

Victoria Estates Homeowners' Association, Inc.

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Mailbox Rules and Regulations

These rules and regulations apply to all VEHOA residents using a mail delivery box at Victoria Estates USPS mail delivery station.

- The right to use an individual mail delivery box in Victoria Estates Homeowners' Association (VEHOA) Cluster Box Units (CBUs) at the corner of Wellington Dr. and Kinsington Ave. are sold by the VEHOA Board of Directors.
- Mail delivery boxes may only be used by VEHOA resident property owners and tenants of the subdivision.
- Only individuals actually residing at a VEHOA property's physical street address may receive mail in a VEHOA mailbox, in accordance with USPS regulations.
- An individual mail delivery box can not be re-sold, leased, rented, sub-let, or loaned to anyone residing outside of Victoria Estates subdivision.
- Lock changes, repairs, or any other type of alterations to any individual mailbox or CBU must be **pre-approved in written permission** from the VEHOA Board of Directors.
- VEHOA mailbox users must follow all United States Postal Service (USPS) rules and regulations while using any of the VEHOA Cluster Mailbox Units.
- The VEHOA property's physical street and house number address is the USPS mailing address for receiving mail at the Victoria Estates mail delivery station.
- All responsibility for the individual mail delivery box's keys and all expenses for repairs to maintain each individual USPS mail delivery box in a safe clean functioning order at all times is the responsibility of the property owner to which the mailbox is assigned.
- If the individual mail delivery box is not continuously used and maintained in a safe, clean and functioning order, it will be reclaimed by VEHOA. The property owner will forfeit all rights to use any mail delivery box.
- When the property to which an individual mail delivery box is assigned is sold or conveyed to a new owner, the VEHOA mail delivery box will be listed on the Resale Certificate as a part of the property being sold to the new owner(s).
- Property owner(s) who sell their VEHOA property are required to pass the individual mail delivery box unit and the mailbox keys to the new owner(s).
- **Violation of any VEHOA mailbox rule or regulation will result in VEHOA reclaiming that property's individual mail delivery box. The property owner will forfeit all rights to the use any VEHOA mail delivery box.**