

# Storage/Packaging Tips



- 1** Use good quality storage boxes to ensure the durability needed when moving.
- 2** Label or number boxes for easy reference.
- 3** Create an inventory of your stored items.
- 4** Fill boxes to capacity, half full boxes may tip or collapse if stacked.
- 5** Heavy items should be packed into small boxes (remember you have to lift them!!).
- 6** Protect your fragile items in protective packaging such as bubble wrap.
- 7** If you are storing clothes use wardrobe boxes with hangers as this helps to keep their shape whilst in storage.
- 8** Place protective covers over your soft furnishings.
- 9** Do not place heavy items on mattresses or sofas.
- 10** Leave the doors of refrigerators or freezers slightly ajar to prevent the build up of mould.
- 11** Stack chairs seat to seat with a cloth or paper to separate them.
- 12** Ensure all of your FUEL FILLED ITEMS are emptied prior to your arrival.
- 13** Un-plumb and drain washing machines & dishwashers.
- 14** Empty and drain irons, fryers, tea/coffee makers.
- 15** Plan your storage space:-
  - a)** Place your heavy or bulky items in the store first.
  - b)** Stack similar size boxes together.
  - c)** Ensure that items or documents you may need to gain access to are placed in last and close to the door.