Curtin University

INTERNAL SIGNAGE GUIDELINES

MAY 2020

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Directories			
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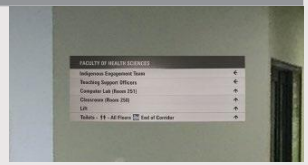
WW.1	Wayfinding - Wall Mounted	13	
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Sign Type	Description	Page	Image
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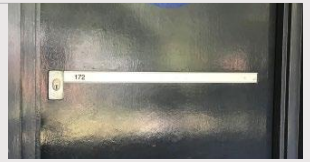
ID.1.1A	Identification - 1A (solid door with Latch)	15 & 16	
ID.1.1B	Identification - Type 1B (solid door with lock)	15 & 17	
ID.1.1C	Identification - Type 1C (glazed door with mullion)	15 & 18	
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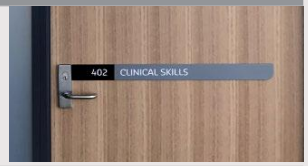
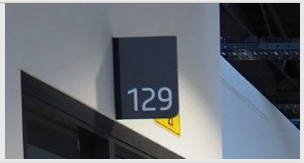
ID.2.1A	Identification - 1A (solid door with Latch)	26 & 27	
ID.2.1B	Identification - Type 1B (glazed door)	26 & 28	
ID.2.2	Identification - Type 2 (125 Lettering)	29	
IDC.2	Identification - Cantilevered	31	

Sign Type	Description	Page	Image
Facility Signage			
FW.2	Facility - Wall Mounted	32	
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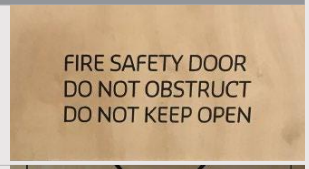
Statutory			
ST.2.1	Statutory - Type 1 (23mm)	36	
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OVERVIEW

The signage family has been designed to ensure sufficient flexibility, which will suit the majority of Curtin University signage requirements. These Internal Signage Guidelines were created to bring harmony, consistency and ensure quality construction replication to appropriately reflect the Curtin University brand image.

Sign Selection

The signage family has been designed to ensure sufficient flexibility, which will suit the majority of Curtin University signage requirements. The internal hierarchy proposed should provide a suitable selection for each user requirements.

The Signage Guideline standards were created to bring harmony, consistency and ensure quality construction replication to appropriately reflect the Curtin University brand image.

Project Specific

This document does not contain a the full list of signage installed at Curtin. If you can't find what you're looking for please contact :

Properties, Facilities and Development, Curtin University
(08) 9266 2020

Sign Location

Signs must be visible and legible for all users. Sign fixing heights play an important role in the legibility of information.

It is important signs are located where they will not cause any obstruction,
or be obscured.

The orientation of the sign will be specific to its purpose and location.

The success of this signage system will be reliant upon compliance with these signage guidelines, and appropriate masterplanning for each Campus.

Use of a Wayfinding Consultant

It is noted some interpretation of the signage design guidelines will be required to suit unique requirements of a particular project and may require the assistance from a qualified wayfinding consultant.

Refer to the Technical Stakeholder for Signage if you require contact details of Consultants who have worked for the University.

Materials, Finishes & Fixings

The signage design and material selection was carefully considered.

The finish of the sign face can have a significant impact on the legibility of information. The proximity of light sources to signs can also play an important role and gloss factors must be considered when specifying materials.

Good quality materials, finishes and fixtures should be selected to ensure longevity and a lasting quality appearance.

The nominated signage contractor must comply with the design intent drawings specified in this signage manual to ensure a consistent and high quality result. Any alteration or amendment to these drawings will require consultation and approval before production.

The signage family is a combination of non-proprietary and proprietary signage items. All internal proprietary signage items have been documented in the following pages.

Quality Assurance

Experience

> Signage contractors shall provide evidence that they have a minimum of 5 years experience, and are currently and regularly manufacturing signs similar to those specified in this Manual. Signage contractors will be required to demonstrate experience when quoting on project works.

Planning, Production & Installation

> Manufacturer's Product Data sheets and shop drawings shall be required for each item specified, for approval by Curtin University prior to fabrication.

> All items in schedules are to be checked. The signage contractor is to provide an updated message list for each sign, including exact room name, room number, graphic symbol (if any) and Braille (toilet signs only), and indicate the location of each sign on a floor plan.

> Samples shall be specifically required for non-specified products submitted as a substitution to the signage items documented (if approved by the project team).

> Signage items are to be installed at the correct heights documented in this signage manual. Any deviations due to service clashes are required to be approved prior to installation.

Delivery & Storage

All signage items must be stored and delivered in protective packaging. Replacement of damaged items will
be required.

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CURTIN LOGO

The corporate Curtin logo is a very important asset of the organisation. It provides a legal trademark and guarantee of quality for all the products and services that carry the mark. It is also the visual expression of the brand and as such must be valued and used in accordance with these signage guidelines.

The corporate logo is made up of two elements, locked together in a predefined arrangement:

1. The name 'Curtin University' within the black bar
2. The 'shield'

It should never be altered from its original format or embellished with other symbols or colours.

The minimum length the logo can be used is 25.

It is available electronically upon request from University Marketing, email: marketing@curtin.edu.au

>> Principle

The Curtin University logo typically appears in reverse on signage elements.

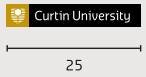
Curtin logo - Colour positive

1. The 'shield'
2. The name 'Curtin University' within the black bar

File Name

Logo_CurtinUni_PMS125.eps

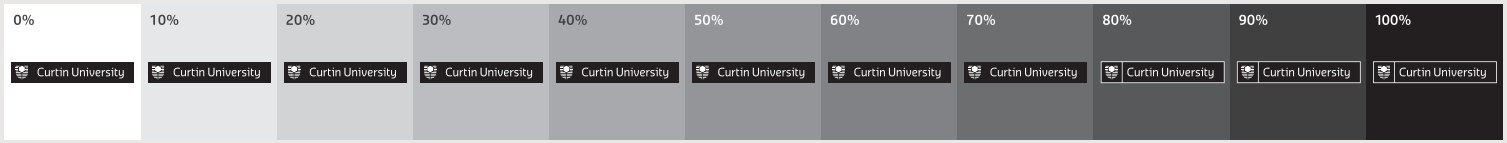
Minimum size: 25



Curtin logo - Colour positive with keyline

In some instances the Curtin full-colour keyline logo needs to be applied to differentiate the logo from the background.

1. The 'shield'
2. The name 'Curtin University' within the black bar



TYPOGRAPHY: SANSA SOFT PRO

The type family Curtin Sansa Soft Pro has been specially developed for use in marketing counications and signage by Curtin.

The Curtin Sansa Soft Pro normal has been selected for the primary content of all identification signage and projects the contemporary values of Curtin.

This typeface is elegant, practical and satisfies fully functional and connotative requirements. It is effective in signage and its clarity and legibility helps convey a distinctive corporate identity through its modern, sophisticated, elegant, international look. It is easily recognisable and expresses both practicality and humanism and complement contemporary design values.

Upper case and lower case are used to create a typographic hierarchy. Upper case is used for all headings, primary and secondary with operational information illustrated in lower case.

Curtin Sansa Soft Pro Normal is used on most signage applications.

>> Principle

Curtin Sansa Soft Pro Normal is used on signtypes within Signage Standard - 2.

Sansa Soft Pro Normal
abcdefghijklmnopqrstuvwxyz
ABCDEFGHIJKLMNOPQRSTUVWXYZ
1234567890 (&.,!?’]-%$*@

Sansa Soft Pro Bold
abcdefghijklmnopqrstuvwxyz
ABCDEFGHIJKLMNOPQRSTUVWXYZ
1234567890 (&.,!?’]-%$*@

TYPOGRAPHY: HELVETICA

>> Principle

Helvetica is used on signtypes within Signage Standard - 1

Helvetica
abcdefghijklmnopqrstuvwxyz
ABCDEFGHIJKLMNOPQRSTUVWXYZ
1234567890 (&.,!?’]-%$*@

Helvetica Bold
abcdefghijklmnopqrstuvwxyz
ABCDEFGHIJKLMNOPQRSTUVWXYZ
1234567890 (&.,!?’]-%$*@

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TYPOGRAPHY:
UNIVERS CONDENSED

>> Principle

Univers Condensed is used on signtypes within Signage Standard - 1

Univers Condensed
abcdefghijklmnopqrstuvwxyz
ABCDEFGHIJKLMNOPQRSTUVWXYZ
1234567890 (&.,!?’]-%$*@

Univers Bold Condensed
abcdefghijklmnopqrstuvwxyz
ABCDEFGHIJKLMNOPQRSTUVWXYZ
1234567890 (&.,!?’]-%$*@

ICONS

The following internationally recognised icons should appear uniformly throughout the Curtin University signage system.

Refer to the following pages for details relating to placement and sizing for each signtype.

Any new additional icons not shown opposite are required to be submitted to Curtin University for approval prior to use on any signage elements.

>> Principle

Only use a symbol if users will already know its meaning when they enter, without anyone needing to explain it.

Icons appear on signage with an outline to reveal the background colour of the sign.

Female

Male

All Gender

Parents Room

Accessible

Accessible

Female

Male

Shower

Lift

First Aid

Stair

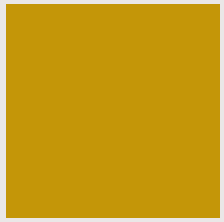
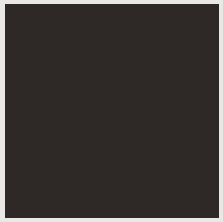
Mobility Scooter Parking

Baby Change

COLOUR

Whenever reproducing colour always refer to the appropriate colour specifications for the chosen media, relying on PANTONE chips or the current PANTONE colours standard listed in the latest edition of the PANTONE Colour Formula Guide to match colour.

The specifications here cover most print and on-screen requirements.

		Curtin Grey	**Curtin Gold**	**Curtin Black**	**White**
Spot Colour	Coated Paper Uncoated Paper	Pantone Cool Grey 8C Pantone Cool Grey 8U	Pantone 125C Pantone 125U	Pantone Process Black C Pantone Process Black U	White
Process Colour		C 0 M 0 Y 0 K 40	C 0 M 23.5 Y 100 K 27.5	C 0 M 0 Y 0 K 100	C 0 M 0 Y 0 K 0
RGB		R 145 G 146 B 150	R 181 G 140 B 10	R 61 G 51 B 43	
Web safe		Hex # 999999	Hex # B58B0B	Hex # 000000	
Dulux Colour (or match)		Flooded Gum PG2C3	Balsam Pear P16 F9	Black PG1 A9	Vivid White
Vinyl Colours		Calon Medium Grey 50	Calon Gold Metallic 04 OR Calon Imitation Gold 59	Calon Black 03 OR Matt Black 40	Calon Matt White Vinyl

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SIGNAGE STANDARD - 1

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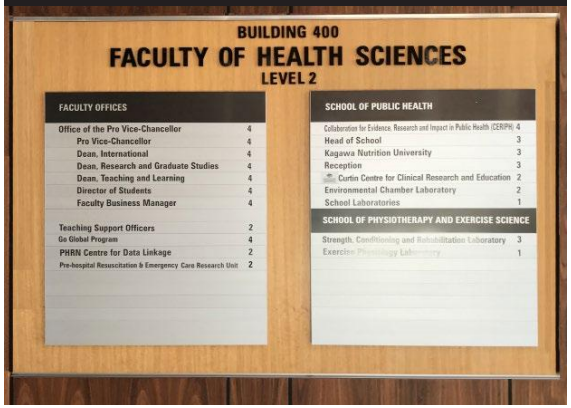
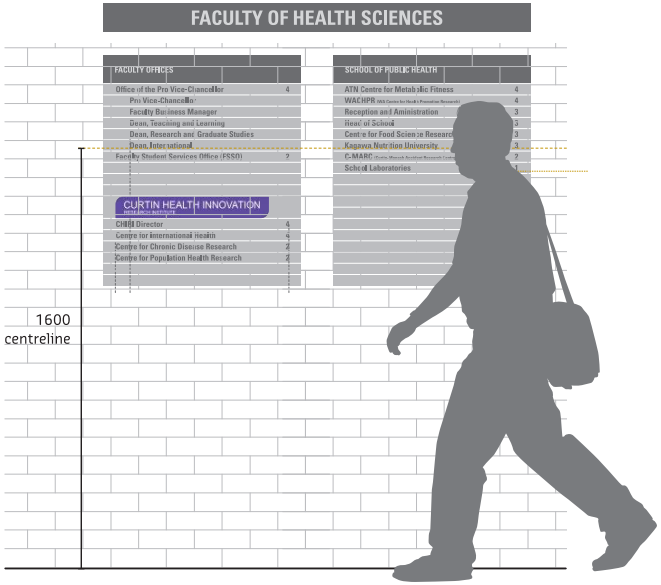
DR.1
DIRECTORY

