

# ADA SIGNAGE GUIDELINES

## SCOPE OF ADA:

The ADA signage guidelines are primarily intended to make facilities accessible to the blind and visually impaired. These guidelines specifically apply to the United States and U.S. territories. Properties outside the United States must comply with local codes and laws.

## PERMANENT ROOM ID SIGNS

### EXAMPLES OF PERMANENT ROOM ID SIGNS:

Guestroom ID, General Room ID (Storage, Electrical, etc.) Stairs, Restroom, Meeting Room signs, etc.

### DUAL SIGNS - TACTILE / VISUAL CHARACTERS:

#### 703.1 General

Permanent Room ID signs require both visual and tactile characters. Either one sign with both visual and tactile characters, or two separate signs, one with visual and one with tactile characters shall be provided.

## INSTALL HEIGHT & POSITION FOR TACTILE SIGNS

### INSTALLATION HEIGHT

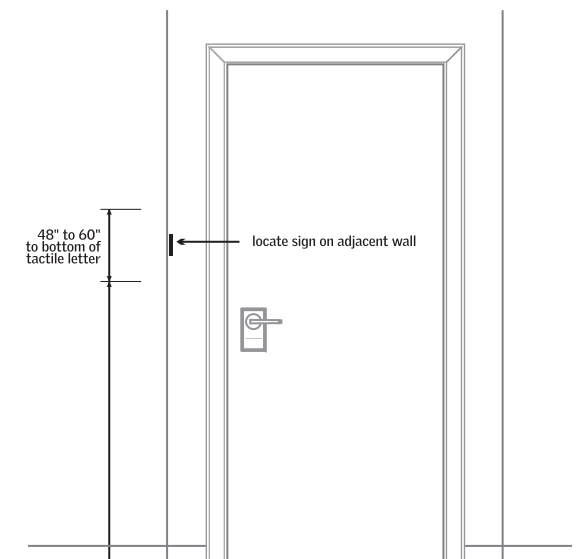
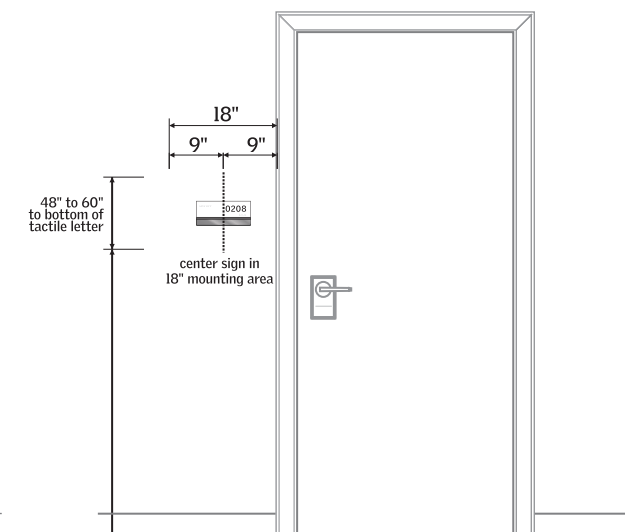
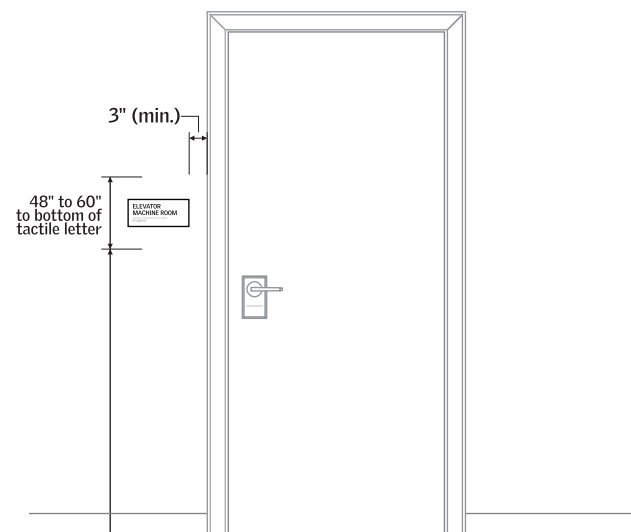
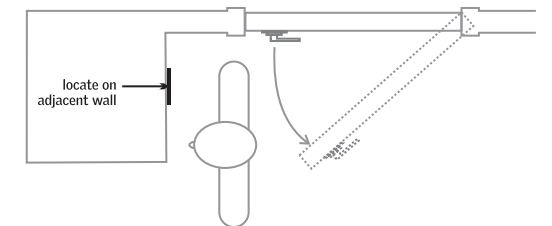
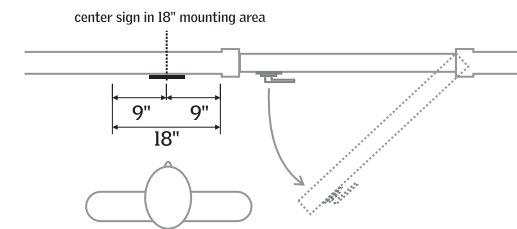
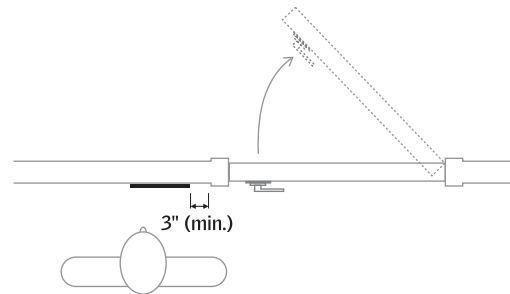
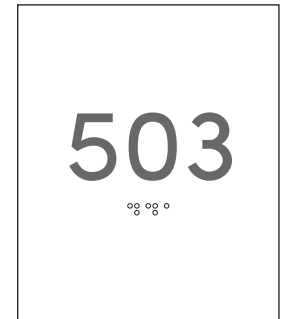
#### 703.4.1

