



MT. POCAHONTAS PROPERTY OWNERS' ASSOC., INC.
 386 Old Stage Rd. Albrightsville, PA 18210
 Phone: (570) 722-9220, Fax: (570) 722-2605
 E-mail: mppoa@ptd.net
 Website: www.mtpocahontas.com

Future Homeowner of

 Albrightsville PA 18210

Lot #

RE: Cluster Box # _____ Per _____
 Post Office Representative

Dear Future Neighbor:

The cost for the Cluster Box is a one-time fee of \$135.00. We accept cash or checks only, checks payable to MPPOA. This is a non-refundable fee. Please sign and date the bottom of this letter as acceptance of these terms and return to the office.

Please be advised that you will need to:

1. Bring this complete form to the MPPOA office to pay the \$135.00 fee.
2. You will then take the form to the Albrightsville Post Office, and they will assign the Cluster Box #.
3. You will then need to come back to the MPPOA office with this letter after the Albrightsville Post Office assigns the cluster box to obtain your keys.
4. You will then take all three (3) keys to try in the lock to ensure that all the keys work.

If anything happens to the cylinder you are responsible for paying the cost of \$25.00 to have the lock changed. Mail must be picked up at least every 30 days, if your mail is not picked up in a timely manner, your box could be closed by the Albrightsville Post Office.

Should you have any questions regarding this matter, please do not hesitate to contact the office. Our business hours are 8 AM to 4 PM Monday to Friday and 8 AM to 12 PM on Saturday.

Sincerely ,

Mt Pocahontas POA

Date _____

 Printed Name/Names

I/We _____ agree to the terms listed above.