



# Tips for worry-free packing

The engineers at the UPS Package Lab near Chicago use sophisticated equipment to design and test packing solutions for some of the oddest and most fragile items. The professionals at The UPS Store® are trained to apply these techniques to the shipments they pack for you. Of course, there may be times when you pack a shipment yourself. Here are some tips to remember...



**Tip:** Use a new corrugated box with flaps. If you must use an old box, remove labels or other shipment markings from the box.

**Tip:** Provide internal protection by wrapping items separately and using adequate cushioning. Foam packing materials are ideal. Provide at least 2 inches of packing materials on all sides of the items.



**Tip:** Seal boxes securely, using strong tape designed for shipping (not masking or cellophane tape). Do not use string or paper overwrap, which can potentially catch in package-sorting equipment.

**Tip:** Use a single label that has clear, complete delivery and return addresses on the front. Placing a duplicate address label inside the box is recommended in case the outer label becomes illegible.



## UPS box strength guidelines

Always remember: Use a corrugated box of sufficient strength for the weight and size of the shipment by following the box strength guidelines below.

Box Type	Max Wt. in Box
200# Single-Wall	40 lbs.
275# Single-Wall	65 lbs.
350# Single-Wall	80 lbs.
200# Double-Wall	60 lbs.
275# Double-Wall	80 lbs.
350# Double-Wall	100 lbs.
400# Double-Wall	120 lbs.
500# Double-Wall	140 lbs.
600# Double-Wall	150 lbs.

Contact the UPS packaging experts by calling **1-877-877-7229** or e-mailing [package\\_testing@ups-psi.com](mailto:package_testing@ups-psi.com) to learn more about the value and benefits of pre-shipment package performance validation testing. For additional packaging pointers, visit [ups.com](http://ups.com) and enter "packaging guidelines" into the search function.

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