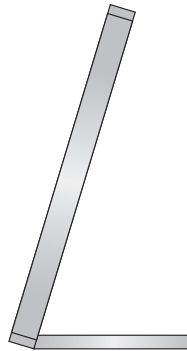
# SPECIFICATIONS

## ROOM IDENTIFICATION SIGNAGE [ID]

SIGN TYPE: [ID-S-CTS]  
COUNTER TOP DESK MOUNT



FRONT VIEW



SIDE VIEW

SIGN TYPE: [ID-S-CMS]  
CUBICLE ID SIGN



FRONT VIEW



SIDE VIEW

4x6

## APPROVED MANUFACTURER SPECIFICATIONS INCLUDED BELOW:

### APCO:

#### FULL VIEW SERIES

##### Mounting:

Counter top mount with vinyl tape

##### Frame:

FVS0406(V) (Square)

I.D. Size: 4" (h) x 6" (w)

Color: Natural Satin

##### Insert:

##### Sign Insert:

Part Code: FVCL0406(V) (ClearLens)

Size: 4" (h) x 6" (w)

Paper: 80# Cover Stock, 216 GSM,  
A00 White

##### Printed Graphics:

Copy: Helvetica Neue Roman (HR)

Size: 3/8" & 1/4" (h)

Color: A02 Black

## NOTES:

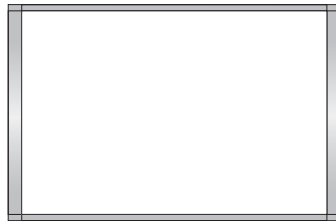
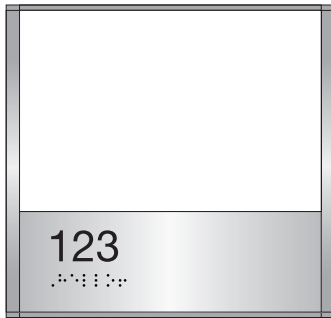
Also available without the countertop stand to be mounted with tape on cubicle glass or smooth metal surfaces.

# SPECIFICATIONS

## ROOM IDENTIFICATION SIGNAGE [ID]

SIGN TYPE: [ID SIGN INSERTS]

PAPER INSERT TEMPLATES



4x6

## SIGN INSERT CONTENT NOTES:

Use one of the six approved insert designs shown. A combination of these inserts in a suite or building is acceptable.

Inserts shall be 4" (h) by 6" (w).

ID sign content to include employee name and title or employee name without title dependent upon method selected by department.

Acherus Grotesque Medium font should be used for all copy. Brand fonts can be found online at <https://brand.vt.edu/downloads.html>.

Sign inserts to be printed on white 80# cover stock paper with a weight of 216 GSM.

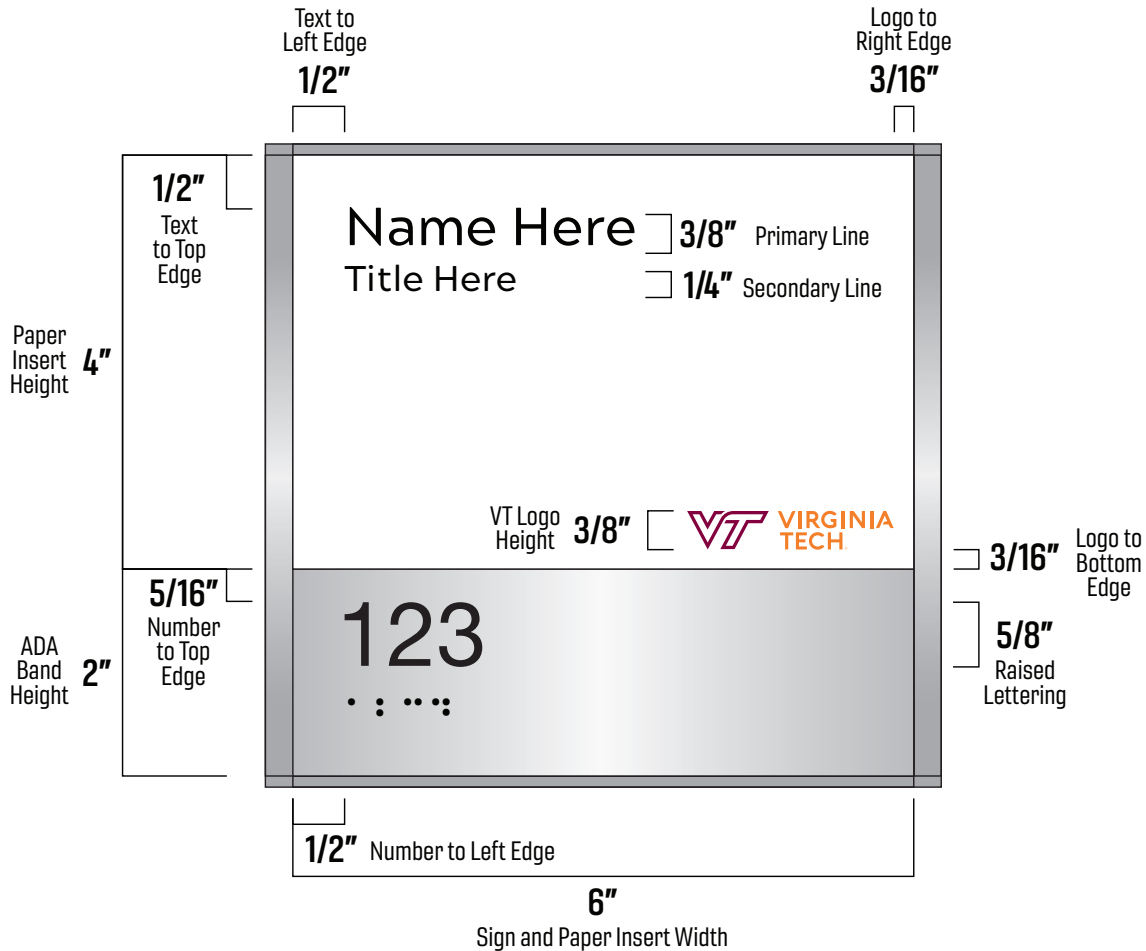
Visit [brand.vt.edu](https://brand.vt.edu) for access to current Virginia Tech master logo files; ID signage uses the horizontal logo.

Insert templates are available online at <https://www.facilities.vt.edu/planning-financing/design-and-construction-standards/detail-library.html>.

# SPECIFICATIONS

## ROOM IDENTIFICATION SIGNAGE [ID]

### DIMENSIONAL INFORMATION FOR ID-S SIGNS AND INSERTS



#### NOTES:

1. The logo should be 3/16" from the right and bottom edges, and approximately 2" wide.
2. The insert text should be placed 1/2" from the top and left edges.
3. The primary text line should be 3/8" tall, and the secondary text line should be 1/4" tall.
4. The ADA band is 2" tall by 6" wide.
5. The raised lettering should be 5/16" from the top edge and 1/2" from the left edge of the band.
6. The text should be 5/8" high.

# SPECIFICATIONS

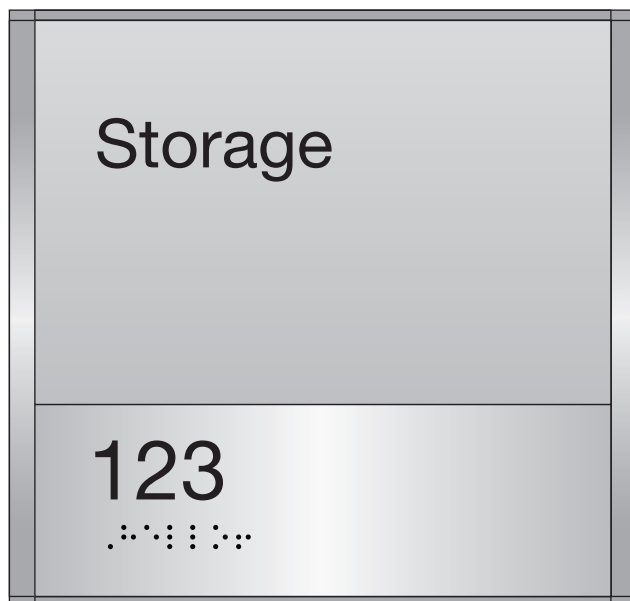
## ROOM IDENTIFICATION SIGNAGE [ID]

SIGN TYPE: [ID-S-WET]

EXTERIOR DOORS FOR NON REGULATORY ADA ID



PLAN VIEW



FRONT VIEW

6x6

## APPROVED MANUFACTURER SPECIFICATIONS INCLUDED BELOW:

### APCO:

#### FULL VIEW SERIES

##### Mounting:

- Vinyl Tape (on Glass)
- Mechanical Fasteners (on CMU, Concrete, and GWB)

##### Frame:

- FVS0606(V) (Square)
- I.D. Size: 6" (h) x 6" (w)
- Color: Natural Satin

##### Insert:

##### Sign Insert:

- Part Code: FV-OP0406(V) (Opaque)
- Size: 4" (h) x 6" (w)
- Part Color: A78 Pearl Grey

##### Printed Graphics:

- Copy: Helvetica Neue Roman (HR)
- Size: 7/16" (h)
- Color: A02 Black

##### Part Code: FV-942-354 (Horizontal Grain)

- Size: 2" (h) x 6" (w)
- Part Color: Silver

##### Raised Lettering:

- Copy: Helvetica Neue Roman (HR)
- Size: 5/8" (h)
- Color: A02 Black
- Braille Color: Same as Background

# SPECIFICATIONS

## ROOM IDENTIFICATION SIGNAGE [ID]

SIGN TYPE: [ID-RH]

RESIDENCE HALL ROOMS



PLAN VIEW



FRONT VIEW

4x4

## APPROVED MANUFACTURER SPECIFICATIONS INCLUDED BELOW:

### APCO:

#### FULL VIEW SERIES

##### Mounting:

- Vinyl Tape (on Glass)
- Mechanical Fasteners (on CMU, Concrete, and GWB)

##### Frame:

- FVS0606(V) (Square)
- I.D. Size: 4" (h) x 4" (w)
- Color: Natural Satin

##### Insert:

##### Sign Insert:

- Part Code: FV-942-354 (Horiz. Grain)Size: 4" (h) x 4" (w)
- Part Color: Silver

##### Raised Lettering:

- Copy: Helvetica Neue Roman (HR)
- Size: 5/8" (h)
- Color: A02 Black
- Braille Color: Same as Background

## NOTES:

To be used by Student Affairs for residence hall rooms.

All other Student Affairs signage must follow the university standards.

# SPECIFICATIONS

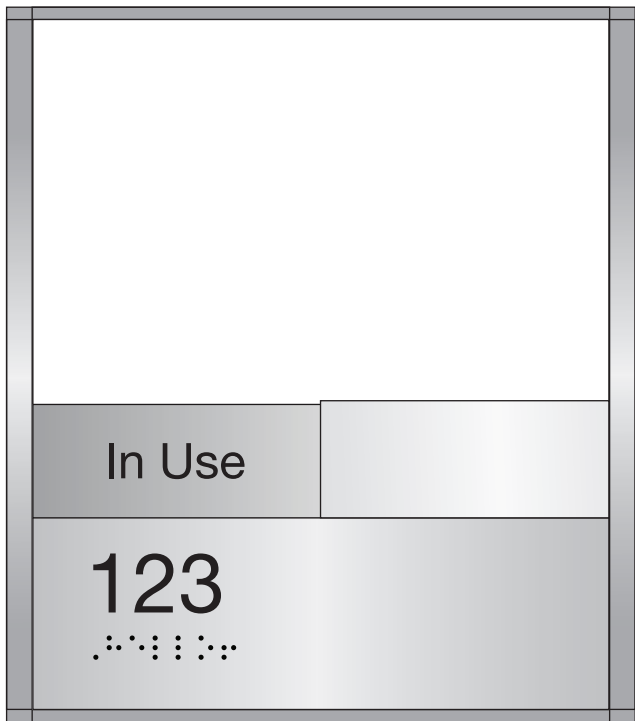
## ROOM IDENTIFICATION SIGNAGE [ID]

SIGN TYPE: [ID-S-SLD]

LACTATION ROOM, INTERVIEW ROOM, MEETING ROOM



PLAN VIEW



FRONT VIEW

7-3/16x6

## APPROVED MANUFACTURER SPECIFICATIONS INCLUDED BELOW:

### APCO:

#### FULL VIEW SERIES

##### Mounting:

- Vinyl Tape (on Glass)
- Mechanical Fasteners (on CMU, Concrete, and GWB)

##### Frame:

- FVS071806(V)SL (Square)
- I.D. Size: 7 3/16" (h) x 6" (w, approx.)
- Color: Natural Satin

##### Insert:

##### Sign Insert:

- Part Code: FVCL0406(V) (ClearLens)
- Size: 4" (h) x 6" (w)
- Paper: 80# Cover Stock, 216 GSM, A00 White

##### Part Code: FV-SL (Slider)

- Size: 30mm (h) x 6" (w)
- Part Color: Natural Satin
- Slider Color: A89 Satin Silver
- Paper Color: A78 Pearl Grey

##### Printed Graphics:

- Copy: Helvetica Neue Roman (HR)
- Size: 3/8" (h)
- Color: Laser Printed Black

##### Part Code: FV-942-354 (Horizontal Grain)

- Size: 2" (h) x 6" (w)
- Part Color: Silver

##### Raised Lettering:

- Copy: Helvetica Neue Roman (HR)
- Size: 5/8" (w)
- Color: A02 Black
- Braille Color: Same as Background

# SPECIFICATIONS

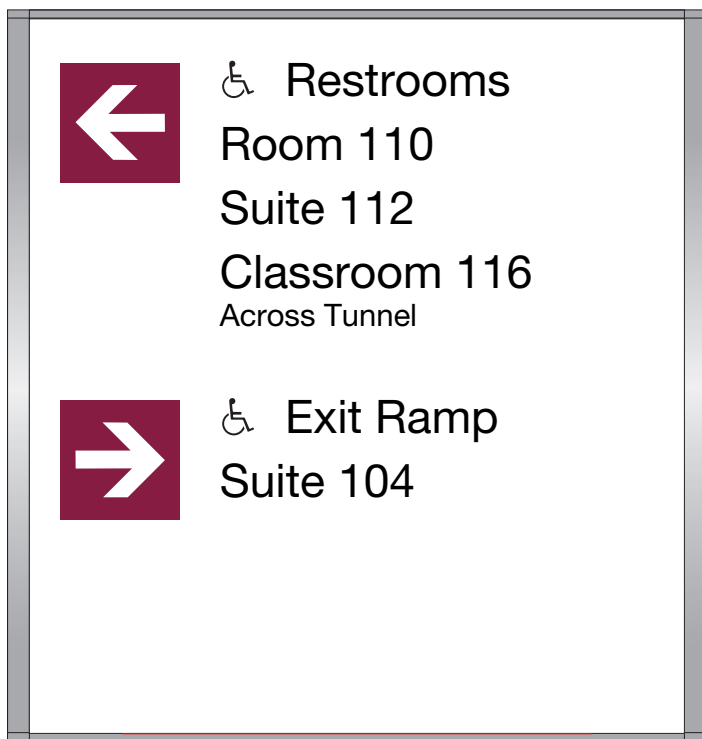
## DIRECTIONAL, MAP, DIRECTORY, AND INFORMATIONAL SIGNAGE [DIR / MAP / INFO]

