

Sandia National Laboratories

Sign Standard

for Interior and Exterior Signs



Sandia National Laboratories



United States Department of Energy



National Nuclear Security Administration



Date: January 1, 2004
From: Roy M. Hertweck, Corporate Architect
Matthew Jude Brito, Systems Architect
Sandia National Laboratories
Subject: **Procedure for Ordering Standard SNL-NM Exterior Signs**

JIT Sign Contract:

SNL has contracted with **FASTSIGNS** (on Menaul & Wyoming ONLY) to provide standard signs on a JIT System. Purchase orders to obtain standard signs are not required-this saves time and expense.

Exterior Signs Policy:

The SNL policy for new and re-lettered exterior signs is that customers request signs through their Building Manager. The Building Manager will review the detailed site information needed prior to installation. This policy has been adopted to enhance the site appearance with the consistency of exterior signs. Exterior signs are designated for specific use based on the appropriateness of setting, size and content.

Ordering:

1. Contact Building Manager. Building Manager will place order to **FASTSIGNS**
2. Provide detailed information about placement location and text designations.
3. **Do not** call or fax **FASTSIGNS**.
4. **Do not** call or fax order form to JIT.

FASTSIGNS.

8400 Menaul Blvd. N.E. Ste. C
Albuquerque, New Mexico 87112

Sandia National Laboratory JIT Contractor

Standard SNL Exterior Signs

General Information

Contractor/Supplier:

FASTSIGNS.

8400 Menaul Blvd. N.E. Suite C
Albuquerque, New Mexico 87112
Sign Contractor

Contractor Coordinator:

Victoria French

Telephone Number:

505-292-4444

Fax Number:

505-292-4447

E-Mail:

<mailto:menaul@fastsigns.com>

Sandia Contract Rep.(SCR):

Jeff Miller

Sandia Contract Admin. (SCA):

Catherine Benavidez

FASTSIGNS. is a Sandia National Laboratories Just-In-Time Contractor. We are a state of the art Full Service Custom Sign Manufacturer. The JIT Contract covers Standard Interior Signage, Standard Exterior Signage, Standard Recognition Plaques, and Custom Signs. We can create a wide range of signs and graphics to meet Sandia's needs. Our product line includes:

Banners

Dimensional Letters

Extruded Aluminum Signage

Ready to Apply Lettering

Award Plaques

Multi-Language Signage

Window Graphics

Vehicle Graphics

Yard & Site Signs

Exhibits & Displays

Illuminated Signs

Wall Plaques

Full Color Graphics

Digital Imaging

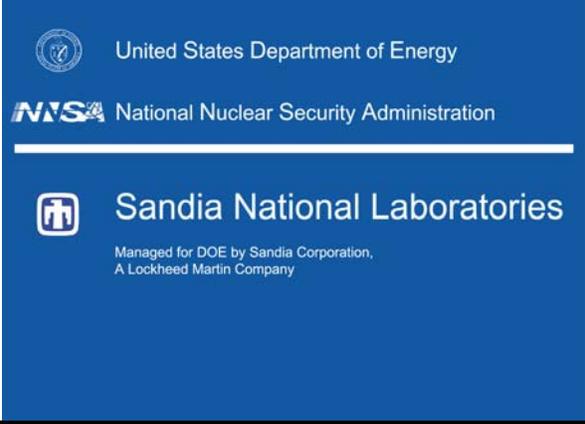
Point of Purchase Signs

ADA Compliant Signs

Machinery Templates

Your Sign Need

Solutions to Your Signage Needs

Site Identification		Sign Number: SID-ES1	
		Description:	
		All aluminum fabrication sign welded and ground smooth with 0.125" face panels. No exposed fasteners or channels.	
		Non-illuminated, double sided unit with PMS 280 (Blue), Acrylic enamel satin finish.	
		Matte white vinyl copy and graphics.	
Used for Sandia National Laboratories Site Location.		Reveal with silver metallic acrylic enamel satin finish.	
		Concrete foundation.	
TO PLACE AN ORDER: 1. Contact Building Manager. Building Manager will place order to FASTSIGNS 2. Provide detailed information about placement location and text designations. 3. <u>Do not</u> call or fax FASTSIGNS 4. <u>Do not</u> call or fax Order Form to JIT.		Sign Information:	
		Font: Helvetica Font Font Size: 7"	
		D.O.E.: Title and Logo	
		NNSA: Title and Logo	
		SNL: Title and Logo	
		Size: 123"x 172"x 18" Top portion: 42"x 172" Silver metallic reveal: 3"x 16"x 165" Bottom portion: 78"x 172x 18"	
Information Needed:		Price: \$19,757.88	
		Delivery: 45 Days	
Location to be Installed:		Tech Area:	
Building Manager:		Proposed Location:	
Requester:		Name:	
Project/Task:		Organization:	
Approving Manager: For Projects over \$25K, customers need manager approval. No signature needed.		Building Number:	
		Room Number:	
		Project: Task:	
		Name:	
		Organization:	

Installation: Provide detailed drawings, upon site selection.

