

Congratulations on the purchase of your Mail Boss® steel post. This post is constructed of tough 14 gauge galvanized powder coated steel. It will mate perfectly with your Mail Boss® mailbox. Included with the Mail Boss® post are four 13mm bolts for attachment to your Mail Boss® mailbox. There are a couple of scenarios where we suggest you deviate from the instructions below. If you live in a very cold climate and/or you use a spreader plate to mount multiple mailboxes, a treated 4 x 4 piece of lumber will fit inside our post. You can secure it with lag bolts or screws on two sides of the post. This will allow you to bury the post much deeper and secure it much better. In very cold climate we suggest you go 3.5 feet deep or so. For additional stability you can drive lengths of rebar at an angle down and out from the hole before pouring the concrete.

Instructions listed below are only guidelines: customers should contact the local post office before installing the mailbox to insure its correct placement and height at the street. USPS requires mailboxes to be installed at a height of **41- 45 inches from the road surface to the base of the incoming mail slot**, and are **set back 6 - 8 inches from the front face of the curb** or road edge to the mailbox door.

If you require assistance with assembly or part replacement, or for any other matter, contact the toll-free Epoch Design Service Center from anywhere in the Continental United States, Monday through Friday, 9AM - 5PM PST at 1-800-589-7990. You may also email your request or comments to info@mailboss.com and a service representative will respond. You can also find helpful hints and tips on our website: www.mailboss.com.

1 With a shovel or post hole digger dig a hole centered 16 to 18 inches from the street. The hole should be dug 12 inches below the level of the street.

2 Stand post in the hole and verify that the top is about 31" above the level of the street.

3 Level the post vertically. You may wish to use a level. You may also choose to brace the post.

4 Mix the appropriate amount of concrete, usually more than 2 bags. Fill the hole to the top with concrete.

5 Once the concrete has set well, you may mount your Mail Boss® mailbox to your post at the recommended location from the street.