

Packaging Pointers

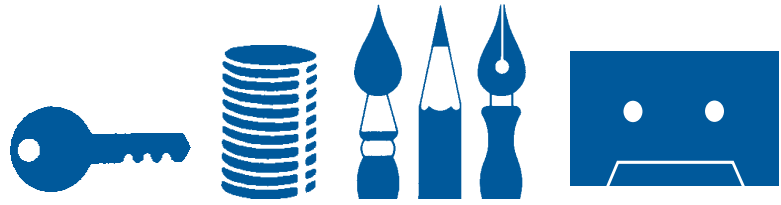
Content

Containers

Cushioning

Closure

Small Odd Shapes

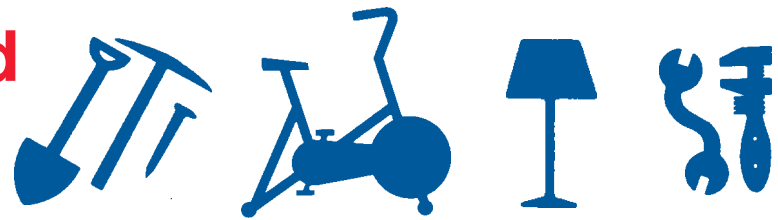


Padded envelopes or small cardboard boxes

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

Adhesive flaps, staples, or packaging tape

Awkward Shapes

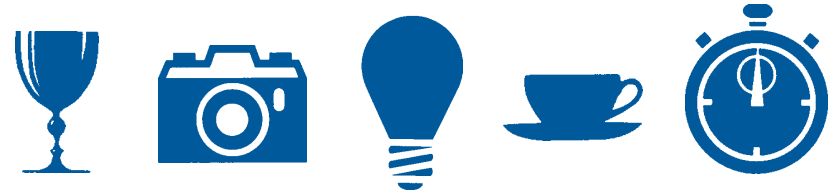


Fiberboard boxes or tubes (tube ends should equal side wall strength), with length not more than 10 times girth

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-pound test)

Foamed plastic or padding to distribute shocks and separate item from container surfaces

Packaging tape (used also to reinforce edges)

Shifting Items

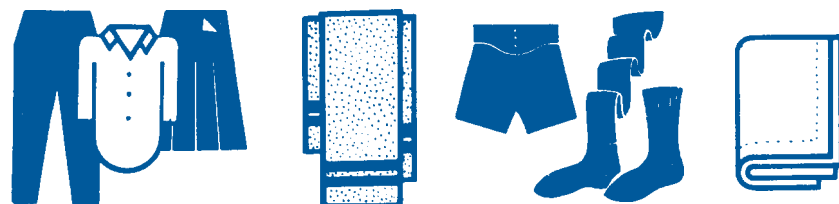


Fiberboard boxes (at least 175-pound test, holding up to 20 pounds)

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 and exterior containers

Absorbent wrapping materials like cotton or newspaper to soak up spills and prevent shifting

Packaging tape

Powders

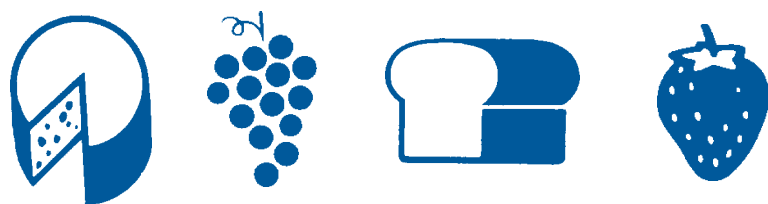


Sift-proof containers

None necessary

Packaging tape

Perishables



Odor-proof containers

Absorbent wrapping materials like cotton or newspaper to soak up liquids and prevent shifting

