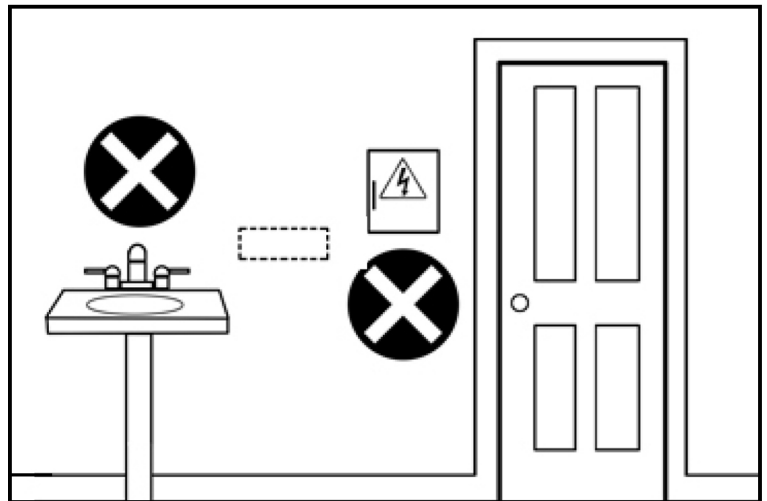
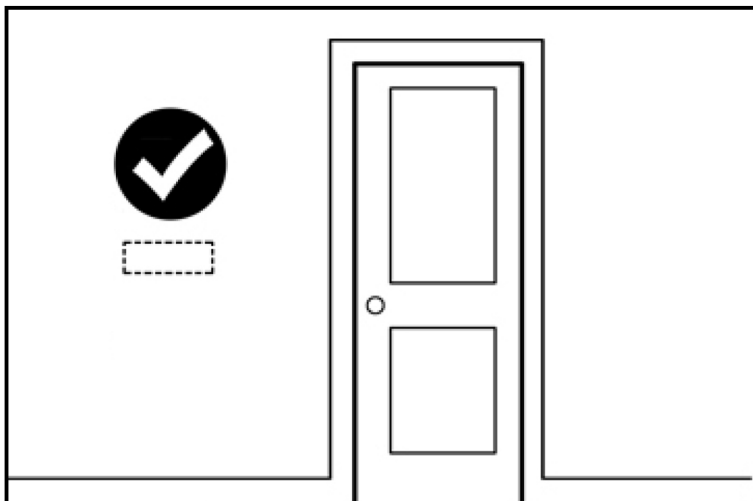


# DURABOX D100 THROUGH-WALL MAIL SLOT INSTALLATION GUIDE

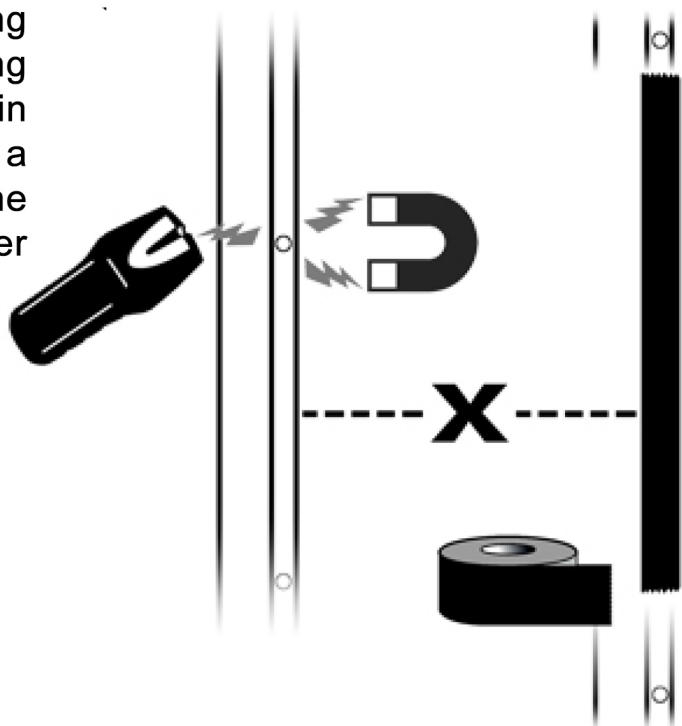
Installation guide is designed to assist professionals with installation and is meant to be used as general guidelines only. Your drop box and mounting requirements may vary. Professional installation required. Phone support is not available.

