

PACKING GUIDE

FOR ELECTRONIC GOODS



ELECTRONIC GOODS

FINISHED PRODUCT AND COMPONENTS

Electronics such as tablets, computers and components are fragile and must be protected against damage.

Retail packaging is usually not enough to provide adequate protection during transit. DHL recommends the use of the box-in-box packing technique for the transportation of all electronic goods.



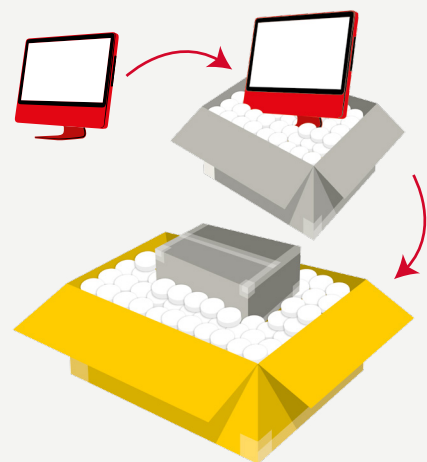
RECOMMENDED BOX-IN-BOX PACKING TECHNIQUE

- Inspect the item to be shipped to ensure no signs of damage.
- Repack the product in the original manufacturer's packaging complete with inner cushioning material.
- If the original packaging is no longer available or damaged, wrap the item in multiple layers of bubble wrap so that a cushioning layer with at least 6cm of thickness protects the item.
- Source a strong outer box which is at least 14cm larger than the inner box in all dimensions. This box should be strong enough to protect your item. We suggest a dual-wall box for heavier items.
- Place 6cm of filler material on the base of the outer box before placing the inner box inside. Ensure a gap of at least 6cm is maintained on all sides before surrounding the inner box with more filler material. Fill all available space for best results.
- Alternatively, foam corners can be used to keep a sufficient gap between inner and outer box although these are a less effective option.
- Close and seal the box by H-taping with pressure sensitive tape.

Box-in-Box Packing


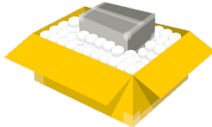

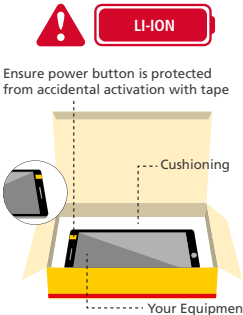
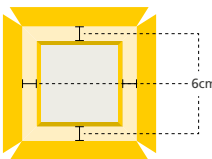

Protection Level: ■ ■ ■

Suitable for fragile, small, thin and irregular-shaped articles (eg. vases, glasses, lamps, circuit boards)



Note: If transporting electronic goods that are packed in a static free environment, do not inspect the product for damage unless it can be repacked in similar conditions. Instead visually inspect the inner packaging for any signs of tear or impact damage.

INSTRUCTIONS FOR DIFFERENT COMMODITIES

Commodity	Specialist Instruction	
Laptop or Desktop PC	<p>Non-account holders may only ship a maximum of one laptop with one lithium-ion battery per package.</p> <p>DHL Express recommends the use of specialist laptop transport boxes. Boxes are available direct from DHL in the majority of markets. Please contact your local Customer Service team for more information.</p>	
Data Storage Devices	<p>Box-in-box packaging is recommended for disk-based storage devices.</p> <p>Non-fragile storage devices such as flash drives do not require extra packing but must be in a package large enough for the shipment label to be clearly visible.</p>	
TV or Monitors	<p>Televisions or monitors should be placed inside their original packaging complete with intact foam cushioning.</p> <p>Since the original boxes are not designed for an express network, we recommend using the box-in-box packing method.</p>	
Phones and Tablets	<p>Specialist packaging is available for the transport of mobile phones or tablet computers. Please contact your local DHL Express Customer Service team for more information.</p> <p>If using your own packaging, ensure that the device is surrounded with at least 6cm of suitable filler material such as bubble wrap, before placing inside a strong dual-wall corrugated box.</p> <p>Equipment of this nature may contain lithium-ion batteries which are subject to strict shipping regulations. Please contact your local Customer Service team for more information.</p>	 <p>Ensure power button is protected from accidental activation with tape</p> <p>Cushioning</p> <p>Your Equipment</p>
Fragile Electronic Accessories	<p>Use a dual-wall corrugated box which is rated to the size and weight of the item being transported.</p> <p>Pack the contents so that they are well cushioned with at least 6cm of separation from the external walls of the box.</p> <p>If shipping multiple items in a single box, ensure they are also well separated from one another. For added protection use the box-in-box packing method.</p>	 <p>6cm</p>
Non-fragile Electronic Accessories	<p>Single-wall corrugated packaging is adequate for lighter items. If the packaging needs to be retail ready, overpack is required to prevent cosmetic markings.</p>	

LI-ION



LITHIUM-ION BATTERY REGULATIONS

The transportation of lithium-ion batteries is subject to strict domestic and international shipping regulations. You can find more information on our [Lithium-ion Batteries page](#). Alternatively, contact your local [Customer Service team](#).

Tip: For your data security, DHL recommends the removal or encryption of any sensitive data stored on electronic devices prior to transportation.