SIGN TYPE: [DIR-WM]

DIRECTIONAL INFORMATION (WALL MOUNT)



PLAN VIEW



FRONT VIEW

12x11

## APPROVED MANUFACTURER SPECIFICATIONS INCLUDED BELOW:

### APCO:

#### FULL VIEW SERIES

##### Mounting:

- Vinyl Tape (on Glass)
- Mechanical Fasteners (on CMU, Concrete, and GWB)

##### Frame:

- FVS1211(V) (Square)
- I.D. Size: 12" (h) x 11" (w)
- Color: Natural Satin

##### Insert:

##### Sign Insert:

- Part Code: FVCL1211(V) (ClearLens)
- Size: 12" (h) x 11" (w)
- Paper Color: A00 White
- Paper: 80# Cover Stock, 216 GSM, A00 White

##### Printed Graphics:

##### Color Block:

- Size: 2" (h) x 2" (w)
- Color: PMS 208 (Chicago Maroon)

##### Arrow: LTBD (Custom A107)

- Size: 1 3/8" (h)
- Color: White

##### Copy: Helvetica Neue Roman (HR)

- Size: 9/16" (h)
- Color: Black

##### Symbol: S3 (Accessible)

- Size: 5/8" (h)
- Color: Black

##### Rule:

- Size: 1/32" x 7 11/16"
- Color: PMS 208 (Chicago Maroon)

## NOTES:

Typical sign example shown. Sign insert graphics to be provided by Architect. When necessary for wayfinding clarity, subheaders may be used to identify locations such as restrooms or rooms across tunnel.

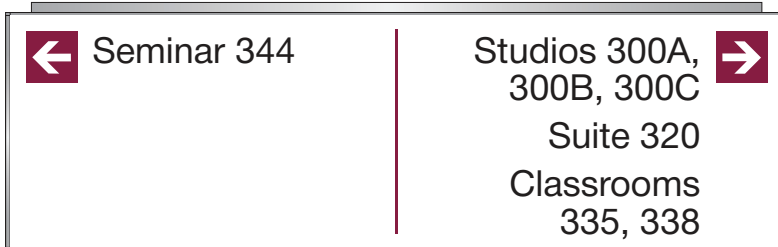


# SPECIFICATIONS

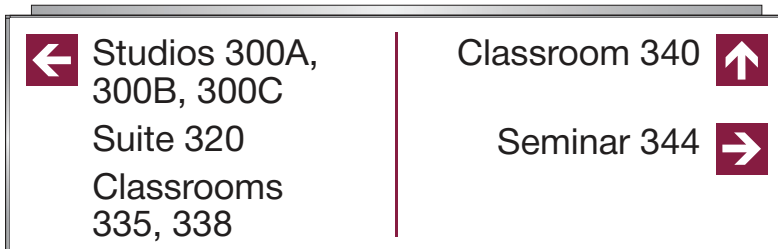
## DIRECTIONAL, MAP, DIRECTORY, AND INFORMATIONAL SIGNAGE [DIR / MAP / INFO]

### SIGN TYPE: [DIR-CM1]

DIRECTIONAL INFORMATION (CEILING MOUNT)



FRONT VIEW



BACK VIEW



SIDE VIEW

18x60

## APPROVED MANUFACTURER SPECIFICATIONS INCLUDED BELOW:

### APCO:

#### FULL VIEW CEILING MOUNT

Part Code: CMT-M (Metal)

Track Color: Natural Satin

Track Width: 58"

Double Sided Graphics

Frame:

FVS1248(H)CM

Square Holder

Holder Color: Natural Satin

Insert:

Sign Insert:

Part Code: FV-CL (ClearLens)

Size: 12"(h) x 60"(w)

Paper: 80# Cover Stock, 216 GSM,  
A00 White

Printed Graphics:

Custom Arrow: ATBD

Size: 4" (h)

Color: PMS 208 (Chicago Maroon)

Copy: Helvetica Neue Roman (HR)

Size: 2" (Alt: 13/16" & 5/8") (h)

Color: A02 Black

Vertical Divider Rule Line:

Size: 10 1/8"(h) x 1/8"(w)

Color: PMS 208 (Chicago Maroon)

### NOTES:

Typical sign example shown. Sign insert graphics to be provided by Architect.

Font should be sized to meet visual character requirements of the building code and ADA standards.

# SPECIFICATIONS

## DIRECTIONAL, MAP, DIRECTORY, AND INFORMATIONAL SIGNAGE [DIR / MAP / INFO]

SIGN TYPE: [DIR-CM2]

DIRECTIONAL INFORMATION (CEILING MOUNT)



SIDE VIEW



FRONT VIEW



BACK VIEW

12x24

## APPROVED MANUFACTURER SPECIFICATIONS INCLUDED BELOW:

### APCO:

#### FULL VIEW CEILING MOUNT

Part Code: CMT-M (Metal)

Track Color: Natural Satin

Track Width: 22"

Z2 Single Sided Graphics

Z3 & Z3a Double Sided Graphics

Frame:

FVS1224(H)CM

Square Holder

Holder Color: Natural Satin

Insert:

Sign Insert:

Part Code: FV-CL (ClearLens)

Size: 12"(h) x 24"(w)

Paper: 80# Cover Stock, 216 GSM,  
A00 White

Printed Graphics:

Custom Arrow: ATBD

Size: 4" (h)

Color: PMS 2 208 (Chicago Maroon)

Copy: Helvetica Neue Roman (HR)

Size: 2" (h)

Color: A02 Black

### NOTES:

Typical sign example shown. Sign insert graphics to be provided by Architect

Font should be sized to meet visual character requirements of the building code and ADA standards.

# SPECIFICATIONS

## DIRECTIONAL, MAP, DIRECTORY, AND INFORMATIONAL SIGNAGE [DIR / MAP / INFO]

### [DIR-CM3]

DIRECTIONAL INFORMATION (CEILING MOUNT)



SIDE VIEW



FRONT VIEW



BACK VIEW

8x24

## APPROVED MANUFACTURER SPECIFICATIONS INCLUDED BELOW:

### APCO:

#### FULL VIEW CEILING MOUNT

Part Code: CMT-M (Metal)

Track Color: Natural Satin

Track Width: 22"

Double Sided Graphics

Frame:

FVS0824(H)CM

Square Holder

Holder Color: Natural Satin

Insert:

Sign Insert:

Part Code: FV-CL (ClearLens)

Size: 8"(h) x 24"(w)

Paper: 80# Cover Stock, 216 GSM,  
A00 White

Printed Graphics:

Custom Arrow: ATBD

Size: 4" (h)

Color: PMS 208 (Chicago Maroon)

Copy: Helvetica Neue Roman (HR)

Size: 2" (h)

Color: A02 Black

### NOTES:

Typical sign example shown. Sign insert graphics to be provided by Architect

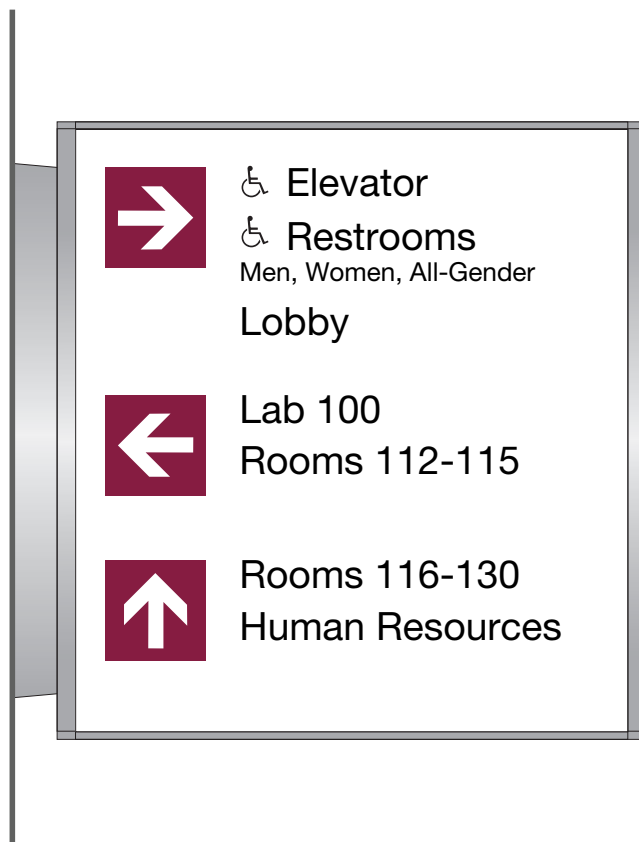
Font should be sized to meet visual character requirements of the building code and ADA standards.

# SPECIFICATIONS

## DIRECTIONAL, MAP, DIRECTORY, AND INFORMATIONAL SIGNAGE [DIR / MAP / INFO]

SIGN TYPE: [DIR-FM1]

DIRECTIONAL INFORMATION (FLAG MOUNT)



12x11

## APPROVED MANUFACTURER SPECIFICATIONS INCLUDED BELOW:

### APCO:

#### FULL VIEW WALL MOUNT

Track Color: Natural Satin

Track Width: 12"

Double Sided Graphics

Frame:

FVS\_\_1211PWM

Square Holder

Holder Color: Natural Satin

Insert:

Sign Insert:

Part Code: FV-CL (ClearLens)

Size: 12"(h) x 11"(w)

Paper: 80# Cover Stock, 216 GSM,  
A00 White

Printed Graphics:

Custom Arrow: ATBD

Size: 4" (h)

Color: PMS 208 (Chicago Maroon)

Copy: Helvetica Neue Roman (HR)

Size: 13/16" (h)

Color: A02 Black

### NOTES:

Typical sign example shown. Sign insert graphics to be provided by Architect.

When necessary for wayfinding clarity, subheaders may be used to identify locations such as restrooms or rooms across tunnel.

Font should be sized to meet visual character requirements of the building code and ADA standards.

# SPECIFICATIONS

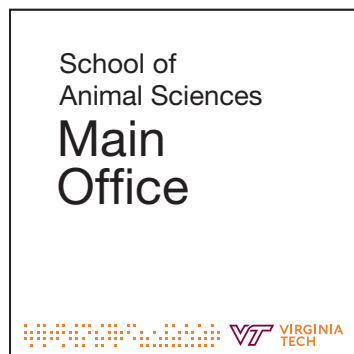
## DIRECTIONAL, MAP, DIRECTORY, AND INFORMATIONAL SIGNAGE [DIR / MAP / INFO]

SIGN TYPE: [DIR-FM2]

DIRECTIONAL INFORMATION (FLAG MOUNT)



8.5x8.5



EXAMPLE

## APPROVED MANUFACTURER SPECIFICATIONS INCLUDED BELOW:

### APCO:

#### FULL VIEW WALL MOUNT

Track Color: Natural Satin

Track Width: 8.5"

Double Sided Graphics

Frame:

FVS\_\_8585PWM

Square Holder

Holder Color: Natural Satin

Insert:

Sign Insert:

Part Code: FV-CL (ClearLens)

Size: 8.5"(h) x 8.5"(w)

Paper: 80# Cover Stock, 216 GSM,  
A00 White

Printed Graphics:

Custom Arrow: ATBD

Size: 4" (h)

Color: PMS 208 (Chicago Maroon)

Copy: Helvetica Neue Roman (HR)

Size: 13/16" (h)

Color: A02 Black

### NOTES:

DIR-FM2 to be used to increase wayfinding clarity to restrooms when entrances are recessed from the main building corridor or to assist with clarifying the accessible path through a building.

Signs may be used for calling out a departmental main office with review by FDC-D for appropriateness.

Font should be sized to meet visual character requirements of the building code and ADA standards.

# SPECIFICATIONS

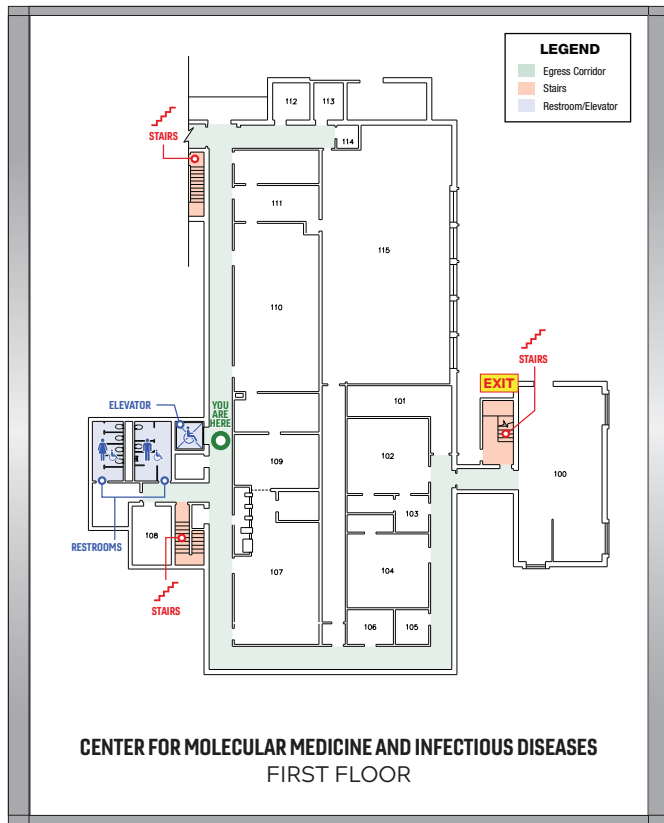
## DIRECTIONAL, MAP, DIRECTORY, AND INFORMATIONAL SIGNAGE [DIR / MAP / INFO]

SIGN TYPE: [DIR-MAP]

FLOOR MAP



PLAN VIEW



FRONT VIEW

22x17

## APPROVED MANUFACTURER SPECIFICATIONS INCLUDED BELOW:

### APCO:

#### FULL VIEW SERIES

##### Mounting:

- Vinyl Tape (on Glass)
- Mechanical Fasteners (on CMU, Concrete, and GWB)

##### Frame:

- FVS1211(V) (Square)
- I.D. Size: 22" (h) x 17" (w)
- Color: Natural Satin

##### Insert:

##### Sign Insert:

- Part Code: FVCL1211(V) (ClearLens)
- Size: 22" (h) x 17" (w)
- Printed Colors: Per artwork
- Paper: 80# Cover Stock, 216 GSM, A00 White

## NOTES:

Typical sign example shown. Sign insert graphics to be provided by Architect.

