

# Installation Instructions

*For*

**Surface Mounted Signs**

**Signs (Pre-fitted release tape)**

**Signs (Supplied without drill holes or adhesive tape)**

**Sign Brackets**

**Architectural Brackets**

**Suspension Mounted Signs**

(For Hybrid Sign Installation Instructions see website)

## *Installation Instructions For*

# Signs

## Surface Mounted Signs

*Ecoglo exit signs are to be installed only where there will be sufficient natural or artificial light to keep them charged whenever the building is occupied.*

*If unsure, contact Ecoglo*

# Signs Surface Mounted Signs

## Mounting Location

- At doors: mount on a vertical surface within 600mm of the door where the sign is least likely to be obscured from view. Where the ceiling is directly above the top of the door, the sign can be mounted on the door as long as the door is outward opening, and has a self-closer mechanism.
- On walls: mount 2 - 2.5 metres above floor level, or where it is least likely to be obscured from view.
- When installing the sign make sure it is parallel to the nearest horizontal building feature, so that it looks level to the eye.



## Mounting Surfaces

- Timber: screw install (use all 4 holes in the sign).
- Plasterboard: screw install with suitable anchors (use all 4 holes in the sign).
- Glass: adhere with suitable high strength white foam back mounting tape. For signs up to 420mm x 230mm apply two strips of tape 200mm x 25mm near the top and bottom of the sign.
- Concrete, Solid plaster, Steel: adhere with Bostik Seal'N'Flex FC or Wurth KD Bond and seal, and use suitable foamback tape to ensure sign stays in position while the adhesive is curing.



## *Installation Instructions For*

# **Signs** (Pre-fitted release tape)

(Including Floor Identification Signs and Door Handle Markers)

## **Surface Mounted Signs**

*Ecoglo signs are to be installed only where there will be sufficient natural or artificial light to keep them charged whenever the building is occupied.*

*If unsure, contact Ecoglo*

# Installation Instructions for Signs (Pre-fitted release tape)

## 1. Preparation of Surface

- Thoroughly clean the surface with industrial strength cleaner if necessary.
- Remove any loose paint or sealant then allow surface to dry.

## 2. Positioning of Signs

- Mark position on the door or wall where sign is to be placed.

### Note:

Floor Identification signs – the mounting height must be in accordance with local and national codes.

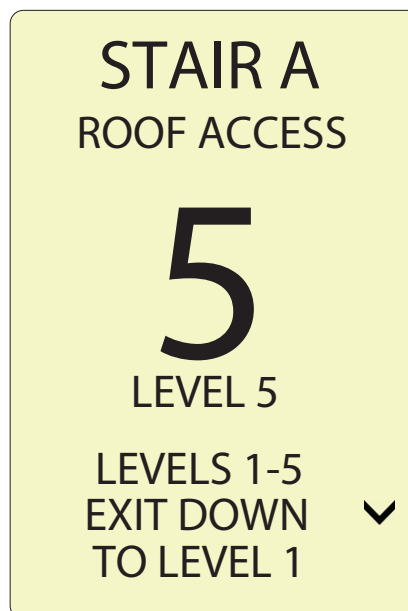
## 3. Placement of Signs

- Peel the protective layer from the back of the sign to expose the adhesive ensuring nothing comes into contact with it.
- Line the sign up with the markings you made.
- Apply pressure evenly over the sign to fix it fast to the surface.

## 4. Maintenance of Signs

- Regular dusting with a soft cloth or brush is recommended to keep the sign clean.
- If the sign is noticeably dirty, clean with a sponge or cloth.

*See Cleaning Instructions for more detailed information.*





## *Installation Instructions For*

# **Signs** (supplied without drill holes or adhesive tape)

## **Surface Mounted Signs**

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*If unsure, contact Ecoglo*

# Installation Instructions for Signs Surface Mounted

(No drill holes or tape)

## 1. Preparation of Surface

- Thoroughly clean the surface with industrial strength cleaner if necessary.
- Remove any loose paint or sealant then allow surface to dry.

## 2. Positioning of Signs

- Mark position on the door or wall where sign is to be placed.

## 3. Placement of Signs

**Note:** The installation method used should be determined by the condition of the installation surface and the specific purpose of the sign. Screws should be used if there is any doubt about adhesion and should always be used for signs which are part of a primary exit marking system.



## Installation using Screws

- Line the sign up with the markings you made.
- Approximately 1.5cm diagonally in from each corner of the sign, make a drill hole and screw the sign to the surface.
- Use plastic anchors where necessary.