Facility Identification Sign		Sign Number: SID-ES2	
		Description:	
		All aluminum fabrication sign welded and ground smooth with 0.125" face panels. No exposed fasteners or channels.	
		Non-illuminated, double sided unit with PMS 280 (Blue), Acrylic enamel satin finish.	
		Matte white vinyl copy and graphics.	
		Reveal with silver metallic acrylic enamel satin finish.	
		Sign Information:	
Used for Sandia National Laboratories Facility Identification. A ground-mounted sign used to designate larger buildings or groups of buildings.		Font: Helvetica Font Font Size: 4"	
TO PLACE AN ORDER: 1. Contact Building Manager. Building Manager will place order to FASTSIGNS 2. Provide detailed information about placement location and text designations. 3. <u>Do not</u> call or fax FASTSIGNS 4. <u>Do not</u> call or fax order form to JIT.		DOE: Title and Logo	
		NNSA: Title and Logo	
		SNL: Title and Logo	
		Size: 58.5"x 81"x 12" Top portion: 19"x 81"x 12" Silver metallic reveal: 10"x 75"x 3" Bottom portion: 36.5"x 81"x 12"	
		Price: \$4,736.72	
		Delivery: 45 Days	
Information Needed:			
Building Identification: (Building Name and Number)			
Location to be Installed:		Tech Area: Proposed Location:	
Building Manager:		Name: Phone:	
Requester:		Name: Organization: Building Number: Room Number:	
Project/Task:		Project: Task:	
Approving Manager: For Projects over \$25K, customers need manager approval. No signature needed.		Name: Organization:	

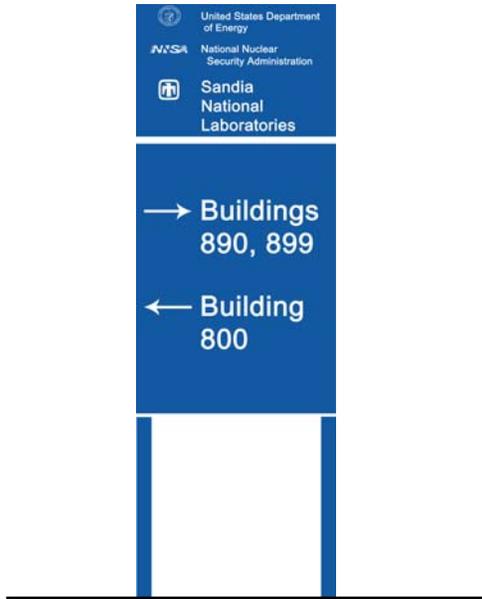
Installation: Refer to SNL Architectural Standard Drawing, AE5034STD.

Primary-Traffic Directional Sign		Sign Order Number: SID-ES3	
		Description:	
		All aluminum fabrication sign welded and ground smooth with 0.090" face panels and 4" square posts. No exposed fasteners or channels.	
		Non-illuminated, double sided unit with PMS 280 (Blue), Acrylic enamel satin finish.	
		Matte white vinyl copy and graphics.	
		Sign Information:	
<p>Used for Sandia National Laboratories Vehicular Traffic Directional Sign with Areas, Buildings, Gates and Arrows. (No Program designations)</p>		Font: Helvetica Font Font Size: 4"	
<p><u>TO PLACE AN ORDER:</u></p> <ol style="list-style-type: none"> Contact Building Manager. Building Manager will place order to <i>FASTSIGNS</i> Provide detailed information about placement location and text designations. <u>Do not</u> call or fax <i>FASTSIGNS</i> <u>Do not</u> call or fax order form to JIT. 		D.O.E.: Title and Logo	
		NNSA: Title and Logo	
		SNL: Title and Logo	
		Size: 84"x 56 3/8"x 4" Sign portion: 54 3/4"x 56 3/16" x 4" Posts: 29.24"x 4" (Between sign and ground)	
		Price: \$1,518.82	
		Delivery: 45 Days	
Information Needed:			
Sign Text: (Text Information)			
Location to be Installed:		Tech Area: Proposed Location:	
Building Manager:		Name: Phone:	
Requester:		Name: Organization: Building Number: Room Number:	
Project/Task:		Project: Task:	
Approving Manager: For Projects over \$25K, customers need manager approval. No signature needed.		Name: Organization:	

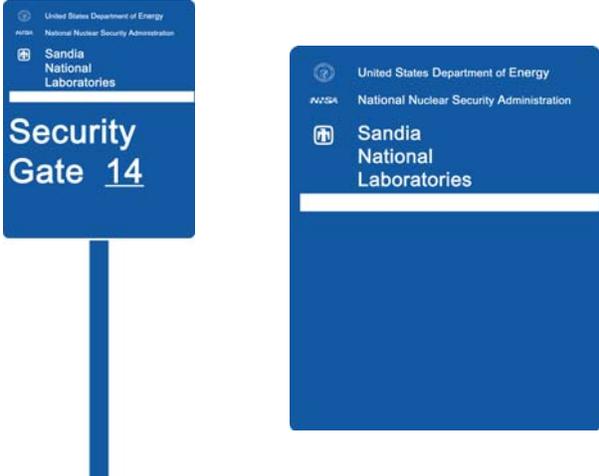
Installation: Refer to SNL Architectural Standard Drawing, AE5034STD.

