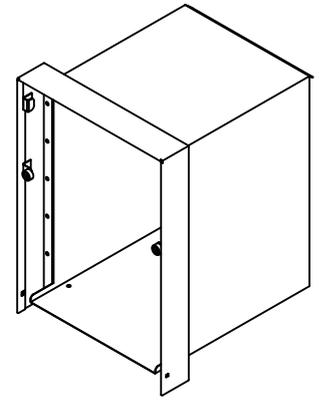# SIENA LETTERBOX

745B1 - Back Box

Congratulations on purchasing the Siena letterbox. We have designed the Siena to receive large A4 envelopes and parcels up to 19 x 21 x 29cm (Note: some front panel options may not allow parcel delivery).
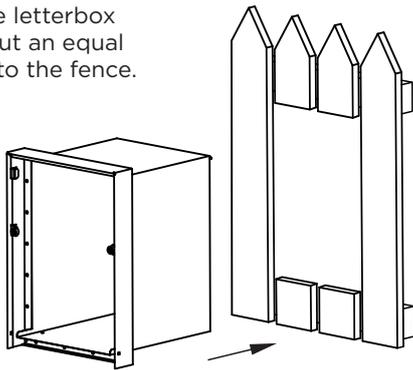
You will need to install the Siena letterbox in a location that is easily accessible to Australia Post and couriers. This will typically be at your front boundary.

The ideal height for the mail opening is 90 - 120cm from the ground.
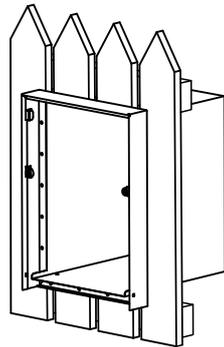
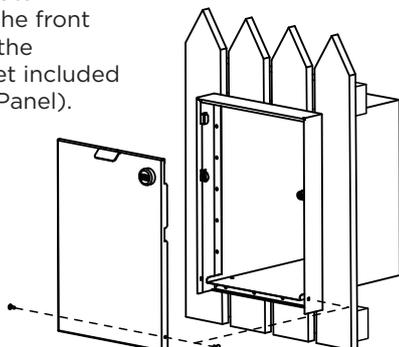

Installing into a timber fence

1. Measure the letterbox body and cut an equal size hole into the fence.

2. Slide the letterbox body in through the <u>front</u> of the fence. Screw it to the fence with the screws provided (for hardwood, its easier if you pre-drill the screw holes).

3. Attach the front panel using the bolts and nuts provided with the front panel (refer to the instruction sheet included with the Front Panel).
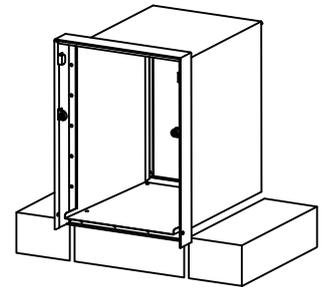

Installing into a brick wall

Note: The 745B1 Siena back box cannot be adjusted in depth - it is mainly intended to be a fence mounted back box, but if your wall happens to be the same depth as the 745B1 (i.e. 240mm - 1 brick), it will be fine to use.
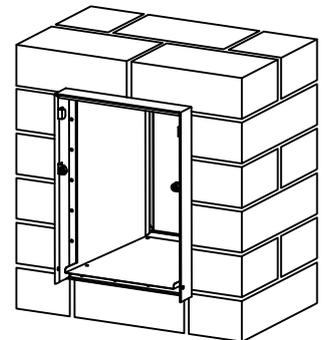
1. Build the brickwork up to the desired height and set the body (back box) in place following these guidelines;

- For plain brick walls, the front flanges (these are the flanges with holes in them) should sit flush with the wall

- For rendered walls, set the front flanges so that they will sit <u>flush</u> with the finished rendered surface.

2. Complete the remaining brickwork around the letterbox.

3. Finish any brick cleaning or rendering.

4. Attach the front panel using the bolts and nuts provided with the front panel (refer to the instruction sheet included with the Front Panel).