

SUN MOUNTAIN RANCH CLUB & MEMBERSHIP ASSOCIATION

MAIL BOX POLICY

Individual mailbox units are available to Lot Owner(s) on a first come, first serve basis for a one-time rental charge at the current rental rate of \$100.00 per unit.

Lot Owner(s) will be limited to the rental of one (1) unit per lot. Lot Owner(s) must be in good standing with their HOA dues in order to request a unit.

Lot Owner(s) are required to complete and sign a Mailbox Application and remit the appropriate fee prior to rental of the box.

Two (2) keys will be provided for each mailbox unit.

Surrender of mailbox and return of keys to the Mailbox Coordinator is required upon sale of the Lot Owner's property.

Mailboxes do **NOT** automatically transfer to the new Lot Owner(s). New Lot Owner's must complete their own Rental Agreement and pay the current box rental fee.

Mailbox locks will be rekeyed upon surrender, prior to re-renting.

No stickers, decals, or advertising flyers will be allowed on the mailbox units or the station structure.

Mail cannot be collected from your box until it is delivered and secured by the postal carrier in the box, and you must use your key to open the box door.