



ESTABLISHED 1906

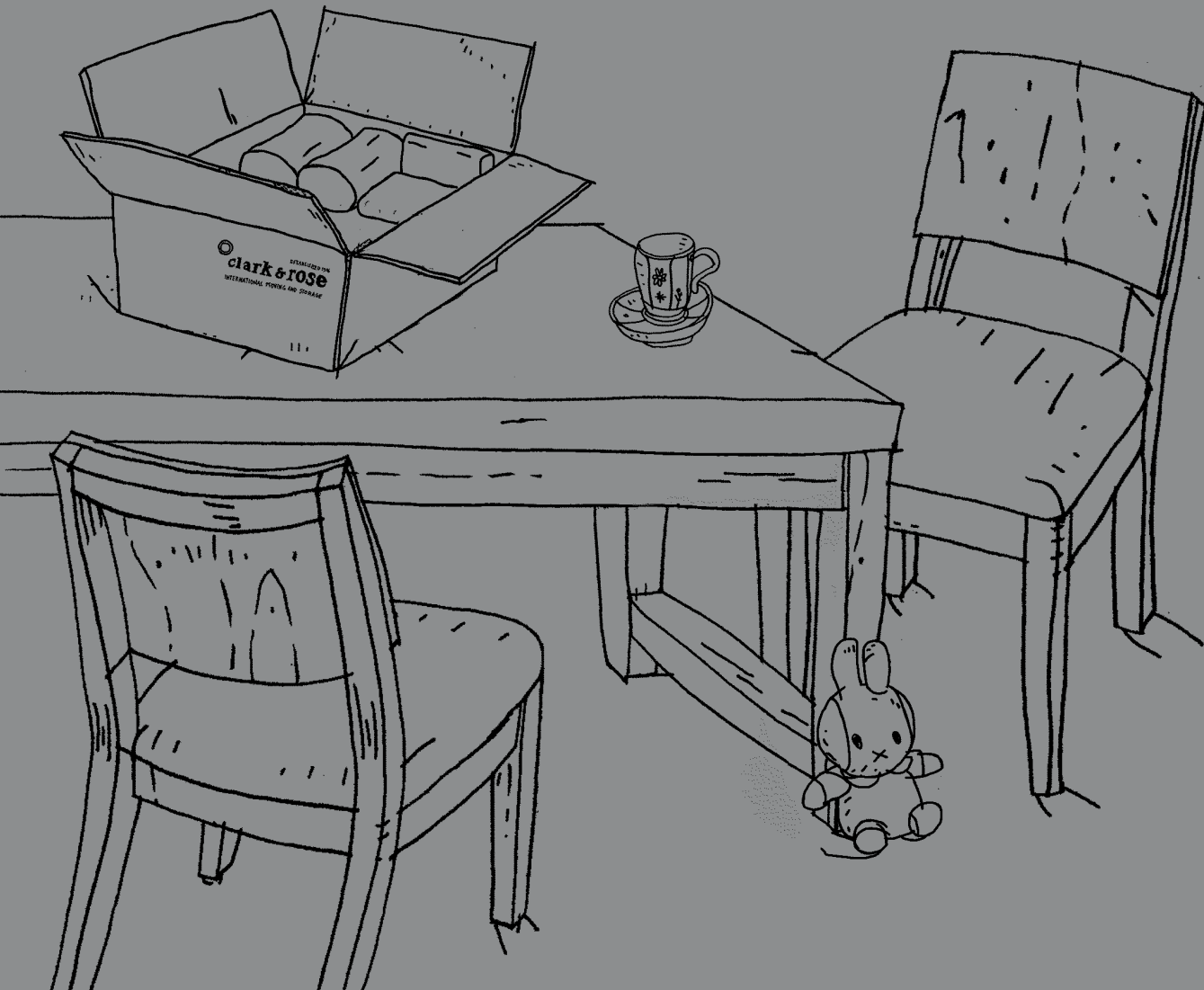
# clark & rose

UK & INTERNATIONAL MOVING AND STORAGE

## Your handy guide to packing

We know packing up your home can be a daunting prospect, so we've created this handy guide to get you started.

we'll take care of it



# Your packing options

## Using your own packaging

You are of course more than welcome to use your own packaging for your move, although please ensure you have materials that are suitable for carrying heavy loads and that your boxes are closed properly (and can therefore be stacked).

