

## **PREPARE YOUR SHIPMENT** IN 5 EASY STEPS

Learn how to protect your shipment from damage, delay and surcharges with proper packing and labeling.





### BOXES

#### CHOOSE QUALITY

Used boxes lose strength. Ensure your box is rigid and in good condition.

#### AVOID EMPTY SPACE

Too much padding reduces stacking strength. Avoid boxes that are too big for your contents and require excessive padding. They risk getting crushed.

#### HEAVY BOXES

We can accept boxes up to 70 kg without a pallet, but please put a "HEAVY" label on boxes over 23 kg.

#### SEAL WITH AN H

Use proper sealing tape in an H pattern on top and bottom, and consider strapping heavier boxes.

#### LABEL CLEARLY

Remove old labels. Affix new labels on top, so the barcode is flat (not folded over the edge).

## PALLETS

#### STACK IN COLUMNS

Columns ensure maximum stacking strength. If the contents are rigid, you can use 'bricklayer style' for increased stability.

#### DO NOT OVERHANG

Items should fit squarely on the pallet, without hanging over the edge. We can't accept overhanging pallets.

#### KEEP IT FLAT

A level top surface makes it strong, compact and stackable. Non-stackable pallets will incur a surcharge.

#### STRAP IT OR WRAP IT

Use strapping and/or stretch wrapping to hold items in place on the pallet. Wrapping should include the pallet itself.

#### LABEL CLEARLY

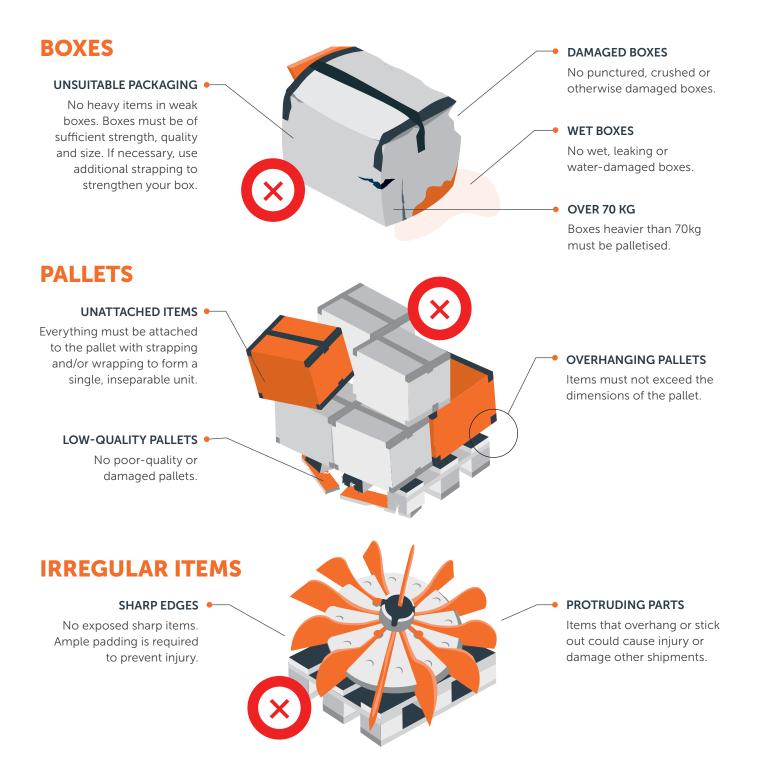
Pallets are stacked for transport, so labels need to be affixed to the side, not the top.

### For more information on proper packaging, visit tnt.com.my or contact us 1300 882 882



# **SORRY**, WE **CAN'T** ACCEPT YOUR SHIPMENT...

We need your cooperation to transport your shipment safely and securely. Imperfect packaging puts your goods, other shipments, and our TNT team members at risk. Before accepting any shipment, our driver will verify that it is "fit to travel."



() Shipments containing **dangerous goods** must be fully compliant with IATA and ADR regulations.

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