

FLEXMAILBOX™ MOUNTING INSTRUCTIONS FOR GROUND

Tools Required:

- Philips Head Screwdriver
 - 1/2" Wrench
- Small Hammer (Optional)

Parts Included:

- 2 Black Mailbox Plates
 - Post Cap Kit
- Mailbox Bolts and Lock Nuts

ALL ASSEMBLY SHOULD BE COMPLETED IN AN AREA AWAY FROM THE ROADWAY FOR YOUR SAFETY



- *Use a small hammer or your thumb to punch out washer from the mailbox plate. Only one is required for assembly*



- *Overlap the two plates and dry fit it to the bottom of the mailbox. When you have the proper width, connect plates using the post cap so the prongs fit through the slots on the plates*



- *Place the washer over the center hole in the post cap and screw in the cap bolt using the provided hex key (allen wrench)*



- *Using the mailbox bolts and lock nuts, attach the plates to the bottom of the mailbox*



- *Place mailbox on the post, fitting the cap over the post. Use provided self tapping screws to attach both components*



- *Attach post to natural ground spike. (See next page of instructions for installing the spike)*

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NATURAL GROUND SPIKE MOUNTING INSTRUCTIONS

CAUTION: CHECK UNDERGROUND UTILITIES BEFORE INSTALLING

Tools Required:

- Rubber Mallet
- 3/4" Ratchet Wrench
- 3/4" Wrench

Parts Included:

- 1 Natural Ground Spike
- 1 Torsion Spring & Hardware
- Post

THESE INSTRUCTIONS ARE FOR A SEMI-PERMANENT APPLICATION. FOR A PERMANENT APPLICATION, USE A POST HOLE DIGGER TO DIG OUT A HOLE 18" DEEP. FILL THE HOLE WITH QUICK CEMENT. PLACE AND LEVEL SPIKE AND ALLOW FOR APPROPRIATE DRY TIME.



- *Identify desired mounting location*
- *Using a rubber mallet, tap the spike into the ground until the ring is flat against the ground*



- *Using the wrench and ratchet, attach the spring to the stem of the ground spike with the included hardware*



- *Insert the post into the other end, and secure them using the remaining hardware*



- *After assembly, allow 24 hours for the ground to settle for maximum stability*

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