

GUIDE : SHIPMENT READINESS CHECKLIST



BOXES

Use the list below to ensure that your package is ready



☒ Labeling

Ensure that your box is clearly labeled and that there is no other conflicting labels on the box. Affix new label to the top of the box ensuring that the barcode is flat and readable.

☒ Sealing

Proper sealing of the box critical to ensure that your goods is secured inside. Use the "H" taping method on both sides of the box.

☒ Weight

Ensure that boxes is properly marked as heavy should the content exceed 20KG, ensure that the box is suitable for the content. Boxes over 60KG should be shipped on a pallet.

☒ Packing

It is important to use a strong and sturdy box, avoid using boxes that is too big for the content