Highlight restrooms, stairs, elevators, exits, location on map.

Use Acherus Grotesque font for text.

Default size is 22x17, but 36x24 is available upon review.

See sample in Appendix C (102).

# SPECIFICATIONS

## DIRECTIONAL, MAP, DIRECTORY, AND INFORMATIONAL SIGNAGE [DIR / MAP / INFO]

SIGN TYPE: [DIR-D-22x17]

DIRECTORY - INFORMATIONAL



PLAN VIEW

STERRETT FACILITIES COMPLEX DIRECTORY	
FLOOR 1	
AVP for Facilities & Operations	20
Building & Infrastructure Data	69
Building Trades	A13
Business Office	106
Capital Construction	90
Carpentry Shop	75
Classroom	69
Commissioning & Energy Management	67
Engineering Operations	71
Human Resources	61
Key Shop	104
Mechanical Services	126
Office of University Planning	41, 48
Operations Control Center	66
Renovations	63
Safety Office	38
Space Data & Survey	34
University Building Official	30
Wood Shop	37
FLOOR 2	
Communications	234

FRONT VIEW

22x17

## APPROVED MANUFACTURER SPECIFICATIONS INCLUDED BELOW:

### APCO:

#### FULL VIEW SERIES

##### Mounting:

- Vinyl Tape (on Glass)
- Mechanical Fasteners (on CMU, Concrete, and GWB)

##### Frame:

- FVS1211(V) (Square)
- I.D. Size: 22" (h) x 17" (w)
- Color: Natural Satin

##### Insert:

##### Sign Insert:

- Part Code: FVCL1211(V) (ClearLens)
- Size: 22" (h) x 17" (w)
- Printed Colors: Per artwork
- Paper: 80# Cover Stock, 216 GSM, A00 White
- Copy: Acherus Grotesque
- Min. Size: 5/8" (h)
- Max. Size: 1 1/2" (h)

## NOTES:

Typical sign example shown. Sign insert graphics to be provided by Architect.

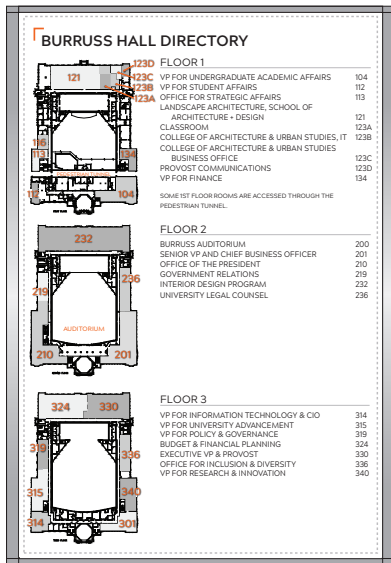
# SPECIFICATIONS

## DIRECTIONAL, MAP, DIRECTORY, AND INFORMATIONAL SIGNAGE [DIR / MAP / INFO]

SIGN TYPE: [DIR-D-36x24]

BUILDING DIRECTORY

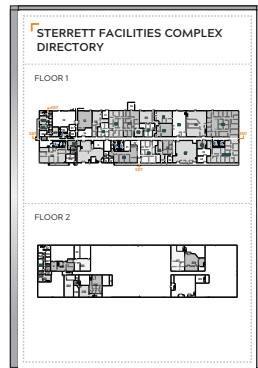
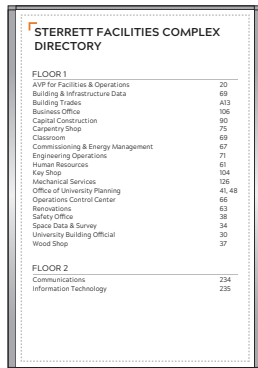
### TOP VIEW



### FRONT VIEW

### END VIEW

36x24



### DOUBLE SIGN EXAMPLE WITH MAP

## APPROVED MANUFACTURER SPECIFICATIONS INCLUDED BELOW:

### APCO:

#### LARGE FORMAT FULLVIEW WITH CLEARLENS COVER

Size O.D.: 38.2"(h) x 24.22"(w)

Holder Shape: Square

Holder Color: Natural Satin

Mounting:

Vinyl Tape (on Glass)

Mechanical Fasteners (on CMU, Concrete, and GWB)

Insert:

Insert(s):

Part Code: ADO Paper

Size: 36"(h) x 24"(w)

Paper: 80# Cover Stock, 216 GSM, A00 White

Copy: Acherus Grotesque

Min. Size: 5/8" (h)

Max. Size: 1 1/2" (h)

### NOTES:

Typical sign example shown. Sign insert graphics to be provided by Architect.

See sample in Appendix D (103).



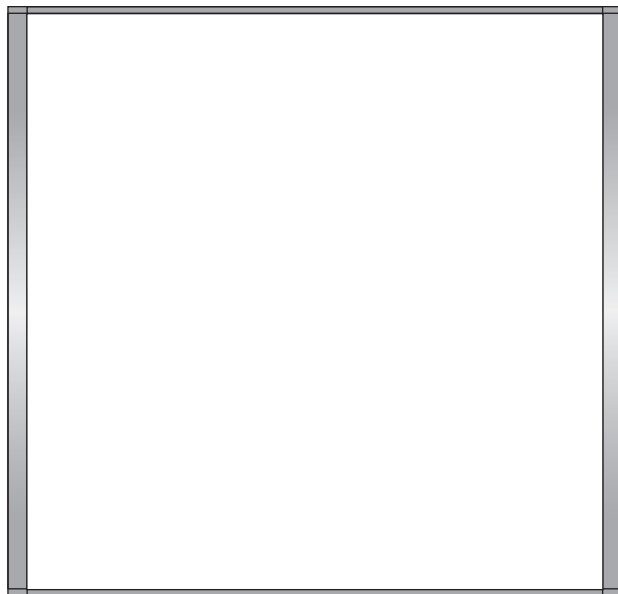
# SPECIFICATIONS

## DIRECTIONAL, MAP, DIRECTORY, AND INFORMATIONAL SIGNAGE [DIR / MAP / INFO]

SIGN TYPE: [INFO-6x6]  
INFORMATIONAL SIGN - SMALL



PLAN VIEW



FRONT VIEW

6x6

## APPROVED MANUFACTURER SPECIFICATIONS INCLUDED BELOW:

### APCO:

#### FULL VIEW SERIES

##### Mounting:

- Vinyl Tape (on Glass)
- Mechanical Fasteners (on CMU, Concrete, and GWB)

##### Frame:

- FVS0606(V) (Square)
- I.D. Size: 6" (h) x 6" (w)
- Color: Natural Satin

##### Insert:

##### Insert(s):

- Part Code: ADO Paper
- Size: 6"(h) x 6"(w)
- Paper: 80# Cover Stock, 216 GSM, A00 White

## NOTES:

INFO-6x6 sign is used when required to clarify the accessible route in the building.

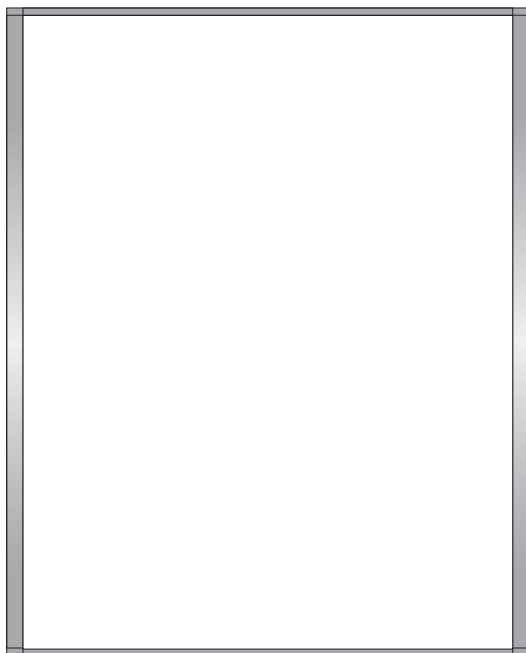
# SPECIFICATIONS

## DIRECTIONAL, MAP, DIRECTORY, AND INFORMATIONAL SIGNAGE [DIR / MAP / INFO]

SIGN TYPE: [INFO-8.5x11]  
INFORMATIONAL SIGN - MEDIUM



PLAN VIEW



FRONT VIEW

11x8.5

## APPROVED MANUFACTURER SPECIFICATIONS INCLUDED BELOW:

### APCO:

#### FULL VIEW SERIES

##### Mounting:

- Vinyl Tape (on Glass)
- Mechanical Fasteners (on CMU, Concrete, and GWB)

##### Frame:

- FVS1185(V) (Square)
- I.D. Size: 11" (h) x 8 1/2" (w)
- Color: Natural Satin

##### Insert:

##### Sign Insert:

- Part Code: FVCL1185(V) (ClearLens)
- Size: 11" (h) x 8 1/2" (w)
- Paper: by others

## NOTES:

Front-of-sign access.

INFO-8.5x11 sign to be used in open office areas to list employee names or functions.

Sign may be used to display departmental flyer for student information.

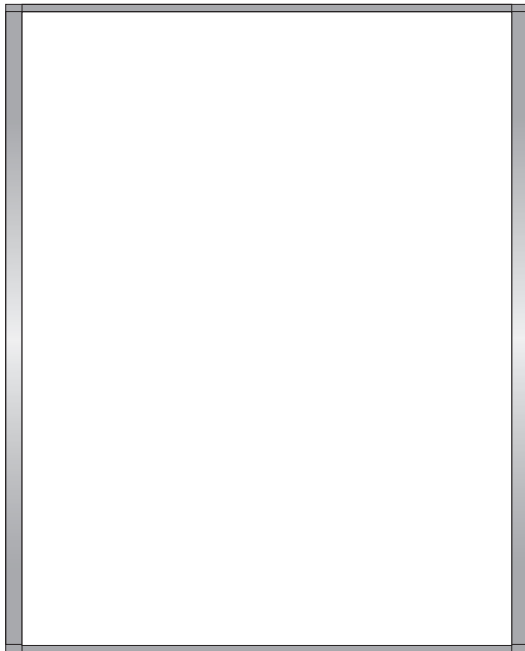
# SPECIFICATIONS

## DIRECTIONAL, MAP, DIRECTORY, AND INFORMATIONAL SIGNAGE [DIR / MAP / INFO]

SIGN TYPE: **[INFO-8.5x11-IA]**  
(SPECIFY INTERIOR ACCESS TO EASILY CHANGE CONTENTS)



PLAN VIEW



FRONT VIEW

11x8.5

## APPROVED MANUFACTURER SPECIFICATIONS INCLUDED BELOW:

### APCO:

#### FULL VIEW Inner Access SERIES

##### Mounting:

- Vinyl Tape (on Glass)
- Mechanical Fasteners (on CMU, Concrete, and GWB)

##### Frame:

- FVS1185(V)IA (Square)
- I.D. Size: 11" (h) x 8 1/2" (w)
- Color: Natural Satin

##### Insert:

##### Sign Insert:

- Part Code: FVCL1185(V) (ClearLens)
- Paper: by others

## NOTES:

Back-of-sign access.

INFO-8.5x11 sign to be used in open office areas to list employee names or functions.

Sign may be used to display departmental flyer for student information.

# SPECIFICATIONS

## DIRECTIONAL, MAP, DIRECTORY, AND INFORMATIONAL SIGNAGE [DIR / MAP / INFO]

SIGN TYPE: [INFO-OH]  
OFFICE HOURS SIGN



PLAN VIEW



FRONT VIEW

4x6

## APPROVED MANUFACTURER SPECIFICATIONS INCLUDED BELOW:

### APCO:

#### FULL VIEW SERIES

##### Mounting:

- Vinyl Tape (on Glass)
- Mechanical Fasteners (on CMU, Concrete, and GWB)

##### Frame:

- FVS0406(V) (Square)
- I.D. Size: 4" (h) x 6" (w)
- Color: Natural Satin

##### Insert:

##### Sign Insert:

- Part Code: FVCL0406(V) (ClearLens)
- Size: 4" (h) x 6" (w)
- Paper: 80# Cover Stock, 216 GSM, A00 White

##### Printed Graphics:

- Copy: Helvetica Neue Roman (HR)
- Size: 3/8" & 1/4" (h)
- Color: A02 Black

## NOTES:

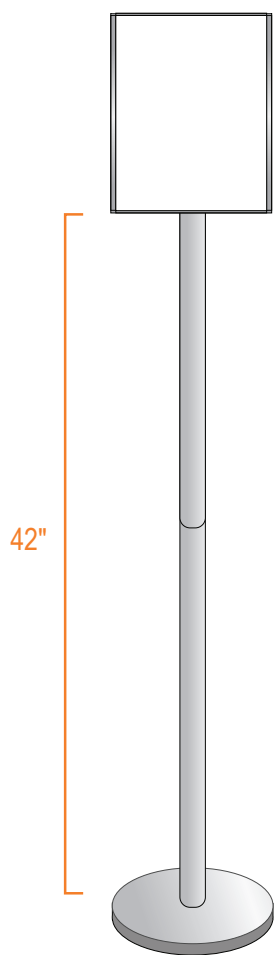
Typical sign example shown. Sign insert graphics to be provided by Architect.

