

# versatile™ 4C mailbox suites

*THE First-Class Standard for  
Centralized Mail Delivery*

A comprehensive guide to  
simple, easy-to-use USPS STD-4C  
compliant postal specialties solutions

**AF FLORENCE**  
manufacturing company

A GIBRALTAR INDUSTRIES COMPANY 

*Image: Florence versatile™ 4C mailbox suites  
Location: Denver, CO  
Application: Assisted Living Facility*





# versatile™ 4C mailbox suites



## Centralized Mail Delivery - the Key to Good Design

As the first manufacturer to introduce a full USPS Approved line of mailboxes which met the mandatory USPS wall-mounted mailbox standard (STD) in 2006, Florence has continued to evolve the product line in order to keep pace with changing marketplace demands.

Our robust versatile™ 4C mailbox line was developed with a simple to use modular system that provides a very flexible solution for your individual project needs - taking the guesswork out of meeting the necessary USPS requirements and/or ADA Fair Housing requirements, too.

This comprehensive line of STD-4C mailboxes

allows you to select standard pre-configured options for simple installations, or gives you the ability to custom-build a solution which will make your centralized mail center stand out from all the rest.

Florence is also pleased to offer you numerous industry exclusive standard features, finishes, and accessories; all providing greater design flexibility and installation solutions than any other STD-4C mail equipment available on the market today.

So, whether you are replacing an outdated mailbox installation, or starting a new construction





The US Postal Service Operations Manual provides the USPS with autonomy in determining the appropriate mode of delivery; which includes the location and type of equipment to be used.

Planning your centralized mail center with appropriate common space in highly visible, centralized areas provides greater protection from mail theft and vandalism as well as better accessibility and safety in retrieving mail and packages.

project, Florence stands ready to assist you. Visit us online for simple-to-use resources that allow you to plan your own mailbox installation, view technical and installation information, and learn how to easily customize your project.

Or, contact an Authorized Florence Dealer for personalized assistance. These knowledgeable experts can help you find the right product for your needs, navigate local codes and accessibility, and some even help with installation work.



These rugged 4C mailboxes are weather-resistant and can be used indoors or out.



Surface-mounted 4C mailboxes are perfect for limited wall depth projects.

# versatile™ 4C Mailboxes

## *Flexibility without the fuss*



Florence versatile™ 4C mailboxes provide a simple, easy-to-use 'pre-configured' line of mailboxes and parcel lockers which all meet or exceed every security requirement of the USPS STD-4C regulation for wall-mounted mail receptacles. By providing 14 different "suite" height options, adding the right module to your installation is quick and easy.

Offering nearly 150 different individual modules to select from, PLUS the ability to configure any base module, Florence has the most robust line of USPS Approved 4C products and installation accessories on the market today.



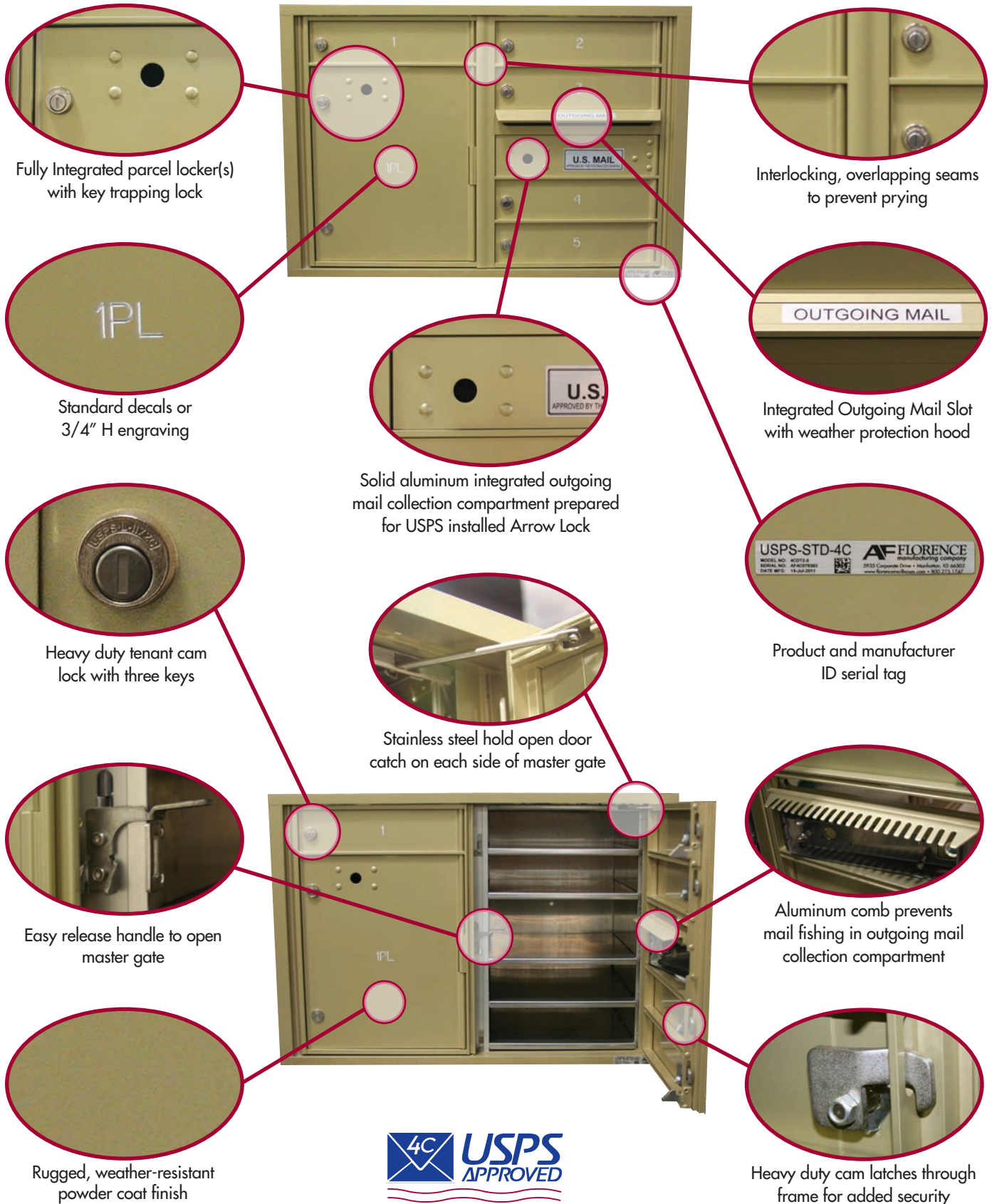
[www.MailboxGuy.com](http://www.MailboxGuy.com)

## Product Design and Security Features

- Standard pre-configured modules with integrated parcel lockers in 14 different heights (*as shown below*)
- Thick, reinforced collection door to prevent break-ins
- Master front-loading door has interlocking, overlapping seams to prevent prying
- Integrated outgoing mail collection compartment with weather protection hood and anti-fishing comb
- One piece extruded hinge to prevent prying
- Solid aluminum frame protects adjacent customer/collection compartments
- Multi-unit connector kit hardware supplied with every module for easier installation across larger openings
- Hardy stainless steel latching hook cam on every tenant door with EXCLUSIVE double-latching cam on all oversized doors
- EXCLUSIVE double-latching parcel locking mechanism design for added door security and strength







# versatile™ 4C Mailboxes

## Plenty of Choices



The Florence versatile™ 4C mailbox line provides unsurpassed flexibility in creating your perfect centralized mail delivery center with nearly a limitless combination of options.

Begin by selecting the mailbox height and module for your needs (*see module pages 22-35*), choose master loading type, color, ID, and lock selections, and finally the manner in which it will be mounted.

## Module Choices

### USPS and Private STD-4C Mailboxes

Over 130 individual mailbox modules are available, all of which can be customized with oversized doors and lock options for both postal and private delivery applications.



### Trash Bins and Collection Boxes

These additional EXCLUSIVE 18 collection and disposal modules can accompany your mailbox installation, or be used as a stand alone collection or trash/recycling center (*see pages 66 - 67*).



## Master Loading Selection

### Front-loading 4C Modules

Includes a Master Loading Door prepared for USPS installed Arrow Lock which allows the front gate to be opened for access to all compartments simultaneously by USPS Letter Carrier.



### Rear-loading 4C Modules

Includes a Rear Access Cover which can be opened from a secure room, to allow access to all mail and parcel compartments simultaneously by USPS carrier for postal delivery, or a facility representative for private delivery.



## Color Options

Customize your versatile™ 4C module with one of eight different architectural color options, all in a durable, powder coat finish.



Antique Bronze (AB)



Black (BK)



Dark Bronze (DB)



Gold Speck (GS)



Postal Grey (PG)



Sandstone (SD)



Silver Speck (SS)



White (WH)





(Actual Size Shown)

## Door ID Options

**Decals:** All CBUs come standard with silver adhesive decals which are 1-1/2"H x 1-3/4"W. Black lettering can contain up to five characters per decal.

**Engraving:** Custom engraving utilizes the USPS Standard *US Block* font and is 3/4" tall. All engraving can include up to 12 characters per line, up to two lines per door.



## Lock Selections

Cam-lock is USPS Approved and standard on all versatile™ 4C mailboxes, combination lock options for Private Delivery only.



K91910



K64653



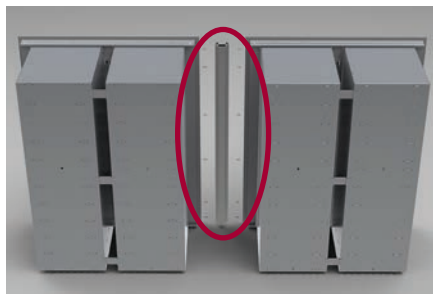
K64654



## Mounting Options

### Recessed Mounting

4C modules recessed into a wall, are available in both front- and rear-load configurations. Florence's **Multi-Unit Connector Kit (MUCK)** can be used to secure multiple units across a larger rough opening, eliminating the need for studs.



### Surface Mounting

By utilizing the surface-mount collar, 4C modules can be installed flush on a wall.

Note: Only front-load modules can be installed using the surface-mount collar. (See details on page 38.)



### Kiosk Mounting

The free-standing kiosk mounting option provides greater flexibility when there is no wall space for installation. Appropriate for indoor or outdoor solutions. (See details on pages 39.)



### Pedestal Mounting

A pedestal mounted module provides additional flexibility for any private delivery application Note: Pedestal mount system is not approved for USPS delivery. (See details on pages 40 - 41.)



# versatile™ 4C Mailboxes

## *Applications and Uses*



### USPS Delivery Applications

The USPS is now specifying centralized mail delivery in all new construction so mailboxes must meet certain USPS requirements and in many cases even Fair Housing ADA for these situations.

- Commercial
- Residential
- Industrial Centers
- Single-Family
- Multi-Family
- Retail Shopping Centers

### Private Delivery Applications

When the USPS delivers to one location and someone else distributes the mail to the compartments, greater flexibility in customization and requirements is available.

- Military Housing/Dorms
- Government Agencies
- Financial Institutions
- Colleges/Universities
- K-12 Schools
- Health Care Facilities



### Indoor/Outdoor

Thoroughly tested in all types of weather conditions, these versatile 4C mailbox suites are perfect for both indoor and outdoor installation locations.

- Outdoor Kiosks
- Wall-mounted
- Pedestal-mounted
- Standalone Enclosures
- Surface-mounted

### Common Areas

Highly visible centralized mail centers are safer than isolated delivery locations and build stronger neighbor relationships; increasing awareness and collaboration.

- Parking Garages
- Front Lobby/Entryway
- Clubhouse/Community Ctrs
- Interior Hallways
- Breezeways
- Mail/Package Rooms





## versatile™ 4C Mailboxes

### Florence 4C Quick Reference Guide

All STD-4C compliant mailboxes must meet the U.S. Postal Service's (USPS) design and installation regulation in order to receive the designation *USPS Approved*. Accessibility regulations may vary locally and regionally; always consult local building codes for applicable accessibility requirements related to your mailbox project. (See page 36 for additional details.)



Sequential numbering (rather than assigning mailbox IDs that match apartment or house numbers) of mailbox compartments may allow greater flexibility in providing accessible mailbox compartments that meet accessibility regulations applicable to your project. It also provides greater security and privacy for residents.

Mounting at specified heights AFF (Above Finished Floor) ensure USPS installation requirements are met.

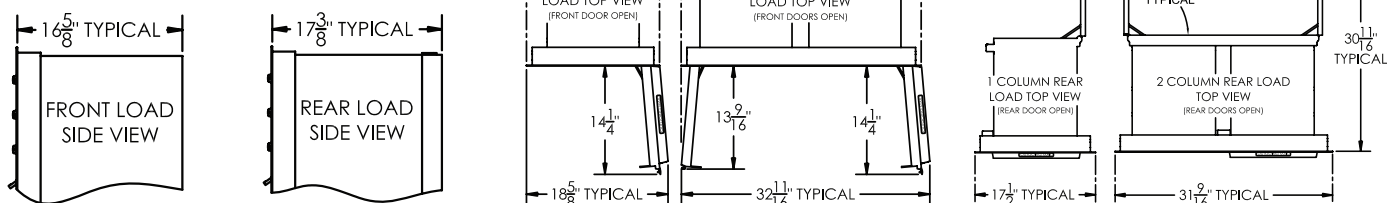
- If your installation is for USPS delivery and contains any tenant compartments in the bottom row, the minimum height from the floor is 28"
- If your installation contains no tenant compartments in the bottom row, you have the option to install at a minimum of 15" from the floor to be compliant with ADA and USPS requirements.

