

Mailbox Installation Instructions

Dear [Recipient's Name],

Thank you for choosing our mailbox installation service. Below are the step-by-step instructions to ensure proper installation of your new mailbox.

Materials Needed:

- Mailbox
- Post
- Concrete mix
- Measuring tape
- Level
- Shovel
- Optional: Paint for post

Installation Steps:

1. Choose a suitable location for your mailbox at least 6-8 inches from the edge of the curb.
2. Using the measuring tape, measure and mark the height for the mailbox (usually 41-45 inches from the ground).
3. Dig a hole approximately 2 feet deep and 1 foot wide for the post installation.
4. Place the post in the center of the hole and ensure it's level.
5. Mix the concrete according to the package instructions and pour it into the hole around the post. Allow it to set for the recommended time.
6. Once the concrete is dry, attach the mailbox to the post as per the manufacturer's instructions.
7. Paint the post if desired to match your home's exterior.

Should you have any questions or require assistance, please feel free to contact us at [Your Contact Information].

Best regards,
[Your Name]
[Your Company]