

# ACCESS DOOR COMMERCIAL LOCK

## 3400 Series Pedestal Mailboxes

### Installation Instructions

This installation instruction document is for installing the Commercial lock in the access door on the 3400 series Pedestal Mailboxes.

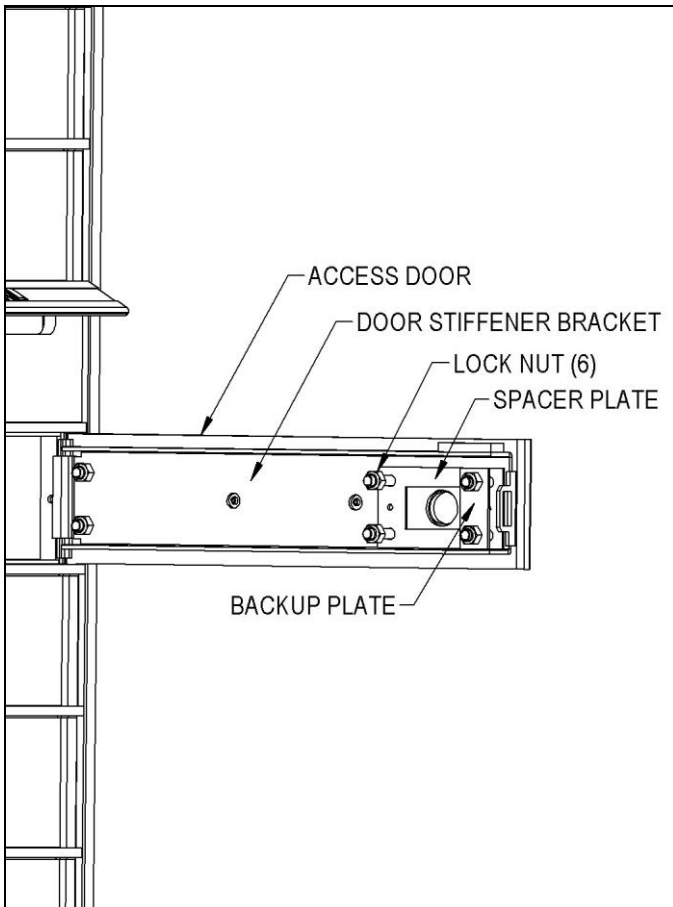
#### Note

The mailbox is shipped with a Commercial lock that is not installed in the access door. This lock is located inside the mailbox on the shelf of the access compartment.

#### Installation

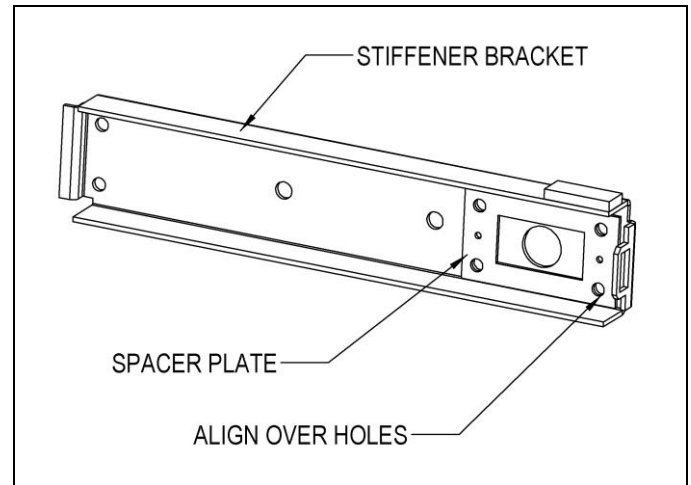
##### Step 1

Open the access door. Remove six (6) preinstalled locknuts and remove the backup plate, the spacer plate and the door stiffener bracket. Discard the backup plate as it is not needed.



