



AUSTRALIAN
PARCEL BOX

Please assemble your Parcel Box before painting.

If painting is required.

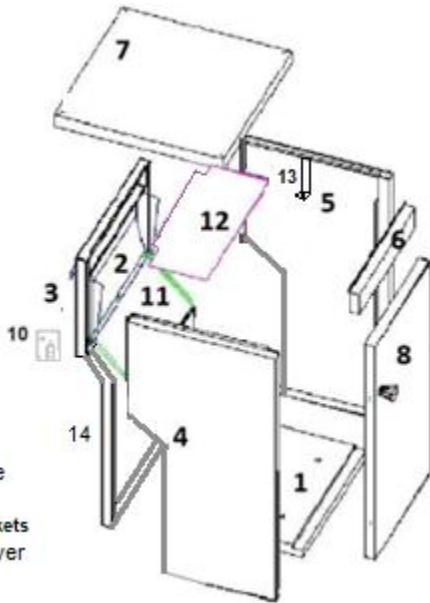
Only the outside should be painted.

Please follow these Instructions to avoid problems.

ASSEMBLING YOUR PARCEL BOX

Band-eBox Exploded Parts List

- | | |
|----|-----------------------|
| 1 | Base |
| 2 | Flap |
| 3 | Front |
| 4 | Left Side |
| 5 | Right Side |
| 6 | Rail |
| 7 | Cap |
| 8 | Door |
| 9 | Axle |
| 10 | Axle Brackets |
| 11 | Lower Flap Plate |
| 12 | Letter Shelf |
| 13 | Letter Shelf Brackets |
| 14 | Lower Front cover |



Tools

Required

- Phillips screwdriver
- Spanner; 8mm (Metric) or 5/16 Inch (Imperial)
- Silicone
- Gloves (to protect hands from sharp edges or in case of pinching)
- Masking Tape, Duct Tape or similar.

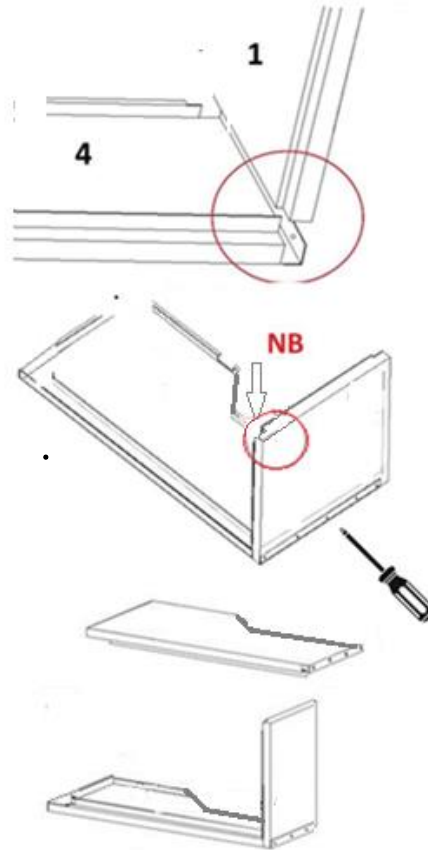
Step 1

Prepare a flat surface to work on. Preferably carpet or a hard surface covered by a blanket.

Open the carton with care to avoid scoring the powder coating on the parts inside the carton.

Step 2

Place the Left Side ④ onto the previously prepared flat surface. Insert the Base ① into the slot in the side as shown below and insert the screws into the 5 holes in the Base ①.



Step 3

Place the Right Side ⑤ onto the previously prepared flat surface. and into the Base ① as previously shown above and insert the screws into the 5 holes in the Base ①

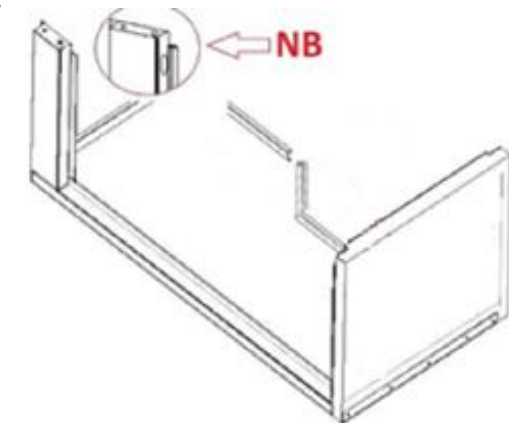
Step 4

Place the Front ③ onto the open side and Insert screws while making sure to line up all the edges.



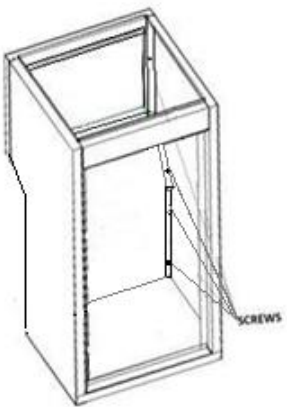
Step 5

Screw the Rail ⑥ into the holes provided as shown below.