Photo Reference





Installation Guide

Scale 1:20

Font
Univers Bold Condensed
86pt

Font
Univers Bold Condensed
210pt

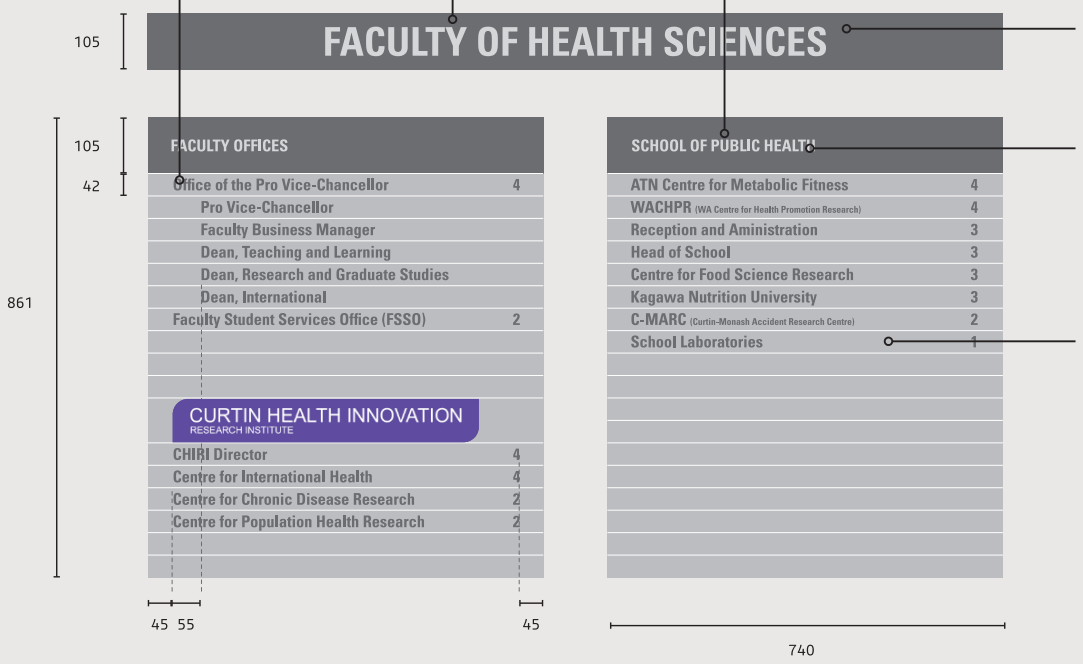
Font
Univers Bold Condensed
86pt

Optional Header

Charcoal Metallic background with Anodised Aluminium text showing through @55 high

Charcoal Metallic background with Anodised Aluminium text showing through @22 high