Secondary-Traffic Directional Sign		Sign Number: SID-ES4
		Description:
		All aluminum fabrication sign welded and ground smooth with 0.080" face panels and 2" square posts. No exposed fasteners or channels.
		Non-illuminated, double sided unit with PMS 280 (Blue), Acrylic enamel satin finish.
		Matte white vinyl copy and graphics.
		Applied vinyl silver metallic bar.
		Sign Information:
Used for Sandia National Laboratories Vehicular Traffic Directional Sign with Area, Buildings, Programs and Arrows in Secondary Locations.		Font: Helvetica Font Font Size: 3"
<u>TO PLACE AN ORDER:</u>		D.O.E: Title and Logo
<ol style="list-style-type: none"> 1. Contact Building Manager. Building Manager will place order to <i>FASTSIGNS</i> 2. Provide detailed information about placement location and text designations. 3. <u>Do not</u> call or fax <i>FASTSIGNS</i> 4. <u>Do not</u> call or fax order form to JIT. 		NNSA: Title and Logo
		SNL: Title and Logo
		Size: 78"x 30"x 2.25" Sign portion: 50"x 30"x 2.25" Posts: 28"x 2.25" (Between sign & ground)
		Price: \$1,157.06
		Delivery: 45 Days
Information Needed:		
<u>Building Identification:</u> (Name and Number)		
<u>Program Designation:</u>	Program Name:	
<u>Location to be Installed:</u>	Tech Area: Proposed Location:	
<u>Building Manager:</u>	Name: Phone:	
<u>Requester:</u>	Name: Organization: Building Number: Room Number:	
<u>Project/Task:</u>	Project:	Task:
<u>Approving Manager:</u> For Projects over \$25K, customers need manager approval. No signature needed.	Name: Organization:	

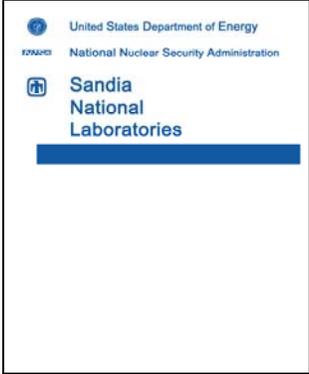
Installation: Refer to SNL Architectural Standard Drawing, AE5034STD.

Site Directional Sign		Sign Number: SID-ES5	
		Description:	
		All aluminum fabrication sign welded and ground smooth with 0.080" face panels with and 2" square posts. No exposed fasteners or channels.	
		Non-illuminated, double sided unit with PMS 280 (Blue), Acrylic enamel satin finish.	
		Matte white vinyl copy and graphics.	
		Applied vinyl silver metallic bar.	
		Sign Information:	
		Font: Helvetica Font Font Size: 3"	
		D.O.E.: Title and Logo	
		NNSA: Title and Logo	
		SNL: Title and Logo	
Size: 78"x 30"x 2.25" Sign portion: 62"x 30"x 2.25" Posts: 16"x 2.25" (Between sign & ground)			
Price: \$1,173.85			
Delivery: 45 Days			
Used for Sandia National Laboratories Pedestrian Site Directional Sign with Areas, Buildings, Site Programs and Arrows.		Information Needed:	
TO PLACE AN ORDER:			
<ol style="list-style-type: none"> Contact Building Manager. Building Manager will place order to FASTSIGNS. Provide detailed information about placement location and text designations. <u>Do not</u> call or fax FASTSIGNS. <u>Do not</u> call or fax order form to JIT. 			
Building Identification: (Name and Number)			
Program Designation:		Program Name:	
Location to be Installed:		Tech Area: Proposed Location:	
Building Manager:		Name: Phone:	
Requester:		Name: Organization: Building Number: Room Number:	
Project/Task:		Project: Task:	
Approving Manager: For Projects over \$25K, customers need manager approval. No signature needed.		Name: Organization:	

Installation: Refer to SNL Architectural Standard Drawing, AE5034STD.

Pole Mounted, Surface Mounted Information/Regulatory Sign		Sign Number: SID-ES6
		Description: Aluminum sign blanks, PMS 280 (Blue), Acrylic enamel satin finish. Text to be matte white vinyl or enamel white screen for large quantities Applied vinyl silver metallic bar.
Used for Sandia National Laboratories Informational and Regulatory Signs.		Sign Information: Font: Helvetica Font Font Size: 2-1/2"
<u>TO PLACE AN ORDER:</u> 1. Contact Building Manager. Building Manager will place order to <i>FASTSIGNS</i> 2. Provide detailed information about placement location and text designations. 3. <u>Do not</u> call or fax <i>FASTSIGNS</i> 4. <u>Do not</u> call or fax order form to JIT.		D.O.E.: Title and Logo
		NNSA: Title and Logo
		SNL: Title and Logo
		Size: Sign portion: 20"x 16" Pole: 120" Posts: 70" (Between sign & ground)
		Price: Pole mounted: \$225.00 Surface mounted: \$81.20
		Delivery: 45 Days
<u>Information Needed:</u>		
<u>Info/Regulatory Information:</u>		
<u>Location to be Installed:</u>	Tech Area: Proposed Location:	
<u>Building Manager:</u>	Name: Phone:	
<u>Requester:</u>	Name: Organization: Building Number: Room Number:	
<u>Project/Task:</u>	Project: Task:	
<u>Approving Manager:</u> For Projects over \$25K, customers need manager approval. No signature needed.	Name: Organization:	

Installation: Refer to SNL Architectural Standard Drawing, AE5034STD.

