



# 43" In Ground Post

Congratulations on the purchase of your Mail Boss® steel post. This post is constructed of tough 14 gauge galvanized powder coated steel and will mate perfectly with your Mail Boss® mailbox. Included with the Mail Boss® post are four 12 mm bolts for attachment to your Mail Boss® mailbox. There are a couple of scenarios where we suggest you deviate from the instructions below. If you live in a very cold climate and/or you use a spreader plate to mount multiple mailboxes, we recommend inserting a treated 4 x 4 piece of lumber inside your post. You can secure it with lag bolts or screws on two sides of the post. This will allow you to bury the post much deeper and make it more rigid. In extremely cold climates we suggest you dig at least 3.5 feet deep. For even more stability you can drive lengths of rebar at an angle down and out from the hole before pouring the concrete. **\*\*Always check with your local utility companies before digging.\*\***

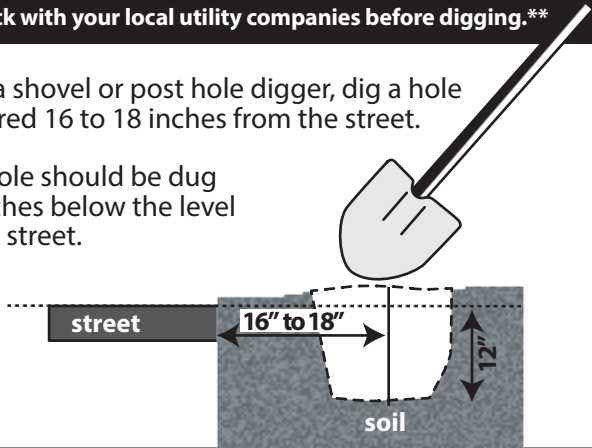
Instructions listed below are only guidelines: customers should contact the local post office before installing the mailbox to insure its correct placement and height at the street. USPS requires mailboxes to be installed at a height of **41 - 45 inches from the road surface to the base of the incoming mail slot**, and are **set back 6 - 8 inches from the front face of the curb or road edge to the mailbox door**.

If you require assistance with assembly or part replacement, or for any other matter, contact the toll-free Epoch Design Service Center from anywhere in the Continental United States, Monday through Friday, 9AM - 5PM PST at 1-800-589-7990. You may also email your request or comments to [info@mailboss.com](mailto:info@mailboss.com) and a service representative will respond. You can also find helpful hints and tips on our website: [www.mailboss.com](http://www.mailboss.com).

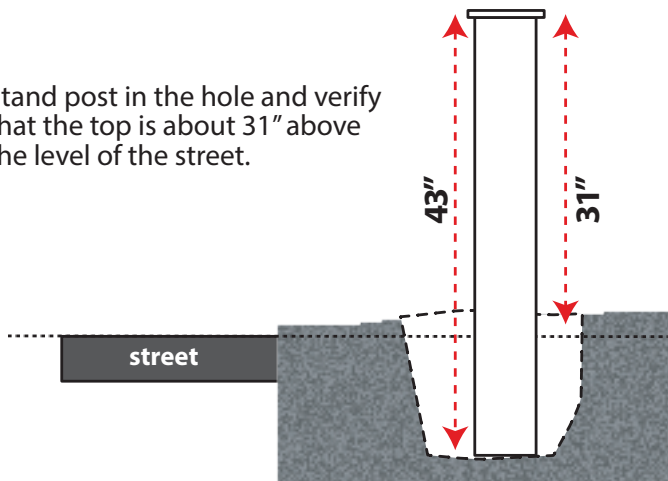
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- 1** With a shovel or post hole digger, dig a hole centered 16 to 18 inches from the street.