Charcoal Metallic vinyl text @22 high



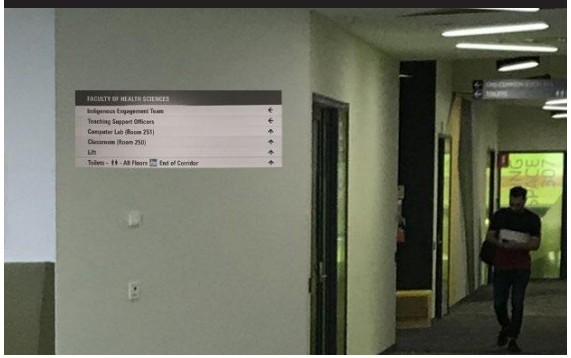
Front Elevation

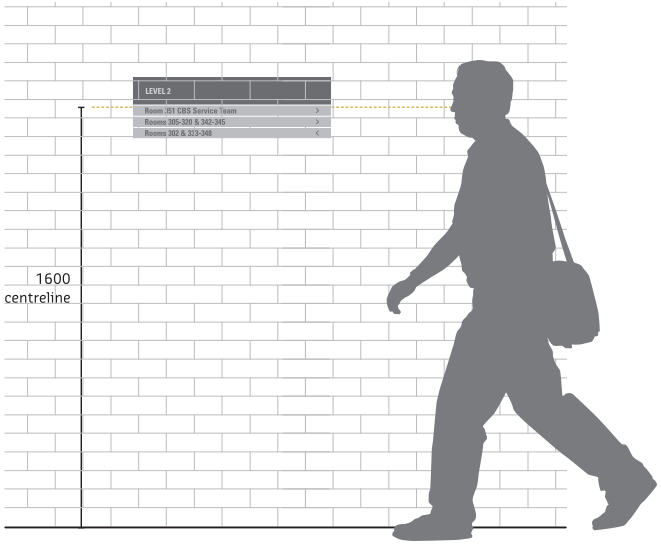
Scale 1:10

S2K Architectural Modular Series - 3000 Series Slats

WW.1
WAYFINDING - WALL MOUNTED

Photo Reference

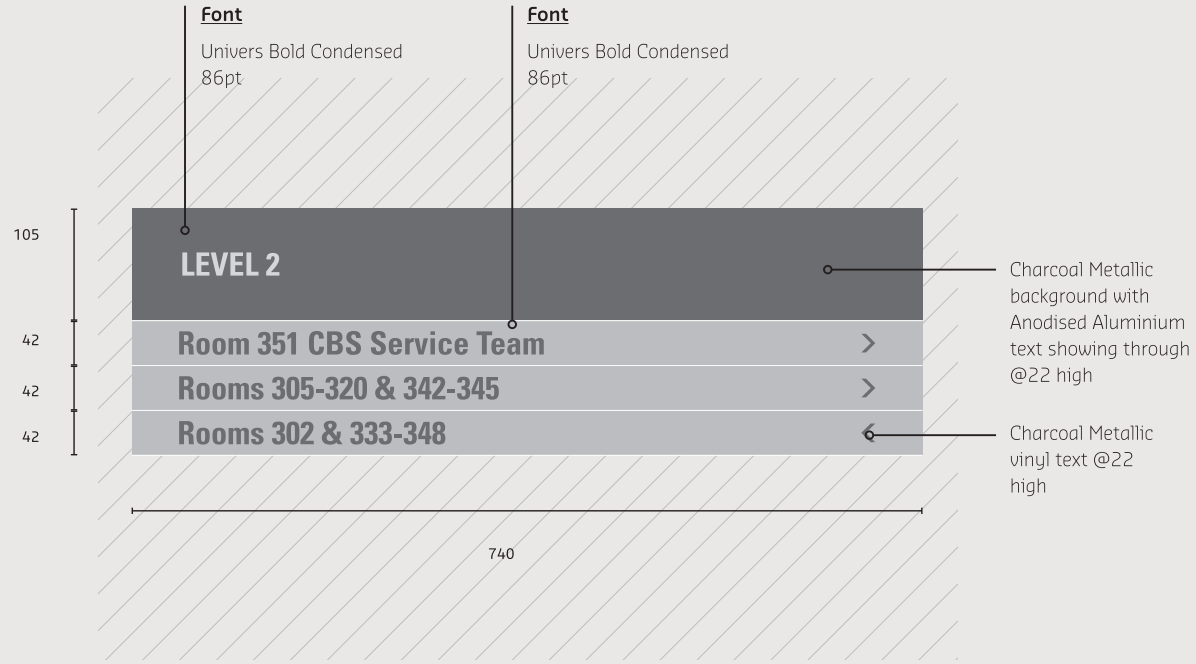




Installation Guide

Scale 1:20

Setup principle also applies to Type 1 Primary Directory



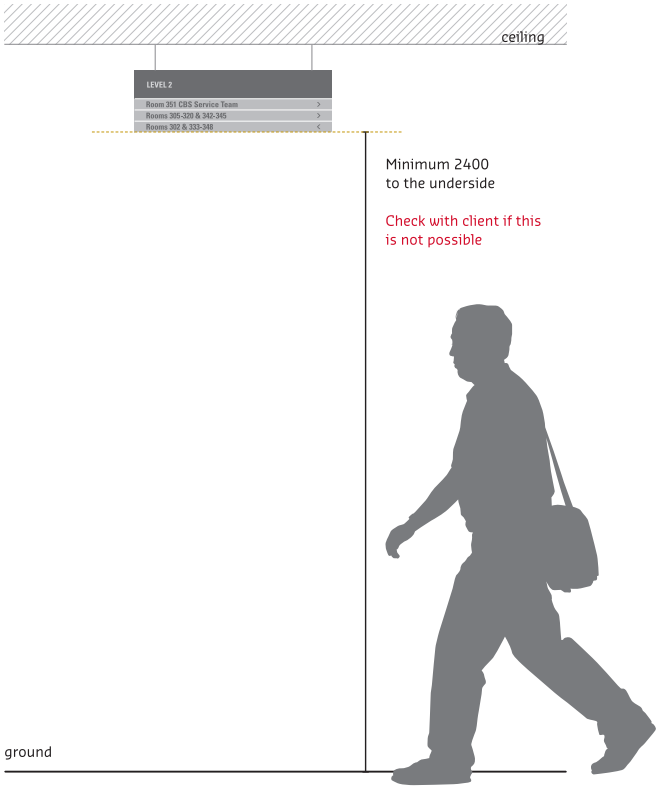
Front Elevation

Scale 1:5

S2K Architectural Modular Series - 3000 Series Slats

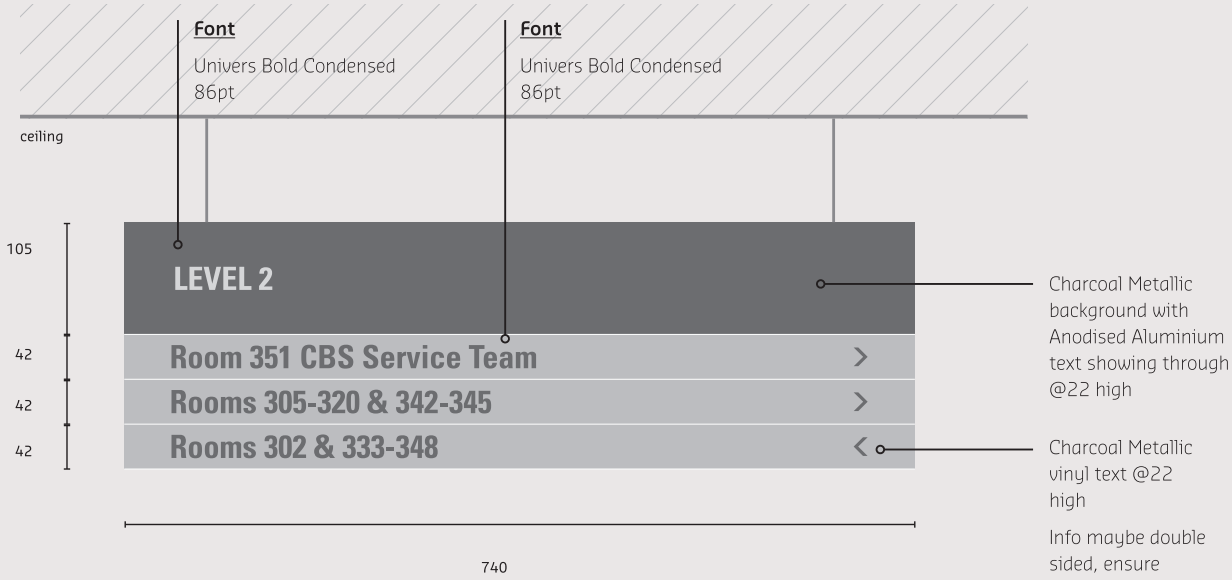
WS.1
WAYFINDING - SUSPENDED

Photo Reference



Installation Guide

Scale 1:20



Front Elevation

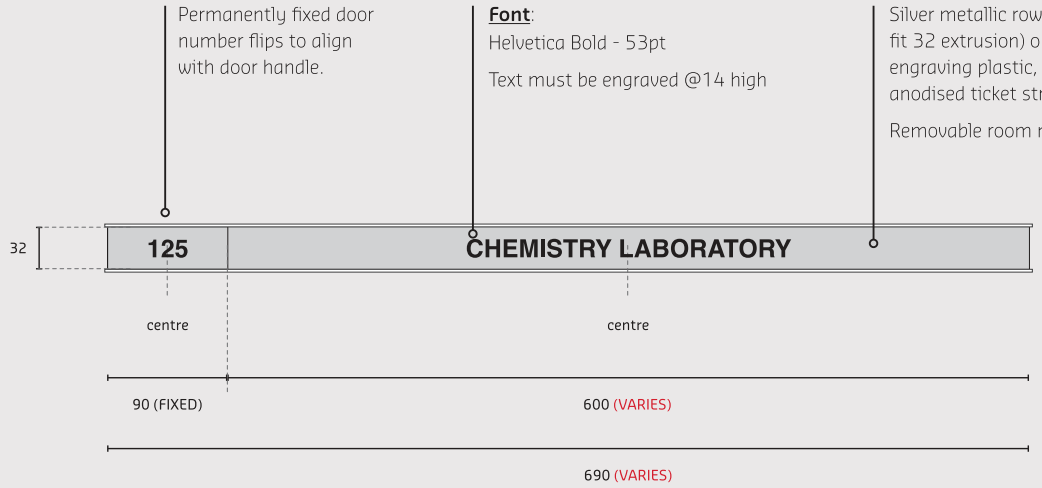
Scale 1:5

S2K Architectural Modular Series - 3000 Series Slats

ID.1.1
IDENTIFICATION (DOOR SLIDER)

Front Elevation - Left Aligned Handle

Scale 1:5



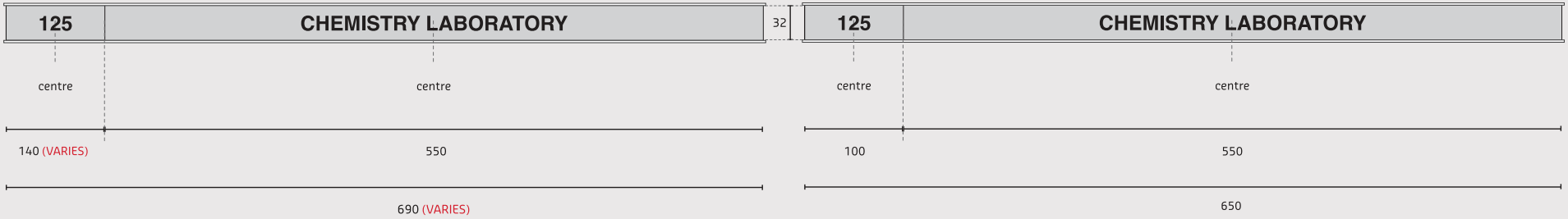
Not all the doors have the same length name plate holder. Confirm on site for each door application.

Version 1

This is the original set up and can be used for existing name plates when names only are changing.

Front Elevation - Right Aligned Handle

Scale 1:5



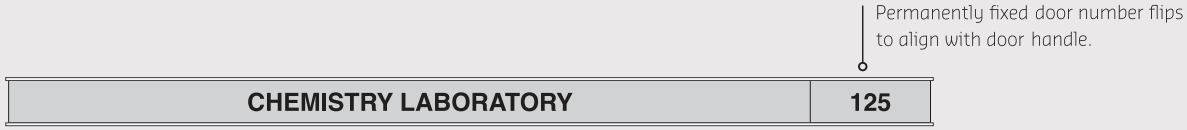
Not all the doors have the same length name plate holder. Confirm on site for each door application.

Version 2

Use when holder is existing and both number and name plate have been requested.

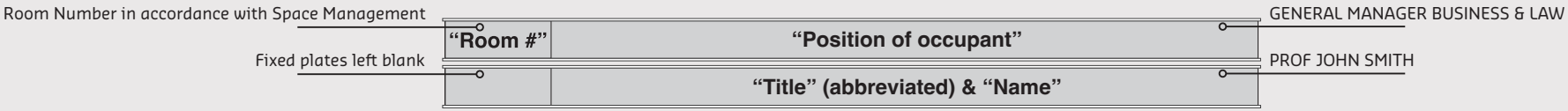
Version 3

Use when new holder, number and name plate are requested. If additional holder to existing set up is required, we will need to adjust to existing.

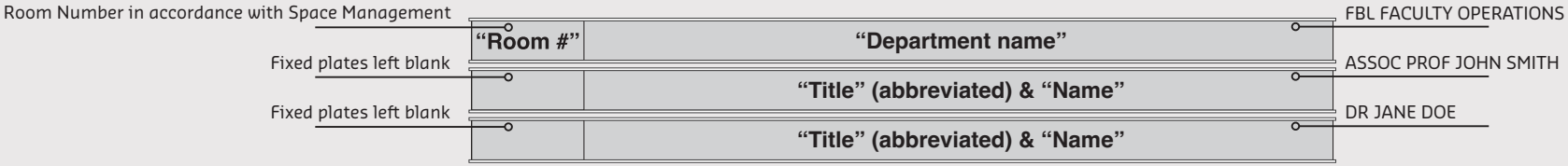


ID.1.1A
IDENTIFICATION (DOOR SLIDER)

Single Occupant Office



Multi Occupant Office

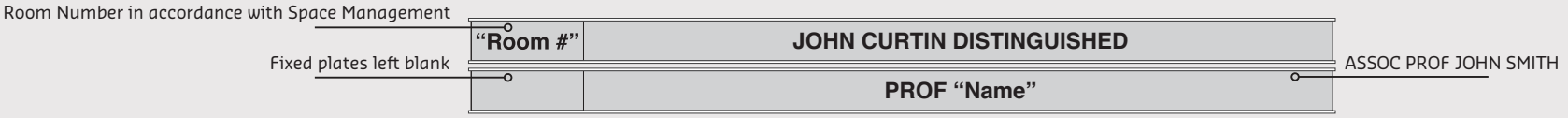


Abbreviations

Doctor	DR
Professor	PROF
Associate	ASSOC
Executive	EXEC

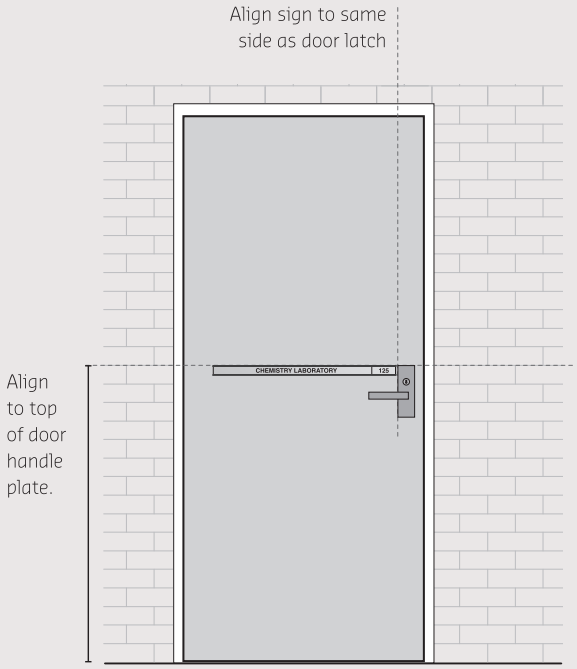
Do not use any punctuation marks such as . , ; : -

Exemption



ID.1.1B
IDENTIFICATION - TYPE 1B (SOLID DOOR WITH LATCH)

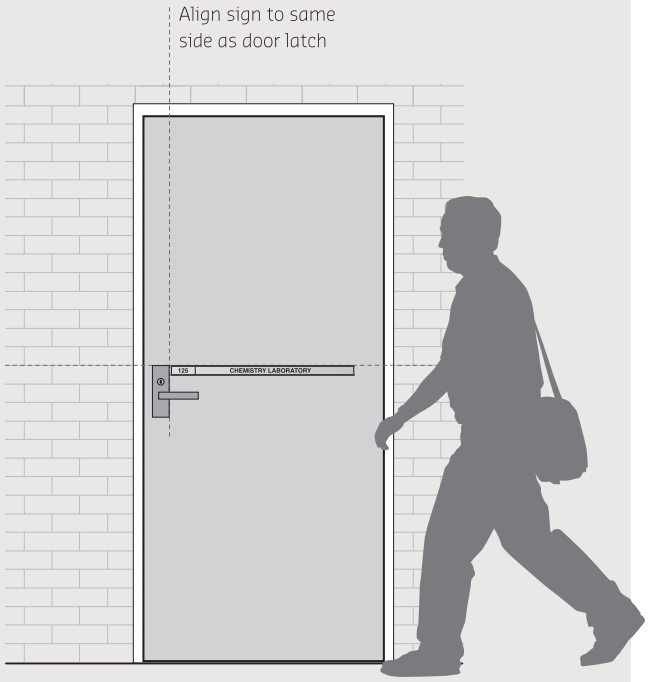
Photo Reference



Installation Guide: Right Aligned Handle

Scale 1:20

Example: Solid door with latch



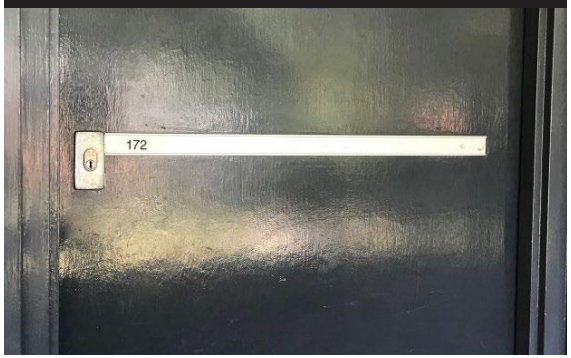
Installation Guide: Left Aligned Handle

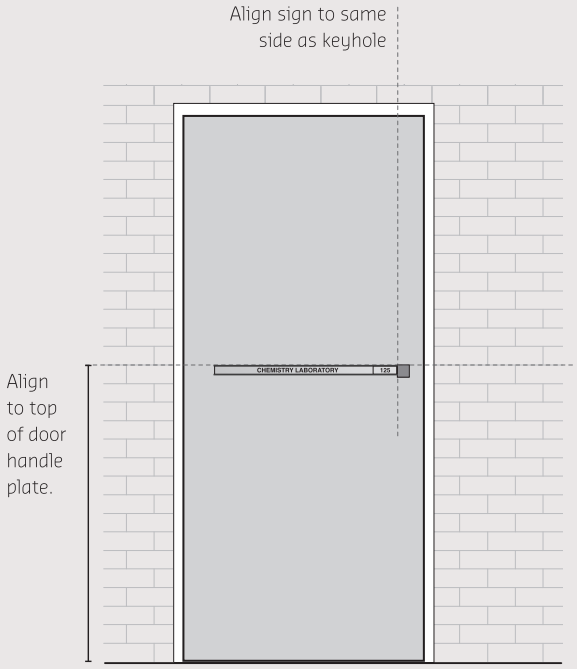
Scale 1:20

Example: Solid door with latch

ID.1.1C
IDENTIFICATION - TYPE 1C (SOLID DOOR WITH LOCK)

