



Large parcel packaging guidelines

as advised by Parcel Force Worldwide

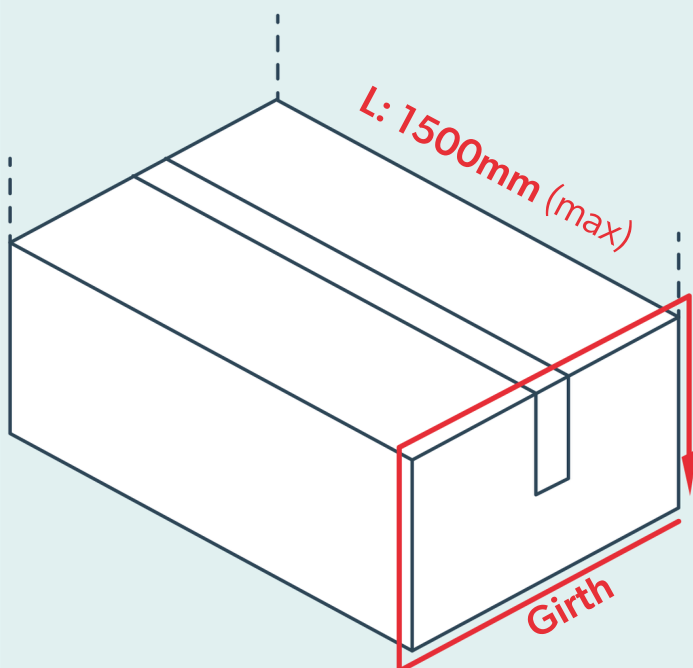
January 2025



About this guide

The following guide gives examples of the types of items that are currently handled manually and in some instances steps that you can take to enable them to be processed automatically. This will in turn help you to avoid any manual handling surcharges.

Large parcel specifications



Up to
30kg

Combined
Girth+Length | Up to
3000mm

*Certain countries and territories limit Large Parcels to less than 20kg.

Examples below are items that would be processed manually, if they were sent as per the images below. But many of these parcels would go via the auto sort - and avoid the manual surcharge - if they are sent in a strong corrugated packaging, with flat sides, no voids and are evenly weighted. Please see our packaging guidelines at parcelforce.com/packaging.

Packaging and items that are not packaged in line with our guidelines

Packaging that sticks to the sortation equipment, including items wrapped in cling film and bubble wrap and those wrapped with excessive tape or strapping (such as string or plastic wrapping), must be avoided in all situations.



Rolls of wire and fabric can roll off the machinery



Items with an irregular shape



Bags, sacks and buckets



Tires



All items must be packaged within our packaging guidelines, however some items will always be processed manually and will attract the surcharge.

The categories below demonstrate some examples of these. Please see our packaging guidelines at parcelforce.com/packaging.

Size

All items with a length between 1.1m and 1.5m or with a second largest dimension greater than 0.7m.



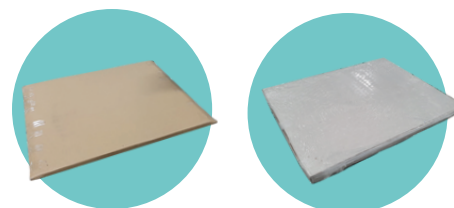
Liquids and other items with uneven weight distribution or voids in the boxes

Beers, wines and spirits will usually be processed automatically if they are packaged in line with our guidelines. All gym and exercise equipment and flat pack furniture with uneven weight distribution will be processed manually.



Items that are very thin or flat

Parcels are classed as very thin or flat if they are below 3cm thick.



Items due to a combination of weight/size and voids in the packaging

Radiators, all bikes, towel rails, and all types of chairs (incl. Wheelchairs).

