

Route 2

POSTAL SERVICE

These are guidelines. Specific requirements may vary by route or location, so check with your local Postmaster before installing or modifying a mailbox.

Measure from the ground to the bottom of the mailbox (see diagram). Height requirements will vary if serviced by a carrier using a private vehicle.

These are the recommended mailbox heights for mail delivery on the routes in the Birchwood, WI area, but always check with your local Postmaster before installing a mailbox.

Jumbo size (16h x 11w in.)—39 inches from the ground to the bottom of the mailbox	★	Very Inexpensive
Large size (11h x 8.75w in.)—41-42 inches from the ground to the bottom of the mailbox	★	
Standard size (9h x 7w in.)—42-43 inches from the ground to the bottom of mailbox	★	

Jumbo size rural mailboxes are the preferred type mailbox. They are big enough to hold an accumulation of mail and smaller parcels. This saves the carrier time in delivery of the route and may save you a trip to the Post Office to pick up items that do not fit in a smaller sized box. The bigger the mailbox---the better.

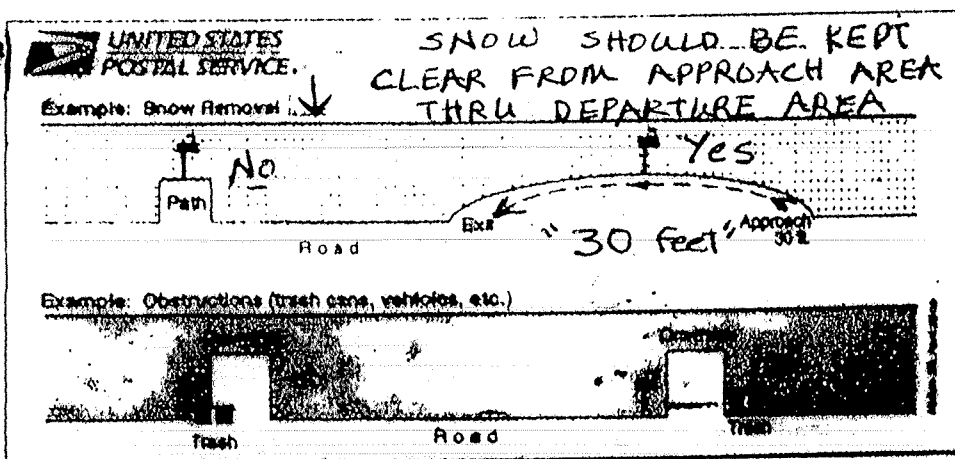
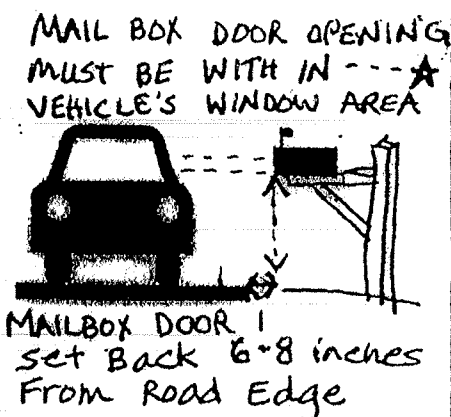
INSTALLATION AND PLACEMENT

The best mailbox supports are stable but bend or fall away if a car hits them. The Federal Highway Administration recommends:

- A 4" x 4" wooden support or a 2"-diameter standard steel or aluminum pipe
- **A SWING ARM EXTENSION**
- Avoid unyielding and potentially dangerous supports, i.e. heavy metal pipes, concrete posts, and farm equipment (e.g., milk car filled with concrete).
- Bury your post no more than 24" deep.

Your mailbox must display the house/fire number on the side of single mailboxes visible to the approaching carrier. NOTE: If mailboxes are grouped, first address will be on side and other mailboxes in turn on the mailbox door front. If your mailbox is on a street other than the one on which the customer resides, the street name and house number must be on the mailbox. The street/fire number and any other address information must be inscribed in contrasting color in neat/clear letters and numerals not less than 3" (inch) in height. In all instances, placing the owner's name on the box is optional, but not recommended by the United States Postal Service (USPS). Customers should also paint mailboxes and supports/posts---keeping them rust-free. Advertising on mailboxes and mailbox supports is prohibited. In areas where snow removal is a problem, the USPS suggests using a semi-arch or extended arm-type/swing support which allows snowplows to sweep near or under mailboxes without damaging supports and provides easy access to the mailboxes by carriers. Generally, mailboxes should be installed at a height of ★ inches from the road surface to the bottom of the mailbox or point of mail entry (see above height requirements). However, because of varying road and curb conditions and other factors, the USPS recommends customers contact their local Post Office.

The Postal Service does not regulate mailbox supports in any way except for purposes of carrier safety and delivery efficiency. Posts and other supports for curbside mail-boxes are owned and controlled by customers, who are responsible for ensuring posts are neat, adequate, and comply with federal, state, or local highway regulations



The box should be located so that the delivery vehicle is as far off the roadway as possible, while still allowing the approach and departure from the box to be on a solid and level surface (gravel, stone, pavement)