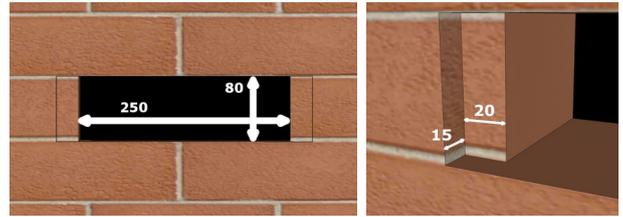


LS10 Stamford *fitting instructions*



Single thickness wall or pier

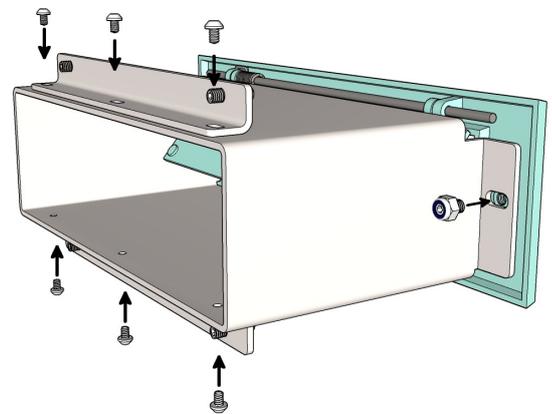
1) Cut a hole all the way through the front face of the brick wall (or if building a pier, the outer front face). 250mm wide x 80mm tall. Cut a notch each side of the outer face approx. 20mm wide x 15mm deep. This is to give clearance for the two nuts on the rear of the letter plate.



2) Take a note on how the letterbox is assembled. Now undo the four brass nuts on the back with the 4mm key supplied. Remove the back casting, unscrew the four M6 threaded studs. Replace the brass nuts including the nylon washers onto the studs. Put them safely to one side, as these will be required again on final assembly.

3) The letter chute is bolted to the rear of the front casting for transportation. Undo the two 6mm bolts and nuts, these are not required and can be discarded.

4) Using the two grub screws and nyloc nuts provided attach the letter plate to the chute. Making sure the hinge is at the top. **DO NOT OVERTIGHTEN THE SCREWS.**



5) Note the orientation of the top and bottom tensioning angle brackets, as they will be replaced the same way later. Remove the six button head screws from the chute using the 2.5mm hex key. Put the screws aside for later re-use. It is not necessary to remove the grub screws.

6) From the front of the wall/pier, get an assistant to push the chute through the hole until the letter plate butts up to the front face of the brickwork. Remain holding in place.

7) From inside the wall/pier, position the back plate over the chute and mark the three securing fixing hole positions. Remove the back plate and drill three 8mm holes. Do not screw the back plate to the wall yet.

8) On the wall side of the back plate put a generous bead of clear silicon, about 20mm in from the outer edges of the top, left and right-hand sides. (NOT THE BOTTOM EDGE) Also place a bead of silicon all around the chute hole about 5mm from the edge.

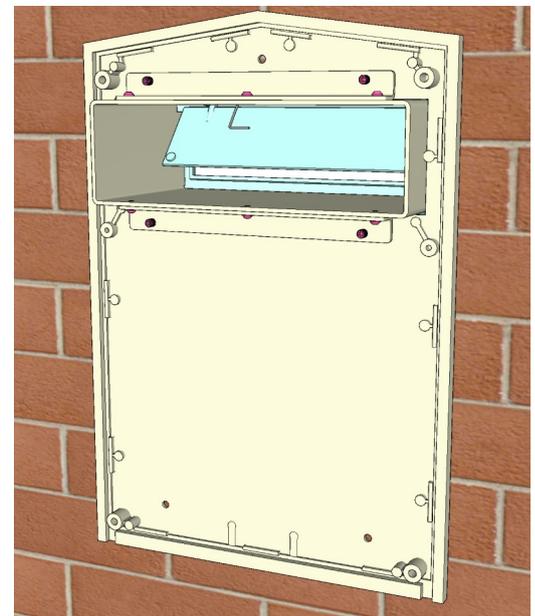
9) Locate the back plate over the chute and push firmly against the wall. Now secure with the three wood screws provided

10) Run a small bead of clear silicon around the top and side joints of the chute and back plate. Smooth off with a wetted finger to ensure a neat watertight seal.

11) Replace the tensioning angle brackets onto the chute using the six button head screws.

12) Using the 3mm hex key, tighten the 4 grub screws up against the casting to tension the letter plate against the front face of the wall/pier. (DO NOT OVER TIGHTEN). Now run a small bead of silicon around the outer edges of the letter plate and brickwork.