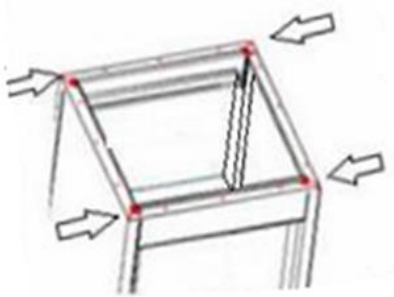
Step 6

Stand the box up and insert 6 screws through the two sides of the box into the Lower Front Cover 14 as depicted below. Do this by reaching through the inside of the box through the open side.



Step 7

To protect your Parcel Box from water, squeeze a bead of silicone on each corner and around each screw hole. as shown below



Step 8

Place the Cap ⑦ onto the top of the box. As before, insert the screws into the Cap ⑦ by reaching through the open side of the box, insert screws at opposite sides to ensure holes line up correctly. Clean off any excess silicone which may have squeezed out as it may spoil paint or render.

Tip: use an awl or such to line up the holes in the cap with the corresponding holes in sides if necessary.

Step 9



Attach the envelope shelf guides provided on the centre cap screw This should be done before insulation is installed.

Step 10

The Door has a locating pin in the top corner which should be inserted into the corresponding hole in the corner of the door frame on the top . A spring loaded bolt is located in the lower corner of the Door to be inserted into the corresponding hole at the bottom of the door frame.

Tip: The Rear Door can be rotated for left or right hand hinging. Use the Nylon washers supplied on the pin or bolt to raise the door so it does not scrape on the bottom frame.



A "Crazy cabinet makers Tip" on door Assembly

If the rear door is catching at the left top edge then remove the door.

Now drop the box onto a concrete slab on the same bottom left corner with sufficient force to fix the problem by squaring the frame. (Must be the corner not the side)

If the rear door is catching at the left bottom edge then remove the door then drop the box onto a concrete slab on the bottom right door corner with sufficient force to fix the problem by squaring the frame. (Must be the corner not the side)

(It is caused by a slight play in the screw holes when the box was assembled or handling in transit causing the frame to be out.

Watch out your toes don't get in the way.

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If you are changing the finish and Colour of your parcel box

Go to the next page now for Painting instructions.

- **IF YOU ARE PAINTING YOUR PARCEL BOX**

Only paint the outside of the Parcel Box.

Gently scuff the powder coat surface with a green pot scourer or fine sandpaper. Remove any silicone or grease which may prevent paint from sticking.

Render Finish

Apply 2 coats of the special render paint supplied, using a roller. Allow approx. 4 hours between coats. To change the colour use an exterior UV resistant paint. Example DULUX Weathershield on top of the Render finish. Apply after render finish is dry using a roller. Clean up with a wet cloth.

OR

Smooth Finish

If you want to change the colour but retain the smooth powder finish. This requires a little more skill and should only be done if you are confident. Use Dulux Metalshield Premium tinted to your preference on the Powder coat finish. Use a roller with a micro texture. (or a spray can) Clean up with turps. Allow 24 hours to dry.

TIP

To Save wasting paint don't clean the roller between coats. Instead wrap the roller in plastic or stretch wrap until the next coat

TIP

Apply a thin first coat to get started.

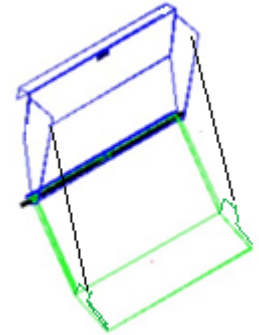
TIP

Use Masking Tape around the lock, or remove the lock prior to painting. In case you do remove the lock,

Step 10

Join the stainless-steel Flap ② to the lower plate ⑪. Using the 6mm axle supplied. (Metal Rod) and put a fiber distance washer at each end. (use Vaseline or silicone to hold the washers against the side of flap while installing.

axle

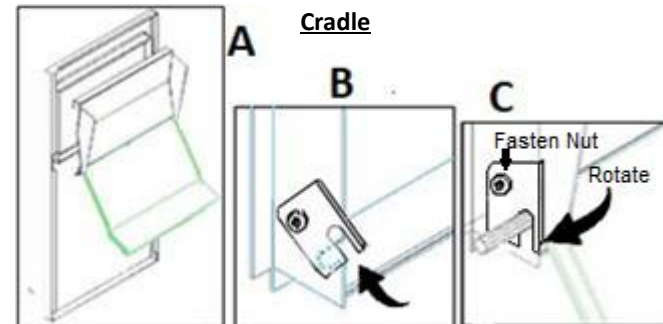


To fit the Flap Assembly clean or scrape any dry paint obstructions out of the Cradle first as it may prevent the axle from seating correctly in the cradle.

Watch the 30 second video on the website on the bottom of the website page. <https://www.australianparcelbox.com.au/>

Push the axle up into the Bracket fig B while keeping the fiber washer spacers on the inside of the window.

