

HOW TO INSTALL:

STEP #1. The first step is to remove your current broken or rusty door. Most standard metal doors can be removed by drilling out the rivets affixing the door to the canister at the bottom of the door. It is most easy to drill the rivet from the underneath inside on the concave side of the rivet. Please note, while most door attach by rivet, depending on the age and manufacturer of your mailbox, the door may be affixed via screws or other hardware. You should not be concerned if you damage the metal surrounding the rivets as this area will be completely covered by the new RetroFit door.

**IF YOU PURCHASED AN INTERNAL RUST SLEEVE (SOLD SEPARATELY),
PROCEED TO STEP #2, OTHERWISE YOU MAY PROCEED TO STEP #3.**

STEP #2. SLEEVE INSTALLATION: If you have purchased a sleeve, you will want to install that first before installing the door. You will first want to install the flexible arch piece. Take the sleeve and locate the side that has a small rectangular notch cut from it. This will be located at the top front of the mailbox. Roll the plastic piece into a ball as best as possible and insert into the mailbox opening, pushing it all the way to the back of the mailbox before releasing it to expand to form the interior of the mailbox. Push the sides so they are flush and tight to the sides of the mailbox. Once the arch piece has been installed you will slide the bottom tray into place

STEP #3. DOOR INSTALLATION: Align the door so that each of the three wings (top, left, and right) are inside the mailbox canister. Give the RetroFit Door one good push into the front of the mailbox and you will hear the door snap into place as the wings compress and fit into place behind the inner lip at the front of the mailbox.

THAT'S IT! EASY AS 1, 2, 3!!