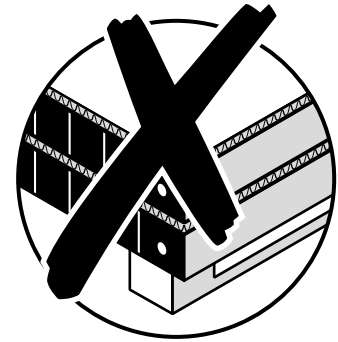
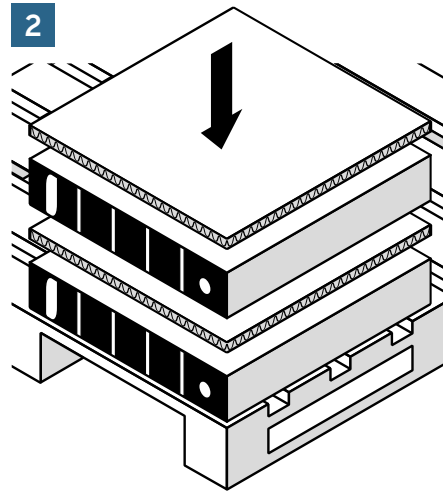
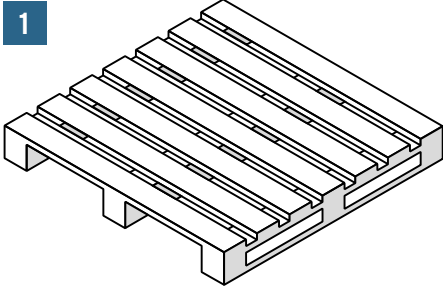


# Guidance for packing desktop equipment BASE UNITS AND TOWER UNITS

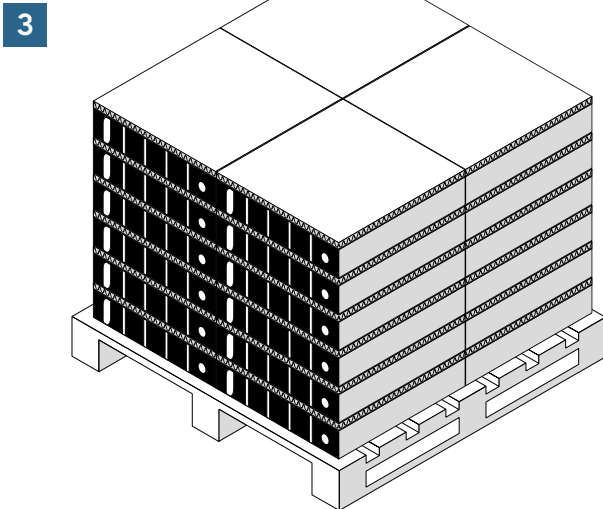
You will need;

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

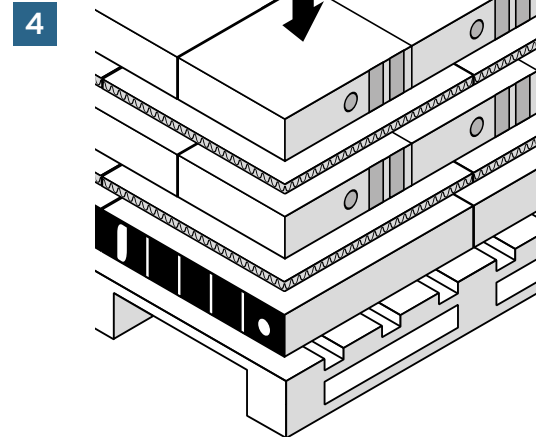


■ Watch out! Units shouldn't overhang the edges of the pallet.

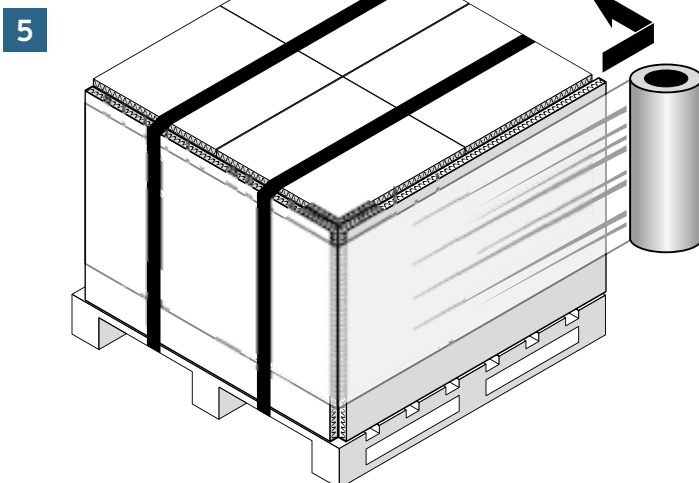
■ Stack units onto the pallet with a layer of bubble wrap or cardboard between each layer. Stack units sideways or upright, depending on whichever best optimises the pallet space available.



■ 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 SLS representative for more advice.