



monument sign request form

Please complete the entire form. It is important that we receive all of the below information to build your property monument sign. Delivery time for graphics will vary based on complexity and workload. Each request is taken on a first-come, first-served basis unless extenuating circumstances arise.

Send completed form back to marketingrequests@royalamerican.com.

CONTACT INFORMATION

Property Name

Person Requesting

Date Requested

Date Needed By

Preferred Sign Vendor *(HUD and RD properties are required to have three different quotes before selecting a vendor)*

Person of Contact at Sign Company

Email

Phone Number

Anticipated C.O. Dates *(if applicable)*

PROPERTY INFORMATION

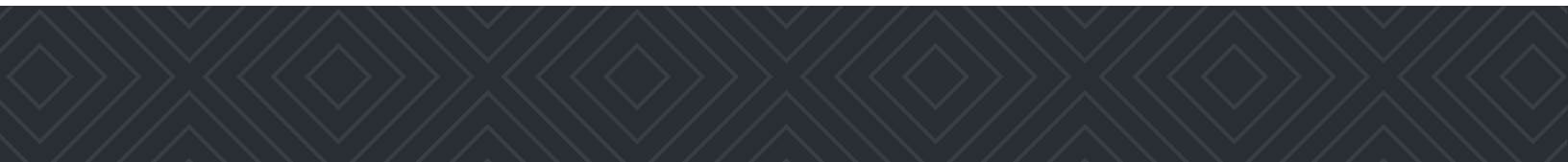
Project Type: Market Rate Tax Credit HUD RD

Community Type: Family Senior IDD

Is the property handicap accessible? yes no

Does the property currently have a logo? Yes, I will send No, please make one

We accept high resolution .PDF, .EPS, .JPEG, and .PNG file formats if you are sending your logo or additional attachments. If your current logo needs to be updated, please check no. The RA Marketing Department will update any logo that does not coincide with the property's current branding.



SIGN SPECIFICS

The property's logo and the Fair Housing Logo will come standard on all signs. Property address, phone number, and TDD number are required on RD signs. Please indicate below what information is required on your sign.

We match property sign and logo to exterior paint colors. If the exact paint colors are unknown we will need a high resolution .JPEG or .PNG of the property's buildings along with a description of the colors. If the paint color and number are known, please list below:

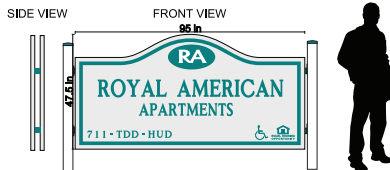
For example, Sherwin Williams Color SW7636 Origami White

SIGN SAMPLES AND BUDGET

Examples of signs are shown below to indicate what styles fall within your price range. Signs will vary based on vendor and exact budget. For a list of approved sign vendors, please visit the Royal American Intranet and click on RAM Approved Vendors on the right hand side of the page under "Quick Links". If it is determined that a new vendor is needed, please reference Chapter 12 (Vendor Compliance) in the procedures manual or email: contracting@royalamerican.com

Tier 1 | Budget \$550 - \$1500 | Printed, Non-Dimensional Entrance Sign

Description: Aluminum Face, Vinyl Graphics, and Vinyl Frame and Posts



Tier 2 | Budget \$1700 - \$2500 | Routed/ Dimensional Entrance Sign

Description: Custom Routed Sign with 1/2" PVC Face, Routed Logo/ Letter, Vinyl Frame and Posts



Tier 3 | Budget \$2500+ | Monument Entrance Sign

Description: Foam Core, Hard-Coat Stucco Exterior, Routed Dimensional Graphics

