



INTERNATIONAL

NAME PLATE SUPPLIES LTD.

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www.inps.ca

Guidelines for Raised Tactile and Braille Signage

Color Combinations – Standard Stock

1. Black / white (for light colored walls)
2. White / Black (for Green and red walls)

Color Combinations – Special Projects

- a. Black / white
- b. Yellow / Black
- c. Chocolate Brown / White
- d. Dark Blue / White
- e. Dark Red / White
- f. Dark Purple / White
- g. Dark Green / White
- h. Orange / Black

Illumination of Signs

3. Use matte and on-glare finishes to ensure a glare free surface
4. The surface should be smooth and not strongly back lit
5. Signs should have at least 200lux of lighting to be read

Letter size, type style and distance

6. Use upper case and lower case letters (Avoid using all caps)
7. Use a Medium type (Avoid very fine or very thick type)
8. Recommended fonts (Sans serif fonts) - Tiresias Sign Fonts, Ad sans or Arial

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NOTE: Keep sign information short and simple

Use typefaces, colors and graphics logically and consistently

DO NOT USE – sandwich boards or freestanding movable signs

Tactile signs (Raised print and Braille) - Signs read by touch - Braille raised print, raised symbols or pictograms are all examples of tactile signs

1. Characters

- a. Letters, numbers and punctuation should be higher than the surface of the sign by at least 0.8mm and by no more than 1.5mm
- b. Edge of the characters should be gently rounded
- c. Characters should be 16-50mm in height
- d. Pictograms and symbols should be larger (see below for more info)
- e. Characters should be entirely in uppercase
- f. Avoid raised borders
- g. Use uncontracted Braille for signs with 10 words or less, contracted Braille for signs with more than 10 words
- h. Braille dots should have a dome around or rounded shape for easy recognition
- i. Use upper case letters in Braille signage when
 - i. The first word of sentences
 - ii. Names and proper nouns
 - iii. To indicate individual letters of the alphabet
 - iv. Initials or acronyms

2. Braille

- a. Braille dot base diameter = 1.5mm
- b. Braille dot height – 0.6 to 0.8mm
- c. Distance between any two dots in the same cell (centre to centre) – 2.3mm to 2.5mm
- d. Distance between corresponding dots in adjacent cells (centre to centre) 6.1 to 7.6 mm
- e. Distance between corresponding dots from one cell to the cell directly below (centre to centre) – 10.0mm to 10.1mm.

3. Location of Braille to Characters

- a. Braille should be located directly below or adjacent to the corresponding print and separated from it by at least 5mm

- b. If the text is on multiple lines, the Braille equivalent should be placed below the entire print text
 - c. Braille should be separated by 10mm from any other tactile character
4. Symbols and Pictograms
- a. Washroom, public telephone
 - b. Accompany with uncontracted Braille placed below the pictogram
 - c. Pictograms and symbols should be raised 0.8 to 1.5mm and should be larger than characters – at least 150mm in height
 - d. Call 1-800-463-6727 to receive a copy of signs and symbols for the workplace

TRAIN STATION BRAILLE

9. Size of Lettering to Use (looking at viewing distances, example train station)

Viewing Distance	Character Height	Usage
6m	200mm	Station entrance
4.6m	150mm	Station name, line name
2.5m	100mm	Train name viewed from platform
2.3m	75mm	Line transfer info
1.5m	50mm	Route info display maps
750mm	25mm	Doors/rooms
750mm	20mm	Washroom (universal symbol)

Installations

- 10. Be consistent in where you place signs (for example, mount signs at the same height throughout the building).
- 11. Measured from the baseline of the Braille text, Braille should be located at a minimum of 1015mm and a maximum of 1525mm above floor level to ensure a reader never has to bend over to touch Braille

Mounting Signs

- 12. Objects or signs that are mounted less than 2030mm from the walking surface on walls, columns or freestanding supports should not protrude more than 100mm unless they are cane detectable (lowest edge is no higher than 680mm above the walking surface)
- 13. If an object protrudes higher than 680 and lower than 2030 mm than a railing, plantar or other barrier will need to be below 680
- 14. Location of signs

- a. In a crowded area, signs can be placed above head level so as to increase their visibility from a distance. However, there should be a sign at a lower level for those unable to read the higher sign, which should be raised print (tactile lettering) and Braille. Tactile signs, including signs with Braille, must be easy to reach and touch.
- b. Enclosed stairways should have signs inside and outside the stairway to designate the floor – (Floor number in Arabic numerals) These signs should be permanently mounted on the wall at the latch side of the door

5. Doors and openings that lead to public spaces be identified by tactile signage

6. Most effective location for a tactile sign is on the wall on the latch side of the door (When no wall space available, mount on the nearest adjacent wall, signs should have a clear wall area around it available spanning 75mm) Signage should be placed 150+- 10mm from the door jam.

7. NOTE: washroom tactile signs should be placed on the door and an additional sign should mark the entrance to the washroom

8. With double doors,,,, signs should be placed on both sides of the door, the location of the sign should allow a person to approach the sign within 100mm without encountering protruding objects or standing within a door swing

9. Mount raised print signs between 1.35 and 1.52 m in height above ground level and located in a place where they can be touched without causing an obstruction

