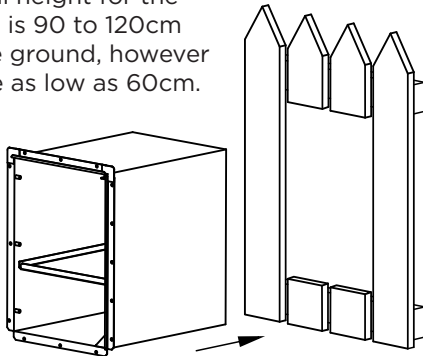# Milkcan
OUTDOOR DESIGNS

Monza Letterbox

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You will need to install the Monza 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.
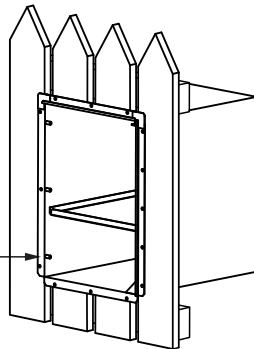
Installation

Installing into a timber fence

1. Open the back door, reach through and remove the front panel by unscrewing the nuts.

2. Measure the letterbox body and cut a slightly larger hole into the fence.
   The ideal height for the mail slot is 90 to 120cm from the ground, however it can be as low as 60cm.
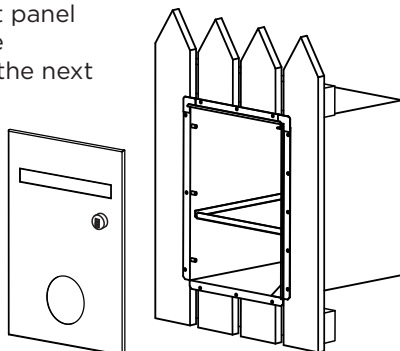

3. Slide the letterbox body in through the <u>front</u> of the fence. Screw it to the fence with the screws provided (for hardwood, its easier if you pre-drill the screw holes).

   MOUNTING STUDS MUST BE ON THIS SIDE

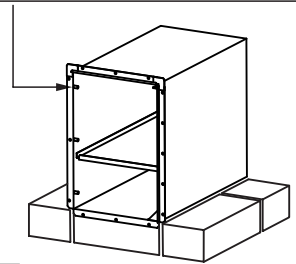4. Attach the front panel by following the instructions on the next page.

Installing into a brick wall

1. Open the back door, reach through and remove the front panel by unscrewing the nuts.

2. Build the brickwork up to the desired height and set the letterbox body in place following these guidelines;
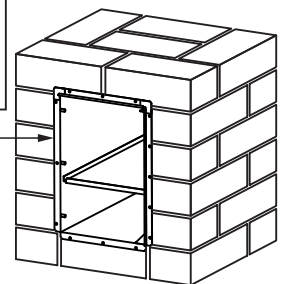
   <u>IMPORTANT:</u> STUDS MUST SIT TO LEFT SIDE OF THE LETTERBOX

   - For <u>plain brick walls</u>, the front flanges should sit flush with the wall

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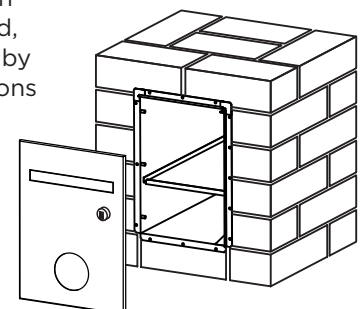

   WARNING: DO NOT RENDER PAST THE FRONT FLANGES, the finished render surface must be flush with the front flanges, otherwise the door will not work properly.

3. Complete the remaining brickwork around the letterbox. Finish any brick cleaning or rendering.
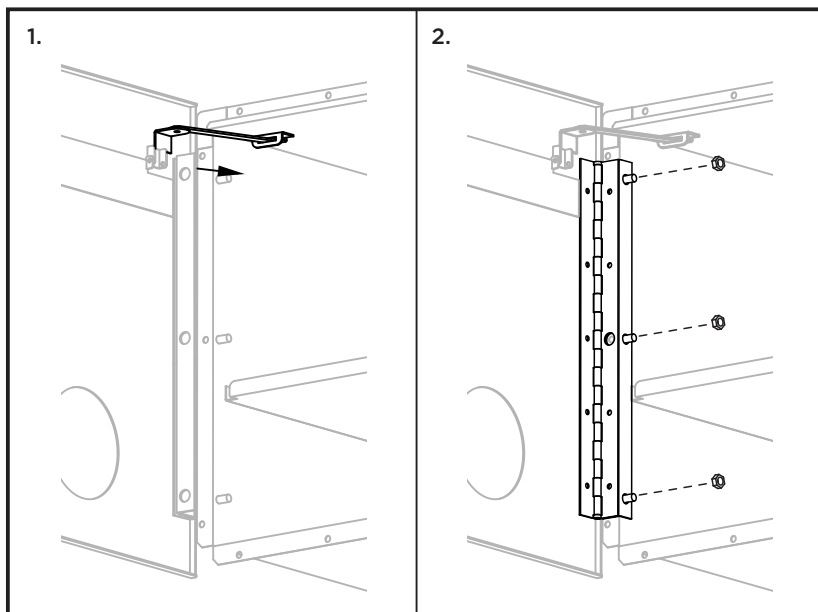

4. Once the brickwork and any rendering has been completed and cleaned, attach the front panel by following the instructions on the next page.

Milkcan
OUTDOOR DESIGNS

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Monza Letterbox

Attaching the Front Panel

1. Insert the locking arm by placing it through the guide slot.

2. Align the hinge holes with the corresponding studs. Secure the hinge using the nuts provided.

Parcel Delivery Instructions

This letterbox is specially designed to allow parcel delivery. The courier simply enters the allocated combination code to unlock the front door, places the parcel inside, closes the door and re-toggles the combination.

When you purchase an item to be delivered, let the supplier know the parcel delivery instruction.
For example, "PLACE IN LETTERBOX. USE CODE 321 TO OPEN".