INSTALLATION GUIDE
LETTERBOXES

MODULARWALLS®

LETTERBOXES

Every front wall needs a good looking letterbox. ModularWalls can incorporate most styles of letterboxes, or use our own stainless steel faced modular box (referred to as a 'Modbox').

The Modbox includes a front finish of brushed stainless steel and the back is galvanised and powder coated to withstand the elements.

Letterboxes can be installed into EstateWall or VogueWall Classic posts, or into the panels of any other wall style.

NOTE
It is recommended that the reader pays particular attention to items identified as a NOTE in this manual to ensure a satisfactory installation and that the long term performance of the products.

For correct finishing of your ModularWalls product, you must paint or seal the panels within 90 days of installation.
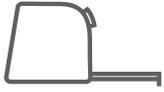
BEFORE YOU START

The recommendations detailed by ModularWalls in this guide are formulated along the lines of good building practice. They form a "common-sense" approach and are not intended to be an exhaustive statement of all the relevant data. Further, as the success of projects depend on factors outside the control of ModularWalls (e.g. quality of workmanship, particular design, detail requirements, etc.), we accept no responsibility for, or in connection with, the quality of the projects or their suitability when completed.

If you are in any doubt please seek independent advice or contact ModularWalls. We are always happy and available to answer questions regarding installation procedures, no matter how small or insignificant you think they may be. 7 day technical and installation advice is available on 1300 556 957.

7 DAY A WEEK TECHNICAL AND INSTALLATION ADVICE IS AVAILABLE BY PHONING 1300 556 957 AND SELECTING THE AFTER HOURS OPTION
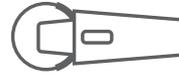
TOOLS NEEDED

Tape Measure

Square

Angle Grinder

Caulking Gun

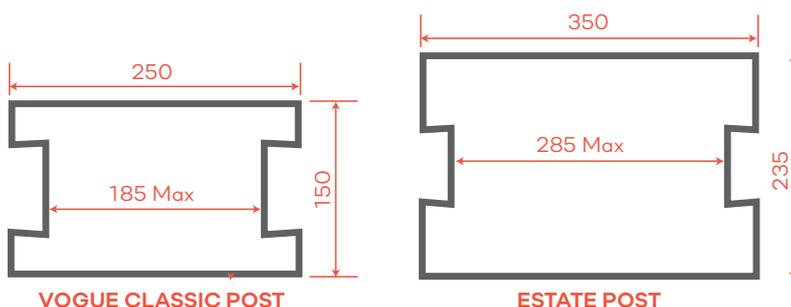# INSTALLING INTO A POST

STEP 1:

CHOSING A LETTERBOX

NOTE: **Choose a letterbox that is suitable for the post that you are installing it in. ModularWalls can offer advice on this or supply you our own Australian designed and manufactured letterbox.**

EstateWall or VogueWall Classis are the most versatile to accept a letterbox due to their large post dimensions (see internal post dimensions below).

Some of the letterboxes shown in the photos in this guide and on our website are sourced from large hardware chains. Please be aware that these letterboxes are manufactured off shore with a price point in mind. From our experience they look good for a reasonable amount of time until the inferior grade materials start to show their worth. You get what you pay for!

The ModularWalls Letterbox (referred to as 'Modbox') can be seen to the right (installed in an EstateWall post).

