



MANUFACTURING INGENUITY

Mailbox Post Kit Installation

Part ID: 33260

Accommodates T1, T2, or T3
Size Rural Mailboxes



Thank you for purchasing the Tie Down Mailbox Steel Post Kit. This post is constructed of tough 14 gauge powder coated steel. Included with the Mailbox Kit: universal mailbox mounting plate and four 3/8" carriage bolts/nuts/washers for attachment to your mailbox. There are three basic methods of installation: concrete, lumber post, or cold environment.

Mailbox Mounting Plate Installation

- Locate the hardware bag and layout the 4 carriage bolts, nyloc nuts, washers, and mounting plate.
- Position the mailbox post on level ground with the mounting holes on top.
- Slide the universal mounting plate over the post. The 4 mounting tabs will be positioned on the outside of the post tube as shown right in Fig. 1-1.
- Working one at a time, slide a 3/8" carriage bolt in from the outside through the mounting plate/post. The carriage bolt should mount flush against the mounting plate as shown in Fig. 1-2.
- Slide a washer over the carriage bolt from the inside of the top of the bracket/post as shown in Fig 1-3 below.
- Attach a 3/8" nyloc nut over the washer/bolt, lightly tighten but not fully tightened.
- Repeat the process for the remaining three bolts.
- Once all the bolts/washers /nuts are in place and the mounting bracket is squarely mounted, fully tighten all four nyloc nuts as shown in Fig 1-4.

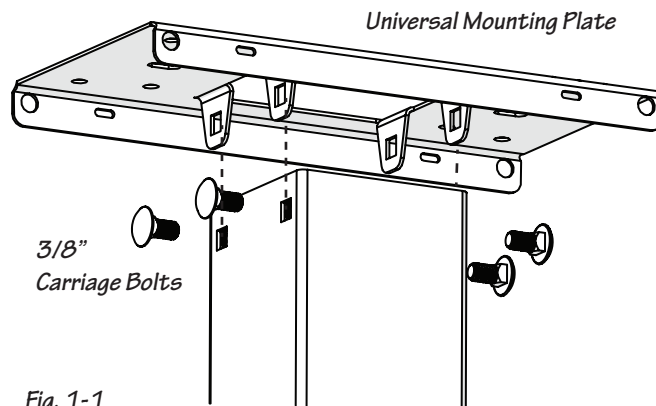


Fig. 1-1

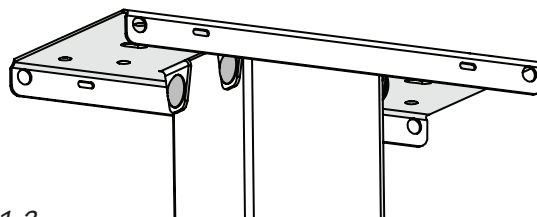


Fig. 1-2

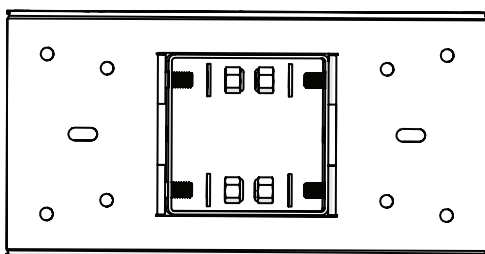


Fig. 1-3

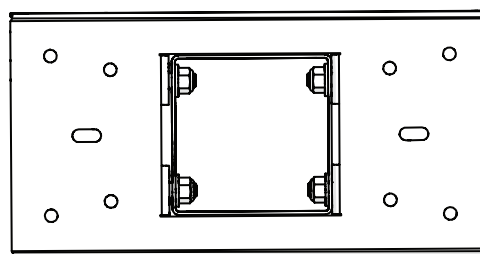


Fig. 1-4



WARNING: This product can expose you to chemicals including Nickel, which is known to the State of California to cause cancer. For more information go to: www.P65Warnings.ca.gov



Online
Installation
Instructions

Instruction 08451
EC2010; Rev. 2/5/23



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Instructions described 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 16 - 18 inches from the front face of the curb or road edge to the mailbox door.

Concrete Installation

USPS requirements state that a mailbox can be no taller than 45 inches above street level. Since most streets have a curb, the standard mailbox height is 42 inches above ground level. So, the total height is around 45 inches; 42 inches from the ground, plus the few inches added by the curb.

****Always check with your local utility companies before digging.****

- Mark a spot on your lawn 16-18 inches back from your curb/street surface.
- Use a post hole digger to dig a hole for your post at this spot. Dig deep enough that the height of your mailbox (handle) above the ground is around 42 inches.
- Insert the mailbox post into the hole.
- Prop the post up with support beams on all sides, extending around the outside of the hole. Make sure these are secure and will not shift as the concrete is poured.
- Measure the height of the mailbox above the ground to ensure it's around 42 inches.
- Use a level to ensure the mailbox post is straight.

