

Completion photos must be sent each day after you have been on site installing signage. This will allow me to review the progress of the installation and if any corrections are needing to be made they can be made with the next trip out to site. This is to try to help eliminate additional trips for you to site to make any necessary corrections.

***All photos MUST be clear and be taken from a distance that we can determine what sign you are photographing.

ROAD SIGN

Foundations – Cube/Spread/Auger

- Photos to show excavation made for foundation, rebar cage installed, and a tape measure showing the correct width, length, and depth of the hole to match the engineering.
- Photos showing foundation after the concrete has been poured with anchor bolts clearly visible with template in place. (All foundations must be free and clear of landscaping and dirt/debris.

Base of Pole

- Photos to show use of engineered structural plate washer above and below base plate and to show landscaping and foundation pier.

Physical Connections – Base Plates/Anchor Bolts

- Photos to show leveling nuts, structural nuts and jam nuts on all anchor bolts and no debris under the base plate.
- Photo of carpenter's level placed on top of base plate once the sign is installed. Both on the front and side of the plate.
- Photo of tape measure showing correct distance between bottom of base plate and top of foundation.

Physical Connections – All welded connections including match plates, base plates, gussets and plug welds

- Document all welding operations with clearly focused progressive photos that detail each step outlined in the "Persona, Inc. Sign Structure Installation In-Field Welding Requirements" document (EX: each pass of cap ring weld, each pass of plug welds, etc) Photos must be taken close enough and in-focus to make a determination of weld quality by visual inspection. Click the link below for the Welding document.
 - <http://persona-inc.com/documents/WeldingRequirements.pdf>

Electrical Hookup

- Photos to show the connections of all wires coming from the primary power source to the wires running up the pole

DRIVE-THRU SIGNS

**CLEARANCE GATEWAYS, DIRECTIONALS, ORDER HERE CANOPIES, MENU BOARDS,
PRE-SELL BOARDS**

Base of Pole

- Photos to show use of engineered structural plate washer above and below base plate and to show landscaping and foundation pier.

Physical Connections

- Photos to show leveling nuts, structural nuts and jam nuts on all anchor bolts, no debris under the base plate.
- Photo of carpenter's level placed on top of base plate once the sign is installed. Both on the front and side of the plate.
- Photo of tape measure showing correct distance between bottom of base plate and top of foundation.
- Photo of carpenter's level placed on top of swing arm
- Photo of carpenter's level on order here canopy topper in two positions (parallel and perpendicular to canopy)

Additional photos for ODMBs & ODPS (outdoor digital menu boards and pre-sells)

- Photos of CAT6 cable ends terminated and plugged in to the respective ports inside the store and plugged into the ODMBs
- Photos showing screen content displaying on ODMBs
- Photos showing CAT6 cabling neatly coiled and secured properly at Wayport Board

Electrical Hookup (where applicable)

- Photos to show the connections of all wires coming from the primary power source to the wires running up the pole

BUILDING SIGNS

RCE

- Photos of tie backs installed on RCE's (adjustable brackets between wall and vertical tube structure)
- Photos showing the silicone between the 1 1/2" and 2" tieback tubes
- Photos of tieback plate attachment to building wall showing fasteners and caulking
- Photos of shroud over leg (front & back views)
- Photos of butt seam on 46' RCE (front, bottom & back views)
- Photo showing the 10' RCE cable installed

Window Position Sign

- Photo of attachment to building. (Top mount or bracket mount)
- Photo of window position of signs mounted level.

Building Signs

- Photos of attachment of "Welcome" letter on trellis
- Photo of arch attachments as connected to building wall

Channel Letters

- Photos to show wiring done behind the wall on EACH remote set of letters that are installed
- Photos need to show the power supply mounting
- Photos to show the transformer box mounted upright: if one is used
- Photos showing the inside of each transformer box; if one is used
- Photos to show the connectors used to make connections behind the wall
- Photos need to show the entire installation
- Photos for each set of letters must be taken per the above specifications. Label all photos by size of letters and be elevation they are installed on

LED Canopy Fascia

- Photos showing the back silver panel installed
- Photos showing wiring connections made
- Photos showing front white panels installed

We must have overall photos of the following:

- Any and all sign components installed must have an overall photo taken when the install is complete

Additional Photos

- Photos showing all lamps/signs illuminating.