



ARCHITECTURAL  
MAILBOXES®

# Post Mount Mailbox | OM16 Series

## Mounting Instructions

### Hardware

Mailbox mounting hardware is included with all new Architectural Mailboxes posts and 4x4 wood-post adapters. If you are using an existing post, not made by Architectural Mailboxes, please reference the mounting hole diameter and pattern in Option 2 to determine the hardware you will need for installation.

### Tools (not included)

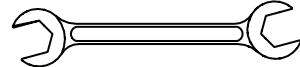
One Phillips Screwdriver



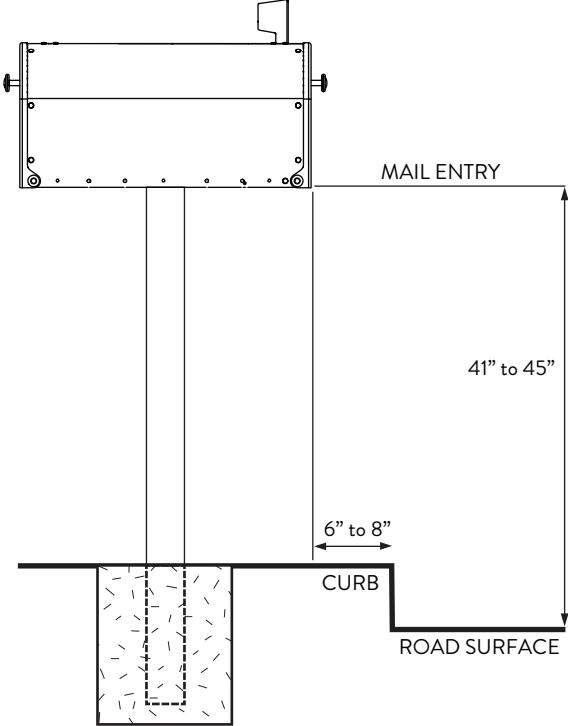
One Wrench



- or -



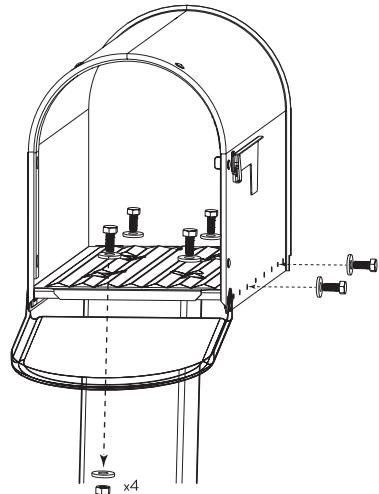
**CUSTOMERS ARE REQUIRED TO CONTACT THE LOCAL POST OFFICE BEFORE INSTALLING THE MAILBOX TO ENSURE ITS CORRECT PLACEMENT AND HEIGHT AT THE STREET. GENERALLY, MAILBOXES ARE INSTALLED AT A HEIGHT OF 41-45 INCHES FROM THE ROAD SURFACE TO EITHER THE INSIDE SURFACE OF THE MAILBOX THAT THE MAIL IS PLACED ON BY THE CARRIER OR TO THE LOWEST EDGE OF MAIL ENTRY (FOR LOCKED MAIL SLOT DESIGNS) AND ARE SET BACK 6-8 INCHES FROM THE FRONT FACE OF CURB OR ROAD EDGE TO THE MAILBOX DOOR.**



### Option 1

*For use with compatible  
Architectural Mailboxes  
posts and adapters...*

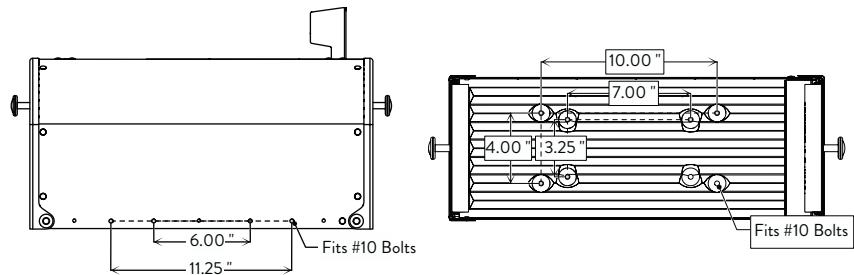
Align the mailbox mounting holes with the holes in the mounting plate. Attach the mailbox to the mounting plate using the hardware included with the Architectural Mailboxes post or adapter.



### Option 2

*For use with non-Architectural Mailboxes posts...*

Identify if your existing post or mounting surface has a matching hole pattern with the mailbox. If there are no matching hole patterns, you will need an adapter plate or piece of wood to drill the mounting holes into. Architectural Mailboxes does **not** recommend drilling new holes in the mailbox, as that will expose untreated metal and void the product warranty. Use the drawings below for suggested bolt sizes to use with your mailbox.



Questions, Comments, Concerns?

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[support@architecturalmailboxes.com](mailto:support@architecturalmailboxes.com)

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@archmailboxes



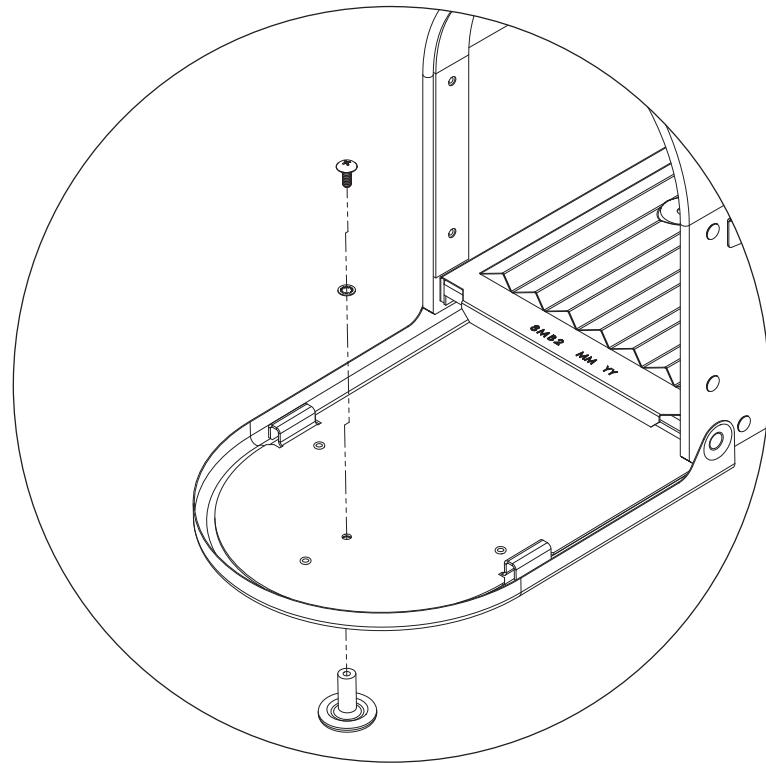
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## ASSEMBLY INSTRUCTIONS

### Knob Installation Instructions

Assemble the knob to the door using (1) screw and (1) washer.  
(Repeat process for 2nd door.)



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 [www.architecturalmailboxes.com](http://www.architecturalmailboxes.com)

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