



## Carrollwood Reserve Homeowners Association

### Mailbox Policy

#### **Ownership:**

Mailboxes and their support systems are the property of the homeowners.

- Where there are two mailbox per support system each homeowner owns the mailbox with his or her house number and both homeowners co-own the support post and crossbar system.
- Where there is a single mailbox, that homeowner owns both the mailbox and support system.

#### **Configuration:**

The official configuration for our Association is as follows.

- Base and Cross Bar – Almond
- End Caps – White
- Mailbox – Beige Powder Coated Greystone T1
- Flag - Green
- Numbers - Reflective Green Vinyl
- Numbers and/or reflectors may not be affixed to the support system or the sides of mailboxes.
- Homeowners may affix a temporary, decorative covering on the mailbox during holiday seasons.
- There are no deviations allowed.



#### **Maintenance:**

Owners are responsible for keeping their mailbox and support system clean and serviceable. The management company will inspect the mailboxes periodically and advise homeowners who are derelict in their responsibility.

If a homeowner fails to bring his or her mailbox into compliance within the stipulated timeframe, the Association will levy appropriate fines and/or reprimands. If necessary, the Association will, at the owner's expense, replace necessary parts and or mailboxes.

#### **Replacement parts:**

The Association's design is registered with, and replacement parts are available through:

Creative Mailbox & Sign Design  
6422 Harney Rd, Suite F (Dock Door 69)  
Tampa, FL 33610  
**Phone:** (813) 818-7100 | **Fax:** (813) 330-3309  
**Toll Free:** (855) 253-MAIL (6245)