









# Roadside Mailboxes – 4325

## 4-Wide Spreader with Newspaper Holders

### on a Pedestal Installation Instructions

U.S.P.S. APPROVED

#### Installing Mailboxes on 4-Wide Spreader with Newspaper Holders on a Pedestal

Thank you for selecting Salsbury's 4325 roadside mailbox.

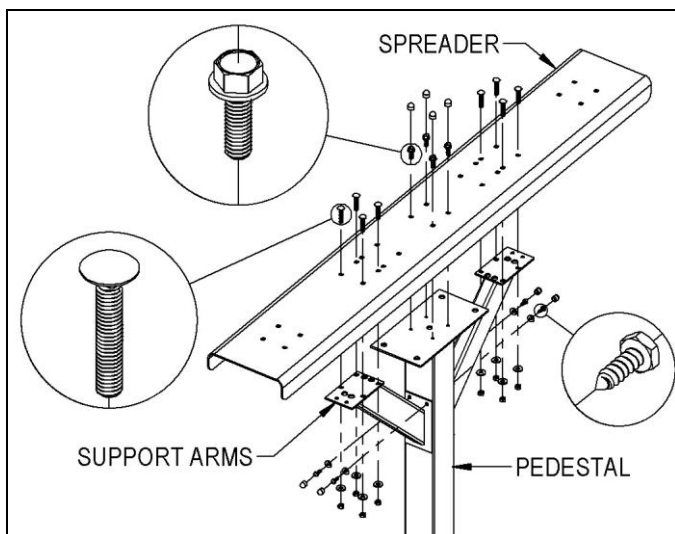
This instruction sheet is for installing 4325 mailboxes on a 4-wide spreader with 4315 newspaper holders and a pedestal. A different instruction sheet is available for installing 4325 mailboxes on a 2-wide or 3-wide spreader with 4315 newspaper holders and a pedestal. Other installation instructions are available for installing the mailbox on a pedestal, or on a deluxe mailbox post, installing the mailbox on a spreader, and installing the pedestal in a concrete footing.

When you install a curbside or roadside mailbox, make sure that it is easily accessible to the mail carrier. By regulation a locked mailbox should be 41" to 45" from the ground or street surface up to the point of mail entry. The door should be set back 6" to 8" back from the front face of the curb or the road edge. However, you should check with your local postmaster to ensure that the mailbox is installed according to local regulations. It is important to note that it is not the responsibility of mail carriers to open mailboxes that are locked, accept keys for this purpose, or lock mailboxes after delivery of the mail.

#### Spreader Installation to Pedestal

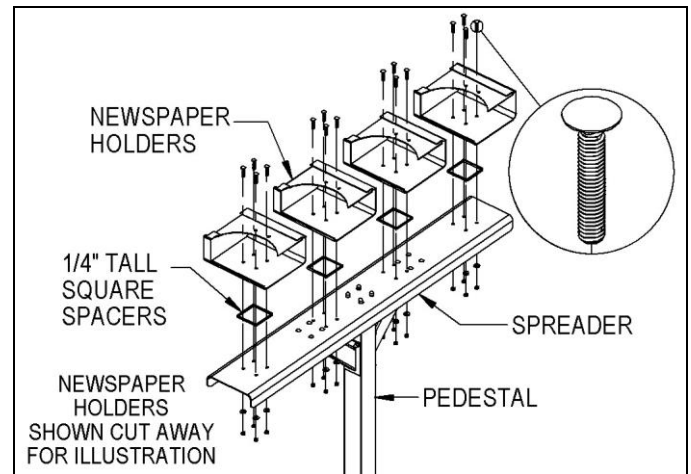
All hardware to attach the spreader to the pedestal is included with the spreader. To attach the spreader to the pedestal, install four (4) 5/16"-18 X 1" long hex flange head bolts through the four (4) center square holes of the spreader and through the four (4) tapped holes on the top plate of the pedestal. Cover the hex flange head bolts with cap plugs.

Next install a support arm by installing four (4) 5/16"-18 x 1-3/4" long carriage bolts through the four (4) square holes shown in the spreader and through the four (4) corresponding square holes in the top plate of a support arm (supplied with spreader). Install 5/16" flat washers and 5/16"-18 hex nuts on the ends of the four (4) bolts protruding below the bottom of the support arm. Complete the installation of the support arm by drilling a 3/16" diameter hole through each hole in the vertical plate of the support arm and through the pedestal. Install 1/4" flat washers and 1/4" x 1" long lag screws into the post. Cover the lag screws with cap plugs. Repeat these steps for the other support arm.



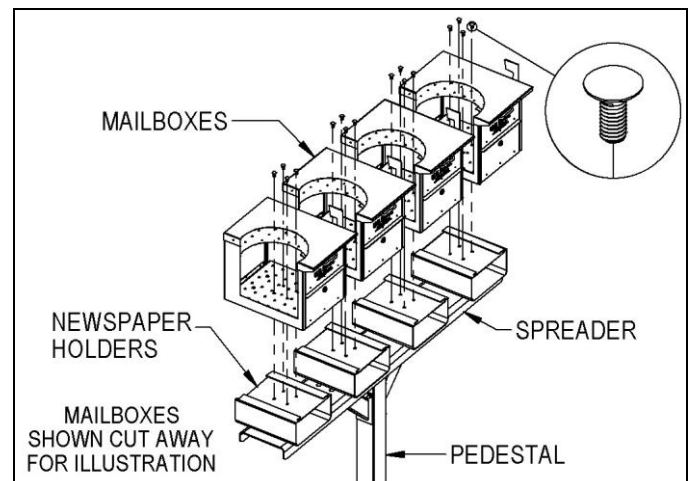
#### Newspaper Holders Installation to Pedestal

All hardware to attach the newspaper holders to the spreader is included with the spreader. To attach a newspaper holder to the spreader, install four (4) 5/16"-18 x 1-3/4" long carriage bolts through the four (4) square holes in the inside floor of the newspaper holder, through the 1/4" tall square spacer and through the four (4) corresponding holes on the spreader. Install 5/16" flat washers and 5/16"-18 hex nuts on the ends of the four (4) bolts protruding below the bottom of the spreader. Repeat these steps for the other newspaper holders.



#### Mailbox Installation to Newspaper Holders

All hardware to attach the mailboxes to the newspaper holders is included with the newspaper holders. To attach a mailbox to a newspaper holder, install four (4) 5/16"-18 X 3/4" long carriage bolts into (4) square holes in the floor of the mailbox and through the four (4) square holes on the top of the newspaper holder. Install 5/16" flat washers and 5/16"-18 hex nuts on the ends of the four (4) bolts protruding below the top of the newspaper holder. Cover the hex nuts with cap plugs. Repeat these steps for the other mailboxes. Installation is now complete. Additional hardware provided is not needed and may be discarded.



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