Tactile characters on signs shall be located 48 inches minimum above the floor or ground surface, measured from the baseline of the lowest tactile character and 60 inches maximum above the floor or ground surface, measured from the baseline of the highest tactile character.

### INSTALLATION POSITION

#### 703.4.2

Where a tactile sign is provided at a door, the sign shall be located alongside the door latch side. Where a tactile sign is provided at double doors with one active leaf, the sign shall be located on the inactive leaf. Where a tactile sign is provided at double doors with two active leaves, the sign shall be located to the right of the right hand door. Where there is no wall space at the latch side of a single door or at the right side of double doors, signs shall be located on the nearest adjacent wall. Signs containing tactile characters shall be located so that a clear floor space of 18 inches minimum by 18 inches minimum, centered on the tactile characters, is provided beyond the arc of any door swing between the closed position and 45 degree open position.



# ADA SIGNAGE GUIDELINES

## PERMANENT ROOM ID SIGNS

### RAISED CHARACTERS

#### DEPTH OF CHARACTERS: 703.2.1

Raised characters shall be at least 1/32" (.03125") minimum above their background.

#### CASE OF CHARACTERS: 703.2.2

Characters shall be uppercase.

#### STYLE OF CHARACTERS: 703.2.3

Characters shall be sans serif. Characters shall not be italic, oblique, script, highly decorative or of other unusual forms.

#### PROPORTIONS OF CHARACTERS: 703.2.4

Characters shall be selected from fonts where the width of the uppercase letter "O" is 55 percent minimum and 110 percent maximum of the height of the uppercase "I".

#### STROKE THICKNESS OF CHARACTERS: 703.2.6

Stroke thickness of the uppercase letter "I" shall be 15 percent maximum of the height of the character.

#### HEIGHT OF CHARACTERS: 703.2.5

Character height measured vertically from the baseline of the character shall be 5/8" (.625") minimum and 2" maximum based on the height of the uppercase "I".

#### SPACING OF CHARACTERS: 703.2.7

Character spacing shall be measured between the two closest points of adjacent raised characters within a message, excluding word spaces. Where characters have rectangular cross sections, spacing between individual raised characters shall be 1/8" (.125") minimum and 4 times the raised character stroke width maximum. Where characters have other cross sections, spacing between individual raised characters shall be 1/16" (.0625") minimum and 4 times the raised character stroke width maximum at the base of the cross sections, and 1/8" (.125") minimum and 4 times the raised character stroke width maximum at the top of the cross sections.