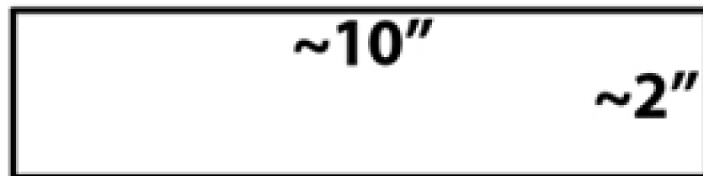
This through the wall mail slot must be installed indoor. It may affect the fire rating of the wall in which it is installed

1. Locate the approximate area on the wall where you would like to install the mail slot. Please note that the mail slot should be installed between the wall studs, areas with plumbing, electrical, or other hidden obstacles should be avoided.

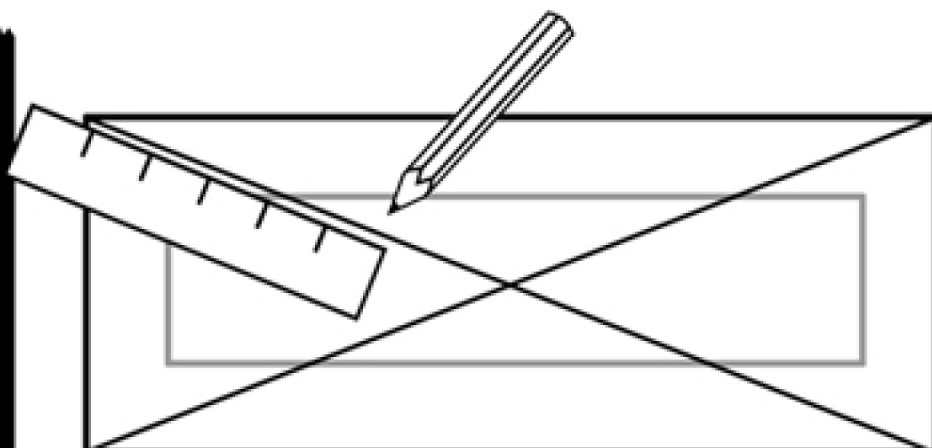
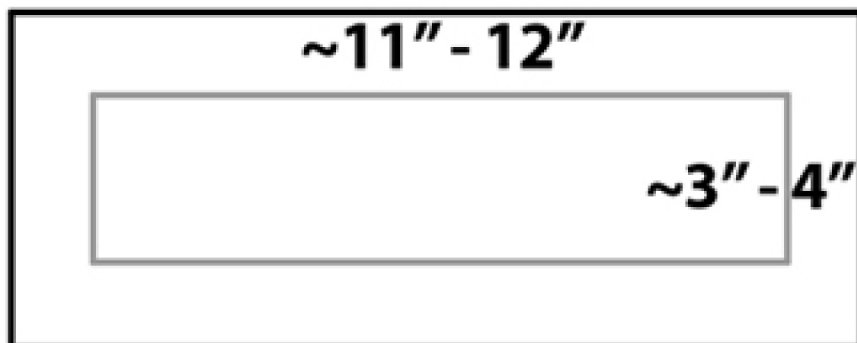


2. Find the studs using a stud finding tool. If you do not have a stud finding tool, use a magnet to locate screws in the wall. Mark your stud location with a piece of blue painter's tape along the length of the stud, then mark the center between the two studs.