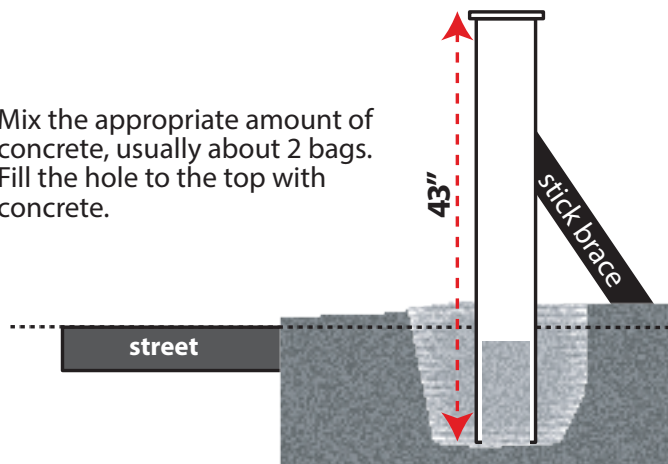
The hole should be dug 12 inches below the level of the street.



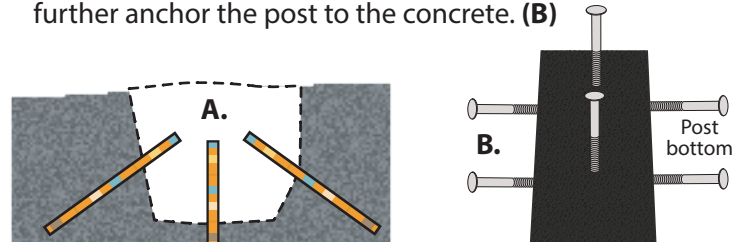
- 2** Stand post in the hole and verify that the top is about 31" above the level of the street.



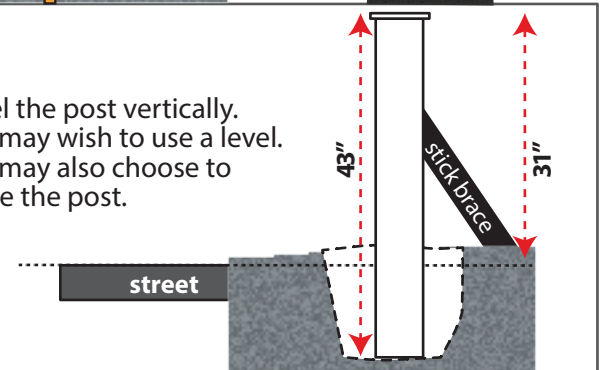
- 4** Mix the appropriate amount of concrete, usually about 2 bags. Fill the hole to the top with concrete.



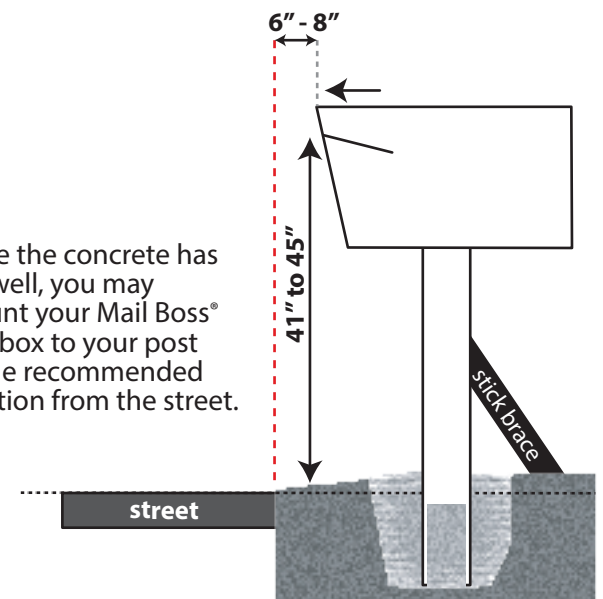
**OPTIONAL:** If you plan to mount multiple mailboxes on a single post, or wish to add maximum strength and stability you may choose to add an additional wood post (see page 2 for details.) You may also choose to insert re-bar angled outward into the soil surrounding the post (A), and/or you may add up to six 6 mm x 1.00 coarse bolts (not included) protruding out of the post to further anchor the post to the concrete. (B)



- 3** Level the post vertically. You may wish to use a level. You may also choose to brace the post.



