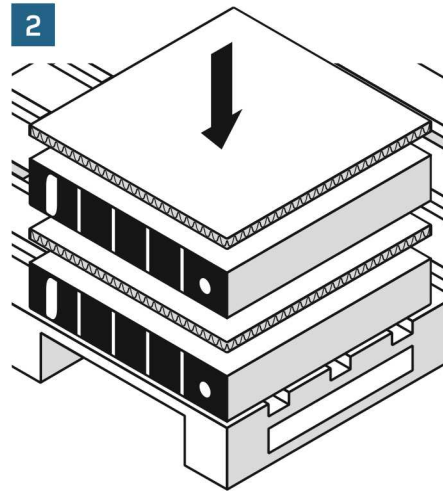
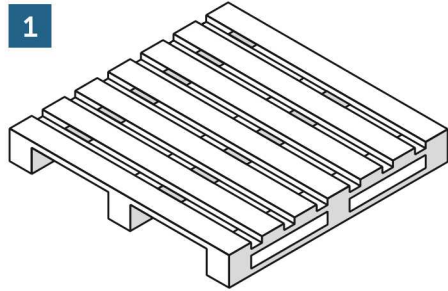


## Guidance for packing **DESKTOP EQUIPMENT** Base Units and Tower Units

You will need;

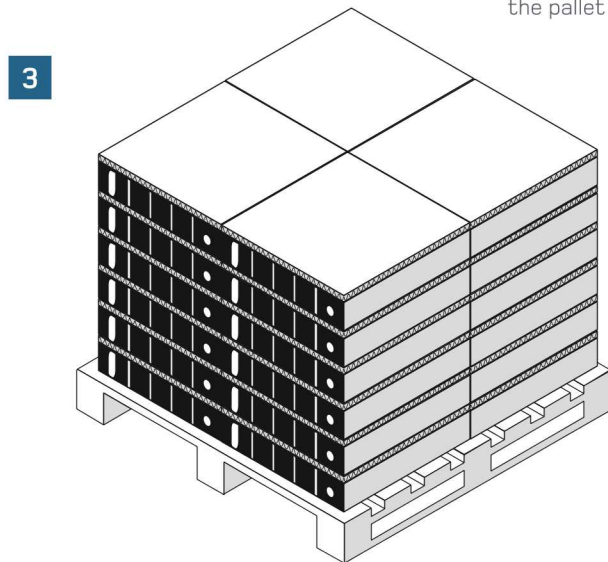
- A pallet or pallets
- Cardboard sheets or bubble wrap
- Opaque shrink wrap and a handheld wrapper



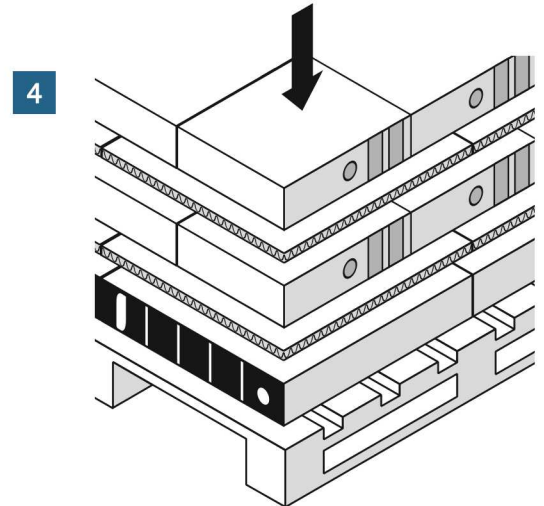
Stack units onto the pallet with a layer of bubble wrap or cardboard between each layer. Stack units sideways or upright, depending on whichever best optimises the pallet space available.



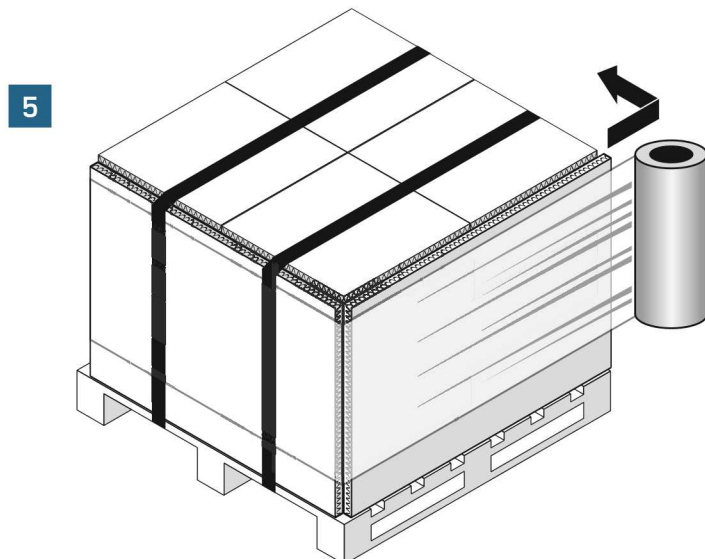
Watch out! Units shouldn't overhang the edges of the pallet.



Desktops should be stacked to a maximum of 10 high, tower units and servers should only be 6 high.



Units of varying sizes should be packed with the largest units at the bottom.



Once all units are stacked, protective cardboard corners and cardboard sheets should be placed around the units.

Shrink wrap and banding straps must be used to secure material.

When possible please reuse or recycle packaging materials

[simsrecycling.com/reuse/logistics](https://simsrecycling.com/reuse/logistics)

Now all you need to do is label your pallet and book a collection!  
Packing something different? Contact your SRS representative for more advice.