### versatile™ 4C Mailbox Height Options

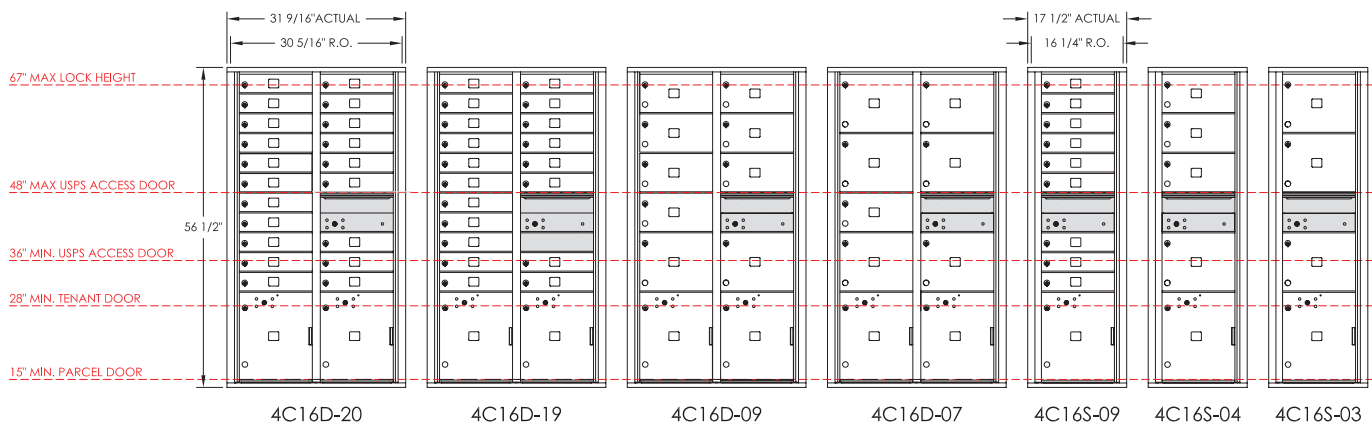


The reference module images and charts on the following pages show the proper installation heights for Florence's versatile™ 4C mailbox suites to help your project comply with USPS installation and accessibility codes. Drawings shown are for your quick reference only. For specific standards, consult with local authorities.

### Top/Side Views For All Heights



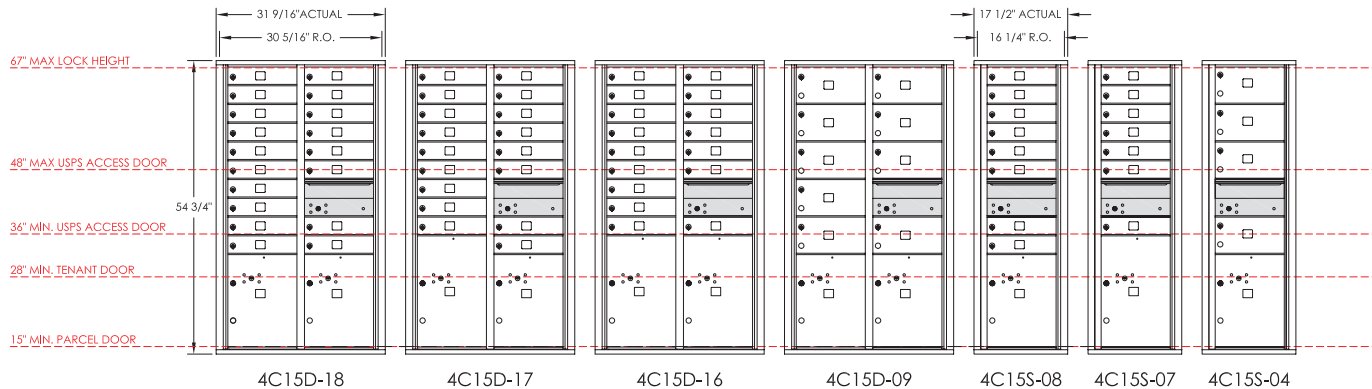
## MAX HEIGHT SUITE Actual: 56-1/2"H x 31-9/16"W (Double) or 17-1/2"W (Single) x 17"D / Rough Opening: 55-9/16"H x 30-5/16"W (Double) or 16-1/4"W (Single) x 17"D



Floor

| Model<br>(Compartment Types) | 4C16D-20<br>(20 MB1, 2 PL15) | 4C16D-19<br>(19 MB1, 2 PL15) | 4C16D-09<br>(7 MB2, 2 MB3, 2 PL15) | 4C16D-07<br>(1 MB2, 6 MB3, 2 PL15) | 4C16S-09<br>(9 MB1, 1 PL15) | 4C16S-04<br>(3 MB2, 1 MB3, 1 PL15) | 4C16S-03<br>(3 MB3, 1 PL15) |
|------------------------------|------------------------------|------------------------------|------------------------------------|------------------------------------|-----------------------------|------------------------------------|-----------------------------|
| # Mailboxes (Total)          | 20                           | 19                           | 9                                  | 7                                  | 9                           | 4                                  | 3                           |
| # Parcel Lockers (Total)     | 2                            | 2                            | 2                                  | 2                                  | 1                           | 1                                  | 1                           |
| # Collection                 | 1                            | 1                            | 1                                  | 1                                  | 1                           | 1                                  | 1                           |
| # BINS                       | 0                            | 0                            | 0                                  | 0                                  | 0                           | 0                                  | 0                           |
| # Mailboxes Under 48"        | 8                            | 7                            | 3                                  | 3                                  | 3                           | 1                                  | 1                           |
| Module Weight (lbs)          | 171                          | 163                          | 157                                | 140                                | 97                          | 81                                 | 62                          |

## 15 DOORS HIGH Actual: 54-3/4"H x 31-9/16"W (Double) or 17-1/2"W (Single) x 17"D / Rough Opening: 53-3/16"H x 30-5/16"W (Double) or 16-1/4"W (Single) x 17"D



Floor

| Model<br>(Compartment Types) | 4C15D-18<br>(18 MB1, 2 PL5) | 4C15D-17<br>(17 MB1, 1 PL5, 1 PL6) | 4C15D-16<br>(16 MB1, 2 PL6) | 4C15D-09<br>(9 MB2, 2 PL5) | 4C15S-08<br>(8 MB1, 1 PL5) | 4C15S-07<br>(7 MB1, 1 PL6) | 4C15S-04<br>(4 MB2, 1 PL5) |
|------------------------------|-----------------------------|------------------------------------|-----------------------------|----------------------------|----------------------------|----------------------------|----------------------------|
| # Mailboxes (Total)          | 18                          | 17                                 | 16                          | 9                          | 8                          | 7                          | 4                          |
| # Parcel Lockers (Total)     | 2                           | 2                                  | 2                           | 2                          | 1                          | 1                          | 1                          |
| # Collection                 | 1                           | 1                                  | 1                           | 1                          | 1                          | 1                          | 1                          |
| # BINS                       | 0                           | 0                                  | 0                           | 0                          | 0                          | 0                          | 0                          |
| # Mailboxes Under 48"        | 8                           | 7                                  | 6                           | 3                          | 3                          | 2                          | 1                          |
| Module Weight (lbs)          | 160                         | 158                                | 156                         | 144                        | 87                         | 85                         | 79                         |

### NOTES:

All standard 4C mailbox modules shown above are fully configurable; visit [florencemailboxes.com/configure](https://florencemailboxes.com/configure) to quickly and easily create your custom solution.

See page 37 for mailbox (MB) and parcel locker (PL) compartment size definitions and configurable options.

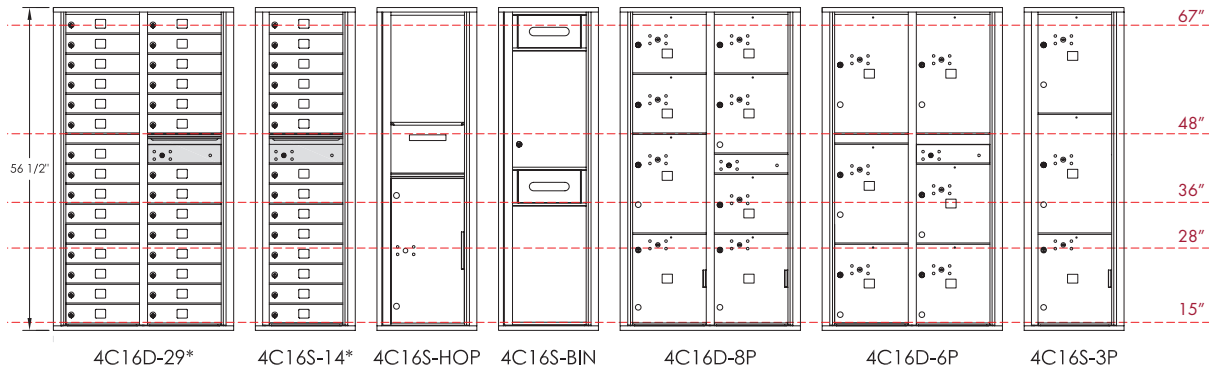
Modules noted with an asterisk (\*) do not meet USPS installation specifications and are for private delivery.

All module numbers listed are for front-load modules; add -R for Rear-load and -P for Pedestal-mount modules at the end of the number.



Actual: 56-1/2"H x 31-9/16"W (Double) or 17-1/2"W (Single) x 17"D / Rough Opening: 55-9/16"H x 30-5/16"W (Double) or 16-1/4"W (Single) x 17"D

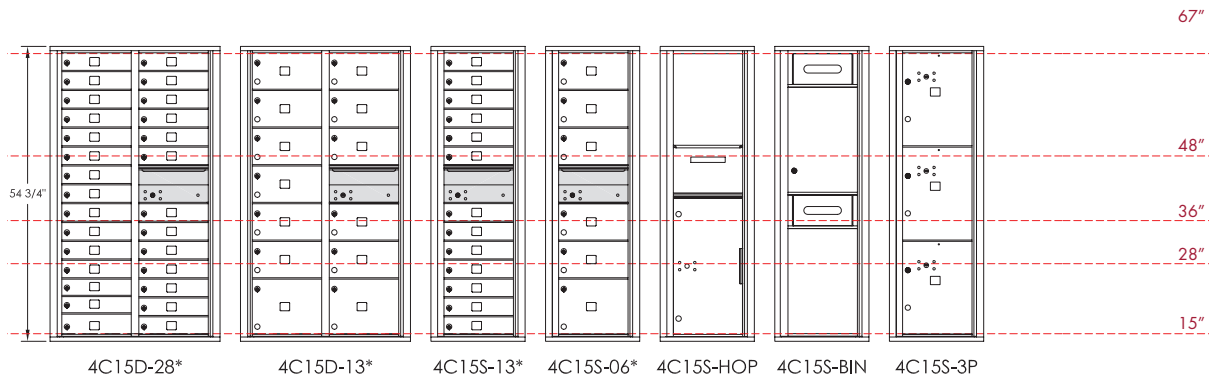
## MAX HEIGHT SUITE



| 4C16D-29*<br>(29 MB1) | 4C16S-14*<br>(14 MB1) | 4C16S-HOP | 4C16S-BIN | 4C16D-8P<br>(4 PL3, 1 PL4, 1 PL5, 2 PL15) | 4C16D-6P<br>(3 PL4, 1 PL5, 2 PL6) | 4C16S-3P<br>(1 PL15, 1 PL5, 1 PL6) | Model<br>(Compartment Types) |
|-----------------------|-----------------------|-----------|-----------|---|-----------------------------------|------------------------------------|------------------------------|
| 29                    | 14                    | 0         | 0         | 0   | 0                                 | 0                                  | # Mailboxes                  |
| 0                     | 0                     | 0         | 0         | 8   | 6                                 | 3                                  | # Parcel Lockers             |
| 1                     | 1                     | 1         | 0         | 0   | 0                                 | 0                                  | # Collection                 |
| 0                     | 0                     | 0         | 2         | 0   | 0                                 | 0                                  | # BINS                       |
| 17                    | 8                     | 0         | 0         | 0   | 0                                 | 0                                  | # MB under 48"               |
| 170                   | 96                    | 76        | 65        | 113                                       | 105                               | 58                                 | Module Weight                |

Actual: 54-3/4"H x 31-9/16"W (Double) or 17-1/2"W (Single) x 17"D / Rough Opening: 53-3/16"H x 30-5/16"W (Double) or 16-1/4"W (Single) x 17"D

## 15 DOORS HIGH



| 4C15D-28*<br>(28 MB1) | 4C15D-13*<br>(11 MB2, 2 MB3) | 4C15S-13*<br>(13 MB1) | 4C15S-06*<br>(5 MB2, 1 MB3) | 4C15S-HOP | 4C15S-BIN | 4C15S-3P<br>(3 PL5) | Model<br>(Compartment Types) |
|-----------------------|------------------------------|-----------------------|-----------------------------|-----------|-----------|---------------------|------------------------------|
| 28                    | 13                           | 13                    | 6                           | 0         | 0         | 0                   | # Mailboxes                  |
| 0                     | 0                            | 0                     | 0                           | 0         | 0         | 3                   | # Parcel Lockers             |
| 1                     | 1                            | 1                     | 1                           | 1         | 0         | 0                   | # Collection                 |
| 0                     | 0                            | 0                     | 0                           | 0         | 2         | 0                   | # BINS                       |
| 18                    | 7                            | 8                     | 3                           | 0         | 0         | 0                   | # MB under 48"               |
| 122                   | 142                          | 95                    | 79                          | 74        | 63        | 75                  | Module Weight                |