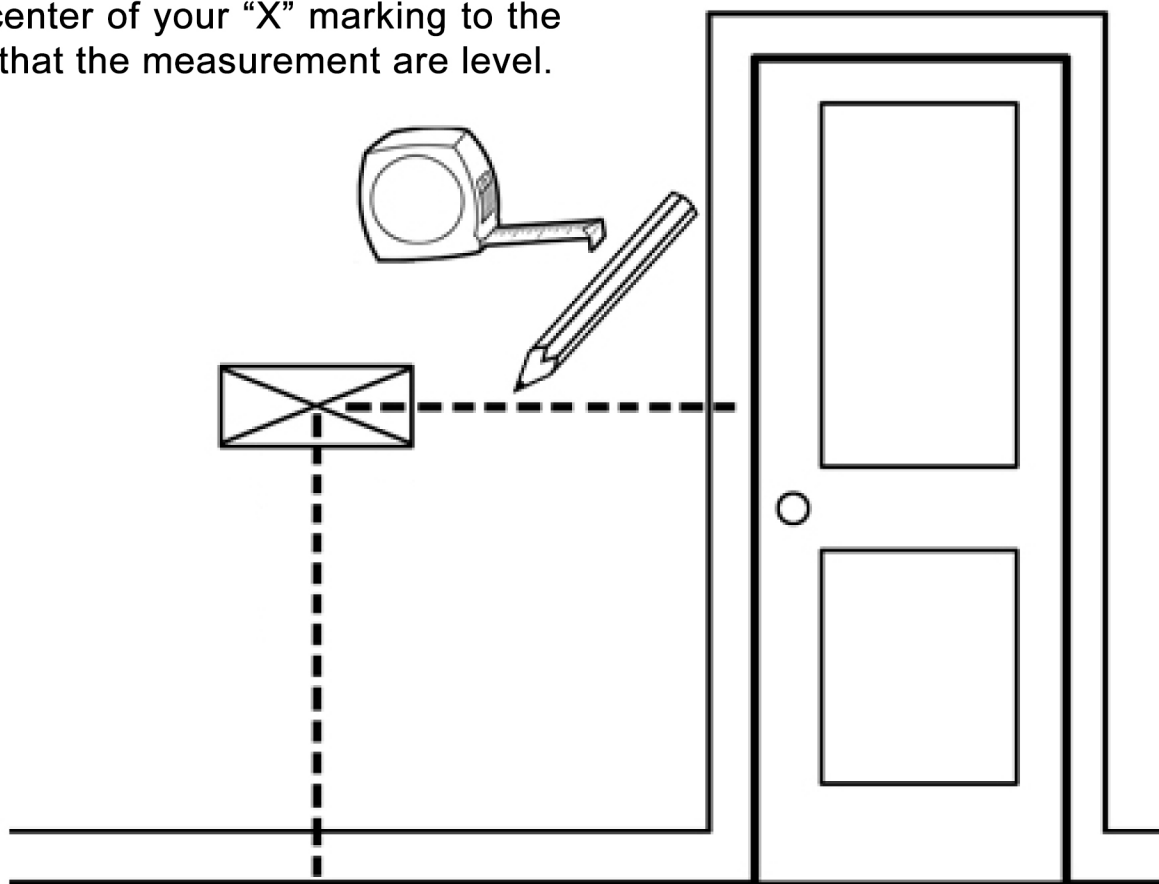




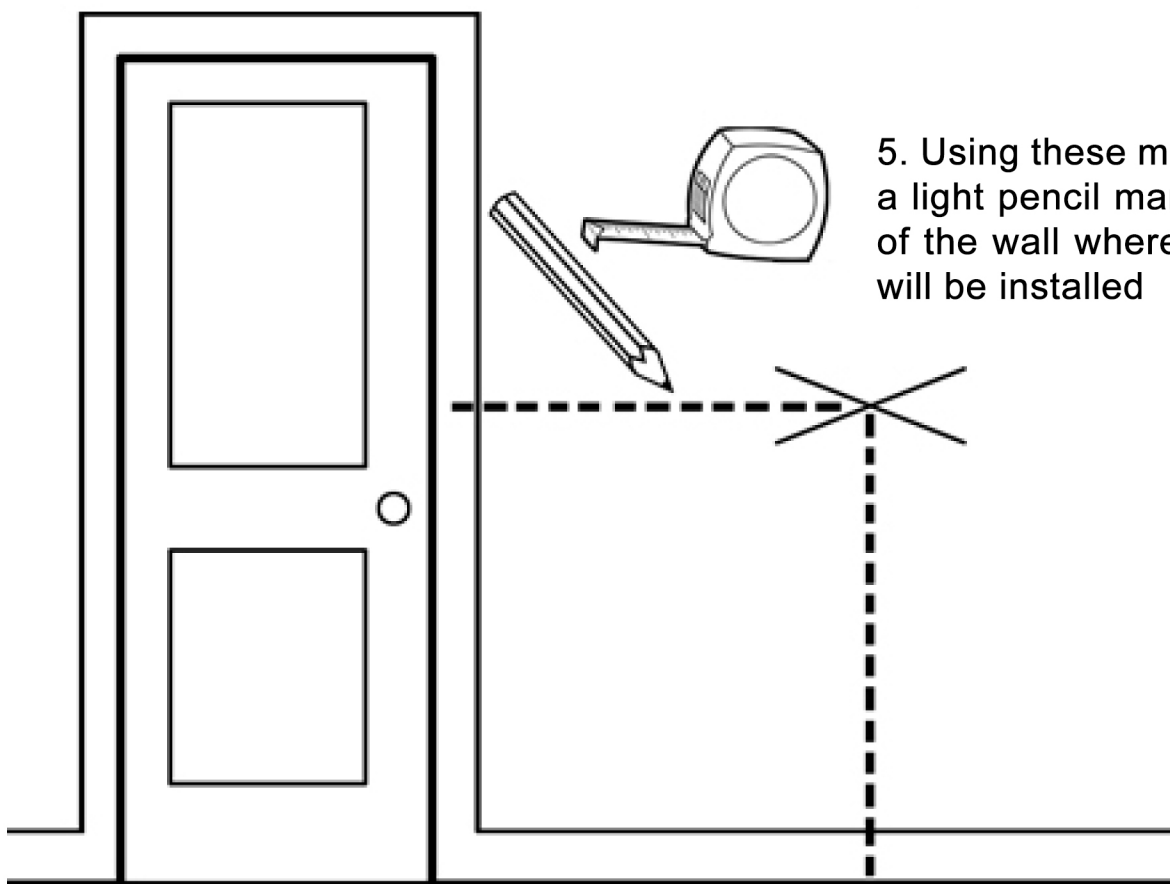
3. Trace rectangle for the shoot opening that is about 2" H by 10" W. Add a 1-2" buffer to this rectangle. Use a ruler to connect the four corners of the triangle to draw an "X" shape



