

Coastal Postal R.O.E.

\$25/month - Small Box: Window or no window, depending on availability.

Single Plan: One last name, one first name. Additional last name is \$20/mo.

\$30/month – Small or Medium Box: Window or no window, depending on availability.

Family Plan: allows up to five first names, same last name.

\$35/month - Medium Box: Windowed or no window, depending on availability.

Business Plan: Allows one business name and up to four employees.

(Additional services available for both family and business plans)

\$50/month – Large Box: Special circumstances will apply.

- Mail that will not comfortably fit in the mailbox will be staged on the shelf according to PMB # as addressed.
- Mail addressed incorrectly, will not be guaranteed to be where expected.
Expect delays if addressed incorrectly.
- Regular first class mail not picked up regularly may not exceed the box size repeatedly; extra fees for overstuffed mailboxes will be charged.
- Expected mail for a PMB without a tracking number will be difficult to track.
- Rent is considered Past Due on the 10th day of the month due, fees will be applied. Full month charged when past due 30 days.
- CC# on file that is declined during billing payments will incur a service fee if CPV gets charged by the cc company.
- Forwarding available for \$3 fee plus envelope and postage.
- Two forms of ID required including state driver's license or state ID.
- 6 month minimum required to start.
- Mailbox keys are \$5 when replaced. Small Plan includes one key;
Family and Business Plan include two keys. Other keys may be purchased.
- PMB may not be closed until all keys have been returned or paid for. Monthly billing will continue.
- *After Hours* keys are available for \$25; a refund of \$20 will be issued when returned.
- USPS mail or any third party delivery service will not be delivered to any PMB; Coastal Postal will be closed if USPS is closed that day.
- ***PLEASE MAKE OTHER DELIVERY ARRANGEMENTS FOR CRITICAL SHIPMENTS IF THE SHOP WILL BE CLOSED.***
- There may be unexpected closures due to an unforeseen event; in this case CPV will make this information known to the box holders as far in advance as we can. Please sign up for some social media, e.g. Facebook, and consider keeping track of CPV online, shop news is updated when necessary.
- Due to the PMB (Private) status, it is up to the box holder whether mail or packages may be dropped off from a private party.
- ***Licensed officials are the only people who may gain access to your Form 1583 information.***
- ***SHORT TERM NOT RECOMMENDED– Forward Form PS 3575 is not applicable when leaving a PMB. All Box holders must inform each individual sender of new address when closing a PMB. Forwarding available when box is paid in good standing.***