

Classic Mailbox Installation Instructions

The "Classic Mailbox" needs to be installed on a concrete base or solid surface. Please do not place the mailbox directly on a dirt or wet surface.

To prolong the life of your mailbox:

- 1) Install the mailbox on an elevated and dry area.
 - 2) Direct any sprinklers away from the mailbox.
 - 3) If installing on a grassy area, make sure the mailbox is elevated on a concrete pad so your grass trimmer does not chip the pedestal base.
1. **If installing on an existing concrete base or sidewalk, please skip to # 3.** Form a concrete base approximately 17.75 inches wide by 14 inches deep. You may form the rectangle out of wood or even compacted dirt to surround your concrete slab. The thickness of the slab should be anywhere from 6"-8", but make sure the slab sits approximately 1 1/2" above ground level so neither water nor the grass trimmer damages your pedestal.
 2. When completing your concrete slab, make sure your slab has a smooth and level surface so your mailbox sits level when completed. Wait until your concrete slab is dry before going to step #3.
 3. Now you are ready to install your "Classic Mailbox". Before assembling the top of your mailbox to the post, place the post onto your desired location. With a pencil, mark your 4 holes through the base of the post onto your concrete base. Make sure your locations are accurate.

4. Using a drill (Hammer drill recommended but not necessary), drill 4 holes using a masonry drill bit to a minimum 5/8" depth (see figure 1) Measure each hole depth before continuing.

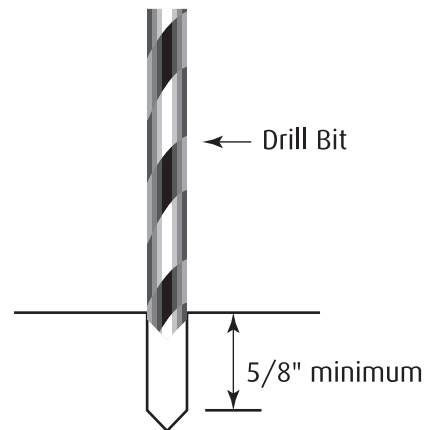


Figure 1

5. Blow each hole clean of dust and other material.

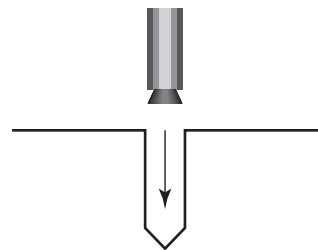


Figure 2

6. Insert anchor into hole with lead shield up. (See figure 2)

7. Position a setting bolt on top of the lead shield part of the anchor. The end of the bolt should be centered on the shield (see figure 3)

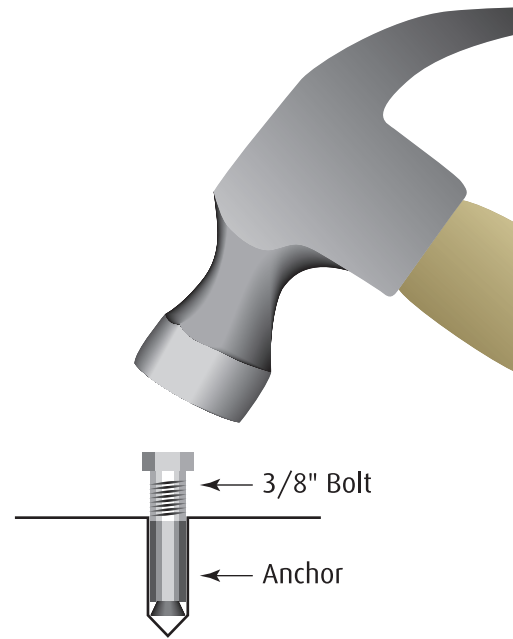


Figure 3

8. Using a hammer, set the anchor by hitting the head of the bolt with several sharp blows. This should drive the lead sleeve down over the cone. It is important that the hole be at least 5/8" deep.

