

Shipping Boxes & Crates

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PPFA Las Vegas, 2012

Basic Packaging Guidelines

External Requirements

- Corrugated boxes, thick foam board or wood
- GatorBoard not recommended

Internal Requirements

- 2" - 4" of padding all sides
- Crisscross tape or sheeting across glazing
- Cover sharp frame corners with pads

Airfloat Systems Glas-Skin



- Protective tape sheet applied to the surface area of the glass.
- 12" x 300' under \$100.
- *See also sign companies for protective films.*

Tape

Acrylic Tapes / Clear Packing Tapes

- 98% transparency for covering labels and shipping details
- Must be burnished for secure bond
- Often splits during application
- Highly elastic, lightweight, relatively strong
- Performs best in dry conditions & room temperatures
- Will not adhere well to recycled or ultra smooth boxes
- More economical than Hot Melt Tapes

Tape

Hot Melt Tape

- Higher tensile strength than standard acrylic tape
- Highly resistant to moisture, chemicals, and tears
- For industrial grade materials and heavy objects
- Longer shelf life so won't degraded over time
- Seals faster with single pass burnishing
- Conforms well to edges and rough surfaces
- Will not split and allows a clean tear

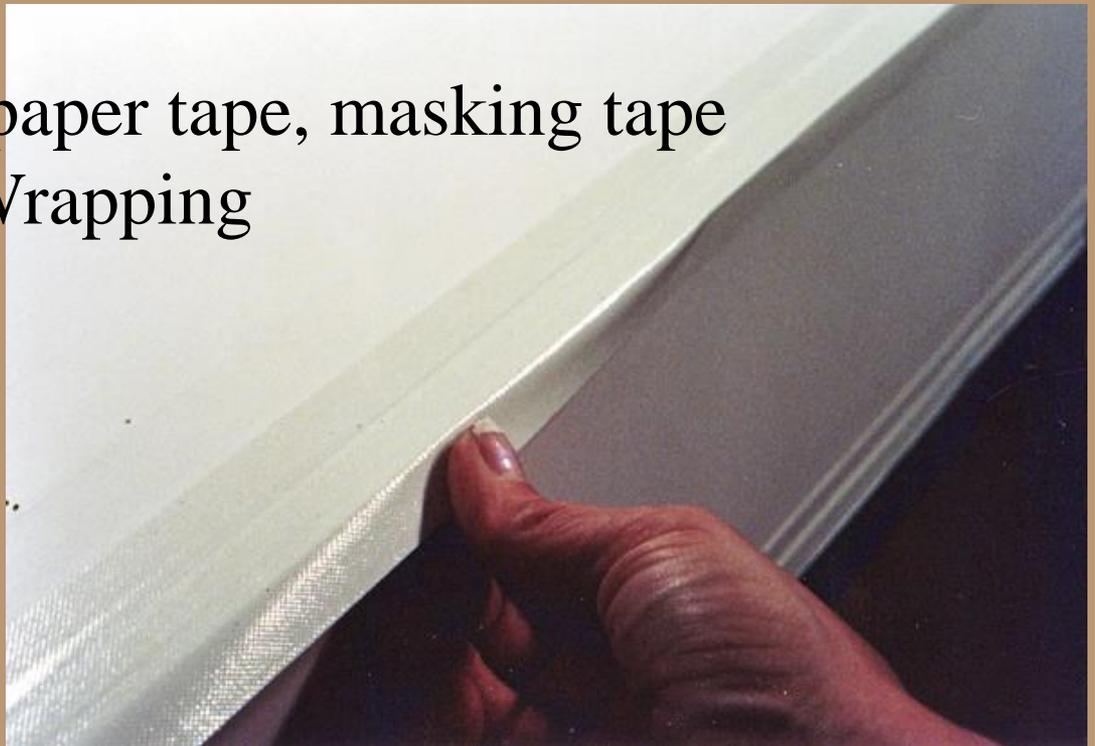
Recommended Tape Application

- 2"- 3" wide packing tape for light packages
- 2" Reinforced linen tape (in photo)
- 3" 60# water activated tape for heavy packages

