

PROPERTY INFORMATION

BRAND _____ PROPERTY # _____

PROPERTY ADDRESS _____

CITY _____ STATE _____ ZIP _____

CONTACT NAME _____

CONTACT NAME _____

PHONE _____ FAX _____

CELL _____

E-MAIL _____

MAILING ADDRESS _____ CITY _____ STATE _____ ZIP _____

SHIPPING ADDRESS _____ CITY _____ STATE _____ ZIP _____

CHECK ONE:

☐ NEW CONSTRUCTION

☐ RENOVATION

CHECK ONE:

☐ INTERIOR CORRIDOR

☐ EXTERIOR CORRIDOR

SCREW HOLES YES ☐ NO ☐

NUMBER OF ROOMS _____

NUMBER OF FLOORS _____

SCHEDULED COMPLETION DATE ____ / ____ / ____

SCHEDULED OPENING DATE ____ / ____ / ____

CHECK ALL THAT APPLY:

☐ SPA/HOT TUB

Hrs: _____

Age: _____

Occupancy: _____

☐ FITNESS CENTER

Hrs: _____

Age: _____

Occupancy: _____

☐ BAR/LOUNGE

Hrs: _____

Occupancy: _____

☐ POOL

Hrs: _____

Age: _____

Depth: _____

Occupancy: _____

☐ BREAKFAST AREA

Hrs: _____

Occupancy: _____

☐ GUEST LAUNDRY

Hrs: _____

Occupancy: _____

☐ RESTAURANT

Hrs: _____

Occupancy: _____

GUEST ROOM NUMBERS

STEP 1

ENTER THE ROOM NUMBER IN THE LARGE BLANK BOX

STEP 2

USING THE KEY BELOW, CHECK THE BOX FOR THE SYMBOL NEEDED



**NO
SMOKING**



HANDICAP



HEARING IMPAIRED



BLANK ROOM
NUMBER HAS NO SYMBOL

[illegible]

GUEST ROOM NUMBERS

STEP 1 ENTER THE ROOM NUMBER IN THE LARGE BLANK BOX

STEP 2 USING THE KEY BELOW, CHECK THE BOX FOR THE SYMBOL NEEDED



**NO
SMOKING**



HANDICAP



**HEARING
IMPAIRED**



**BLANK ROOM
NUMBER HAS NO SYMBOL**

GUEST ROOM NUMBERS

STEP 1

ENTER THE ROOM NUMBER IN THE LARGE BLANK BOX

STEP 2

USING THE KEY BELOW, CHECK THE BOX FOR THE SYMBOL NEEDED



**NO
SMOKING**



HANDICAP



HEARING IMPAIRED



BLANK ROOM
NUMBER HAS NO SYMBOL

PUBLIC AREA SIGNAGE

STEP 1 ENTER TOTAL QUANTITY OF SIGNS

STEP 2 ENTER QUANTITY OF SIGNS PER FLOOR

SIGN	TOTAL QTY	QTY FL 1	QTY FL 2	QTY FL 3	QTY FL 4
AREA OF RESCUE ASSISTANCE					
BUSINESS CENTER					
CART STORAGE					
CATERING OFFICE					
CUSTOM TEXT WITH BRAILLE					
CUSTOM TEXT WITH BRAILLE					
DOORS LOCKED 24 HOURS					
ELECTRICAL ROOM					
ELEVATOR EQUIPMENT					
ELEVATOR FLOOR ID					
EMPLOYEES MUST WASH HANDS					
EXIT STAIRS					
FIRE PUMP					
FITNESS CENTER RULES					
GENERAL MANAGER					
GUEST LAUNDRY					
GUEST LAUNDRY LIABILITY					
HOUSE KEEPING					
HOUSE PHONE					
ICE & VENDING					
FIRE EMERGENCY USE STAIRS					
LAUNDRY					
MAINTENANCE					
MANAGERS OFFICE					
MANAGER ON DUTY					
MECHANICAL ROOM					
NO DIVING					
NOT RESPONSIBLE FOR LEFT ITEMS					
NON-SMOKING FACILITY					
PANTRY					
POOL EQUIPMENT					

PUBLIC AREA SIGNAGE

STEP 1 ENTER TOTAL QUANTITY OF SIGNS

STEP 2 ENTER QUANTITY OF SIGNS PER FLOOR

SIGN	TOTAL QTY	QTY FL 1	QTY FL 2	QTY FL 3	QTY FL 4
STAFF ONLY					
PRIVATE					
PUBLIC TELEPHONE					
PUSH BUTTON LATE CHECK-IN					
RESTROOM - CALIFORNIA					
RESTROOM - MEN					
RESTROOM - WOMEN					
RESTROOM - UNISEX					
RESTROOM - MEN w/ HANDICAP					
RESTROOM - WOMEN w/ HANDICAP					
RESTROOM - UNISEX w/ HANDICAP					
SALES OFFICE					
SMOKE FREE LOBBY					
SPRINKLER ROOM					
STAIRS					
STORAGE					
TELEPHONE/CABLE ROOM					
WHIRLPOOL RULES					
VENDING					
ICE					
BALLROOM					
BALLROOM w/ WINDOW					
MEETING ROOM w/ WINDOW					
BOARD ROOM w/ WINDOW					
LINEN					
LINEN CHUTE					
OFFICE					
EMPLOYEES ONLY					
SPA TEMPERATURE					
EMERGENCY WITH ADDRESS					
POOL RULES					

