

**Very important:-** Post box keys are not kept at the MECCEMA office, each residence was allocated a key and keys should be transferred from owner to tenant and from seller to buyer.

**What happens if a key is lost?**

If a key is lost, you will have to obtain new keys from the Post Office at Phoenix. Their contact number is

**031 500 1638**

**Who is responsible for maintenance of the Post Boxes?**

The maintenance of the Post box is the responsibility of the Post Office. If you have complaints, please address with them

**What address do I use?**

Please use your street address as indicated by the example shown:-

Mr A Smith  
37 Copperstone Lane  
Greenbrier Village      **(This is the area where *your* post box is located)**  
Meccema Two            **(The Estate Name)**  
Mount Edgecombe  
4302                        **(Street address postal code)**

We trust that receiving and posting on the Estate will be of great benefit to you all. Happy posting!