### NOTES:

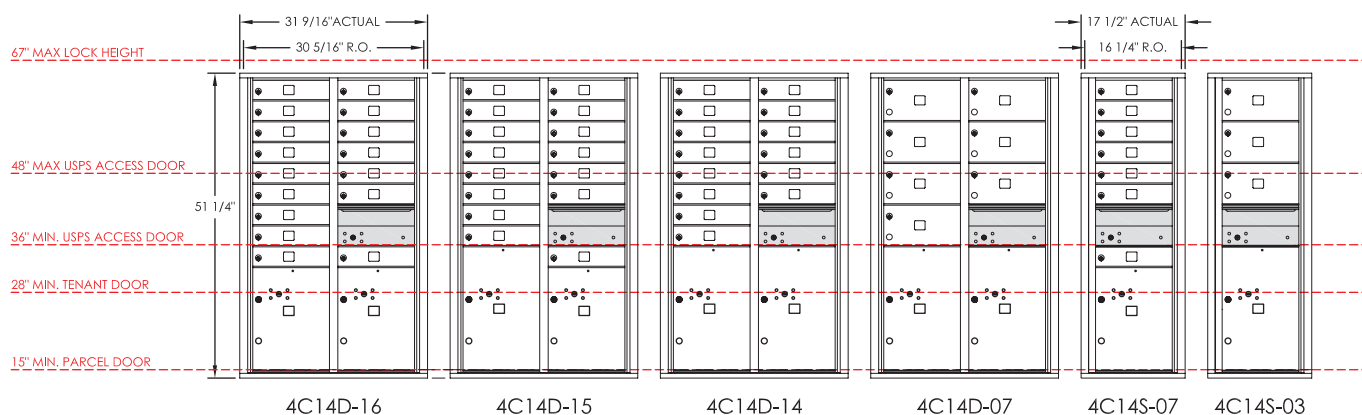
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All model numbers listed are for front-load modules; add -R for Rear-load and -P for Pedestal-mount modules at the end of the number.

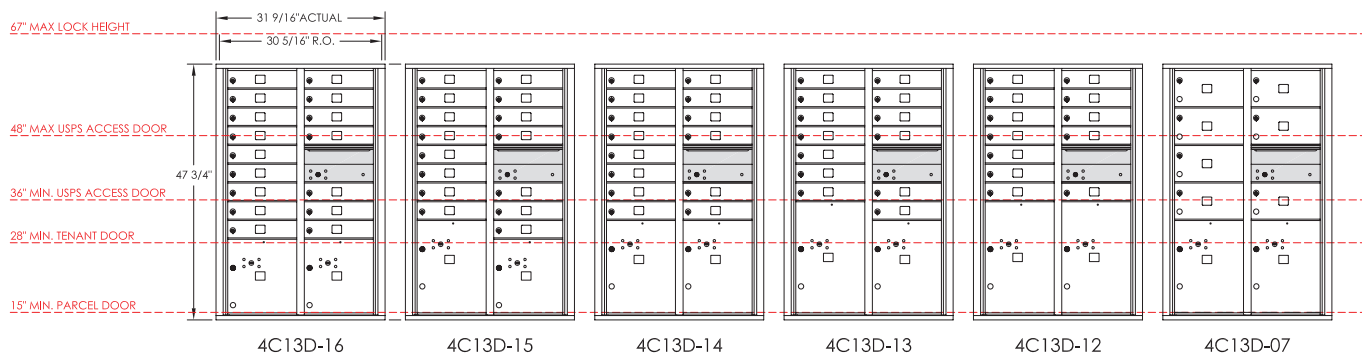
## 14 DOORS HIGH Actual: 51-1/4"H x 31-9/16"W (Double) or 17-1/2"W (Single) x 17"D / Rough Opening: 50-5/16"H x 30-5/16"W (Double) or 16-1/4"W (Single) x 17"D



Floor

| Model<br>(Compartment Types) | 4C14D-16<br>(16 MB1, 2 PL5) | 4C14D-15<br>(15 MB1, 1 PL5, 1 PL6) | 4C14D-14<br>(14 MB1, 2 PL6) | 4C14D-07<br>(7 MB2, 2 PL6) | 4C14S-07<br>(7 MB1, 1 PL5) | 4C14S-03<br>(3 MB2, 1 PL6) |
|------------------------------|-----------------------------|------------------------------------|-----------------------------|----------------------------|----------------------------|----------------------------|
| # Mailboxes (Total)          | 16                          | 15                                 | 14                          | 7                          | 7                          | 3                          |
| # Parcel Lockers (Total)     | 2                           | 2                                  | 2                           | 2                          | 1                          | 1                          |
| # Collection                 | 1                           | 1                                  | 1                           | 1                          | 1                          | 1                          |
| # BINS                       | 0                           | 0                                  | 0                           | 0                          | 0                          | 0                          |
| # Mailboxes Under 48"        | 8                           | 7                                  | 6                           | 3                          | 3                          | 1                          |
| Module Weight (lbs)          | 137                         | 130                                | 109                         | 99                         | 72                         | 56                         |

## 13 DOORS HIGH Actual: 47-3/4"H x 31-9/16"W (Double) or 17-1/2"W (Single) x 17"D / Rough Opening: 46-13/16"H x 30-5/16"W (Double) or 16-1/4"W (Single) x 17"D



Floor

| Model<br>(Compartment Types) | 4C13D-16<br>(16 MB1, 2 PL4) | 4C13D-15<br>(15 MB1, 1 PL4, 1 PL5) | 4C13D-14<br>(14 MB1, 2 PL5) | 4C13D-13<br>(13 MB1, 1 PL5, 1 PL6) | 4C13D-12<br>(12 MB1, 2 PL6) | 4C13D-07<br>(7 MB2, 2 PL5) |
|------------------------------|-----------------------------|------------------------------------|-----------------------------|------------------------------------|-----------------------------|----------------------------|
| # Mailboxes (Total)          | 16                          | 15                                 | 14                          | 13                                 | 12                          | 7                          |
| # Parcel Lockers (Total)     | 2                           | 2                                  | 2                           | 2                                  | 2                           | 2                          |
| # Collection                 | 1                           | 1                                  | 1                           | 1                                  | 1                           | 1                          |
| # BINS                       | 0                           | 0                                  | 0                           | 0                                  | 0                           | 0                          |
| # Mailboxes Under 48"        | 10                          | 9                                  | 8                           | 7                                  | 6                           | 3                          |
| Module Weight (lbs)          | 129                         | 127                                | 125                         | 123                                | 121                         | 114                        |

### NOTES:

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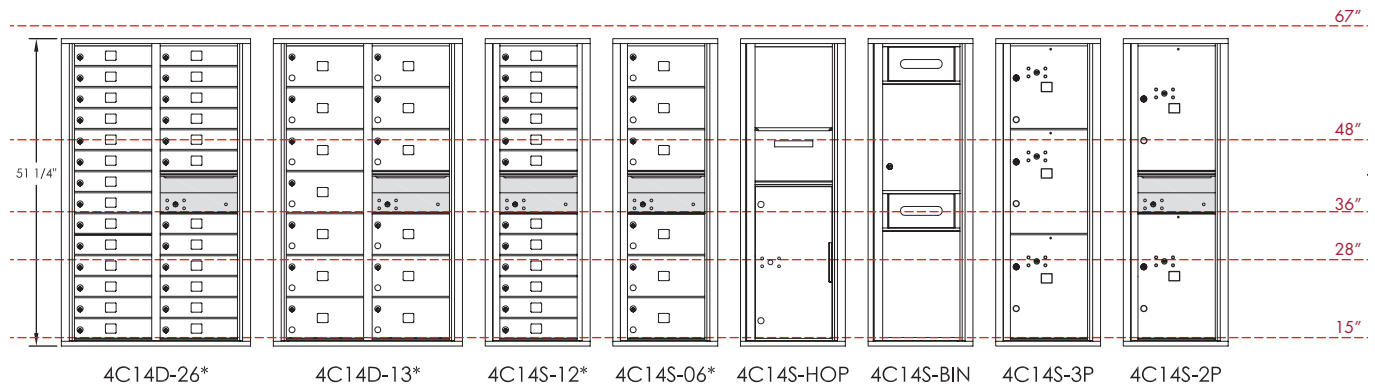
See page 37 for mailbox (MB) and parcel locker (PL) compartment size definitions and configurable options.

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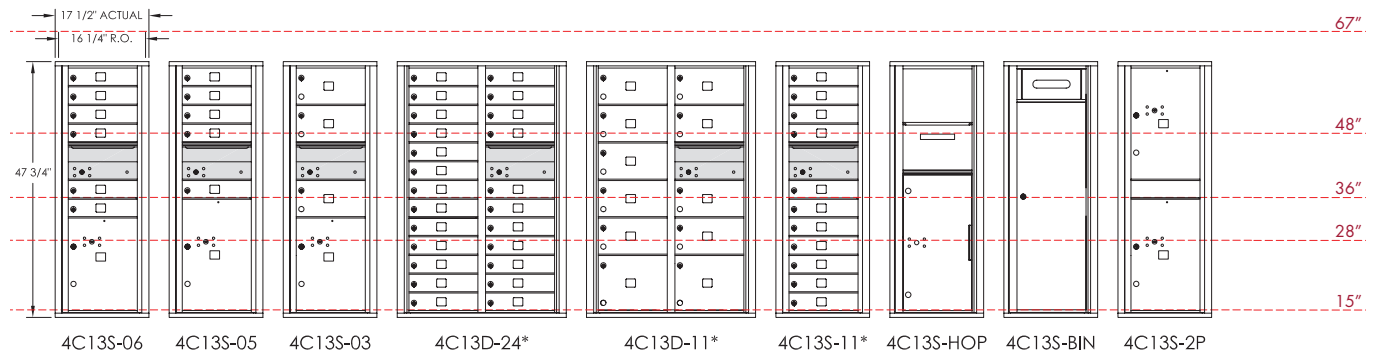


Actual: 51-1/4"H x 31-9/16"W (Double) or 17-1/2"W (Single) x 17"D / Rough Opening: 50-5/16"H x 30-5/16"W (Double) or 16-1/4"W (Single) x 17"D **14 DOORS HIGH**



| 4C14D-26*<br>(26 MB1) | 4C14D-13*<br>(13 MB2) | 4C14S-12*<br>(12 MB1) | 4C14S-06*<br>(6 MB2) | 4C14S-HOP | 4C14S-BIN | 4C14S-3P<br>(1 PL4, 2 PL5) | 4C14S-2P<br>(2 PL6) | Model<br>(Compartment Types) |
|-----------------------|-----------------------|-----------------------|----------------------|-----------|-----------|----------------------------|---------------------|------------------------------|
| 26                    | 13                    | 12                    | 6                    | 0         | 0         | 0                          | 0                   | # Mailboxes                  |
| 0                     | 0                     | 0                     | 0                    | 0         | 0         | 3                          | 2                   | # Parcel Lockers             |
| 1                     | 1                     | 1                     | 1                    | 1         | 0         | 0                          | 1                   | # Collection                 |
| 0                     | 0                     | 0                     | 0                    | 0         | 2         | 0                          | 0                   | # BINS                       |
| 18                    | 9                     | 8                     | 4                    | 0         | 0         | 0                          | 0                   | # MB under 48"               |
| 145                   | 101                   | 76                    | 56                   | 72        | 58        | 56                         | 55                  | Module Weight                |

Actual: 47-3/4"H x 31-9/16"W (Double) or 17-1/2"W (Single) x 17"D / Rough Opening: 46-13/16"H x 30-5/16"W (Double) or 16-1/4"W (Single) x 17"D **13 DOORS HIGH**



| 4C13S-06<br>(6 MB1, 1 PL5) | 4C13S-05<br>(5 MB1, 1 PL6) | 4C13S-03<br>(3 MB2, 1 PL5) | 4C13D-24*<br>(24 MB1) | 4C13D-11*<br>(9 MB2, 2 MB3) | 4C13S-11*<br>(11 MB1) | 4C13S-HOP | 4C13S-BIN | 4C13S-2P<br>(2 PL6) | Model<br>(Compartment Types) |
|----------------------------|----------------------------|----------------------------|-----------------------|-----------------------------|-----------------------|-----------|-----------|---------------------|------------------------------|
| 6                          | 5                          | 3                          | 24                    | 11                          | 11                    | 0         | 0         | 0                   | # Mailboxes                  |
| 1                          | 1                          | 1                          | 0                     | 0                           | 0                     | 0         | 0         | 2                   | # Parcel Lockers             |
| 1                          | 1                          | 1                          | 1                     | 1                           | 1                     | 1         | 0         | 0                   | # Collection                 |
| 0                          | 0                          | 0                          | 0                     | 0                           | 0                     | 0         | 1         | 0                   | # BINS                       |
| 3                          | 2                          | 1                          | 18                    | 7                           | 8                     | 0         | 0         | 0                   | # MB under 48"               |
| 68                         | 67                         | 64                         | 133                   | 112                         | 72                    | 69        | 45        | 57                  | Module Weight                |