# SPECIFICATIONS

## DIRECTIONAL, MAP, DIRECTORY, AND INFORMATIONAL SIGNAGE [DIR / MAP / INFO]

SIGNTYPE: [INFO-FL-8.5x11]

FLOOR STANCHION SIGN - MEDIUM



11x8.5

## APPROVED MANUFACTURER SPECIFICATIONS INCLUDED BELOW:

### APCO:

#### FULL VIEW Inner Access SERIES

##### Stanchion:

FS301 Vertical Display - Single Sided

##### Stanchion Finish:

Natural Satin Anodized

##### Post:

Size: 42" (h) x 1 1/2" (w)

Finish: Natural Satin Anodized

##### Base:

Size: 11 3/4" (w) x 1/4" (h)

Finish: Powder Coated Silver

##### Insert:

##### Sign Insert:

Part Code: FVCL1185(V) (ClearLens)

##### Frame:

FV1185(V)

I.D. Size: 11" (h) x 8 1/2" (w)

Color: Natural Satin

## NOTES:

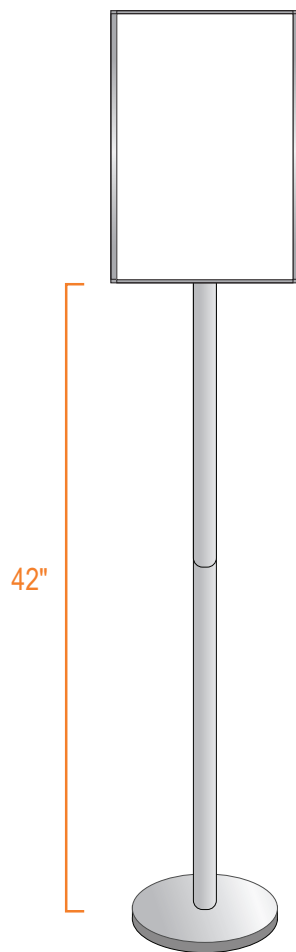
The INFO-FL-8.5x11 sign is to be used for temporary display of flyers or instructions near office or suite entrances. Ensure signs are not located in emergency egress path.

# SPECIFICATIONS

## DIRECTIONAL, MAP, DIRECTORY, AND INFORMATIONAL SIGNAGE [DIR / MAP / INFO]

SIGNTYPE: [INFO-FL-11x17]

FLOOR STANCHION SIGN - LARGE



17x11

## APPROVED MANUFACTURER SPECIFICATIONS INCLUDED BELOW:

### APCO:

#### FULL VIEW Inner Access SERIES

##### Stanchion:

FS301 Vertical Display - Single Sided

##### Stanchion Finish:

Natural Satin Anodized

##### Post:

Size: 42" (h) x 1 1/2" (w)

Finish: Natural Satin Anodized

##### Base:

Size: 11 3/4" (w) x 1/4" (h)

Finish: Powder Coated Silver

##### Insert:

##### Sign Insert:

Part Code: FVCL1185(V) (ClearLens)

##### Frame:

FV1117(V)

I.D. Size: 17" (h) x 11" (w)

Color: Natural Satin

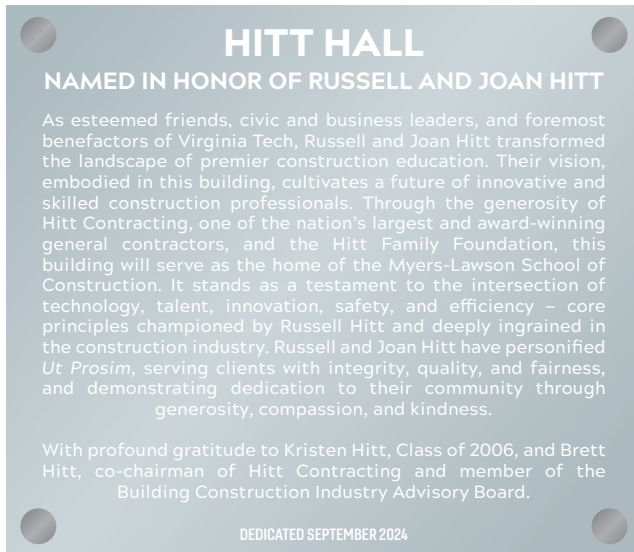
## NOTES:

The INFO-FL-11x17 sign is to be used for temporary display of flyers or instructions near office or suite entrances. Ensure signs are not located in emergency egress path.

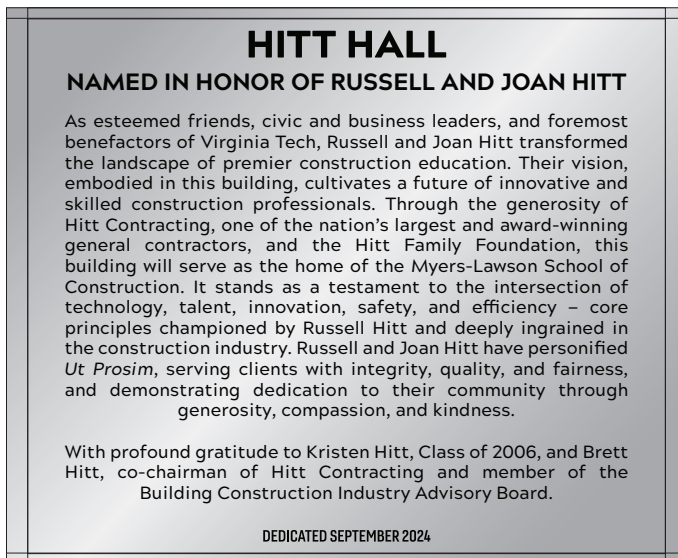
# SPECIFICATIONS

## UNIQUE CIRCUMSTANCES

SIGN TYPE: **NON-DONOR PLAQUES**



### ACRYLIC ON STANDOFFS OPTION



### METAL FRAME OPTION

## NOTES:

Plaques are reviewed on a case-by-case basis by FDC-D.

Plaques may include text using brand fonts and logo lockups with approval by Branding.

It is not typical to use imagery or graphics.

Room naming or memorial plaques must have the room naming approved by the Commemorative Tributes Committee Process prior to requesting a plaque. More information on this policy can be found at <https://www.policies.vt.edu/12005.pdf>.

Size and scale are reviewed by FDC-D and Branding based on available wall space.

Acrylic on standoffs or metal frame options available.

# SPECIFICATIONS

## UNIQUE CIRCUMSTANCES

### SIGN TYPE: LOGO LOCKUP SIGNS

## NOTES:

Logo lockup signs are reviewed on a case-by-case basis by FDC-D.

Any use of a logo lockup or university trademark must be approved by Branding.

All official logo lockups can be found online at <https://brand.vt.edu/identity/lockups.html>.

Content can be any approved Virginia Tech logo color scheme. More information can be found at <https://brand.vt.edu/licensing/university-trademarks.html>.

Size and scale are reviewed by FDC-D and Branding based on available wall space.

Logo lockup signs can be an acrylic panel on corner standoffs or 3D letters (colored or brushed aluminum).



ACRYLIC ON STANDOFFS OPTION



3D LETTER OPTION





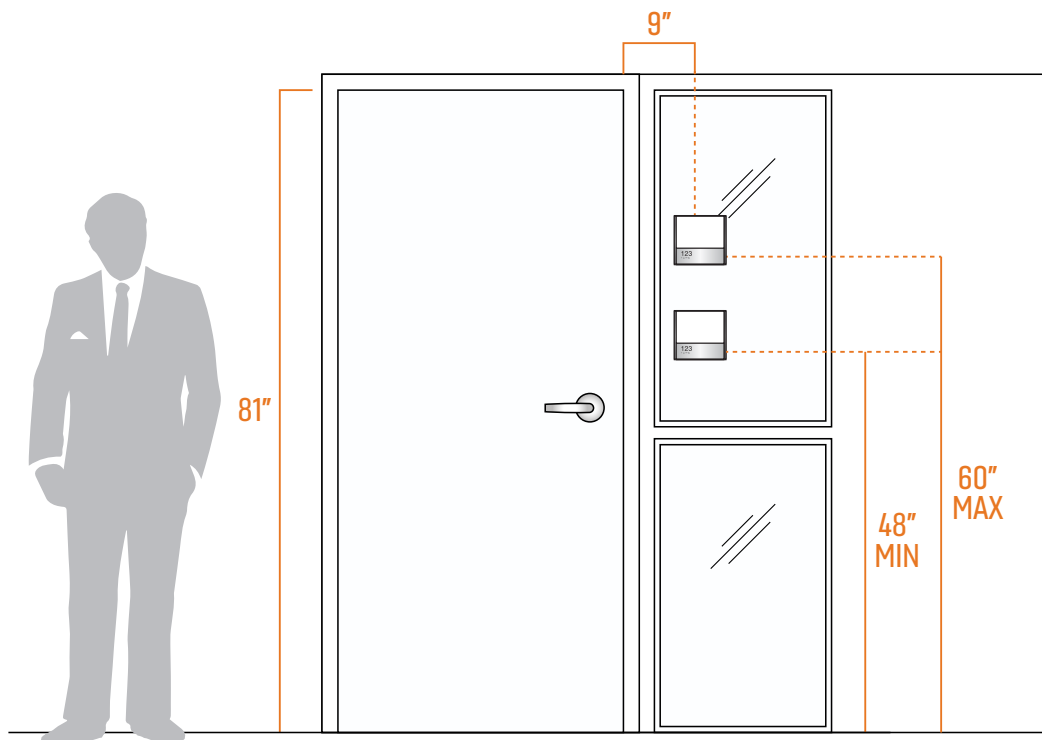
# PLACEMENT



# PLACEMENT

## SIGN INSTALLATION LOCATION

### GLASS MOUNT



## NOTES:

### Glass Mount ADA Placement

48" minimum to the baseline of the lowest tactile character (raised lettering room number)

60" maximum to the baseline of the highest tactile character

Center of tactile character to be 9" minimum from door edge to provide an 18" clear floor space centered on the sign. In cases where multiple signs exist and length of room name varies, use worst case scenario for minimum distance from door edge to match sign locations.

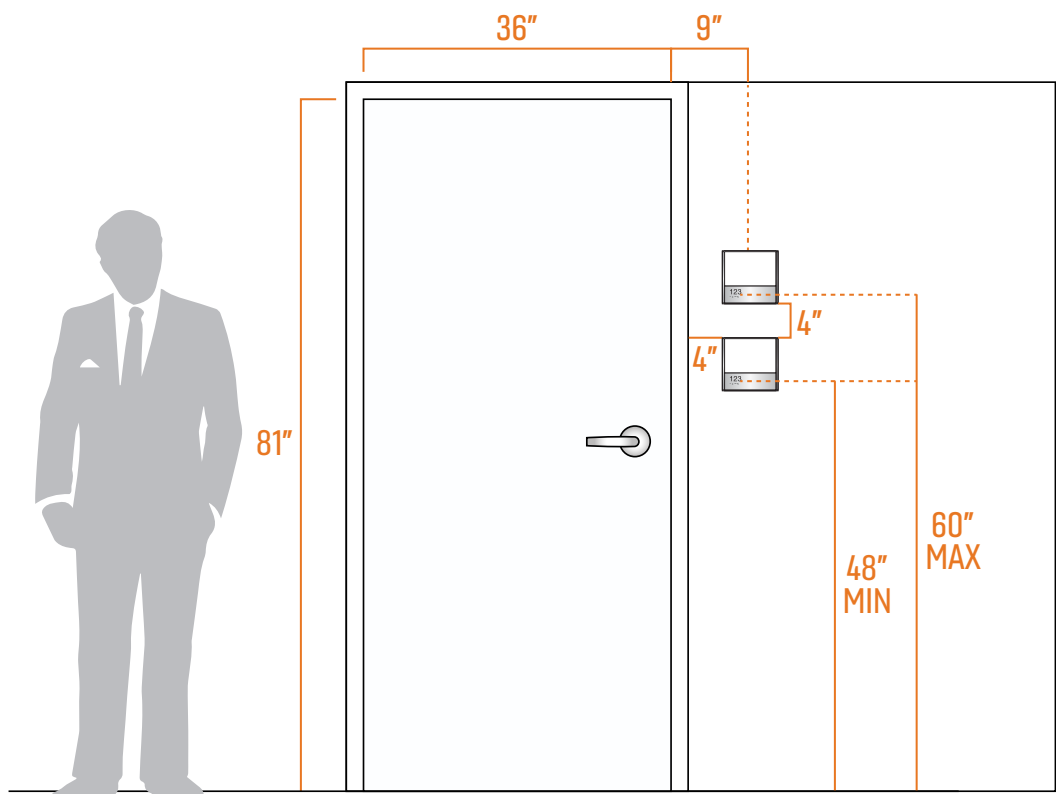
Provide 4-inch vertical spacing between signs.

For further notes, see Specifications (16).

# PLACEMENT

## SIGN INSTALLATION LOCATION

### DOUBLE SIGN MOUNT



## NOTES:

### Double Sign Mount (Vertical) ADA Placement

48" minimum to the baseline of the lowest tactile character (raised lettering room number)

60" maximum to the baseline of the highest tactile character

Center of tactile character to be 9" minimum from door edge to provide an 18" clear floor space centered on the sign. In cases where multiple signs exist and length of room name varies, use worst case scenario for minimum distance from door edge to match sign locations.

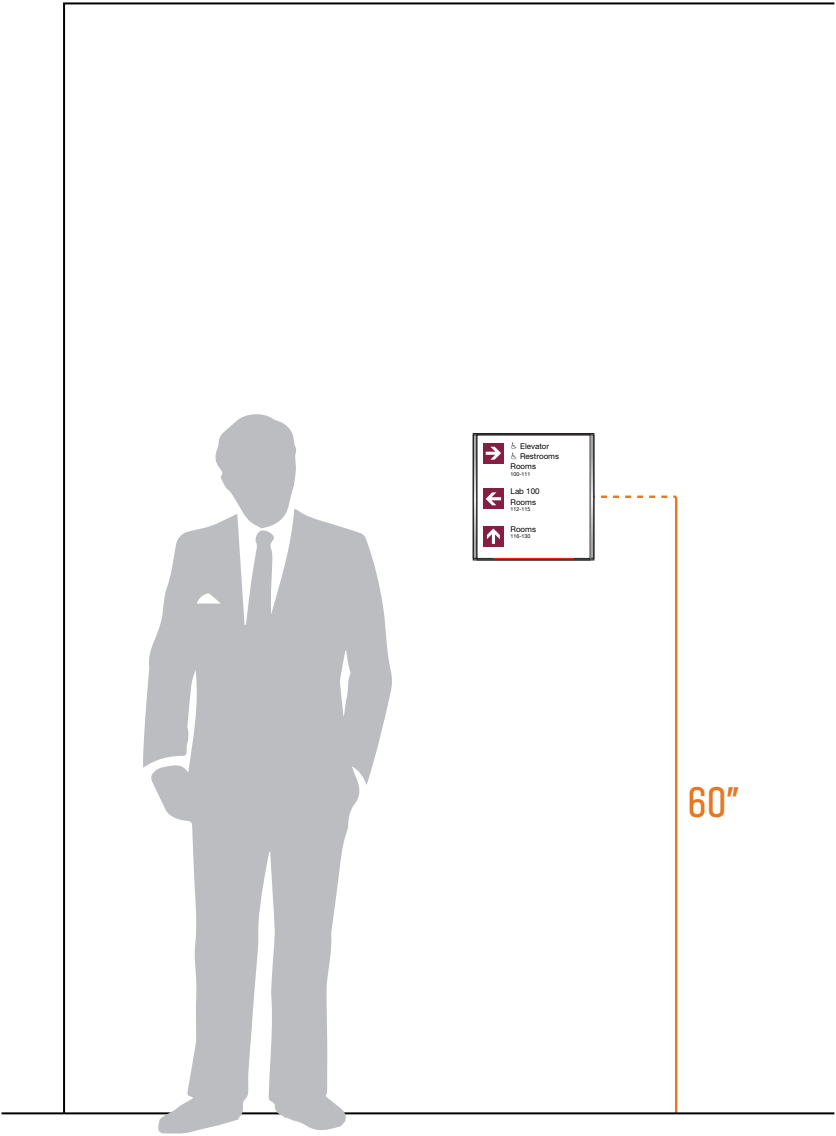
Provide 4-inch vertical spacing between signs.