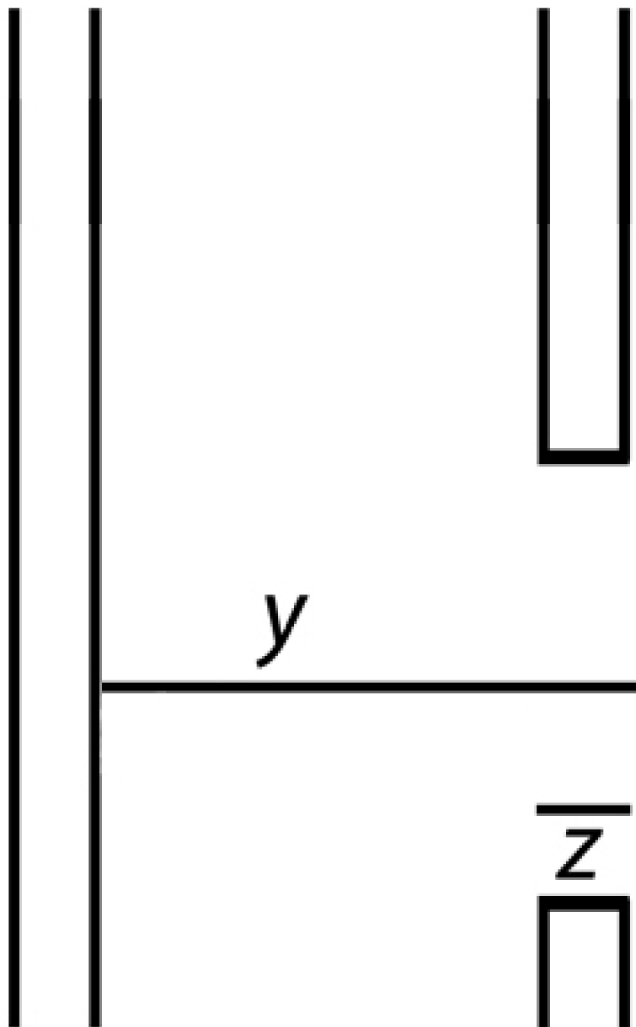
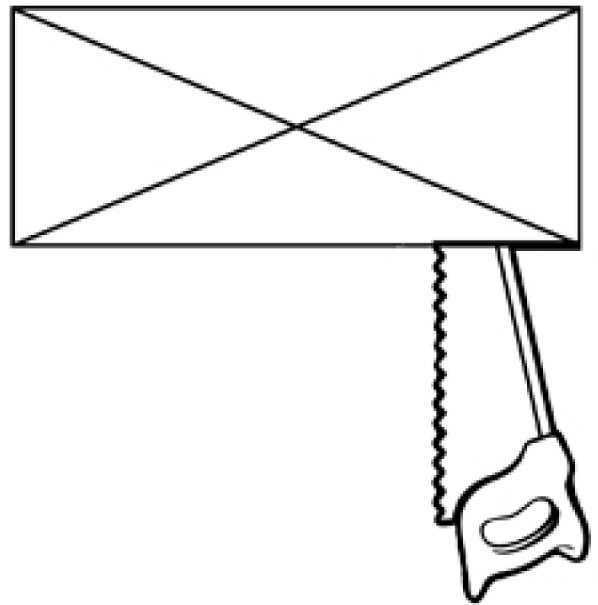
4. Measure side-to-side from the center of your "X" marking to a nearby window or door frame, and from the center of your "X" marking to the floor ensuring that the measurement are level.



