

# SIGNAGE REQUEST FORM

## Interior Signs

## Physical Plant

Utah State University, Logan, UT 84322-6600 PH: 435-797-3535 Fax 797-4000

Installation of any signs on facilities and properties of the University must be approved, coordinated, and designed by Physical Plant. This effort is necessary to ensure that the project meets all State and Federal codes and standards for signs established by the University. Types of signs requiring this approval include, but are not limited to all interior signs for buildings, directories, and bulletin boards.

### Price List

'A' Sign(Face and Frame)	6"x12"	\$50.00
'A' Sign(Face and Oak Frame)		\$62.00
'A' Sign(Face only)	6"x12"	\$45.00
'B' Sign(Face and Frame)	6"x6"	\$40.00
'B' Sign(Face and Oak Frame)		\$52.00
'B' Sign(Face only)	6"x6"	\$35.00
'B' (Name Plate Strips)	1"x6"	\$12.00
'C' (Face and Frame)	2.25"x4.25"	\$23.00
'C' (Face and Oak Frame)		\$35.00
'C' (Face only)	2.25"x4.25"	\$19.00
Nameplate		\$4.75
Nametag		\$4.00
6" Grip-a-strip		\$6.50
12" Grip-a-strip		\$10.00

### REQUESTER INFORMATION

Name	Phone
Department	UMC
Fax	
Building	Office Room No.

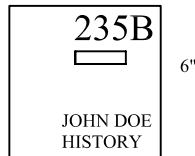
### REQUIRED SIGNATURES

Department Head	Date
Signature	
Account Number	



**A-Sign**

This sign is used for main college or department office.

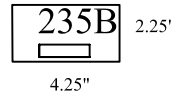


**B-Sign**

Used for offices and other room identification.

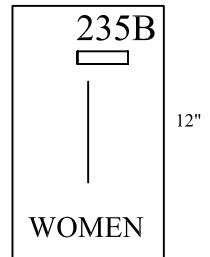


**B Sign With Name Strips**



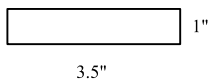
**C-Sign**

Used to identify room number.

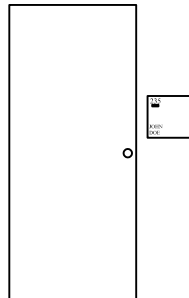


**Restroom**

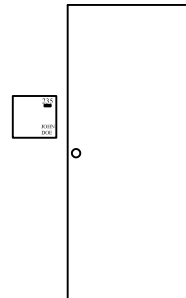
Max. Characters 35 (A-sign)  
Per Line: 18 (B-sign)  
(includes spaces)



**Nametag**



**Left Justified**



**Right Justified**



**Desk Nameplate**

**Nameplate Holder**

Want a Grip-a-strip at bottom of sign?	Does a sign already exist?	Right or Left Justified	Sign Type	Room Number	Information to be on sign
YES	YES	L	A B C		
NO	NO	R	Name Strip		

