

INSTRUCTIONS FOR REPLACING RECREATION FEE SITE DECALS

The new Recreation Fee Site decals are designed to be placed directly over the older Recreation Fee Pilot Project decals. Field installation can be completed easily by performing the following steps:

- A. Replacement decals are stocked at the Printed Materials Distribution Services (PMDS) warehouse in Denver, Colorado. To order these decals, complete BLM Form 1556-1, "Printed Materials Distribution Section Publications Requisition Form." FAX (303-236-0845), mail (BLM/PMDS, BC-650B, DFC., Building 41, Denver, CO 80225-0045), or email the form to PMDS.

- B. If the old decal is not cracked or peeling:
 1. The new decal can simply be applied over the old one. If the office has a BLM Sign Repair Kit, all the necessary solvents and tools are contained. Use the liquid cleaner and a rag to wipe down the old decal. Let it dry.
 2. Apply the new decal over the old one and then use the rubber squeegee to get out any air bubbles.
 3. If a Sign Repair Kit is not available, use a cleaner that does not leave a soapy or oily residue such as alcohol, or a window cleaner and a clean rag to wipe down the old decal. Let it dry.
 4. Apply the new decal over the old one and gently use a rigid dull object such as a straight edge or ruler to work out any air bubbles.

- C. If the old decal is cracked or peeling:
 1. If a Sign Repair Kit is available, use the Kit's metal scraper to remove the old decal, taking care not to damage the wood or metal base of the sign.
 2. Clean the area with the liquid cleaner and a rag. Let dry.
 3. Apply the new decal and use the rubber squeegee to get out any air bubbles.
 4. If a Sign Repair Kit is not available, use a tool with a wide thin blade to remove the old decal, taking care not to damage the wood or metal base of the sign.
 5. Clean the area by using a cleaner that does not leave a soapy or oily residue such as alcohol or a window cleaner and a clean rag to wipe down the area. Let dry.

6. Apply the new decal over the old area and gently use a rigid dull object such as a straight edge or ruler to work out any air bubbles.
- D. This is an excellent time to make minor repairs to the rest of the sign. The Sign Repair Kit available from PMDS contains the necessary tools, materials, and instructions to quickly perform this task.