



# Base Plate

Congratulations on the purchase of your Mail Boss® base plate. The base plate is constructed of tough, 8 gauge, galvanized, powder coated steel.

Instructions listed below are only guidelines: customers should contact the local post office of mail carrier before installing the mailbox to ensure its correct placement and height at the street. Generally, mailboxes are installed at a height of 41 to 45 inches from the road surface to the inside floor of the mailbox or point of mail entry and are set back 6-8 inches from the front face of the curb or road edge to the mailbox door.

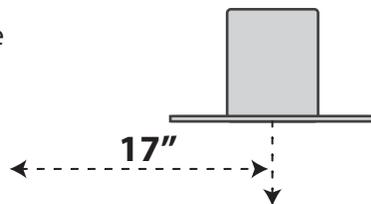
If you require assistance with assembly or part replacement or for any other matter, contact the toll-free Epoch Design Service Center from anywhere in the Continental United States, Monday through Friday, 9 AM – 5 PM PST at 1-800-589-7990. You may also email your request or comments to [info@mailboss.com](mailto:info@mailboss.com) and a service representative will respond.

Thank You.

**1**

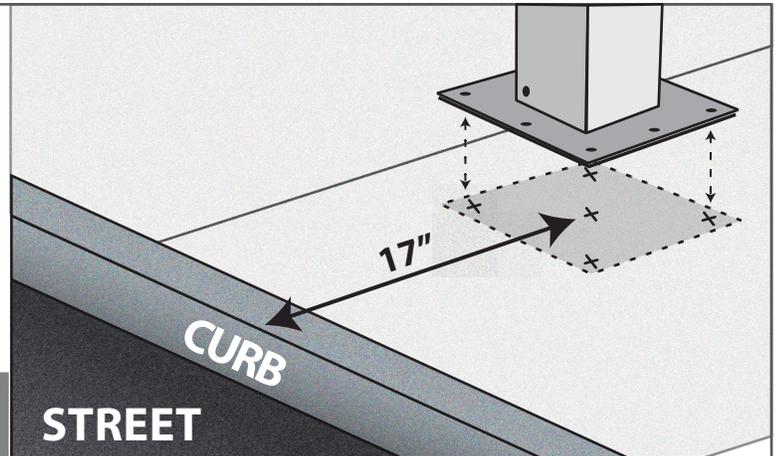
Locate the desired spot for your mailbox and mark a spot on the Sidewalk approximately 17" back from the edge of the street.

Center the base plate over your mark.



**STREET**

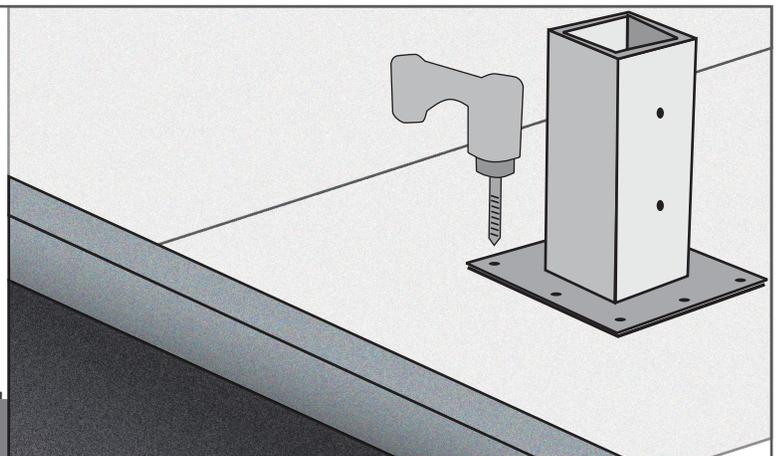
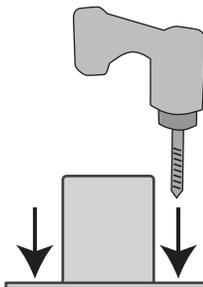
**CURB**



**2**

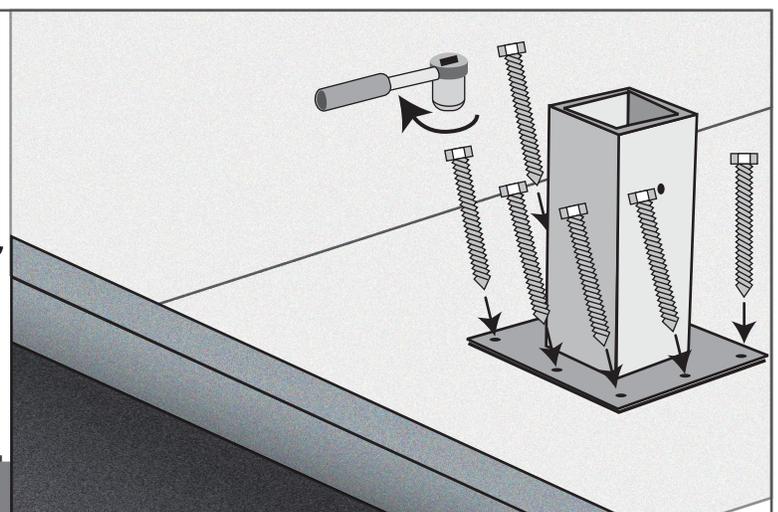
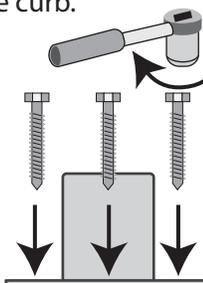
Using the 8 holes in the base plate as a template, drill 8 holes with an appropriate masonry bit.

You may be able to skip this step if you are using self-tapping masonry bolts.



**3**

Attach and secure 8 masonry anchors (there are various kinds, typically 1/4" x 3" masonry "outdoor" screws are adequate) through the base plate and into the curb.



**Have a question?... Need a part ASAP?... 1-800-589-7990**

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