#### NOTES:

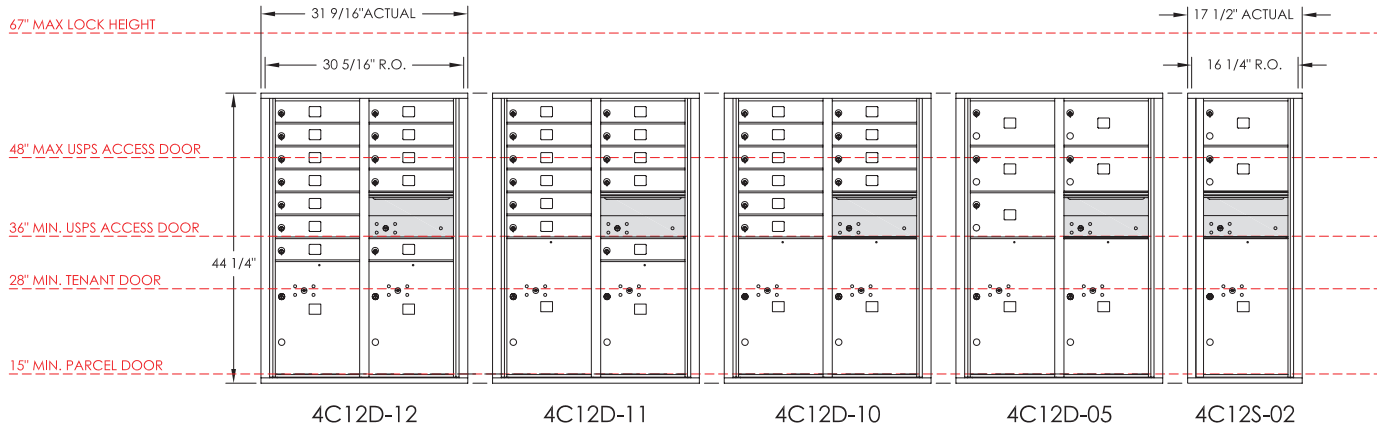
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Modules noted with an asterisk (\*) do not meet USPS installation specifications and are for private delivery.

All model numbers listed are for front-load modules; add -R for Rear-load and -P for Pedestal-mount modules at the end of the number.

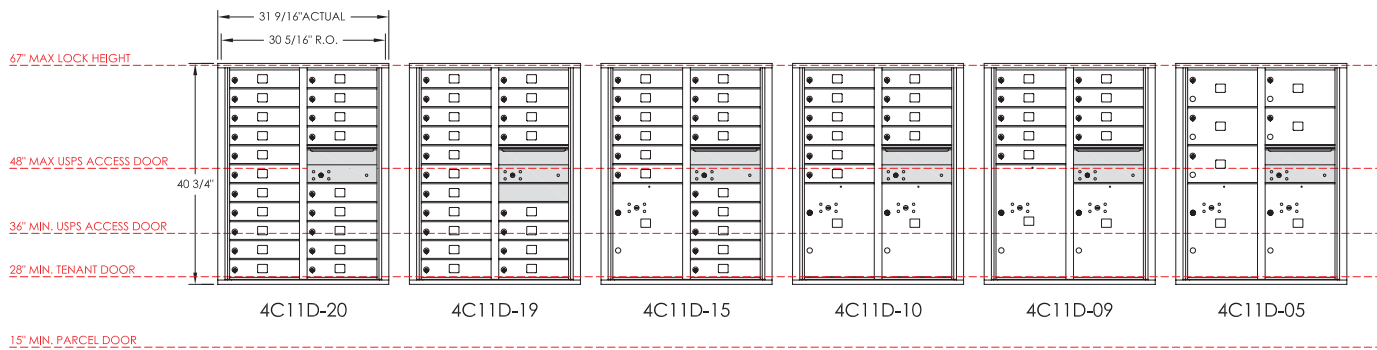
## 12 DOORS HIGH Actual: 44-1/4"H x 31-9/16"W (Double) or 17-1/2"W (Single) x 17"D / Rough Opening: 43-5/16"H x 30-5/16"W (Double) or 16-1/4"W (Single) x 17"D



Floor

| Model<br>(Compartment Types) | 4C12D-12<br>(12 MB1, 2 PL5) | 4C12D-11<br>(11 MB1, 1 PL5, 1 PL6) | 4C12D-10<br>(10 MB1, 2 PL6) | 4C12D-05<br>(5 MB2, 2 PL6) | 4C12S-02<br>(2 MB2, 1 PL6) |
|------------------------------|-----------------------------|------------------------------------|-----------------------------|----------------------------|----------------------------|
| # Mailboxes (Total)          | 12                          | 11                                 | 10                          | 5                          | 2                          |
| # Parcel Lockers (Total)     | 2                           | 2                                  | 2                           | 2                          | 1                          |
| # Collection                 | 1                           | 1                                  | 1                           | 1                          | 1                          |
| # BINS                       | 0                           | 0                                  | 0                           | 0                          | 0                          |
| # Mailboxes Under 48"        | 8                           | 7                                  | 6                           | 3                          | 1                          |
| Module Weight (lbs)          | 116                         | 114                                | 112                         | 104                        | 59                         |

## 11 DOORS HIGH Actual: 40-3/4"H x 31-9/16"W (Double) or 17-1/2"W (Single) x 17"D / Rough Opening: 39-13/16"H x 30-5/16"W (Double) or 16-1/4"W (Single) x 17"D



Floor

| Model<br>(Compartment Types) | 4C11D-20<br>(20 MB1) | 4C11D-19<br>(19 MB1) | 4C11D-15<br>(15 MB1, 1 PL5) | 4C11D-10<br>(10 MB1, 2 PL5) | 4C11D-09<br>(9 MB1, 1 PL5, 1 PL6) | 4C11D-05<br>(5 MB2, 2 PL5) |
|------------------------------|----------------------|----------------------|-----------------------------|-----------------------------|-----------------------------------|----------------------------|
| # Mailboxes (Total)          | 20                   | 19                   | 15                          | 10                          | 9                                 | 5                          |
| # Parcel Lockers (Total)     | 0                    | 0                    | 1                           | 2                           | 2                                 | 2                          |
| # Collection                 | 1                    | 1                    | 1                           | 1                           | 1                                 | 1                          |
| # BINS                       | 0                    | 0                    | 0                           | 0                           | 0                                 | 0                          |
| # Mailboxes Under 48"        | 11                   | 10                   | 6                           | 1                           | 0                                 | 0                          |
| Module Weight (lbs)          | 123                  | 122                  | 119                         | 115                         | 113                               | 106                        |

### NOTES:

All standard 4C mailbox modules shown above are fully configurable; visit [florencemailboxes.com/configure](https://florencemailboxes.com/configure) to quickly and easily create your custom solution.

See page 37 for mailbox (MB) and parcel locker (PL) compartment size definitions and configurable options.

Modules noted with an asterisk (\*) do not meet USPS installation specifications and are for private delivery.

All module numbers listed are for front-load modules; add -R for Rear-load and -P for Pedestal-mount modules at the end of the number.



Actual: 44-1/4"H x 31-9/16"W (Double) or 17-1/2"W (Single) x 17"D / Rough Opening: 43-5/16"H x 30-5/16"W (Double) or 16-1/4"W (Single) x 17"D **12 DOORS HIGH**



| 4C12D-22*<br>(22 MB1) | 4C12S-10*<br>(10 MB1) | 4C12S-HOP | 4C12S-BIN | 4C12D-4P<br>(4 PL6) | 4C12S-2P<br>(2 PL6) | Model<br>(Compartment Types) |
|-----------------------|-----------------------|-----------|-----------|---------------------|---------------------|------------------------------|
| 22                    | 10                    | 0         | 0         | 0                   | 0                   | # Mailboxes                  |
| 0                     | 0                     | 0         | 0         | 4                   | 2                   | # Parcel Lockers             |
| 1                     | 1                     | 1         | 0         | 0                   | 0                   | # Collection                 |
| 0                     | 0                     | 0         | 1         | 0                   | 0                   | # BINS                       |
| 18                    | 8                     | 0         | 0         | 0                   | 0                   | # MB under 48"               |
| 124                   | 68                    | 66        | 45        | 97                  | 53                  | Module Weight                |

Actual: 40-3/4"H x 31-9/16"W (Double) or 17-1/2"W (Single) x 17"D / Rough Opening: 39-13/16"H x 30-5/16"W (Double) or 16-1/4"W (Single) x 17"D **11 DOORS HIGH**



| 4C11S-09<br>(9 MB1) | 4C11S-04<br>(4 MB1, 1 PL5) | 4C11S-02<br>(2 MB2, 1 PL5) | 4C11S-HOP | 4C11S-BIN | 4C11D-4P<br>(2 PL5, 2 PL6) | 4C11S-2P<br>(1 PL5, 1 PL6) | Model<br>(Compartment Types) |
|---------------------|----------------------------|----------------------------|-----------|-----------|----------------------------|----------------------------|------------------------------|
| 9                   | 4                          | 2                          | 0         | 0         | 0                          | 0                          | # Mailboxes                  |
| 0                   | 1                          | 1                          | 0         | 0         | 4                          | 2                          | # Parcel Lockers             |
| 1                   | 1                          | 1                          | 1         | 0         | 0                          | 0                          | # Collection                 |
| 0                   | 0                          | 0                          | 0         | 1         | 0                          | 0                          | # BINS                       |
| 5                   | 0                          | 0                          | 0         | 0         | 0                          | 0                          | # MB under 48"               |
| 56                  | 53                         | 50                         | 65        | 45        | 99                         | 45                         | Module Weight                |

**NOTES:**

All standard 4C mailbox modules shown above are fully configurable; visit [florencemailboxes.com/configure](http://florencemailboxes.com/configure) to quickly and easily create your custom solution.

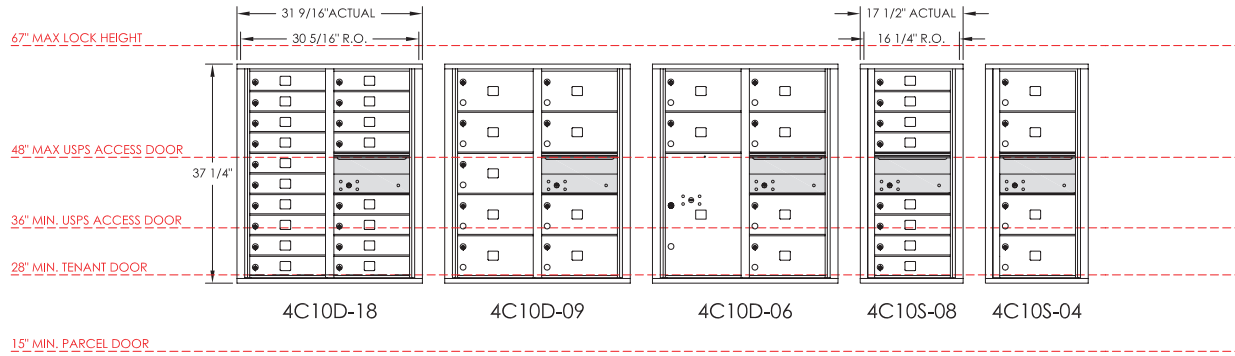
See page 37 for mailbox (MB) and parcel locker (PL) compartment size definitions and configurable options.

Modules noted with an asterisk (\*) do not meet USPS installation specifications and are for private delivery.

All model numbers listed are for front-load modules; add -R for Rear-load and -P for Pedestal-mount modules at the end of the number.