Concrete Install/Mount

- Prepare a bag of fast-setting concrete mix per manufacturer's instructions and pour into the hole around the post.
- Allow a few inches of space at the top of the hole – do not fill the concrete flush with the ground's surface.
- Immediately after pouring, use a level to double-check your mailbox. If it has shifted slightly uneven, adjust now before the concrete begins to dry.
- Allow the concrete to dry. The length of time this will take depends upon the type of concrete you used – check the concrete label for specifics.
- Leave the support beams around the mailbox until you are certain the concrete is completely set.
- Proceed to mailbox mounting instructions on page 4.

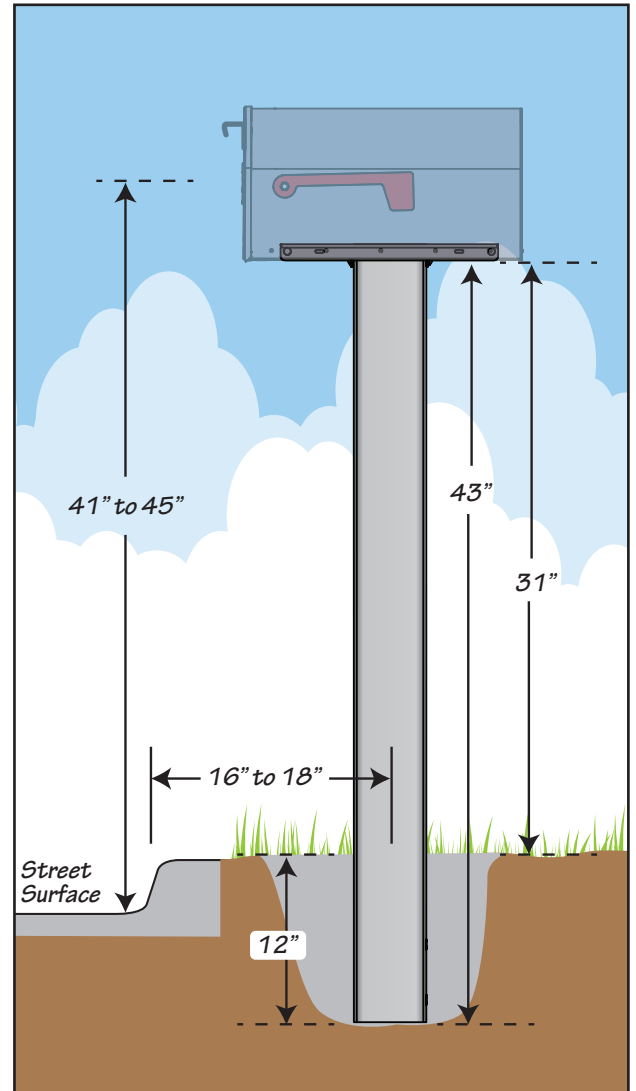


Fig. 2-1

Instructions described 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 16 - 18 inches from the front face of the curb or road edge to the mailbox door.

Lumber Deep Set Installation

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. This process can be achieved with either dirt packed ground or concrete.

****Always check with your local utility companies before digging.****

- Mark a spot on your lawn 16-18 inches back from your curb/street surface.
- Use a post hole digger to dig a hole for your post at this spot. Dig deep enough that the height of your mailbox (handle) above the ground is around 42 inches.
- Cut a 4"x 4" piece of pressure treated lumber to 24" up to 36" in total length.
- Insert the lumber into the mailbox tube. Slide the lumber into the tube so that 12" remain extended below the end of the steel mailbox tube.
- Secure the lumber and mailbox tube with 4 screws using the mounting holes located at the bottom of the mailbox tube.
- Insert the mailbox post into the hole.
- Prop the post up with support beams on all sides, extending around the outside of the hole.
- Measure the height of the mailbox above the ground to ensure it's around 42 inches.
- Use a level to ensure the mailbox post is straight.

Dirt Fill Option

- Partially fill the hole with dirt.
- Using a ground packing tool or other heavy blunt object, pack the fresh dirt/ground around the lumber/post.
- Use a level to double-check your mailbox. If it has shifted slightly uneven, adjust now.
- Fill the hole with more dirt and repeat packing around the lumber/post. Check the post level.
- Continue fill/packing until the hole is completely filled.
- Proceed to mailbox mounting instructions on page 4.

Concrete Fill Option

- Follow the Concrete Install/Mount instructions on page 2.

