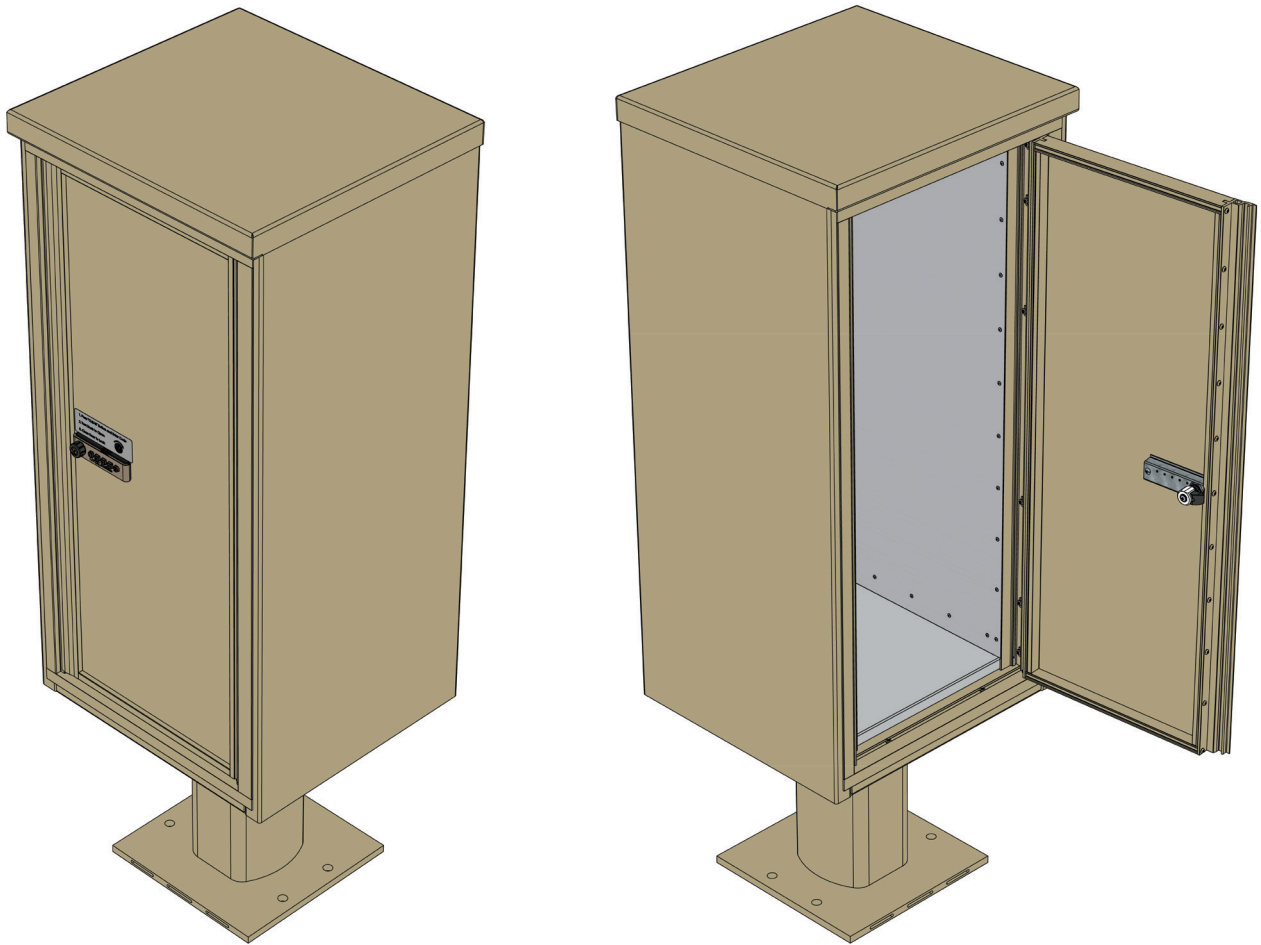# INSTALLATION GUIDE

Package Protector

PORT Pedestal Mounted Product

FLORENCE
CORPORATION

5935 Corporate Drive • Manhattan, KS 66503
800 275 1747 • www.florencemailboxes.com

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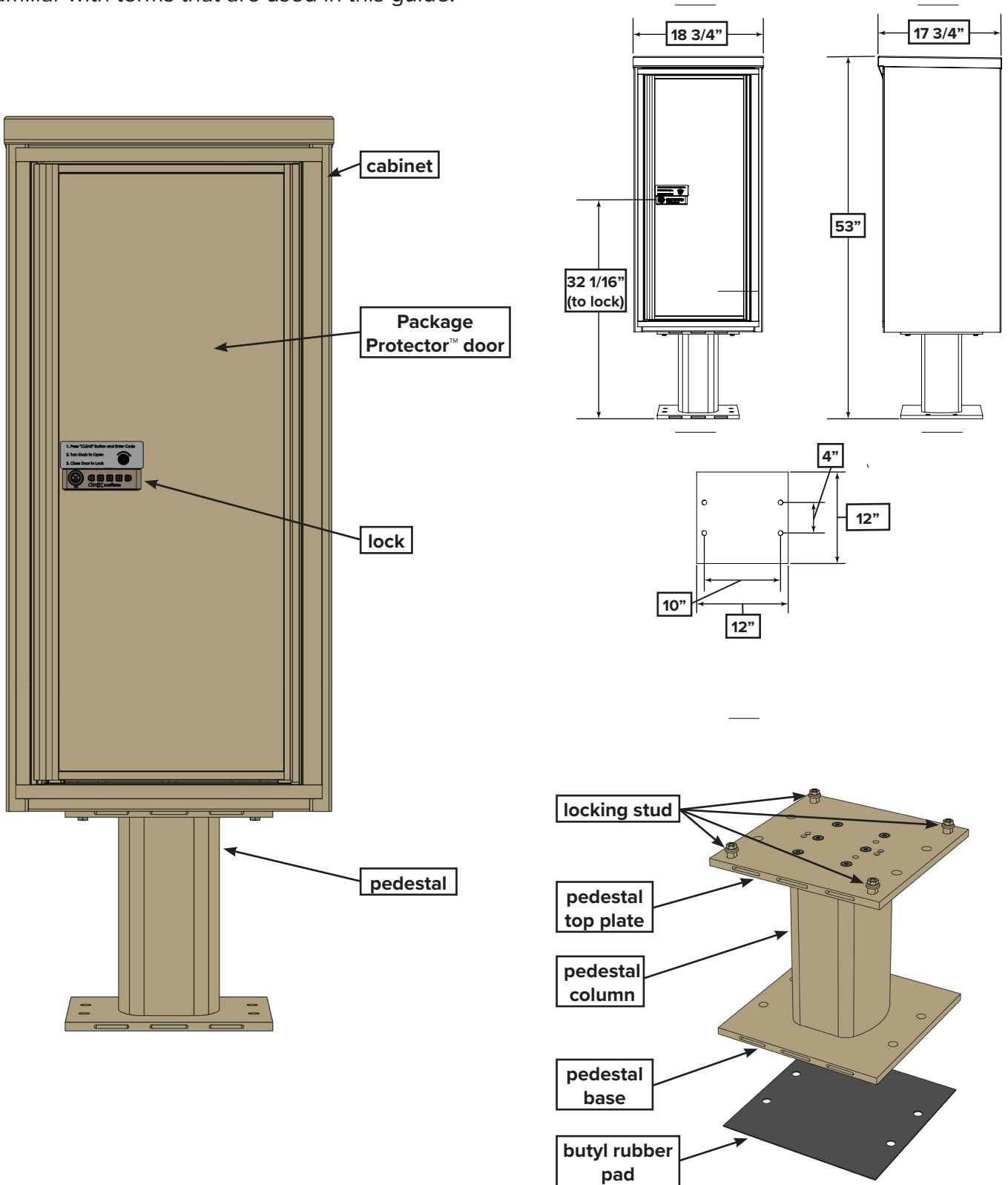
⚠ ATTENTION!

CAUTION -- Transportation and Handling

- Use caution when lifting and carrying to avoid injury.
- Lay boxes flat. Do not stand on end as box could fall over and cause injury.

CAUTION -- Installation

- Package Protector™ PORT units are heavy. Do not stand the product up without support to prevent tipping.
- Pinch hazard exists when placing the unit on the foundation. Keep fingers and hands clear to avoid injury.
- Units may tip off unsecured anchors, possibly resulting in the unit colliding with a person and causing serious injury.
- Pedestal units are front-heavy when the door is open. Unit must be braced or held in place until secured to the foundation. Installer should support the unit, or have assistance holding the unit in place, before opening the compartment door. Failure to do so could result in serious injury.

Package Protector

Getting To Know Your Package Protector™ PORT

Before the assembly process begins, please review the illustration below. The major components that you will be working with are identified. So, as you are installing your Package Protector™ PORT you will be familiar with terms that are used in this guide.

cabinet

Package Protector™ door

lock

pedestal

18 3/4"

17 3/4"

53"

32 1/16" (to lock)

4"

12"

10"

12"

locking stud

pedestal top plate

pedestal column

pedestal base

butyl rubber pad

Package Protector

Hardware and Component List

The cabinet and pedestal are packaged separately. Below is a list of components and hardware you will receive in each package.