For further notes, see Specifications (16).

# PLACEMENT

## SIGN INSTALLATION LOCATION

### WALL MOUNT DIRECTIONAL



## NOTES:

Locate wall-mounted signs 60" from the ground to the center of the sign vertically.

For further notes, see Deliverables (5) and Specifications (16).

# PLACEMENT

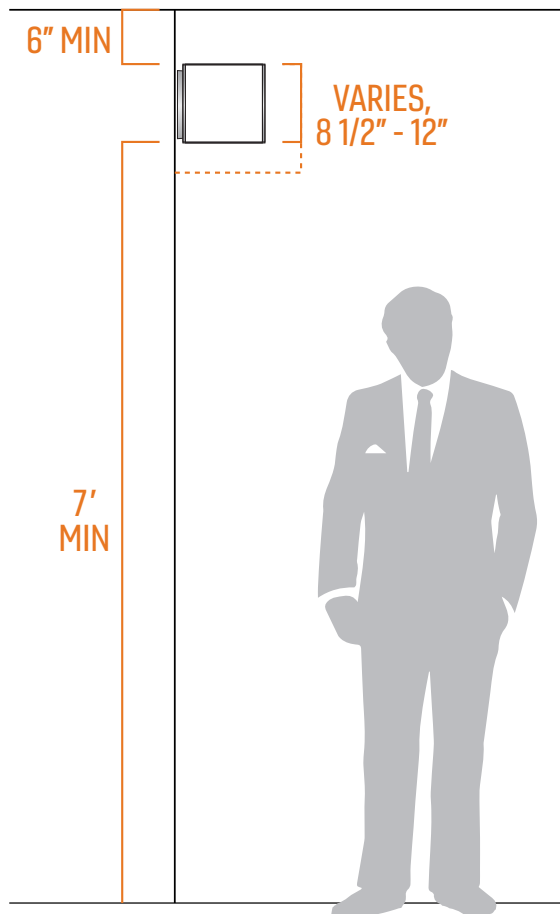
## SIGN INSTALLATION LOCATION

### FLAG MOUNT



## NOTES:

For more information on flag mount signage, see Specifications (16).



# PLACEMENT

## SIGN INSTALLATION LOCATION

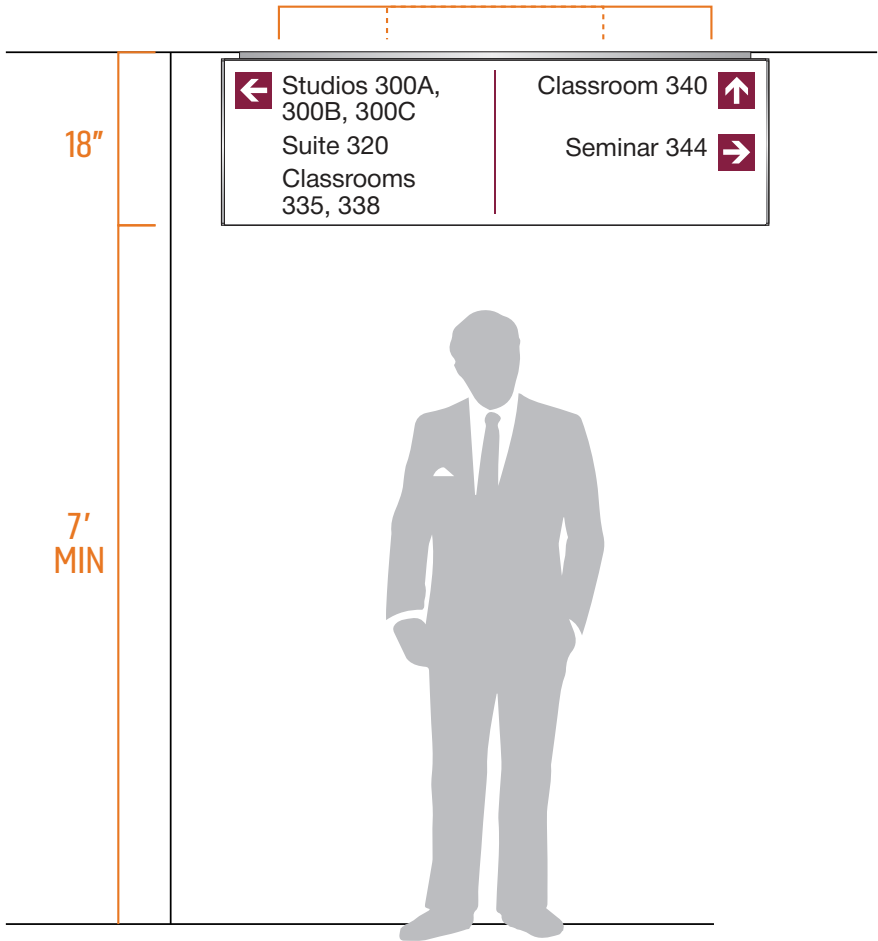
### OVERHEAD SIGNS



### NOTES:

For more information on overhead signage, see Specifications (16).

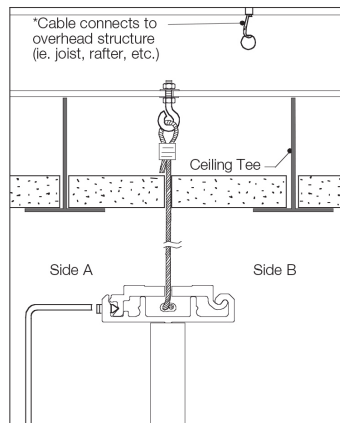
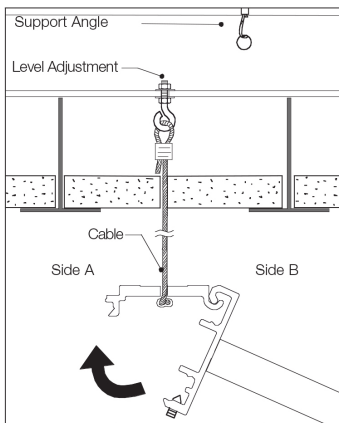
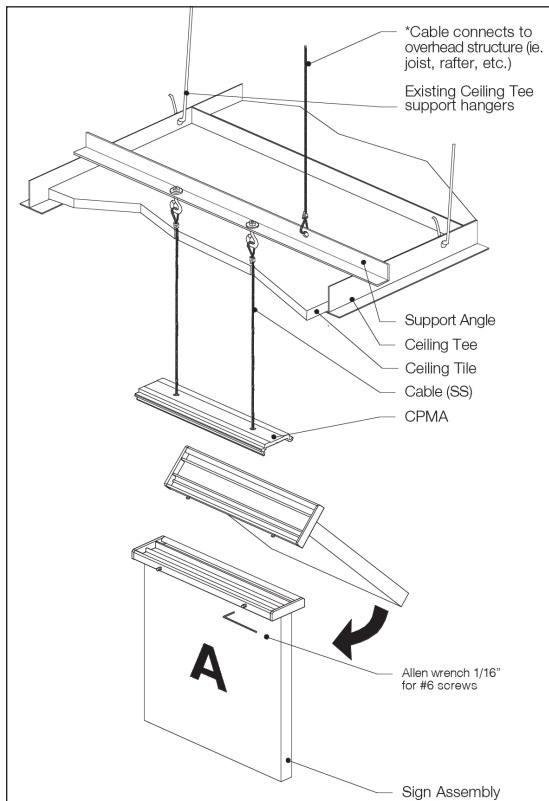
VARIES, 24" - 60"



# PLACEMENT

## SIGN INSTALLATION LOCATION

### FLAGMOUNT & OVERHEAD SIGNANGE INSTALLMENT



## NOTES:

Full View Series  
Double Sided Graphics  
Mounting: CMT-M  
Track Color: Natural Satin

FVS1236(H)CM (Square)  
I.D. Size: 12" x 36"  
Color: Natural Stain

Sign Insert:  
Part Code: FVCL1236(H)  
(ClearLens)  
Size: 12" x 36"  
ADO Paper Color: A00 White

ADO Graphics:  
Color Block:  
Size: 2" x 2"  
Color: PMS 208 Red

Arrow: A107  
Size: 1 3/8"  
Color: A01 White

Copy: HelveticaNeue-  
Roman (HR)  
Size: 1"  
Color: A02 Black

Symbol: S3 (Accessible)  
Size: 1 1/2"  
Color: A02 Black

Color Block:  
Size: 2" x 2"  
Color: PMS 208 Red

Color Block:  
Size: 2" x 2"  
Color: PMS 208 Red

Arrow: A107  
Size: 1 1/32"  
Color: PMS 208 Red & A02 Black



# VINYL SIGNAGE





# VINYL SIGNAGE

## FROSTED FILM WITH 1" REVEAL



## NOTES:

This film style may be used on various window sizes in doors; full glass is not required for use.

# VINYL SIGNAGE

## FROSTED FILM WITH 1" REVEAL, REMOVED LETTERING



### NOTES:

This film style may be used on various window sizes in doors; full glass is not required for use.

Use a brand-approved font. Acherus Grotesque Black is preferred.

# VINYL SIGNAGE

**FROSTED FILM WITH 1" REVEAL,  
BLACK VINYL LETTERING**



## NOTES:

This film style may be used on various window sizes in doors; full glass is not required for use.

Use a brand-approved font. Acherus Grotesque Black is preferred.

# VINYL SIGNAGE

## CLEAR GLASS, BLACK VINYL LETTERING



## NOTES:

This film style may be used on various window sizes in doors; full glass is not required for use.

Use a brand-approved font. Acherus Grotesque Black is preferred.

# VINYL SIGNAGE

## CLEAR GLASS, FROSTED LETTERING



## NOTES:

This film style may be used on various window sizes in doors; full glass is not required for use.

Use a brand-approved font. Acherus Grotesque Black is preferred.

# VINYL SIGNAGE

## SPECIAL CUSTOM STYLES - DEPARTMENT NAMES

## NOTES:

The preference for vinyl door signage is to not include department-specific lockups, but rather use plain text.

Use a brand-approved font. Acherus Grotesque Black is preferred.



Virginia Tech  
School of  
Animal  
Sciences

# VINYL SIGNAGE

## SPECIAL CUSTOM STYLES - LOCKUPS

## NOTES:

Special Custom Styles have been used around campus; however, these require case-by-case approval from FDC-D. If the Virginia Tech logo is used, Branding must also approve the design.



# VINYL SIGNAGE

## SPECIAL CUSTOM STYLES - GRADIENTS



## NOTES:

Gradient designs require approval from FDC-D and may be used in special circumstances.



# VINYL SIGNAGE

## SPECIAL CUSTOM STYLES - COLORS

## NOTES:

Color may be used in special cases for logo lockups. These cases require approval from FDC-D and Branding.



# VINYL SIGNAGE

## SIGNS WITH TEXT



# VINYL SIGNAGE

CUSTOM DESIGNS TO MATCH EXISTING CONDITIONS IN THE  
LIBERAL ARTS BUILDING



# VINYL SIGNAGE

## CENTER FOR RHETORIC IN SOCIETY (EXAMPLE)



# VINYL SIGNAGE

## MYERS-LAWSON SCHOOL OF CONSTRUCTION WINDOWS (EXAMPLE)



COLLEGE OF ENGINEERING  
MYERS-LAWSON  
SCHOOL OF CONSTRUCTION  
VIRGINIA TECH.