*Recommended screws - 6G x 25 Pan Square S/S S/Tap*

## Installation using Adhesive Tape

- On the back of the sign place 2 - 3 strips (as required) of double sided 1mm foam tape, ensuring the tape is evenly spaced and not too close to the edge of the sign - the tape should not be visible once the sign is mounted in place.
- Line the sign up with the markings you made.
- Apply pressure evenly over the sign to fix it fast to the surface.

*Recommended tape: tape should be a high quality 1mm foam tape to allow for surface imperfections.*

*Note: If there is any doubt about adhesion, use screws.*

## 4. Maintenance of Signs

- Regular dusting with a soft cloth or brush is recommended to keep the sign clean.
- If the sign is noticeably dirty, clean with a sponge or cloth.

*See Maintenance and Cleaning Instructions for more detailed information.*

*Installation Instructions For*

# Sign Brackets

## Flag and Ceiling Mounted Signs

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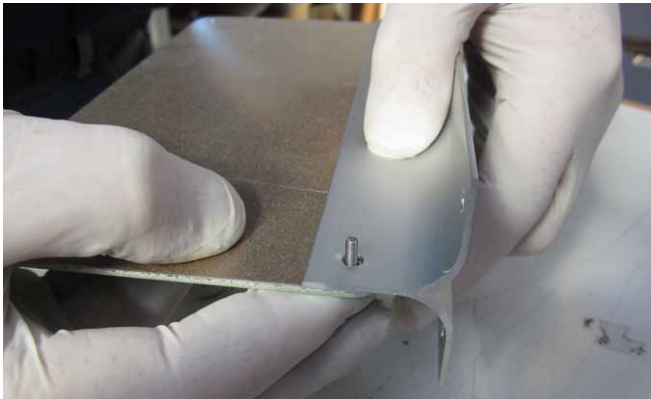


# Sign Brackets Flag & Ceiling Mounted Signs

## 1. Assembling the Bracket



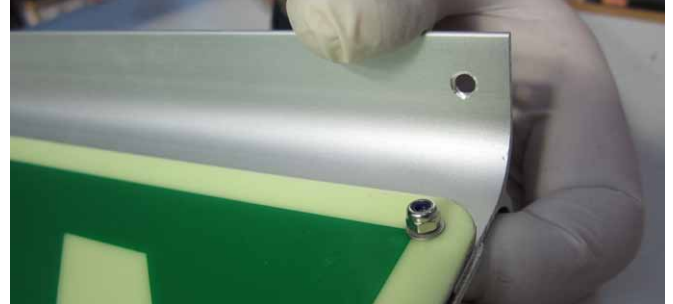
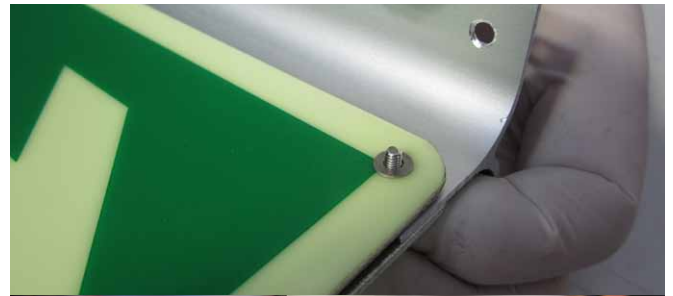
- Place a washer on screw and insert into top-left corner of first sign.



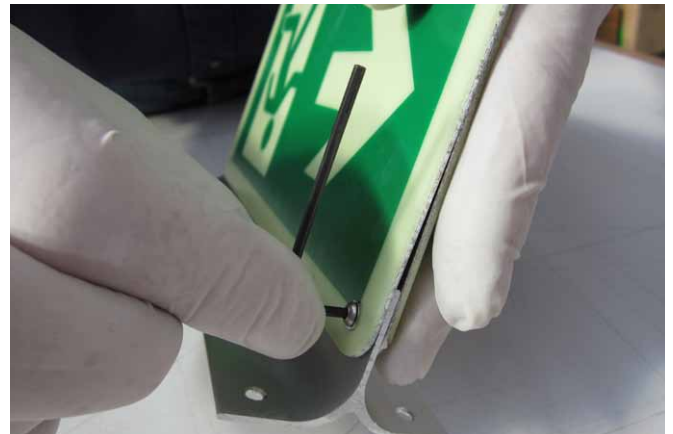
- Place mounting bracket over screw.



- If required, place second sign over screw onto opposing side of bracket. Ensure the signs are facing the correct direction.



- Place a washer and nut onto screw and tighten with fingers.



