



Do-It-Yourself Guide For Professional Packing Results



ALLIED VAN LINES®

Do-It-Yourself Packing: A Money Saving Alternative.

If you're looking for ways to economize, self-packing may be a good place to start, provided that you can achieve professional results. At Allied, we want to help you do it right.

Planning And Organization

Allied can provide you with sound advice and proper materials. But you'll need to plan the packing process. Take an inventory of what you'll be moving, and identify those items that you'll need until moving day. Begin by packing less essential items — extra linens, out-of-season clothing and your good china, for example — well in advance of your moving date.

Many people allow two weeks or more to complete packing. That can be disruptive; if you're not prepared for it, professional packing may be a better option. Your Allied agent can complete most packing jobs in one or two days.

What Needs To Be Packed?

Obviously, not everything will fit in a box. As a rule, furniture and major appliances will be wrapped and padded by your Allied driver as part of our standard service. And light weight, non-fragile items such as clothing can be left in dresser drawers. To ensure adequate protection, anything that is loose and/or breakable should be wrapped and packed in sturdy cartons.

It's a good idea to leave your most fragile or awkward things to the Allied professionals; they have the experience, materials and techniques to properly protect these articles. Items that require professional disassembly and/or crating — slate pool tables, chandeliers, or large glass table tops, for example — should always be handled by your Allied agent.

A Word About Hazardous Materials

Flammables such as paint, varnish and thinners, gasoline, kerosene and oil, candles and matches, and bottled gas cannot be moved. In addition, all aerosol cans, nail polish and remover, ammunition and explosives, corrosives, cleaning fluids and detergents are prohibited. Dispose of these items before you move. Do not pack them!

Professional Packing Materials

Using new, quality packing materials is a big part of getting the job done right. Your Allied agent has a complete array of cartons and other packing materials that you will need.

1.5 cu. ft. carton



Small carton for heavy items such as books and records.

*Dishpack
(or china barrel)*

Extra sturdy carton for all breakables such as china and dishes, crystal and glassware. You may also want to use cellular dividers inside the carton as an extra measure of protection.



4.5 cu. ft. carton



For bulky items such as linens or lampshades.

Wardrobe carton

This large carton has a hanger bar to accommodate clothes from your closet, and draperies.





Garage

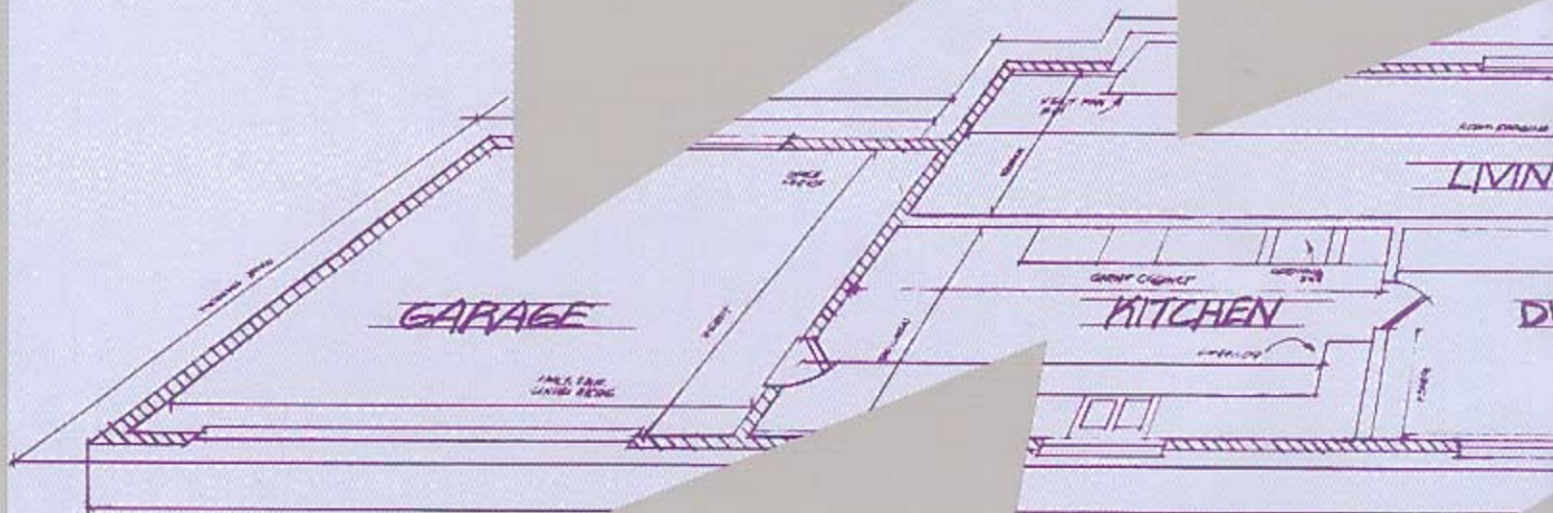
Your garage probably contains many items that you will need to dispose of: pesticides, fertilizers, oil and gas cannot be shipped. Empty the gas and oil from power tools, and make sure there is no propane in gas grill tanks.

