

## **USE AND CARE INSTRUCTIONS**

### ***GIBRALTAR MAILBOXES***

#### **Proper Care and Maintenance:**

Your mailbox or mailbox accessory will require maintenance to keep its appearance and to extend its useful life. Follow manufacturer's assembly and installation instructions for your specific product to ensure warranty coverage and proper use of your product. Failure to follow instruction will void warranty. The frequency and amount of maintenance is dependent upon the type of weather elements your product is exposed to, the type of finish on your product, and the type of material your product is constructed from. If your product begins to look dirty or weathered, clean the surface by gently rinsing and removing build up with mild soap and water. Please follow the below care and maintenance guidelines and refer to your product's instruction sheet(s) for additional use and care guidelines specific to your product.

#### ***Brass Finish***

Most mailboxes feature an aluminum handle, latch, flag, and flag components. Some mailboxes and mailbox accessories feature additional brass finished components, as noted in the product description. The coating will tarnish over time, if not maintained. It is important that proper maintenance is performed periodically, as needed, by cleaning the surface and applying a coat of high quality car wax. You may also apply a lacquer finish to keep the finish looking new. Addition of paints or finishes is not warranted.

#### ***Steel/Paint Finish – Rust Resistant Powder Coat Paint***

Our mailboxes are protected by rust resistant powder coat paint. With a minimum amount of maintenance, your mailbox can look like new for a long period of time. Like any outdoor product made of steel, surface rust may appear over time depending on its placement or environmental conditions. Wipe any surface rust with a steel wool pad and clean with a damp cloth and household detergent occasionally. Coat your mailbox with a high quality car wax and your mailbox will retain its finish. If necessary, touch up paint may be required to maintain the mailbox and extend its useful life. Addition of paints or finishes is not warranted.

#### ***Wood - Cedar***

Our wooden mailbox products are made of cedar. Cedar requires little to no maintenance, due to its inherent properties that make it resistant to rot, decay, and insects. Natural aging for cedar will occur over time and will differ dependent upon climate. Treatments, paints, stains, and finishes will alter cedar's natural aging process and you should refer to care instructions provided with the specific treatment used for further use and care guidelines. Addition of paints or finishes is not warranted.

#### ***Polymer/Plastic***

Mailboxes and accessories made from polymer or plastic are low maintenance products. Clean product with mild soap and water to remove dirt and build up.

#### ***Post Installation***

Warning: Check for underground pipes or cables before installing anchor or post.

#### **United States Postal Service Regulations:**

Postal patrons are required to contact the local post office before installing the mailbox to ensure its correct placement and height from the street. Generally, mailboxes are installed at a height of 41-45 inches from the road surface to inside floor of the mailbox and are set back 6-8 inches from the front face of curb or road edge to the mailbox door. 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. For further assistance, please contact your local U.S. Postal Service facility or carrier.

#### **Customer Service:**

Customers should not contact their place of purchase. For customer service regarding warranty or assembly of product, please call 1.800.647.7063 for immediate assistance.