Pole Mounted, Surface Mounted Miscellaneous Sign		Sign Number: SID-ES8	
		Description:	
		Aluminum sign blanks, White acrylic enamel satin finish.	
		Text to be matte blue vinyl or enamel blue screen for large quantities	
		Applied vinyl blue metallic bar.	
		Sign Information:	
		Font: Helvetica Font Font Size: 2-1/2"	
Used for Sandia National Laboratories Miscellaneous Signs.		D.O.E.: Title and Logo	
<u>TO PLACE AN ORDER:</u> 1. Contact Building Manager. Building Manager will place order to <i>FASTSIGNS</i> 3. Provide detailed information about placement location and text designations. 3. <u>Do not</u> call or fax <i>FASTSIGNS</i> 4. <u>Do not</u> call or fax order form to JIT.		NNSA: Title and Logo	
		SNL: Title and Logo	
		Size: Sign portion: 18"x 12" Pole: 120" Posts: 70" (Between sign & ground)	
		Price: Pole mounted: \$225.00 Surface mounted: \$81.20	
		Delivery: 45 Days	
<u>Information Needed:</u>			
<u>Info/Regulatory Information:</u>			
<u>Location to be Installed:</u>		Tech Area: Proposed Location:	
<u>Building Manager:</u>		Name: Phone:	
<u>Requester:</u>		Name: Organization: Building Number: Room Number:	
<u>Project/Task:</u>		Project: Task:	
<u>Approving Manager:</u> For Projects over \$25K, customers need manager approval. No signature needed.		Name: Organization:	

Installation: Refer to SNL Architectural Standard Drawing, AE5034STD.

Pole Mounted, Surface Mounted Regulatory Sign		Sign Number: SID-ES9
		Description:
		Aluminum sign blanks, PMS 280 (Blue), Acrylic enamel satin finish.
		Text to be matte white vinyl or enamel white screen for large quantities.
		ES9 Symbols and Traffic Control Devices shall be accepted International colors only.
		Sign Information:
		Font: Helvetica Font Font Size: 2-1/2"
		Size: Sign portion: 20"x 16" Pole: 120" Posts: 70" (Between sign & ground)
Used for Sandia National Laboratories Regulatory Signs.		Price: Pole mounted: \$225.00 Surface mounted: \$81.20
		Delivery: 45 Days
<u>TO PLACE AN ORDER:</u>		
<ol style="list-style-type: none"> 1. Contact Building Manager. Building Manager will place order to <i>FASTSIGNS</i> 2. Provide detailed information about placement location and text designations. 3. <u>Do not</u> call or fax <i>FASTSIGNS</i> 4. <u>Do not</u> call or fax order form to JIT. 		
<u>Information Needed:</u>		
<u>Regulatory Information:</u>		
<u>Location to be Installed:</u>	Tech Area: Proposed Location:	
<u>Building Manager:</u>	Name: Phone:	
<u>Requester:</u>	Name: Organization: Building Number: Room Number:	
<u>Project/Task:</u>	Project:	Task:
<u>Approving Manager:</u> For Projects over \$25K, customers need manager approval. No signature needed.	Name: Organization:	

Installation: Refer to SNL Architectural Standard Drawing, AE5034STD.

Secondary Building Identification		Sign Number: SID-ES10	
<h1>6585</h1>		Description:	
		Reverse channel numbers fabricated from 10-gauge face and 22-gauge return, Paint-LOK.	
Used for Sandia National Laboratories Building Identification.		Acrylic enamel satin finish or Brushed aluminum	
		Color to be determined by building color scheme.	
TO PLACE AN ORDER: 1. Contact Building Manager. Building Manager will place order to FASTSIGNS . 2. Provide detailed information about placement location and text designations. 3. <u>Do not</u> call or fax FASTSIGNS . 4. <u>Do not</u> call or fax order form to JIT.		12" Building numbers typical, for one & two story buildings.	
		To be placed with a clear line of sight for direct deliveries, visitor orientation and emergency personnel.	
		Sign Information:	
		Font: Helvetica Font	
		Price: \$550.00	
		Delivery: 45 Days	
Information Needed:			
Building Number:			
Location to be Installed:		Tech Area: Proposed Location:	
Building Manager:		Name: Phone:	
Requester:		Name: Organization: Building Number: Room Number:	
Project/Task:		Project: Task:	
Approving Manager: For Projects over \$25K, customers need manager approval. No signature needed.		Name: Organization:	

Secondary Building Identification		Sign Number: SID-ES11	
<h1>6585</h1>		Description:	
		Reverse channel numbers fabricated from 10-gauge. Face and 22-gauge return, Paint-LOK.	
Used for Sandia National Laboratories Building Identification		Acrylic enamel satin finish or Brushed aluminum	
		Color to be determined by building color scheme.	
TO PLACE AN ORDER: 1. Contact Building Manager. Building Manager will place order to FASTSIGNS 2. Provide detailed information about placement location and text designations. 3. <u>Do not</u> call or fax FASTSIGNS 4. <u>Do not</u> call or fax order form to JIT.		16" Building numbers typical, for three stories and above.	
		To be placed with a clear line of sight for direct deliveries, visitor orientation and emergency personnel.	
		Sign Information:	
		Font: Helvetica Font	
		Price: \$600.00	
		Delivery: 45 Days	
Information Needed:			
Building Number:			
Location to be Installed:		Tech Area: Proposed Location:	
Building Manager:		Name: Phone:	
Requester:		Name: Organization: Building Number: Room Number:	
Project/Task:		Project: Task:	
Approving Manager: For Projects over \$25K, customers need manager approval. No signature needed.		Name: Organization:	

Date: January 1, 2004
From: Roy M. Hertweck, Corporate Architect
Matthew Jude Brito, Systems Architect
Sandia National Laboratories
Subject: **Procedure for Ordering Standard SNL-NM Interior Signs**

JIT Sign Contract:

SNL has contracted with **FASTSIGNS** (on Menaul & Wyoming ONLY) to provide standard signs on a JIT System. Purchase orders to obtain Standard Signs are not required- this saves time and expense.

