



### Required Building Signage Checklist

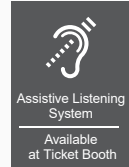
This checklist is a general guide and may need to be adapted based on specific regulations and requirements in your area.

*\*Typical Signs provided by Century Sign Builders*

**Access for Hearing Loss Information**

IBC 2021 1112.4

Signage indicating special accessibility provisions (Access for Hearing Loss) shall be provided at each assembly area or at each ticket offices/ window. Sign shall include the International Symbol of Access for Hearing Loss



**Accessible Check-Out Aisles ID**

IBC 2021 1112.1.6

Accessible check-out aisles are required to be identified by the International Symbol of Accessibility where not all aisles are accessible. The sign, where provided, shall be above the check-out aisle in the same location as the checkout aisle number or type of check-out identification.



**Accessible Entrances ID\***

IBC 2021 1112.1.5

Accessible entrances are required to be identified by the International Symbol of Accessibility where not all entrances are accessible.



Accessible Entrance

**Accessible Locker Rooms ID\***

IBC 2021 1112.1.7

Accessible dressing, fitting and locker rooms are required to be identified by the International Symbol of Accessibility where not all such rooms are accessible.



**Accessible Lockers ID**

IBC 2021 1112.1.10

In recreational facilities, lockers that are required to be accessible in accordance with Section 1110.10 shall be identified by the International Symbol of Accessibility.



**Accessible Parking**

IBC 2021 1112.1.1

Accessible parking spaces are required to be identified by the International Symbol of Accessibility by Section 1106.2 and 1106.3



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### Accessible Parking Lot Loading Zones

IBC 2021 1112.1.3

Accessible Loading Zones are required to be identified by the International Symbol of Accessibility.




### Accessible Restrooms and Bathing Rooms\*

IBC 2021 1112.1.4 (2902.4)

Accessible toilet or bathing rooms are required to be identified by the International Symbol of Accessibility where not all toilet or bathing rooms are accessible. Public facilities shall be provided w/ signs that designate the sex . Signs shall be readily visible and located near the entrance to each toilet facility.




### Alarm Call Fire Department

IBC 2021 [F] 907.4.2.4

Where fire alarm systems are not monitored by an approved supervising station, an approved sign shall be installed next to each manual fire alarm box that reads: WHEN ALARM SOUNDS CALL FIRE DEPARTMENT. Exception: Where the manufacturer has permanently provided this information on the manual fire alarm box.




### Alarm Warning Leakage

IBC 2021 [F] 415.9.1.5

An approved automatic alarm shall be provided to indicate a leak in a storage tank and room. An approved sign shall be posted on every entry door to the tank storage room indicating the potential hazard of the interior room environment, sign shall state, "WARNING, WHEN ALARM SOUNDS, THE ENVIRONMENT WITHIN THE ROOM MAY BE HAZARDOUS."




### Alarm Warning Fire Extinguisher

IBC 2021 [F] 904.3.4

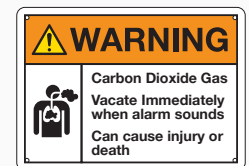
Where alarms are required to indicate the operation of automatic fire extinguishing systems, distinctive audible and visible alarms and warning signs shall be provided to warn of pending agent discharge.




### Alarm Warning Gas

IBC 2021 [F] 916.9

Signs shall be provided adjacent to gas detection system alarm signaling devices that advise occupants of the nature of the signals and actions to take in response to the signal.





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#### Area of Refuge Directional\*

IBC 2021 1009.1

Directional signage indicating the location of all other means of egress and which of those are accessible means of egress shall be provided At exits serving a required accessible space but not providing an approved accessible means of egress, At elevator landings. and Within areas of refuge.



#### Area Of Refuge ID\*

IBC 2021 1009.9.1

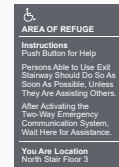
Signage indicating special accessibility provisions shall be provided at each door providing access to an area of refuge from an adjacent floor area shall be identified by a sign stating, "AREA OF REFUGE." Signs are required to be identified by the International Symbol of Accessibility per Section 1112.1.8



#### Area of Refuge Instructions\*

IBC 2021 1009.11

In areas of refuge/exterior areas for assisted rescue, instructions on the use of the area under emergency conditions shall be posted. It shall include: "Persons able to use the exit stairway do so as soon as possible, unless they are assisting others", Information on the availability of assistance, how to summon such assistance as well as the identification of the location per 1009.8.2 Signage shall comply with the ICC A117.1 requirements for visual characters. Instructions for summoning assistance via the two-way communication system shall be posted adjacent to the two-way communication system.



#### Building Address\*

IBC 2021 [F] 502.1

Buildings shall be provided with approved address identification. Address shall be legible and placed in a position that is visible from the street or road fronting the property. Each character shall be a minimum of 4" high with a min. stroke width of 1/2 inch. Address numbers shall be Arabic numbers or alphabetical letters. Numbers shall not be spelled out.