- Using supplied Hex Key and a crescent tighten the nut until flush with surface of sign.



- Repeat previous steps on all corners.

# Sign Brackets Flag & Ceiling Mounted Signs

## 2. Installing the Bracket



- Once mounting location has been decided hold flat to wall or ceiling.
- When installing the sign make sure it looks level to the eye.



- Using screwdriver or battery drill mount sign using screws provided.

## Mounting Surfaces

- Mounting surfaces:
- Timber: screw install (use all 4 holes in the bracket).
- Plasterboard, Concrete, Solid plaster: screw install with suitable anchors (use all 4 holes in the bracket).
- Steel: screw or rivet install as appropriate (use all 4 holes in the bracket).

*Installation Instructions For*

# Architectural Series Sign Brackets

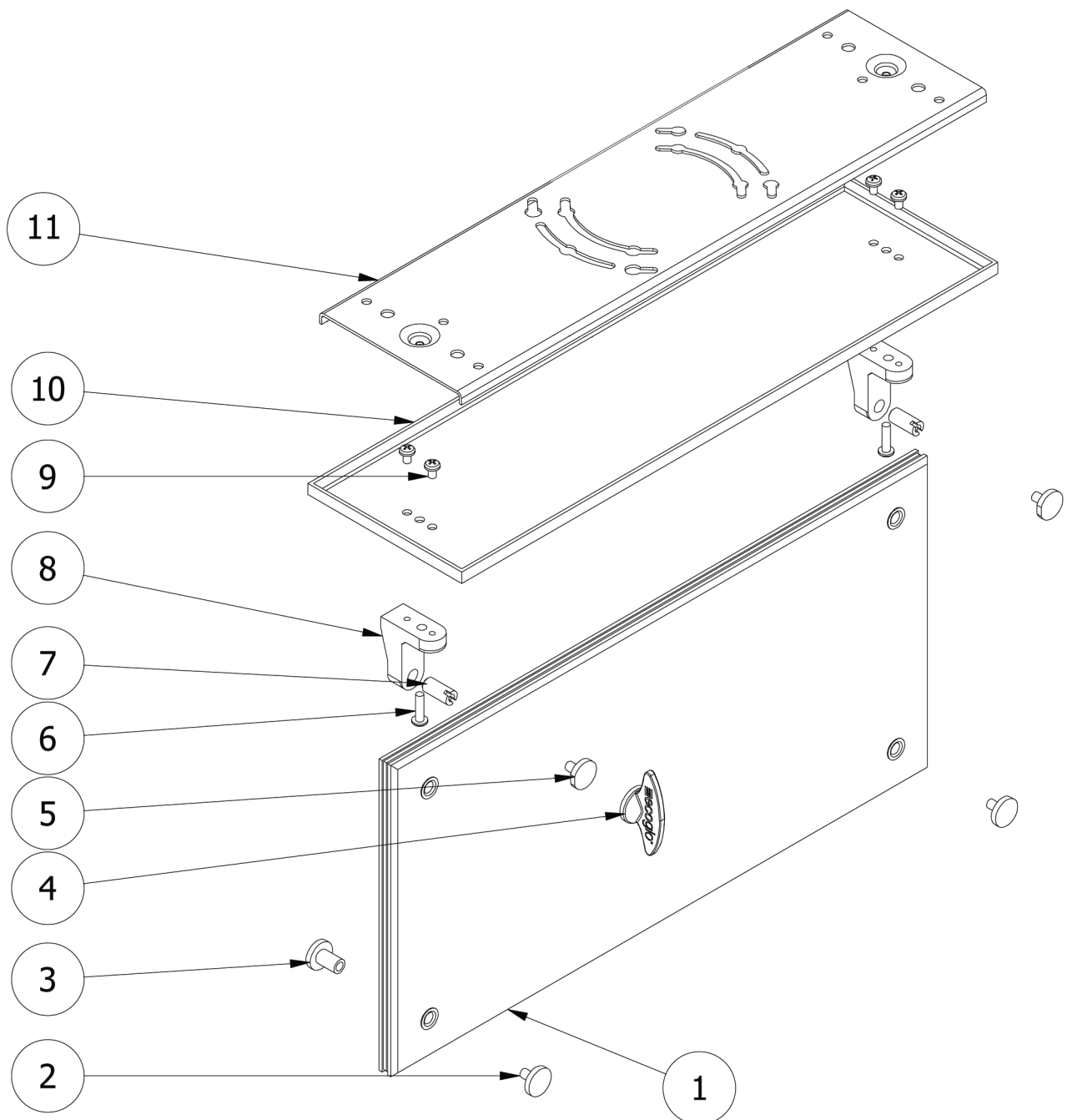
**Ceiling, Flag and Surface Mount**

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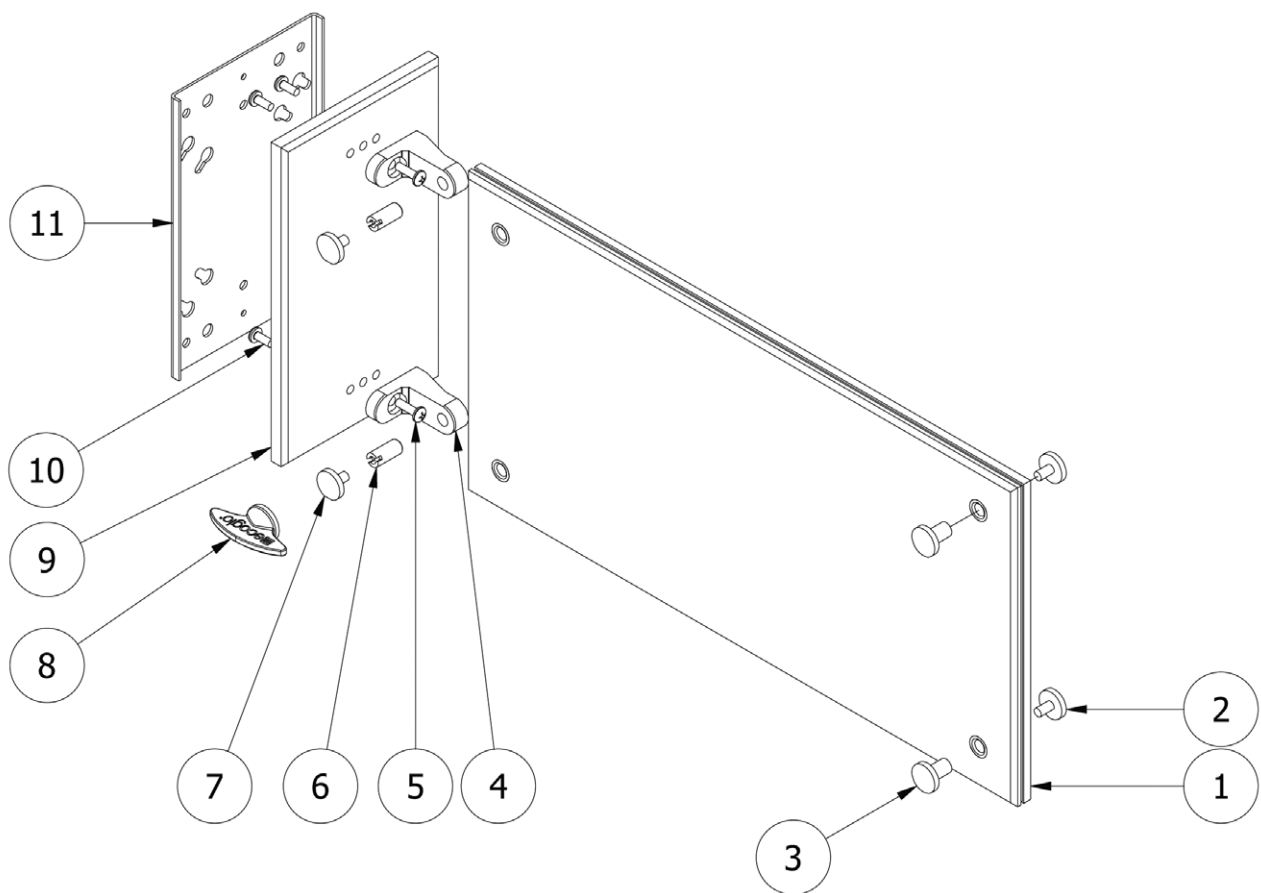
# Architectural Series Ceiling Mount Bracket

1. Finger-tighten finishing screws (2) and nuts (3) into bottom corner holes of sign (1).
2. Prepare installation surface. Ensure surface is free of dirt, debris and residue.
3. If mounting sign directly to a ceiling, mark installation surface to ensure sign is properly aligned and level when mounted. Use mounting plate (11) as a template.
4. Drill hole pattern if necessary. Screw mounting plate (11) to installation surface.
5. Screw both L-Brackets (8) onto finishing plate (10) using the 4 x M4 6mm Pan Head Philips machine screws (9).
6. Screw finishing plate (10) onto mounting plate (11) through the centre of the attached L-Brackets (8) using the 2 x No. 8 32 x 16mm Philips machine screws (6).
7. Screw the 2 threaded pins (7) into the L-Bracket (8). Insert inner sign holes onto threaded pins (7) and secure with T-Screws (5) using the supplied tool (4).