We encourage you to have a read of our packing hints within this guide and remember before you get started you'll need:

- Packing boxes
- Packing paper
- Sealing tape
- Labels
- A marker pen

## Using Clark & Rose packaging

We can provide all of the basic materials, plus a range of specific packaging to ensure your belongings are safe and secure:

- Lay flat linen boxes
- Plastic mattress bags
- Polystyrene chips to keep fragile items safe
- Cardboard picture sleeves
- Paper blankets to wrap pictures
- Transit wardrobe boxes

In instances where these packing materials have not been included in your quotation, you can order them by giving your local branch a call (see reverse for details).

## Using our stress-free packaging service

Our highly trained and experienced crew can come and package everything up for you to ensure your belongings get from A to B safely and securely. Please ask your removal consultant for further details or call for a quote.

See reverse for details

We uphold a stringent code of professionalism across every move we undertake



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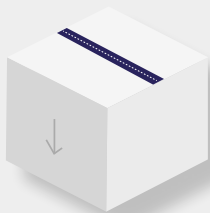
RECOMMENDED

# Our top 10 packing hints

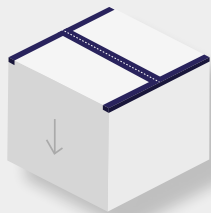
- 1** A good rule of thumb when it comes to how much to pack into a box is that if you can lift it, we will be able to carry it!
- 2** Always ensure that boxes are full to the brim so they can be stacked without the risk of crushing. It's also important not to overfill boxes so the top becomes rounded, as they won't stack and things may get damaged
- 3** Specific, smaller book boxes should be used to pack books, files, magazines and heavier items such as tinned food
- 4** All china and glass should be packed into sturdy cardboard boxes, marked 'fragile' and sealed top and bottom to allow easy stacking
- 5** Heavy items such as plates, jugs and large bowls should be packed at the bottom of a box with lighter, more delicate items like glasses and ornaments packed on top
- 6** Small pictures and plates should be wrapped and packed on edge. Other small things like kitchen utensils should be packed into standard boxes and individually wrapped where necessary
- 7** Keep all your 'odds and ends' (e.g. remote controls, screws from dismantled furniture, keys from drawers etc.) together in one box as these are easily mislaid!
- 8** It's important to use the right packaging for the right things to keep everything safe - cardboard picture sleeves and paper blankets to wrap pictures, transit wardrobe boxes for packing hanging clothes or lay flat linen boxes to keep your linen safe
- 9** Clearly mark in the panel on the top of each box what's in it and which room it was packed from
- 10** Finally, make sure you tape boxes properly. It sounds simple but it's easily done incorrectly which only increases the chances of something breaking

## How to tape a box

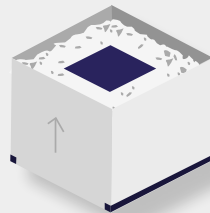
Simply follow these instructions to keep your boxes secure:



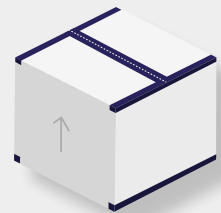
Make up a box and seal the bottom with tape



Use the tape to seal the join where the long flaps meet, and then join at each end - making an "H" shape with the tape



Line the bottom of the box with 'scrunched' packing paper (this should also be used between layers in the box)



Seal box in the same way as the bottom



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If you need any help with packing or unpacking, or if you need any additional materials please do give us a call

... or visit our website at [www.clarkandrose.co.uk](http://www.clarkandrose.co.uk)

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## One last thing...

**Getting unpacked is the exciting bit but there are still a few things we'd recommend keeping in mind:**

It's worth always slitting the tape at the top of the box to open it. Once you've unpacked, carefully slit the tape at the bottom of the box. This will avoid damaging it, so it can be used in future moves and means you can store the boxes folded flat.

Once you are unpacked, please carefully check through all of your packaging to make sure that nothing has been left behind.

You are welcome to keep our packaging for future moves. If you don't want to keep it we will happily come and take it away although please note where you live will dictate how quickly we can get out to you. We also ask that you keep the packaging in good condition (we can't for example pick up packaging that is wet).