Interior Sign Policy:

The SNL policy for new interior signs is that customers may request directly to **FASTSIGNS** through the JIT system. This policy will be applied to Building Directory, Conference Room, Personnel, Office, Room, Management, Organization, Lab, and Restroom signs. This policy has been adopted to enhance the interior building appearance as well as the consistency of interior signs. Interior signs are designated for specific use based on the appropriateness of setting, size and content.

Returns:

Signs are not returnable. If you place an order, and **FASTSIGNS** makes a mistake, it is their responsibility to correct it at no charge. If you make a mistake in ordering, it is your responsibility to correct it and pay for the error.

Ordering:

1. Complete appropriate Order Form for Sign(s) needed.
2. Fax Order Form to **FASTSIGNS** at: 505-292-4447 or email at menaul@fastsigns.com
3. If you have questions, contact **FASTSIGNS** at: 505-292-4444
4. **Do not** call or fax order form to JIT.

Delivery & Installation:

Delivery is established by the number of days specified on each Sign Order Form.

The Directory and Conference Room Signs will be installed by **FASTSIGNS**. All other signs will be mailed and installed by you, unless requested for installation by **FASTSIGNS**.

Mounting Options:

Please indicate option on form at time of order.

Double Stick Tape: For use on *Hard Wall Offices and Corridors*

Magnet: For use on *Steel Walls and Corridors.*

Velcro: For use on *Systems Furniture*

Desk Sign Holder: Available for *Desk and Counter*

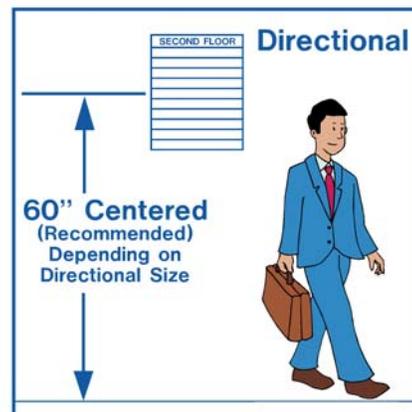
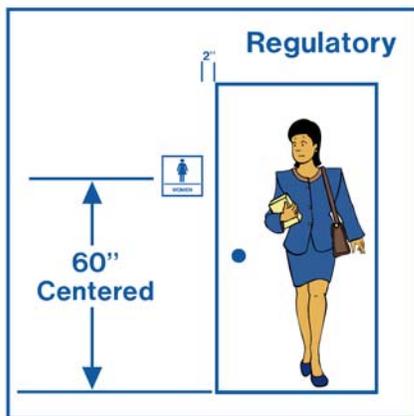
Installation Guidelines:

General: Do not mount signs on doors. Measure sign location. Do not “eyeball”.

Corridors, Private Offices, Labs: Mount center of sign 5’ 0” (60”) above the Floor. Mount signs on the wall of the latch side of the door. Mount signs 2” from doorframe edge.

Open Office Partitions: Mount signs 1” down from top trim and 2” from edge trim, next to opening. Do not mount on trim.

PLEASE REMOVE ALL NON-STANDARD SIGNS WHEN NEW SIGNS ARE INSTALLED.



FASTSIGNS.

8400 Menaul Blvd. N.E. Ste. C
Albuquerque, New Mexico 87112

Sandia National Laboratory JIT Contractor

Standard SNL Interior Signs

General Information:

Contractor/Supplier:

FASTSIGNS.

8400 Menaul Blvd. N.E. Suite C
Albuquerque, New Mexico 87112
Sign Contractor

Contractor Coordinator:

Victoria French

Telephone Number:

505-292-4444

Fax Number:

505-292-4447

E-Mail:

menaul@fastsigns.com

Sandia Contract Rep.(SCR):

Jeff Miller

Sandia Contract Admin. (SCA):