DO NOT USE

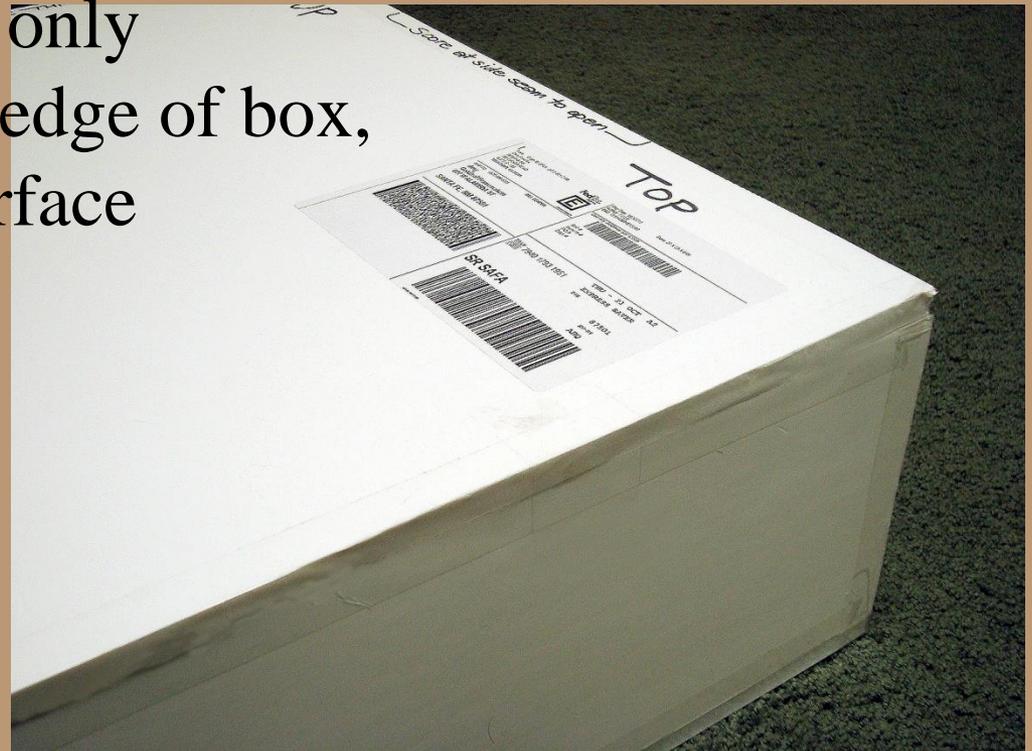
- Duct tape, Kraft paper tape, masking tape
- String, Rope or Wrapping

Sealing



- Place duplicate shipping information inside box
- Remove or cross out all old shipping labels
- Do Not place labels over seams or around edges
- Label TOP or THIS SIDE UP
recipient benefit only
- Keep label 4" from edge of box,
on the largest surface

Labeling



Internal Packing Materials

Loose Pellets/Peanuts

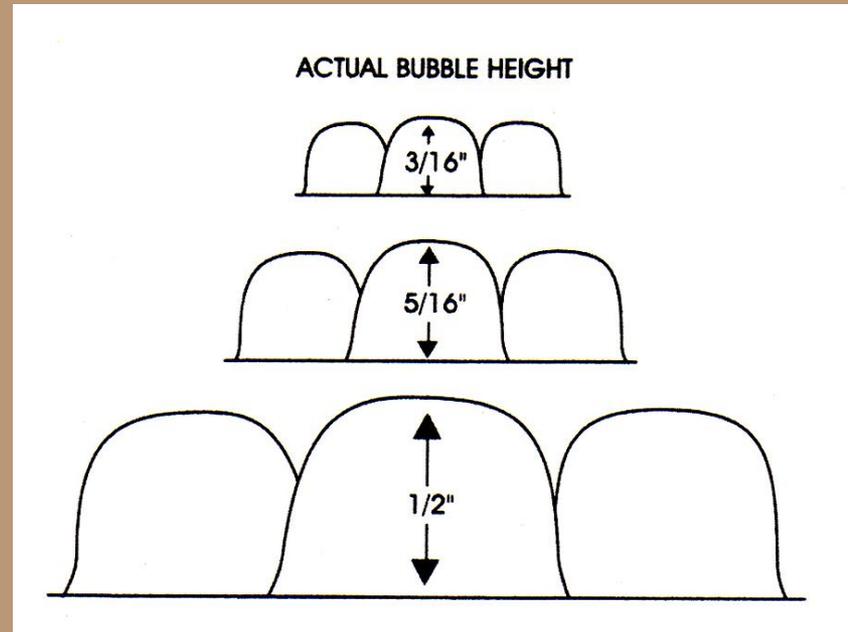
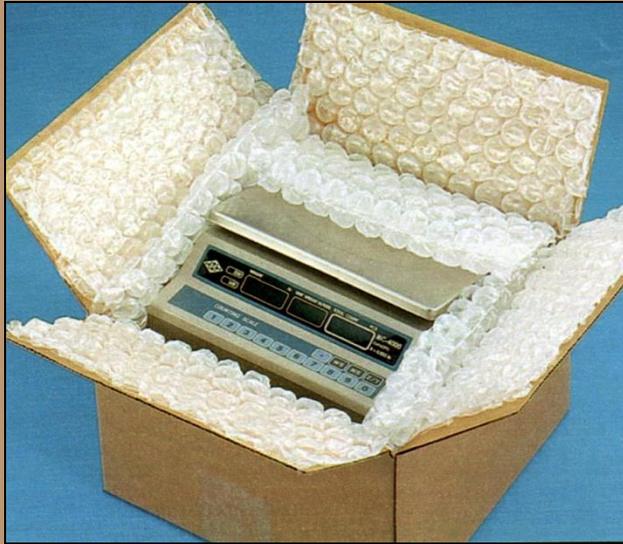
- Expanded polystyrene



