



DIY Packing Tips

1.5 CARTON (SMALL): The 1.5 carton (book carton) is for packing heavy items. Books, albums, tapes, canned goods bottled or jar items, and hand tools. Always pack items in an upright position. Cartons that contain bottled items should be labeled "Liquids". It is helpful to mark arrows pointing up on the carton.

3.0 CARTON (MEDIUM): The 3.0 carton is the most used carton. This carton may be used for most unbreakable items. Example: pots, pans, utensils, shoes closet shelf items, linens, lampshades, VCR's/DVD players, and lighter garage and garden tools.

4.5 CARTON (LARGE): The 4.5 carton is slightly larger than the 3.0. This carton is used for larger, lighter weight items such as toys, bed linens, tall lampshades, plastic storage containers (i.e., Tupperware), camping and sporting gear. This carton is not as sturdy as the smaller cartons, so it is important not to make this carton too heavy, and to fill it completely, to avoid crushing.

6.0 & 6.5 CARTONS (X-LARGE): The 6.0 and 6.5 cartons are designed for very large and very light items such as lampshades, comforters, sleeping bags, pillows, and large toys. These cartons are the least used, since the cartons are hard for van operators to handle, and they also crush very easily. As with the 4.5 carton, please fill this carton completely.

WARDROBE: This carton is for hanging clothes only. Wardrobes must be packed tight enough to prevent clothes from falling from the bar, but loose enough to avoid unnecessary wrinkling of clothes. You should refrain from putting loose items at the bottom of this carton, but some items, such as gift wrap, umbrellas, flags, etc. can be stood up in the corner of the carton - if there were no sharp edges that would snag clothing. Wrap in paper pads, if questionable.

MIRROR CARTON: This carton is used to pack mirrors and pictures that are too large for a dish pack, such as paintings, wall hangings, glass shelves, and glass tabletops. Always protect the item by wrapping it in paper pads before placing it in the carton. There is usually only one item per carton, but very thin pictures or glass tops can safely be packed two to a carton.

DISH PACK: The dish pack is the most important carton since all glass household items are packed in this carton. It is also the sturdiest carton, designed to protect the items inside, and to prevent other cartons or items from crushing it. Even the best constructed cartons are useless if improperly packed, so please study the following suggestions as to their proper use.

KITCHEN DISH PACK: Amply pad bottom of carton before placing items inside. For the bottom layer, start with heavy items such as Corning Ware, platters, heavy canisters, and dinner plates*. Always pack plates, saucers, bowls and platters on their sides/edges. NEVER lay flat*. Fill in spaces with crumpled paper to ensure a snug fit. When the bottom layer of the dish pack is finished, gently shake the carton. If there is any movement of the items, fill in with more paper until secure. Before starting the next layer, pad again with more paper to protect individual layers. Next, pack medium weight items such as saucers, bowls, small canisters, and mugs. Repeat the same procedure for securing the padding layer. Use the top layer for light and more delicate items, such as glasses and cups. Always pack these in an upright position. NEVER lay flat*. Leave enough room at the top of carton to allow a final layer of padding. Remember: If anything moves or shifts when the carton is moved, it is not properly packed and needs additional padding.

DINING ROOM DISHPACK: The procedure for packing china and crystal is the same as the instructions for packing kitchen dishes and glassware*. The difference is that these items are generally of higher monetary value, so careful handling while packing is important, as well as following the rule to pad well, secure your layers, and pack the heaviest items first, ending with stemware and china cups as your final layer.

LIVING ROOM/FAMILY ROOM: The items we pack in dish packs from these rooms will usually be lamps, small pictures, clocks, vases, and figurines. Again, pad the bottom of the carton. Lamps should be wrapped well (larger ones wrapped in a sheet of brown paper pad) and placed in the corners of the carton. Small pictures and wall hangings should be packed in an upright position (never lying flat) and placed against the wall of the dish pack. Fill in unused space with heavier items, such as vases or Knick knacks. Again, pad well, secure your layers, continuing to fill with lighter items as you work your way to the top of the carton.

Every carton you pack should have at least one sheet of packing paper on the bottom of the carton, and one placed on the top before closing. Even if you are packing books, this acts as a dust cover.

Always mark cartons on the side, list the room the items came out of, its general contents, and be sure to list your last name.