BUILDING CONSTRUCTION  
CONSTRUCTION ENGINEERING  
AND MANAGEMENT  
VIRGINIA CENTER FOR HOUSING RESEARCH  
AT VIRGINIA TECH

BUILDING CONSTRUCTION

VIRGINIA CENTER FOR  
HOUSING RESEARCH



INDIVIDUAL

DONOR

RECOGNITION



## INDIVIDUAL

# DONOR RECOGNITION

### DONOR RECOGNITION SIGNAGE [ID]

SIGN TYPE: [ID-S-D]

EXTERIOR DOORS FOR NON REGULATORY ADA ID



PLAN VIEW



FRONT VIEW

6x6

### APPROVED MANUFACTURER SPECIFICATIONS INCLUDED BELOW:

#### APCO:

##### FULL VIEW SERIES

##### Mounting:

- Vinyl Tape (on Glass)
- Mechanical Fasteners (on CMU, Concrete, and GWB)

##### Frame:

- FVS0606(V) (Square)
- I.D. Size: 6" (h) x 6" (w)
- Color: Natural Satin

##### Insert:

##### Sign Insert:

- Part Code: FFV-942-354 (Horiz. Grain)
- Size: 4" (h) x 6" (w)
- Part Color: Silver

##### Printed Graphics:

- Copy: Helvetica Neue Roman (HR)
- Size: 5/8" (h)
- Color: A02 Black

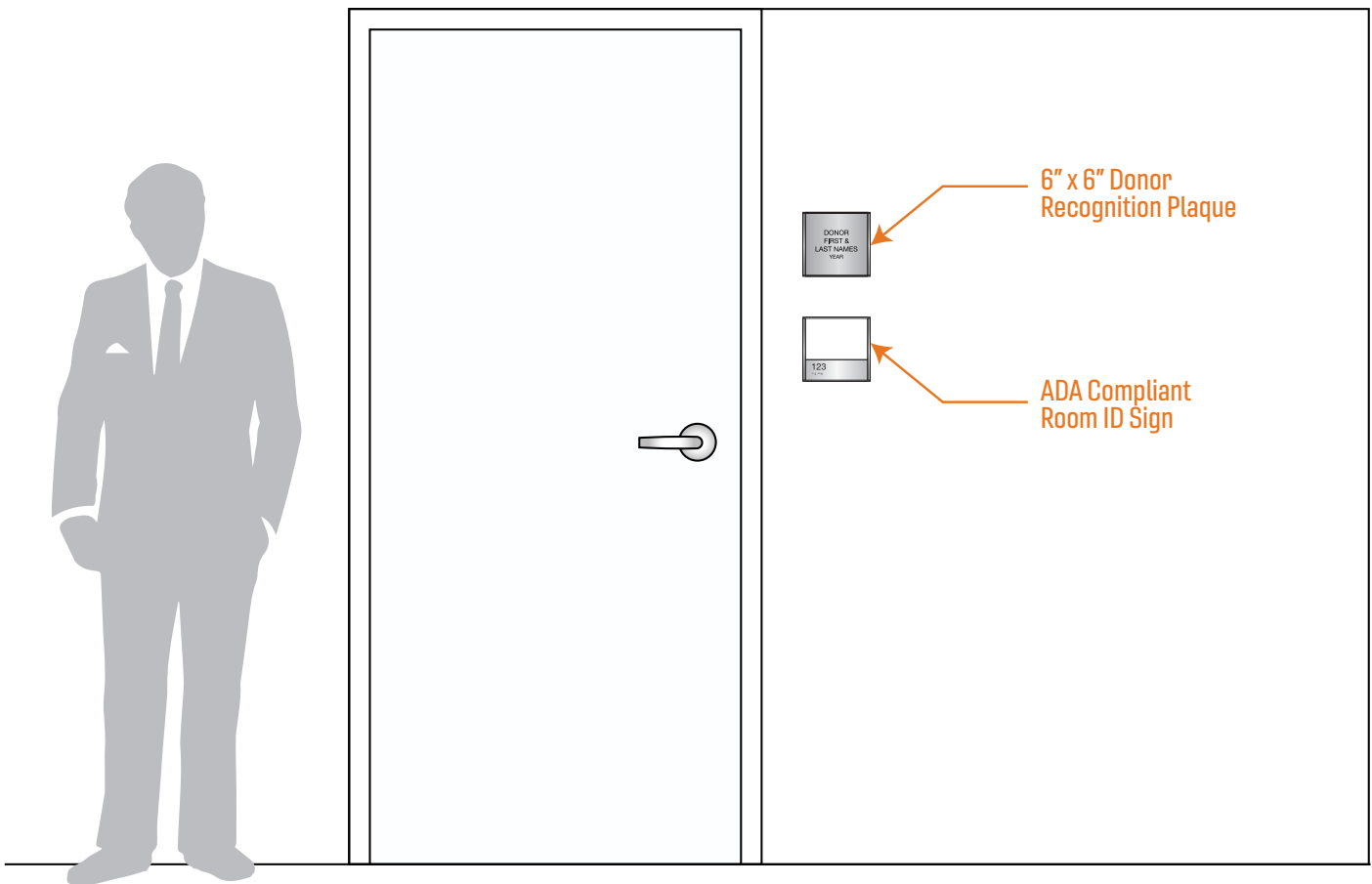
## INDIVIDUAL

# DONOR RECOGNITION

### SIGN PLACEMENT

#### STANDARD ROOM NAMING RECOGNITION

*ALL DONOR SIGNAGE REQUIRES APPROVAL FROM THE COMMEMORATIVE TRIBUTES COMMITTEE.*





## INDIVIDUAL

# DONOR RECOGNITION

### SIGN PLACEMENT

#### NAMED SPACE RECOGNITION

#### RAISED LETTERING

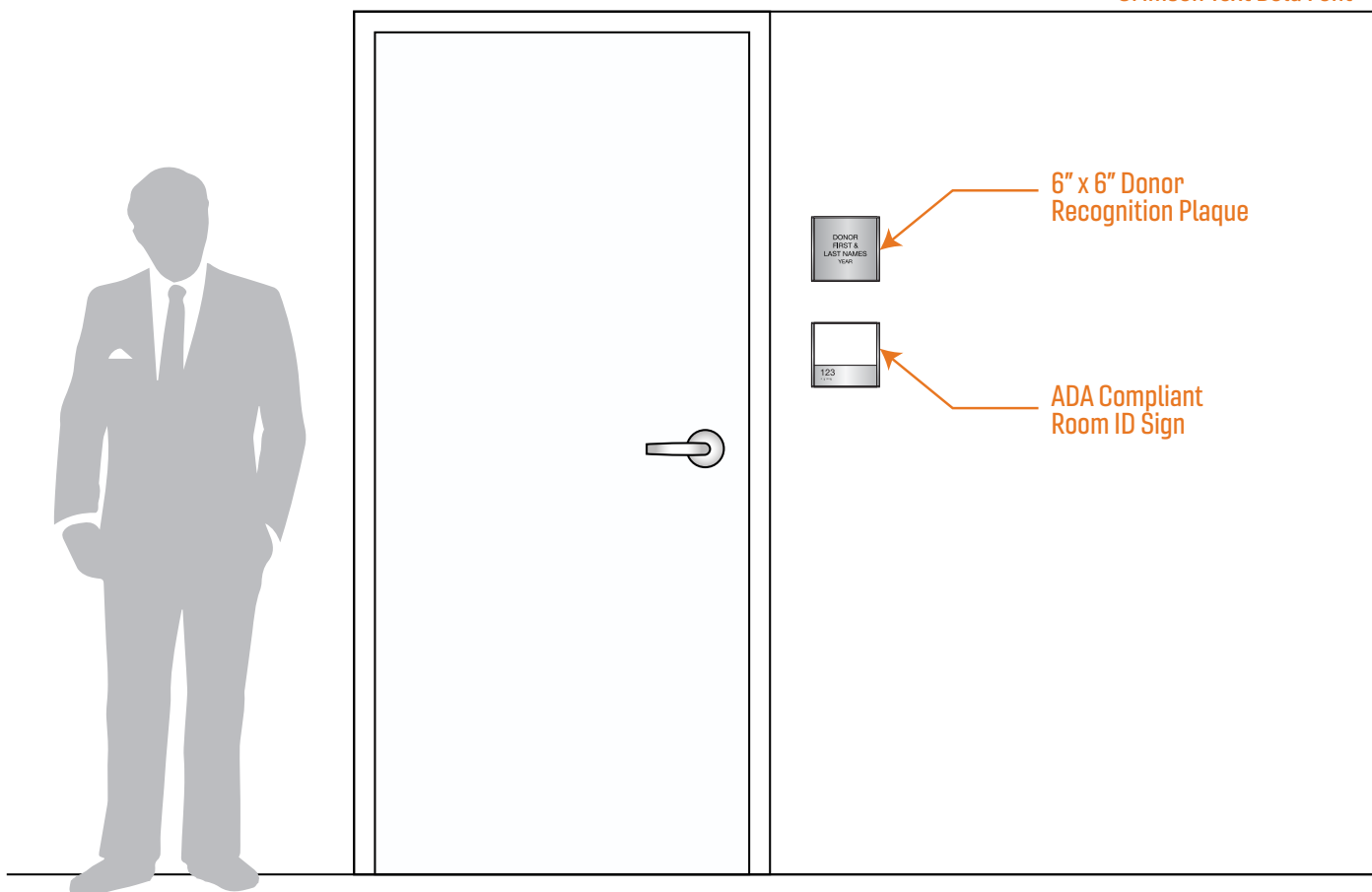
ALL DONOR SIGNAGE REQUIRES APPROVAL FROM THE COMMEMORATIVE TRIBUTES COMMITTEE.

**VIRGINIA TECH NAMED SPACE**

4" Tall, 1/4" Thick  
Silver Metallic  
Raised Letters in  
Crimson Text Bold Font

6" x 6" Donor  
Recognition Plaque

ADA Compliant  
Room ID Sign



## INDIVIDUAL

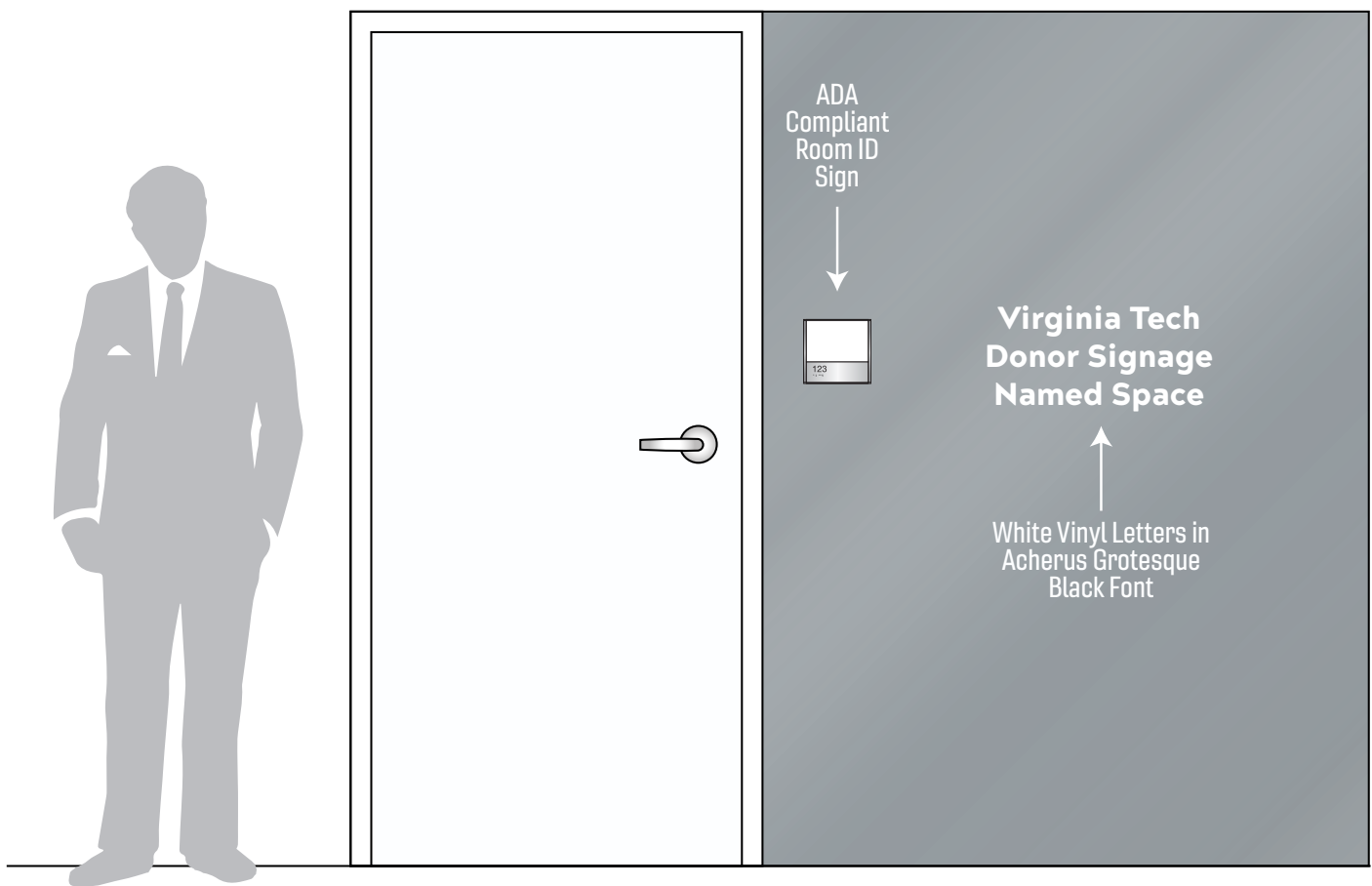
# DONOR RECOGNITION

### SIGN PLACEMENT

#### NAMED SPACE RECOGNITION

##### VINYL-ON-GLASS

ALL DONOR SIGNAGE REQUIRES APPROVAL FROM THE COMMEMORATIVE TRIBUTES COMMITTEE.





# CORPORATE DONOR RECOGNITION



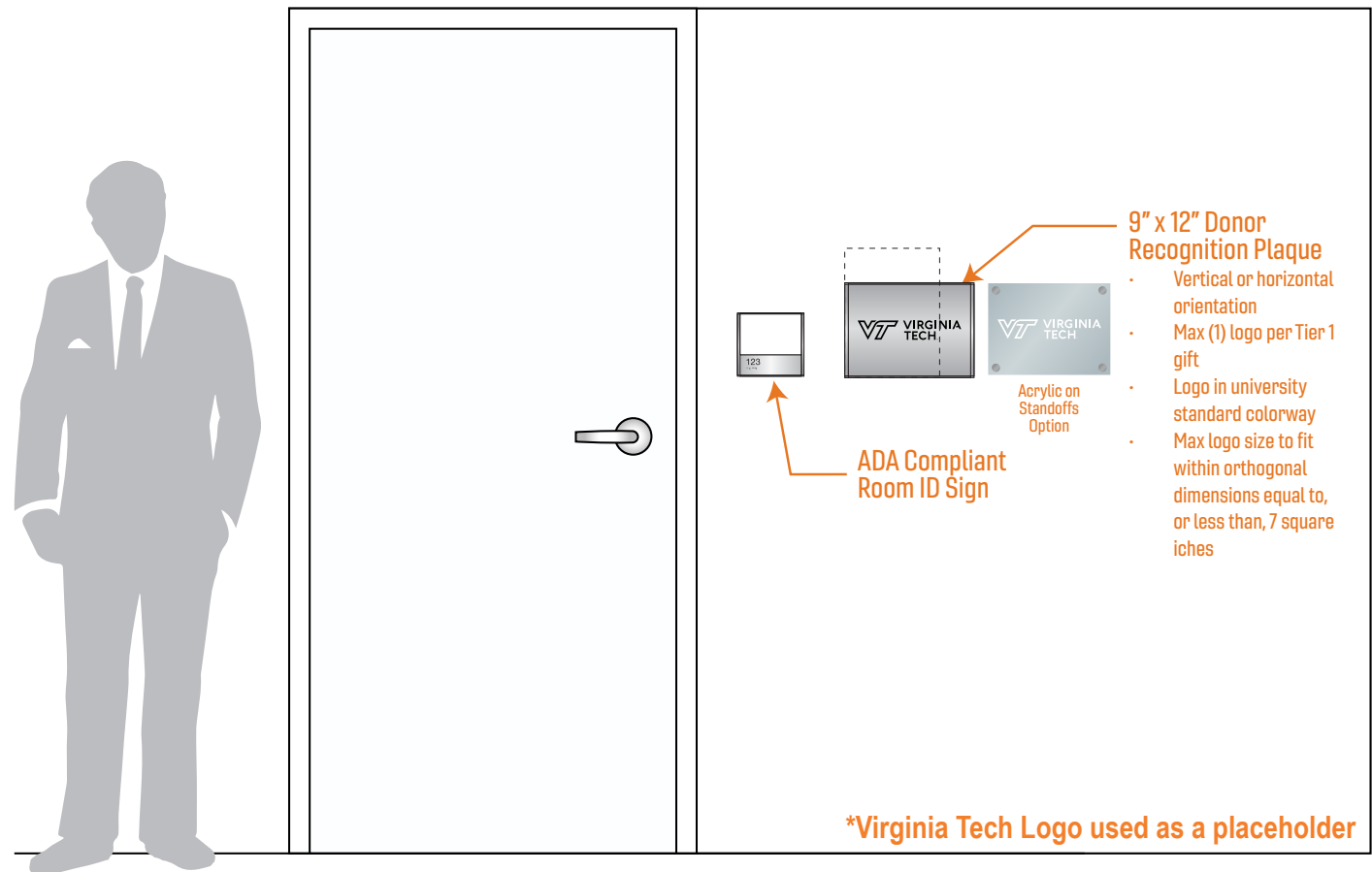
## CORPORATE

# DONOR RECOGNITION

### SIGN PLACEMENT

#### TIER I

FOR DEFINITION OF TIERS AND INFORMATION ABOUT THE APPROVAL PROCESS, REFER TO UNIVERSITY POLICY ON COMMEMORATIVE TRIBUTES. ALL DONOR SIGNAGE REQUIRES APPROVAL FROM THE COMMEMORATIVE TRIBUTES COMMITTEE.