#### STYLE OF CHARACTERS: 703.2.3

San Serif  
Correct

Italic/  
Oblique

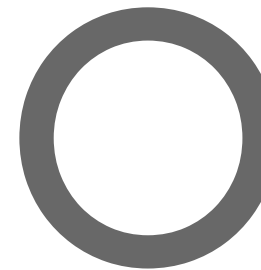
Serif

Script /  
Decorative

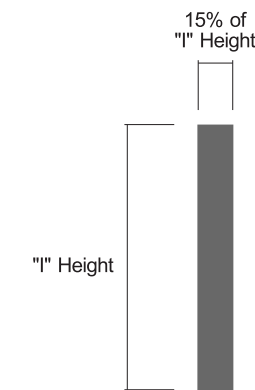
Lowercase /  
other  
unusual forms

#### PROPORTIONS OF CHARACTERS: 703.2.4

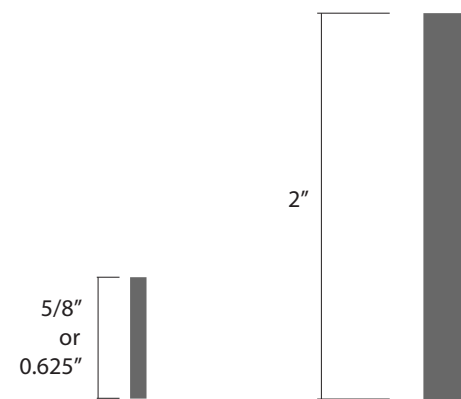
Maximum:  
110% of "I" Height  
Minimum:  
55% of "I" Height



#### STROKE THICKNESS OF CHARACTERS: 703.2.6



#### HEIGHT OF CHARACTERS: 703.2.5



#### SPACING OF CHARACTERS: 703.2.7

# ADA SIGNAGE GUIDELINES

## PERMANENT ROOM ID SIGNS CONT:

### RAISED CHARACTERS

#### POSITION OF CHARACTERS: 703.2.7

Characters shall be separated from raised borders and decorative elements 3/8" (.375") minimum.

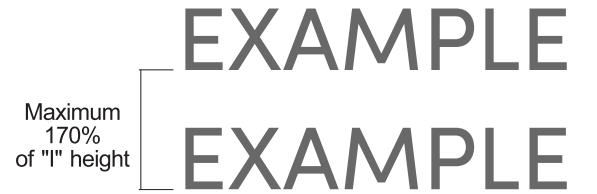
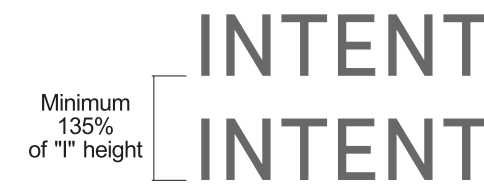


#### POSITION OF CHARACTERS: 703.2.7

#### LINE SPACING: 703.2.8

Spacing between the baselines of separate lines of raised characters within a message shall be 135 percent minimum and 170 percent maximum of the raised character height.

#### LINE SPACING: 703.2.8

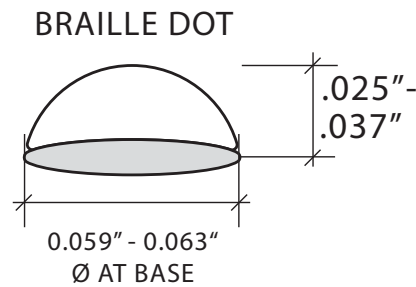


### BRAILLE

#### SHAPE: 703.3.1

Braille dots shall have a domed or rounded shape and shall comply with table 703.3.1. The indication of an uppercase letter or letters shall only be used before the first word of sentences, proper nouns and names, individual letters of the alphabet, initials and acronyms.