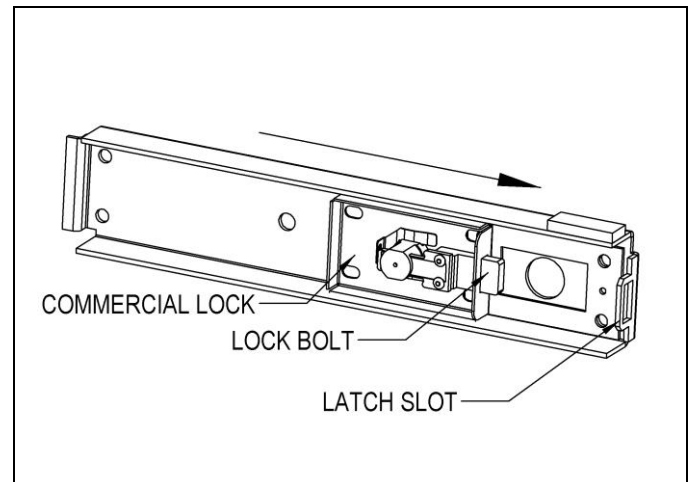
##### Step 2

Install the spacer plate against the stiffener bracket aligning its four (4) holes with the four (4) holes on the stiffener bracket.



##### Step 3

Install the Commercial lock onto the stiffener bracket by sliding the lock bolt through the latch slot. Align the four (4) holes of the Commercial lock with the four (4) holes of the spacer plate and stiffener bracket.



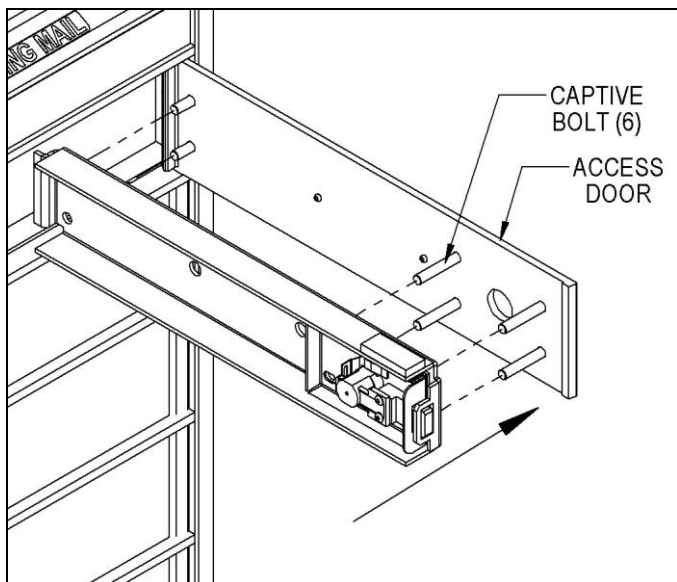
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Installation instructions are provided as general guidelines. It is advised that a professional installer be consulted. Salsbury Industries assumes no product assembly or installation liability.  
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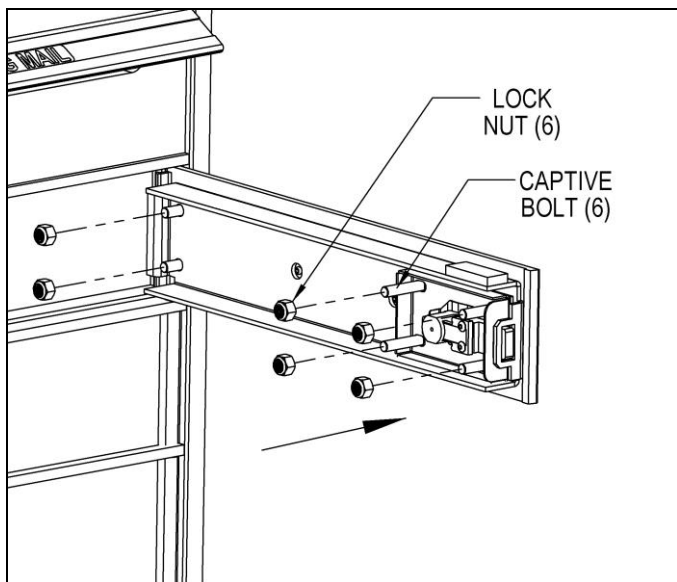
#### Step 4

Install the stiffener bracket with Commercial lock and spacer plate over the six (6) captive bolts on the access door.



#### Step 5

Install and tighten the six (6) lock nuts onto the six (6) captive bolts. **DO NOT OVERTIGHTEN THE NUTS.**



#### Step 6

Insert the Commercial lock key into the Commercial lock then retract the lock bolt. Close the access door then lock and unlock the Commercial lock to ensure the lock bolt travels freely. Installation is complete.

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Installation instructions are provided as general guidelines. It is advised that a professional installer be consulted. Salsbury Industries assumes no product assembly or installation liability.  
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