Flo-Pak Peanuts

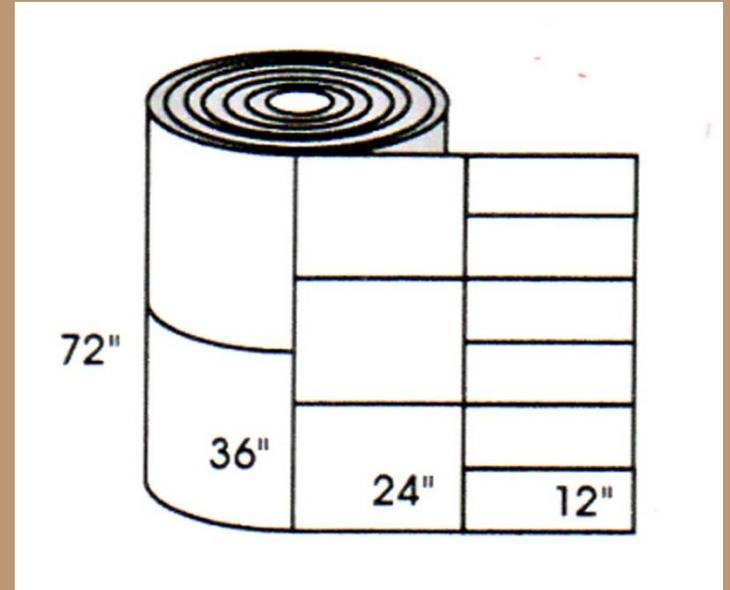
- Dust-free, no crumble or break.
- Figure-8 air shocks.
- Biodegradable 100% recycled.

Bubble Wrap



- Light 3/16" for light, one-way
- Medium 5/16" nylon, short ship
- Heavy 1/2" for long term & maximum padding

Polyethylene Foam Sheets



- Polyethylene foam, shock-absorbing, non-abrasive, lightweight, waterproof.
- OK for wrapping, but NOT advised for padding frames.

Inflatable Packaging – Air Fill



- Bags ship flat & inflate 8 sec.
- Portable 110v inflator.
- Effected by altitude
 - Expands LA to Denver
 - Contracts Denver to LA
- Effected by temperature
 - Volume decreases in cold
 - Increases in heat
- Not advised for frames

Kraft Paper

- Crumple and pack around art.
- Tightly wad at least 4” on all six sides.
- 4” required between all layers also.