#### SHAPE: 703.3.1



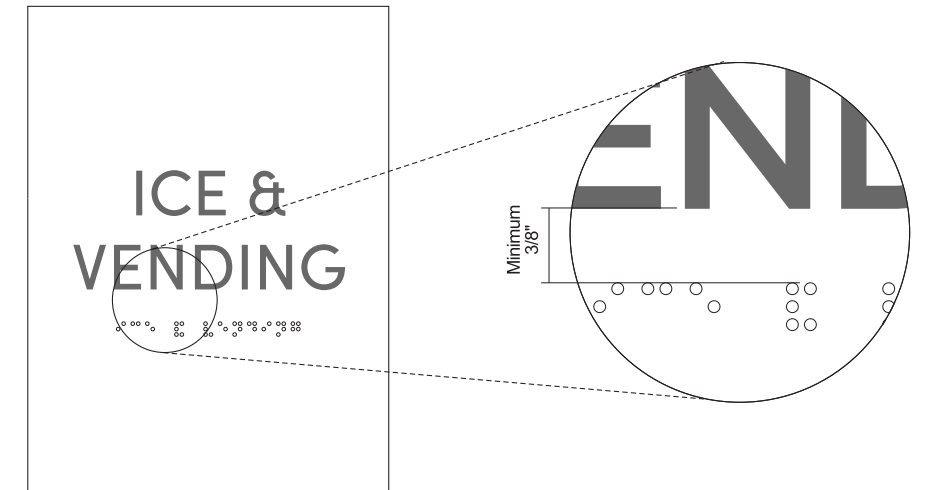
#### TYPE: 703.3

Braille must be Grade II with contractions.

#### POSITION: 703.3.2

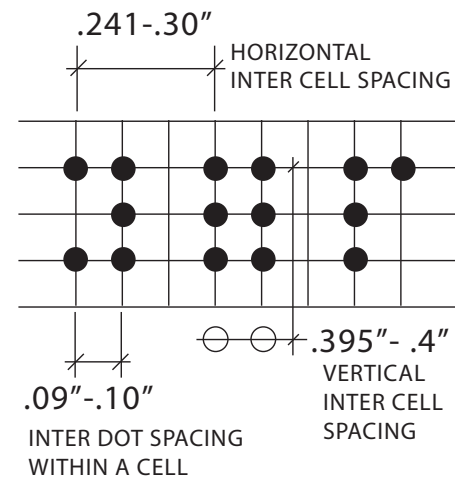
Braille shall be positioned below the corresponding text. If text is multilined braille shall be placed below the entire text. Braille shall be separated 3/8" (.375") at a minimum from any other tactile characters and 3/8" (.375") at a minimum from raised borders and decorative elements.

#### POSITION: 703.3.2



#### EXCEPTION:

Braille provided on elevator car controls shall be separated 3/16" (.1875") of a minimum and shall be located either directly below, or adjacent to, the corresponding raised characters or symbols



Based on Table 703.3.1.

# ADA SIGNAGE GUIDELINES

## VISUAL CHARACTERS FOR PERMANENT, DIRECTIONAL & INFORMATIONAL SIGNS

### FINISH AND CONTRAST: 703.5.1

Characters and their background shall have a non-glare finish. Characters shall contrast with their background with either light characters on dark background or dark characters on a light background. The light-dark contrast between characters and their background should not be less than 70 percent.

### FINISH AND CONTRAST: 703.5.1



0% white on 100% background



0% white on 70% background



30% white on 100% background

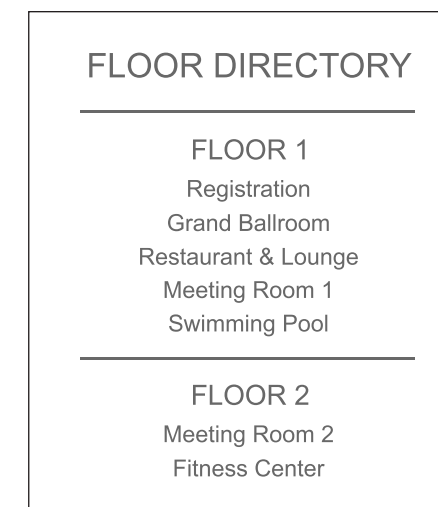
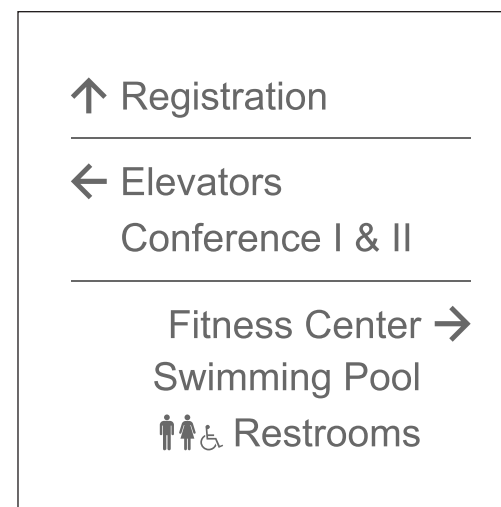
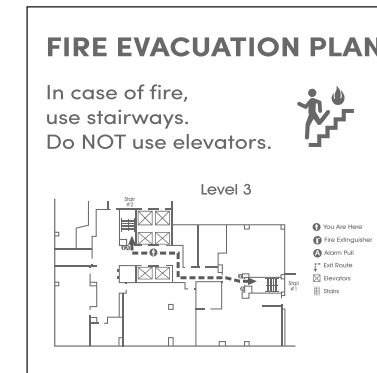
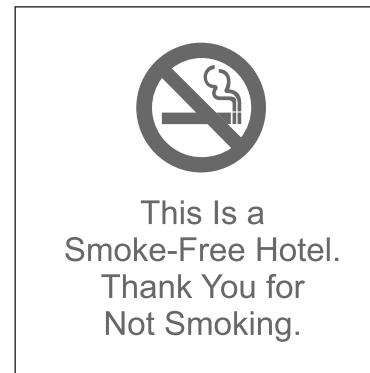
## DIRECTIONAL / INFORMATIONAL SIGNS