Packaging tape

High-Density Loads



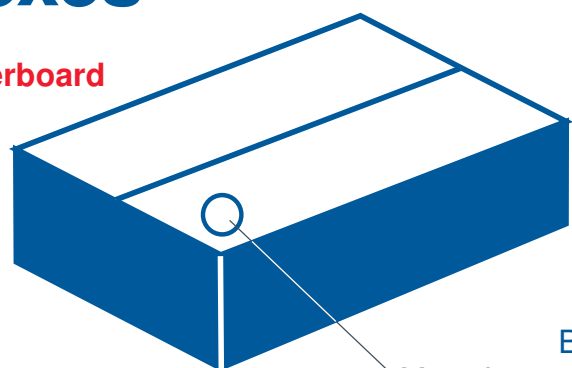
Fiberboard boxes (at least 175-pound test, holding up to 20 pounds)

Fiberboard pads for blocking and bracing to prevent shifting

Packaging tape (used also to reinforce edges)

Boxes

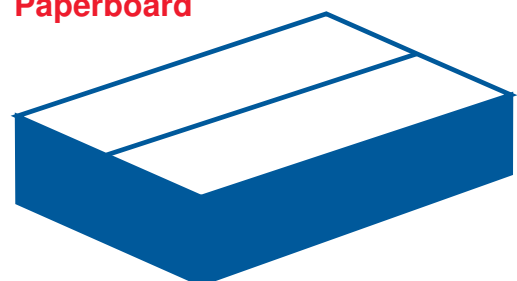
Fiberboard



125-lb test: 20-lb package
175-lb test: 40-lb package
275-lb test: 70-lb package

Box
Manufacturer's
Certificate

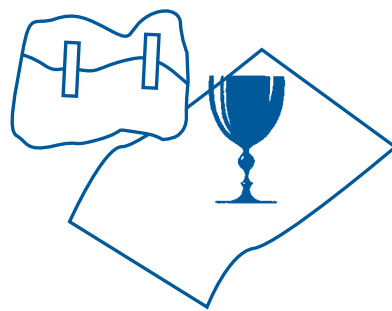
Paperboard



For up to 10
pounds

Padding

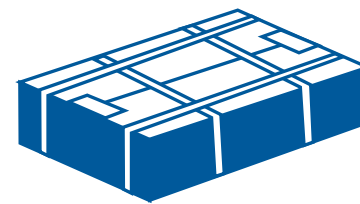
Wrap each item with enough padding to keep the item from getting damaged by shocks and vibrations



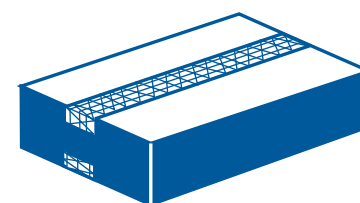
Separate the wrapped items from the container with more padding

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

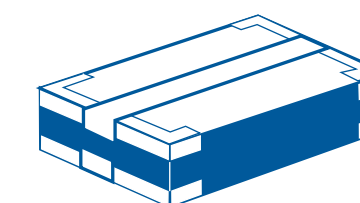
Tapes



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



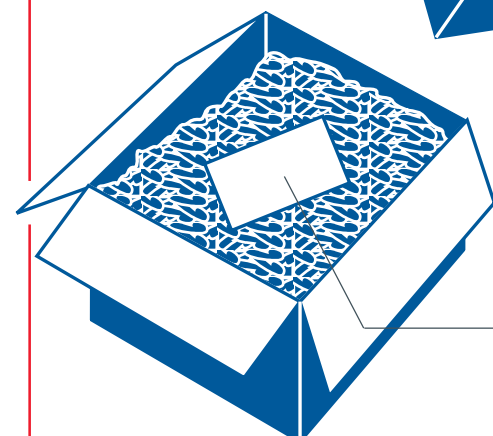
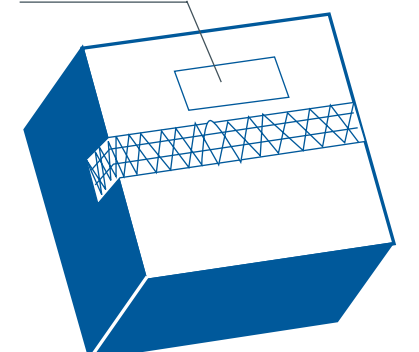
Reinforced kraft paper tape is a good second choice



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 should the package open while in transit

For more details, see your window clerk or ask for Publication 2, *Packaging for Mailing*