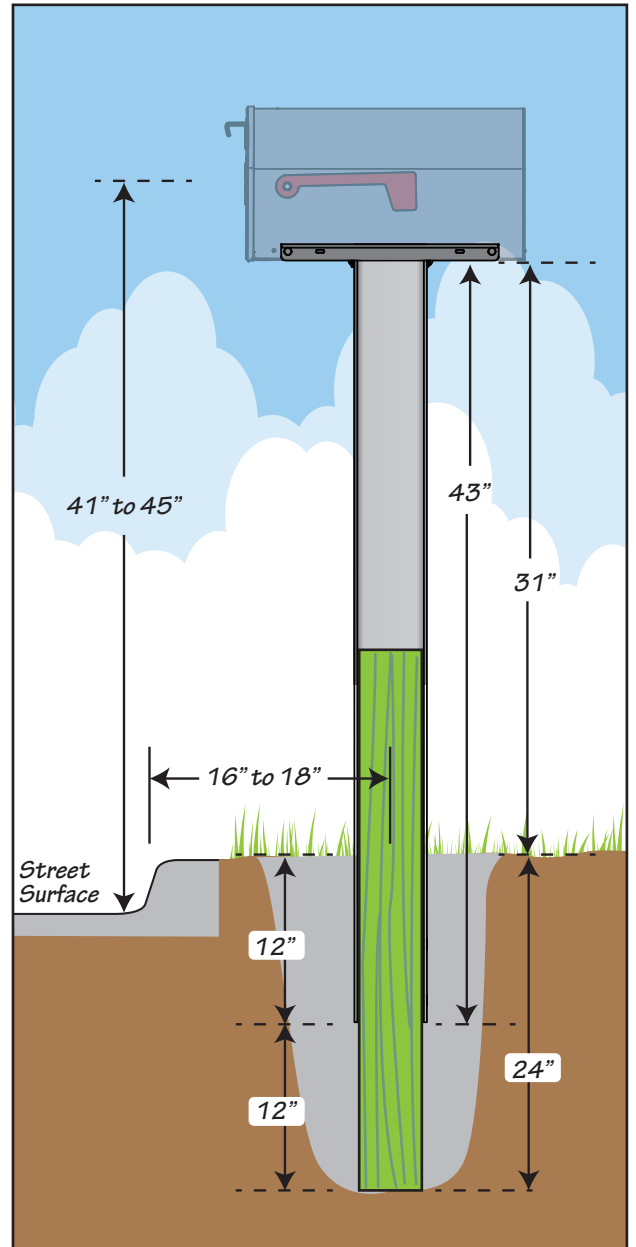


Fig. 3-1

Mailbox Post Kit Installation

Accommodates T1, T2, or T3 Size Rural Mailboxes

**Mounting a Standard T1 or
Large T2 Size Mailbox**

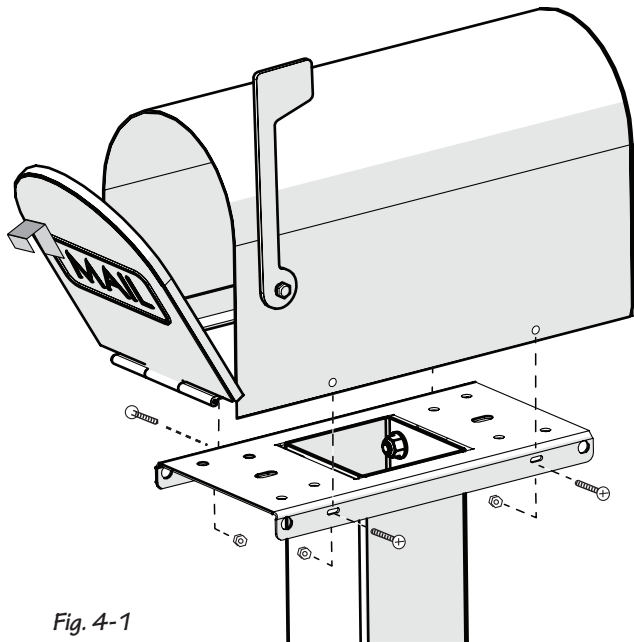


Fig. 4-1

Attach mailbox to the mounting plate with
4 (#10-24 x 3/4") screws and nuts.

**Accommodates most bottom
mount style mailbox installations**

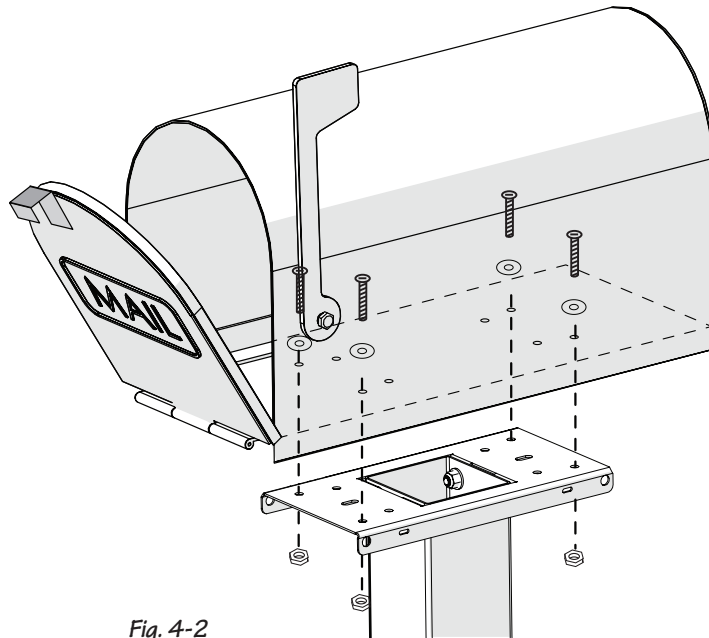


Fig. 4-2

Attach mailbox to the mounting plate with
4 (#10-24 x 3/4") screws, nuts, and washers.

