

Name _____

Phone No. _____

Address _____

Date _____

Arenac County Road Commission Mailbox Replacement Policy

The Arenac County Road Commission has adopted the following Mailbox Replacement Policy, effective December 1, 2009.

Mailboxes that are damaged as a result of being physically struck by Road Commission's equipment during road maintenance operations will receive a voucher for a maximum of twenty-five dollars (\$25.00) as outlined below.

Mailboxes knocked off or damaged by the force of snow, ice or slush coming off the end of Road Commission's snowplow equipment will not be repaired or replaced by the Arenac County Road Commission.

1. If an individual wishes to receive a voucher for a maximum amount of twenty-five dollars (25.00) for a standard metal replacement mailbox and/or post, they must contact the Arenac County Road Commission's office at 4271 Airpark Drive, Standish, Michigan 48658, or they may telephone (989) 718-3250, between 8:00 AM and 4:00 PM, Monday through Friday and report the damage.
2. An individual that wishes to receive a twenty-five dollar voucher for mailbox and/or post replacement will state their name, telephone number and address when reporting their mailbox and/or post damage to the Road Commission. A Road Commission Supervisor, when available and weather permits, will investigate the damaged mailbox and/or post and determine whether the damage was the result of it being struck by Road Commission's snowplow equipment and not by the force of snow, ice or slush coming off the end of snowplow. **Mailboxes and/or post knocked off or damaged by the force of snow, ice or slush coming off the end of Road Commission's snowplow equipment will not be repaired or replaced by the Arenac County Road Commission.**
3. The Road Commission's employee will file a mailbox and/or post repair determination form and a voucher for a maximum amount of twenty-five dollars (\$25.00) for those individuals whose mailbox and/or post damage was the result of Road Commission's snowplow equipment physically striking their mailbox and/or post. Notification will be given to the individual when the Road Commission has determined that the damage caused to the mailbox and/or post was the result of snow, ice or slush coming off the end of the snowplow equipment and a voucher **will not** be issued for the mailbox and/or post replacement.
4. All repair vouchers will be redeemable at **Sequin Lumber Company, 105 W. Cedar St., Standish, Michigan** or **Bernard Building Center 808 E. Huron Rd, Au Gres, Michigan**. An individual may choose to install a more expensive plastic or decorative mailbox, however, the Road Commission will only issue a voucher for a maximum amount of twenty-five dollars (\$25.00).
5. In extreme hardship cases where an individual is physically unable to replace a damaged mailbox, the Road Commission may, at its discretion and convenience, replace the damaged mailbox and/or post using its labor and equipment.

The Arenac County Road Commission has determined your mailbox and/or post was damaged by the force of snow, ice or slush coming off the end of snowplow equipment and a voucher will not be issued.

The Arenac County Road Commission has determined your mailbox and/or post were physically struck by Road Commission's snowplow equipment and a voucher number # _____ is included with this form.

Road Commission Supervisor _____ **Date** _____