- Pedestal
    - ▶ Pedestal
    - ▶ Template—guide to locate pedestal base anchors
    - ▶ Rubber Pad—to be installed between concrete foundation and pedestal base
- Cabinet
    - ▶ Package Protector™ package box module
    - ▶ Owner's Manual (located inside module)—includes lock information and accessory parts
    - ▶ Installation Guide

NOTE: Anchors are **NOT** included with this product. Anchoring system selection coincides with type of installation planned and should be purchased separately. Refer to **"Foundation Requirements" on p. 5** for recommendations.

Tools Suggested for Installation

- 1/2" socket with ratchet 1/2" wrench
- 1/2", 3/4" and 15/16" wrench, or large Crescent wrench
- Cordless drill with proper socket adapter(s)
- Hammer drill with 1/2" masonry bit
- Air tank or vacuum to remove dust from holes that are drilled in concrete
- Hammer
- Screwdriver or taper punch for aligning mating holes
- Level
- 10' tape measure
- Allen wrench

Package Protector

Foundation Requirements

The Package Protector™ PORT may be installed on an existing concrete pad/foundation at least 4" thick.

If you are pouring new concrete, the following foundation is required:

- Pier concrete foundation 12" x 18" x 24" deep.
- Slab concrete foundation as specified in Table 1.

TABLE 1	
THICKNESS	WIDTH x DEPTH (minimum size)
4"	47" x 47"
5"	44" x 44"
6"	42" x 42"
7"	40" x 40"
8"	39" x 39"

Anchoring (see Table 2 for recommendations)

- Follow the anchor manufacturer's directions for anchor installation.
- Alternative anchoring systems with similar capabilities may be substituted at the owner's discretion.

TABLE 2	
Expansion Anchor Bolt Recommendations	
Hilti Kwik Bolt 3 (*www.hilti.com*)	– 1/2" diam x 5 1/2" overall length – Galvanized **– Minimum embedment in concrete must be at least 3 1/2"**
ITW Redhead Trubolt (*www.itwredhead.com*)	– 1/2" diam x 7" overall length – Galvanized **– Minimum embedment in concrete must be at least 4 1/8"**
Confast (*www.confast.com*)	– 1/2" diam x 5 1/2" overall length – Galvanized **– Minimum embedment in concrete must be at least 2 1/4"**

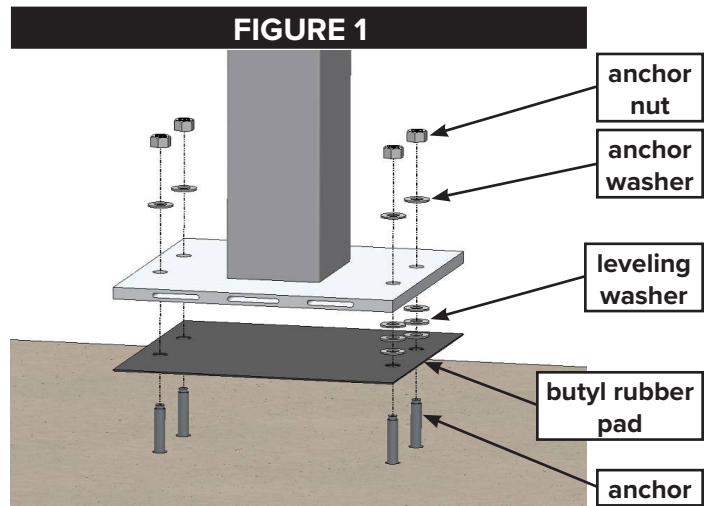# Preparing For and Installing Your Package Protector™ PORT

Install Anchors

A. Determine a proper location for installation and tape the pedestal base template (packaged with the pedestal) to the concrete foundation.

B. Drill holes through the template to proper depth (as determined by the anchor manufacturer.

C. Remove the template.

D. Remove any debris from the drilled holes using a vacuum or compressed air nozzle.

E. Pound anchors in place.

Check for Level (refer to **FIGURE 1**)

A. Place rubber pad over anchors onto concrete pad.

B. Before attaching the pedestal to the cabinet, set the pedestal in place over the rubber pad and check if level.
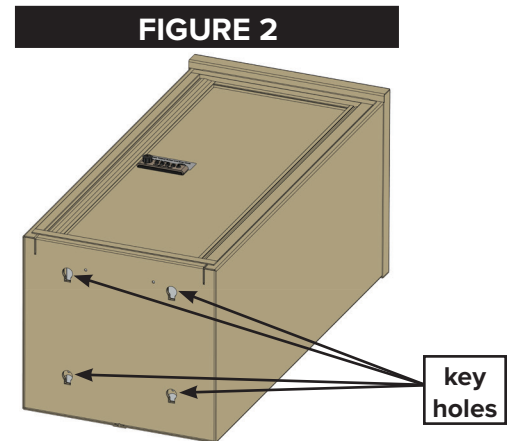
> **Note:** **If the pedestal is not level, adjustment must be made before continuing with the installation. There are a number of leveling techniques that can be used, however, the following method is one alternative to consider.**

C. If leveling is required, shim the pedestal with up to three (3) 1/2" washers (provided by others) on a given bolt.

- Place the washers between the rubber pad and the bottom of the pedestal base.