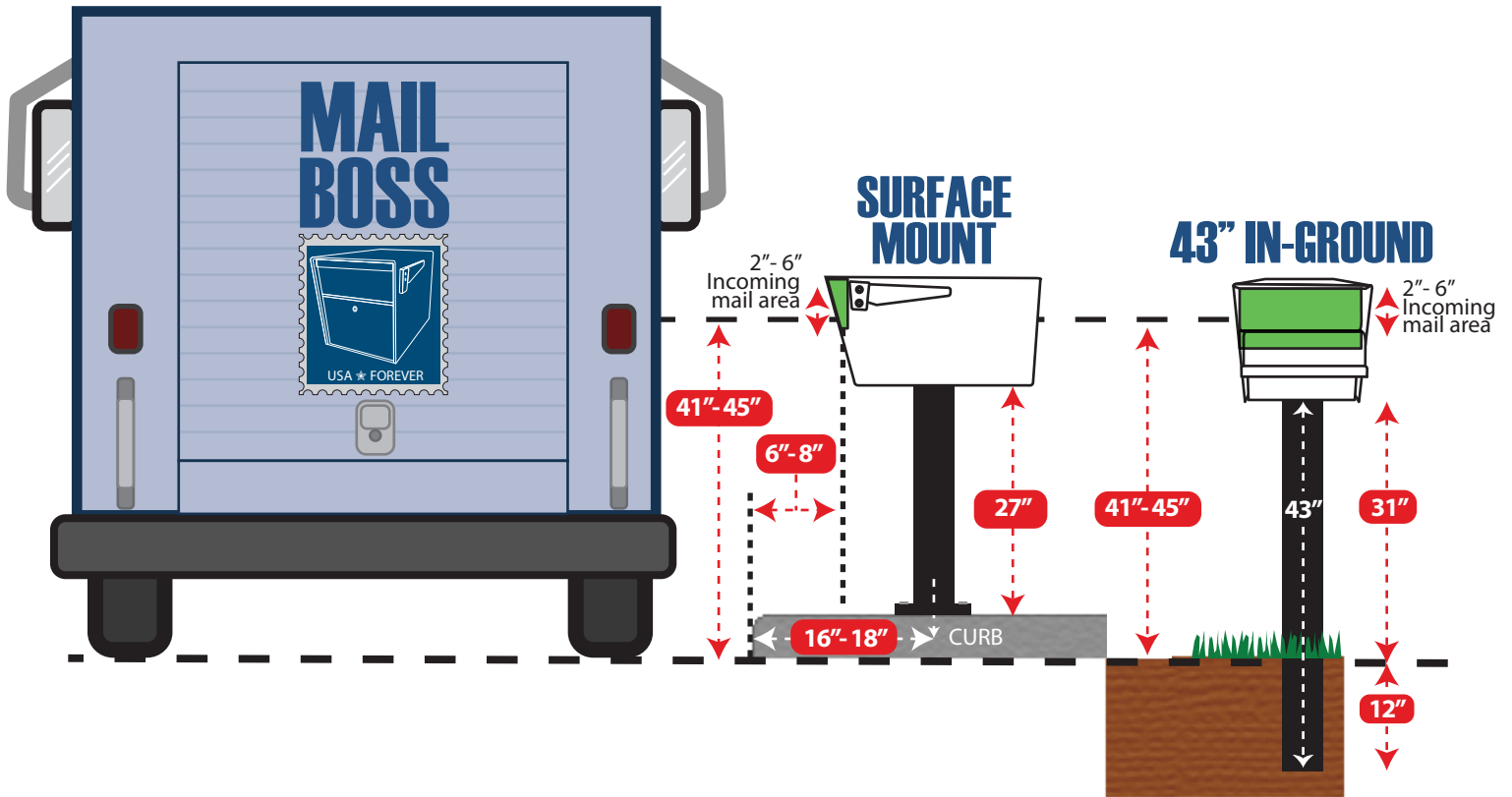
- 5** Once the concrete has set well, you may mount your Mail Boss® mailbox to your post at the recommended location from the street.