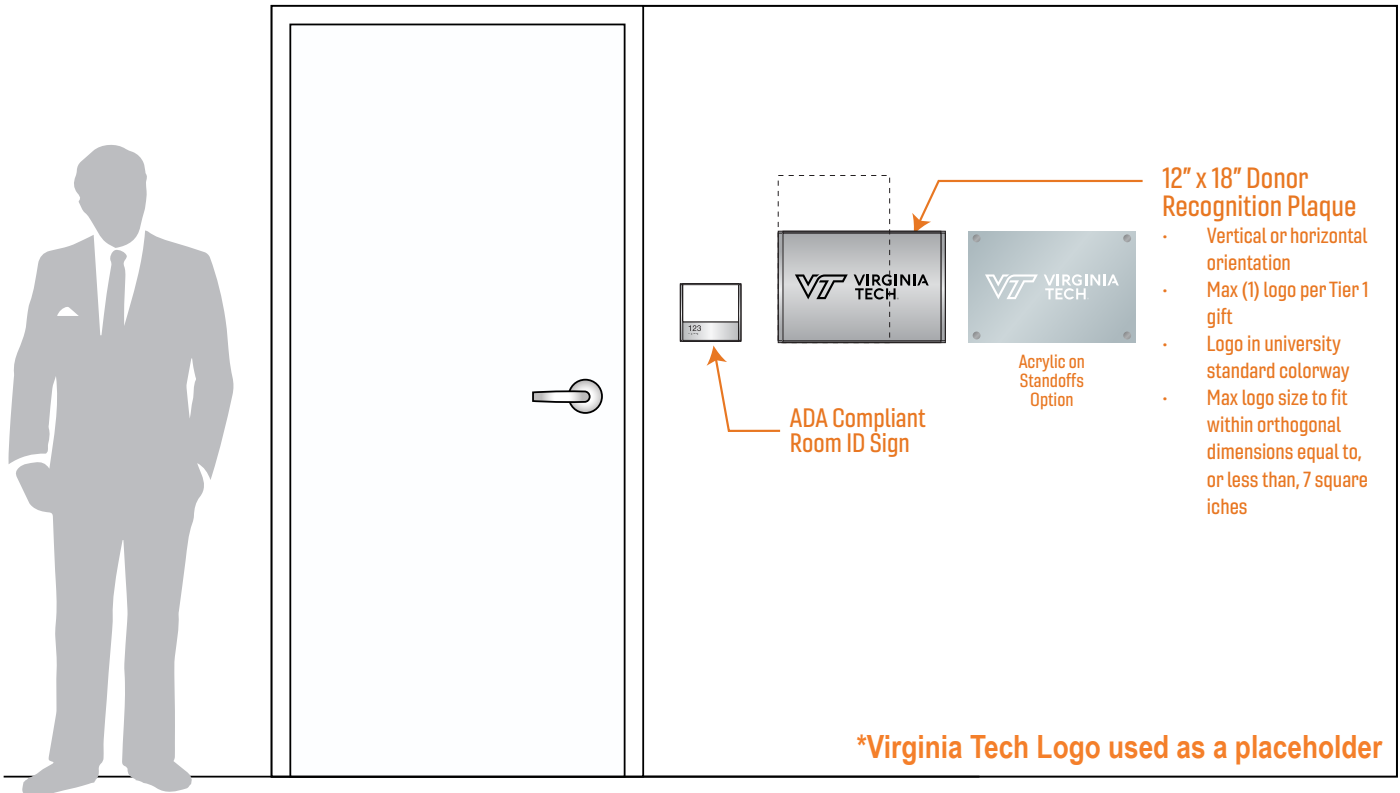
## CORPORATE

# DONOR RECOGNITION

### SIGN PLACEMENT

#### TIER II

FOR DEFINITION OF TIERS AND INFORMATION ABOUT THE APPROVAL PROCESS, REFER TO UNIVERSITY POLICY ON COMMEMORATIVE TRIBUTES. ALL DONOR SIGNAGE REQUIRES APPROVAL FROM THE COMMEMORATIVE TRIBUTES COMMITTEE.



## CORPORATE

# DONOR RECOGNITION

### SIGN PLACEMENT

#### TIER III

FOR DEFINITION OF TIERS AND INFORMATION ABOUT THE APPROVAL PROCESS, REFER TO UNIVERSITY POLICY ON COMMEMORATIVE TRIBUTES. ALL DONOR SIGNAGE REQUIRES APPROVAL FROM THE COMMEMORATIVE TRIBUTES COMMITTEE.

Example Logo Shape A  
72.5" w x 10" h

Example Logo  
Shape B  
25" w x 29" h

ADA Compliant  
Room ID Sign

#### Donor Recognition Corporate Logo Usage

- max (1) logo per Tier III gift on the outside of named space(s)
- max. logo size to fit within orthogonal dimensions equal to, or less than, 725 sq. in.
- placed on outside of the related named space or group of spaces
- logo may be in corporate or university standard colorways, dependent upon usage in combination with the interior architecture and finish palette

## CORPORATE

# DONOR RECOGNITION

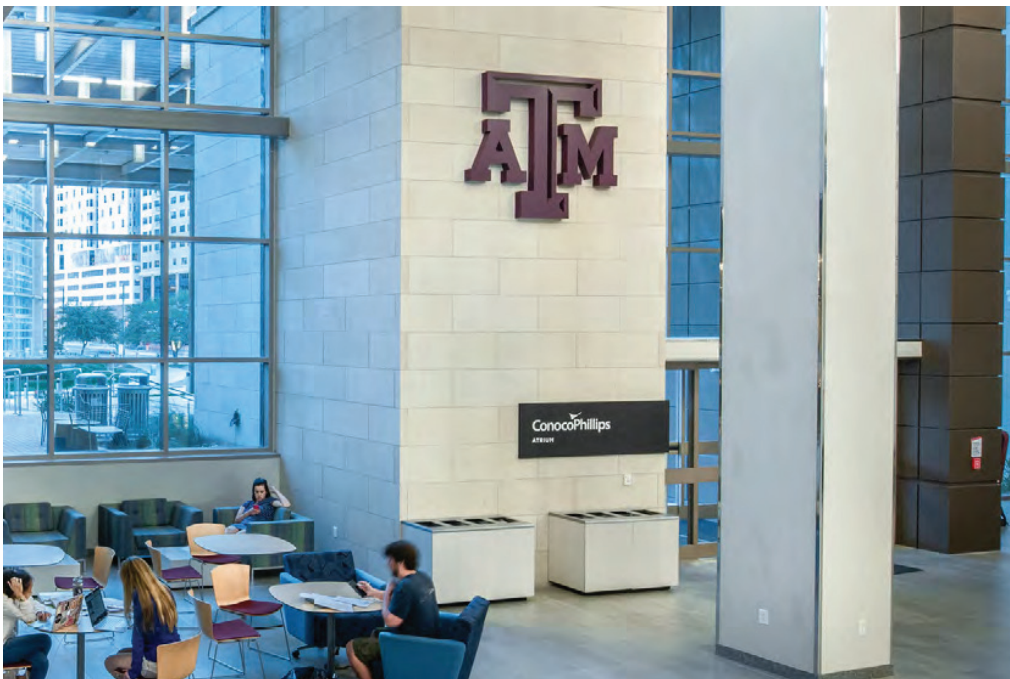
### EXAMPLES

#### TIER III



#### Example of Logo Shape A

- logo in university signage standard material, not in corporate color
- logo appears in conjunction with the room naming
- compatible with the building's aesthetic



#### Example of Logo Shape A

- logo in university signage standard material, not in corporate color
- logo appears in conjunction with the room naming
- compatible with the building's aesthetic

## CORPORATE

# DONOR RECOGNITION

### SIGN PLACEMENT

#### TIER IV

FOR DEFINITION OF TIERS AND INFORMATION ABOUT THE APPROVAL PROCESS, REFER TO UNIVERSITY POLICY ON COMMEMORATIVE TRIBUTES. ALL DONOR SIGNAGE REQUIRES APPROVAL FROM THE COMMEMORATIVE TRIBUTES COMMITTEE.

Example Logo Shape A  
77.25" w x 11" h

Example Logo  
Shape B  
26.5" w x 32" h

ADA Compliant  
Room ID Sign

#### Donor Recognition Corporate Logo Usage

- max (1) logo per Tier IV gift on the outside of named space(s)
- max. logo size to fit within orthogonal dimensions equal to, or less than, 850 sq. in.
- placed on outside of the related named space or group of spaces
- logo may be in corporate or university standard colorways, dependent upon usage in combination with the interior architecture and finish palette



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# DONOR RECOGNITION

### EXAMPLE

#### TIER IV

In addition to the logo and naming on the outside of the related named space(s), this tier may include additional donor recognition opportunity within a named space, such as additional logo usage within the space (nfe 850 sq. in.), and utilization of corporate colorways (where colors are compatible with Virginia Tech's brand colors and/or the building aesthetics), to be further coordinated with FDC-D.



#### Example Installation

- Outside of the named space, a corporate logo in corporate color is located with recognition of named space, within university signage panel.
- Inside of the named space, the logo and corporate color is utilized.
- In this example, corporate colorway is compatible with the building's aesthetic and the university's brand.



# BRANDING



# BRANDING

## IDENTIFYING STANDARDS

About Our Name: Our official name is Virginia Polytechnic Institute and State University, but using "Virginia Tech" is preferable in all but formal uses. Virginia Tech is used in news releases, feature articles, and publications and on the web. When using the full name of the university, never use an ampersand instead of "and". Never use VPI&SU, VPI and SU, VA Tech, Or Virginia Tech University. "Tech" is acceptable after a previous reference to "Virginia Tech", but it should not be used repeatedly or primarily. "VT" and "Va. Tech" are acceptable only in limited informal situations, such as a news headlines where space is tight. Do not use "VT" or "Va. Tech" in body copy, in titles of publications, on signs, or in any formal publication.

## UNIVERSITY SEAL

Athletic trademarks are applicable only in athletics informal cases and must not be used for academic applications, academic products, or university. Using the university seal in non-university publication is prohibited without prior approval from the University.

For more information on branding, please see the Virginia Tech Brand Center at [brand.vt.edu](http://brand.vt.edu).

# BRANDING

## TYPOGRAPHY OVERVIEW

To ensure legibility of signage, Helvetica Neue (Roman) will be used on all interior signage. This promotes consistency across all ADA compliant signage.

Helvetica Neue typeface is used on interior signage because it is a universal sans-serif standard that is easy to read. Currently, it is the font used for the ADA band raised number and lettering.

We will retain Helvetica Neue Roman for raised signage numbering/lettering to maintain ADA legibility compliance and ease of use for end users printing any templates.

The official fonts used by the University are Acherus Grotesque, Gineso Condensed, and Crimson Text.

Arial may be used for vinyl on glass signage.

## FONTS

### Helvetica Neue Roman

ABCDEFGHIJKLMNOPQRSTUVWXYZ  
abcdefghijklmnopqrstuvwxyz  
0123456789!@#\$%^&\*~({["-+'=.,;:†•"})

### Acherus Grotesque

ABCDEFGHIJKLMNOPQRSTUVWXYZ  
abcdefghijklmnopqrstuvwxyz  
0123456789!@#\$%^&\*~({["-+'=.,;:†•"})

### Gineso Condensed

ABCDEFGHIJKLMNOPQRSTUVWXYZ  
abcdefghijklmnopqrstuvwxyz  
0123456789!@#\$%^&\*~({["-+'=.,;:†•"})

### Crimson Text

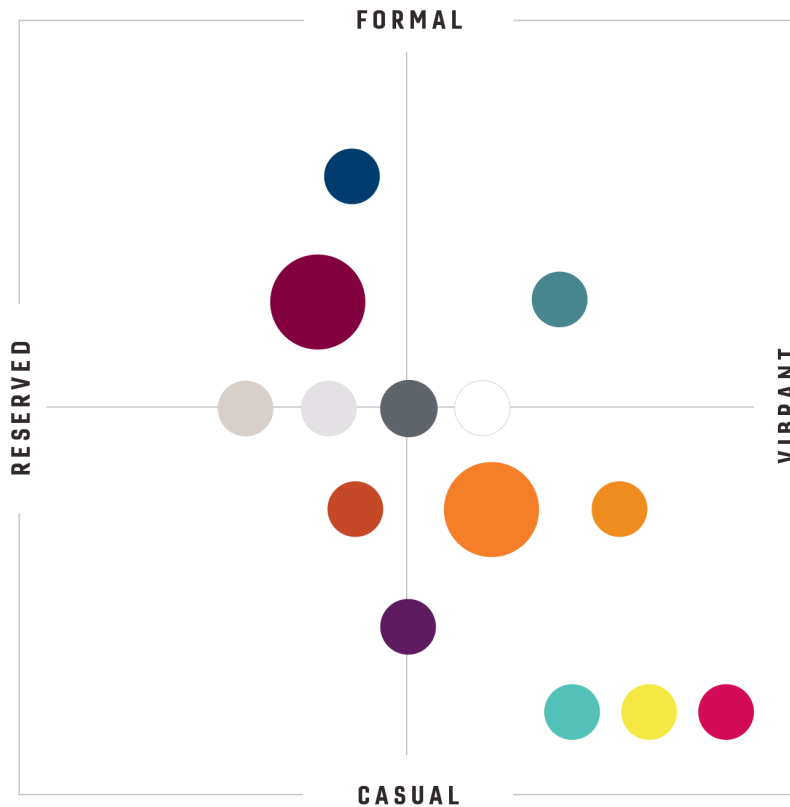
ABCDEFGHIJKLMNOPQRSTUVWXYZ  
abcdefghijklmnopqrstuvwxyz  
0123456789!@#\$%^&\*~({["-+'=.,;:†•"})

### For Vinyl on Glass:

#### Arial

ABCDEFGHIJKLMNOPQRSTUVWXYZ  
abcdefghijklmnopqrstuvwxyz  
0123456789!@#\$%^&\*~({["-+'=.,;:†•"})

# BRANDING



## COLOR GUIDE

The Virginia Tech color palette has two layers: primary and secondary. Our primary palette will always include Chicago Maroon and Burnt Orange, supplemented by Yardline White and Hokie Stone as neutrals. These colors should be present in most Tech-affiliated materials. The secondary colors should be used sparingly as accents or to represent different moods.