## 10 DOORS HIGH

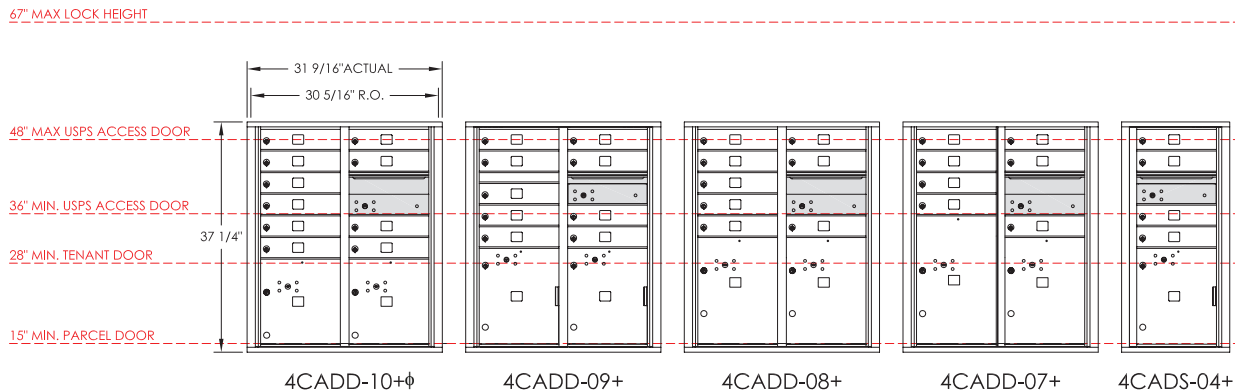
Actual: 37-1/4"H x 31-9/16"W (Double) or 17-1/2"W (Single) x 17"D / Rough Opening: 36-5/16"H x 30-5/16"W (Double) or 16-1/4"W (Single) x 17"D



| Model<br>(Compartment Types) | 4C10D-18<br>(18 MB1) | 4C10D-09<br>(9 MB2) | 4C10D-06<br>(6 MB2, 1 PL6) | 4C10S-08<br>(8 MB1) | 4C10S-04<br>(4 MB2) |
|------------------------------|----------------------|---------------------|----------------------------|---------------------|---------------------|
| # Mailboxes (Total)          | 18                   | 9                   | 6                          | 8                   | 4                   |
| # Parcel Lockers (Total)     | 0                    | 0                   | 1                          | 0                   | 0                   |
| # Collection                 | 1                    | 1                   | 1                          | 1                   | 1                   |
| # BINS                       | 0                    | 0                   | 0                          | 0                   | 0                   |
| # Mailboxes Under 48"        | 10                   | 5                   | 2                          | 4                   | 2                   |
| Module Weight (lbs)          | 97                   | 84                  | 83                         | 56                  | 47                  |

## 10H / ADA MAX

Actual: 37-1/4"H x 31-9/16"W (Double) or 17-1/2"W (Single) x 17"D / Rough Opening: 36-5/16"H x 30-5/16"W (Double) or 16-1/4"W (Single) x 17"D



| Model<br>(Compartment Types) | 4CADD-10+φ<br>(10 MB1, 2 PL4) | 4CADD-09+<br>(9 MB1, 2 PL15) | 4CADD-08+<br>(8 MB1, 2 PL5) | 4CADD-07+<br>(7 MB1, 1 PL5, 1 PL6) | 4CADS-04+<br>(4 MB1, 1 PL15) |
|------------------------------|-------------------------------|------------------------------|-----------------------------|------------------------------------|------------------------------|
| # Mailboxes (Total)          | 10                            | 9                            | 8                           | 7                                  | 4                            |
| # Parcel Lockers (Total)     | 2                             | 2                            | 2                           | 2                                  | 1                            |
| # Collection                 | 1                             | 1                            | 1                           | 1                                  | 1                            |
| # BINS                       | 0                             | 0                            | 0                           | 0                                  | 0                            |
| # Mailboxes Under 48"        | 10                            | 9                            | 8                           | 7                                  | 4                            |
| Module Weight (lbs)          | 91                            | 96                           | 88                          | 89                                 | 55                           |

### NOTES:

All standard 4C mailbox modules shown above are fully configurable; visit [florencemailboxes.com/configure](https://florencemailboxes.com/configure) to quickly and easily create your custom solution.

See page 37 for mailbox (MB) and parcel locker (PL) compartment size definitions and configurable options.

Modules noted with a plus (+) meet Fair Housing ADA installation requirements.

All model numbers listed are for front-load modules; add -R for Rear-load and -P for Pedestal-mount modules at the end of the number.



Actual: 37-1/4"H x 31-9/16"W (Double) or 17-1/2"W (Single) x 17"D / Rough Opening: 36-5/16"H x 30-5/16"W (Double) or 16-1/4"W (Single) x 17"D

**10 DOORS HIGH**



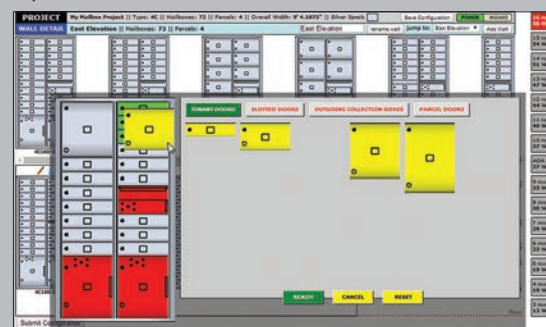
| 4C10S-BIN | 4C10S-HOP | 4C10D-4P<br>(4 PL5) | Model<br>(Compartment Types) |
|-----------|-----------|---------------------|------------------------------|
| 0         | 0         | 0                   | # Mailboxes                  |
| 0         | 0         | 4                   | # Parcel Lockers             |
| 1         | 0         | 0                   | # Collection                 |
| 0         | 1         | 0                   | # BINS                       |
| 0         | 0         | 0                   | # MB under 48"               |
| 41        | 52        | 80                  | Module Weight                |

## Mailbox Configurator

 [florencemailboxes.com/configure](http://florencemailboxes.com/configure)

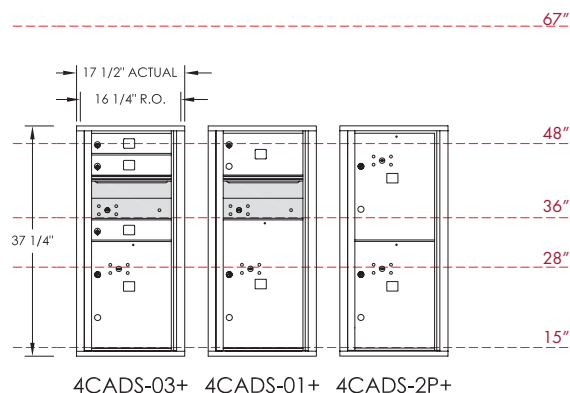
Florence offers an industry unique online mailbox configurator you can use to create your own versatile™ 4C installation.

This drag and drop tool will help guide you step-by-step, provide you with BIM and/or CAD drawings of your creation, and give you the ability to submit it for a quote.



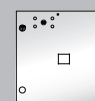
Actual: 37-1/4"H x 31-9/16"W (Double) or 17-1/2"W (Single) x 17"D / Rough Opening: 36-5/16"H x 30-5/16"W (Double) or 16-1/4"W (Single) x 17"D

**10H / ADA MAX**



| 4CADS-03+<br>(3 MB1, 1 PL5) | 4CADS-01+<br>(1 MB2, 1 PL6) | 4CADS-2P+<br>(2 PL5) | Model<br>(Compartment Types) |
|-----------------------------|-----------------------------|----------------------|------------------------------|
| 3                           | 1                           | 0                    | # Mailboxes                  |
| 1                           | 1                           | 2                    | # Parcel Lockers             |
| 1                           | 1                           | 0                    | # Collection                 |
| 0                           | 0                           | 0                    | # BINS                       |
| 3                           | 1                           | 0                    | # MB under 48"               |
| 49                          | 46                          | 43                   | Module Weight                |

## Parcel Locker Requirements



In order to satisfy the USPS STD-4C 1:10 parcel locker to mailbox ratio requirement, parcel lockers (PL) must meet a minimum compartment height of 15 inches.

If the total number of PL in your mailbox installation exceeds the 1:10 requirement, smaller PL may also be included. (See page 37 for more details.)

For example: If your project requires a total of 200 mailboxes, then at least 20 PL with a minimum size of 15"H x 12"W x 15"D must be included. But, if you include more than 20 PL to your 200 mailbox install, then you may also choose to incorporate some smaller PL into the mailbox installation.

⌀ Be sure to note PL height when utilizing only one 4C module type within your installation as not all built-in lockers are 15" tall and may require the addition of parcel only modules in order to comply with the 1:10 PL USPS requirement.

### NOTES:

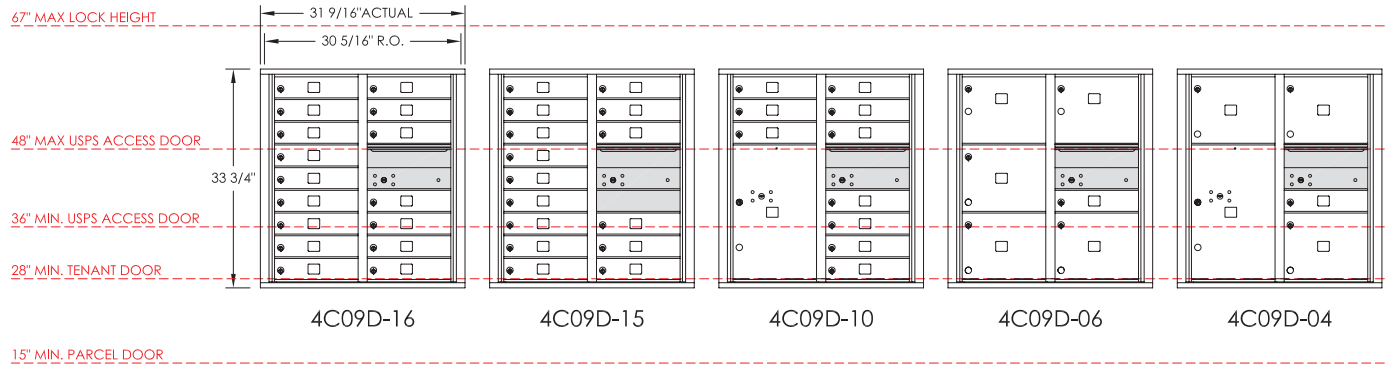
All standard 4C mailbox modules shown above are fully configurable; visit [florencemailboxes.com/configure](http://florencemailboxes.com/configure) to quickly and easily create your custom solution.

See page 37 for mailbox (MB) and parcel locker (PL) compartment size definitions and configurable options.

Modules noted with a plus (+) meet Fair Housing ADA installation requirements.

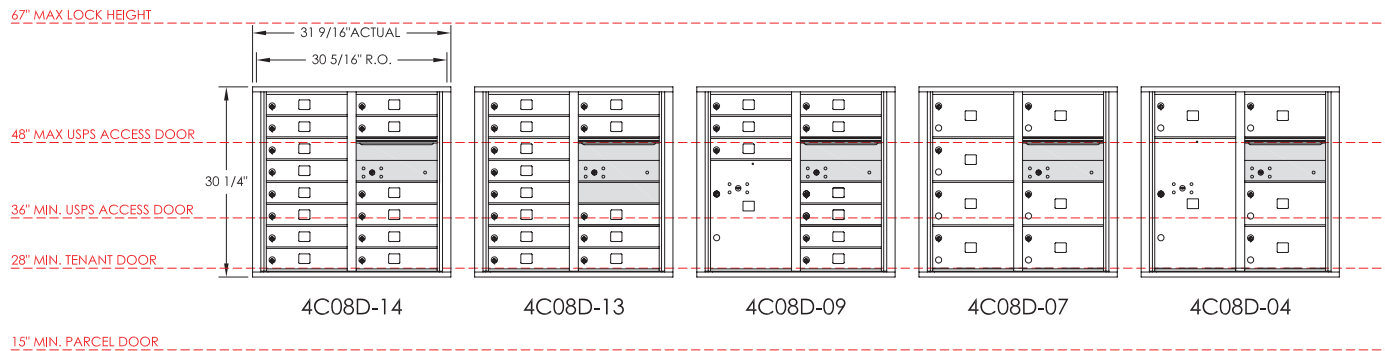
All model numbers listed are for front-load modules; add -R for Rear-load and -P for Pedestal-mount modules at the end of the number.

## 9 DOORS HIGH Actual: 33-3/4"H x 31-9/16"W (Double) or 17-1/2"W (Single) x 17"D / Rough Opening: 32-13/16"H x 30-5/16"W (Double) or 16-1/4"W (Single) x 17"D



| Model<br>(Compartment Types) | 4C09D-16<br>(16 MB1) | 4C09D-15<br>(15 MB1) | 4C09D-10<br>(10 MB1, 1 PL6) | 4C09D-06<br>(1 MB1, 5 MB3) | 4C09D-04<br>(1 MB1, 3 MB3, 1 PL6) |
|------------------------------|----------------------|----------------------|-----------------------------|----------------------------|-----------------------------------|
| # Mailboxes (Total)          | 16                   | 15                   | 10                          | 6                          | 4                                 |
| # Parcel Lockers (Total)     | 0                    | 0                    | 1                           | 0                          | 1                                 |
| # Collection                 | 1                    | 1                    | 1                           | 1                          | 1                                 |
| # BINS                       | 0                    | 0                    | 0                           | 0                          | 0                                 |
| # Mailboxes Under 48"        | 10                   | 9                    | 4                           | 4                          | 2                                 |
| Module Weight (lbs)          | 89                   | 88                   | 84                          | 75                         | 76                                |

## 8 DOORS HIGH Actual: 30-1/4"H x 31-9/16"W (Double) or 17-1/2"W (Single) x 17"D / Rough Opening: 29-5/16"H x 30-5/16"W (Double) or 16-1/4"W (Single) x 17"D



| Model<br>(Compartment Types) | 4C08D-14<br>(14 MB1) | 4C08D-13<br>(13 MB1) | 4C08D-09<br>(9 MB1, 1 PL5) | 4C08D-07<br>(7 MB2) | 4C08D-04<br>(4 MB2, 1 PL6) |
|------------------------------|----------------------|----------------------|----------------------------|---------------------|----------------------------|
| # Mailboxes (Total)          | 14                   | 13                   | 9                          | 7                   | 4                          |
| # Parcel Lockers (Total)     | 0                    | 0                    | 1                          | 0                   | 1                          |
| # Collection                 | 1                    | 1                    | 1                          | 1                   | 1                          |
| # BINS                       | 0                    | 0                    | 0                          | 0                   | 0                          |
| # Mailboxes Under 48"        | 10                   | 9                    | 5                          | 5                   | 2                          |
| Module Weight (lbs)          | 81                   | 80                   | 78                         | 72                  | 71                         |

### NOTES:

All standard 4C mailbox modules shown above are fully configurable; visit [florencemailboxes.com/configure](https://florencemailboxes.com/configure) to quickly and easily create your custom solution.

See page 37 for mailbox (MB) and parcel locker (PL) compartment size definitions and configurable options.

All model numbers listed are for front-load modules; add -R for Rear-load and -P for Pedestal-mount modules at the end of the number.