Catherine Benavidez

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Banners

Dimensional Letters

Extruded Aluminum Signage

Ready to Apply Lettering

Award Plaques

Multi-Language Signage

Window Graphics

Vehicle Graphics

Yard & Site Signs

Exhibits & Displays

Illuminated Signs

Wall Plaques

Full Color Graphics

Digital Imaging

Point of Purchase Signs

ADA Compliant Signs

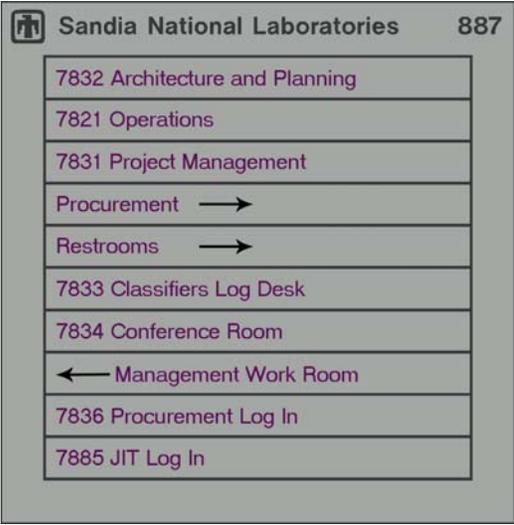
Machinery Templates

Your Sign Need

Solutions to Your Signage Needs

Just Call, Email or Fax Us Your Requests

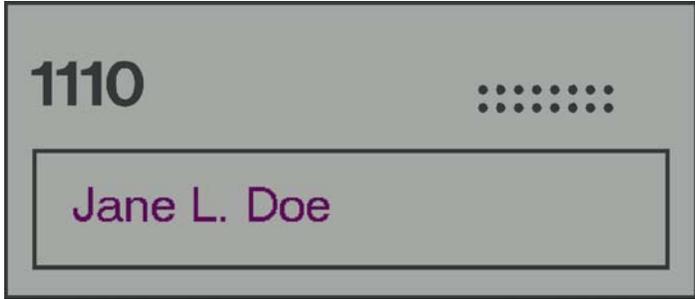
(505) 292-4444/Fax (505) 292-4447

Building Directory			Sign Number: SIB-IS1		
			Description: Lettered header with SNL Title, Logo, and building number. 10 Lettered inserts, more lines available as required. Frame: Graphite Blue Header: White vinyl Inserts: Slate Grey text on Light Grey Size: 18 5/16" x 18" Price: \$331.00 (approx.-Installed)		
Used for Sandia National Laboratories lobby or main entry areas. For replacement inserts-see SIA-IS7.			Delivery: 45 days for standard frame, all others will require additional delivery time.		
Bldg. #:	Quantity:	Text:	Attachment:		
			Tape	Magnet	Velcro
		Insert #1:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		Insert #2:			
		Insert #3:			
		Insert #4:			
		Insert #5:			
		Insert #6:			
		Insert #7:			
		Insert #8:			
		Insert #9:			
		Insert #10:			
JIT Order Information:			TO PLACE AN ORDER:		
Requester: Name: Phone: Organization: Mail Stop: Phone #: Fax #: Building Number: Room Number:			Complete Form and Fax or Email: FASTSIGNS 8400 Menaul Blvd. NE, Suite C Albuquerque, NM, 87112 Phone: 292.4444 Fax: 292.4447 E-mail: manual@fastsigns.com		
Project/Task: Project: Task:					

Conference Room			Sign Number: SIB-IS2		
			Description:		
			Lettered header with room number and braille translation.		
			Header insert for "Conference Room" or other Text Window for 8 1/2" x 11" paper insert for scheduling information. In Use/Enter slider bar.		
			Frame: Graphite Blue		
			Header: White, tactile		
			Size: 14"x 11 3/4"		
Used for Sandia National Laboratories conference rooms.			Price: \$216.00 (approx.-Installed)		
			Delivery: 45 Days		
Room #:	Quantity:	Header Insert Text: (i.e. Conference Room)	Attachment:		
			Tape	Magnet	Velcro
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
JIT Order Information:			TO PLACE AN ORDER:		
Requester:			Complete Form and Fax or Email:		
Name:			<i>FASTSIGNS</i> 8400 Menaul Blvd. NE, Suite C Albuquerque, NM, 87112 Phone: 292.4444 Fax: 292.4447 E-mail: menaul@fastsigns.com		
Phone:					
Organization:					
Mail Stop:					
Phone #:					
Fax #:					
Building Number:					
Room Number:					
Project/Task: Project: Task:					

Room/ Personnel

Sign Number: SIB-IS4



Description:

Lettered header with room number and braille translation.

One (1) lettered insert for personnel name or other text.

Frame: Graphite Blue

Header: White, tactile

Insert: Slate Grey text on Light Grey

Size: 4 1/2"x 8 3/4"

Price: \$40.00 (approx.)

Delivery: 45 Days

Use for Sandia National Laboratories single offices or cubicles with an assigned room number. Also may be used for other room identification, such as copier room storage, etc...
For replacement inserts-see SIA-IS8.

Room #: **Insert Text:**

Quantity:

Attachment:

Tape

Magnet

Velcro

			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

JIT Order Information:

TO PLACE AN ORDER:

Requester:

Name:

Phone:

Organization:

Mail Stop:

Phone #:

Fax #:

Building Number:

Room Number:

Project/Task: Project: Task:

Complete Form and Fax or Email:

FASTSIGNS

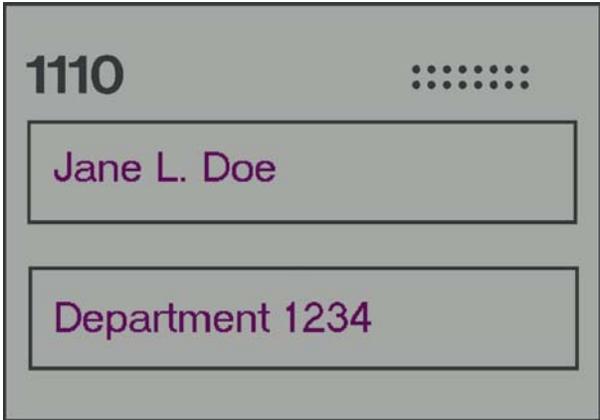
8400 Menaul Blvd. NE, Suite C

Albuquerque, NM, 87112

Phone: 292.4444

Fax: 292.4447

E-mail: menaul@fastsigns.com

Management/Organization/Lab**Sign Number: SIB-IS4A****Description:**

Lettered header with room number and braille translation.