5. Using these measurements, make a light pencil mark on the other side of the wall where the chute opening will be installed

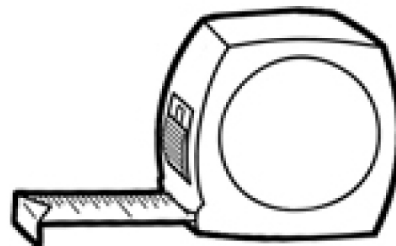


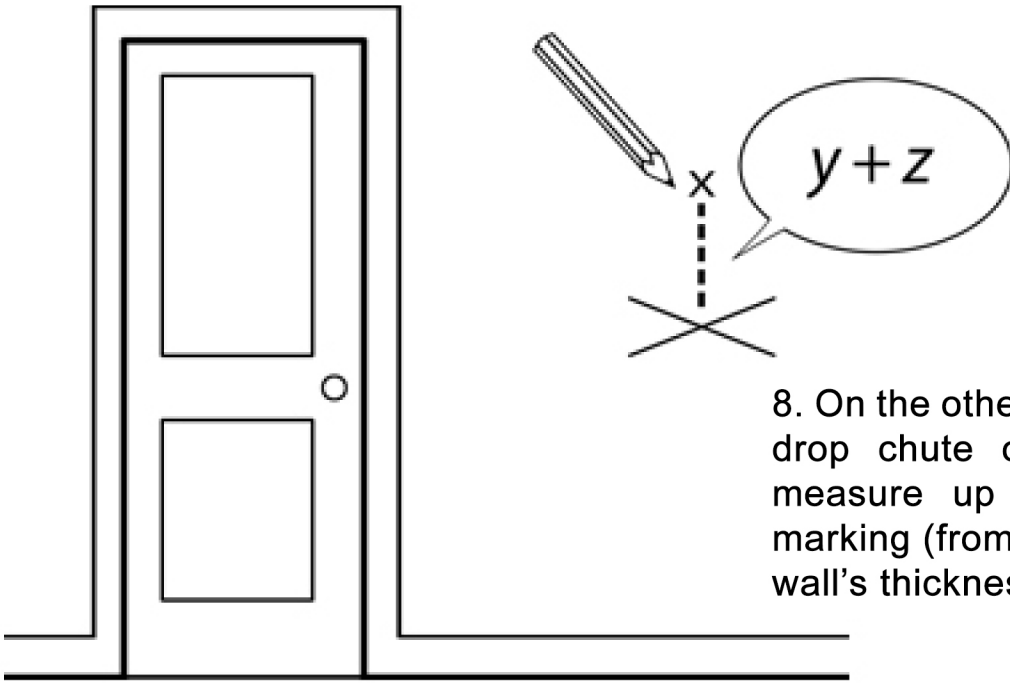
6. Confirm the wall has no obstructions and proceed to cut out the rectangular section you traced in the previous step. If insulation exists, cut it and push it out of the way.