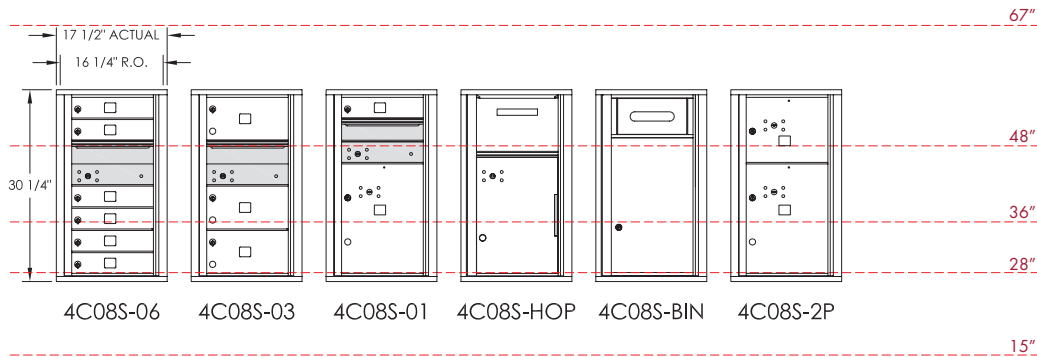


Actual: 33-3/4"H x 31-9/16"W (Double) or 17-1/2"W (Single) x 17"D / Rough Opening: 32-13/16"H x 30-5/16"W (Double) or 16-1/4"W (Single) x 17"D **9 DOORS HIGH**



| 4C09S-07<br>(7 MB1) | 4C09S-02<br>(2 MB1, 1 PL5) | 4C09S-HOP | 4C09S-BIN | 4C09D-4P<br>(2 PL4, 2 PL5) | 4C09S-2P<br>(1 PL4, 1 PL5) | Model<br>(Compartment Types) |
|---------------------|----------------------------|-----------|-----------|----------------------------|----------------------------|------------------------------|
| 7                   | 2                          | 0         | 0         | 0                          | 0                          | # Mailboxes                  |
| 0                   | 1                          | 0         | 0         | 4                          | 2                          | # Parcel Lockers             |
| 1                   | 1                          | 1         | 0         | 0                          | 0                          | # Collection                 |
| 0                   | 0                          | 0         | 1         | 0                          | 0                          | # BINS                       |
| 4                   | 0                          | 0         | 0         | 0                          | 0                          | # MB under 48"               |
| 48                  | 45                         | 52        | 41        | 76                         | 40                         | Module Weight                |

Actual: 30-1/4"H x 31-9/16"W (Double) or 17-1/2"W (Single) x 17"D / Rough Opening: 29-5/16"H x 30-5/16"W (Double) or 16-1/4"W (Single) x 17"D **8 DOORS HIGH**



| 4C08S-06<br>(6 MB1) | 4C08S-03<br>(3 MB2) | 4C08S-01<br>(1 MB1, 1 PL5) | 4C08S-HOP | 4C08S-BIN | 4C08S-2P<br>(1 PL3, 1 PL5) | Model<br>(Compartment Types) |
|---------------------|---------------------|----------------------------|-----------|-----------|----------------------------|------------------------------|
| 6                   | 3                   | 1                          | 0         | 0         | 0                          | # Mailboxes                  |
| 0                   | 0                   | 1                          | 0         | 0         | 2                          | # Parcel Lockers             |
| 1                   | 1                   | 1                          | 1         | 0         | 0                          | # Collection                 |
| 0                   | 0                   | 0                          | 0         | 1         | 0                          | # BINS                       |
| 4                   | 2                   | 0                          | 0         | 0         | 0                          | # MB under 48"               |
| 44                  | 40                  | 40                         | 52        | 44        | 37                         | Module Weight                |

**NOTES:**

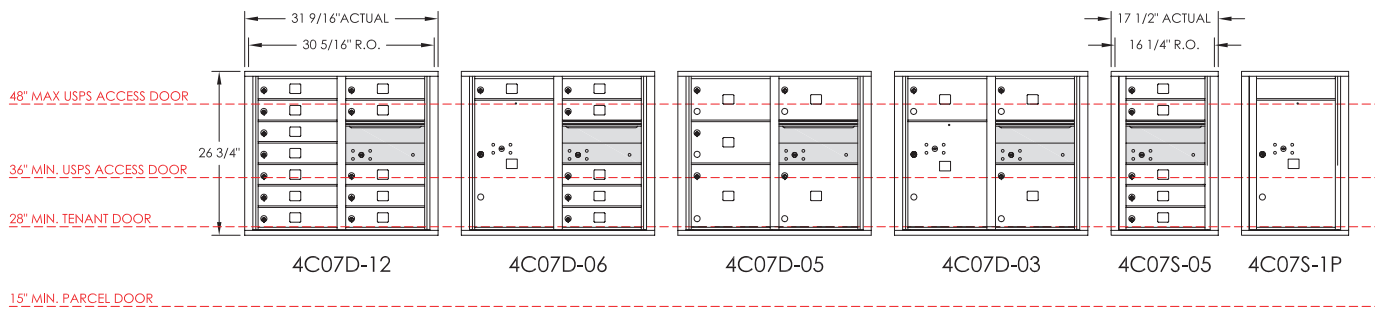
All standard 4C mailbox modules shown above are fully configurable; visit [florencemailboxes.com/configure](http://florencemailboxes.com/configure) to quickly and easily create your custom solution.

See page 37 for mailbox (MB) and parcel locker (PL) compartment size definitions and configurable options.

All model numbers listed are for front-load modules; add -R for Rear-load and -P for Pedestal-mount modules at the end of the number.

## 7 DOORS HIGH Actual: 26-3/4"H x 31-9/16"W (Double) or 17-1/2"W (Single) x 17"D / Rough Opening: 25-13/16"H x 30-5/16"W (Double) or 16-1/4"W (Single) x 17"D

67" MAX LOCK HEIGHT

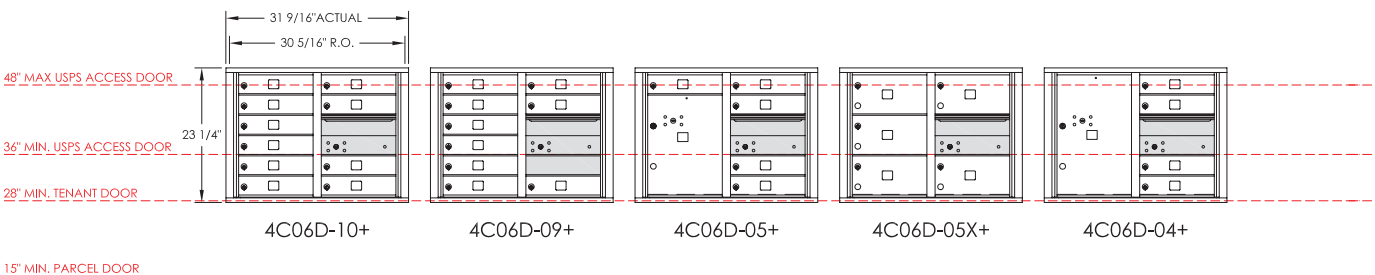


Floor

| Model<br>(Compartment Types) | 4C07D-12<br>(12 MB1) | 4C07D-06<br>(6 MB1, 1 PL6) | 4C07D-05<br>(3 MB2, 2 MB3) | 4C07D-03<br>(2 MB2, 1 MB3, 1 PL5) | 4C07S-05<br>(5 MB1) | 4C07S-1P<br>(1 PL6) |
|------------------------------|----------------------|----------------------------|----------------------------|-----------------------------------|---------------------|---------------------|
| # Mailboxes (Total)          | 12                   | 6                          | 5                          | 3                                 | 5                   | 0                   |
| # Parcel Lockers (Total)     | 0                    | 1                          | 0                          | 1                                 | 0                   | 1                   |
| # Collection                 | 1                    | 1                          | 1                          | 1                                 | 1                   | 0                   |
| # BINS                       | 0                    | 0                          | 0                          | 0                                 | 0                   | 0                   |
| # Mailboxes Under 48"        | 10                   | 4                          | 3                          | 1                                 | 4                   | 0                   |
| Module Weight (lbs)          | 73                   | 68                         | 64                         | 65                                | 40                  | 32                  |

## 6 DOORS HIGH Actual: 23-1/4"H x 31-9/16"W (Double) or 17-1/2"W (Single) x 17"D / Rough Opening: 22-5/16"H x 30-5/16"W (Double) or 16-1/4"W (Single) x 17"D

67" MAX LOCK HEIGHT



Floor

| Model<br>(Compartment Types) | 4C06D-10+<br>(10 MB1) | 4C06D-09+<br>(9 MB1) | 4C06D-05+<br>(5 MB1, 1 PL5) | 4C06D-05X+<br>(5 MB2) | 4C06D-04+<br>(4 MB1, 1 PL6) |
|------------------------------|-----------------------|----------------------|-----------------------------|-----------------------|-----------------------------|
| # Mailboxes (Total)          | 10                    | 9                    | 5                           | 5                     | 4                           |
| # Parcel Lockers (Total)     | 0                     | 0                    | 1                           | 0                     | 1                           |
| # Collection                 | 1                     | 1                    | 1                           | 1                     | 1                           |
| # BINS                       | 0                     | 0                    | 0                           | 0                     | 0                           |
| # Mailboxes Under 48"        | 10                    | 9                    | 5                           | 5                     | 4                           |
| Module Weight (lbs)          | 66                    | 65                   | 59                          | 62                    | 61                          |

### NOTES:

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See page 37 for mailbox (MB) and parcel locker (PL) compartment size definitions and configurable options.

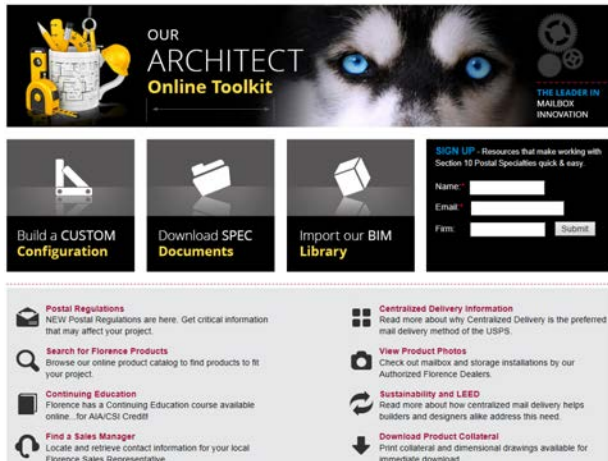
Modules noted with a plus (+) meet Fair Housing ADA installation requirements.

All model numbers listed are for front-load modules; add -R for Rear-load and -P for Pedestal-mount modules at the end of the number.

## Superior Architectural Resources

 [florencemailboxes.com/architects](http://florencemailboxes.com/architects)

Florence has a long tradition of providing architects with the tools they need to complete the job right the first time. Whether it is with continuing education credits through our online AIA approved course, assistance in navigating through current postal regulations, LEED point qualifications that apply to a particular project, or providing product specific CAD drawings, BIM models, or written specifications; Florence is here when you need us!

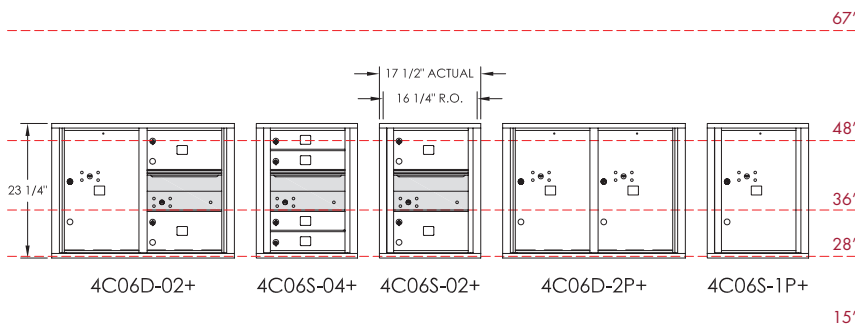


To assist those architects utilizing Revit, our BIM models can easily be pulled into projects through the Autodesk Seek Library Portal without leaving the program. A short "how-to" video is also available to guide you through customizing your BIM mailbox models from Florence so they fit your project needs.

Or, to create a custom mailbox installation designed just for your project, simply visit our industry unique online configurator, 24/7, [florencemailboxes.com/configure](http://florencemailboxes.com/configure). This easy-to-use program will guide you through step-by-step, and when you are done, provide you with your choice of BIM models and/or CAD drawings of your custom creation. It will even give you the opportunity to submit your design to an Authorized Florence Dealer for a quote.

Florence Manufacturing has been included in master specs for decades. Other names we may be listed under include: Auth, Auth-Florence, Auth-Electric, American Device, Cutler, Florence, Florence Corporation, and Florence Manufacturing.

