



# Surface Mount Post

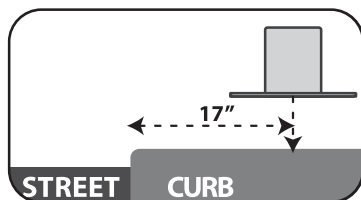
Congratulations on the purchase of your Mail Boss® surface mount post. The post is constructed of tough 14 gauge galvanized, powder coated steel. Included with the Mail Boss® post are four 12 mm bolts for attachment to your mailbox. In order to mount this post on a curb or sidewalk, you will also need a Mail Boss® base plate.

Instructions listed below are only guidelines: customers should contact the local post office of mail carrier before installing the mailbox to ensure its correct placement and height at the street. Generally, mailboxes are installed at a height of 41 to 45 inches from the road surface to the inside floor of the mailbox or point of mail entry 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, 9 AM – 5 PM 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.

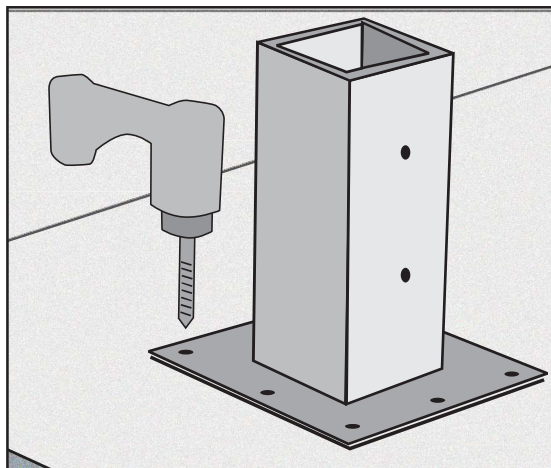
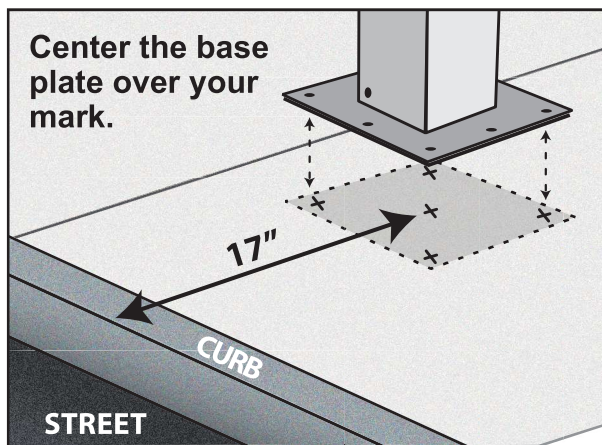
**Thank You.**

- 1** Locate the desired spot for your mailbox and mark a spot on the sidewalk approximately 17" back from the edge of the street.

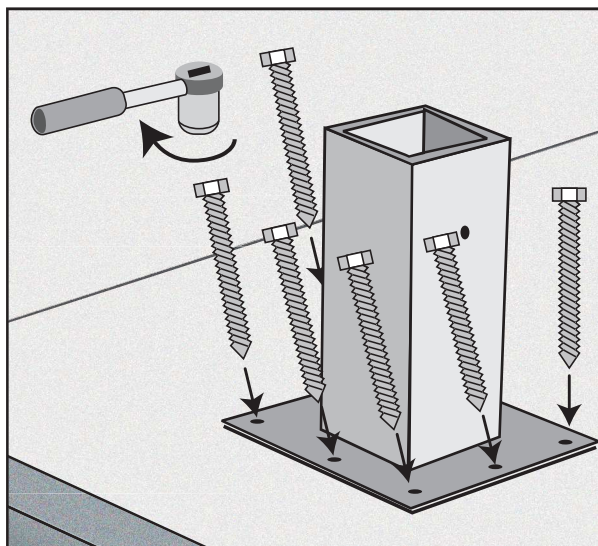


- 2** Using the 8 holes in the base plate as a template, drill 8 holes with an appropriate masonry bit.

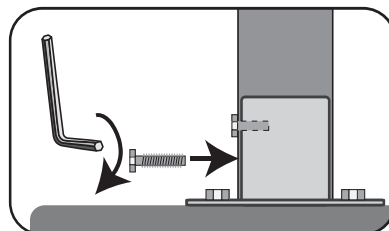
\*You may be able to skip this step if you are using self-tapping masonry bolts.



- 3** Attach and secure 8 masonry anchors (there are various kinds, typically ¼" x 3" masonry "outdoor" screws are adequate) through the base plate and into the curb.

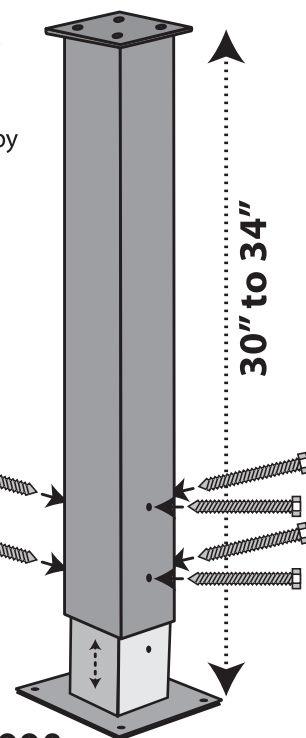


- 4** Slide the surface mount post onto the base plate. Using the 6 bolts included with the base plate, secure the post to the base plate by tightening the 6 bolts.



The top of your post should now be 30 to 34 inches above street level.

