


# Series 7600 and 7900 Mailboxes Instructions

Thank you for purchasing this premium mailbox. We know you'll be satisfied with the years of service it will provide. If you have any questions about how to mount or use this mailbox, or if you need any replacement parts, please call us directly at (310) 374-5700 or contact us at [support@architecturalmailboxes.com](mailto:support@architecturalmailboxes.com).

Your new mailbox comes completely assembled. To begin using your mailbox, it must be properly mounted in accordance with USPS requirements to facilitate carrier access, as described below. You can mount your mailbox on one of the optional mailbox posts we offer, or you can mount it to a wooden post using the optional 4X4 Adapter.

CUSTOMERS ARE REQUIRED TO CONTACT THE LOCAL POST OFFICE BEFORE INSTALLING THE MAILBOX TO ENSURE ITS CORRECT PLACEMENT AND HEIGHT AT THE STREET. GENERALLY, MAILBOXES ARE INSTALLED AT A HEIGHT OF 41-45 INCHES FROM THE ROAD SURFACE TO INSIDE FLOOR OF THE MAILBOX OR POINT OF MAIL ENTRY (LOCKED DESIGNS) AND ARE SET BACK 6-8 INCHES FROM THE FRONT FACE OF CURB OR ROAD EDGE TO THE MAILBOX DOOR.

 **NOTE:** The mounting hardware to attach this mailbox to your post is not included with this mailbox. Compatible mounting hardware is included with our posts or other mounting accessories.

## Three mounting options...

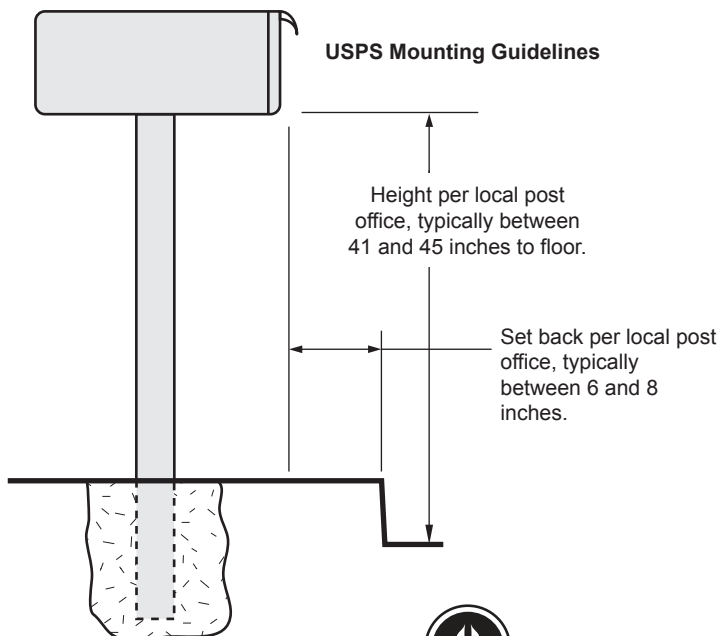
### 1 If you are mounting onto an existing post:

The mailbox has mounting bolt patterns on the bottom and sides that are designed to provide adequate mounting strength and stability for long term use. Drilling new holes or modifying the mailbox in any way may compromise the function, strength or corrosion resistance of the product, and will void your warranty. Make sure your existing bracket or any new DIY bracket you create does not interfere with proper door function. The bracket must allow the door to open fully without interference, for uninhibited mail delivery by your carrier. Follow the USPS Mounting Guidelines below.

### 2 If you are mounting onto one of our optional 4x4 wooden post accessories (items 7540):

Follow the instructions that came with your optional 4x4 bracket and the USPS Mounting Guidelines below.

### 3 If you are mounting onto one of our optional posts, follow the instructions below:



**a** **For 3" Round In-ground Post (item 7507, 7510, 7511, 7513 or 7516) or Standard In-ground Post (item 5525):** Dig a hole deep enough to allow the mailbox to sit at the specified height, as required by your local post office. The height from the road level to the mailbox floor is typically between 41 and 45 inches. Make sure the hole is set back from the road such that the distance from the curb or the road edge to the mailbox face meets local post office requirements, typically between 6 and 8 inches.

**For Standard Surface Mount Post (item 5526):** If using j-bolts in new concrete, dig a hole deep and large enough for the new concrete to properly support the mailbox and to allow the mailbox to sit at the specified height. If using concrete anchors in preexisting concrete, make sure the anchor positions allow the mailbox to sit at the specified height. Also, make sure the bolt or anchor positions allow for the specified set-back distance from the curb or street/road edge, typically 6 to 8 inches from curb.

**b** **For 3" Round In-ground Post (item 7507, 7510, 7511, 7513 or 7516) or Standard In-ground Post (item 5525):** Pour the concrete (at least 1 cubic foot recommended) completely around the post, making sure the post and mailbox are level and correctly positioned according to your local post office.

**For Standard Surface Mount Post (item 5526):** Pour concrete around j-bolts held in the correct pattern, or install anchors in the correct pattern into dry concrete.

**c** **For 3" Round In-ground Post (item 7507, 7510, 7511, 7513 or 7516), or Standard Posts (items 5525 or 5526):** Attach the mailbox to the post using the hardware included with the post.