



Visual Communications - Order Form

Date: _____ Ordered By: _____ Ext: _____
Approval: _____ Work Order #: _____
Campus / Building / Dept: _____ Account #: _____

Send completed form to Jill Kavoukian, NFL Building, Room 11, Ammerman Campus

I Nameplates (for Individual's name only - Individual's title is permitted on 2" x 8" plate only)

1" x 8" _____
* 2" x 8" _____
Title: _____

*Check if frame is needed

II Room Signs (6" x 6" ADA - Requires both room number and description - Please refrain to 9 characters per description line, Abbreviate if possible. * Check if frame is needed

* Room # _____ * Room # _____ * Room # _____ * Room # _____

If more of these signs are needed, Use the back of this form.

**III Restrooms Signs (8" x 8" ADA - Pictorial signs- wording below is the actual picture on the sign)
Check (✓) desired sign. Double check (✓✓) if frame is needed.**

___ Men ___ Men/Women ___ Women
___ Men/Handicapped ___ Men/Women/Handicapped ___ Women/Handicapped
___ Men - "Faculty" ___ Men/Women - "faculty" ___ Women - "faculty"
___ Men and Women worded 2" x 5" black background with white engraved letters door sign.

IV Overhead Double-sided Office Signs (4" x 11" Room Identification sign - extends out onto open area for visibility. 3 brief lines maximum.

V Other Safety signs - DANGER, WARNING, CAUTION, NOTICE and EMERGENCY

___ 4" x 4" Food Only ___ 4" x 4" Chemicals Only ___ 4" x 4" DANGER - ACIDS ___ 4" x 4" Biohazard
___ 4" x 10" Biohazard ___ 4" x 4" Corrosive ___ 4" x 18" Fire Extinguisher ___ 4" x 12" No Smoking
___ 3" x 10" Danger - Hot ___ 2" x 10" No Admittance ___ 5" x 5" No Food Or Drink Allowed
___ 6" x 10" Caution- Corrosive Material - Wear required Protection ___ 6" x 12" Caution - Chemical Storage Area
___ 6" x 10" Emergency - Eye Wash Station - Keep Area Clean ___ 8" x 12" Caution - Chemical Storage Area
___ 6" x 10" Emergency - Safety Shower - Keep area Clear ___ 8" x 12" Fire Door - Keep Closed At All Times
___ 6" x 10" Danger - Compressed Gas ___ 8" x 8" Caution - Wear Eye Protection