PUBLIC WORKS DEPARTMENT

Water, Wastewater, Highway, Cemetery & Tree Divisions Daniel F. Nason, Director



TOWN OF NORTHBOROUGH

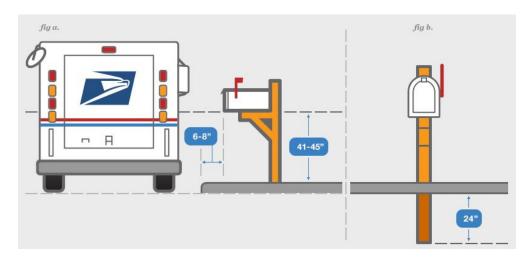
63 MAIN STREET NORTHBOROUGH, MA 01532 T: (508) 393-5030 F: (508) 393-6996

## **Mailbox Placement Guidelines**

The following guidelines for the proper placement of rural mailboxes is taken directly from the USPS website (www.usps.com). More information on proper mailbox placement can be found at https://www.usps.com/manage/mailboxes.htm.

Because of varying road and curb conditions, the Postal Service<sup>TM</sup> recommends that you contact your local postmaster for approval of the location of your mailbox before you put it up.

Put a roadside mailbox where a carrier can safely reach inside without leaving the truck. That means positioning it about 41" to 45" off the ground and back about 6" to 8" from the curb. In the absence of a raised curb, contact your local postmaster for guidance.



If you live in the city and are attaching the box to your house, just make sure it can be accessed easily from your sidewalk, steps, or porch. Because city carriers often shoulder heavy bags, put your mailbox about 4' from the ground. That way, your carrier won't have to stretch or bend to reach it. And remember to keep the path to your mailbox clear in inclement weather.