PACKING TIPS

Use these proper packing techniques to save money and keep your shipments safe. The packing and shipping experts at FedEx recommend the following:

Get your contents ready
- Determine whether your item(s) are sturdy or fragile
- Wrap fragile items in shock-absorbing material

Select your shipping box
- Match your box to the size and weight of the contents
- Use a sturdy box (preferably new) with no holes, tears, or corner dents
- Remove old labels

For tips on shipping fragile items, ask one of our packing pros at FedEx Office.

Label the box inside and out
- Add shipping label to largest surface
- Include full address for you and recipient
- Must have name, address, ZIP code, and 24-hr. phone number

As an added precaution, put a card with contact/delivery information inside the box as well. Or you can write the pertinent information on the inside flap of the box.

USE THE H-TAPE METHOD

ADD THE SHIPPING LABEL TO THE LARGEST SURFACE OF THE BOX

Seal the box on all sides
- Use packing tape, not duct or masking tape
- Use the H-tape method
- Don’t wrap the box with paper or string

Want us to pack your shipment?
Drop off your items at FedEx Office, and our experts can pack them and ship them for you.

We offer specialty boxes for you
Yes, you can ship your golf clubs, your favorite framed art piece, and other irregular-shaped items. We offer specialty packaging solutions for all your shipping needs. And you can even pick up packing supplies at your local FedEx Office — from tape to packing peanuts.

For more tips, go to fedex.com/packaging