Swivel/rotate the bracket and axle into the hanger slot fig C. see below.



Make sure the stainless-steel flap and axle are seated fully down, in the cradle otherwise, the SS handle will foul the top of the window frame, while tightening the nuts shown in Fig C with a no 8 spanner.

Step 11

Before mounting the front Flange to the Band-eBox, Install and mount the Band-eBox in the wall or fence.

The Slam electronic code lock

Discard test batteries Insert 3 AA alkaline batteries into rear lock box. Good batteries should last in excess of approx. 12 months.

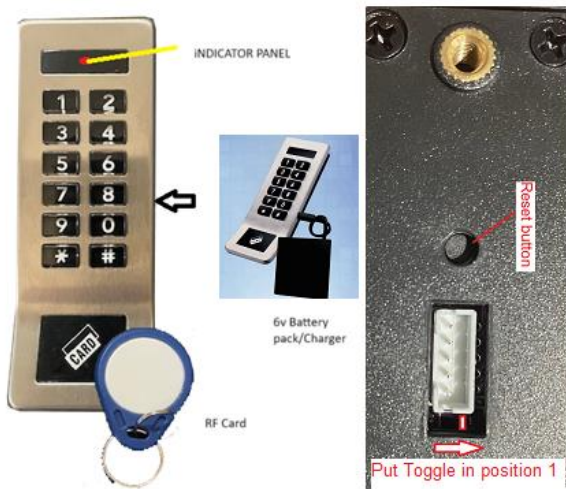
To set the new permanent lock code touch the Master RF card twice within a few seconds. The lock bolt will retract then the lock bolt will protrude again and the red light will flash. Within a few seconds while the red light is flashing enter the new user code. (2 digits minimum-9 digits maximum followed by #.) *While the red light is flashing a User RF card can be programmed this RF card will not be a Master RF card and can be used by a daily user.*

RF CARD > > New code # All previous user codes are deleted.

The Rf Master Card can be used to unlock the lock in an emergency. Keep the card somewhere safe. Beware accidentally touching the master touch card 3 times will delete all user codes and cards. A User RF card can be purchased and set for user use only. (Maximum 120 user cards) A 6v battery pack can also be purchased if required for emergency purposes.

To delete the user code touch the RF card three times while the red light is flashing. If the batteries are low then the red light will flash and beep 8 times when opening suggesting you replace the batteries. Replacing Batteries does not reset codes and Rf user card.

In an emergency use a 6V charger/ battery pack to power and open the lock using the user code or RF card.



****In case of problems.

See Video to set lock pin <https://www.australianparcelbox.com.au/image/catalog/Video/Set-Slam-Lock-Pin.mp4>

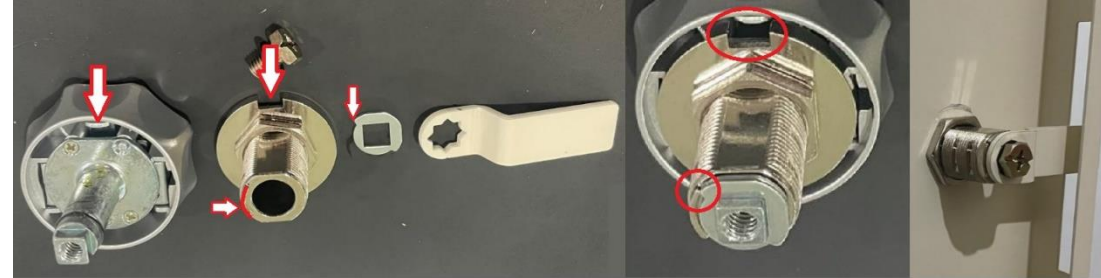
Reset Button = 3 long beeps = all cards, passwords deleted.

Make sure Function Toggle is in Position 1 on RH side.

Scan the RFID card = 3 long beeps sound Green light = lock and card are initialized. RFID card is now Master.

Mechanical Lock Operation Instructions

This is the correct way to re-assemble and fit the mechanical code lock. Cam can be Left or Right with door. Please note the orientation of parts and washers below. (Note Arrows and red arcs or circles)



The Lock code is factory set to "000"

Changing the code on a mechanical code lock

- First set the lock to factory open code (000).
- Push and **HOLD** the reset pin (located on the right-hand side of the cam lock) with the tool supplied or a sharp object.
- Select the code of your choice. Now let the reset pin go.

Keep this new code safely stored.

General Access by non-participating Couriers and Delivery Drivers

- It is a good idea to change your address with any online retail outlet who you regularly receive deliveries from. Your address should be changed to include the Parcel Box Code so that the driver can read the code on the Parcel once he arrives at your residence.

See the example below

Mr John Citizen

Parcel box code 123

270 Smith Street

Melbourne

Vic 3000

Thank you for your patronage and we hope you have many years of successful parcel/post.

Australian Parcel Box Team