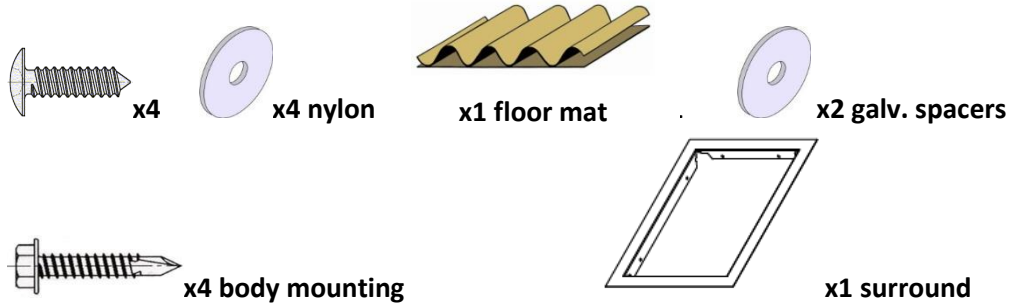


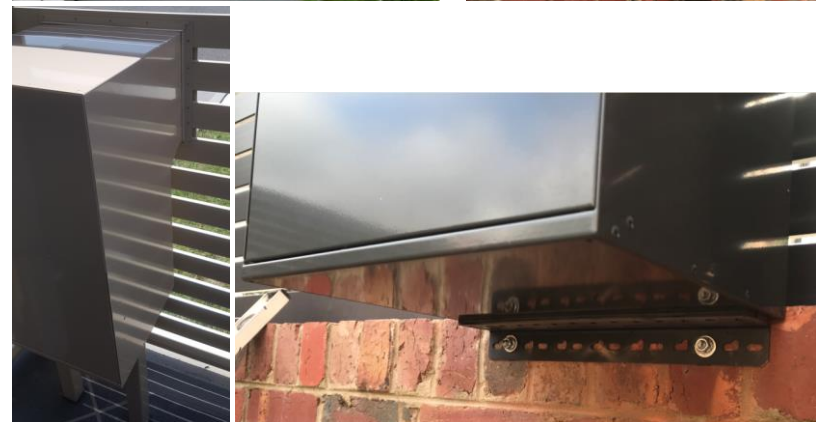


INSTALLATION INSTRUCTIONS FENCE MOUNTED

PARTS SUPPLIED: Fascia screws and plastic washers, floor mat, galv top spacers, mounting screws, door surround/fascia, keys, bell label and owners instructions.



EXAMPLES OF INSTALLATION METHODS





INSTALLATION (general method): Picket fence is shown. Others are similar. Ensure the work and selection of cutting methods is safe.

1. Decide the exact location for the unit, centralising the fascia between the two end pickets. If possible, mount the floor ~60cm above ground level, which is most ergonomic for mail and parcel retrieval, with a good letter slot height.
2. Cut a tie bar to hold the pickets together as shown. 20x20 aluminium angle is suggested, at least 1.5mm thick. Install it 269mm from the underside of the top rail as shown.



