**Improve or Replace?**

Renovating an Apartment Community with USPS Compliant Centralized Mailboxes

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**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?**
  - STD-4C wall-mounted mailboxes must be used

- **Outside?**
  - STD-4C wall-mounted mailboxes
  - or
  - free-standing cluster box units (CBU) must be used

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

- **Vertical**
  - STD-4C Recessed or Surface Mounted

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**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**

- Ensure your mailboxes are USPS Compliant by selecting an approved manufacturer - an Authorized Florence Dealer can assist you.
- FlorenceMailboxes.com/dealer-network

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

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**Obsoleted NDCBUs are not permitted for replacement or new installations**
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.