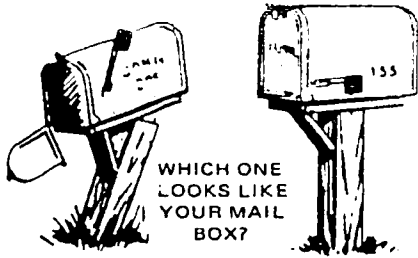


# Your Mailbox Needs Attention

(Date)

Waterloo NE 68069



## INSTRUCTIONS

Whenever possible, boxes must be located so that carrier's vehicle is off pavement when serving them.

Box number must be painted on box in numerals not less than one inch high.

Post must be neat and of adequate strength and size.

Approach to box should be a hard level surface (gravel, cinders, stone).

Boxes must be placed to conform with state laws and highway regulations.

Your box is not an approved box	This signal flag needs attention
The door needs attention	Your box is too near the road
Box must be located so carrier can serve it without leaving vehicle	Your box is too far from the road
Your box is not waterproof	Your box should face the road
Your box should be raised _____ inches	Your box should be securely fastened to its support
Your box should be lowered _____ inches	Your box should be leveled, and the post firmly planted
Your box should be located on the right-hand side of the road in the carrier's direction of travel	A new post for your box should be provided
The approach to your box should be filled and properly graded & kept unobstructed at all times	Box no. must be printed in numerals not less than one inch high on the side of the box visible to the carriers as they approach it or on the door if the boxes are grouped
The approach to your box should be kept clear of snow, vehicles, and other objects	Your box should be painted to prevent rusting

Other \_\_\_\_\_

Bottom of mailbox (where mail rests)

To top of road surface - 45 inches

Please help your carrier provide you with better service by correcting the above noted irregularities. If the deficiencies are not corrected by \_\_\_\_\_, delivery service will be suspended until the required standards are met. Your cooperation in the interest of improved postal service is appreciated.

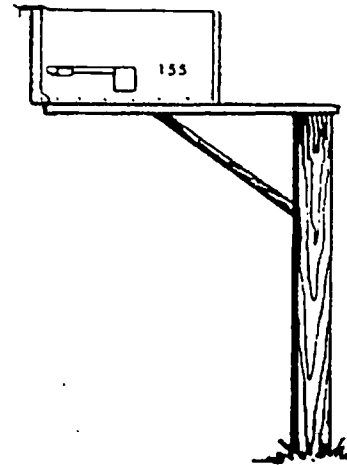
If you have any questions please see your carrier or contact me.

779-2518

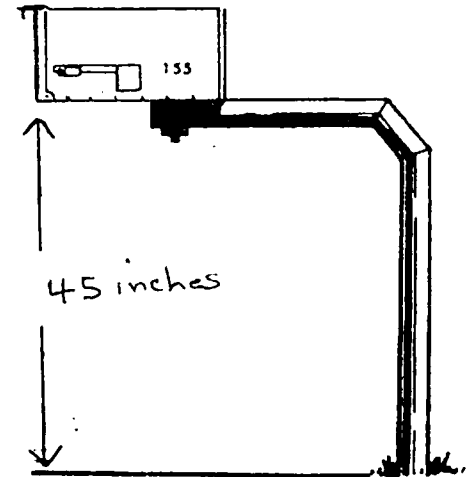
Terry Gilson  
(Postmaster)



Suggested installation of a single box.



Suggested installation where snow removal is a problem.



Extend box beyond end of post. Attach board holding box to post with screws or doubleheaded nails, permitting easy removal if necessary to adjust box height.