3. Pre-drill and add extra screws at the top rail so the pickets do not rotate.

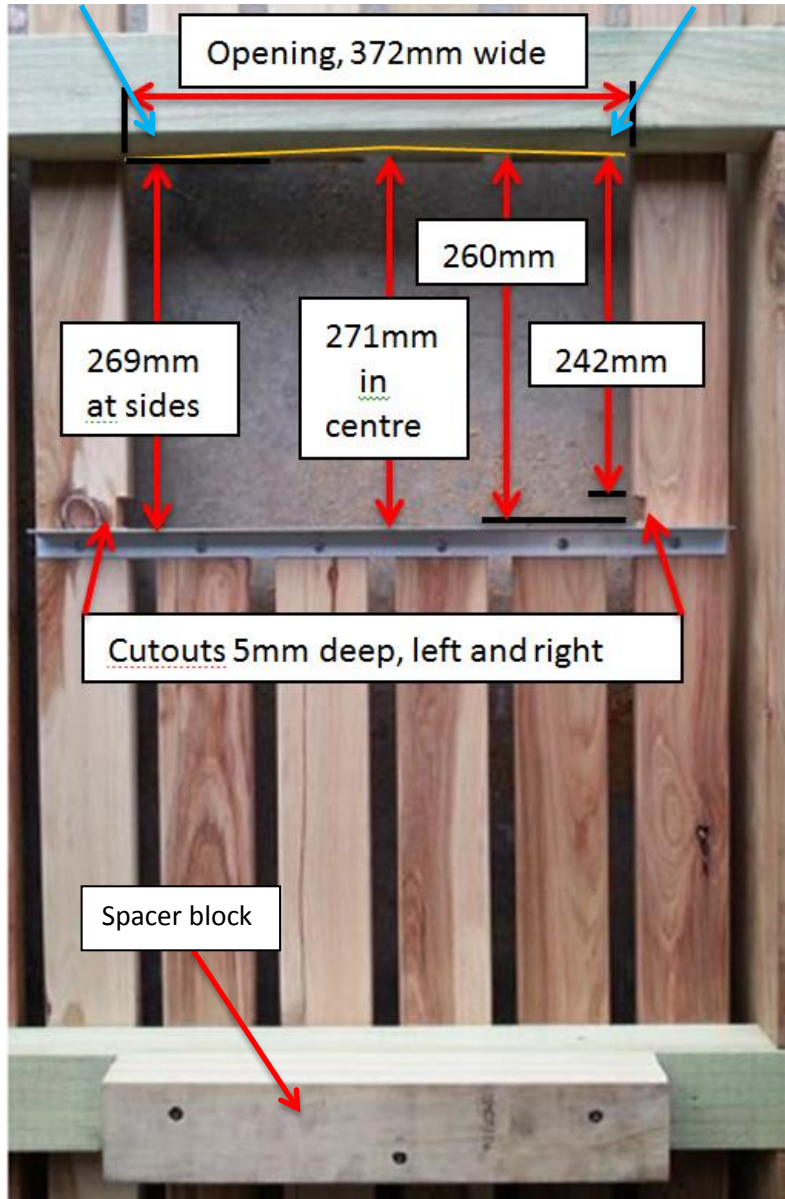
4. Mark the opening and cut the bottom and sides as a neat fit around the letterbox. Make sure the rear face of the pickets is neat as this is visible later. The front face is concealed by the fascia/surround which extends 31mm.



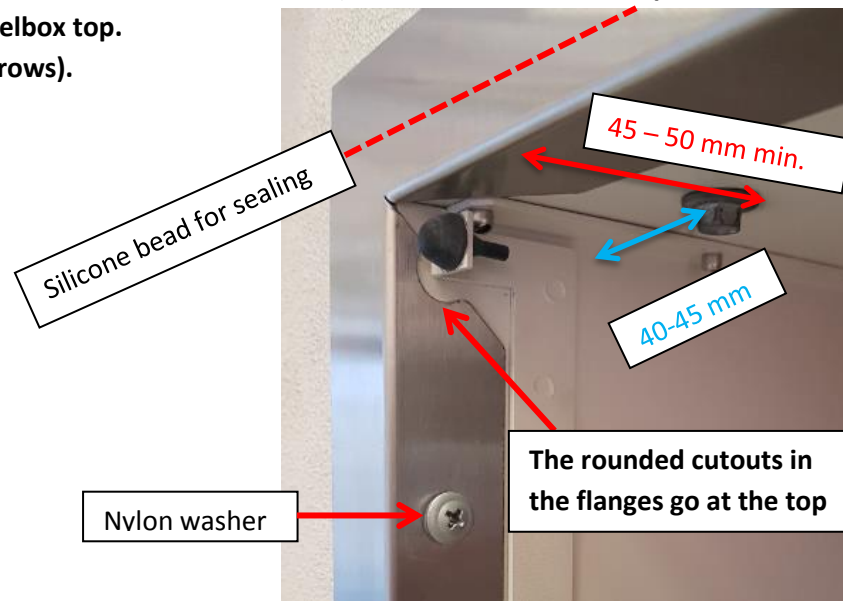
5. Cut the top end of the pickets 4-5mm above the underside of the rail to allow water to drain to the sides. It's a good idea to cut ~6mm drain channels in the pickets either side, just under the top rail at either side. Angle the channels as shown, to drain water that lands behind the fascia.