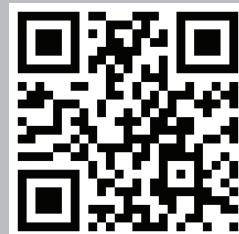
Actual: 23-1/4"H x 31-9/16"W (Double) or 17-1/2"W (Single) x 17"D / Rough Opening: 22-5/16"H x 30-5/16"W (Double) or 16-1/4"W (Single) x 17"D **6 DOORS HIGH**



| 4C06D-02+<br>(2 MB2, 1 PL6) | 4C06S-04+<br>(4 MB1) | 4C06S-02+<br>(2 MB2) | 4C06D-2P+<br>(2 PL6) | 4C06S-1P+<br>(1 PL6) | Model<br>(Compartment Types) |
|-----------------------------|----------------------|----------------------|----------------------|----------------------|------------------------------|
| 2                           | 4                    | 2                    | 0                    | 0                    | # Mailboxes                  |
| 1                           | 0                    | 0                    | 2                    | 1                    | # Parcel Lockers             |
| 1                           | 1                    | 1                    | 0                    | 0                    | # Collection                 |
| 0                           | 0                    | 0                    | 0                    | 0                    | # BINS                       |
| 2                           | 4                    | 2                    | 0                    | 0                    | # MB under 48"               |
| 58                          | 36                   | 33                   | 53                   | 28                   | Module Weight                |

### The Centralized Mail Delivery Video Library

To learn more about how Centralized Mail Delivery works, about the quality Florence products that support this mode of delivery, or quick how-to maintenance, visit [florencemailboxes.com/videos](http://florencemailboxes.com/videos). This comprehensive video library is expanding regularly to show you how the mailboxes function, how to perform ongoing maintenance, and introductions of your dedicated Florence team!



#### NOTES:

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See page 37 for mailbox (MB) and parcel locker (PL) compartment size definitions and configurable options.

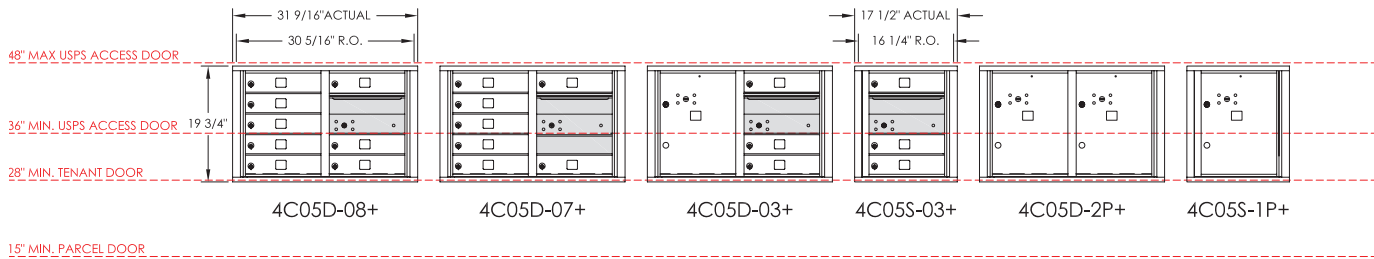
Modules noted with a plus (+) meet Fair Housing ADA installation requirements.

All model numbers listed are for front-load modules; add -R for Rear-load and -P for Pedestal-mount modules at the end of the number.



## 5 DOORS HIGH Actual: 19-3/4"H x 31-9/16"W (Double) or 17-1/2"W (Single) x 17"D / Rough Opening: 18-13/16"H x 30-5/16"W (Double) or 16-1/4"W (Single) x 17"D

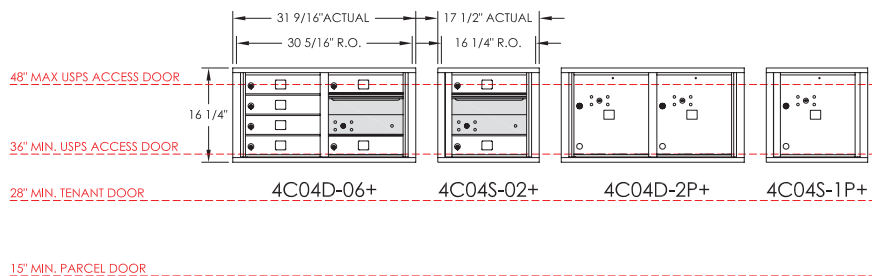
57" MAX LOCK HEIGHT



| Model<br>(Compartment Types) | 4C05D-08+<br>(8 MB1) | 4C05D-07+<br>(7 MB1) | 4C05D-03+<br>(3 MB1, 1 PL5) | 4C05S-03+<br>(3 MB1) | 4C05D-2P+<br>(2 PL5) | 4C05S-1P+<br>(1 PL5) |
|------------------------------|----------------------|----------------------|-----------------------------|----------------------|----------------------|----------------------|
| # Mailboxes (Total)          | 8                    | 7                    | 3                           | 3                    | 0                    | 0                    |
| # Parcel Lockers (Total)     | 0                    | 0                    | 1                           | 0                    | 2                    | 1                    |
| # Collection                 | 1                    | 1                    | 1                           | 1                    | 0                    | 0                    |
| # BINS                       | 0                    | 0                    | 0                           | 0                    | 0                    | 0                    |
| # Mailboxes Under 48"        | 8                    | 7                    | 3                           | 3                    | 0                    | 0                    |
| Module Weight (lbs)          | 58                   | 57                   | 55                          | 31                   | 49                   | 26                   |

## 4 DOORS HIGH Actual: 16-1/4"H x 31-9/16"W (Double) or 17-1/2"W (Single) x 17"D / Rough Opening: 15-5/16"H x 30-5/16"W (Double) or 16-1/4"W (Single) x 17"D

67" MAX LOCK HEIGHT



| Model<br>(Compartment Types) | 4C04D-06+<br>(6 MB1) | 4C04S-02+<br>(2 MB1) | 4C04D-2P+<br>(2 PL4) | 4C04S-1P+<br>(1 PL4) |
|------------------------------|----------------------|----------------------|----------------------|----------------------|
| # Mailboxes (Total)          | 6                    | 2                    | 0                    | 0                    |
| # Parcel Lockers (Total)     | 0                    | 0                    | 2                    | 1                    |
| # Collection                 | 1                    | 1                    | 0                    | 0                    |
| # BINS                       | 0                    | 0                    | 0                    | 0                    |
| # Mailboxes Under 48"        | 6                    | 2                    | 0                    | 0                    |
| Module Weight (lbs)          | 50                   | 57                   | 46                   | 23                   |



### Postal Delivery

If USPS letter carriers will deliver mail to every tenant compartment in a mailbox installation, then STD-4C mailbox equipment will be required. It must also be installed according to specifications as outlined by USPS STD-4C regulations (*see page 37 for details*). In addition, all installations must meet the one parcel locker for every ten mailbox compartment requirement. (1:10). Be sure to check with local Postal Officials prior to planning any mailbox installation to ensure local requirements and proper placement are met.



### NOTES:

All standard 4C mailbox modules shown above are fully configurable; visit [florencemailboxes.com/configure](https://florencemailboxes.com/configure) to quickly and easily create your custom solution.

See page 37 for mailbox (MB) and parcel locker (PL) compartment size definitions and configurable options.

Modules noted with a plus (+) meet Fair Housing ADA installation requirements.

All model numbers listed are for front-load modules; add -R for Rear-load and -P for Pedestal-mount modules at the end of the number.

## Package Management



With the increase in e-commerce, package deliveries are seeing unprecedented growth. Over the past five years, package volume for the USPS alone has gone up by nearly 1 billion packages!

Because of the boom in online shopping, be mindful of the ratio of mailboxes to package lockers and plan to have adequate space, both in terms of the number of package lockers and the size of the individual compartments in order to assist your facility with this enormous responsibility.

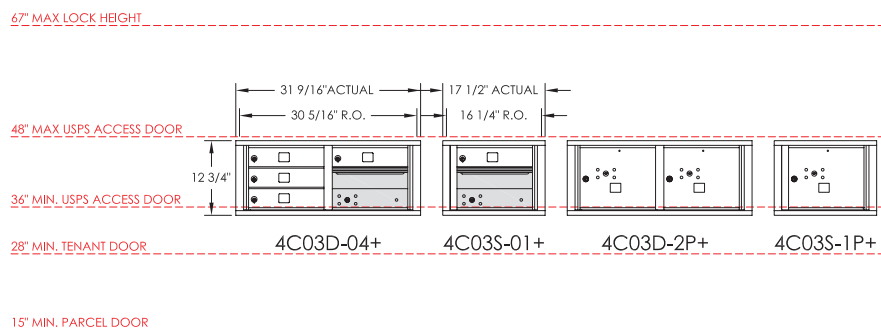
The USPS requires at least one 15"

tall package locker for every 10 mailboxes; however Florence recommends a ratio of one package locker for every six mailboxes to accommodate the exponential growth of package delivery.

This can be accomplished by selecting mailbox modules that have convenient built-in parcel lockers, or adding stand-alone lockers to your installation (see page 41). No matter what solution you choose to install, you can keep residents' packages safe and secure. . .and accessible 24/7!



### 3 DOORS HIGH Actual: 12-3/4"H x 31-9/16"W (Double) or 17-1/2"W (Single) x 17"D / Rough Opening: 11-13/16"H x 30-5/16"W (Double) or 16-1/4"W (Single) x 17"D



Floor

| Model<br>(Compartment Types) | 4C03D-04+<br>(4 MB1) | 4C03S-01+<br>(1 MB1) | 4C03D-2P+<br>(2 PL3) | 4C03S-1P+<br>(1 PL3) |
|------------------------------|----------------------|----------------------|----------------------|----------------------|
| # Mailboxes (Total)          | 4                    | 1                    | 0                    | 0                    |
| # Parcel Lockers (Total)     | 0                    | 0                    | 2                    | 1                    |
| # Collection                 | 1                    | 1                    | 0                    | 0                    |
| # BINS                       | 0                    | 0                    | 0                    | 0                    |
| # Mailboxes Under 48"        | 4                    | 1                    | 0                    | 0                    |
| Module Weight (lbs)          | 42                   | 23                   | 38                   | 20                   |

#### NOTES:

All standard 4C mailbox modules shown above are fully configurable; visit [florencemailboxes.com/configure](http://florencemailboxes.com/configure) to quickly and easily create your custom solution.

See page 37 for mailbox (MB) and parcel locker (PL) compartment size definitions and configurable options.

Modules noted with a plus (+) meet Fair Housing ADA installation requirements.

All model numbers listed are for front-load modules; add -R for Rear-load and -P for Pedestal-mount modules at the end of the number.



### Private Delivery

Private mail delivery is when the mail is delivered to one centralized business location by the USPS letter carrier and then the facility manager or entrusted individual(s) distributes the mail to all the individual tenant compartments. *(Most commonly used in residence halls).* Mailboxes for private delivery do not have to conform to current postal regulations and therefore provide additional customization options over USPS Approved equipment. The entire versatile™ 4C mailbox line may be used for private delivery applications.

 [florencemailboxes.com/4C](http://florencemailboxes.com/4C)

# INSTALLATION AND ACCESSIBILITY REFERENCES

Designing appropriate accessibility into every feature of a facility is a key consideration for any project, and how the mailboxes are installed into that facility is no exception. Plus, all wall-mounted mailboxes which will be serviced by the U.S. Postal Service (USPS) must also be installed according to specifications as outlined in the USPS STD-4C regulation.

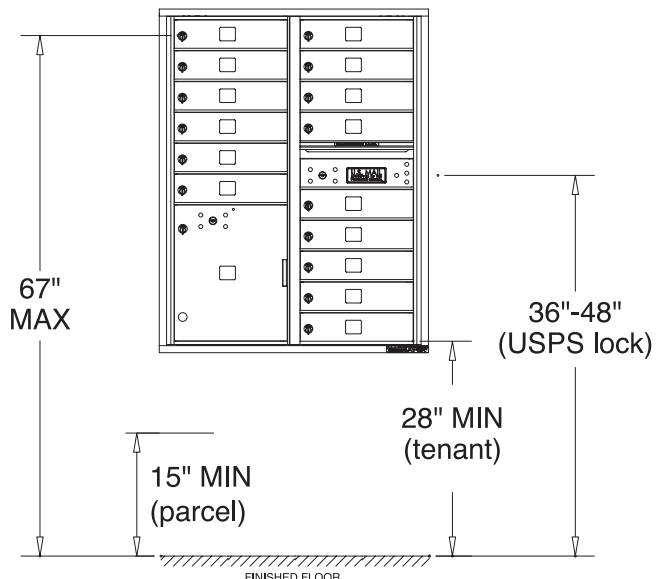
To assist you with selecting mailboxes that meet the specific requirements of your project, details related to installed heights are noted on the Florence versatile™ 4C mailbox modules references on pages 22 - 35. Below are also the quick references related to accessible uses and USPS requirements to help you in determining your project layout and design.

## Meeting USPS Installation Requirements

Florence Manufacturing USPS Approved 4C mailbox products are designed to adhere to STD-4C regulations. To ensure your project complies with USPS regulations for wall-mounted mailboxes, your mailbox center must be installed according to the following U.S. Postal Service guidelines:

**Installation requirements specified in the U.S. Postal Service STD-4C regulation are outlined below:**

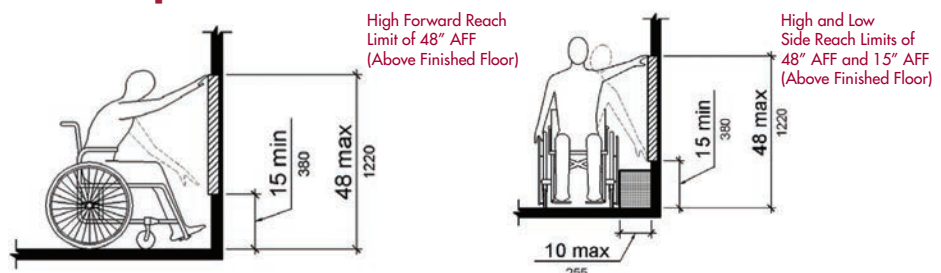
1. At least one customer compartment shall be positioned less than 48 inches above the finished floor.
2. No parcel locker compartment (interior bottom shelf) shall be positioned less than 15 inches above the finished floor.
3. No customer lock shall be located more than 67 inches above the finished floor.
4. No customer compartment (interior bottom shelf) shall be positioned less than 28 inches above the finished floor.
5. The USPS Arrow lock shall be located between 36 and 48 inches above the finished floor.



