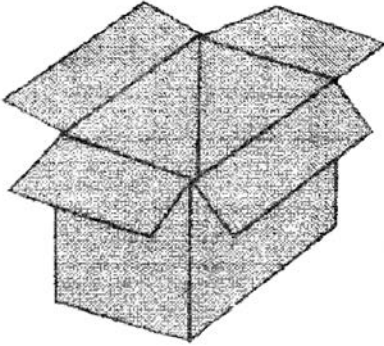




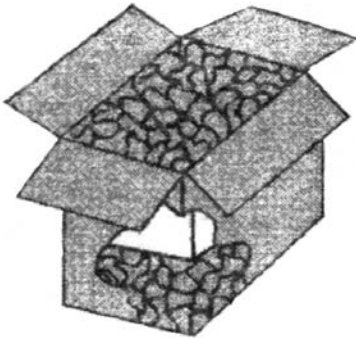
Pack It. Move It. Store It.™

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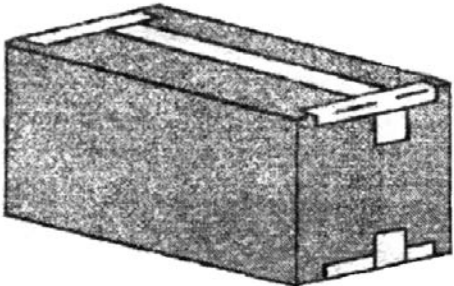
GUIDELINES FOR GOOD PACKAGING



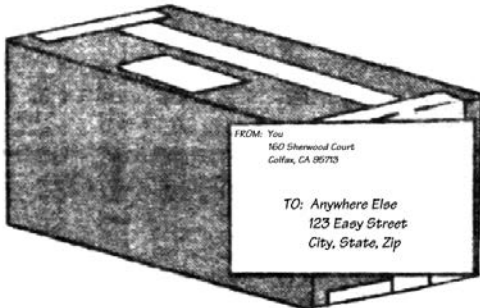
1. Use a corrugated box – For best results, use a new box large enough to allow room for adequate cushioning material on all sides of the contents. Though not recommended, if you choose to use a box that has already been used, remove old labels or other shipment markings from the box. Never exceed the maximum gross weight for the box, which is usually printed on the bottom flap of the box.



2. Provide internal protection – Wrap each item separately. Fragile articles need to be protected from each other and separated from the corners and sides of the box to prevent damage. Use enough cushioning material to ensure that the contents won't move easily when you shake the box. Note: Fragile objects require special packaging for safe shipment.



3. Close it securely – Use a quality package sealing tape to close your package. Do not use masking tape, cellophane tape, string, or paper over wrap. Use heavy weight tape or double layers of tape for heavier boxes.



4. Use proper labeling – Use one address label that includes your complete return address including ZIP code and includes the recipient's complete street address including ZIP code. Do not place the label over a seam, closure or on top of sealing tape. Secure the label to the box with clear sealing tape. Include a copy of the label in the box before sealing.

Visit our web site for more tips and hints! www.sierrastorage.com