



Handy Packing Tips for Export

Proper Packing is the most important thing that you the shipper can do to save time, money, and aggravation!

Basically, use common sense when packing. Pack heavier things like books into smaller boxes, and pack lighter things in progressively larger boxes. Where possible pack a box so that one person is able to move unaided, for example a 25kg bag of cement manageable weight. Thick boxes are the best type for export packing for example, the type a new television would arrive in. Wooden cases are only necessary for the heavy items such as tools etc.

Don't save all your packing for the last day. Begin packing the items not commonly used well in advance. Packing gets more and more tiresome over a long period of time; therefore, it's good to get a positive early start by packing as much as possible. Disassemble items that need to be taken apart and carefully save any fittings involved. It is virtually *impossible* to replace these types of components, so be very careful where you store them.

Don't pack your chequebook, passport, visas or airline tickets! If you are putting your goods into a container, do not pack important papers like passports, driver's licenses, birth certificates as these documents may be required to gain access to your load.

Thoroughly wrap fragile items individually with paper, bubble wrap or foam wrapping depending on the item (newspaper is only good for non absorbent surfaces and may stain if comes in contact with fabrics). Special care must be taken with small items so as not to lose them in the packing materials. Taping over the wrapping is a good technique to highlight a small item so as not being merely a bunched up piece of paper. should be wrapped so as not to clatter within the box. Use plenty of paper to line the top, bottom and side of each box. Plates should be individually wrapped and then stood on their side in the box- **NEVER lay them flat**. Glasses should also be individually wrapped and packed standing up, they're stronger when standing upright than if on their side.

All staples in boxes should be removed so as to safeguard damageable surfaces such as wood floors, counter tops, and furniture where cartons may be stacked prior to pickup and after delivery. Do not interlock box flaps together - always tape bottoms and tops sealing open edges with at least three strips of tape and at least halfway up or down the sides of the box for strength. Remember that taping reinforces the strength of the box, and yet can be easily cut with a knife later when unpacking.

Mark the top and sides of all cartons on the tape with contents and room location (such as bedroom, kitchen, or basement). This will make identifying where things are easy when they are stacked on top of each other. If the box is reused, then using fresh tape over marked taped easily eliminates old markings.

Oil based pictures should be covered over with a no acidic clear wrap and then bubble wrapped or wrapped in blankets, and then placed in a picture box or a flattened out box with the ends taped. **Pictures in glass frames** or mirrors should be wrapped in blankets and packed in picture cartons or flattened out cartons. **Lamps and lampshades** should each be placed in separate boxes. If two lampshades are put together a piece of plain paper should be put between them so that they can be easily pulled apart. Do not use newspaper with print or it will permanently mark the shades.

Electronic equipment should be padded and boxed so that knobs are not broken off and the finish is not scratched.

Stack all packed cartons neatly against a dry wall, and create clear, unobstructed paths to prevent the possibility of tripping when the cartons are being loaded onto the vehicle

Walk through every room of the property you are moving from to ensure that all you are taking has been loaded on the vehicle. Finally, check all cabinets, drawers, basement, garage, and storage areas. Look at all inside or outside places where things may have been left sitting (including windowsills). Get your ladders, hoses, and toolboxes. Be absolutely certain that everything has been loaded onto the truck before the doors close.

Hazards that pose a risk of harm should be avoided at all cost such as objects left on the stairs, fragile items or loose flat pack furniture not properly secured and protected.

Parking near your residence should be easily accessible and prior arrangements should be made if necessary. Remember the truck cannot block any road access. If the vehicle is parked a long way from the property it obviously will take longer to load and cost you more.

If you are unsure of any potential problems please advise us well in advance of the moving day

Confirm your moving date and time with Sasco-UK at least 5 days in advance.