Wrapping and Packaging Advice

Delivering your parcels safely and securely is important to us.



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Top 10 packaging tips



We take great care in our deliveries, but there are some things you can do to help us ensure your items are delivered safely.

We have compiled a list of top tips you can do to ensure your package is protected through transit properly.

- 1. Use high quality strong cardboard boxes or padded envelopes where possible.
- 2. Ensure fragile items do not touch the sides of the packaging by using suitable padding, such as bubble wrap or crumpled paper. The aim is for the item to not be able to move within the box.
- 3. If you are sending a small item, such as a fridge magnet or USB pen, we advise using a small jiffy or polyethene bag to help ensure your item doesn't get sorted through the letter sorting machine.
- **4.** Never use soft cases or jiffy bags to send fragile items.
- 5. We advise recycling used packaging where possible, however, please avoid re-using boxes that have lost their strength.

- 6. Use strong parcel or vinyl tape on all sides that open when securing your packages.
- 7. When sending important paper items such as certificates or art prints, use a tube or strong cardboard backing to prevent the item being bent or creased in transit.
- 8. Make sure your labels are securely attached to the package.
- 9. When securing your label, make sure the barcode and address information is not covered and is clearly visible.
- **10.** Write a return address on the back of the package, including a name and telephone number.

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