Photo Reference





Installation Guide: Right Aligned Handle

Scale 1:20

Example: Solid door with lock only

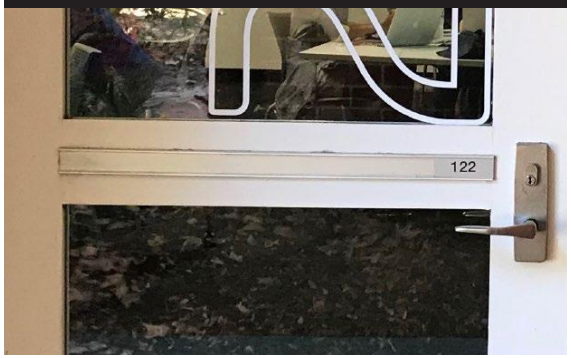
Installation Guide: Left Aligned Handle

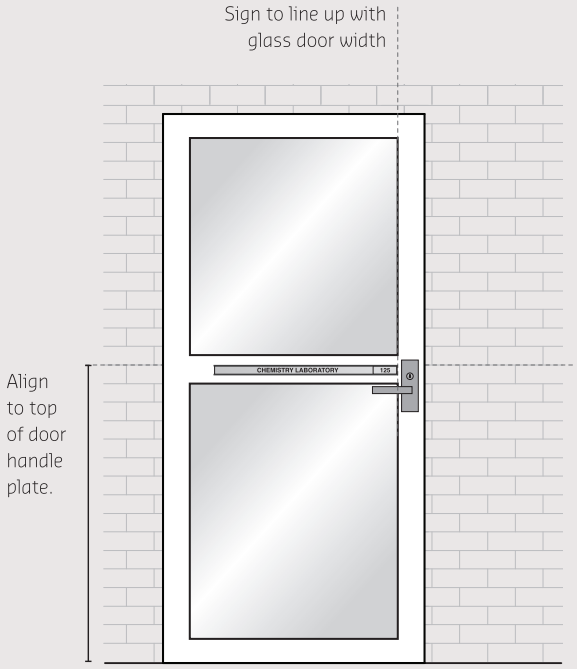
Scale 1:20

Example: Solid door with lock only

ID.1.1D
IDENTIFICATION - TYPE 1D (GLAZED DOOR WITH MULLION)

Photo Reference





Installation Guide: Right Aligned Handle

Scale 1:20

Example: Glazed door with mullion

Installation Guide: Left Aligned Handle

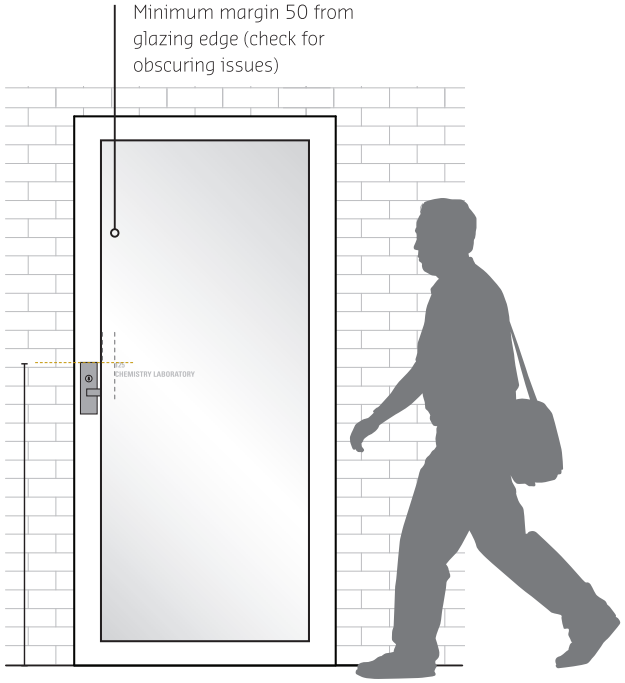
Scale 1:20

Example: Glazed door with mullion

Curtin University is a trademark of Curtin University of Technology

ID.1.2
IDENTIFICATION - TYPE 2 (VINYL GRAPHICS)

Photo Reference



Installation Guide

Scale 1:20

Vinyl graphic to line adjacent to door handle.
Adjust alignment when handle is on right / left side.

NOTE: Text will be specific to room or building.

Font

Univers Bold Condensed - 118pt

Front Elevation

Scale 1:2

Fabrication Specs

Graphics / text to be matt opaque white vinyl - 3M.

NOTE: if vinyl is applied to solid door adjust colour to ensure 30% contrast with background. Confirm with Client representative of any change.

RC.1
ROOM CAPACITY

Photo Reference

Installation Guide

Scale 1:20

Font

Helvetica Bold 70pt

300

150

Example only

Front Elevation - Layout A

Scale 1:2

Fabrication Specs

3mm clear acrylic panel

Reverse cut black vinyl letters backed with yellow vinyl - Primrose Yellow (Arlon).

Double sided tape to rear. Soft edges.

Font

Helvetica Bold 146pt

Capacity number to suit specific location. Confirm on site prior to production.

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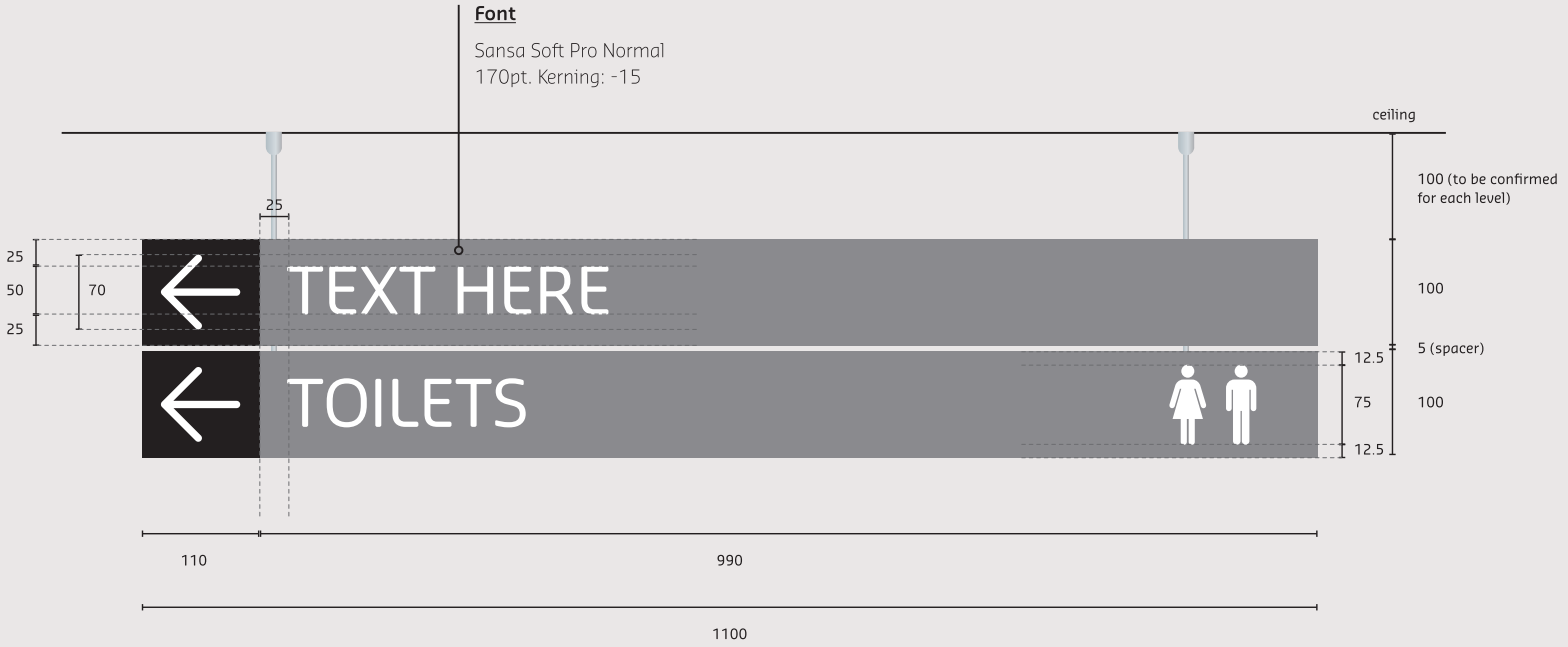
SIGNAGE STANDARD - 2

WS.2
WAYFINDING - SUSPENDED

Font

Sansa Soft Pro Normal
170pt. Kerning: -15



Front Elevation

Scale 1:5

Fabrication Specs

5 Aluminium panel (or equivalent), with fronts 2 pack painted to match Pantone Cool Grey 8.

Black and white vinyl lettering / arrow and icon details applied over sign panel.

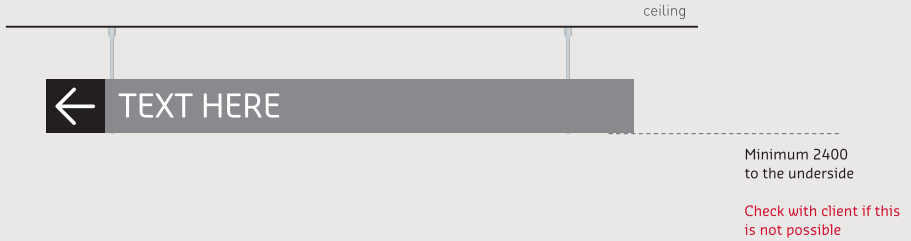
Signage to be suspended from ceiling with 1.5 stainless cable, with suitable 5 spacer between panels.

Contractor required to provide shop drawings of fixing methods.