More information at <https://brand.vt.edu/identity/color.html>.



### CHICAGO MAROON

RGB: 134, 31, 65  
HEX: 861F41  
CSS variable: --vt-maroon

CMYK: 15, 100, 37, 45  
PANTONE: PMS 208



### BURNT ORANGE

RGB: 232, 119, 34  
HEX: E87722  
CSS variable: --vt-burntOrange

CMYK: 0, 62, 95, 0  
PANTONE: PMS 158



### HOKIE STONE

RGB: 117, 120, 123  
HEX: 75787B  
CSS variable: --vt-hokieStone

CMYK: 26, 21, 19, 45  
PANTONE: PMS Cool Gray 9C



### YARDLINE WHITE

RGB: 255, 255, 255  
HEX: FFFFFFFF  
CSS variable: --vt-white

CMYK: 0, 0, 0, 0  
PANTONE: PMS White



# CONTACT

## **FACILITIES DESIGN & CONSTRUCTION**

230 Sterrett Drive  
Blacksburg, VA 24061  
540-231-4300

*<https://www.facilities.vt.edu/design-construction.html>*





# APPENDICES



VT: BUILDING NAME

Floor: 1

## Signage Schedule

Type: Metal  
Color: Silver

KEY						
	<b>R: Regulatory Signage (Required for Occupancy)</b> <ul style="list-style-type: none"> <li>Regulatory signage to be highlighted at the top section of spreadsheet for each floor.</li> <li>Standard regulatory signage labels can not be changed without VT approval.</li> <li>Frame, content and installation by CM.</li> </ul>					
	<b>ID: Room Identification Signage (Utility &amp; Standard)</b> <ul style="list-style-type: none"> <li>Content to be generated from labels on architectural plans by A/E.</li> <li>Final VT content development by VT-OUP / department representative.</li> <li>FF&amp;E work order to VT-Print Services for content.</li> <li>Frame and installation by CM.</li> </ul>					
	<b>E-MAP / DIR / INFO: Emergency Egress, Dircectional &amp; Directory, and Informational Signage</b> <ul style="list-style-type: none"> <li>Frame, content and installation by CM.</li> <li>Graphic layouts by A/E using VT supplied ai templates.</li> <li>A/E Deliverable- adobe illustrator electronic files to OUP for future changes.</li> </ul>					
Tag	Room #:	Sign Type:	Permanent Message (Room # Braille):	Installation Type:	Display Insert Message:	Notes:
1	A1	R-M	Men	Wall	Men's Restroom Symbol	
2	A5	R-W	Women	Wall	Women's Restroom Symbol	
3	A11	R-S	Stair	Wall	Stair Symbol	
4	A7A	E-EL		Wall		Elevator
5	A11	FL2		Wall	STAIR 1 1 EXIT AT FLOOR 1	For Stairwells
6	100	ID-S	100	Wall		
7	101	ID-S	101	Wall		
8	102	ID-S	102	Wall		Quantity: 2
9	A6	DIR		Wall		Graphic content/ layout to be provided
10	A11	DIR		Wall		Graphic content/ layout to be provided
11	A21	DIR		Wall		Graphic content/ layout to be provided

VT: BUILDING NAME

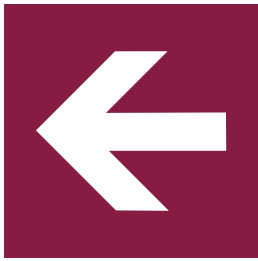
Floor: 2

## Signage Schedule

Type: Metal  
Color: Silver

Tag	Room #:	Sign Type:	Permanent Message (Room # Braille):	Installation Type:	Display Insert Message:	Notes:
12	B1	R-M	Men	Wall	Men's Restroom Symbol	
13	B5	R-W	Women	Wall	Women's Restroom Symbol	
14	B11	R-S	Stair	Wall	Stair Symbol	
15	A7A	E-EL		Wall		Elevator
16	B11	FL2		Wall	STAIR 1 2 EXIT AT FLOOR 1	For Stairwells
17	200	ID-S	200	Wall		
18	B6	DIR		Wall		Graphic content/ layout to be provided





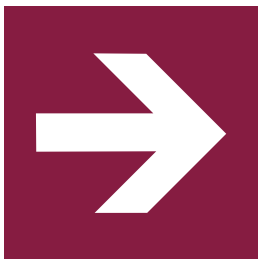
 Restrooms

Room 110

Suite 112

Classroom 116

Across Tunnel



 Exit Ramp

Suite 104

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TRIM LINE

**INSTALLATION INFORMATION:**

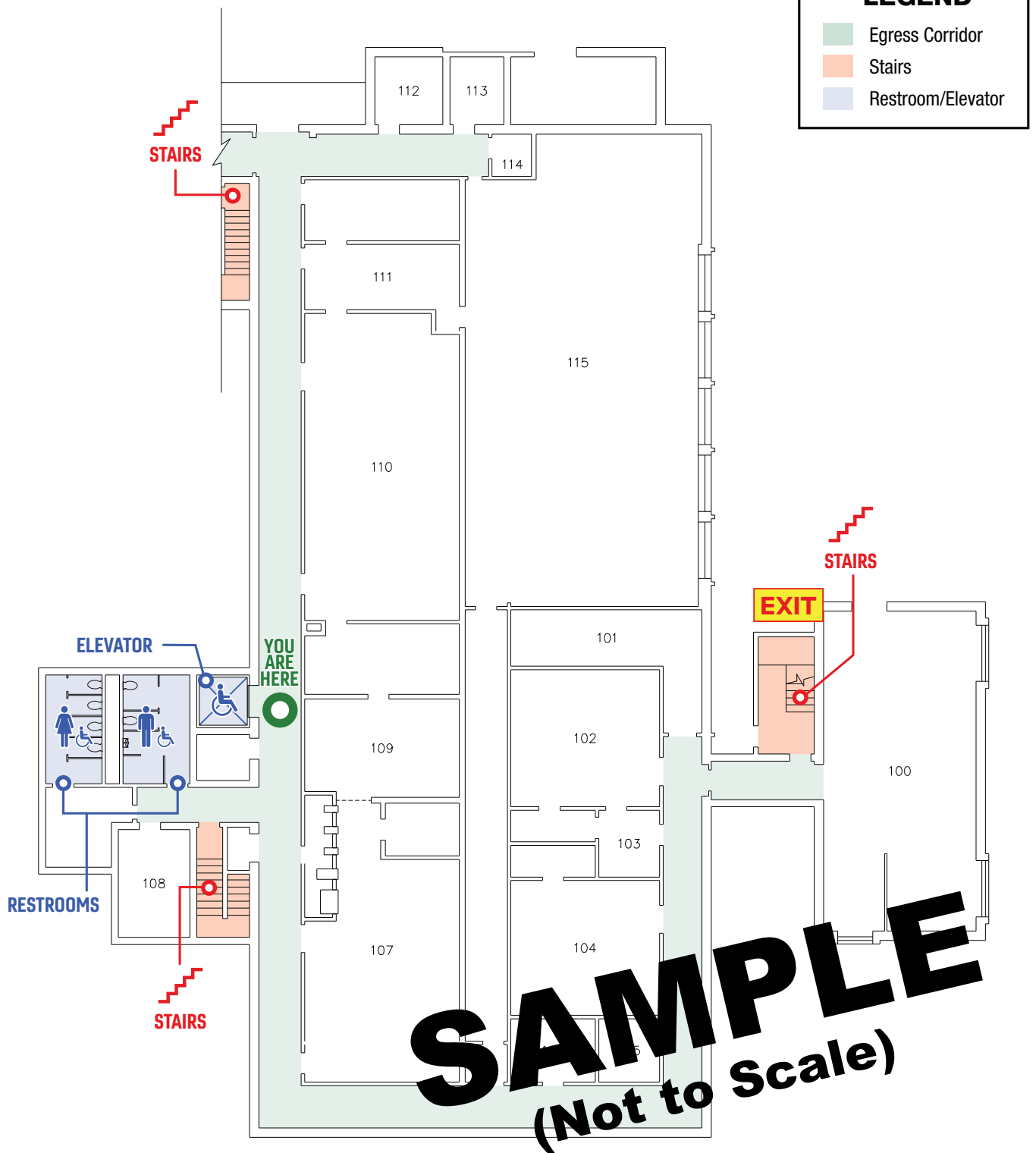
**SIGN TYPE:** DIR-WM

**SIZE:** 11" x 12"

**INSTALLATION TYPE:** WALL

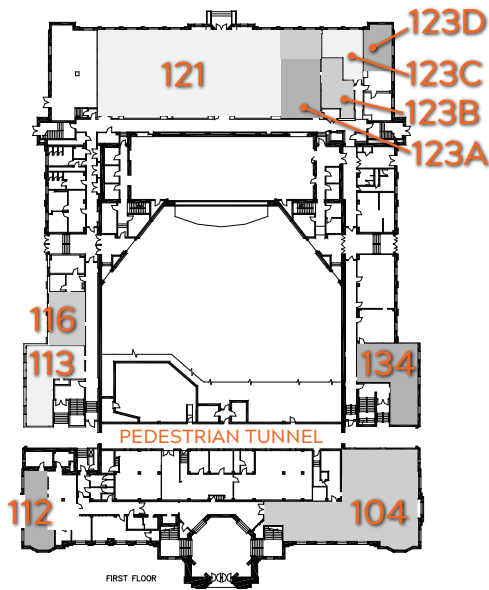
**BUILDING:** CMMID

**SAMPLE**  
(Not to Scale)



**CENTER FOR MOLECULAR MEDICINE AND INFECTIOUS DISEASES**  
FIRST FLOOR

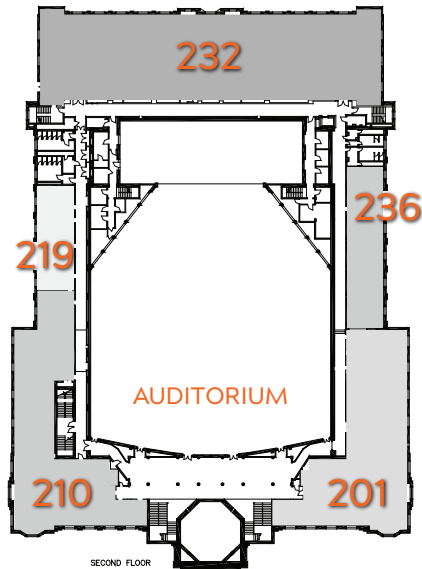
# BURRUSS HALL DIRECTORY



## FLOOR 1

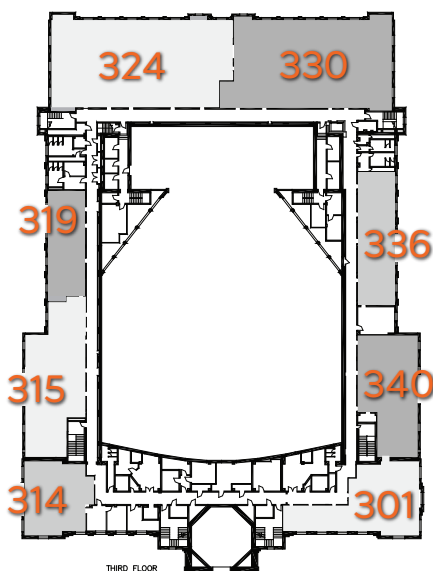
VP FOR UNDERGRADUATE ACADEMIC AFFAIRS	104
VP FOR STUDENT AFFAIRS	112
OFFICE FOR STRATEGIC AFFAIRS	113
LANDSCAPE ARCHITECTURE, SCHOOL OF	
ARCHITECTURE + DESIGN	121
CLASSROOM	123A
COLLEGE OF ARCHITECTURE & URBAN STUDIES, IT	123B
COLLEGE OF ARCHITECTURE & URBAN STUDIES	
BUSINESS OFFICE	123C
PROVOST COMMUNICATIONS	123D
VP FOR FINANCE	134

SOME 1ST FLOOR ROOMS ARE ACCESSED THROUGH THE PEDESTRIAN TUNNEL.



## FLOOR 2

BURRUSS AUDITORIUM	200
SENIOR VP AND CHIEF BUSINESS OFFICER	201
OFFICE OF THE PRESIDENT	210
GOVERNMENT RELATIONS	219
INTERIOR DESIGN PROGRAM	232
UNIVERSITY LEGAL COUNSEL	236



## FLOOR 3

VP FOR INFORMATION TECHNOLOGY & CIO	314
VP FOR UNIVERSITY ADVANCEMENT	315
VP FOR POLICY & GOVERNANCE	319
BUDGET & FINANCIAL PLANNING	
EXECUTIVE VP & PROVOST	324
OFFICE FOR INCLUSION & DIVERSITY	336
VP FOR RESEARCH & INNOVATION	340

**SAMPLE**  
(Not to Scale)