

Packaging Advisor

Packaging Guidelines

These guidelines provide packaging suggestions for the merchandise categories you selected.

Packaging Details

Dimensions (Length x Width x Height): 20 x 20 x 9 inches

Weight: 15 lbs.

Guidelines for your merchandise, including:

Consumer Electronics

Requirements for Packaging Batteries and Devices With Batteries

Protecting Battery Cells

Packaged batteries or cells must be separated in a way to prevent short circuits and damage to terminals.

Protect against short circuit by:

- Packing each battery or each battery-powered device in a fully enclosed inner package made of non-conductive material, such as a plastic blister pack or plastic bag.
- Separating or packing batteries vertically, or side by side to prevent contact with other batteries, devices or conductive material (i.e. metal) in the packaging

Protecting Battery Terminals

If the outer package is not impact-resistant, it should not be used as the sole means of protecting the battery terminals from damage or short circuit. Batteries should be securely cushioned and packed to prevent them from being crushed or from shifting while in transport, which could loosen terminal caps or reorient terminals, producing a short circuit.

Protect your terminals by:

- Ensuring that exposed terminals or connectors are protected with non-conductive caps, non-conductive tape or by other appropriate means
- Packing the battery in rigid plastic packaging
- Constructing the battery with recessed terminals or otherwise protecting the terminals so they will not damage if the package is dropped

Preventing Fires

Any device with installed batteries must be turned off during transport. Protect switches that can be accidentally activated, or remove the batteries and protect the terminals.

Several types of batteries may be regulated as hazardous materials in transportation. Learn more about shipping batteries by selecting the link below.

[Shipping Batteries or Devices with Batteries](#)

Interior Cushioning Guidelines

Recommended Cushioning:

Small Cell Bubble Sheeting

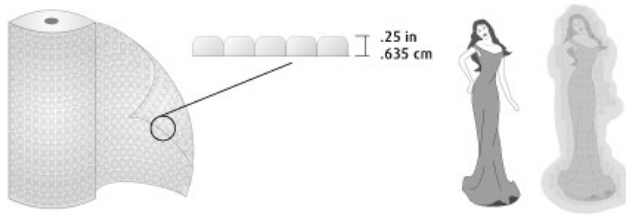
Small cell bubble sheeting is packing material made of 1/4-inch-tall (0.64 cm) air bubbles that are encased between two poly sheets as they are sealed together. This sealing process allows encapsulated air to provide a cushion against shock.

Small cell bubble sheeting provides surface protection and scuffing resistance. It also provides good cushioning for lightweight items and can be wrapped around almost any product regardless of shape or size.

When using small cell bubble sheeting, include several layers to ensure that the entire product is cushioned, and pay close attention to protecting corners and edges. When packing multiple items, wrap each item separately. Fragile items need separation from each other, and from the corners, sides, top, and bottom of the box.

Each item should be surrounded by at least two inches (5.08 cm) of sheeting and placed two inches (5.08 cm) away from the box walls. This prevents product-against-product damage and protects the contents from shock and vibration, which can pass from outside of the box to the contents. Use enough sheeting to ensure that the contents cannot move

when you shake the box.



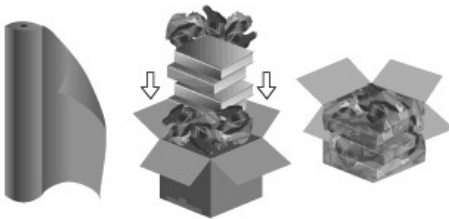
Alternate Cushioning: Kraft Paper

Brown kraft paper is a heavy material intended for packing applications.

Use kraft paper with a minimum basis weight of 60 lbs or an equivalent non-U.S. basis weight to ensure that it is thick enough to provide protection. Newspaper is not a recommended packaging material.

When using kraft paper, tightly wad the paper and place around and between the contents.

Each item should be surrounded by at least two inches (5.08 cm) of kraft paper and placed two inches (5.08 cm) away from the box walls. This prevents product-against-product damage and protects the contents from shock and vibration, which can pass from the outside of the box to the contents. Use enough kraft paper to ensure that the contents cannot move when you shake the box.



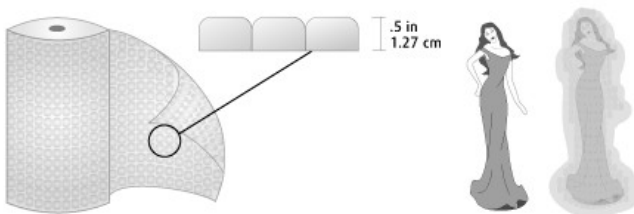
Alternate Cushioning: Large Cell Bubble Sheeting

Large cell bubble sheeting is packing material made of 1/2-inch-tall (1.27 cm) air bubbles that are encased between two poly sheets as they are sealed together. This sealing process allows encapsulated air to provide a cushion against shock.

