

# 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?**



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

STD-4C wall-mounted mailboxes must be used

**Outside?**



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

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



**1:10**  
PARCEL LOCKER TO  
CUSTOMER COMPARTMENT RATIO  
required by USPS



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**



**Vertical**  
Recessed or Surface Mounted



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



### 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



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



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

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



## CLUSTER BOX UNITS



## 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.

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