Improve or Replace?
Renovating an Apartment Community with USPS Compliant Centralized Mailboxes

Major Renovation

Any facility modifications affecting the rough opening of existing mailboxes - or addition of new mailboxes - requires an upgrade to STD-4C USPS compliant mailboxes.

Inside?

USPS APPROVED

STD-4C
Recessed or Surface Mounted

STD-4C wall-mounted mailboxes <u>must</u> be used

ProTip

1:5
PARCEL LOCKER TO CUSTOMER COMPARTMENT RATIO
required by USPS

Outside?

Cluster Box Unit (CBU)
Outdoor Parcel Locker (OPL)

STD-4C wall-mounted mailboxes
or
free-standing cluster box units (CBU) <u>must</u> be used

Obsolete NDCBUs are **not** permitted for replacement or new installations

Simple Replacement

If the renovation does not affect the rough opening, you may replace your mailboxes with similar products on a **1:1 basis**.

Horizontal

Horizontal
Recess Mounted

Vertical

APPROVED REPLACEMENT PRODUCT

Vertical
Recessed or Surface Mounted

STD-4B+ rated verticals or horizontals may be used

ProTip

UPGRADE OPPORTUNITY!

- Hold mail flat as it is intended to be instead of rolled
- Allow for more and larger mail pieces
- Securely receive packages in parcel compartments
- Enhance overall design to add value to your property

ProTip — **Always** check with local U.S. Postal Service officials before proceeding with mailbox replacement projects.

Please head to **USMailSupply.com** for more information!

Which USPS Compliant Centralized Mailbox
is right for your replacement project?
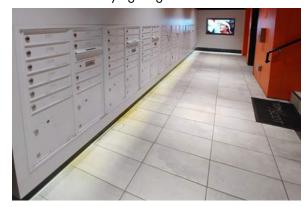

CLUSTER BOX UNITS

USPS APPROVED

STD-4C MAILBOXES

A cluster box unit (CBU) is a centralized mailbox that is **freestanding and pedestal-mounted** designed for outdoor installation, individually or in large group installations.

▶ Choose from **6 standard configurations** with up to **16 locked residential compartments** and up to **4 integrated parcel lockers**.

▶ Residential mail compartments and shared parcel lockers are numbered with a decal or engraved.

▶ Expand capacity for package deliveries by adding matching Outdoor Parcel Lockers (OPL).

▶ Pedestal included ensures mailboxes and parcel lockers comply with USPS installation regulations.

▶ Dress up the basic CBU & OPL with decorative accessories to complement your building.

USPS STD-4C mailboxes (4C) are similar in structure to CBU except they are **designed to be wall-mounted** indoors or outdoors, individually or in large group installations.

▶ When used in a renovation project, 4C mailboxes can be recessed mounted into a wall or surface mounted by utilizing the surface-mount collar.

▶ Choices are plentiful when using STD-4C mailboxes with dozens of pre-configured modules in varying heights.

Regulations may vary locally and regionally. Always consult local building codes and involve the U.S. Postal Service representative early in the process. The property owner is responsible for providing lock and key service for newly installed centralized mail equipment. The USPS will install the Master Access lock in the centralized mailbox unit when the mailbox installment is approved.