Large cell bubble sheeting provides cushioning, and can be wrapped around almost any product, regardless of shape or size.

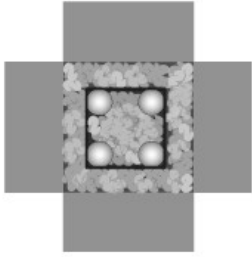
When using large cell bubble sheeting, include several layers to ensure that the entire product is cushioned, and pay close attention to protecting corners and edges. When packing multiple items, wrap each item separately. Fragile items need separation from each other, and from the corners, sides, top, and bottom of the box.

Each item should be surrounded by at least two inches (5.08 cm) of sheeting and placed two inches (5.08 cm) away from the box walls. This prevents product-against-product damage and protects the contents from shock and vibration, which can pass from the outside of the box to the contents. Use enough sheeting to ensure that the contents cannot move when you shake the box.

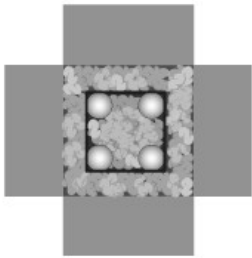


Product Placement Guidelines

Separate the products from one another with a minimum of 2 inches (5.08cm) of recommended materials.



Separate the products from the walls of the container with a minimum of 2 inches (5.08 cm) of recommended materials.



General Guidelines

Exterior Carton Guidelines

Make sure your box has a seal reflecting this number or is an equivalent.

Recommended Container:

200 Burst Strength Box

Use a new, single-wall, corrugated shipping container with a 200-lbs-per-square-inch burst strength, or non-U.S. equivalent.



Alternative Container:

32 ECT Box

Use a new, single-wall, corrugated shipping container with a 32-lbs-per-inch edge crush test (ECT) strength, or non-U.S. equivalent.



Alternative Container:

250 Burst Strength Box

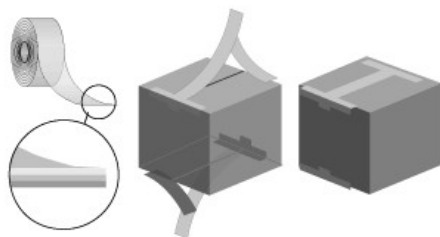
Use a new, single-wall, corrugated shipping container with a 250-lbs-per-square-inch burst strength, or non-U.S. equivalent.



Closure Guidelines

Seal the flaps of your shipping container using six strips of pressure-sensitive poly tape. Use

a strong tape with a minimum width of two inches (48 mm). For regular slotted containers (RSC) where the flaps meet in the center, apply three strips of tape to both the top and bottom of the box, so the middle and two edge seams are sealed. For corrugated containers where the flaps overlap (FOL), apply three strips of tape to both the top and bottom of the box, so the three edge seams are sealed. Do not use masking tape, cellophane (office) tape, duct tape, string, or paper over-wrap.



Shipping Label Placement Guidelines

Place the shipping label on the top of the package. To avoid confusion, make sure only one address is visible on the package. If you are using a packing slip, place it on the same surface as the address label.

Avoid placing the label over a seam or box closure or on top of box sealing tape.

Remove or cross out old labels or markings on used boxes.

Place a duplicate label or other form of identification inside your package.

Note: If you are using a mailing tube, place the label horizontally, with each end of the label pointing toward the ends of the tube, so the bar code can be scanned.

Always include your complete return address, including full street address and postal code.

Always include the recipient's postal code with the complete street address.

Make every effort to obtain a street address. If using a P.O. Box address, include the recipient's telephone number on the label. Note that any packages addressed to a P.O. Box may be delayed, are not covered by any UPS Service Guarantee, and require an address correction charge. Army Post Office (APO) and Fleet Post Office (FPO) address are not accepted.

For international shipments, include a contact name, telephone number, and postal code.



Related Information

For more information about packaging guidelines:

** See the UPS Tariff/Terms and Conditions of Service and UPS Rate and Service Guide for commodities handled and restrictions on service.

*** UPS's packaging guidelines are recommendations to assist you in packaging your shipment. Following these guidelines is not a guarantee that an item is sufficiently packaged for transportation.