



TRAFFIC SIGNING LOG FORM

Date of Inspection
Daylight or night

Initials of Inspector

Comments and Sign Condition

Ref. No	Sign Type or Message			1.		
Location						
MUTCD Sign No./Size	Date Installed	GPS	2.			
Post Type	Date Installed					
Sheet Grade ENG HI DIA VIP	Direction Sign Faces N S E W		3.			
Ref. No	Sign Type or Message			1.		
Location						
MUTCD Sign No./Size	Date Installed	GPS	2.			
Post Type	Date Installed					
Sheet Grade ENG HI DIA VIP	Direction Sign Faces N S E W		3.			
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Post Type	Date Installed					
Sheet Grade ENG HI DIA VIP	Direction Sign Faces N S E W		3.			

INSTRUCTIONS FOR USING THE TRAFFIC SIGNING LOG

Ref. No.	Sign Type or Message	Date of Inspection <small>Daylight or Night</small>	Initials of Inspector	Comments and Sign Condition
16	Stop	10/11/86 D	DRG	Sign good, sign post broken Replace post
Location 15 ft. from NW corner of Jackson St. & Belmont Ave.		D		
MUTCD Sign No./Size R1-1, 30 x 30	Date Installed 10/12/87	2. 03/03/87 D	DRG	Sign good
Post Type Telespar	Date Installed 10/13/86			
GPS N41° 09.444' W102° 58.822"				
Sheet Grade ENG HI DIA VIP	Direction Sign Faces N S E W	3. 10/04/87 N	DRG	Poor reflectivity - replace sheeting

1. **REF. No.** — This is used in conjunction with a map showing the location of your signs. Enter the number given to the particular sign.
2. **SIGN TYPE OR MESSAGE** — Enter the message as it appears on the sign. For signs without words, draw the symbol(s) as you would see them on the sign.
3. **LOCATION** — Enter the location of the sign. For intersections, enter how many feet from the specific corner (NW, NE, SW, SE). Also include how many feet from the edge of the road the sign is located.
4. **MUTCD SIGN No./SIZE** — Enter the specific designator number of the sign as it appears in the *Manual on Uniform Traffic Control Devices for Streets and Highways*. If sign is available in different sizes, enter the size installed.
5. **DATE INSTALLED** — Enter the day, month, and year the sign was installed.
6. **POST TYPE** — Enter the type of post to which the sign is attached.
7. **DATE INSTALLED** — Enter the day, month, and year the post was installed.
8. **GPS** — This stands for Global Positioning Satellite. Enter the coordinates of the sign location.
9. **SHEET GRADE** — Circle the grade of the sheeting on the sign.
 ENG = Engineer HI = High Intensity
 DIA = Diamond VIP = VIP
10. **DIRECTION SIGN FACES** — Circle the direction the sign message(s) or symbol(s) faces.
11. **DATE OF INSPECTION DAYLIGHT OR NIGHT** — Enter the day, month, and year of the inspection. Enter "D" for daylight inspection, and "N" for night inspection.
12. **INITIALS OF INSPECTOR** — Enter the initials (all 3) of the person performing the inspection.
13. **COMMENTS/SIGN CONDITION** — Enter comments expanding on the sign or post condition. This can also be used for documenting the work to be performed on the sign and/or post.