



## Packing Tips and Information

### Packaging Materials and Tips

- \* Use new cardboard boxes to store items, which can be purchased from **Security Storage Units**
- \* Do not over or underfill boxes.
- \* Make sure items that are packed are easy to move, Eg not too heavy
- \* Make sure each box is labelled with content or with a number system for easier retrieval and reference
- \* Use appropriate materials to wrap good in, eg use butchers paper that is clean and won't leave inks stains on your items
- \* bubble wrap makes a good protection for most fragile items
- \* Prepare a list of each item stored and its value, in case of damage in moving items
- \* Dust and damp air may cause problems with goods, so make sure you cover items with plastic sheets or protectors

### Furniture:

- \* Dis-assemble any items that can safely be pulled apart. Wrap each part in bubble wrap. This allows for more room and ease of moving larger items
- \* Wardrobe boxes are available and allow you to store your clothing on hangers
- \* Make sure all items are clean and dusted before storing
- \* stack items appropriately to allow items to be recovered more easily
- \* Soft fabrics and furnishings are more vulnerable to conditions, so make sure they are wrapped with protective covers
- \* Each item is to be stored effectively, so heavier items don't damage smaller items

### Appliances:

- \* Clean, dust and dry all appliances before storing
- \* Leave refrigerator and freezer doors ajar for ventilation, with a deodoriser inside
- \* Avoid placing other items inside white goods

### Fragile Goods:

- \* Protect all glass, mirrors, fragile and crockery goods with bubble wrap

### Garden and Outdoor Equipment and Tools:

- \* Garden and tool equipment should be cleaned before storage
- \* Ensure that lawnmower fuel tanks are emptied
- \* Make sure any goods with a motor is disengaged or the battery disconnected.

### Planning your storage space:

- \* Plan your storage space – put those items that you need to get to most often near the front, close to the door
- \* Place heavy or large items at the base of your unit
- \* Using professional storage boxes and accessories gives better protection and easier removal

### What is not allowed to be stored:

- \* hazardous
- \* illegal
- \* dangerous
- \* stolen
- \* perishable
- \* explosive

**Make sure all batteries are disconnected, fuel and hazardous items have been dealt with appropriately. If you are unsure of anything please contact us to discuss.**