

# Assembly Instruction For Carrington Mailbox



## Tools Needed (not provided)

- 7/16" socket or adjustable wrench (7/16" socket is preferable)
- Phillips screw driver
- No Drilling is required (all necessary mounting holes have been pre-drilled at factory)
- All necessary hardware is provided (i.e. stainless steel nuts & bolts)

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| 1 | <p>With the Washington Post securely mounted in the ground, locate the two side mount brackets, and attach them around the Washington Post using the provided (2) 2 1/2" x 1/4-20 bolts and (2) Nylock nuts. Placement should settle just above preinstalled stainless steel threaded insert.</p>  |  |  |
| 2 | <p>Assemble the Carrington support brackets (4 angle pieces) using the provided 3/4" x 1/4-20 bolts and nylock nuts. See drawing for detail.</p>   |  |  |
| 3 | <p>Attach the mailbox to the newspaper tube using the (4) 1/2" x 1/4-20 bolts and (4) nylock nuts per box.</p>   |  |  |
| 4 | <p>Line up the holes at the bottom of the newspaper tubes with the holes of the Carrington support bracket. Attach (3) box/paper tube units to the assembled support bracket using the provided (4) 1/2" x 1/4-20 bolts and (4) nylock nuts per unit. Either one of the middle units is not attached yet to leave clearance for the entire unit to slip over the finial of the Washington post in the next step.</p> |  |  |
| 5 | <p>Place the Carrington bracket with (3) mailboxes &amp; tubes so far, over the post as shown, and lower into line with preinstalled steel threaded insert on Washington post. Using (1) 3/4" x 1/4-20 bolts, attach the front frame of the Carrington bracket to the post.</p>  |  |  |
| 6 | <p>Now the side mount brackets, which were attached to the Washington post in Step 1, need to be attached to the newspaper tubes. This is done using the existing holes on the newspaper tubes, and (2) 1/2" x 1/4-20 bolts and (2) nylock nuts for each bracket. Fasten &amp; tighten into place.</p>   |  |  |
| 7 | <p>Attach the last mailbox/tube unit to the Carrington support bracket utilizing the provided (4) 1/2" x 1/4-20 bolts &amp; (4) nylock nuts. (This is done the same way it was done in Step 4)</p>   |  |  |
| 8 | <p>If your mailbox option uses address plates, these can now be attached using (2) 3/4" x 1/4-20 bolts and (2) nylock nuts per address plate. Below each newspaper tube, are (4) sets of predrilled holes allowing for the addition of the address plates. Attach using the provided (2) 1/2" x 1/4-20 bolts &amp; (2) nylock nuts per tube.</p>   |  |  |