### EXAMPLES OF DIRECTIONAL/INFORMATIONAL SIGNS:

Public Space Directional, Guest Corridor Directional, Elevator Directory, No Smoking Signs, Caution & Warning Signs, etc.

### VISUAL CHARACTERS:

Directional / Informational Signs require only visual characters. Tactile graphics and braille are NOT required.



# ADA SIGNAGE GUIDELINES

## DIRECTIONAL / INFORMATIONAL SIGNS

### VISUAL CHARACTERS

#### CASE: 703.5.2

Characters shall be uppercase or lowercase or a combination of both.

#### STYLE: 703.5.3

Characters shall be conventional in form. Characters shall not be italic, oblique, script, highly decorative or of other unusual forms.

#### HEIGHT: 703.5.5

Minimum character height shall comply with Table 703.5.5. Viewing distance shall be measured as the horizontal distance between the character and an obstruction preventing further approach towards the sign. Character height shall be based on the uppercase letter "I".

#### INSTALLATION HEIGHT: 703.5.6

Visual characters shall be 40 inches minimum above the floor or ground.

### PICTOGRAMS

#### SIZE: 703.6.1

Pictograms shall have a field height of 6" minimum. Characters and braille shall not be located in the pictogram field.

#### POSITION: 703.6.3

Pictograms shall have text descriptors located directly below the pictogram field and will comply with Permanent Room ID requirements.

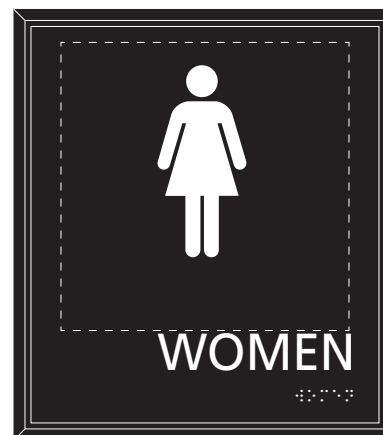
#### CASE: 703.5.2 - STYLE: 703.5.3



#### HEIGHT: 703.5.5

Height to Finish Floor from Baseline of Character	Horizontal Viewing Distance	Minimum Character Height
40" (1,015 mm) to less than or equal to 70" (1,780 mm)	less than 72" (1,830 mm)	5/8" (16 mm)
	72" (1,830 mm) and greater	5/8" (16 mm), plus 1/8" (3.2 mm) per foot (305 mm) of viewing distance above 72" (1,830 mm)
Greater than 70" (1,780 mm) to less than or equal to 120" (3,050 mm)	less than 180" (4,570 mm)	2" (51 mm)
	180" (4,570 mm) and greater	2" (51 mm), plus 1/8" (3.2 mm) per foot (305 mm) of viewing distance above 180" (4,570 mm)
Greater than 70" (1,780 mm) to less than or equal to 120" (3,050 mm)	less than 21' (6,400 mm)	3" (75 mm)
	21' (6,400 mm) and greater	3" (75 mm), plus 1/8" (3.2 mm) per foot (305 mm) of viewing distance above 21' (6,400 mm)

#### SIZE: 703.6.1 - POSITION: 703.6.3



#### INSTALLATION HEIGHT: 703.5.6