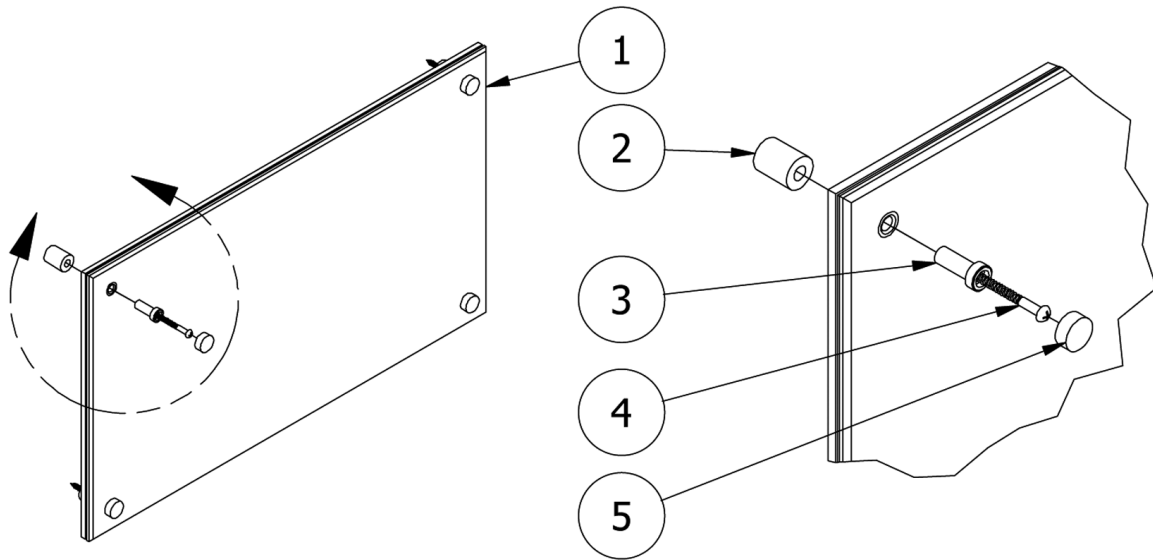
# Architectural Series Flag Mount Bracket

1. Finger-tighten finishing screws (2) and nuts (3) into outer corner holes of sign (1).
2. Prepare installation surface. Ensure surface is free of dirt, debris and residue.
3. If mounting sign directly to a wall, mark installation surface to ensure sign is properly aligned and level when mounted. Use mounting plate (11) as a template.
4. Drill hole pattern if necessary. Screw mounting plate (11) to installation surface.
5. Screw both L-Brackets (4) onto finishing plate (9) using the 4 x M4 6mm Pan Head Philips machine screws (10).
6. Screw finishing plate (9) onto mounting plate (11) through the centre of the attached L-Brackets (4) using the 2 x No.8 32 x 16mm Philips machine screws (5).
7. Screw the 2 threaded pins (6) into the L-Bracket (4). Insert inner sign holes onto threaded pins (6) and secure with T-Screws (7) using the supplied tool (8).



# Architectural Series Surface Mount

1. Prepare installation surface. Ensure surface is free of dirt, debris and residue.
2. Mark wall surface to ensure sign (1) is properly aligned and level when mounted.
3. Drill hole pattern. Use a 6mm masonry bit for concrete anchors, 9mm bit for drywall Kwik Tog anchors.
4. Insert mounting sleeves (3) into corner holes of sign, fastening to spacers (2) on other side of sign.
5. Screw sign into wall using the 4 x No. 8 60mm screws (4).
6. Apply provided screw caps (5) to each corner.





## *Installation Instructions For*

# Signs

## Suspension Mounted Signs

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**Ecoglo International Limited**

Email: [info@ecoglo.com](mailto:info@ecoglo.com)

[www.ecoglo.com](http://www.ecoglo.com)

# Signs Suspension Mountined Signs



## Mounting Location

- When installing the sign make sure it is parallel to the nearest horizontal building feature, so that it looks level to the eye.

## Mounting Surfaces

- Use chain or wire from suitable anchor points on the building. Attach to the top 2 holes in the Ecoglo sign with key rings or D-shackles.
- If installed in locations where the sign may be blown around, attach 2 wires or chains to each of the top 2 holes in the Ecoglo sign. The wires or chains should be hung at an angle, for example from 4 points that mark out a 1 metre square.



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