

Mailbox Dock

Mailbox Dock Assembly & Installation Instructions

Part 1: Mailbox Dock Assembly Instructions

Start Here: Read Before You Get Started

Installation in 5 easy steps

Safety Warnings

- **Call before you dig** – Always contact your local utility service to mark underground lines before digging.
- **Work safely near roads** – Have someone watch for traffic if you're installing near a roadway.
- **Follow local codes** – Check with your local municipality for any regulations on mailbox installation.

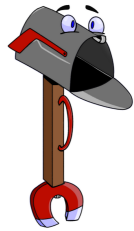
Tools & Materials Needed:

- ✓ Shovel or post-hole digger
- ✓ Level
- ✓ Concrete mix
- ✓ Mixing container & tool
- ✓ Water

Installation Instructions

Step 1: Dig the Hole

- Dig a hole with a **minimum diameter of 8 inches**.
- The hole should be **at least 36 inches deep** for stability.



Mailbox Dock

Step 2: Prepare the Concrete

- Mix the appropriate amount of concrete according to the manufacturer's instructions.
- Ensure the mix has the right consistency before pouring.

Step 3: Fill the Hole

- Pour the mixed concrete into the hole **until it is level with the ground surface.**

Step 4: Install the Mailbox Dock (MBD)

- While the concrete is still wet, gently **press the Mailbox Dock (MBD) down into the concrete.**
- The **top flat portion of the MBD should be flush with the surface of the concrete.**
- As you lower the MBD, use a **level** to check and maintain level positioning in all directions.
- **Failure to level the MBD properly may result in a crooked mailbox.**

Step 5: Let the Concrete Set

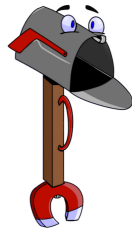
- Allow the concrete to fully **harden and cure** according to the instructions on the bag before placing your mailbox on the dock.

Part 2: Mailbox Dock Post & Magnet Assembly Instructions

Safety Warnings

- **Keep away from vehicles and metal objects** – The strong magnet can attract metal suddenly, causing injury or damage.
- **Watch your fingers!** – The magnet's force can pinch fingers if placed too close to metal surfaces.
- **Keep out of reach of children** – This is **not a toy**. Improper handling can cause injury.
- **Store safely when not in use** – Keep the magnet away from electronics, credit cards, and pacemakers.

Tools & Materials Needed:



Mailbox Dock

- ✓ Drill with a 5/8-inch drill bit
 - ✓ Measuring tape
 - ✓ Pencil or marker
 - ✓ Screwdriver
 - ✓ Wrench
 - ✓ Four long screws (included)
 - ✓ Carrying handle & two screws (included)
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Step 1: Mark the Center of the Post

- Lay the **4x4 post** flat and mark an **X on the bottom** by drawing diagonal lines from **corner to corner**.
- The center of the X is where the magnet bracket will be installed.

Step 2: Drill the Mounting Hole

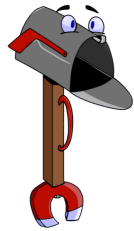
- Using a **5/8-inch drill bit**, drill a **5/8-inch deep hole** at the center of the X.

Step 3: Attach the Magnet Bracket

- Remove the **magnet and mounting plate** from the Styrofoam shipping material.
- Align the **hole on the bottom of the 4x4 post** with the **nut on the back of the magnet bracket**.
- Secure the mounting plate by driving **four screws** through the **four mounting plate holes** into the post.

Step 4: Find the Balance Point & Attach the Handle

- Balance the **entire mailbox post with the magnet attached** across a **teeter-totter, chair, or similar object** to find the **center balancing point**.
- Mark the **center of the balance point** with a pencil.
- Position the **center of the carrying handle** over the mark and **secure it with the two provided screws**.



Mailbox Dock

Step 5: Attach the Post to the Mailbox Dock

- Gently **place the magnet onto the MBD system at a 45° angle.**
- Slowly **stand the mailbox post upright**, allowing the magnet to fully engage with the metal plate.