#### Directional Signage to Accessible Restrooms, Entrances, Elevators, Drinking Fountains\*

IBC 2021 1112.3

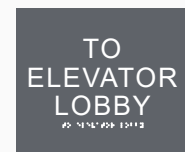
Directional signage indicating the route to the nearest like accessible element shall be provided. These directional signs shall include the International Symbol of Accessibility and sign characters shall meet the visual character requirements in accordance with ICC A117.1. 1.



#### Elevator Lobby ID\*

IBC 2021 1023.1

At landings in interior exit stairways where two or more doors lead to the floor level, any door with direct access to an enclosed elevator lobby shall be identified by signage located on the door or directly adjacent to the door stating "Elevator Lobby."



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### Emergency Door Push Until Alarm Sounds

IBC 2021 1010.2.13.1

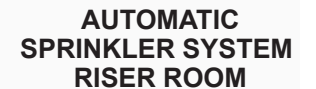
The delayed egress locking system shall be installed and operated provided a sign on the door located above and within 12" of the door hardware. For doors that swing-out shall read, "PUSH UNTIL ALARM SOUNDS. DOOR CAN BE OPENED IN 15 [30] SECONDS." For doors that swing-in shall read, "PULL UNTIL ALARM SOUNDS. DOOR CAN BE OPENED IN 15 [30] SECONDS."



### Equipment Room Door Markings Riser Room and Fire Pump Room Door\*

IBC 2021 [F] 902.1.2

Access doors for automatic sprinkler system riser rooms and fire pump rooms shall be labeled with an approved sign. The lettering shall be in contrasting color to the background. Letters shall have a min. height of 2" w/ min. stroke of 3/8"



### Equipment Room ID Electrical Room Sign\*

IBC 2021 K111.7

Doors into electrical control panel rooms shall be marked with a plainly visible and legible sign stating "ELECTRICAL ROOM" or similar approved wording. The disconnecting means for each service, feeder or branch circuit originating on a switchboard or panel board shall be legibly and durably marked to indicate its purpose unless such purpose is clearly evident.



### Equipment Room ID Mechanical Room, Riser Room, IT Room, Elevator Machine Room\*

IBC 2021 [F] 914.2

Rooms containing controls for air-conditioning systems, sprinkler risers and valves or other fire detection, suppression or control elements shall be identified for the use of the fire department.



### Exit - Illuminated Signs

IBC 2021 1013.1

Exits and exit access doors shall be marked by an illuminated exit sign visible from any direction of egress travel. The path of egress travel to exits and within exits shall be marked by illuminated exit signs to clearly indicate the direction of egress travel. Intervening means of egress doors within exits shall be marked by illuminated exit signs. Exit sign placement shall be such that any point in an exit access corridor or exit passageway is within 100' or the listed viewing distance of the sign, whichever is less, from the nearest visible exit sign.



### Exit - Low Level Signs

IBC 2021 1013.2

Where exit signs are required in Group R-1 by Section 1013.1, additional low-level exit signs shall be provided in all areas serving guest rooms. The bottom of the sign shall be not less than 10" or more than 18" above the floor. The sign shall be flush mounted to the door or wall. Where mounted on the wall, the edge of the sign shall be within 4" of the door frame on the latch side.



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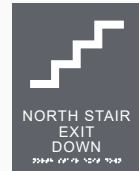
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**Exit - Stairs\***

IBC 2021 1013.4

Where exit signs are provided at an exit stairway or ramp, a sign stating "EXIT" in visual characters, raised characters and braille and complying with ICC A117.1 shall be provided.




**Exit - Tactile Signs\***

IBC 2021 1013.4

Where exit signs are provided at an area of refuge with direct access to a stairway, an exterior area for assisted rescue, an exit passageway, a horizontal exit and the exit discharge, a sign stating "EXIT" in visual characters, raised characters and braille and complying with ICC A117.1 shall be provided.




**Exterior Area for Assisted Rescue ID\***

IBC 2021 1009.9.2

Signage indicating special accessibility provisions shall be provided as shown at each door providing access to an exterior area for assisted rescue shall be identified by a sign stating, "EXTERIOR AREA FOR ASSISTED RESCUE." Signs are required to be identified by the International Symbol of Accessibility per Section 1112.1.9




**FDC\***

IBC 2021 [F] 912.2.2

On existing buildings, wherever the fire department connection is not visible to approaching fire apparatus, the fire department connection shall be indicated by an approved sign mounted on the street front or on the side of the building.




**FDC Equipment ID**

IBC 2021 [F] 912.5

A metal sign w/ raised letters not less than 1" shall be mounted on all fire depart. Connections serving automatic sprinklers, standpipes or fire pump connections. Signs shall read: "AUTOMATIC SPRINKLERS," "STANDPIPES," or "TEST CONNECTION", Where the FDC doesn't serve the entire building, a sign shall be provided indicating the portions of the building served.