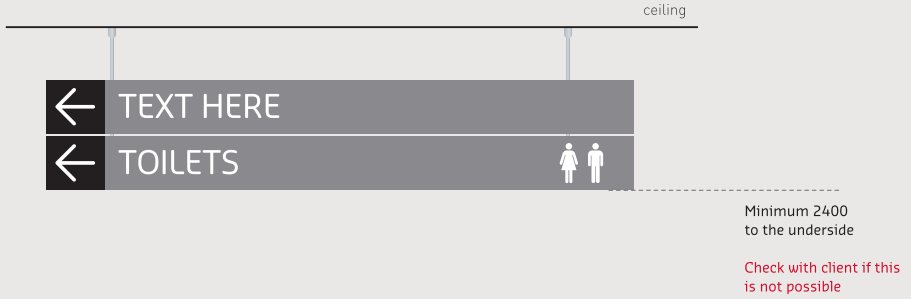
WS.2
WAYFINDING - SUSPENDED

Photo Reference

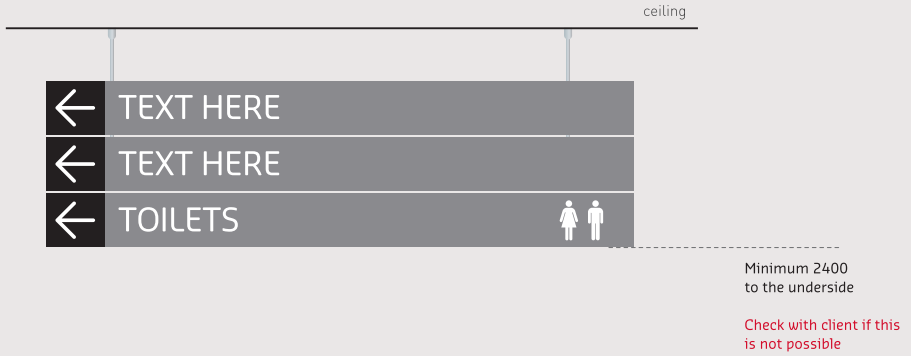
Single Panel Example



Double Panel Example



Triple Panel Example



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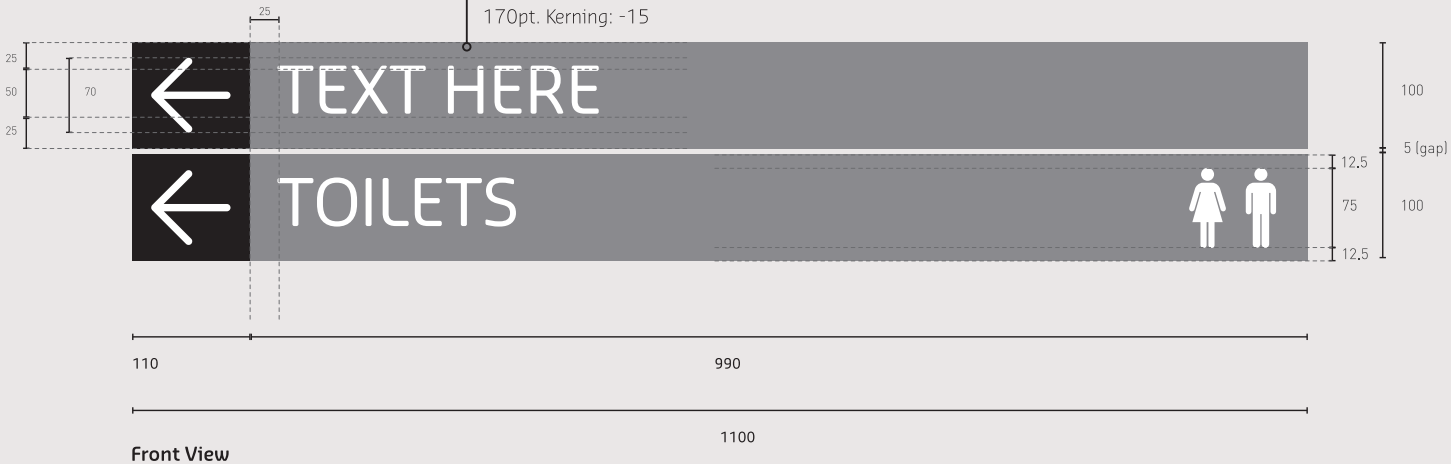
ww.2
WAYFINDING - WALL MOUNTED

Font

Sansa Soft Pro Normal
170pt. Kerning: -15



Front View

Side View

Back View

Elevations

Scale 1:5

Fabrication Specs

3 Aluminium panel (or equal equivalent), with all sides 2 pack painted to match Pantone Cool Grey 8.

Black vinyl to wrap top and bottom of sign for a neat finish. Satin Clear coat over.

3M matt cast white vinyl lettering / arrow and icon details applied over sign panel.

Signage to be wall mounted with 15 backing panel (inset 25 from all edges). Concealed fixings. Paint black.

5 gap between panels.

Contractor required to provide shop drawings of fixing methods.

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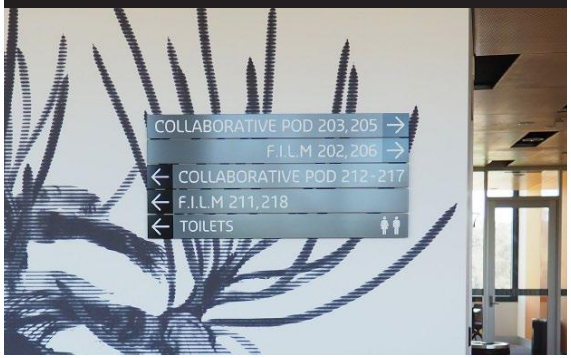
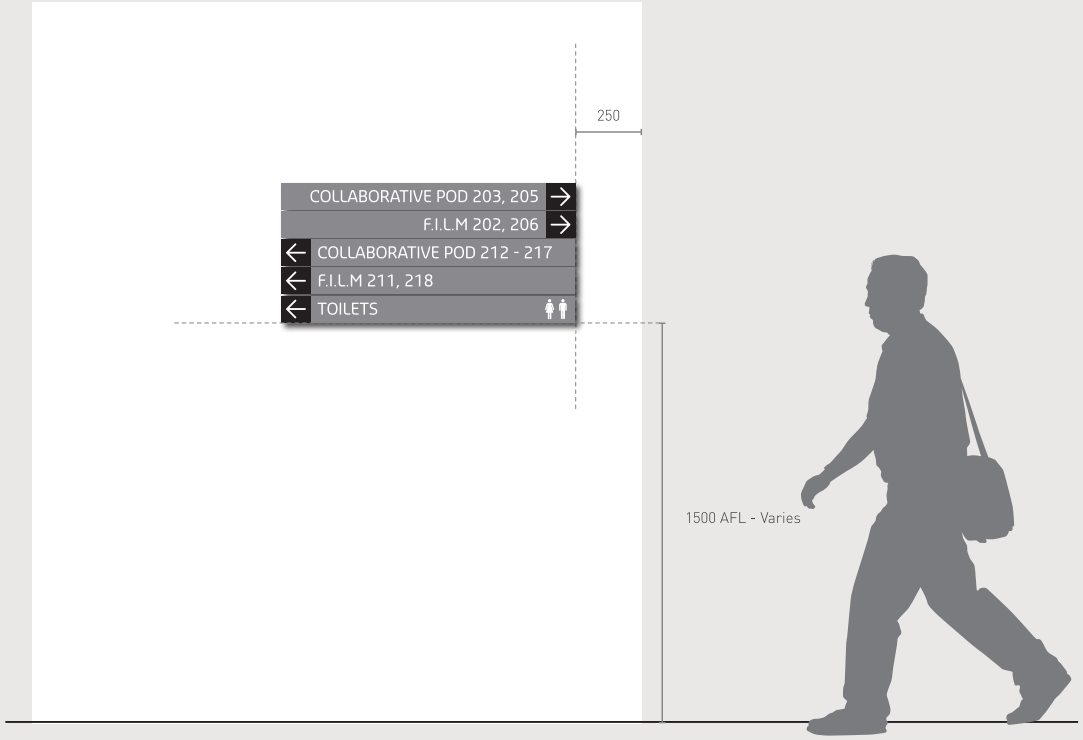
WW.2
WAYFINDING - WALL MOUNTED

Photo Reference

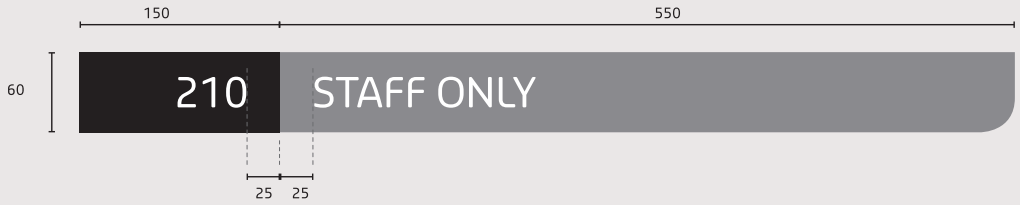




Installation Guide

Scale 1:20

ID.2.1
IDENTIFICATION - TYPE 1



Front Elevation: Layout A

Scale 1:4

Fabrication Specs

2 aluminium fabricated sign panel - cut to shape. Edges to be flush with no sharp edges. Corners rounded off.

2-pack paint background to match Pantone Cool Grey 8.

Blank band to be applied with black vinyl - wrap top and bottom of sign panel. Satin clear coat applied over to encapsulate black vinyl.

Graphics / text to be matt opaque white vinyl - 3M.

Font

Curtin Sansa Soft Pro Normal
All caps, 86pt, Tracking -15

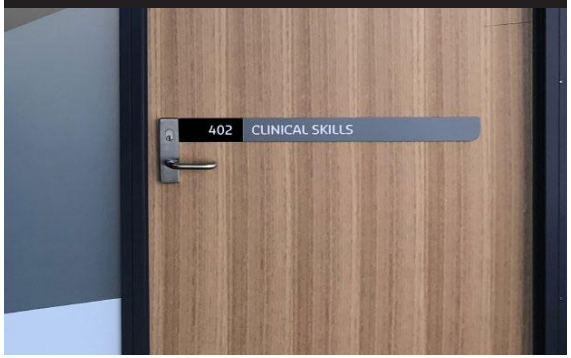
Front Elevation: Layout B

Scale 1:4

If no room number is required, delete number, but black panel remains

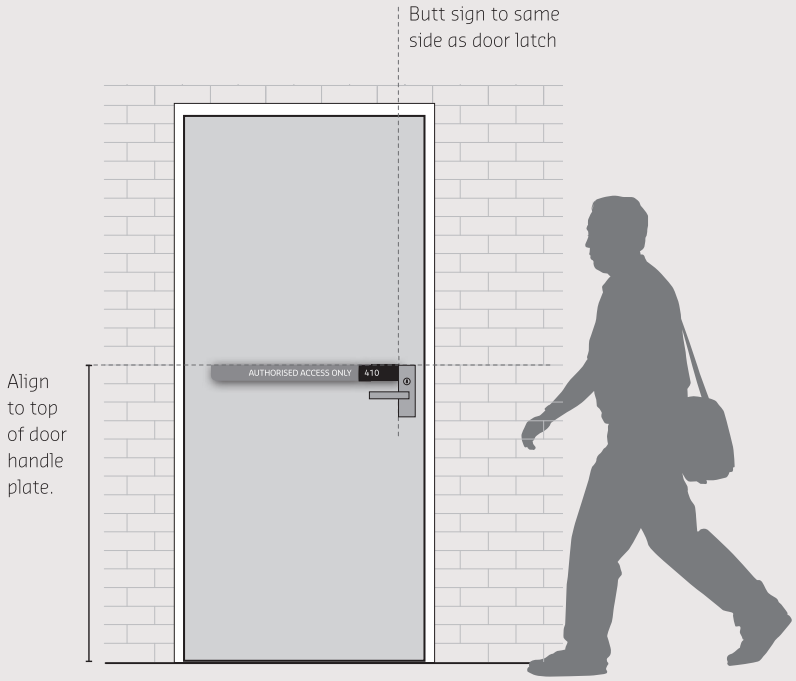
ID.2.1A
IDENTIFICATION - TYPE 1A (SOLID DOOR WITH LATCH)

Photo Reference



Double Panel Example

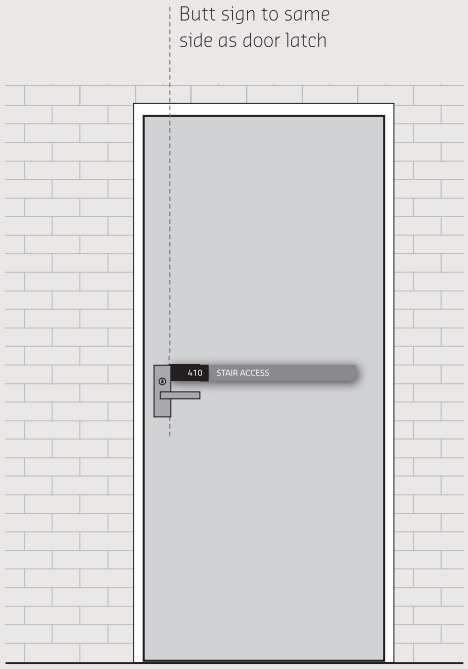
If TWO door plates are required provide a 10 space.
No room number required on lower panel.



Installation Guide: Right Aligned Handle

Scale 1:20

Example: Solid door with latch lock



Installation Guide: Left Aligned Handle

Scale 1:20

Example: Solid door with latch lock

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ID.2.1B
IDENTIFICATION - TYPE 1B (GLAZED DOOR)

Photo Reference

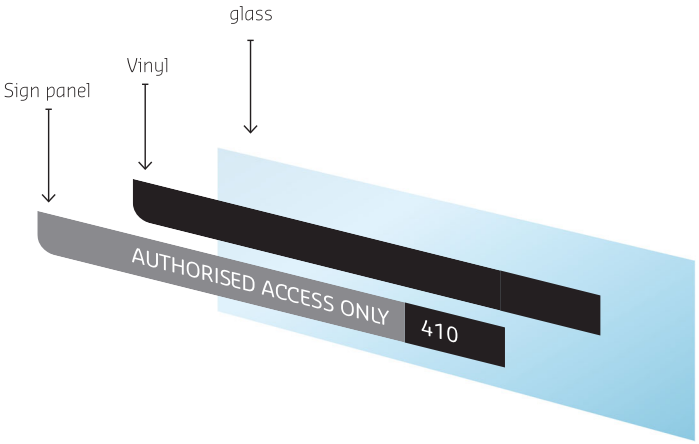
Double Panel Example

If TWO door plates are required provide a 10 space.
No room number required on lower panel.