*Standards Governing the Design of Wall-Mounted Centralized Mail Receptacles. Federal Register/Vol. 69, No 171/September 3, 2004  
Rules and Regulations POSTAL SERVICE, 39 CFR Part 111. [www.gpo.gov/fdsys/pkg/FR-2004-09-03/pdf/04-19781.pdf](http://www.gpo.gov/fdsys/pkg/FR-2004-09-03/pdf/04-19781.pdf)*

## Meeting ADA Installation Requirements

Accessibility regulations may vary by type of facility and by governing jurisdictions. Therefore, always consult local building officials and codes for applicable accessibility requirements that could affect your mailbox project. Below are industry references for your convenience.



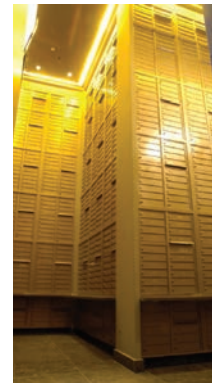
*2010 ADA Standards for Accessible Design, Department of Justice Code of Federal Regulations, ADA CHAPTER 2: SCOPING REQUIREMENTS, 228.2 Mail Boxes: Where mail boxes are provided in an interior location, at least 5 percent, but no fewer than one, of each type shall comply with 309. In residential facilities, where mail boxes are provided for each residential dwelling unit, mail boxes complying with 309 shall be provided for each residential dwelling unit required to provide mobility features complying with 809.2 through 809.4.*

The full text can be found at: [www.ada.gov/2010ADASTandards\\_index.htm](http://www.ada.gov/2010ADASTandards_index.htm)

# CUSTOMIZE 4C MODULES TO FIT YOUR NEEDS




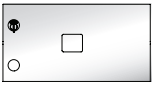
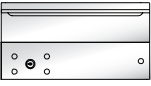

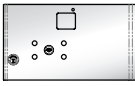
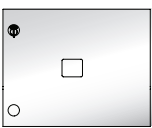
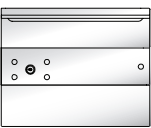
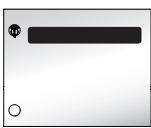
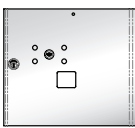
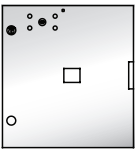
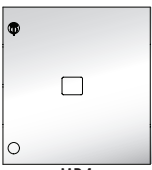
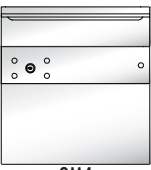

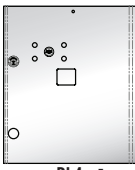
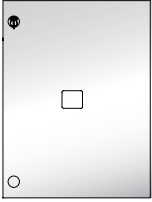
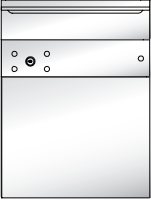

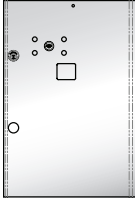
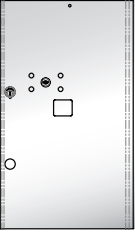
Not every installation has a standard solution and Florence is proud to support your custom needs. . .especially when it comes to private delivery solutions. So, whether you want a certain look that takes your installation to new heights by adding faux mailboxes (like this installation in New York, NY) or you need something outside the nearly 150 standard pre-configured modules, we can help.

Let your imagination soar with our industry unique online mailbox configurator. Here, you can easily drag and drop mailboxes or swap compartment types, all at the click of your mouse. Visit [florencemailboxes.com/configure](http://florencemailboxes.com/configure) to get started.



## 4C Module Custom Compartment Options (All compartments are 12" W x 15" D)

Sometimes, a standard sized compartment is simply not big enough to suit your residents' needs; especially with the growing capacity needs for package delivery! That is why Florence's versatile™ 4C product line offers several different compartment types and sizes, all designed to accommodate increased capacity for your residents. Heights shown below are designed to replace corresponding number of regular sized tenant compartments (One-High); for example, a Two-High compartment replaces two One-High compartments.

|                                 | Tenant Compartments  | Outgoing Mail Collection Compartments  | Tenant Compartments with Drop Slot  | Parcel Locker Compartments   |   |
|---------------------------------|--|--|---|--|---|
| <b>One-High</b><br>(3" H)       | <br>MB1  | <br>OM1  | <br>DS1 *  |  |   |
| <b>Two-High</b><br>(6-1/2" H)   | <br>MB2 | <br>OM2 | <br>DS2 * | <br>PL2 + | <b>Standard Parcel Locker Compartment</b><br>(15" H)  |
| <b>Three-High</b><br>(10" H)    | <br>MB3 | <br>OM3 | <br>DS3 * | <br>PL3 + | <br>PL15 |
| <b>Four-High</b><br>(13-1/2" H) | <br>MB4 | <br>OM4 | <br>DS4 * | <br>PL4 + | <b>Six-High Parcel Locker Compartment</b><br>(20-1/2" H)                                      |
| <b>Five-High</b><br>(17" H)     | <br>MB5 | <br>OM5 | <br>DS5 * | <br>PL5   | <br>PL6  |

\* For Private Delivery, Not USPS Approved  
Slot Dims: 1/2"H or 1"H x 9-5/8" W

+ For Private Delivery, unless parcel locker ratio exceeds requirement - see below for full details

+To satisfy the USPS STD-4C 1:10 parcel locker to mailbox ratio requirement, parcel lockers (PL) must meet a minimum compartment height of 15". If the total number of PL in the mailbox installation exceeds the 1:10 requirement, smaller PL may also be included. For example: If a project requires 200 mailboxes, then at least 20 PL with a minimum size of 15"H x 12"W x 15"D must be included. But, if you add more than 20 PL to the 200 mailboxes, then you may also choose to incorporate some smaller PL into the installation. Be sure to note PL height when utilizing only one 4C module type in your entire installation as not all built-in lockers are 15" and may require addition of parcel only modules to meet the 1:10 requirements (e.g. 4CADD-10).



# Installation Alternatives

## *Mailbox Enclosures Provide Greater Flexibility*



### Surface-Mount Collars

Designed for indoor or outdoor use, Florence is pleased to offer a heavy-duty STD-4C mailbox enclosure which allows modules to quickly and easily be mounted to any flat surface. This smooth aluminum collar ensures the mail system achieves that desired sleek, finished look while easily attaching directly to the mailbox module. Ideal for settings with limited wall depth, this USPS Approved solution provides greater flexibility in your mailbox placement and installation.

### Product Features

- 4C collars are designed to fit and attach easily to ALL front-loading versatile™ 4C modules for both single- and double-wide configurations.
- All aluminum construction in rugged, weather-resistant powder coat finishes (see color options below).
- Easy-to-assemble collar has industry EXCLUSIVE slotted back designed for ease in installation and reduction of overall unit weight.



SM##D



SM##S

(Note: ## = selected suite height, e.g. SM14D)

### Color Options

Customize your surface mount collar with one of eight different architectural color options, all in a durable, powder coat finish.



Antique Bronze (AB)



Black (BK)



Dark Bronze (DB)



Gold Speck (GS)



Postal Grey (PG)



Sandstone (SD)



Silver Speck (SS)



White (WH)

## vario Depot™



### The perfect indoor/outdoor free-standing solution

Sturdy enclosure kits by Florence are the ideal complement for all versatile™ 4C mailboxes and Trash/Recycling Bin modules (sold separately, see pages 22 - 35 for mailbox module selection and pages 66 - 67 for collection/bins); creating a stylish standalone option for all your delivery and collection needs. Create a recycling center or a smaller neighborhood or business mail center.

#### vario™ Depot (3H-8H, ADA)

|                                     |             |
|-------------------------------------|-------------|
| Installed Stand Height              | 4'-6 1/4"   |
| Installed Stand Depth               | 1'-6 1/8"   |
| Installed Stand Width (single-wide) | 1'-8 1/4"   |
| Installed Stand Width (double-wide) | 2'-10 5/16" |

#### vario™ Depot (9H-13H)

|                                     |             |
|-------------------------------------|-------------|
| Installed Stand Height              | 5'-4 11/16" |
| Installed Stand Depth               | 1'-6 1/8"   |
| Installed Stand Width (single-wide) | 1'-8 1/4"   |
| Installed Stand Width (double-wide) | 2'-10 5/16" |

#### vario™ Depot (14H-MAX)

|                                     |             |
|-------------------------------------|-------------|
| Installed Stand Height              | 6'-1 5/16"  |
| Installed Stand Depth               | 1'-6 1/8"   |
| Installed Stand Width (single-wide) | 1'-8 1/4"   |
| Installed Stand Width (double-wide) | 2'-10 5/16" |



DEP##S



DEP##D



DEP##S



DEP##D



DEP##S



DEP##D

**Note:** Double-wide (D) units shown above with mounted 4C modules are for reference only. Both single- (S) and double-wide (D) units can be combined with any versatile™ 4C front-load module; including mailboxes, Trash/Recycling Bins, or Collection Boxes (all sold separately). The front panel height for each unit will vary based on versatile™ 4C module selected where ## = selected suite height (e.g. DEP14D). Customize your vario™ Depot kiosk kit with eight architectural powder coat finishes (on opposite page) to match or complement your versatile™ 4C modules.

# Pedestal-Mounted Mailboxes

*Added flexibility for Private Delivery*



With all the same features and options, security, and durability of the Florence wall-mounted versatile™ 4C modules, pedestal mounting simply adds greater flexibility to your project as it is not tied to the USPS regulations. Designed to ensure every module is at a standard accessible height, pedestal-mount units come prepared with a master commercial lock to provide easy access to all compartments at once.

Ideal for centralized mail delivery applications where the USPS letter carrier delivers to a single location and the facility manager or entrusted individual then distributes the mail to the resident compartments.

## Product Applications

- Military Bases
- Student Housing (off-campus)
- Dormitories (on-campus)
- Gated/Guarded Facility
- Book Collection
- Rent Payment Collection
- Multi-Media Drop Off
- Key Returns/Collection
- College Campus
- Private Medical Facility (*above*)
- Financial Institutions
- K-12 Schools



**Military Housing** - Fort Carson, CO

## Color Options

*Customize your 4CPM with one of eight different architectural color options, all in a durable, powder coat finish.*





## Product Features

- All versatile™ 4C modules are factory-installed in an aluminum outer casing.
- Matching aluminum pedestal snaps to unit for convenient outdoor installation.
- Integrated collection slot with weather protection hood and anti-fishing comb.
- Master front-loading door has interlocking, overlapping seams to prevent prying.
- Ability to swap standard collection compartment with a larger two-, three-, four- or five-high collection compartment.
- Hardy stainless steel latching hook cam on every compartment door with EXCLUSIVE double-latching cam on all oversized doors.
- EXCLUSIVE double-latching parcel locking mechanism design for added door security and strength.



*Free-standing collection boxes may be approved for USPS collection if local postal officials authorize use and location.*

**NOTE:** To view all standard pre-configured pedestal-mounted module options, see pages 22 - 35. For Pedestal-Mount Module numbers, simply add "P" to the end of the front-load module numbers shown. Listed weights in Quick Reference Guide are for modules only and do not include weight of pedestal or outer cabinet. Pedestal-mount module dimensions are listed below:

|            |               |               |               |               |               |                |              |              |              |              |              |              |              |
|------------|---------------|---------------|---------------|---------------|---------------|----------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|
|            |               |               |               |               |               |                |              |              |              |              |              |              |              |
| Max Height | 15 High Suite | 14 High Suite | 13 High Suite | 12 High Suite | 11 High Suite | 10H/ADA Suites | 9 High Suite | 8 High Suite | 7 High Suite | 6 High Suite | 5 High Suite | 4 High Suite | 3 High Suite |
| 72-3/16"H  | 70-7/16"H     | 66-15/16"H    | 63-7/16"H     | 59-15/16"H    | 69-7/16"H     | 65-15/16"H     | 62-7/16"H    | 58-15/16"H   | 55-7/16"H    | 52"H         | 48-7/16"H    | 53-5/16"H    | 49-13/16"H   |

Overall pedestal-mount module dimensions: (Shown above) H x 32-13/16" W (Double) or 18-3/4" W (Single) x 17-3/4" D

## cluster box units

If your project calls for USPS Approved pedestal-mount units, be sure to check out the Florence vital™ cluster box unit product line. Complete with industry EXCLUSIVE units, decorative accessories, and additional parcel only units (pages 10-11), this line of outdoor delivery equipment will be sure to fill your needs.





# versatile™ 4C mailbox suites



*Image: Florence versatile™ 4C mailbox suites  
Location: Denver, CO  
Application: Condominium Community*

**AF FLORENCE**  
manufacturing company

A GIBRALTAR INDUSTRIES COMPANY

[www.MailboxGuy.com](http://www.MailboxGuy.com)

512-451-6269