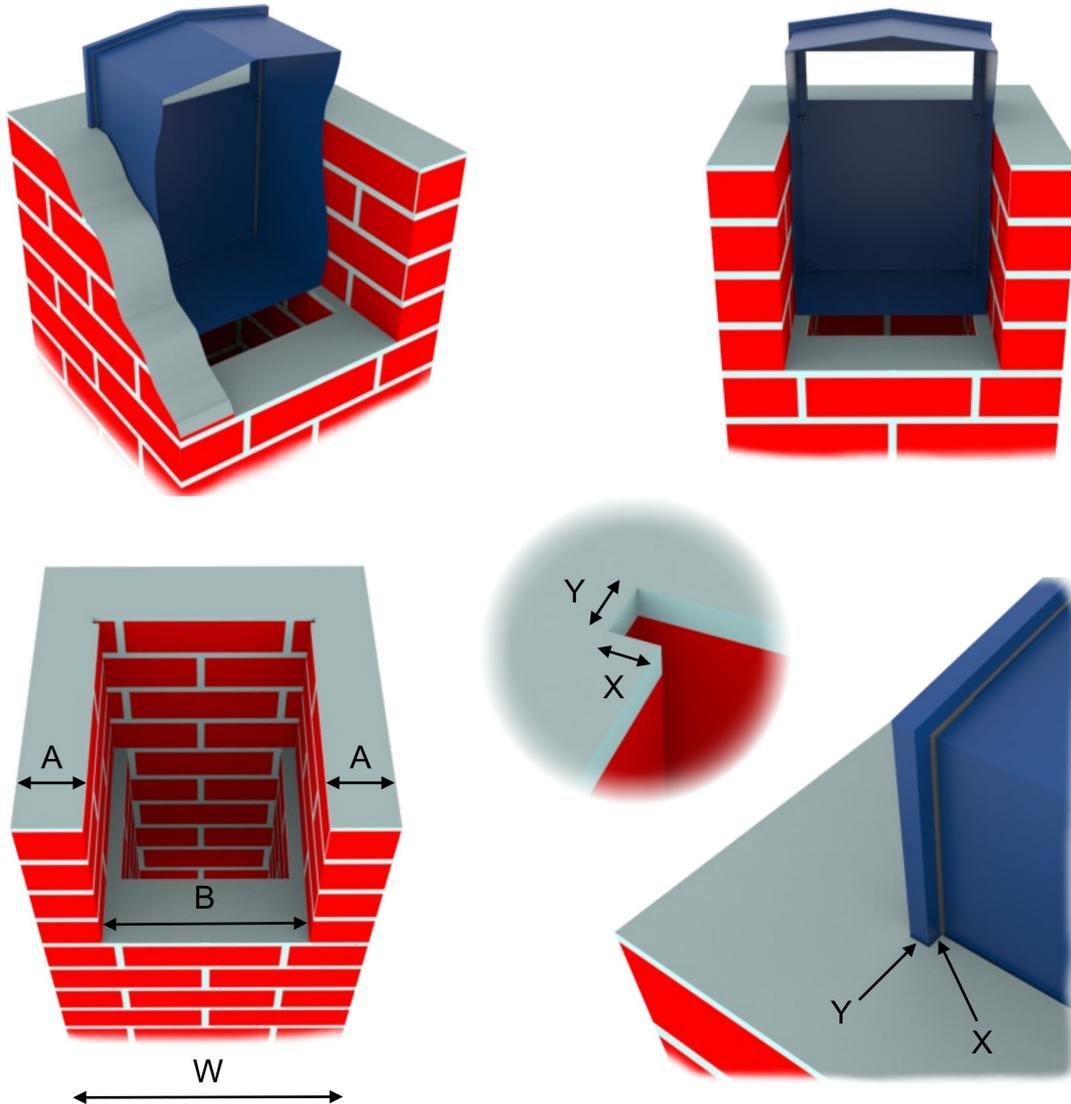
13) Next step is to re-assemble the case and rear casting. Ensure that the neoprene channel seals are positioned around the edges of the case. Re-assemble the rear casting and case onto the front casting using the four long threaded studs, brass nuts and nylon washers.



LS10 Stamford *fitting instructions*



2 brick piers



- A Width of shaved brick, between 80 and 82½mm (Based on a 445mm wide pier)
- B Width of gap to accommodate box, minimum 280mm
- W Width of a typical 2 brick pier, 445mm
- X Width of notch to accommodate front casting, 9mm
- Y Depth of notch to accommodate front casting, 11mm

In order to fit into a standard 2 brick pier, the bricks on the left and right hand sides need to be shaved back to leave a central gap between 280 and 285mm.

Based on a standard 2 brick pier which is approximately 445mm wide, the outer bricks would need to be cut down to a maximum of 82½mm and a minimum of 80mm.

There also needs to be a notch cut on either side at the front to accommodate the front casting.