9. Position the "Classic Mailbox" pedestal over the installed anchors. Insert four hex head stainless steel screws and tighten. (See figure 4)

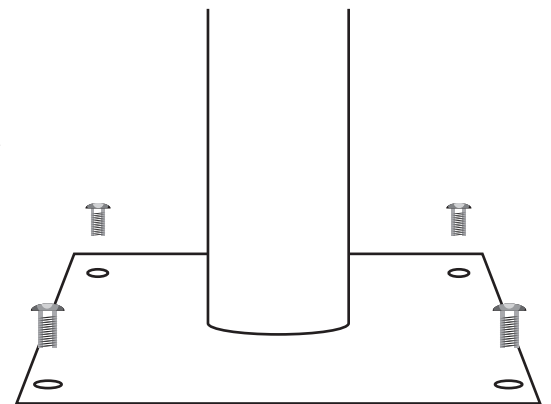
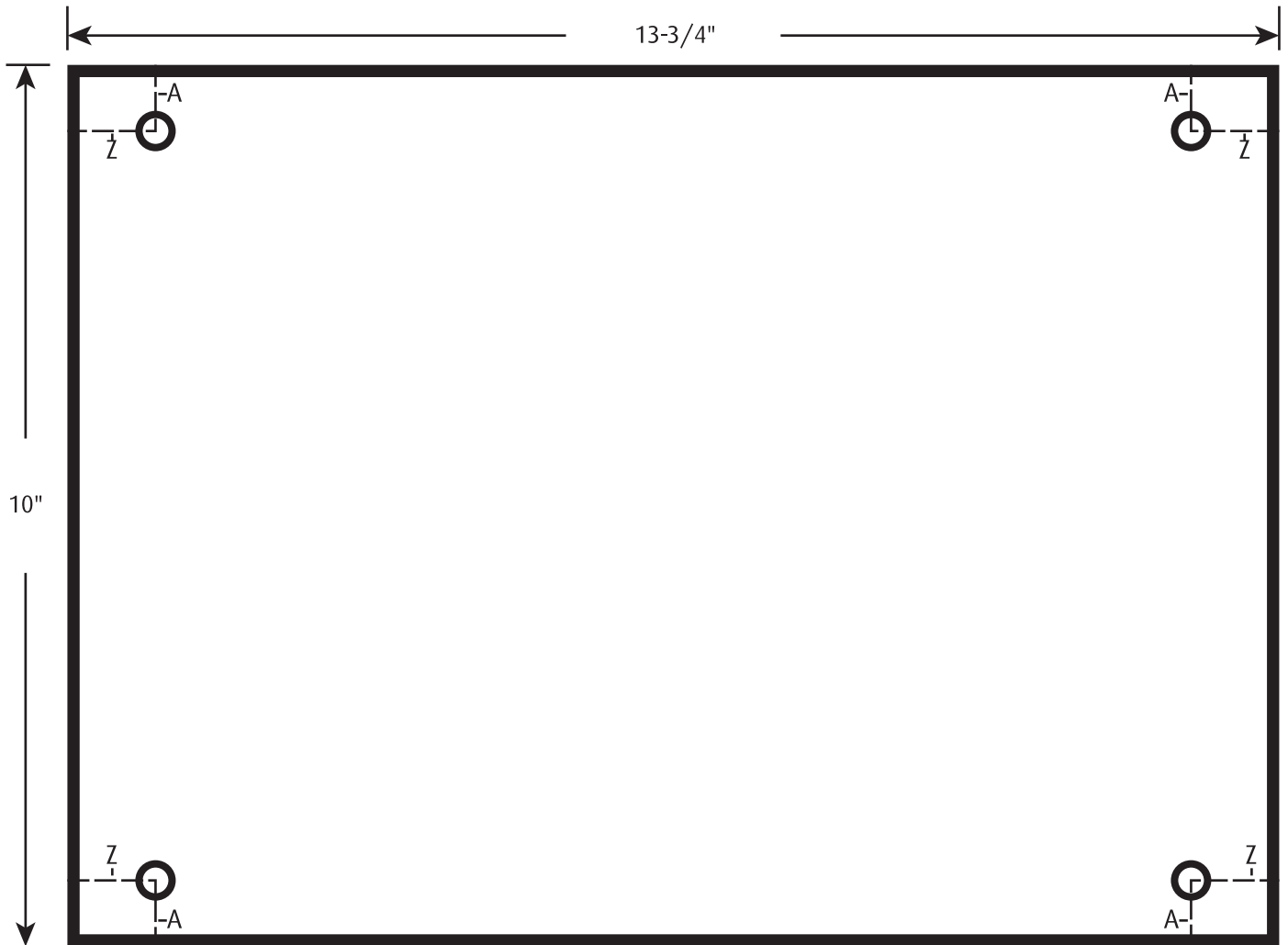


Figure 4

10. Position the top of the mailbox onto the pedestal and tighten the four Phillips head screws provided with a screwdriver through the "eagle" door.

mounting position



Scale: 50%

A: $\frac{3}{4}$ inch
Z: 1 inch

These distances are to the center of the circle