**Have a question?... Need a part ASAP?... 1-800-589-7990**

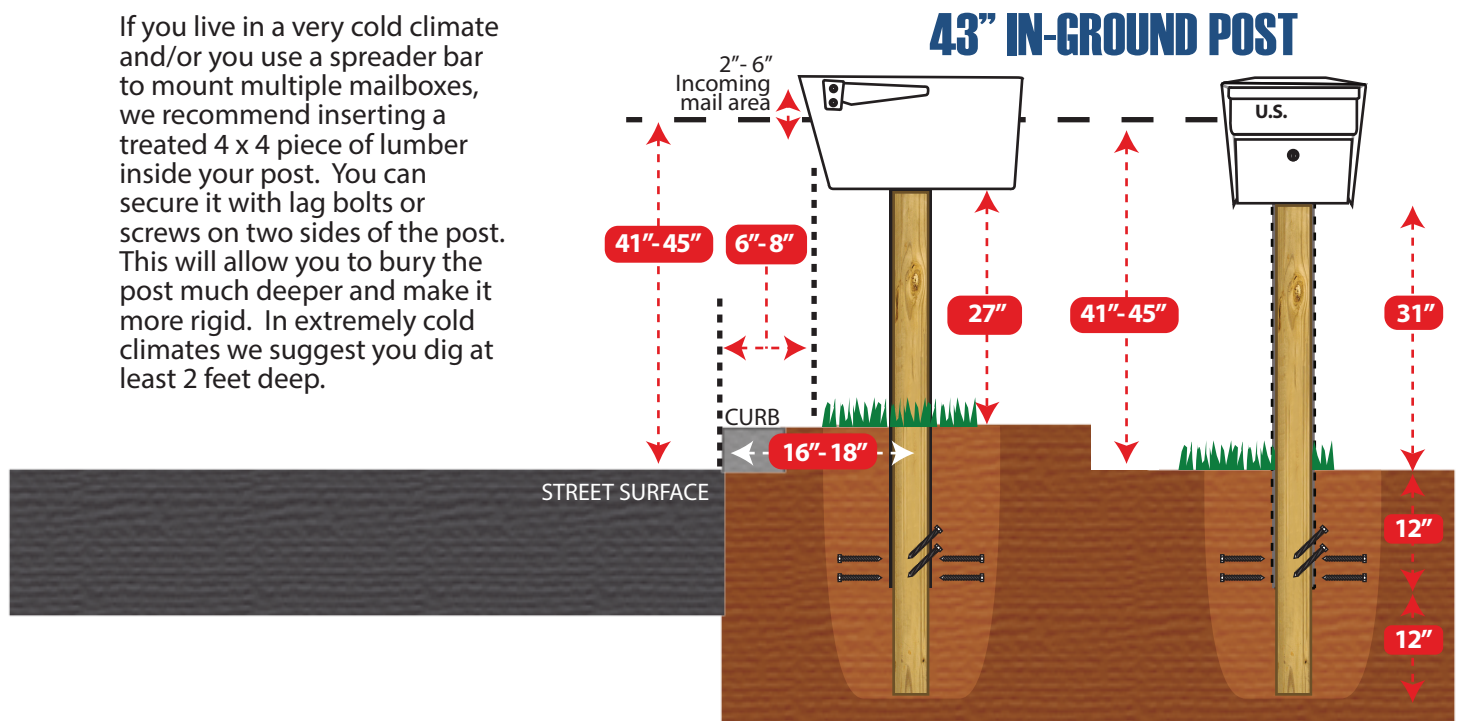
# Mailbox Placement Guidelines

The USPS delivery requirements state that a mailboxes' point of entry be placed between 6" to 8" back from the street surface or curb and between 41" to 45" from the road surface to the incoming mail area. The incoming mail area can vary between 2"-6" depending on the mailboss model. The in ground mailboss post is 43" long.



## Extended Depth Installation

If you live in a very cold climate and/or you use a spreader bar to mount multiple mailboxes, we recommend inserting a treated 4 x 4 piece of lumber inside your post. You can secure it with lag bolts or screws on two sides of the post. This will allow you to bury the post much deeper and make it more rigid. In extremely cold climates we suggest you dig at least 2 feet deep.



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