

Packing & Storage Tips

From Security Mini Storage

Packing Boxes

- Keep boxes as close to the same size as possible, so they are easier to stack and fit together without wasted space. Choose boxes that close or have lids for the best protection and easier stacking.
- Group items by type, whether they are fragile, and by weight. You'll be putting heavier and sturdier items on bottom and packing boxes with fragile items on top.
- Pack boxes as full as possible to avoid items "rattling around" inside or having empty corners collapse. Use newspapers or bubble wrap to fill empty spaces.
- Make a list of all items in each box and label the box clearly. Keep the inventory list handy for easy reference.
- For wrapping breakables, paper is OK, but bubble wrap can be used repeatedly, is cleaner, and because it is transparent, makes identifying contents easier. Wrap each item individually and store in specially-designed boxes with dividers. Put a layer of padding on top and bottom. Stand bowls, cups and plates on end. Fill all pockets with padding. Label boxes as "glass" and stack these on top.
- Pack several small appliances or several pots and pans in one box with packing material between them.
- Pack books flat to prevent damage to the spines. Place in small boxes so they don't weight too much to lift.
- Box up everything that you can. Anything left unboxed can get dusty or damaged.

Packing the Storage Unit

- Make sure the floor is clean of dust and dirt and consider putting down a protective canvas sheeting or wooden boards.
- When packing your storage unit, create a center aisle for access to all items with frequently used items near the front.
- Prioritize items you will want to access most frequently so you can be sure to place those boxes in the front of the unit.

FURNITURE:

- Remove legs and wrap with furniture pads to protect from soil and scratches.
- Disassemble bed frames and tie them together to save space.
- Wrap and label all pieces for easy reassembly.
- Put all hardware in marked bags.
- Stack chairs on top of each other, seat to seat
- Use drawers in furniture to store smaller or fragile items
- Place pads, blankets, or towels between stacked furniture to prevent scratching.
- Give your wood furniture a coat of polish before storage for added protection.
- Avoid plastic covers in non-climate storage as moisture can condense under plastic.

- Wrap mattresses in mattress bags or cover with paper or cloth.
- Stand mattresses and sofas on end with cardboard or pallets

ELECTRONICS

- Place electronics in the back of your unit, away from the door and away from easy viewing when the unit is open
- Use original boxes whenever possible for maximum protection
- Store television sets on top of something, not the bare floor

PICTURES AND MIRRORS, LAMPS

- Wrap small pictures in foam or bubble wrap and stand them on end in boxes. Store larger pictures in picture boxes.
- Keep photographs from curling by placing them between two pieces of cardboard and taping them together.
- Consider climate-controlled storage for precious photographs or valuable works of art
- Separate lamp bases and lampshades and wrap for protection.

CLOTHING, CURTAINS, DRAPES, LINENS

- Store clothing, curtains and drapes in wardrobe boxes on non-rusting hangers.
- Use drawers to store delicate items.
- Store wool with cedar chips or mothballs to prevent damage.
- Consider climate-controlled storage for the best protection of clothes and other fabric items.
- Use vacuum-sealed bags

APPLIANCES

- Clean and dry appliances and keep refrigerator doors ajar.
- Tie down hoses and cords on washing machines and dryers before storage.
- Use the space inside appliances to such things as blankets and towels.
- For vacuums, make sure you put in a clean bag or clean out the canister first; bacteria, mold and pests can accumulate otherwise.

TOOLS AND METAL OBJECTS

- Tools should be wiped with machine oil to avoid rust. Keep these away from other items.
- Consider putting odd shaped or sharp tools inside empty garbage cans for protection

