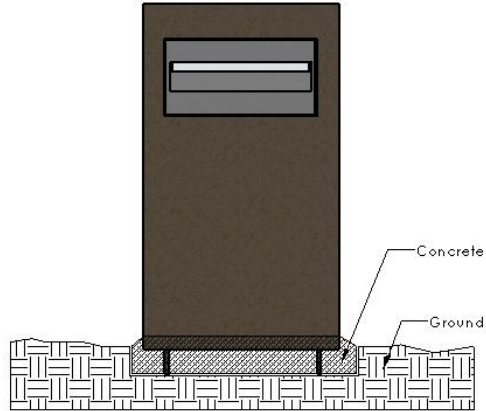




LETTERBOX INSTALLATION PROCEDURE – SYNTHETIC PIERS

TOOLS REQUIRED

- Wheel Barrow
- Shovel
- Maybe a Crow Bar
- Spirit Level
- Tape Measure
- Trowel
- 3 x 15Kgs bags of Ready Mix Cement



1. Level the ground where the Letterbox is to be positioned and ensure this area is approximately 100mm larger than the bottom of the letterbox and to a depth of 80mm.
2. Mix Cement bags following the Manufacturer's instructions (wet slurry). Place the concrete into the hole and spread out over the hole to form a pad.
3. Place the mailbox in position ensuring that the leg frames embed in the concrete and pushing down as far as possible. (Vibrate/move the mailboxes sideways to drive it down)
4. Align your level to the front and side of letterbox to ascertain that it is squared and level.
5. When you have confirmed that the letterbox is level proceed to trowel the cement neatly around the box raising the concrete up about 30mm onto the side of the box. This will securely fix the mailbox in place and provide a mower/whipper sniper edge.
6. After trowelling check the level again and then replace the soil/bark (if applicable) around the base of the letterbox.

FITTING NUMBERS

If you are fitting numerals, other than those fitted by us you can use wood screws and adhesive. Make sure you follow the manufacturer's instructions for their type of adhesive.

PAINTING PROCEDURE (important)

This product, once installed, is required to be painted by the end user. This can be done with any type of outdoor acrylic paint.

Mailmaster Letterboxes PO Box 1683, Coorparoo DC Qld, Australia 4151 Ph: 1300 794555