Two (2) lettered insert for personnel name, organization and number or other text.

Frame: Graphite Blue

Header: White, tactile

Insert: Slate Grey text on Light Grey

Size: 6 1/8"x 8 3/4"

Price: \$ 89.00 (approx.)

Delivery: 45 Days

Use for Sandia National Laboratories management offices, two or more person offices, or labs (where more than one line of text is needed) and there is a room number assigned. For replacement inserts-see SIA-IS8.

Room #:	Quantity:	Insert Text:	Attachment:		
			Tape	Magnet	Velcro
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

JIT Order Information:**TO PLACE AN ORDER:****Requester:**

Name:

Phone:

Organization:

Mail Stop:

Phone #:

Fax #:

Building Number:

Room Number:

Project/Task: Project: Task:

Complete Form and Fax or Email:***FASTSIGNS***

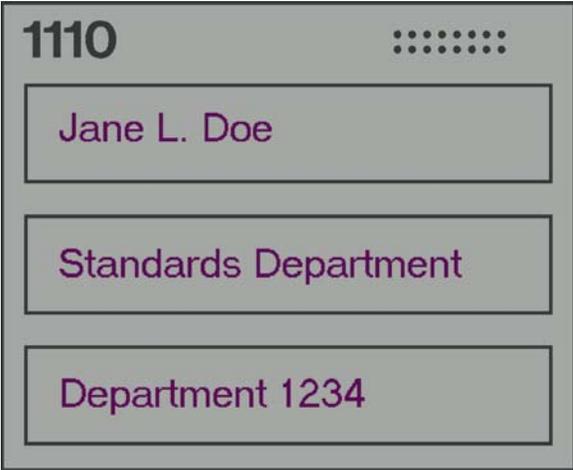
8400 Menaul Blvd. NE, Suite C

Albuquerque, NM, 87112

Phone: 292.4444**Fax:** 292.4447**E-mail:** menaul@fastsigns.com

Management/Organization/Lab

Sign Number: SIB-IS4B



Description:
 Lettered header with room number and braille translation.
 Three (3) lettered insert for personnel name, organization and number or other text.
Frame: Graphite Blue
Header: White, tactile
Insert: Slate Grey text on Light Grey
Size: 7 1/8"x 8 3/4"

Use for Sandia National Laboratories management offices, two or more person offices, or labs (where more than one line of text is needed) and there is a room number assigned. **For replacement inserts-see SIA-IS8.**

Price: \$ 118.00 (approx.)
Delivery: 45 Days

Room #:	Quantity:	Insert Text:	Attachment:		
			Tape	Magnet	Velcro
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

JIT Order Information:

TO PLACE AN ORDER:

Requester:
 Name:
 Phone:
 Organization:
 Mail Stop:
 Phone #:
 Fax #:
 Building Number:
 Room Number:

Complete Form and Fax or Email:

FASTSIGNS
 8400 Menaul Blvd. NE, Suite C
 Albuquerque, NM, 87112
Phone: 292.4444
Fax: 292.4447
E-mail: manual@fastsigns.com

Project/Task: Project: Task:

Management/Organization/Lab

Sign Number: SIB-IS5



Description:

Lettered header with room number and braille translation.

Four (4) lettered insert for personnel name, organization and number or other text.

Frame: Graphite Blue

Header: White, tactile

Insert: Slate Grey text on Light Grey

Use for Sandia National Laboratories management offices, two or more person offices, or labs (where more than one line of text is needed) and there is a room number assigned. **For replacement inserts-see SIA-IS8.**

Size: 8 3/4"x 8 3/4"

Price: \$ 147.00 (approx.)

Delivery: 45 Days

Room #:	Quantity:	Insert Text:	Attachment:		
			Tape	Magnet	Velcro
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

JIT Order Information:

TO PLACE AN ORDER:

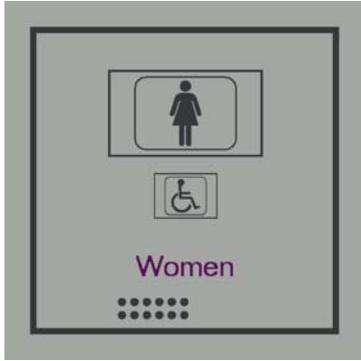
Requester:
Name:
Phone:
Organization:
Mail Stop:
Phone #:
Fax #:
Building Number:
Room Number:

Complete Form and Fax or Email:

FASTSIGNS
 8400 Menaul Blvd. NE, Suite C
 Albuquerque, NM, 87112
Phone: 292.4444
Fax: 292.4447
E-mail: menaul@fastsigns.com

Project/Task: Project: Task:

