

PACKING TIPS FROM THE PROFESSIONALS

Careful packing is one of the most important tasks in the moving process. How your household memories are wrapped, cartoned and protected prior to transit can mean the difference between a pleasant moving experience and disappointment on move-in day.

Professionally trained packers work with ease and efficiency. They go from room to room, and select the proper carton and cushioning materials for each item. Crystal, glassware and dishes, for example, easily fit into custom dish pack cartons. Each item is individually wrapped with clean newsprint before being placed within the protective walls of our corrugated cartons. A team of **White Glove** packers can complete the job in far less time that you might think – because they pack household memories daily.

When customers choose to pack for themselves, we want to provide as much assistance as possible. **White Glove** can offer you our full complement of cartons, plus our range of cushioning materials and tape.

You might elect to have **White Glove** pack the more delicate, fragile or hard to pack items – such as paintings, antiques, clocks, collectibles, lamps and glassware. Whatever you decide, we both want to make sure all household memories are carefully protected during this important phase of your move.

CUSTOM CARTONS PROVIDE HOMES FOR YOUR HOUSEHOLD MEMORIES

Dish Packs: (18x18x30) Double reinforced walls provide extra protection for crystal, glassware, dishes and other fragile items.

Small Book: (16x13x13) Designed for heavier items such as books and canned goods.

Medium: (18x18x16) for non-fragile items such as pots and pans, games and folded clothing.

Large: (23x23x20) For light yet bulky items such as pillows, comforters, linens, folded clothing and lamp shades.

Wardrobe: (24x21x49) For hanging clothes taken directly from your closet. A horizontal metal bar allows clothing to remain on the hangers throughout the move.

Mirror of Picture: These cartons are adjustable to provide near custom fit for pictures, paintings, mirrors, glass top or shelves and other large flat items.

Mattress: These cartons or plastic bags are available in various sizes to accommodate different sized mattresses.

All of the **White Glove** cartons are designed and constructed for moving household memories. While other cartons might seem adequate, such as discarded grocery store cartons, they will not offer the same level of protection in transit.

PACKING TIPS

Next to selecting the right-sized carton, the use of packing materials is equally important. We suggest clean newsprint like the kind **White Glove** can provide. We do not recommend using old newspapers instead clean newsprint; the ink can often rub off and stain glassware, clothing and other household items.

Newsprint can be used to gently contour around fragile items; it can be bunched up to provide at least 4 inches of cushioning to the bottom of the carton.

HANDLING AND PACKING SPECIFIC ITEMS

Plates, saucers and flat china

Wrap individually and then bundle three or four together. ***Stand on end in the carton, never lay flat.*** Use larger items as the bottom layer and place crumpled newsprint between each layer.

Bowls

Bowls and other odd shaped items should be individually wrapped. Everyday cereal or salad bowls may be nested together after they have been wrapped. Heavier bowls, such as mixing bowls, may be placed near the bottom or middle of the carton; lighter, more delicate bowls should make up the upper layers. ***Place upside down, bottoms facing up.***

Cups and glasses

Cups and glasses should be placed near the top, rim down, individually wrapped.

Glassware and crystal

Always individually wrap and place in the top layer. ***Never nest one piece inside the other.*** For particularly fragile pieces, pack and cushion in smaller separate cartons inside the larger one with generous newsprint cushioning.

Books

Pack flat or upright with the open edges and bound ends alternation. For books with fragile covers, wrap in newsprint.

Clothing

Place hanging clothing in wardrobe cartons. Other clothing may stay in dresser drawers, if the dresser is sturdy, but do not overload the drawers. Other folded clothing may be placed in medium or large cartons.

Food

Boxed dry food should be packed in medium cartons with openings taped shut to prevent spillage. Jars or canned goods should be packed in book cartons; make sure jars are wrapped and cushioned with newsprint. ***Never pack or move perishable or frozen food.***

Hats

If in a hatbox, pack in larger cartons. If not, loosely stuff with crushed paper and pack smallest carton available – either alone or with other hats.

Lamps

Lamp bases should be wrapped, cushioned and packed in dish pack cartons. Lamp shades should be individually packed in the appropriate sized cartons. Do not over-stuff cartons with too much newsprint. Shades can dent easily. Cushion loosely.

Flowers

Dried or artificial flowers or arrangements should be packed alone in the appropriately sized carton and loosely cushioned with crumpled newsprint. ***LIVE PLANTS CANNOT BE TRANSPORTED ABOARD THE MOVING VAN.***

Computers, CD players, radios and other electronics

These items should be carefully wrapped and cushioned, then placed in medium or large cartons. Larger electronic pieces, such as television sets, computer monitors and entertainment systems will be padded by your driver and moved as furniture. If possible, computer equipment (monitors, towers and keyboards) should be repacked in their original cartons to provide maximum protection.

Mirrors, marble tops glass tops and pictures

These items should be packed in mirror/picture cartons unless they are small enough to be individually wrapped and placed with other fragile items in the larger cartons. When placing in other cartons, ***place on edge – not flat.*** Large marble or glass tabletops often require a special crate and professional handling. The weight makes these items impractical to be packed in a corrugated carton.

PACKING CHECK LIST

- Use cartons of adequate size and strength
- When packing fragile items, always cushion bottom of carton and between layers
- Wrap fragile items individually
- Place heavier items in the lower part of the carton and lighter items in the upper levels
- Be generous with newsprint; it absorbs the shock
- Make sure all items are firmly packed in each carton. Loose items may move during transit and cause damage.
- Do not overfill cartons. Make sure the tops close easily without bulging
- Double tape and use PVC or strapping tape to keep cartons from bursting during transit

LABELING THE CARTONS

Use a heavy marking pen. Mark the tops and sides of all cartons. List the general content of each carton, and mark the room each carton should be placed in when it arrives (kitchen, master bedroom, etc.). Mark fragile items **FRAGILE** on the carton. For those items you will need immediately after you arrive at your new home, mark the cartons **LOAD LAST, UNLOAD FIRST**. When appropriate, mark the carton **THIS END UP**.

MOVING VALUABLES

Items of value should be carried with you when you move, or forwarded by your banker or brokers. Examples are: stock certificates, bonds, securities, insurance policies, valuable papers, currency, copies of CD's or computer discs, stamp and coin collections, jewelry and furs.

ITEMS NOT TO PACK!!!

By law, movers may not transport hazardous materials such as: Paints, thinners, oils and varnishes, ammunition, bottled gas or propane, lamp oil, all flammables, explosives and corrosives, motor oils and fuel, nail polish remover, bleach, sterno, aerosol cans, matches or lighter fluid.

ACCEPTANCE OF PACKING

White Glove drivers are required to inspect all cartons before they are loaded on the van. This for your protection. Improperly packed cartons must be repacked by the mover, which adds cost to the move, or by you. These guidelines will help you avoid delays and additional cost. Contact your White Glove representative with any questions you might have.

NEED MORE INFORMATION?

For additional information on moving your household goods and belongings, please contact the following:

AMSA/American Moving & Storage Assoc.	www.moving.org
FMSA/Florida Movers & Warehouseman's Assoc.	www.fmwa.org
FMCSA/Federal Motor Carrier Safety Admin.	www.protectyourmove.gov