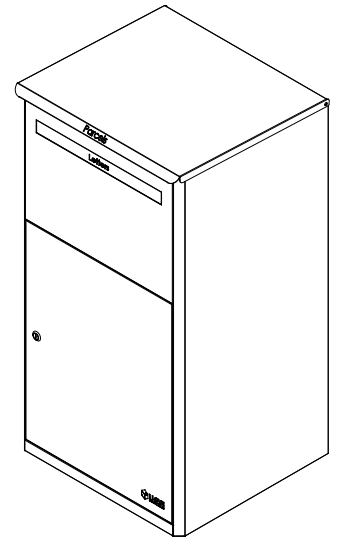


Brooklyn Parcel Box

3017L-SA / 3017XL-SA



Choosing a suitable location

The Standalone Parcel Box is designed to be either screwed to a wall/fence or ground-mounted.

Choose what is most suitable for your situation. Always install the Parcel Box where it is easily accessible.



Please note: These installation instructions are for guidance only. You may need to adapt how the item is installed to suit your situation.

Interchangeable Door

This parcel box has an interchangeable door, which can go on either the front or back of the unit.

1. To remove the door panel, from inside the box pull down the sprung clips at the top and this will release the panel.
2. To remove the door, pull down on the sprung hinge clip at the top of the door.
3. The door and the panel can now be reversed.

Using your Parcel Box

The Brooklyn parcel letterbox is designed to allow mail and parcel delivery.

The door offers an easy and convenient means of retrieving your parcels and mail.

Parcels can be delivered via the lid/chute. The courier simply lifts the lid, places the parcels inside and then closes the lid. The parcel will fall into the retrieval area at the bottom.

If the parcel is too big, you can give the pin number to the courier, for them to access the secure compartment.

The owner uses the combination lock to retrieve their parcels and mail via the door.

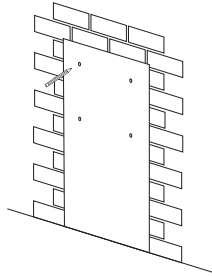
**Continue reading for
installation instructions**

Installation for Wall/Fence Mounting

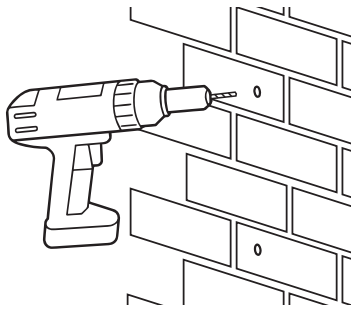
Tools required

Hammer Drill, 12mm Masonry/Wood Drill Bit, Spirit Level

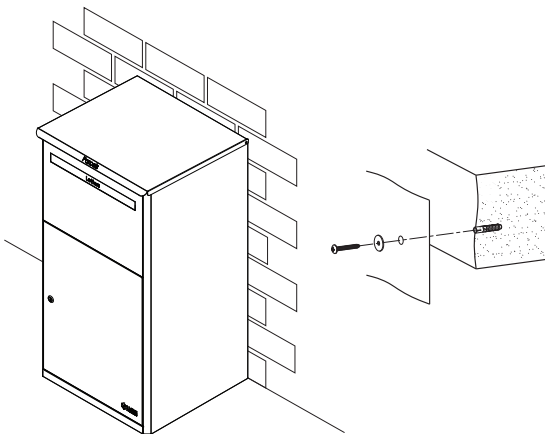
1. The product is supplied with four pre-drilled holes in the rear. Place your Parcel Box in the chosen location and mark the mounting hole with a pencil.



2. Drill the four holes (12mm diameter x 70mm deep). Clear the holes of dust and insert the anchor bolts provided. Attach the front panel by inserting the bolt you took out prior to commencing fitting.



3. Mount the box into position, and use the bolts and washers provided to secure the unit.



Please note: Installation using the expansion bolt

1. Check the nut on the expansion bolt has not been tightened, it needs to be loose.
2. Insert the expansion bolt into the concrete through the hole.
3. Tap the expansion bolt fully in. If you encounter some resistance, you may need a hammer to tap the bolt further in.
4. Tighten the nut with the tube spanner provided.

Continue reading for floor-mounted methods

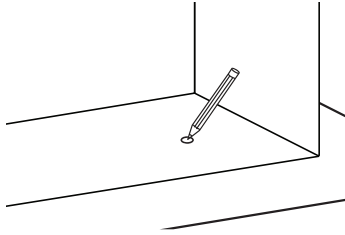
Installation onto an existing concrete floor

Installation onto ground

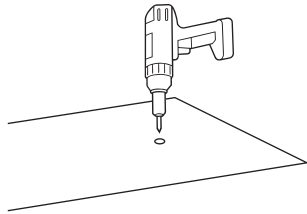
Tools required

Hammer Drill, 10mm Masonry Drill Bit, Spirit Level

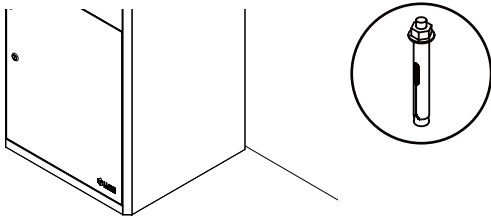
1. Set the parcel box in the desired location.
For ground fixing, open the bottom door and mark the hole locations.



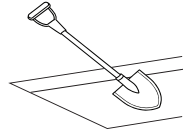
2. Remove the parcel box, and drill holes in the marked places using the correct diameter drill bit and depth.



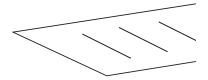
3. Re-position the parcel box and insert the bolts and washers so that it is tightly fixed to the ground, ensuring that it is securely in place.



1. Dig a hole approximately:
41cm x 38cm x 10 deep (3017L SA)
55cm x 55cm x 10 deep (3017XL SA)

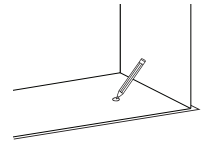


2. Fill hole with concrete.

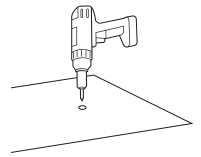


3. Use a spirit level to level the concrete and then leave it to fully dry.

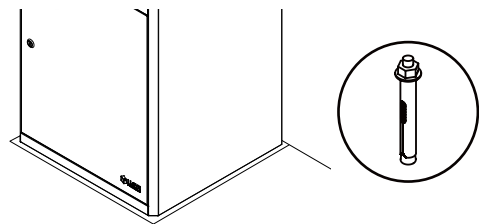
4. Place your parcel box onto the concrete slab and mark the mounting hole with a pencil.



5. Drill a hole (10mm diameter x 70mm deep) into the concrete slab for the mounting bolt.



6. Re-position the Parcel Box and insert the bolts and washers so that it is tightly fixed to the ground, ensuring that it is securely in place.



Please note: Installation using the expansion bolt

1. Check the nut on the expansion bolt has not been tightened, it needs to be loose.
2. Insert the expansion bolt into the concrete through the hole.
3. Tap the expansion bolt fully in. If you encounter some resistance, you may need a hammer to tap the bolt further in.
4. Tighten the nut with the tube spanner provided.