6. Make 5mm cutouts for the door pivot weld nuts (lumps on outside).
7. Add a spacer block or suitable strong bracket so the front of the storage chamber is set back from front of fence by 112mm.
8. The cut-out of the fence must follow these minimum dimensions. Note the top of the cutout peaks in the centre to match the ridge in the parcelbox top. Alternatively, use spacers 2-3mm thick on the top LH & RH (blue arrows).



9. Paint the cut areas to maximise fence and letterbox life.
10. Drill two 6mm holes in the roof of the letterbox, 40 to 45 mm from each side and at least 45mm from the front of the body (so they clear the baffle swing zone). Holes can be touched up with zinc rich paint if in a high corrosion area.



NOTE: All four flanges on the fascia go **INSIDE** the body, as shown.

TIP: Fully open the door to install the fascia/surround panel.

11. Lift the unit into place. Use blocks/packers under the floor as required to help hold the unit in position. The door front must be flush with the front face of the fence, or protruding up to 0.5mm.
12. Via the holes drilled in step 10, screw the large timber screws upwards into the top rail above the unit. Trial fit the fascia panel and check the gap either side of the front door is consistent. Trim any timber that is contacting or pushing the body on one side, or move the body to get even gaps. Open rear door. Drill and screw through the front of the unit into the spacer or bracket.
13. Position the fascia flush against the fence and install the 4 small screws with the plastic insulating washers under their heads. Screws are most easily driven in with a cordless impact driver. Apply a horizontal sealing bead of silicone sealant behind the top of the fascia to prevent water running down.

14. For the stainless steel front door and fascia: To minimise the risk of galvanic corrosion we designed the fascia and door to be electrically insulated from the rest of the unit. It is a good idea to use an Ohm meter to confirm that installation has not earthed out the fascia on the screws or body. The resistance from a front door pivot stud/pin to the fascia should be open circuit or “infinity”. If any measurement is less than 1 MegaOhm, eliminate the cause of “earthing out”. e.g. check the plastic washers are not missing or damaged, the screws are clear of the fascia cutouts, and no metal to metal contact.
15. If the fence is flexible (small aluminium tube or Colorbond panels) or its foundations are not strong (e.g. shallow post holes), it is recommended to fit a prop under the centre of the floor, to avoid the letterbox’s weight causing the fence to sag over time. e.g. A “stirrup” with the vertical flanges cut off, bearing on a concrete pad or buried paver. If too long, they can be shortened by cutting and welding or fitting an internal sleeve.



16. Place the corrugated polycarbonate shock absorbing mat on the floor, with the sides pointing upwards to cover the floor to wall seams.
17. Check operation. Lock the parcel door and provide the keys and user instructions to the owner.

OPTIONAL LARGE FACE PLATE / FASCIA

The optional large face plate is ideal for fences where the body of the unit is visible behind the fence, such as Emu Wire or pool type fences, because it conceals the body. This is available in brushed 316 stainless or power coating. It fits into the body the same way as the standard fascia. Bond the lower half to the fence using Liquid Nails, polyurethane or silicone adhesive.



HOW TO SWAP THE REAR DOOR HINGING SIDE (2019 onwards)

- Open the front and rear doors fully. Place a weight on the rear of the unit to avoid it tipping forward with door open.
- Look in the rear door, find the bend tab above hinge pin and bend clear.
- Use pliers or vise grips to pull the pin upwards, releasing bottom.
- Remove rear door. Remove nylon plug, pivot bushing and rubber bumpers and swap sides.
- Check the new upper pivot hole is not blocked with powder coating. Carefully drill with 4.0 drill bit or small file if necessary. Trial fit hinge pin.
- Fit the pin in the door. Insert the pin into the upper hole and move door into position. Locate pin in lower hole and push/tap downwards into place.
- Bend the upper bend tab so it retains the pin.
- Remove cam plate and 22mm nut. Remove lock and rotate 180 degrees so it is correct way up. Re-fit 22mm nut and cam plate.
- Close the doors and check lock operation. Flip cam plate over if it's not locking into the cutout.