

MAILBOX GUIDELINES

Listed below are some helpful guidelines to follow when installing your mailbox:

- Position your mailbox 41" to 45" above ground level.
- Place your mailbox 6" to 8" back from the curb. If you do not have a raised curb, keep the front of the mailbox 14"-18" away from the edge of the asphalt street.
- Put your house or apartment number on the mailbox.
- If your mailbox is on a different street from your house or apartment, put your full street address on the box.
- If you are attaching the box to your house, make sure the postal carrier can reach it easily from your sidewalk steps or porch.
- best mailbox supports are stable, but bend or fall away if a car hits them.

Installing the Post:

- A 4" x 4" wooden support or a 2" diameter standard steel or aluminum pipe.
- Avoid unyielding and potentially dangerous supports like heavy metal pipes, concrete posts and farm equipment (e.g., milk cans filled with concrete).
- Bury your post no more than 24" deep.

Maintenance:

Mailboxes take a beating from the weather, so we recommend an annual mailbox checkup to avoid damage to your mail or difficulty identifying your address. If a barrier is installed before your mailbox this will help protect from snow and ice coming off the plow and cause damage to the mailbox.

Tighten loose hinges on the door.
Take care of rusty or loose parts.

Replace missing or faded house numbers
Keep the path to your mailbox clear

