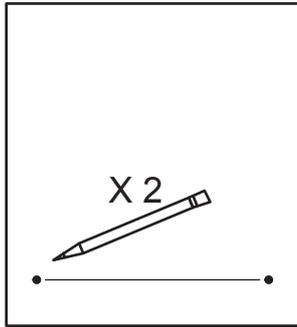


# Mounting and Use Instructions

Thank you for purchasing this premium locking 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 (800) 464-7491 or contact us as [www.architecturalmailboxes.com](http://www.architecturalmailboxes.com).

## Mounting your new mailbox

**1** Mount the mailbox under an eave or other protected area. While holding these instructions against the wall at the desired location, mark the wall at the center of each dot at the bottom of this page. These marks represent the bottom mailbox hole locations. Use a level to make sure the page is positioned correctly.

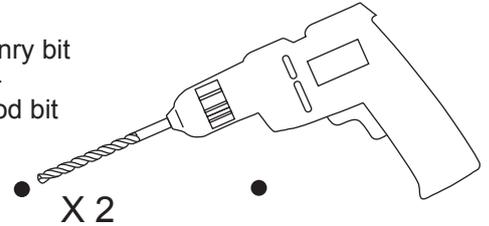


**3** For brick or other masonry wall, insert a plastic anchor (included) into each hole. Tap in gently if necessary. This step is not required if mounting on a wood wall.



**2** Drill into the wall at each marked location. Use a 1/4" drill bit for brick or other masonry wall. Use a 1/16" drill bit for wood wall.

1/4" masonry bit  
- or -  
1/16" wood bit

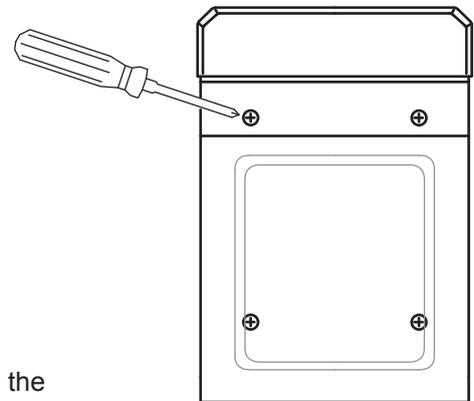


**4** A) Screw two of the included screws into holes almost all the way, allowing enough space to slide the bottom mailbox holes snugly over the screw heads.

B) While holding the mailbox against the wall, mark the wall at the center of the two top holes, then remove the box by lifting and sliding it off the two bottom screws.

C) Repeat steps 2 and 3 for the two top holes.

D) Remount the box by sliding it back onto the bottom screws and securing it with the top screws.



## Using your new mailbox

**KEYS** - Your new mailbox comes with two keys. The keys allow access to the mail storage compartment. To retrieve incoming mail, simply open the access door with the key.

**CONVERTING TO NON-LOCKING VERSION** - The locking door can be removed if you want to convert your mailbox to a non-locking version. Unlock the door and remove the small metal clips that hold the hinge pins on. You will need some small pliers to do this.

(800) 464-7491 [www.architecturalmailboxes.com](http://www.architecturalmailboxes.com)

  
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Use this guide to mark the bottom hole location - make sure the page is level before marking.