## **Manchester Locking Conversion Kit Installation Instructions**

- 1. Remove existing screws that mount faceplate to your box. Screws are found halfway up, just on the inside of the door on both the left and right side.
- 2. Open locking door on steel locking insert.
- 3. Insert door at an angle through the faceplate door into mailbox.
- 4. Pull locking insert up tight against faceplate with bottom of steel insert resting on masonry can, then insert screw into side of steel insert to fasten to faceplate and masonry can.
- 5. Insert second screw into opposite side to secure steel insert to faceplate and masonry can.





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