	Title: YALE OFFICE OF FACILITIES PROCEDURE MANUAL Chapter: 01 – Yale Design Standards Division: 10 00 00 Specialties	Section: 10 14 00 Requirements for Signage
		Date: 07.15.19
		Author: University Planning

PART 1 - INTRODUCTION

1.1 PURPOSE

- A. This section contains general design criteria for signage and graphic standards.


PART 2 - GENERAL DESIGN REQUIREMENTS

2.1 Campus Signage Manual

- A. Exterior and interior signs fall under the purview of the Yale sign committee. Typography and layout must be reviewed and approved by the Office of the University Printer prior to fabrication. Refer to the Campus Signage Manual for signage standards which can be found at the website <https://printer.yale.edu/>. Generally, interior project signage is to be specified and installed as part of any project. Provide signage schedule as part of Construction Documents for the following.
 1. A building directory near the main entrance of buildings with public access.
 2. Directional signage, as necessary, to direct visitors to their ultimate destination.
 3. Signage in conformance to American with Disabilities Act.
 4. Identification signage at doors to academic and administrative offices.
 5. Code required signage.

2.2 Yale School of Medicine

- A. Interior project signage is to be specified and installed as part of any project. Provide signage schedule as part of Construction Documents.
 1. Manufacturer: INNERFACE Architectural Signage, Inc., Liburn, Georgia
 2. Source: Direct from manufacturer (or for small quantities, order through Signlite Inc., 6 Corporate Drive, North Haven, CT 06473)
 3. Sizes:
 - Typical Room Sign (4½” x 4½”) YSM Sign Types A, B & C
INNERFACE Module 2.0 (with custom right and left openings)
 - Typical Lab Safety Card Sign (4½” x 8¾”) YSM Sign Types D&E
INNERFACE Module 5.5
 - Typical Recycling Center Sign (2¼” x 7”) INNERFACE Module 3.0
 4. Plaque: Square corners with perimeter stripe. Provide with matching removable insert (blank).
 5. Color: INNERFACE, #3 Light Grey Exception: If a project requires signs in a corridor or area with existing signs of another color that are not being replaced, then that color is to be maintained.

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- 6. Room number: Raised characters; black, Helvetica Regular.
 Note: At floors E (Entry Level), G (Ground Level) or B (Basement Level), the floor level designation is to be included in the room number. Example: G27
 Provide Braille characters below the number.

- 7. Installation: See Section VIII, Required/Typical Details:
 - a. Sign Lettering Spacing Standard Sign Locations
 - b. Required Sign Schedule format

PART 3 - MINIMUM PRODUCT REQUIREMENTS

- 3.1 Provide installation details, sign spacing, sign schedule and sign locations. See Yale Project Manager for typical sign schedule format.

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