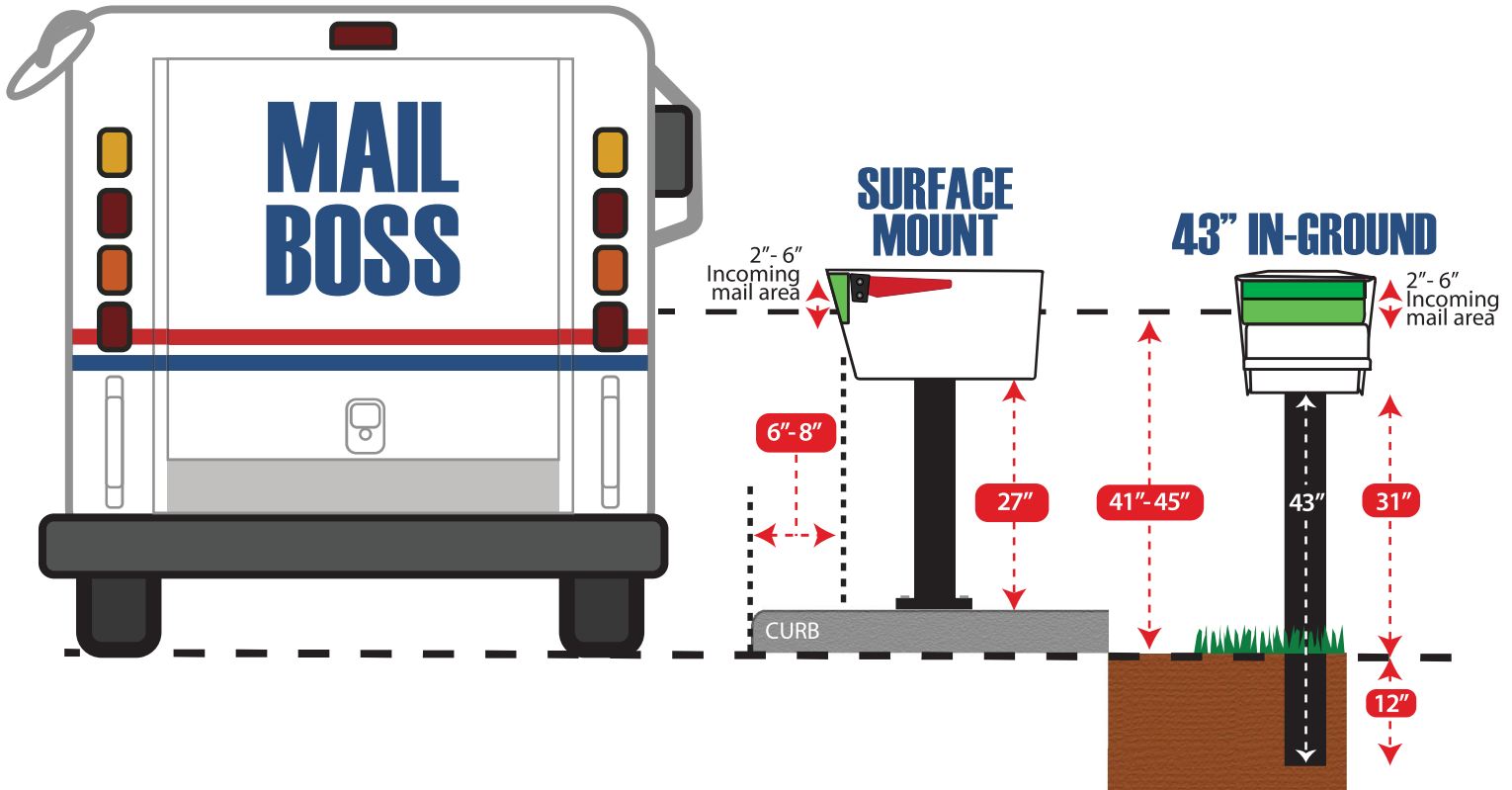
You can now attach your Mail Boss® Mailbox to the post.



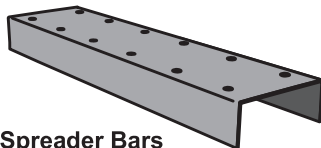
**Have a question?... Need a part ASAP?...1-800-589-7990**

# Mailbox Placement Guidelines

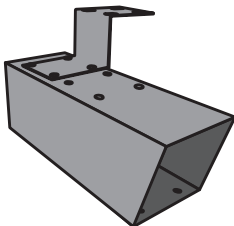
The USPS delivery requirements state that a mailboxes' point of entry be placed between 6" to 8" back from the street surface or curb and between 41" to 45" from the road surface to the incoming mail area. The incoming mail area can vary between 2"-6" depending on the mailboss model. The in ground mailboss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



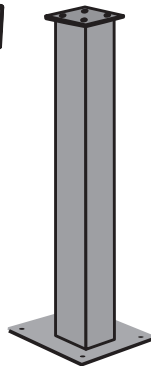
Additional parts and accessory items available at:  
[www.mailboss.com](http://www.mailboss.com)



**Spreader Bars**  
Allows Mounting Of Two, Three Or Four Mailboxes On One Post  
Available In All Colors



**Newspaper Holder**  
Available In All Colors



**Surface Mount Post & Base Plate**  
Available In All Colors



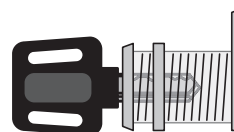
**43" In Ground Post**  
Available In All Colors



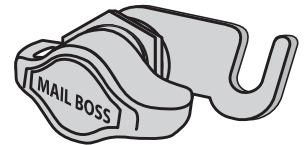
**Replacement Keys**



**Curbside Flag**



**12 Disc High-Security Lock**  
Additional Keys and/or Lock



**HASP Lock**  
Standard padlock compatible



**Lock Dust Cover**  
Protects lock mechanism

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