

Mailbox Maintenance Tips and Procedures

The Williamsburg in the Woods Home Owners Association has taken on the replacement program for the neighborhood's mailboxes and posts. This is a multi-year program that will ensure we have a great looking neighborhood. And by centralizing the upkeep we take one extra chore off the neighbor's busy schedules.

The following are suggestions for helping to keep the mailboxes looking great:

- Inspect the mailbox unit twice a year. Checking for cracks, loose parts, rust, fading, or water damage. Catching small issues early prevents bigger repairs later.
- Wax the mailbox with non-abrasive car wax twice a year.
- If the door will not stay closed try the following
 - Slightly bend the latch on the door towards the door more
 - Check the door for bends that don't allow it to close flat against the main box part
- Avoid using a grass string trimmer directly against the base of the post
 - You can use a small amount of grass killer to keep the grass 2-3 inches away from the base for easier cutting
 - Another option is wrapping the base with aluminum metal like that used for roofing flashing

If you have other questions, please contact the board at Mailboxes@williamsburginthewoods.org