



Packing for Shipping 101

We recommend that when you pack for shipping you should feel comfortable with the box being tossed, thrown or dropped. Not that it happens all the time but you should be prepared for your work to be handled by those who don't realize what they have been entrusted with.

1. Always double box – use boxes that are strong and are not ripping or torn at the edges.
For larger boxes or awkward sizes consider a box that has handles.
2. Between the boxes there should be at least 2" of packing material (hard insulation foam works great, but so does scrunched up tightly packed newspaper, bubble wrap or foam chips).
3. The interior box should have a minimum of 2" between the work and the edge of the box.
 - a. If you are packing multiple pieces ensure there is enough space between the works so they will not bump into each other. If you are only sending a couple of pieces you could use two separate interior boxes to pack or divide the work with cardboard or hard insulation foam.
 - b. If you have multiple components to your work (for example a teapot with a lid) be sure to pack these separate.
 - c. If you have special hanging hardware or installation instructions be sure to pack these in the interior box as well.

A good place to pick up good quality boxes is Budget Rent-a-car or Uhaul.



If using packing chips place them into small bags to contain them; it makes it easier for unpacking & repacking your work. Newspaper is not recommended for wrapping your pieces in because the ink transfers to your work, however it is excellent for the buffer between the two shipping boxes.