

Private Mailboxes

Monthly Rental Fees



Business Box

Corporate Box

6 Month Minimum & 10 One-Time Set Up Fee Applies

Digital Enhancement Available

+\$9.99

1. Receive Image of Every Mail Piece 2. Decide what to do with it

Open & Scan, Shred, OR Forward

Reasons to Rent

- Physical Address
- Private & Secure
- Receive All Deliveries
- **Accept Large Parcels**
- Easy & Convenient
- E-Mail/Text Mail Delivery
- **Fully Secured**
- Friendly Service
- Mail Forwarding
- One Stop Shopping

Boxes Accessible:

Mon-Fri 8:30 am - 6:00 pm, Sat: 9:00 am - 3:00 pm Sun: Closed









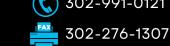
Requirements to Sign Up

According to postal regulations, customers must have <u>TWO forms of identification</u> so we can properly <u>fill out the PS Form 1583</u>. Color copies of both ID's will be retained.

- 1. One form of identification must include a **photograph** of the applicant.
 - A current, valid US State, Territory or Tribal driver's license*
 - A current, valid US State, Territory or Tribal non-driver's identification card*
 - Uniformed Services (Formerly known as the Armed Forces) ID card
 - Passport
 - Certificate of naturalization
 - US Access Card
 - US Permanent Resident Card
 - Matrucula Conular
 - US University ID Card
 - NEXUS Card
- 2. The second form of identification must validate the Applicant's Current Address
 - A current, valid US State, Territory or Tribal driver' OR non-driver's ID*
 - Current Lease
 - Home or Vehicle Insurance Policy
 - Vehicle Registration Card
 - Mortgage or Deed or Trust
 - Voter ID Card

Please note: Social Security cards, credit cards, and birth certificates are specifically listed as <u>unacceptable</u> forms of identification for the U.S. Postal Service.

PS Form 1583 must be signed **in person** at The Mail Box Store of New Castle **OR** must be signed in the presence of a **Notary** Public before we are able to open a mailbox





^{*}Drivers License/Non-Driver ID are listed in both category but may only be used as one form of ID