



# Sign Operations, Care and Maintenance Manual

All LED and Non-illuminated Sign Series

## Operating Instructions for Directional Systems LED Signs

Most Directional Systems LED signs can be controlled with a wall switch or a third-party dry contact relay.

When using switches,

- **One Message Signs**

Controlled with a single pole, single throw switch (*on/off*). Typically, the message is illuminated when the toggle switch is in the up position and turned off when the toggle switch is in the down position.

- **Two Message Signs**

Controlled with either a single pole, double throw switch (*on/off/on*) or a double pole double throw switch. (*See installation instructions for wiring details.*) Typically, Message 1 illuminates when the toggle switch is in the up position, Message 2 illuminates when the toggle switch is in the down position and both messages turn off when the toggle switch is in the center position.

- **Three or More Message Signs**

Controlled with a combination of these switches.

When using dry contact relay,

Typically, one relay is required to control each message.

# Care and Maintenance

## Recommendations for Directional Systems LED Signs

Thank you for choosing us to satisfy your signage system requisite. We do hope that the signage will serve you in the highest regard for years to come. To help ensure prolonged life and quality performance for your new sign we have provided easy to follow maintenance instructions.

The following list will guide you with tips to assist you in caring for your signage. Incompatible cleaning material can cause structural and/or surface damage. Please contact your provider for any additional information regarding these recommendations.

### Maintenance Instructions for the Following Product Lines

- PHX Series Outdoor Blank-out LED Backlit Signs
- PHXF Series Outdoor LED Backlit Signs
- SBL Series Indoor Black-out LED Backlit Signs
- SBLF Series Indoor Only Full LED Backlit Signs
- TCL Series Outdoor LED Direct-View Signs
- TCIL Series LED Traffic Controllers
- TCI Series Incandescent Traffic Controllers
- I-Bar Series Non-illuminated Clearance Bar
- Switch Plates

### Proper Care and Maintenance for LED Sign Faces and Molded Polycarbonate Frames

- Hand wash using lukewarm water and mild soap
- Use a clean, soft, non-abrasive, grit-free cloth or sponge to loosen heavy dirt or grime
- To remove residue rinse with clean water and cloth
- Prevent water spotting by drying with a soft cloth
- Use a mild automobile polish to minimize scratched and minor abrasions (*test small area first*)

#### Never Do/Use the Following Items

- Abrasive or highly alkaline cleaner
- Aromatic or halogenated solvents
- Scrub brushes, steel wool or other abrasive materials
- Squeegees, razorblades or other sharp instruments to remove deposits or spots
- Clean in direct sunlight or at high temperatures
- Power washing equipment

## **Proper Care and Maintenance for Painted Metal (Aluminum) Sign Frames, Surfaces, Mounting and Non-illuminated I-Bars**

- Lukewarm water and mild soap (*always perform a test cleaning on small area first*)
- Keep all cloths, brushes and sponges free of grit and rinse frequently
- Use a clean, soft, non-abrasive, grit-free cloth or sponge to loosen heavy dirt or grime
- Avoid temperature extremes (*heat accelerates chemical reactions/lower temperatures may make solutions less effective*)

### **Never Do/Use the Following Items**

- Over-cleaning or excessive rubbing
- Allow run-down, drips or splashes of cleaners (*rinse these off as quickly as possible, never allow any solutions to dry on the painted surface*)
- Industrial strength cleaners of higher concentrations
- Paint removers, aggressive alkaline, acid or abrasive cleaners
- Abrasive cleaners, brushed, soiled cloths/sponges, steel wool

## **Proper Care and Maintenance for Stainless Steel Switch Plates**

- Stainless steel cleaner is generally recommended for scratched or stained surfaces (*testing cleaners in a small area is recommended*) warm water can also be used
- Consider using a microfiber cloth because it absorbs water well and does not scratch the surface.
- It's best to wipe the cloth in the direction of the stainless steel grain
- To avoid water spots and stains thoroughly rinse and dry the surface

### **Never Do/Use the Following Items**

- Chlorine bleach, products containing chloride and ANY cleaning product not made specifically for stainless steel
- Steel wool, brushes or very abrasive scrubbing pads

## **Proper Care and Maintenance for Vinyl Lettering**

- Use clean, non-abrasive cloth to gently dust
- If heavily soiled you may use a mild soap and water mixture
- Blot-dry completely
- To avoid peeling take extra caution near edges and corners

### **Never Do/Use the Following Items for Care and Maintenance**

- Scrub surface with an abrasive pad or tool
- Detergents containing abrasives or ammonia



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