

Packing Tips

1. Put as many items in boxes as possible

- When packing boxes, put in as much as possible. Fill boxes completely, even if packing is needed to fill it up, otherwise the box may collapse when loaded in the truck.
- Place items of like kind in each box-DO NOT mix books and glassware, etc.
- Knives and sharp objects need to be packed in a safe container to avoid puncturing a box and possibly damaging furniture or other items.
- Do not use boxes without tops.
- Tape top of boxes securely. Box with just flaps folded do not hold. Please check to be sure the bottom of the box is also secure.
- Pack glass canned food either in their original box or wrap them securely with bubble wrap and label the box FRAGILE.
- Please pack heavy items such as books in smaller boxes, not larger than three (3) cubic feet, such as apple or orange boxes.
- Dishes should be carefully packed and wrapped individually in paper to prevent breakage.
- Box ALL small items (small appliances, computer equipment, lamps, lamp shades, etc.) to give them maximum protection and keep them from getting scattered in moving. Suggestion: Stack lamp shades together and put in bottom of wardrobe boxes that have short items hanging in them. Also could put shoes and other small items the same way (not heavy items.) Be sure and mark contents on the outside of the box.
- Remove all pictures from walls. Pictures need to be packed in picture boxes to ensure safety of glass, frame and picture.
- As boxes are packed, place them in sections sorted by heavy, light, fragile, books, etc.
- We are not responsible for damage to contents which are packed in boxes, unless the box itself has been damaged (such as crushed).

2. Be sure to label all items clearly

- Label contents in each box clearly so driver will know where to safely place box in the load.
- BE SURE AND MARK EACH ITEM (furniture and boxes) with your name. We often have more than one person's possessions on the truck.
- Do not mark a box "FRAGILE" unless it is actually filled with easily broken items. This gets confusing and special care may not be taken with those boxes that are fragile.