7. Use a measuring tape to determine the thickness of the wall (Y) by measuring the depth of the hole you just cut to the edge of the wall. Add the thickness of the drywall (Z) to your total ( $Y + Z$ ). This will give you the total thickness of the wall.

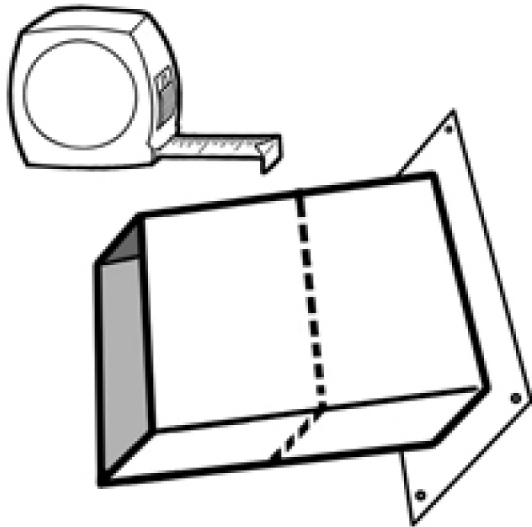
Most drywalls are  $3 \frac{5}{8}$ " with a sheet of  $\frac{5}{8}$ " drywall on each side, the total thickness is usually about  $4 \frac{7}{8}$ "



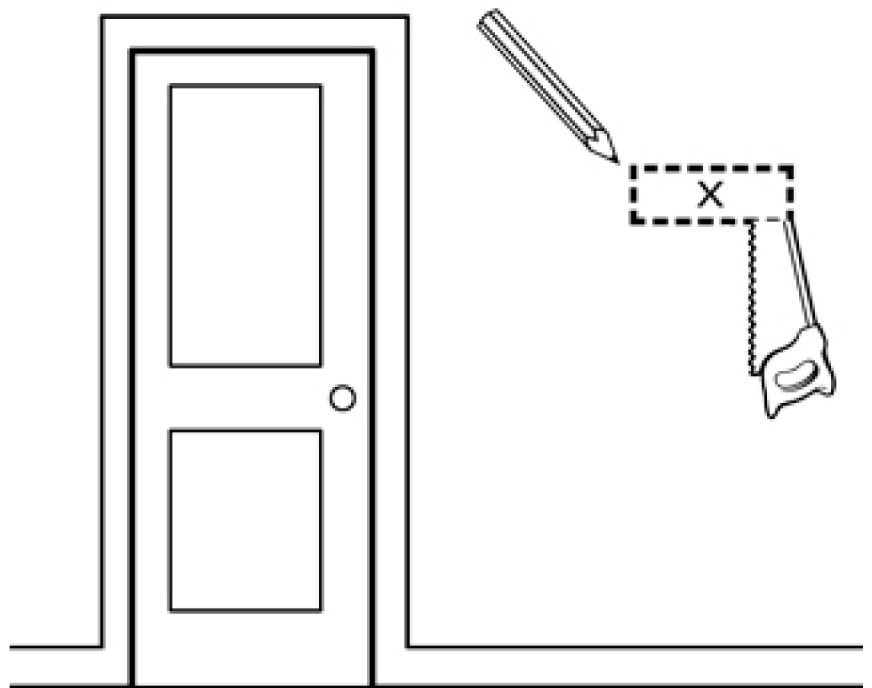


8. On the other side of the wall where the drop chute opening will be installed, measure up from the existing pencil marking (from step 4) the distance of the wall's thickness and mark with a pencil.

9a. Measure the through the wall section of the chute that connects both sides



9b. Add an extra 1/8" to this measurement and draw a rectangle centered on the new mark. Cut this opening, which will be used for the drop chute. Note that your chute might be slightly higher or wider than this general specification.



10. attach the back portion of the chute (A) using the provided screws.

11. Test fit the drop chute (B) and confirm that it connects to the lower chute (A). If the drop chute (B) does not fit , remove the back portion of the chute (A) and adjust as needed. Test fit both pieces, screw both portions of the chute onto the wall.