Application to Glazing

When applied to glazing an extra layer of black vinyl is required to conceal all glue fixings from inside the room. Apply black vinyl, cut to shape, to the front of glass, with sign panel placed over (double layer).

Coordination of installation may be required with graphic film (where applicable).



Installation Guide: Right Aligned Handle

Scale 1:20

Example: Glazed door
Layout B should be aligned to the same side as the

Installation Guide: Left Aligned Handle

Scale 1:20

Example: Glazed door
Layout A should be aligned to the same

ID.2.2
IDENTIFICATION - TYPE 2 (125 LETTERING)

Photo Reference

Font

Curtin Sansa Soft Pro Normal - 470pt
Tracking -15

125

101

Front Elevation

Scale 1:1

Fabrication Specs

Room Number to be opaque matt white vinyl applied to outside of glazing - 3M.

Notes

Ensure correct text alignment when installing signage. Always refer to content schedule for notes, and locations plans for indicative placement. Confirm on site prior to install.

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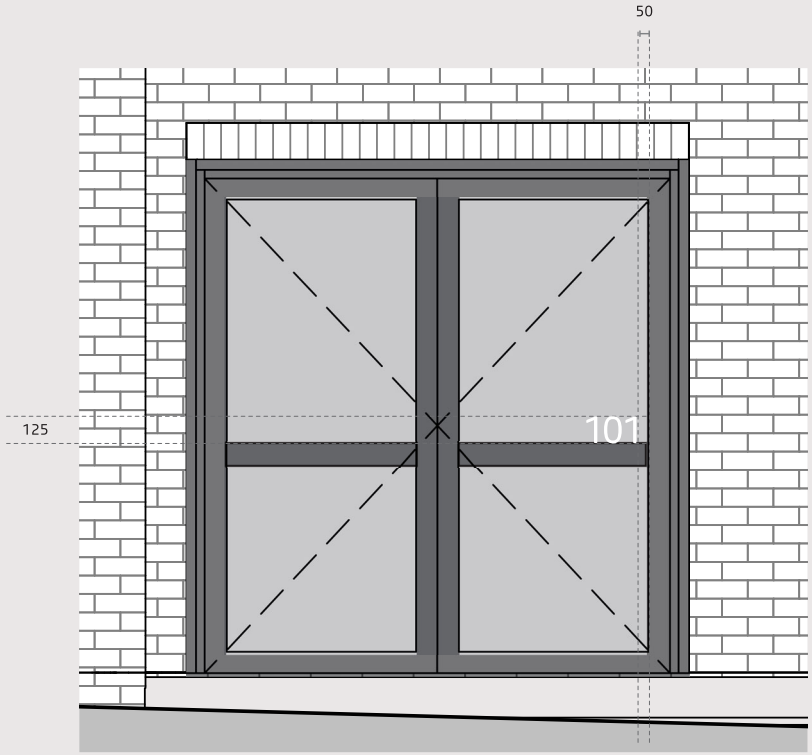
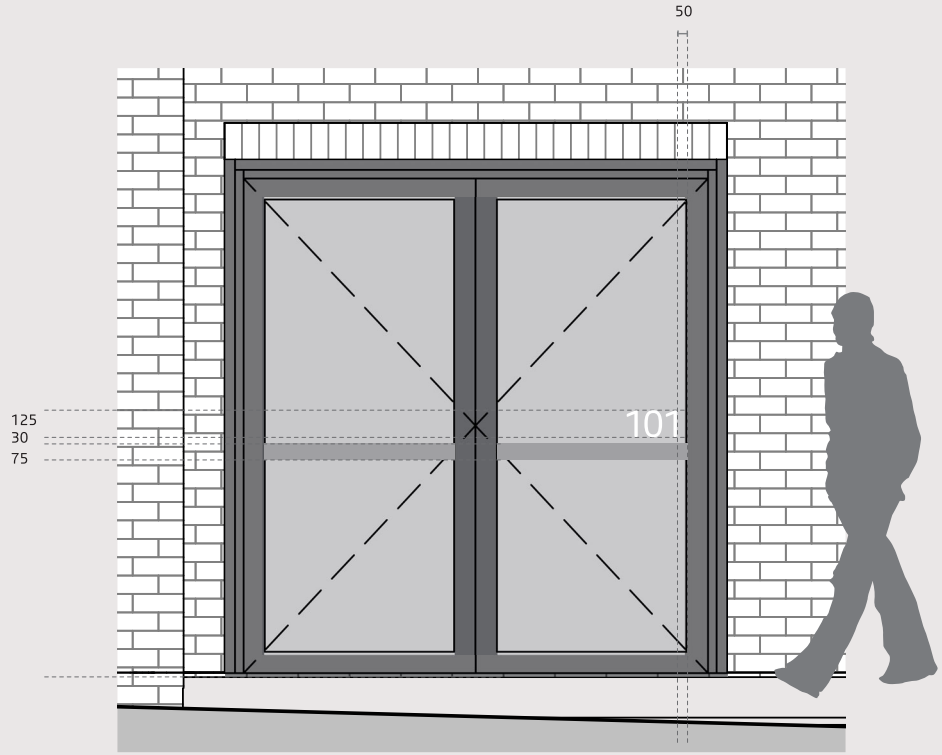
ID.2.2
IDENTIFICATION - TYPE 2 (125 LETTERING)



Installation Guide: Door with mid-rail

Install signage flush with mid-rail as per example



Installation Guide: Full Glazed Door

Install signage 30 above decal as per example

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IDC.2
IDENTIFICATION - CANTILEVERED ROOM NUMBER

Photo Reference

Fabrication Specs

10 acrylic fabricated sign panel. Edges to be mitred and flush with no sharp edges. Corners rounded off.

2-pack paint to match Pantone Cool Grey 8 and Pantone Process Black C (Dulux colour Black PG1A9) with pearl effect satin finish (to edge & bracket details - both sides).

Graphics / text to be matt opaque white vinyl - 3M

Accessible blue to match Pantone 2945 with white icon / text if required

Black "L shaped" aluminium bracket fixed to wall with concealed fixings. All screws to be countersunk and colour-matched. Additional black strip required to conceal fixings on Side B. Signage fabricator to confirm fixing method, and provide shop drawings for approval.

Height above floor level to align with top of door frames.

FW.2
FACILITY - WALL MOUNTED

Photo Reference

Fabrication Specs

2 acrylic fabricated sign panel. Edges to be mitred and flush with no sharp edges. Corners rounded off.

Raised Braille tactile membrane applied with colours to match Pantone Cool Grey 8 and to match Pantone Process Black C (Dulux colour Black PG1A9) with pearl effect satin finish.

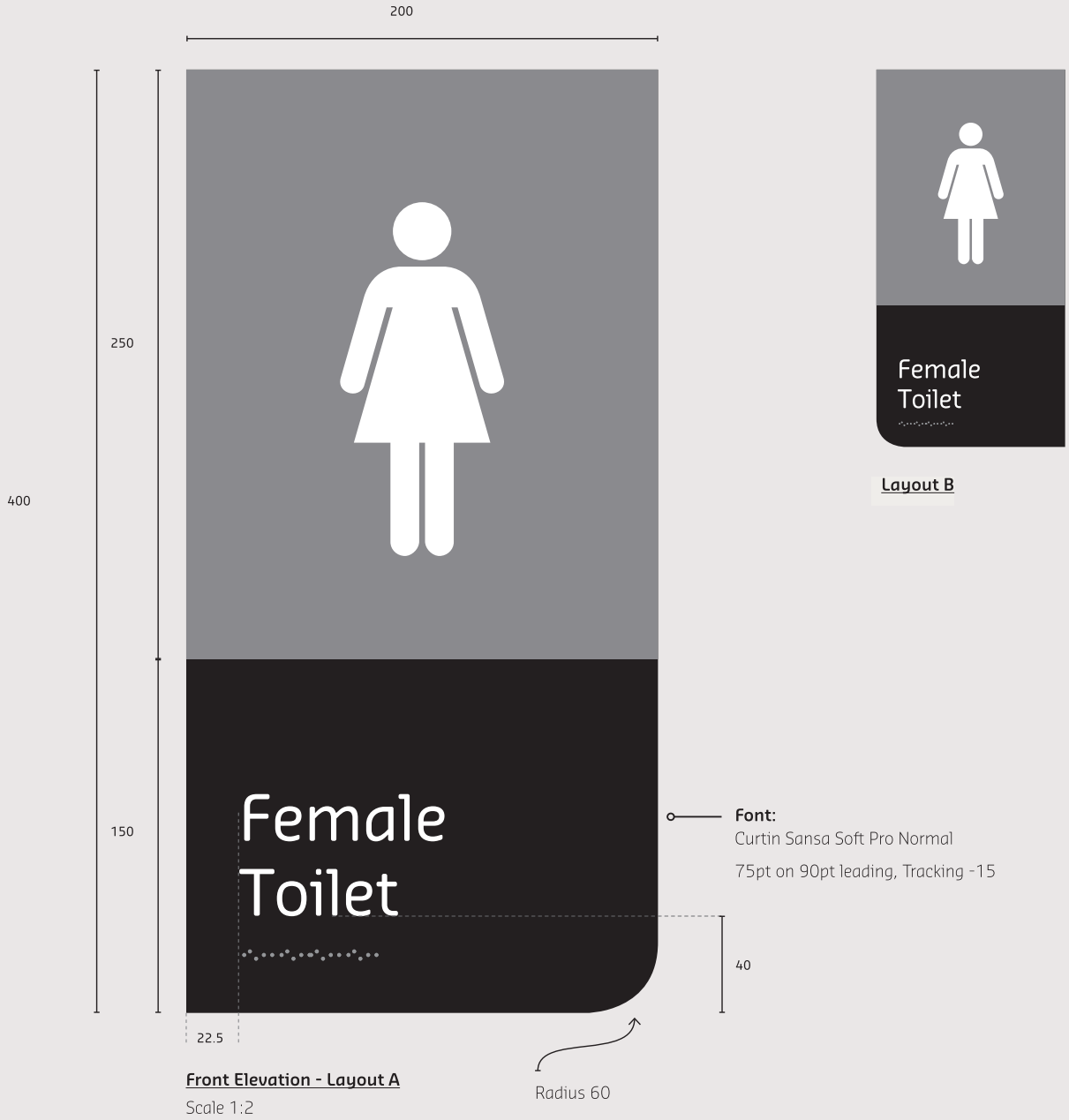
Accessible blue to match blue B21 ultramarine with white icon / text if required

Correct braille to be inserted in all instances.

Text to be upper and lower case and aligned left.

Colours to be prototyped and approved prior to construction. Colour to be tested under ambient light conditions on site.

Signage contractor to ensure fabrication method meets compliance with BCA and Australian Standards.



