

# HP COMBO - INSTALLATION INSTRUCTIONS

## Instucciones de instalacion

### WHEN INSTALLING OVER NEW OR EXISTING 4"X4" (3.5"X3.5") POST



#### STEP 1

REMOVE MAILBOX  
Borrar buzón



#### STEP 2

SLIDE VERTICAL SLEEVE  
Slide vertical en manga



#### STEP 3

SECURE VERTICAL SLEEVE  
Asegure vertical en manga



#### STEP 4

INSTALL ARMS  
Instalar el brazo



#### STEP 5

MEASURE MAILBOX LOCATION  
Medida de ubicación



#### STEP 6

SECURE ARMS  
Brazo de forma segura

Visit [www.thehandypost.com](http://www.thehandypost.com) for more photos and videos of Handy Post installations.

- Step 1 - If you're installing a new 4"x4x72" post or No-Dig support, it is recommended to place it a minimum of 24" in the ground.
- Step 2 - Make sure the wood 4"x4" is not more than 52" above ground. Slide the vinyl 4"x4"x54" sleeve over the wood 4"x4".
- Step 3 - Use (1) screw from the Handy Post Kit to secure the vertical sleeve in the rear and near the ground.
- Step 4 - Decide whether you want the bottom arm (typically for a flower planter) to be parallel or perpendicular to the mailbox.
- Step 5 - Bring (1) 5"x5"x24" vinyl arm down over the vertical sleeve by inserting through both 4" square holes. Then, install the top arm used for your mailbox. Don't secure the arms until you know your exact location of both arms.
- Step 6 - You can locate the arms anywhere along the upright, but the **top arm** should be used for your mailbox (see included design sheet). Check with your local Post Office for mailbox height regulations.
- Step 7 - Use (8) screws from the Handy Post Combo Kit to secure the arm(s) in the pre-drilled holes. Two holes on each side of each arm.  
**CAUTION:** Do not over tighten the screws. Once the vinyl begins to indent, back the screw off until the vinyl is smooth.
- Step 8 - Insert the additional end caps into the open ends of each arm. Leave extra cap off mailbox arm if you desire to use the newspaper receptacle\*. Use a touch of PVC cement for more secure fit of these end caps.
- **\*WARNING:** If you are using the newspaper receptacle, when attaching a mailbox mounting plate to the Handy Post arm, use screws that do not protrude over 1/4" down inside the arm. This can lead to interference with objects being placed inside the arm, or can cause injury when reaching inside the arm.