

ADA Signage Compliance Checklist (2025 Edition)

Prepared by BlinkSigns – A Field-Ready Guide for Architects, Facility Managers, and Inspectors

Section 1: Regulatory Verification

Task	Verification Notes	Completed
Confirm ADA 2010/2025 compliance (Sections 216 & 703)		☐
Check state overlays (CA Title 24, TX TAS, NYSBC)		☐
Verify local code alignment (IBC, fire marshal requirements)		☐
Ensure tactile/Braille specs meet §703.2–703.4		☐
Document all federal, state, and local codes		☐

Section 2: Design & Specification

Task	Verification Notes	Completed
Verify tactile letter height (5/8–2 inches) and depth (1/32 inch min)		☐
Ensure Grade 2 Braille, domed dots, proper spacing		☐
Check contrast ratio $\geq 4.5:1$ and gloss ≤ 10 GU		☐
Confirm pictogram field (6" minimum height) and spacing		☐
Review material durability (UV, moisture, tamper resistance)		☐

Section 3: Installation & Field Verification

Task	Verification Notes	Completed
Mount tactile signs 48–60 inches AFF to Braille baseline (§703.4.1)		☐
Place on latch-side wall with 18-inch clear floor space		☐
Verify overhead clearance (≥80 inches)		☐
Avoid glossy surfaces or obstructed placement		☐
Capture photos and inspector sign-off documentation		☐

Section 4: Maintenance & Documentation

Task	Verification Notes	Completed
Schedule post-install audit within 30 days		☐
Conduct 12–18 month routine inspections		☐
Maintain digital QR-linked compliance record		☐
Train staff on cleaning & relocation protocols		☐
Update documentation after remodel or damage		☐
