COMMUNITY SERVICES Sanctuary Cove

LETTERBOX PLACEMENT

The following information has been provided by Australia Post regarding letterbox placement within Sanctuary Cove. Australia Post delivers only into mailboxes in approved locations and whereby access to the mailbox is unhindered.

CONSIDERATIONS	
1.	Mailboxes must be sited on the frontage of the property ie the boundary of the property with the Secondary Thoroughfare, preferably while being located on the left-hand side of the vehicular crossing (whilst facing the property from the roadway).
2.	The Mailbox aperture must face the footpath.
3.	The preferred dimensions for the Mailbox are: a. 330mm Width b. 370mm Depth c. 175-200mm Height d. d. 30mm Aperture
4.	Height of the Mailbox as measured from the ground should be between 900mm and 1200mm, measured at the aperture.
5.	Street number should be prominently displayed on the Mailbox below the aperture. The numbers should be at least 75mm in height.
6.	Location of the Mailbox is to allow unhindered access to the delivery person, ie free of shrubs, plants, gardens and other obstructions or impediments.
7.	Driveways should be constructed from material that enhances non-slip properties. Driveways that use tiles or other gloss type finishes should be discouraged as they reduce safe movement of all users of the nature strip.
8.	Mailboxes must be located in the same street as the correct address.
9.	Shrubs on the Secondary Thoroughfare should be located in such a manner as not to obstruct clear vision of the delivery person from other users of this area.