PUBLIC AREA SIGNAGE

STEP 1 ENTER TOTAL QUANTITY OF SIGNS

STEP 2 ENTER CUSTOM INFORMATION

[illegible]

DIRECTIONAL/WAYFINDING

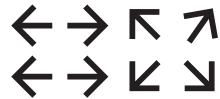
STEP 1

ENTER TEXT FOR EACH SIGN

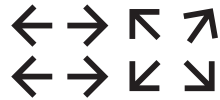
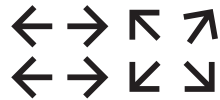
STEP 2

CIRCLE THE ARROW DIRECTION FOR EACH LINE

ONE LINE DIRECTIONAL



TWO LINE DIRECTIONAL



DIRECTIONAL/WAYFINDING

STEP 1

ENTER TEXT FOR EACH SIGN

STEP 2

CIRCLE THE ARROW DIRECTION FOR EACH LINE

THREE LINE DIRECTIONAL

	← → ↖ ↗
	← → ↘ ↙
	← → ↖ ↗
	← → ↘ ↙
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	← → ↖ ↗
	← → ↘ ↙
	← → ↖ ↗
	← → ↘ ↙

DIRECTIONAL/WAYFINDING

STEP 1

ENTER TEXT FOR EACH SIGN

STEP 2

CIRCLE THE ARROW DIRECTION FOR EACH LINE

FOUR LINE DIRECTIONAL

	← → ↖ ↗ ← → ↘ ↙
	← → ↖ ↗ ← → ↘ ↙
	← → ↖ ↗ ← → ↘ ↙
	← → ↖ ↗ ← → ↘ ↙

	← → ↖ ↗ ← → ↘ ↙
	← → ↖ ↗ ← → ↘ ↙
	← → ↖ ↗ ← → ↘ ↙
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	← → ↖ ↗ ← → ↘ ↙
	← → ↖ ↗ ← → ↘ ↙
	← → ↖ ↗ ← → ↘ ↙
	← → ↖ ↗ ← → ↘ ↙

	← → ↖ ↗ ← → ↘ ↙
	← → ↖ ↗ ← → ↘ ↙
	← → ↖ ↗ ← → ↘ ↙
	← → ↖ ↗ ← → ↘ ↙

DIRECTIONAL/WAYFINDING

STEP 1

ENTER TEXT FOR EACH SIGN

STEP 2

CIRCLE THE ARROW DIRECTION FOR EACH LINE

FIVE LINE DIRECTIONAL

	← → ↖ ↗
	← → ↘ ↙
	← → ↖ ↗
	← → ↘ ↙
	← → ↖ ↗
	← → ↘ ↙
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	← → ↘ ↙

DIRECTIONAL/WAYFINDING

STEP 1 ENTER TEXT FOR EACH SIGN

STEP 2 CIRCLE THE ARROW DIRECTION FOR EACH LINE

SIX AND SEVEN LINE DIRECTIONAL

	← → ↖ ↗
	← → ↘ ↙
	← → ↖ ↗
	← → ↘ ↙
	← → ↖ ↗
	← → ↘ ↙
	← → ↖ ↗
	← → ↘ ↙

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	← → ↘ ↙
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	← → ↘ ↙
	← → ↖ ↗
	← → ↘ ↙
	← → ↖ ↗
	← → ↘ ↙

DIRECTIONAL/WAYFINDING

STEP 1 ENTER TEXT FOR EACH SIGN

STEP 2 CIRCLE THE ARROW DIRECTION FOR EACH LINE

EIGHT AND NINE LINE DIRECTIONAL

	← → ↖ ↗
	← → ↘ ↙
	← → ↖ ↗
	← → ↘ ↙
	← → ↖ ↗
	← → ↘ ↙
	← → ↖ ↗
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	← → ↖ ↗
	← → ↘ ↙
	← → ↖ ↗
	← → ↘ ↙
	← → ↖ ↗
	← → ↘ ↙

DIRECTIONAL/WAYFINDING

STEP 1 ENTER TEXT FOR EACH SIGN

STEP 2 CIRCLE THE ARROW DIRECTION FOR EACH LINE

DOUBLE-SIDED / FLAG DIRECTIONAL

WALL

SIDE A

SIDE B

WALL

SIDE A

SIDE B

WALL

SIDE A

SIDE B

WALL

SIDE A

SIDE B