Management/Organization/Lab			Sign Number: SIB-IS5A		
			Description:		
			Lettered header with room number and braille translation.		
			Five (5) lettered insert for personnel name, organization & number or other text.		
			Frame: Graphite Blue		
			Header: White, tactile		
<p>Use for Sandia National Laboratories management offices, two or more person offices, or labs (where more than one line of text is needed) and there is a room number assigned. For replacement inserts-see SIA-IS8.</p>			Insert: Slate Grey text on Light Grey		
			Size: 10 3/8"x 8 3/4"		
			Price: \$ 162.00 (approx.)		
			Delivery: 45 Days		
Room #:	Quantity:	Insert Text:	Attachment:		
			Tape	Magnet	Velcro
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
JIT Order Information:			TO PLACE AN ORDER:		
Requester:			Complete Form and Fax or Email:		
Name:			<i>FASTSIGNS</i> 8400 Menaul Blvd. NE, Suite C Albuquerque, NM, 87112 Phone: 292.4444 Fax: 292.4447 E-mail: menaul@fastsigns.com		
Phone:					
Organization:					
Mail Stop:					
Phone #:					
Fax #:					
Building Number:					
Room Number:					
Project/Task: Project: Task:					

Restroom**Sign Number: SIA-IS6****Description:**

Lettered with gender symbol, ADA symbol and braille translation.

Frame: Graphite Blue

Symbol/Text: White, tactile

Size: 8 3/4"x 8 3/4"

Price: \$49.00 (approx.)

Used for Sandia National Laboratories men's and women's restrooms.

Delivery: 5 Days

Symbol:**Quantity:****Attachment:**

		<i>Tape</i>	<i>Magnet</i>	<i>Velcro</i>
MEN	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
WOMEN	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
RESTROOM	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
MEN (Non-Accessible)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
WOMEN (Non-Accessible)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
RESTROOM (Non-Accessible)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

JIT Order Information:**TO PLACE AN ORDER:****Requester:**

Name:

Phone:

Organization:

Mail Stop:

Phone #:

Fax #:

Building Number:

Room Number:

Project/Task: Project: Task:

Complete Form and Fax or Email:***FASTSIGNS***

8400 Menaul Blvd. NE, Suite. C
Albuquerque, NM, 87112

Phone: 292.4444

Fax: 292.4447

E-mail: menaul@fastsigns.com

Insert Replacement for Directional (IS1)		Sign Number: SIA-IS7	
<div style="border: 1px solid black; padding: 5px; width: fit-content; margin-bottom: 10px;">Jane L. Doe</div> <p>Use for replacing the plastic strip insert (in existing signs with frame), when names, organization numbers or information changes. <u>Replacement insert for SIB-IS1.</u></p>		Description:	
		One (1) lettered insert for directional information or other text.	
		Insert: Slate Grey text on Light Grey.	
		Size: 1 9/16"x 17 5/16"	
		Price: \$20.00 (approx.)	
		Delivery: 5 Days	
		Existing Insert: Text replacement on existing insert. Send insert with copy of order to Fastsigns.	
		Price: \$15.00 (approx.)	
		Delivery: 5 Days	
Insert Text:		Quantity:	Check if using Existing Insert:
			<input type="checkbox"/>
JIT Order Information:		TO PLACE AN ORDER:	
Requester:		Complete Form and Fax or Email:	
Name:		<i>FASTSIGNS</i> 8400 Menaul Blvd. NE, Suite C Albuquerque, NM, 87112 Phone: 292.4444 Fax: 292.4447 E-mail: menaul@fastsigns.com	
Phone:			
Organization:			
Mail Stop:			
Phone #:			
Fax #:			
Building Number:			
Room Number:			
Project/Task: Project: Task:			

Insert Replacement for Personnel, (IS3, IS4, IS4A, IS4B, IS5)		Sign Number: SIA-IS8			
<div style="border: 1px solid black; padding: 10px; text-align: center; width: fit-content; margin: 0 auto;"> <p style="font-size: 1.2em; color: purple;">Jane L. Doe</p> </div>		<i>Description:</i>			
		One (1) lettered insert for personnel name, organizational name and number or other text.			
<p>Use for replacing the plastic strip insert (in existing signs with frame), when names, organization numbers or information changes. <u>Replacement insert for SIB-IS3, IS4, IS5.</u></p>		Insert: Slate Grey text on Light Grey			
		Size: 1 3/8"x 8 1/2"			
		Price: \$ 15.00 (approx.)			
		Delivery: 5 Days			
		Existing Insert: Text replacement on existing insert. Send insert with copy of order to Fastsigns.			
		Price: \$10.00 (approx.)			
		Delivery: 5 Days			
		Insert Text:		Quantity:	Check if using Existing Insert:
					<input type="checkbox"/>
					<input type="checkbox"/>
			<input type="checkbox"/>		
			<input type="checkbox"/>		
			<input type="checkbox"/>		
			<input type="checkbox"/>		
			<input type="checkbox"/>		
JIT Order Information:		TO PLACE AN ORDER:			
Requester:		Complete Form and Fax or Email:			
Name:		<p><i>FASTSIGNS</i> 8400 Menaul Blvd. NE, Suite C Albuquerque, NM, 87112 Phone: 292.4444 Fax: 292.4447 E-mail: menaul@fastsigns.com</p>			
Phone:					
Organization:					
Mail Stop:					
Phone #:					
Fax #:					
Building Number:					
Room Number:					
Project/Task: Project: Task:					