

# Packaging Pointers

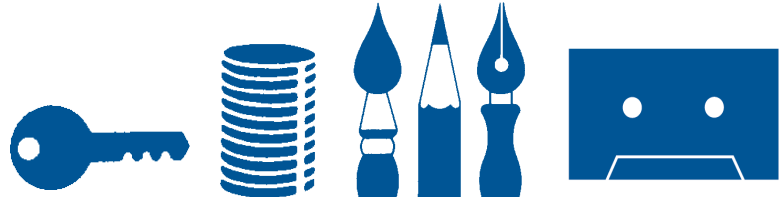
## Content

## Containers

## Cushioning

## Closure

### Small Odd Shapes



Padded envelopes or small cardboard boxes

Padding such as cotton, newspaper, foam, or plastic bubble sheets to prevent shifting

Adhesive flaps or packaging tape

### Awkward Shapes



Fiberboard boxes or tubes (tube ends should equal side wall strength) with length not more than 10 times girth

Preformed fiberboard or foamed plastic shapes to brace item and support container's surface

Packaging tape (or glue for tube ends)

### Fragile Items



Fiberboard boxes (at least 175 box grade)

Foamed plastic or padding to distribute shocks and separate item from container surfaces, individually wrapped items

Packaging tape (used also to reinforce edges)

### Shifting Items

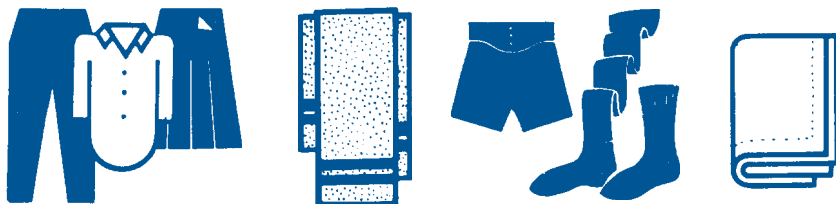


Fiberboard boxes (at least 175 box grade, holding up to 20 pounds)

Interior fiberboard separators or tape reinforcement to prevent shifting

Packaging tape (used also to reinforce edges)

### Soft Goods



Self-supporting boxes or tear-resistant bags

None necessary

Packaging tape or self-sealing bag

### Liquids



Leakproof interior containers packed within durable outer containers

Between interior and outer containers, absorbent wrapping materials to soak up spills and prevent shifting

Packaging tape

### Powders

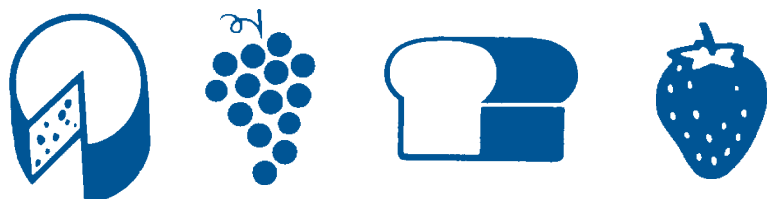


Sift-proof interior containers packed within durable sift-proof outer containers

Padding such as newspaper to prevent shifting

Packaging tape

### Perishables



Odor-proof containers

Absorbent wrapping materials to soak up liquids and prevent shifting

Packaging tape

### High-Density Loads



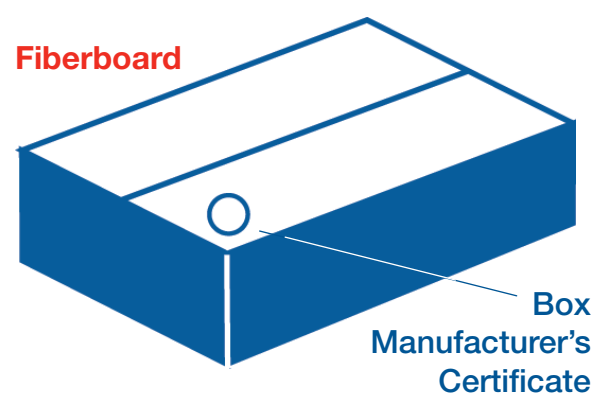
Fiberboard boxes (at least 175 box grade, holding up to 20 pounds)

Fiberboard pads for blocking and bracing to prevent shifting

Packaging tape (used also to reinforce edges)