Small hand tools, kids' toys and sports equipment can be packed in 1.5 or 3.0 cu. ft. cartons. Shovels, rakes and brooms need not be packed; gather them together for your Allied driver to bundle in a pad.

Living Room

Fragile curios should be carefully wrapped and packed in dish cartons. Lamps and lampshades should be wrapped and loaded in appropriate boxes, typically 4.5 or 6.0 cu. ft. cartons.

Most pictures can be wrapped and packed in telescoping mirror cartons. Fragile or valuable fine art may require special crating, and should be handled by your Allied agent.



Kitchen

Kitchen dishes and glassware should be packed in the same manner as fine china. Use lots of wrapping, and load the items in dish cartons. Pots and pans, and small appliances should be wrapped and packed in 3.0 cu. ft. cartons. Cook books should be packed with the spine facing upward in 1.5 cu. ft. cartons.

Boxed or canned non-perishable food may also be packed in 1.5 cu. ft. boxes. Tape shut or dispose of any

open packages, and be sure to wrap glass jars to prevent breakage.

Use or dispose of all perishables before moving. You will also need to get rid of cleaning products and other kitchen chemicals. Be sure to allow freezers several days to defrost and dry thoroughly so that mildew does not occur.



Dining Room

The dining room will generally include your most fragile china and crystal stemware. Each item should be carefully wrapped in newsprint and placed in dish cartons; cellular dividers are recommended for stemware.

Draperies can be placed on hangers and loaded in wardrobe cartons. Sofas, chairs and tables do not require special preparation. They will be carefully padded and loaded by the Allied van foreman.



Bedroom

Leave clothing in drawers, but do not overload them. Loose and/or decorative items, often found on dresser tops, may be wrapped and placed in drawers or packed in 1.5 cu. ft. cartons.

Remove valuables such as jewelry from drawers, and do not pack them to go in your shipment. These items will be most secure if they remain in your possession.

Clothing in closets can remain on hangers and be loaded in wardrobe cartons.



Shoes can be placed in the bottom of wardrobes, or packed in a 3.0 cu. ft. carton.

Pillows, blankets and other bedding require no wrapping, and can easily be packed in 4.5 or 6.0 cu. ft. cartons. All mattresses should be placed in mattress cartons for added strength and cleanliness.



Larger serving dishes will require extra wrapping for complete protection.

When assembling the dish carton use a few extra strips of tape, since these cartons are fairly heavy when packed. Line the bottom of the dish carton with three to four inches of wadded paper. Begin by loading plates, followed by serving dishes, cups, and finally glassware or crystal. Finally, top off each carton with another layer of wadded paper.

Silverware should be wrapped in newsprint or tissue. Nest several pieces in each bundle, and load them in the dish carton or in a 1.5 cu. ft. carton.

Bathroom

You will need to dispose of aerosol cans, such as hair-spray or deodorant, or take them with you. Other bottles should be taped shut and wrapped to prevent leakage, then packed in 1.5 cu. ft. cartons.

Towels and other linens should be placed in 4.5 cu. ft. cartons. Full length glass mirrors can be packed in large mirror cartons. However, if they are especially heavy, crating is recommended.



Mirror cartons



Several sizes of telescoping cartons to fit most any picture, mirror or glass.

6.0 cu. ft. carton



For lightweight bulky articles such as pillows, blankets and large lampshades.

3.0 cu. ft. carton



Medium utility carton often used for pots and pans, toys and small appliances.

Mattress cartons



Available in queen/king, double, single (twin) and crib sizes; you'll need one for each box spring and mattress.

Special Techniques To Protect Your Possessions



Before loading most cartons, you'll need to wrap many items to protect them from scratching or breakage. There are a variety of materials available, including bubble pack, foam peanuts and tissue. However, most often the professionals

use clean, unprinted newsprint.

Place a small stack of newsprint on a flat, uncluttered table or countertop. Round glasses and jars can be rolled up in two to three sheets of newsprint; always begin from a corner of the sheet, and fold the sides in as you roll.

Larger or odd-shaped items require a similar technique. Place them in the center of the sheet,

and bring the corners together. It may be necessary to flip the item over and wrap it again from the other side. If in doubt, use more paper! When the corners are brought together, secure them with tape.



For all of your packing needs, you will find PVC (poly-vinyl chloride) packaging tape most effective. Do not use masking tape or narrow cellophane tape.

Before packing the cartons, line the bottom with a few inches of wadded newsprint for padding. Then place large heavy items on the bottom, and lighter, more fragile items on the top.

Most things, such as plates and books, should be loaded vertically to utilize their own maximum structural strength.

Don't overload cartons; keep them to a manageable weight. Fill in any voids and top off loaded cartons with wadded paper and tape cartons securely to avoid shifting while enroute. Be sure to label contents and room to make unpacking more organized.

