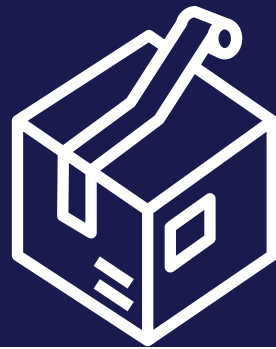


HOW TO PACK ITEMS CORRECTLY AND SAFELY

ENS: SAVING THE PLANET ONE COMPONENT AT A TIME...



STEP 1

Only use cardboard boxes that are approved or recommended for parcel shipping (available in hardware stores). Minimum, stable cardboard boxes.

STEP 2

Protect the contents of your package with suitable padding so that there is no room inside the packaging.



STEP 3

A distance of at least 5 cm between the carton wall and the goods must be maintained. This distance must be padded with suitable filling material.

STEP 4

Avoid cavities in the package. The parcel lid and the parcel base must NOT be dented.



STEP 5

The packaged goods must not come into contact with the outer packaging or other contents.

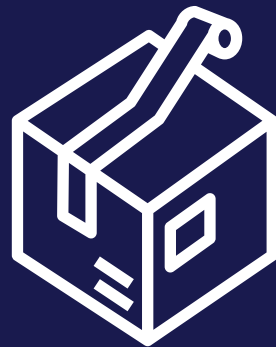
STEP 6

Please note that products in 'original packaging' are not automatically suitable for shipping. In most cases, additional padding is required between the original packaging and the shipping packaging.



HOW TO PACK ITEMS CORRECTLY AND SAFELY

ENS: SAVING THE PLANET ONE COMPONENT AT A TIME...



STEP 7

Use soft (e.g. bubble wrap, bubble wrap) cushioning materials for light items and harder (e.g. polystyrene or similar) cushioning for heavy goods.

STEP 8

DO NOT use compressed newspapers with heavy goods!



STEP 9

Clothing, blankets, pillows are generally unsuitable as cushioning material.

STEP 10

Label the shipment legibly with the complete sender and recipient details and place an accompanying document (offer, insurance letter) with the same details in the package.



STEP 11

Please use sturdy parcel tape at least 5 cm wide to seal the shipment. Parcel string, masking tape, textile tape or narrow office tape (painter's tape) are not permitted.

STEP 12

It is not permitted to join several parcels into one package by means of adhesive tape.



HOW TO PACK ITEMS CORRECTLY AND SAFELY

ENS: SAVING THE PLANET ONE COMPONENT AT A TIME...



THANK YOU!



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ONE COMPONENT AT A
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