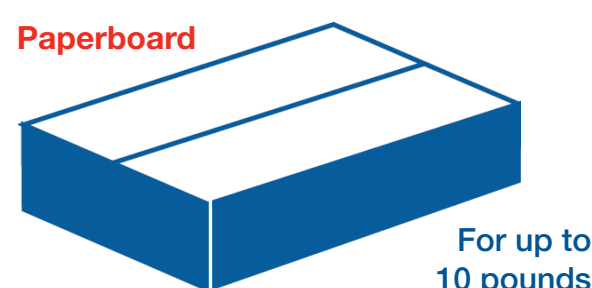
## Boxes

### Fiberboard



Max. Weight (lb.)	Box Grade
20	125
40	175
70	275

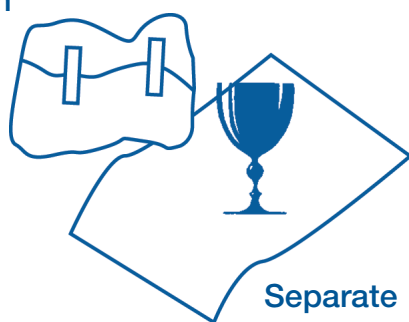
### Paperboard



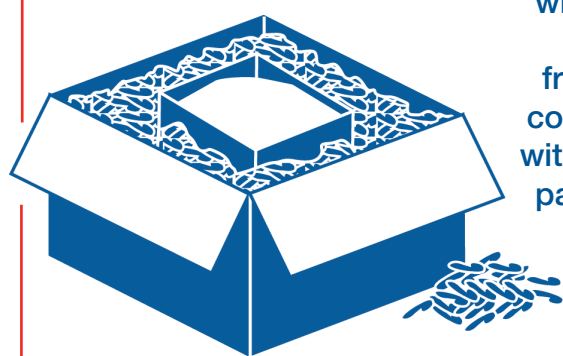
For up to 10 pounds

## Padding

Wrap each item with enough padding to keep the item from being damaged by shocks and vibrations.

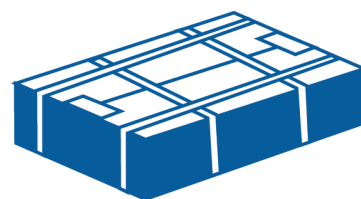


Separate the wrapped items from the container with more padding.

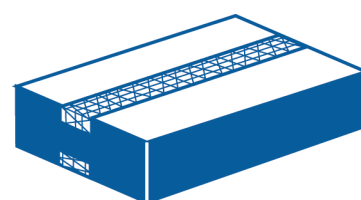


The padding should be uniform so that it distributes physical forces evenly.

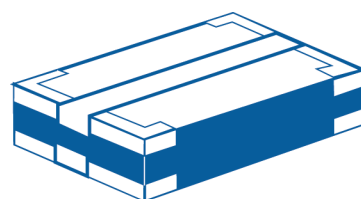
## Tapes



**Packaging tape** (2-inch minimum width) helps to prevent accidental opening.



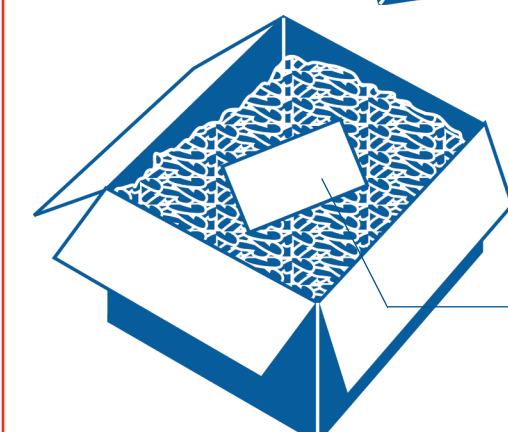
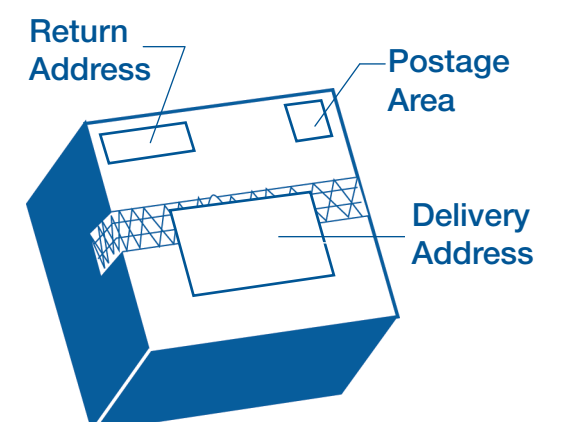
**Reinforced kraft paper tape** is a good second choice.



**Kraft paper tape** works for lighter loads (3 pounds or less).

## Addresses

Address labels must be readable from 30 inches away, must not be easily smeared or washed off by water, and should contain a ZIP Code™.



It's a good idea to enclose your return address and a list of the contents in case the package opens while in transit.

For more details, see your retail associate.

