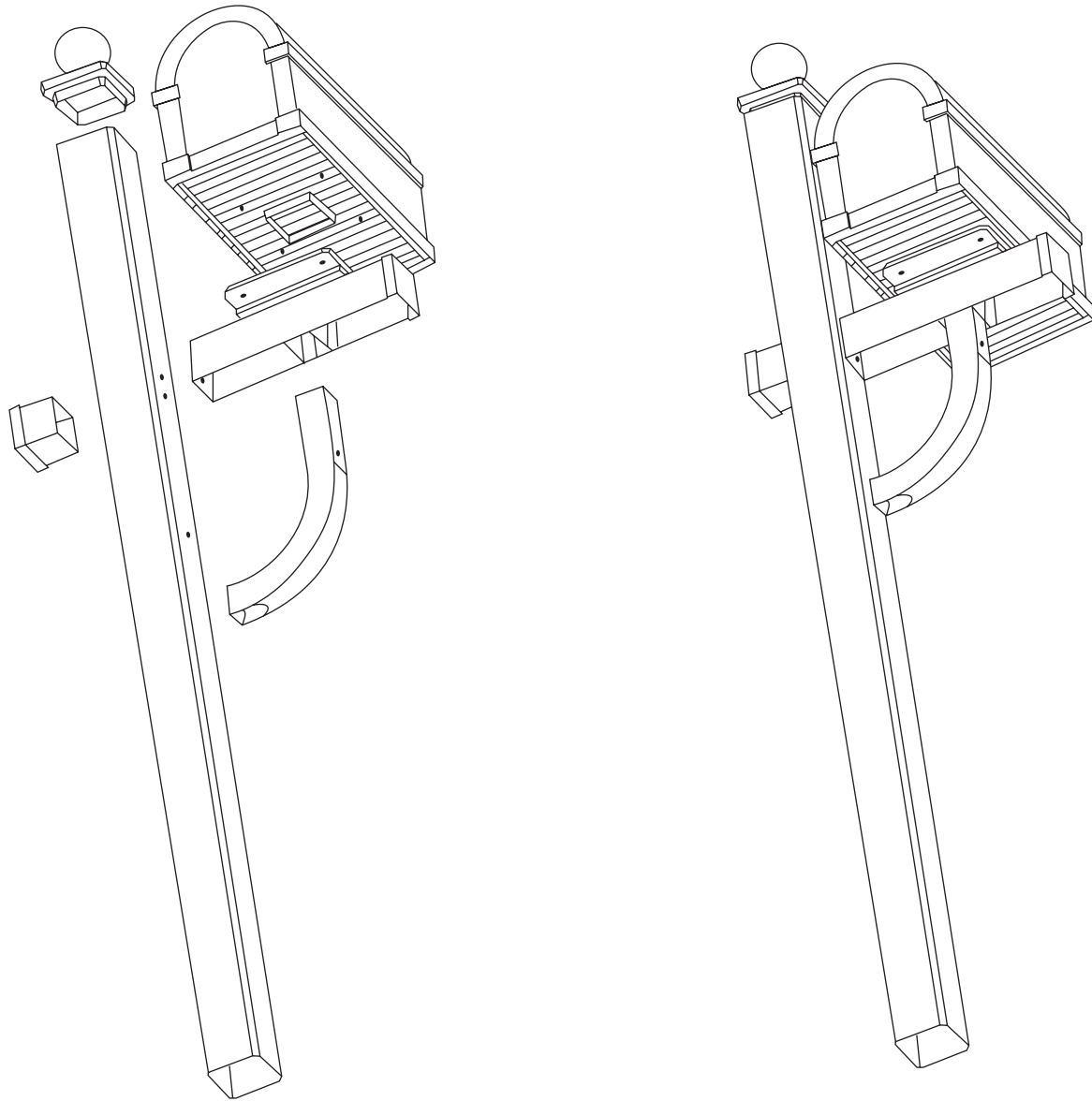


KEYSTONE DELUXE POST INSTRUCTIONS



EXPLODED FIGURE II

FIG. 2A INSTALL ALUMINUM POST INTO THE GROUND

1. Determine proper height of mailbox above ground. (Check with local postmaster for specific details).
2. Locate site for mailbox and dig a 12"x12" square hole. To determine the depth of the hole; subtract the desired height for the installed mailbox from 55". Example- if the mailbox is to be mounted 30" above the ground- $55" - 30" = 25"$. For this particular installation the hole should be dug 12"x12" deep.
3. Place post into hole with the end resting on bottom of the post hole.
4. Use a spirit level to set post to true vertical position in post-hole. Be sure to align the face of the post with driveway, sidewalk, walkway, roadway, etc. (The face of the post that does not have any holes in it should face in the same direction that you want the door of the mailbox to face).
5. Mix "QuickCrete" (or other brand of fast setting concrete) with water according to directions on the package.
6. Pour mixed concrete into post-hole submerging the buried end of the post.
7. **Allow concrete to set per manufacturer instructions before proceeding.**