The Modbox includes a front finish of brushed stainless steel and the back is galvanised and powder coated to withstand whatever the elements throw at it.
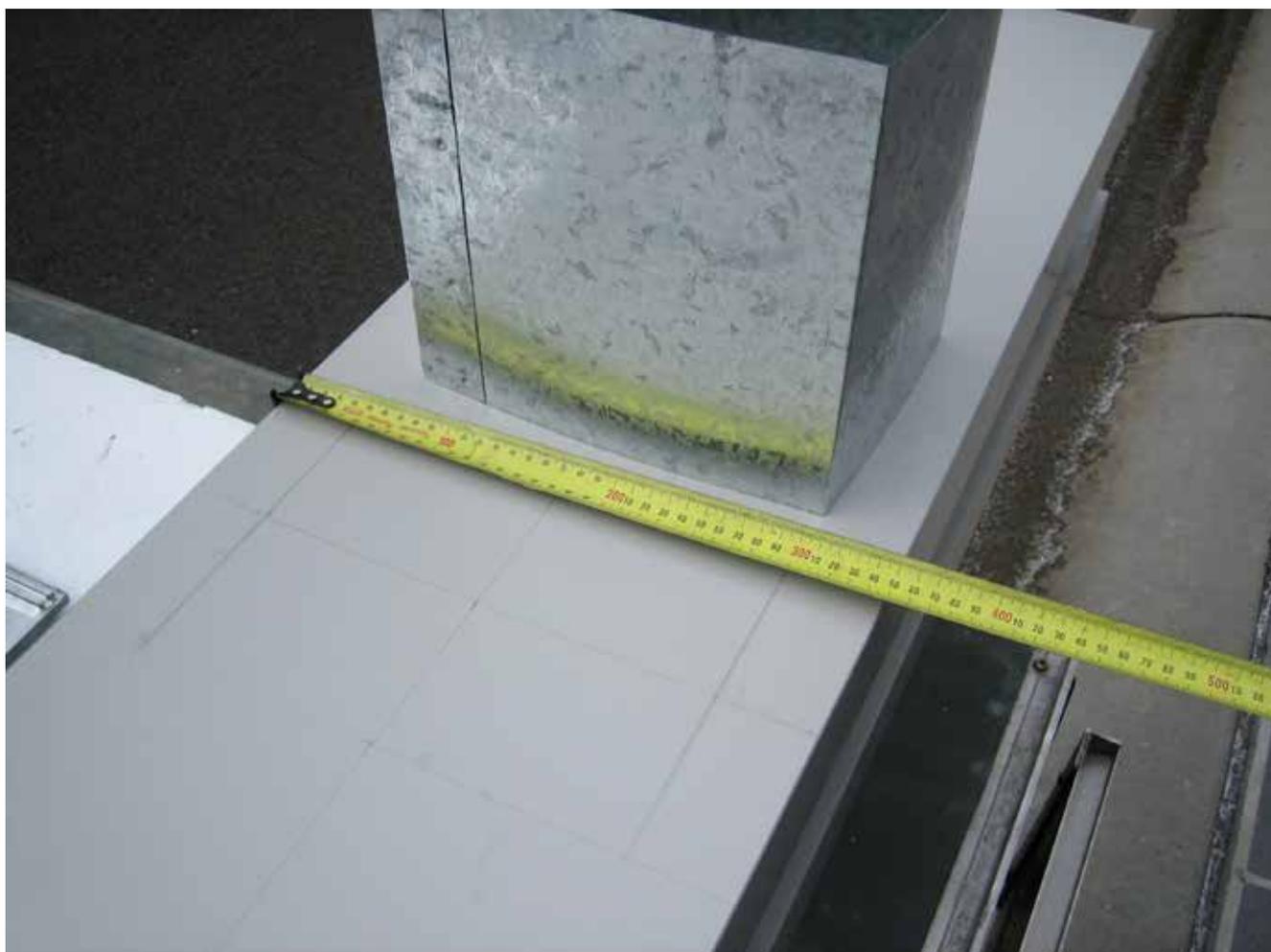

VOGUE CLASSIC POST

ESTATE POST

STEP 2:

MARK OUT POSITION OF LETTERBOX ON POST

Measure the height you wish your letterbox to be and mark out the size of the hole to be cut.

Always allow your hole to be a few millimetres larger than the letterbox. Being too tight will only cause you alignment issues and possible paint scuffing issues as you slip the box into place later.

If you are unsure of the correct height your letterbox needs to be you can either call your local post office for their regulations or walk up your street and measure your fellow neighbours!

STEP 3:

CUTTING THE HOLE

Using an angle grinder with a 1mm metal cutting blade, cut out the hole for the letterbox and test fit the letterbox or sleeve.

