Standard 3" Round In-Ground Mailbox Post (Model 7516) Assembly Instructions

Thank you for purchasing this premium mailbox post. We know you'll be satisfied with the years of service it will provide. If you have any questions about how to assemble or install this product, or if you need any replacement parts, please call us directly at (800) 464-7491 or contact us at support@architecturalmailboxes.com.
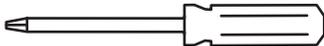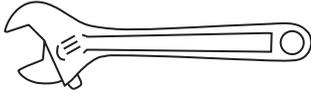
Assembly Instructions

Tools

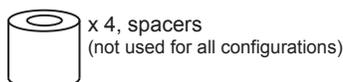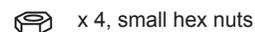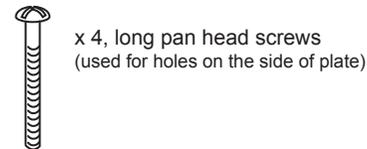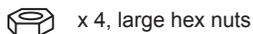Two Crescent or Open End Wrenches
(not included)

- or -

Hardware

To attach the top plate to the post:

x 4, medium hex bolts

x 8, medium washers

x 4, medium hex nuts

To attach the mailbox to the top plate:

x 4, large hex bolts
(used for holes on top of plate)

x 8, large washers

x 4, large hex nuts

x 4, long pan head screws
(used for holes on the side of plate)

x 4, small hex nuts

x 4, spacers
(not used for all configurations)
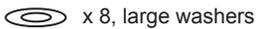
1 Slide the Top Plate onto the Post end until the bolt holes are aligned.
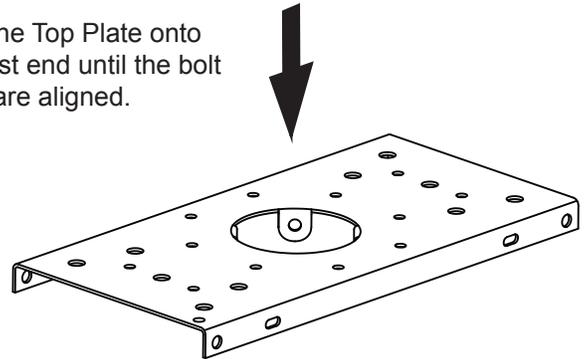
2 Attach the Top Plate to the Post using the 4 medium hex bolts, 8 medium washers and 4 medium hex nuts.

3 The method for installing the mailbox onto the post and the post into the ground depends on the type of mailbox being used. Refer to the instructions included with your mailbox for the remainder of the installation.

If your mailbox has holes in the floor, use the 4 large hex bolts, 8 large washers and 4 large hex nuts to attach the mailbox to the top of the plate.

If your mailbox has holes along its sides, use the 4 long pan head screws and 4 small hex nuts to attach the mailbox to the side of the plate. For wide mailboxes, you may want to use the 4 spacers included.

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