



2900/2200 Series Mailbox Installation into Rotary Enclosure

1. Place the Rotary Enclosure near area of final installation.
2. Remove inner carton from inside cabinet. This contains lock rods, doors and brackets needed for assembly.
3. Remove shipping brackets/channels top and bottom.
4. Remove pins top and bottom and save.
5. Remove the Center shelf. Do not discard.
6. Re-install one shipping pin to keep cabinet from rotating.
7. Load 3 lower boxes. Making sure the first step of the black aluminum extrusion surrounding the lockbox is located inside of the return flange of the inner cabinet. Insure they are all the way forward.
8. Remove Pin and replace center shelf holding 3 lower boxes in place.
9. Put pin back in.
10. Load upper 2 boxes making sure they are installed all the way forward.
11. Remove pin.
12. Install the lockbox retainer, with the door hinges installed, one on each side as follows: place the retainers as shown in Illustration "A" with the top edge butt up against the top of upper inner roof and drive one screw through top slot in retainer and through side of inner cabinet. Then drill screw in bottom slot, finish the remaining locations.
13. Put pin back in.
14. Install doors using screws and hex locknuts, bolt to hinges.
15. Install second door and tighten screws. Close doors and mark location of hasp and drill, mount to door.
16. Close rear doors and engage hasp and staple.
17. Refer to installation sheet # 2 for lock rod assembly. Install lock rods.
18. Mount unit to wall if desired.
19. Rotate Inner Cabinet until it stops and lock cabinet.
20. Questions Contact: 1-800-330-9701

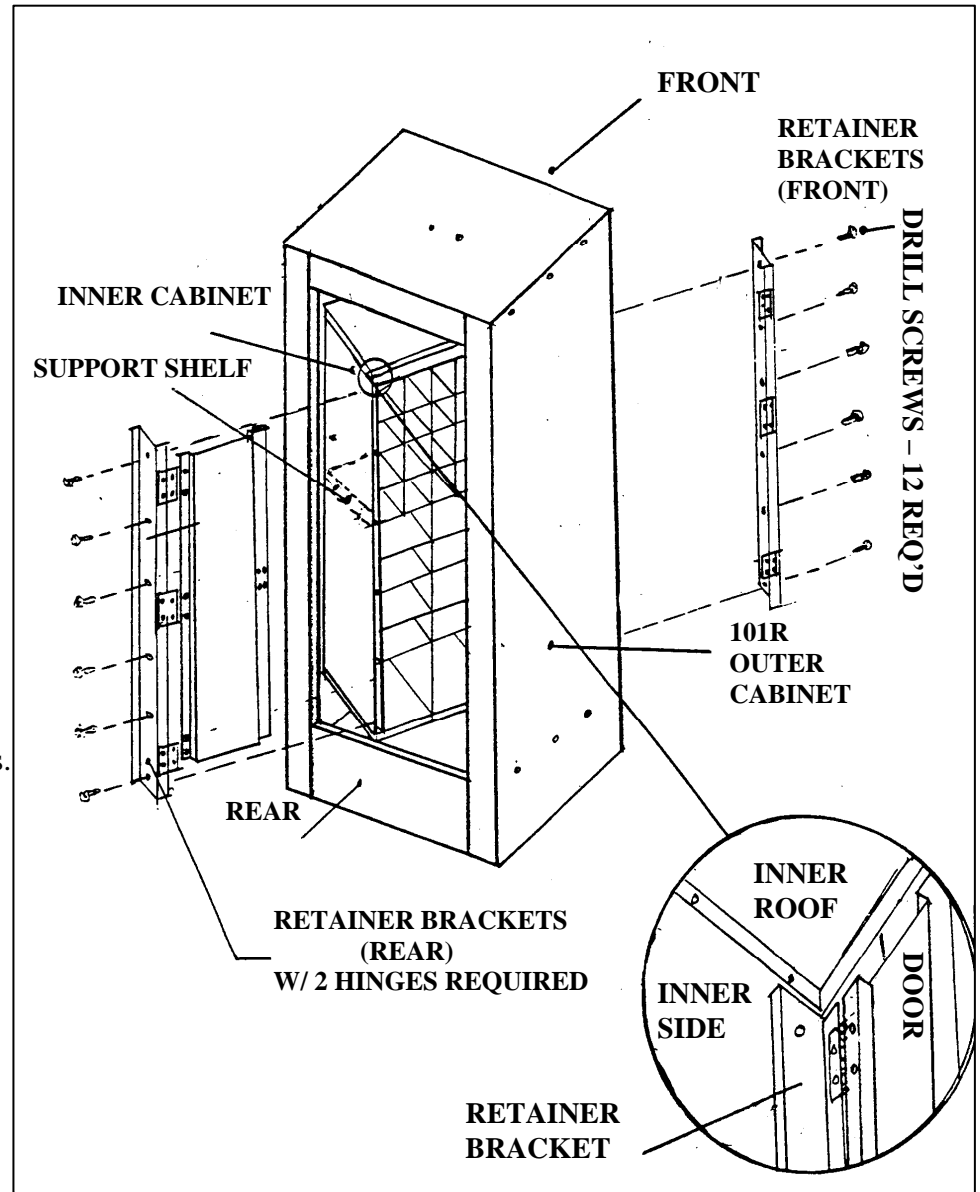


ILLUSTRATION "A"