NOTE: **Angle grinders can be dangerous. Please use appropriate guards and personal protective equipment.**

If that fits with a small amount of clearance, transfer the measurements of your hole to the opposite side of the post and cut that out also.

NOTE: **Be sure to remove all sharp edges before trail fitting your letterbox.**

If the rear housing of your letterbox is painted or powder coated, please protect it from possible scratching while you are trial fitting. Masking tape (or similar) applied to the rear housing is normally an effective solution. If it doesn't fit, don't push it!

STEP 4:

SECURING THE LETTERBOX IN PLACE

Most letterboxes will have a larger 'face' flange at the front.

With this in mind, using either a polyurethane (we use and recommend sikaflex pro) or a clear paintable silicone based sealant, apply a bead around the front internal flange of the letterbox and slip it into place (removing any excess immediately). The letterbox will need to be held in position while the sealant/adhesive is drying. We recommend either using masking tape or a 'prop' between the letterbox and the ground. A broom or mop makes an ideal 'prop'.

Once installed, apply a bead (very neatly) around the rear edges. This will act as a waterproof seal as well as an adhesive.

Seal between your letterbox and the post around all edges.

NOTE: **The sealant you apply around the rear of the letterbox will be visable. If you haven't painted your post yet be sure that the sealant you are applying is either 'paintable', or if not in the case of a clear silicone, apply this sparingly after you have painted.**

FINISHED EXAMPLES FOR POST INSTALLATION

INSTALLING INTO A PANEL

STEP 1:

MARK OUT THE LETTERBOX ON THE PANEL

Mark out the letterbox position on the panel.

NOTE: **The letterbox will generally be a lot thicker than the wall panel it is being installed into and will need sealing or flashing around on the back side of the panel.**

STEP 2:
CUTTING

Using a drill, drill through the four corners of your hole so it goes right through the panel and leaves four holes on the uncut side of the panel also. This will give you a perfect template for cutting your hole on the other side of the panel.

Now, using an angle grinder with a diamond tip blade, cut through the fibre cement sheeting on both sides of the panel.

Then using a knife or a hack saw blade, cut the core of the panel away and push it out.
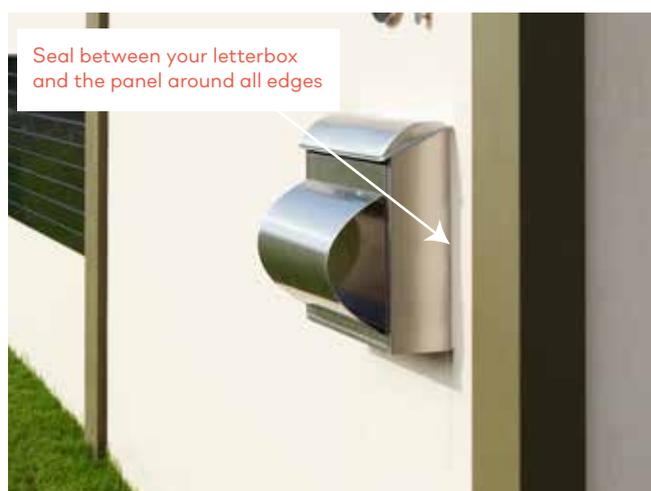
STEP 3:

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On the back side of the letterbox (if required), shim the letterbox under or on top of the panel to get it level and seal around the outside (between the letterbox and the panel) with a paintable Polyurethance sealent such as SikaFlex Pro or similar. Once sealed, this will act as a waterproof seal as well as an adhesive.

NOTE: **The letterbox will generally be a lot thicker than the wall panel it is being installed into and will need sealing, flashing or additional support on the back side of the panel.**

Seal between your letterbox and the panel around all edges

FINISHED EXAMPLES

NOTES:

WITH A REPUTATION FOR QUALITY
AND INNOVATION, MODULARWALLS®
PROVIDED REVOLUTIONARY WAYS TO
CREATE STYLISH AND COST-EFFECTIVE
WALLS AND FENCING.

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