



Just So You Know

Arbor Meadows Mail Box Usage

USPS Rules & Regulations

- **Can I Use the Mail Box for Personal Correspondence to My Friends?**

508.3. 1.3 of the Domestic Mail Manual (DMM): "No part of a mail receptacle may be used to deliver any matter not bearing postage, including items or matter placed upon, supported by, attached to, hung from, or inserted into a mail receptacle.

According to the United States Postal Service (USPS), it is illegal to put any item into a mailbox without postage, including letters, Christmas cards, and flyers. Postage can be in the form of a stamp, permit imprint, or meter impression.

- **The Postal Route Driver is Your Personal Post Office**

You may buy stamps, send registered letters, send packages and anything that you can do at the local post office. Just leave a note about the service you need and they will visit your door for the service.

- **Door Delivery of Regular Mail For Handicapped Unit Owners**

Door delivery of regular mail may be requested from the Post Office. When approved, the **Board** will install the appropriate mailbox. All costs of purchase, installation and maintenance of the mailbox are the responsibility of the resident.

- **If You Have Damage to Your Mail Box**

Contact Board Member in charge of Mail Boxes. Unit Owners are responsible for any damage.

- **Board Member In Charge of Mail Boxes**

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Just So You Know Announcements are sent by email only. They are also posted on the bulletin board in the clubhouse. If you have a neighbor who does not get email, please share with them and encourage them to check the bulletin board often.