

Choosing Centralized Mailboxes that Comply with the U.S. Postal Service Regulations

Q1. WHAT IS THE “4C” POSTAL STANDARD?

All NEW CONSTRUCTION AND MAJOR RENOVATION projects require U.S. Postal Service STD-4C compliant mailbox systems as of October 5, 2006.

The USPS 4C Standard for wall-mounted mailboxes includes the following specifications:

- New compartment form factor minimum size requirement of 12”w × 15”d × 3”h
- Eliminates the vertical form factor (5”w × 6”d × 15”h) design
- Introduces parcel locker requirement based on a 1:10 parcel locker to customer compartment ratio
- Strengthens security requirements for the entire receptacle
- Standardizes and improves tenant compartment lock design
- Meets Americans with Disabilities Act (ADA) standards



STD 4C

Q2. HOW DO THE NEW REGULATIONS AFFECT HOW I BUY CENTRALIZED MAILBOXES?

The three (3) simple questions below will help you determine the right wall-mounted mailbox product for your project:

1. Are mailboxes being used in new construction?

- a. If Yes - “4C” wall-mounted mailboxes or free-standing Cluster Box Units (CBU) products must be used.

2. If renovating – are mailboxes simply being replaced using same rough opening (RO)?

- a. If Yes - then “4B+” rated verticals or horizontals may be used.
- b. If No - then STD 4C must be used.
- c. If adjusting RO or adding new mailboxes - new “4C” rated mailboxes must be used.

3. Is the mailbox installation inside or outside?

- a. If inside -choose mailboxes based on answers to Q2.
- b. If outside and “unprotected” - 4C or CBU products must be used.



STD 4B+ Horizontal



Vertical

Q3. WHAT DOES “MAJOR RENOVATION” MEAN?

- A “major renovation” would occur anytime the condition of the wall is being modified where the existing wall-mounted mailboxes are presently installed.
- If the cavity of the wall is altered in such a manner the mailboxes can’t be reinstalled on a one-for-one basis, the renovation would be considered “major” and mailboxes complying with the new USPS STD-4C regulation should be installed.

If you have any questions about which USPS mailbox Standard will be applied to a specific project - please contact your local Postmaster or Postal Delivery Planning Official for guidance prior to purchasing any wall-mounted mailbox systems.