Figure 2A

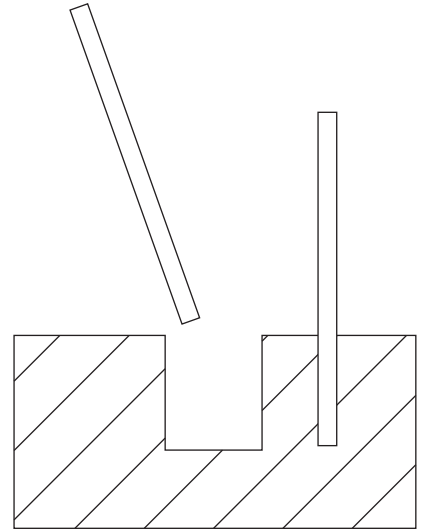


FIG. 2B ATTACH BEAM AND TAILPIECE TO POST

1. Locate 2 pieces 3/8 - 16x 5" bolts.
2. Position BEAM against side of post (left or right) aligned with two mounting holes.
3. Insert 1pc. 5" bolt through the top one of the two mounting holes. Machine screw should pass through mounting face of beam and all the way through the post and stick out the opposite side.
4. Position TAILPIECE with top mounting hole boss aligned with protruding bolt inserted in step 3.
5. Turn machine bolt 2 or 3 turns to loosely hold BEAM and TAILPIECE in place in preparation for installation of the second machine screw. Be careful not to move parts around too much at this point in the assembly as rough handling may damage finish.
6. Repeat steps 3-5 for the second of the two mounting holes.
7. Visually align BEAM and TAILPIECE. Securely tighten both bolts.
Do not over-tighten.

Figure 2B

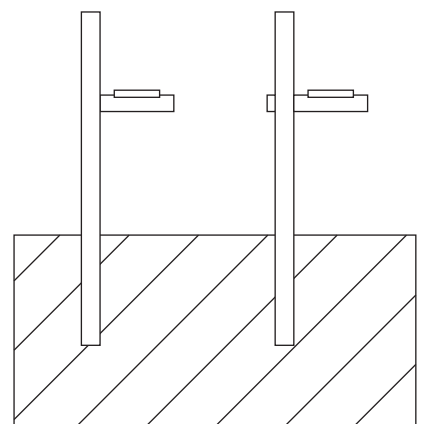


FIGURE 2C. INSTALL BRACE

1. Locate BRACE and prepare to install between BEAM and POST.
2. Position BRACE with square cut end pointing up and the opposite end (has "mouse hole" cutout) facing toward post.
3. Push square cut end of BRACE firmly into socket in center underside of BEAM.
4. Install 5/16 - 18x1" long bolt through access "mouse hole" and firmly tighten to secure BRACE against post.

Figure 2C

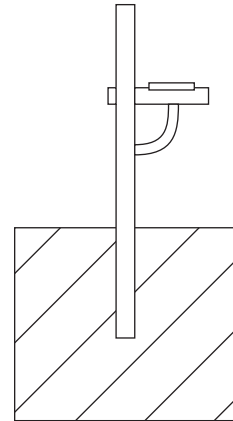


FIGURE 2D. INSTALL MAILBOX

1. Lift MAILBOX onto tray portion of the BEAM.
2. With MAILBOX pointing in desired direction, align the four mounting holes in the floor of the MAILBOX with corresponding holes in tray portion of the BEAM.
3. Install 4 pcs. 1/4" - 20x1" bolts from the inside of the MAILBOX out.
4. Turn 1/4" - 20x1" nuts onto exposed ends of bolts and tighten securely.

Figure 2D

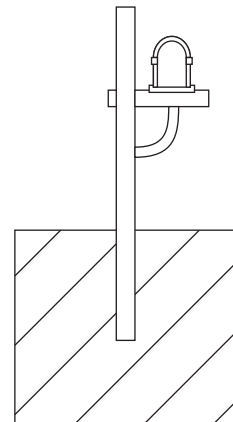


FIGURE 2E. ATTACH BALL FINIAL TO TOP OF THE POST

1. Square base of Ball Finial will press fit into the open square top end of the post.
2. If desired, a clear, exterior, silicone adhesive (available at hardware store) may be applied to the walls of the square base of BALL FINIAL before inserting into the end of the post.

You have successfully completed the installation of the Gaines Keystone Mailbox and post. You will enjoy many years of service from this product.

CUSTOMERS ARE REQUESTED TO CONTACT THE LOCAL POST OFFICE BEFORE ERECTING THE BOX TO ENSURE ITS CORRECT PLACEMENT AND HEIGHT AT THE STREET.

Figure 2E