Front Elevation - Layout A
Scale 1:2

Layout B

FW.2
FACILITY - WALL MOUNTED

Layout A

Braille Translation - Female Toilet

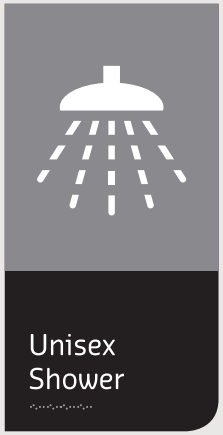
Braille Translation - Male

Braille Translation - All Gender and Accessible Toilet LH

Braille Translation - All Gender and Accessible Toilet RH

Braille Translation - Male

Layout B



Braille Translation - Unisex Shower

Braille Translation - All Gender and Accessible Toilet LH and Shower

Braille Translation - All Gender and Accessible Toilet RH and Shower

Braille Translation - Female Ambulant Toilet

Braille Translation - Parents Room

Examples

Scale 1:10

NOTE: Correct braille to be inserted in all instances

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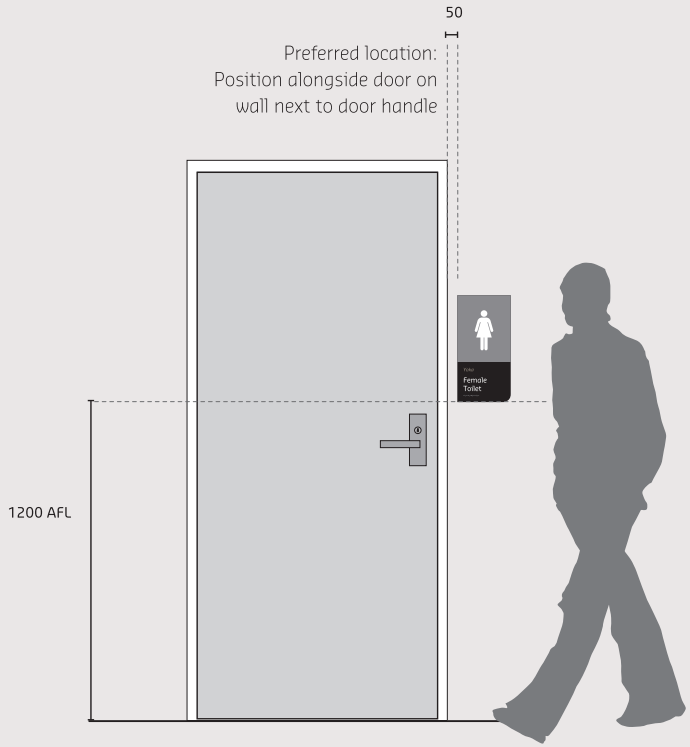
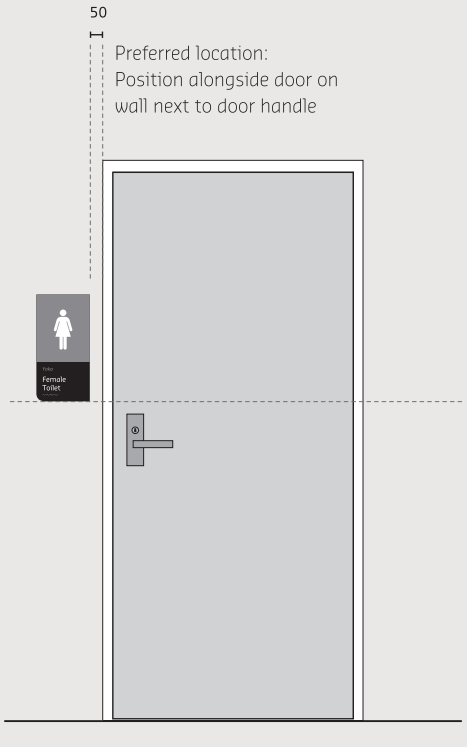
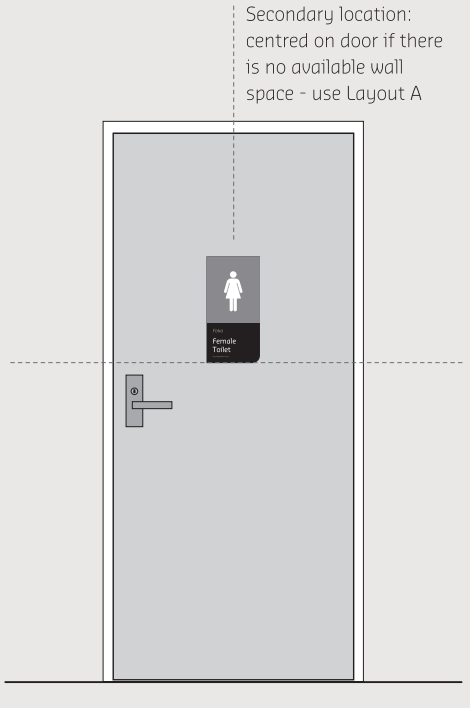
FW.2
FACILITY - WALL MOUNTED



Installation Guide: Layout A
Scale 1:20



Installation Guide: Layout B
Scale 1:20



Installation Guide: Centre on Door
Scale 1:20

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FC.2
FACILITY - CANTILEVERED

Photo Reference

Fabrication Specs

10 acrylic fabricated sign panel. Edges to be mitred and flush with no sharp edges. Corners rounded off.

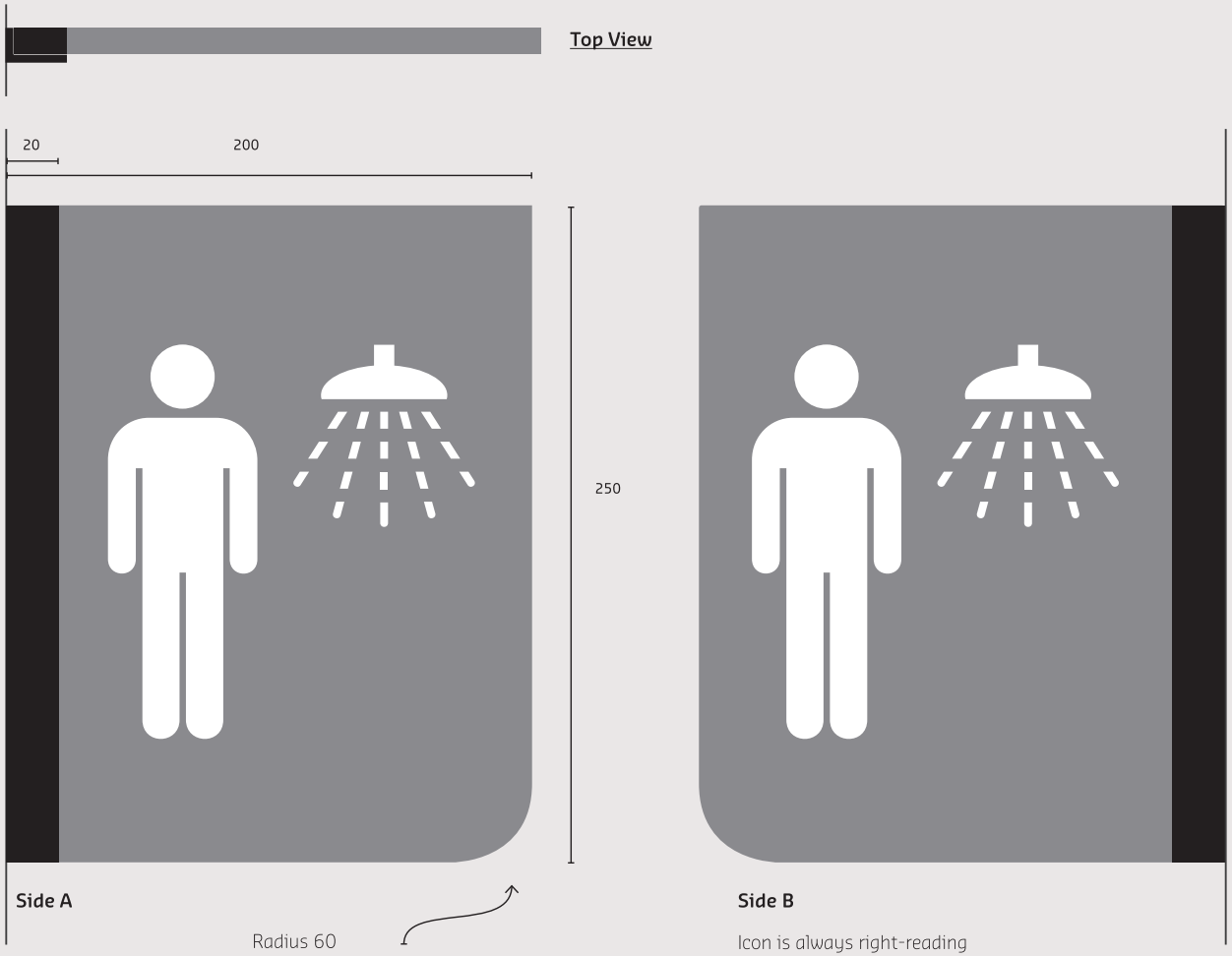
2-pack paint to match Pantone Cool Grey 8 and Pantone Process Black C (Dulux colour Black PG1A9) with pearl effect satin finish (to edge & bracket details - both sides).

Graphics / text to be matt opaque white vinyl - 3M

Accessible blue to match Pantone 2945 with white icon / text if required

Black "L shaped" aluminium bracket fixed to wall with concealed fixings. All screws to be countersunk and colour-matched. Additional black strip required to conceal fixings on Side B. Signage fabricator to confirm fixing method, and provide shop drawings for approval.

Height above floor level to align with top of door frames.



Front Elevations

Scale 1:2

Examples

ST.2.1
STATUTORY - TYPE 1 (23MM)

Layout A - left aligned

Font:
Curtin Sansa Soft Pro Normal

All caps, 86pt on 106pt leading,
Tracking -15

Layout B - right aligned

Front Elevation
Scale 1:2

Fabrication Specs

White Self Adhesive Vinyl applied direct to door.

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ST.2.1
STATUTORY - TYPE 1 (23MM)

Photo Reference

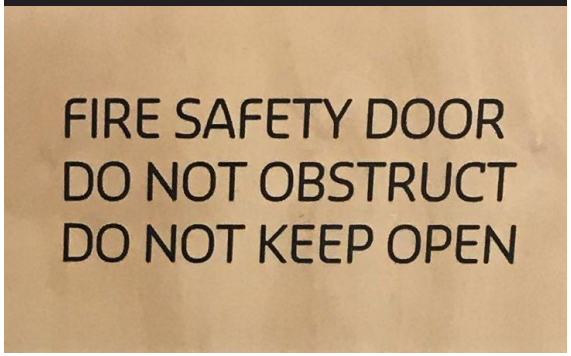
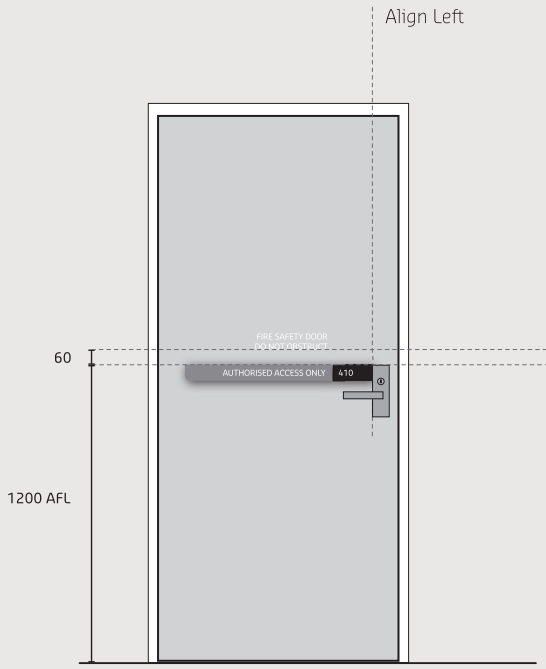


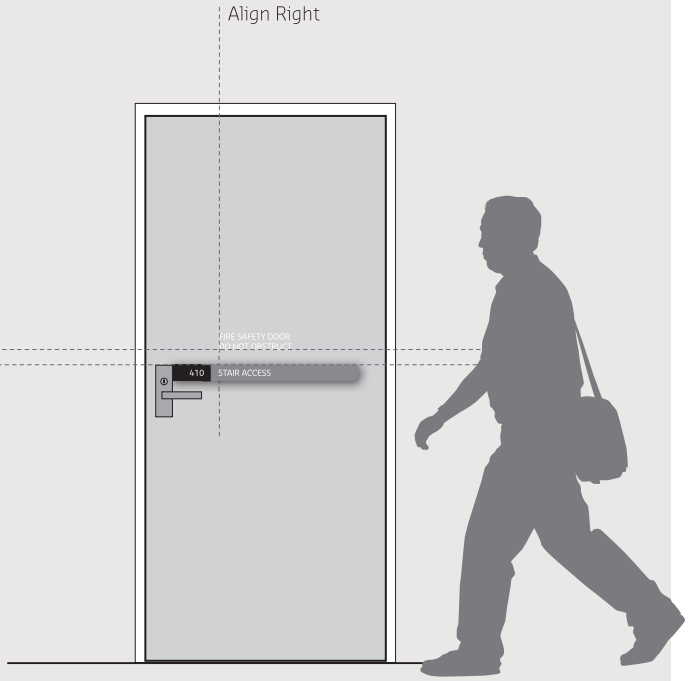
Photo Reference



Installation Guide: Layout B - Right aligned text

Scale 1:20

Position on both sides of a double door



Installation Guide: Layout A - Left aligned text

Scale 1:20

Position on both sides of a double door

ST.2.2
STATUTORY - TYPE 2 (50MM)

Font

FIRE HOSE REEL (50 text)

Font: Curtin Sansa Soft Pro Normal

All caps, 190pt on 190pt leading, Tracking -15

Font

FIRE EXTINGUISHER (32 text)

Font: Curtin Sansa Soft Pro Normal

All caps, 120pt on 166pt leading, Tracking -15

Front Elevation

Scale 1:2

Fabrication Specs

White Vinyl applied directly to door.