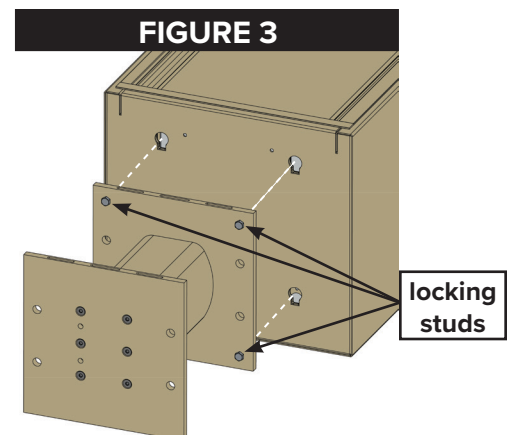**D.** Confirm the pedestal is level and proceed with installation.

FIGURE 1

anchor nut

anchor washer

leveling washer

butyl rubber pad

anchor

Attach Pedestal to Cabinet

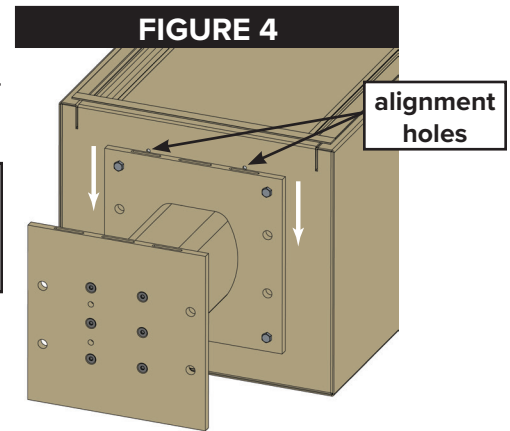**A.** Lay the Package Protector™ PORT cabinet on its back, taking care not to damage the finish (**FIGURE 2**).

FIGURE 2

key holes

B. Insert the four (4) pedestal locking studs into the key holes in the bottom of the cabinet (**FIGURE 3**).

FIGURE 3
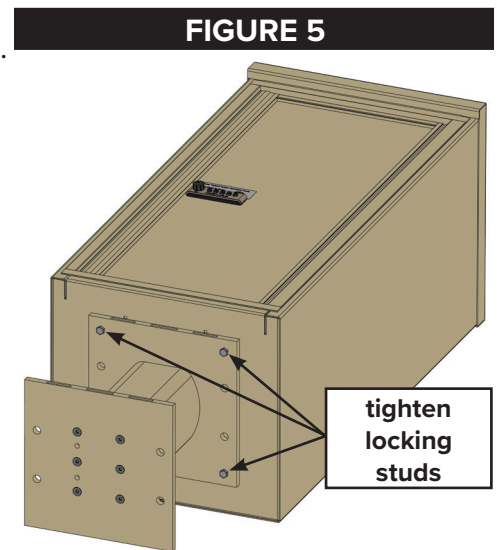
locking studs

Package Protector

C. Once the pedestal is in all the way (flush against the bottom of the cabinet), push the pedestal down until it locks into place. When the two (2) alignment holes are in full view above the pedestal, it is locked in the proper position (**FIGURE 4**).

FIGURE 4

alignment holes

Important Note!
Once the pedestal is securely locked into place (alignment holes are visible) **it cannot be removed.**

D. Tighten the four (4) locking studs to firmly secure the pedestal in place before standing the unit up (**FIGURE 5**).

Caution! *The locking studs __must__ be tightened to ensure proper unit stability.*

FIGURE 5

tighten locking studs

Install Your Package Protector™ PORT to Foundation (refer to "FIGURE 1" on p. 6)

A. Lift your Package Protector™ PORT up and place onto the anchors.

B. Ensure your Package Protector™ PORT is plumb and level before tightening anchor hardware.

C. Secure anchoring hardware according to manufacturer's instructions.

Your new Package Protector™ PORT is now installed. Thank you!

IMPORTANT!

Your **Package Protector™ Owner's Guide** is inside the cabinet.
To open the door input the access code into the combination lock.
The factory default code is 12345.
See your Owner's Guide for details about setting up and using your new Package Protector™.

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