Pack Right, Ship Right

CHECK YOUR SIZE & WEIGHT

MEASURE BY LENGTH & GIRTH

Length and Girth Formula

Girth is \(2 \times \text{Width} + 2 \times \text{Height}\)

TO CALCULATE IT:

Multiply length by width by height in inches. Divide by 139 for U.S., Puerto Rico, and international shipments. Compare the dimensional weight and actual weight.

CALCULATE DIMENSIONAL WEIGHT

Dimensional weight applies when your package is relatively light compared with its volume. If the dimensional weight exceeds the actual weight, charges based on the dimensional weight will be assessed.

TO GET DIMENSIONAL WEIGHT:

Measure by length and girth. Use the formula above to calculate dimensional weight.

CHOOSE YOUR PACKAGING

SINGLE BOX

Single Box With Wrapped Item

Product wrapped in a minimum 3" thickness of cushioning material

Sturdy outer box

Single Box Filled With Loosefill Peanuts

Nonfragile product with cushioning to prevent movement

Sturdy outer box

BOX IN BOX

Box in Box With Loosefill Peanuts

Packing material (e.g., loosefill peanuts) minimum of 2" thickness on each side

Inner box

Packing material (e.g., loosefill peanuts) minimum of 3" thickness on each side

Sturdy outer box

Box in Box With Air-Cellular Cushioning

Smaller inner box wrapped in 3" of air-cellular cushioning material

Sturdy outer box measuring 6" larger on all sides

SEAL YOUR PACKAGE

H-taping method

TIPS

Use pressure-sensitive plastic tape, water-activated paper tape (minimum 60-lb. grade), or water-activated reinforced tape that is at least 2" wide.

Using the H-taping method, apply tape evenly across flaps and seams to both the top and bottom of the outer box.

Avoid using cellophane tape, duct tape, masking tape, string, or rope to seal packages.

ADDRESS & LABEL YOUR PACKAGE

Use applicable routing label, airbill, or address label

TIPS

Place delivery information inside and outside the package. Include an address for your recipient and yourself.

Apply package labels and packing slips to face the same direction on the same side of the package.

Place shipping labels on the package’s largest surface.

Use tie-on tags on transit cases, golf bags, skis and luggage.

Remove or cross out any old address labels on the outer box.

Avoid wrapping labels around the corner or directly on the edge or seam of the package.

For more information go to smallbusiness.fedex.com/packaging-help-hub