

EXTERIOR SIGN REQUEST FORM

Please e-mail completed form to lesley.baier@yale.edu.

The Yale sign committee, which reviews all requests for exterior signs, meets once every 4–6 weeks.

Fabrication and installation of approved signs can require an additional 4–12 weeks depending on sign type.

BUILDING/ADDRESS FOR WHICH SIGN IS REQUESTED _____

PROPOSED SIGN MESSAGE _____

PROPOSED LOCATION

Please be specific in regard to regulatory (e.g., No Smoking) and instructional (e.g., Ring bell for entry) signs.

REQUESTER'S NAME _____

DEPARTMENT _____

E-MAIL _____

PHONE _____

DATE _____