

MAILBOX SPECIFICATIONS

A. Mailbox and Lettering

Mailbox made of Heavy Duty Steel required (no light weight tin or plastic) with White Powder Coated Finish - Purchase locally or available online at:

<https://mailboxshoppe.com/product/mb950-newport-mailbox/>

Model MB950–White – do not order lettering; metal bracket for mounting optional (see B. Post)

Mailbox personalized with Street and House Number - refer to neighbor's box for placement ***
Letters and Numbers are purchased at:



Type Spec:

Font – Century Schoolbook

Color – Gold (appearance is much closer to a tan hue)

Numbers – 220' or 2 11/16" cap height

Letters – 166' or 1 7/16" cap height

B. Post – also see diagram *

Material:

4"x 6" Pressure Treated Lumber – Two 8 foot members may be most economical

3/8" X 5" galvanized carriage bolt with nut and washer

¾" pine board sized to base of mailbox if not using metal bracket

Notch post and cross member using actual/nominal dimensions of lumber

Cut dados and chamfers as detailed on diagram

Fit notched members together - drill 1" diameter recess 3/4" deep in center of cross

Drill 3/8" hole through remainder of post centered on recess

Insert 3/8"x 5" carriage bolt (with nut and washer in recess) and firmly tighten

Fill hole with water putty and sand flush when dry

Use ¾" pine board cut to mailbox base size for mount – optional metal bracket listed above

Screw board to cross member, then mailbox to board **

Prime (2 coats) using exterior latex primer such as Kilz or Zinsser ***

Paint (2 coats) using Kwal/Howells (8675) "Wooden Oar Deep" Exterior Latex Satin ***

Paint is purchased from Sherwin Williams store in Castle Rock

C. Installation

Dig hole to depth to allow mailbox elevation 36-40" above ground when post is installed

Mailbox door should be 6" to 8" from street edge when installed on post

Plum post and backfill with dry concrete or soil, tamping firmly to avoid future 'tipping'

* Contact HOA President if you would like post fabricated - material cost only

** Mount mailbox after post is primed, painted, and installed in ground

*** Letters, Numbers, Primer, and Paint available at no charge from HOA President