



Mailbox Opening Instructions

[Click here for the location of mailboxes](#)

What do the mailboxes look like?

Image #1 Image #2

Your Mailbox Number = Your Apartment Number

Your Combination



1st #



2nd #



3rd #

1. Turn the dial to the LEFT (CCW - counterclockwise) past ZERO (0) at least four times and STOP on the 1st number in your combination.
2. Next, turn the dial to the RIGHT (CW - clockwise) and PASS the 2nd number in your combination. Continue turning the dial toward the RIGHT, but this time STOP on the 2nd number in your combination.
3. Now, turn the dial to the LEFT (CCW - counterclockwise), and STOP on the 3rd number in your combination. You will feel the magnet catch.
4. Finally, pull the dial's knob toward your body while simultaneously turning it slowly to the right. (like opening a door)
5. The mailbox should open to reveal your mail!