



COUNTY OF WELLINGTON

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74 WOOLWICH STREET  
GUELPH, ONTARIO  
N1H 3T9

## **MAILBOX POLICY**

1. The owner shall install mailbox and post in accordance with postal regulations. Posts shall not consist of material stronger than a 15cm (6 inch) wood post or a 5cm (2 inch) diameter standard wall steel pipe. The bottom of the box shall be 107-114cm (42-45 inches) from the ground elevation. The mailbox shall be located at the rounding of the shoulder area so that the box opening is at the outside edge of shoulder.
2. Any owner of a mailbox of which the post is stronger than a 15cm (6 inch) wood post or a 5cm (2 inch) diameter standard steel pipe, shall be liable for any damage to snow removal equipment which may occur if this encroachment is struck
3. Mailboxes shall be maintained by the owner in such a manner that they remain securely fastened to the post. The post shall be free of decay and firmly installed in the ground.
4. Mailboxes that have been dislodged from their post, posts that fall over or plastic mailboxes that become cracked as a result of the snow load from a snow plow will not be replaced or repaired by the County.
5. If the County does strike a mailbox and/or post, we will repair or replace it. It shall be the County's sole discretion as to whether the damaged can be repaired or needs replaced. Replacement for all mailboxes, including plastic, will be with a standard metal mailbox. Posts will be either a 10cm (4 inch) or 15cm (6 inch) wood post.
6. The County will not be responsible for any damage caused by a snow plow to mailboxes or posts that do not meet these standards.
7. The County will do any repairs or replacements that they are responsible for in a timely manner, usually after a snow event has ended. The County may choose to do a repair with a replacement in the spring.

See diagram on back



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