

Packing Guide

Packaging Supplies you may require

- Good quality, corrugated moving boxes.
- Bubble wrap or corrugated paper for paintings, glass and fragile items.
- Tissue Paper or wrapping paper.
- Strong packaging tape.
- Sharp box knife.
- Permanent marker pens, blue or black.
- Coloured labels for organising groups of boxes.
- A copy of our free inventory sheet

Once you have all your packaging materials, find a room with enough space to work while you fill all your boxes. Use a table or bench as work surface to wrap any items you need to paper or bubble wrap. Use a thick stack of wrapping paper flat on the table. Make sure you put a blanket or layer of cardboard on your work surface first.

When packing, only pack one room at a time. Number and label all boxes clearly with which room the box is from and its contents. Note down this information on the inventory sheet.

The more time you spend packing, the less chance your goods have of being damaged.

Use only quality strong, corrugated moving boxes.
Tape up seams of the boxes with two strips of tape, especially the bottom.

If the contents are heavy, only partially fill the box. Use the remaining space for lighter items. Remember if you can't lift the box, then it's too heavy.

Start filling each box with the heavier items at the bottom. Completely fill all boxes right to the top to prevent them collapsing when stacked on top of each other.

- **Fridges, Freezers, Microwaves**
Defrost and clean thoroughly before storing. Spray the back for cockroaches. Leave the door ajar if possible. Clean the microwave inside and out, bubble wrap glass plate inside.
- **Clothes, Shoes**
Store all of your clothes, jackets, suits etc in our specially designed hanging wardrobe boxes. Place shoes in the bottom of the wardrobe box.
- **Food**
Do not pack any foodstuffs in your Cube. See our prohibited items page.
- **Washing machines**
Drain water from hoses and place them inside machine. Check you have all the sealing washers as well. Mark hoses hot or cold.
- **Lounge Suites**
These are best stored end up. Remove legs and remove cushions. Use extra padding on leather couches to prevent any possible indentations.

- **Garden Equipment**
Ensure line trimmers, chain saws, lawn mowers etc are all clean and complete drained of fuel. No flammables may be stored. Tape up garden tools into small bundles of 3 or 4 items.
- **Tables**
Remove legs, if possible. Store on its side. Tape any screws to legs - it's easier later.
- **TVs and computers**
Use original boxes if possible. Otherwise wrap with bubble wrap and place inside a box. If it is too large to pack into a box, simply wrap with bubble wrap or use the supplied blankets. Use a layer of cardboard and fragile stickers for added protection.
- **Glass and Paintings**
Best wrapped in bubble wrap. Do NOT place glass down on any hard surfaces. Put tape in an 'X' over the glass. Place into special picture cartons or suitable strong box. Stand vertically in box, not flat (horizontal). If necessary store between mattresses standing up.
- **Rugs**
Roll up with underside facing out and secure with tape. Protect with bubble wrap if necessary.
- **China, Plates, Glasses and Breakables**
Wrap each item in newspaper or tissue and pack in small strong boxes or chests. For delicate painted items always use acid free tissue paper. Pack firmly with wadded paper. Mark **FRAGILE**. Store on top of something sturdy. Do not place anything on top of it. Wrap plates in bundles of no more than 6. Ensure there is a sheet of tissue between each plate and place upright in the box. They are strongest in this position. Use crumpled paper at the top of the box for extra protection.
- **Jewellery , Valuables**
These items are best taken with you. Such as passports, cash, jewellery, gold, medical history, school records, birth certificate etc. Otherwise ensure they are safe and well packed inside a box.
- **Beds**
Disassemble as much as possible. (Keep track of screws etc). Tie bundles of slats together. Fit mattress protectors to all beds. Water beds should be well drained and stored with the bungs upper most.
- **Lamps**
Remove the shade and bulb from the lamp and pack all separate pieces in a carton, use tissue paper or bubble wrap around the lamp and shade for a bit of cushioning. Mark the box as "fragile" and "top load only".
- **Bikes**
Remove the front wheel if possible and any other items to reduce the size. Wrap with cardboard, bubble wrap or a blanket.
- **General**
All boxes should be clearly marked on top. Some people number each box so they know where something is if they need it. Print a copy of our free inventory sheet to keep track of your items.

See our prohibited items page for additional goods we ask you not to store.

All large items should go into the unit first at the back and around the sides. Fill all drawers and cupboards of furniture items - AFTER placing it in the unit or it may be too heavy to lift. See the 'How to load your Cube guide' for more information on the loading process.

For more information or any questions regarding packing your belongings please call us, we are more than happy to help.