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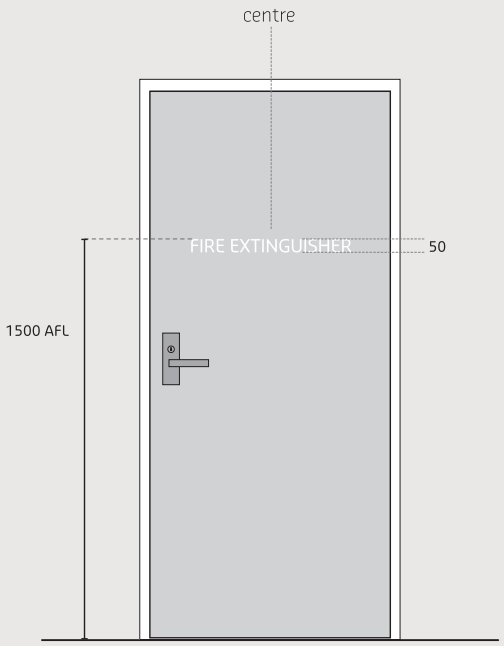
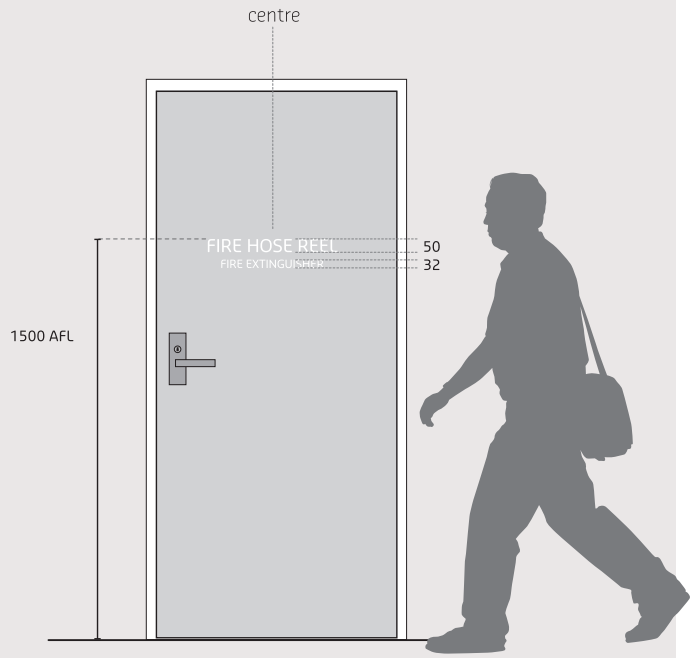
ST.2.2
STATUTORY - TYPE 2 (50MM)

Photo Reference





Installation Guide: Application to door

Scale 1:20

FEC.2
FIRE EXTINGUISHER - CANTILEVERED

Photo Reference

Fabrication Specs

10 acrylic fabricated sign panel. Edges to be mitred and flush with no sharp edges. Corners rounded off.

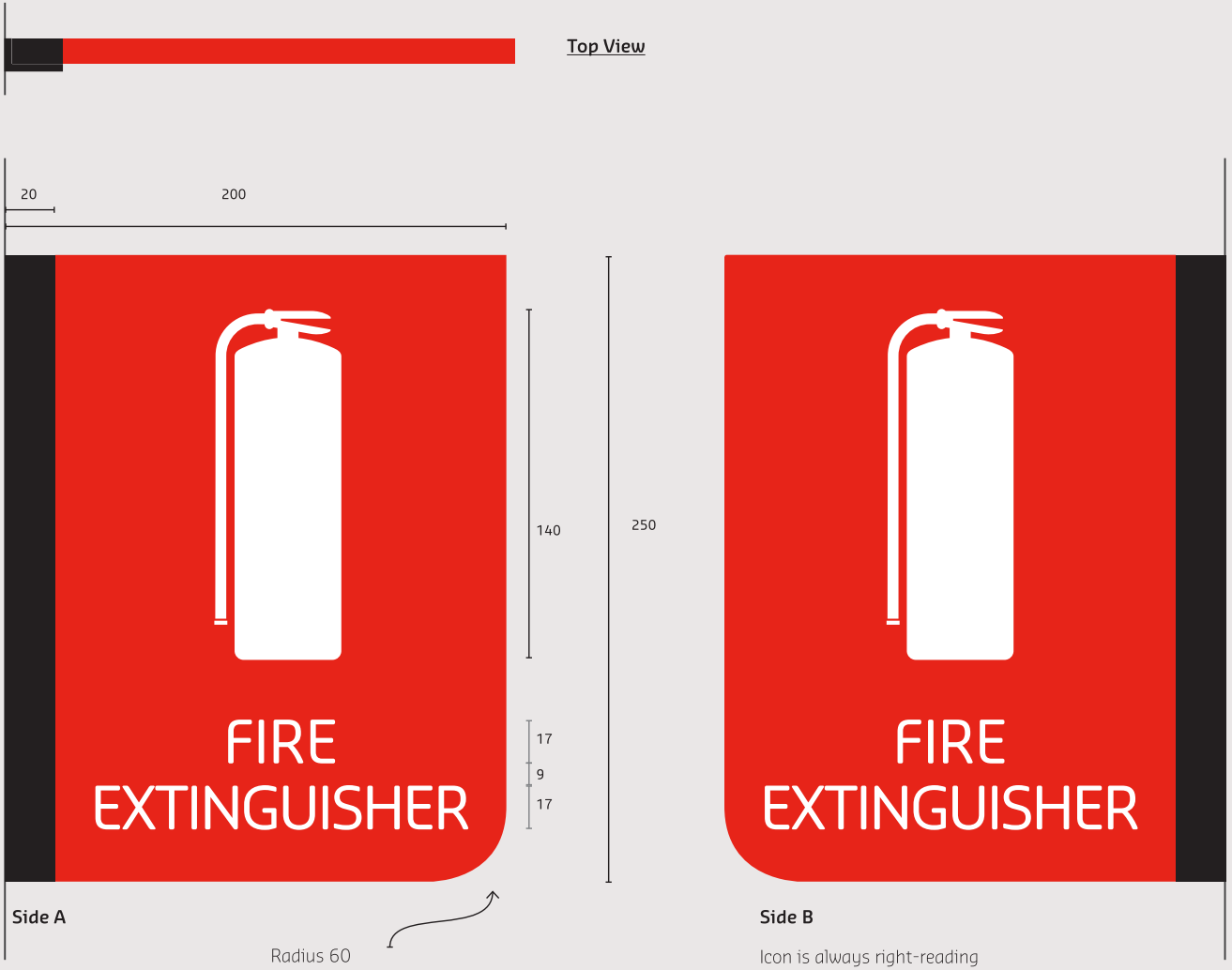
2-pack paint to match Pantone 485 Red / ensure meets BCA requirements and Pantone Process Black C ((Dulux colour Black PG1A9) with pearl effect satin finish (to edge & bracket details - both sides).

Graphics / text to be gloss opaque white vinyl.

Black "L shaped" aluminium bracket fixed to wall with concealed fixings. All screws to be countersunk and colour-matched. Additional black strip required to conceal fixings on Side B. Signage fabricator to confirm fixing method, and provide shop drawings for approval.

Above floor level height to be consistent with INT2.2 Facility Cantilevered Signs, while meeting BCA requirements.

Height above floor level to align with top of door frames.



Elevations

Scale 1:2

FEW.2
FIRE EXTINGUISHER - WALL-MOUNTED

Photo Reference

Fabrication Specs

3 acrylic fabricated sign panel. Edges to be mitred and flush with no sharp edges. Corners rounded off.

2-pack paint to match Pantone 485 Red / ensure meets BCA requirements and Pantone Process Black C (Dulux colour Black PG1A9) with pearl effect satin finish.

Graphics / text to be gloss opaque white vinyl.

Concealed fixings to wall.

Above floor level height to be confirmed on site - ensure compliance with BCA requirements.

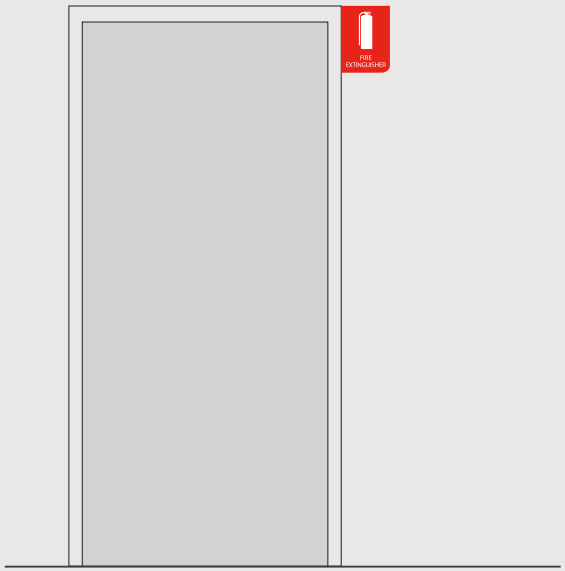
Elevation

Scale 1:2

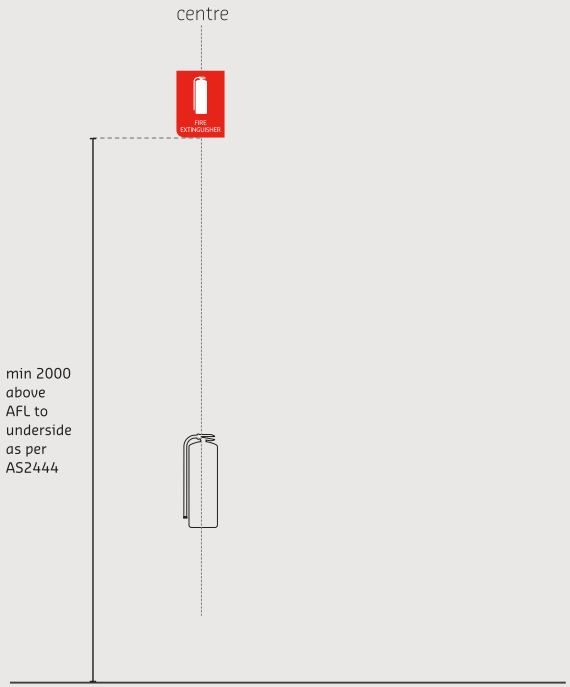
FEW.2
FIRE EXTINGUISHER - WALL-MOUNTED

NOTE: Position of the curve is required to be coordinated on site as per below.

Installation Guide: A - Left of door
Scale 1:20



Installation Guide: B - Right of door
Scale 1:20



Installation Guide: C - Flat on wall
Scale 1:20

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