**Fire And/Or Smoke Barrier Markings**

IBC 2021 703.5

In accessible concealed floors, floor-ceiling or attic spaces, the fire walls, fire barriers, fire partitions, smoke barriers and smoke partitions shall be permanently identified with signs or stenciling. Signs shall be located within 15' of the end of each wall and at intervals not exceeding 30' horizontally along the wall. Letters to be 3" min. in height w/ min. 3/8" stroke in a contrasting color "FIRE AND/OR SMOKE BARRIER— PROTECT ALL OPENINGS," or other wording.





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#### Fire Command Center ID\*

IBC 2021 [F] 911.1.7

The fire command center shall be identified by a permanent easily visible sign reading "FIRE COMMAND CENTER" located on the door to the fire command center.



#### Fire Department Access

IBC 2021 [F] 912.4

Immediate access to fire department connections shall be maintained at all times and without obstruction by fences, bushes, trees, walls or any other fixed or movable object. Exception: Fences, where provided with an access gate equipped with a sign.



#### Fire Equipment Cabinet Label

IBC 2021 [F] 905.7.1

Cabinets shall be identified in an approved manner by a permanently attached sign with letters not less than 2" high in a color that contrasts with the background color, indicating the equipment contained therein.



#### Floor Level ID\*

IBC 2021 1023.11

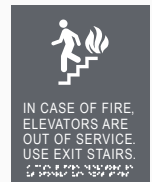
Where floor level signs are provided in interior exit stairways and ramps, a floor level sign identifying the floor level in visual characters, raised characters and braille complying with ICC A117.1 shall be located at each floor-level landing adjacent to the door leading from the interior exit stairway and ramp into the corridor.



#### In Case Of Fire\*

IBC 2021 3002.3

An approved pictorial sign of a standardized design shall be posted adjacent to each elevator call station on all floors instructing occupants to use the exit stairways and not to use the elevators in case of fire. The sign shall read: IN CASE OF FIRE, ELEVATORS ARE OUT OF SERVICE. USE EXIT STAIRS.



#### Interior and Exterior Shaftway Markings

IBC 2021 914.1 & 914.2

Exterior access to shaftways: Outside openings accessible to the fire depart. and that open directly on a hoistway/shaftway communicating between two or more floors in a building shall be marked w/ "SHAFTWAY" in red letters not less than 6" high on a white background. Such warning signs shall be placed so as to be readily discernible from the outside of the building. Interior access to shaftways: Door or window openings to a hoistway/shaftway from the interior of the building shall be marked w/ "SHAFTWAY" in red letters not less than 6" high on a white background.





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#### Live Loads Posted

IBC 2021 [A] 106.1

In commercial or industrial buildings, for each floor or portion thereof designed for live loads exceeding 50 psf, such design live loads shall be posted in that part of each story in which they apply, using durable signs.



#### Maximum Occupancy Sign\*

IBC 2021 1004.9

Every room or space that is an assembly occupancy shall have the occupant load of the room or space posted in a conspicuous place, near the main exit or exit access doorway from the room or space, for the intended configurations.



#### Restroom Directional Signs in Lobby\*

IBC 2021 [P] 2902.4.1

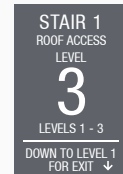
[P] 2902.4.1 Directional signage. Directional signage indicating the route to the required public toilet facilities shall be posted in a lobby, corridor, aisle or similar space, such that the sign can be readily seen from the main entrance to the building or tenant space.



#### Stairway ID\*

IBC 2021 1023.9

A sign shall be provided at each floor landing in an interior exit stairway and ramp connecting more than 3 stories designating the floor level, the terminus of the top and bottom of the interior exit stairway and ramp and the identification of the stairway or ramp. The signage shall state the story of and direction to the exit discharge, and the availability of roof access from the interior exit stairway and ramp for the fire department.



#### This Door to Remain Locked

IBC 2021 1010.2.4.3.2

In Group A having 300 or less occupants, Groups B, F, M & S, & in places of worship, the doors are allowed to be equipped with key-operated locking devices from the egress side provided a sign is posted on the egress side on or next to the door: THIS DOOR TO REMAIN UNLOCKED WHEN THIS SPACE IS OCCUPIED. Letters shall be 1" high on a contrasting background.



#### This Door to Remain Locked

IBC 2021 1010.2.4.8.5

Where occupants must egress from an exterior space through the building, exit access doors shall be allowed a locking device provided a sign is posted on the interior side on or next to each locked exit access door, "THIS DOOR TO REMAIN UNLOCKED WHEN THE OUTDOOR AREA IS OCCUPIED." The letters on the sign shall be not less than 1" high on a contrasting background.