Expanded Polystyrene Foam (EPS)

- Lightweight closed-cell structure
- Short-term blocking & bracing
- Resistant to moisture & water vapor
- Rot, mold, mildew, fungi resistant
- Use only as inner box liner
- Do not use for solid pack
- Not as resilient as other foams





Expanded Polystyrene Foam (EPS)
Moldable, lightweight, does not compress under impact



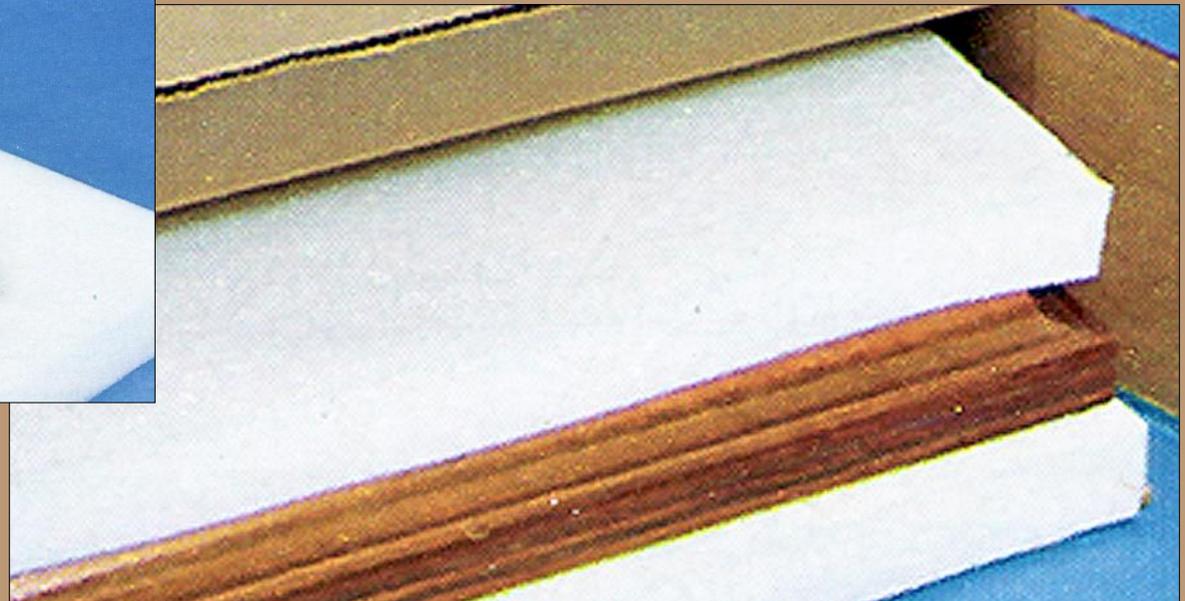
Polyethylene Foam (PE)

- Low density, closed-cell foam
- Lightweight, shatterproof
- High shock absorption & vibration reduction
- Impervious to mildew, mold, rot & bacteria
- Fabricate with no dust
- Often molded to form shipped item
- May have ribs that compress on impact
- Not recommended for shipping frames



Soft Polyurethane Foam (PU)

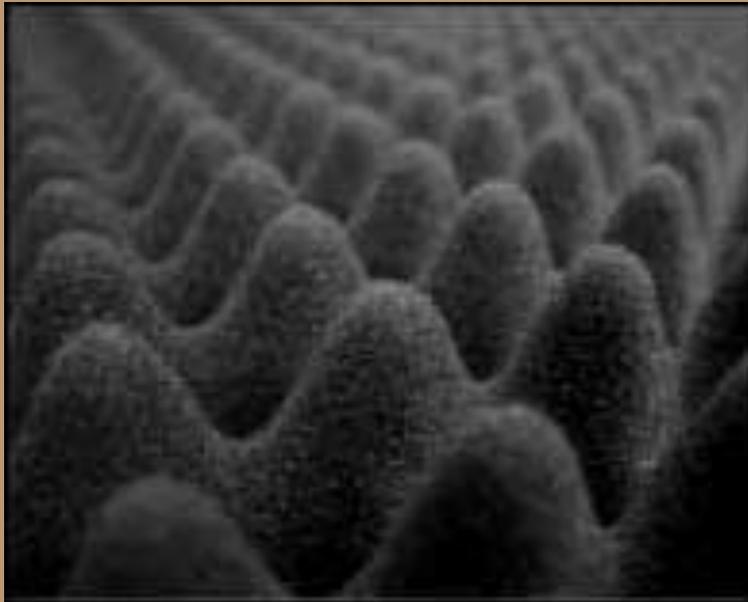
- Contours to frame for maximum cushion.
- Use as a protective wrap or void fill.
- Low density, lightweight, flexible foam for light loads only



Convolutd--Acoustic Eggcrate--Foam

72" x 80" x 2-1/2"

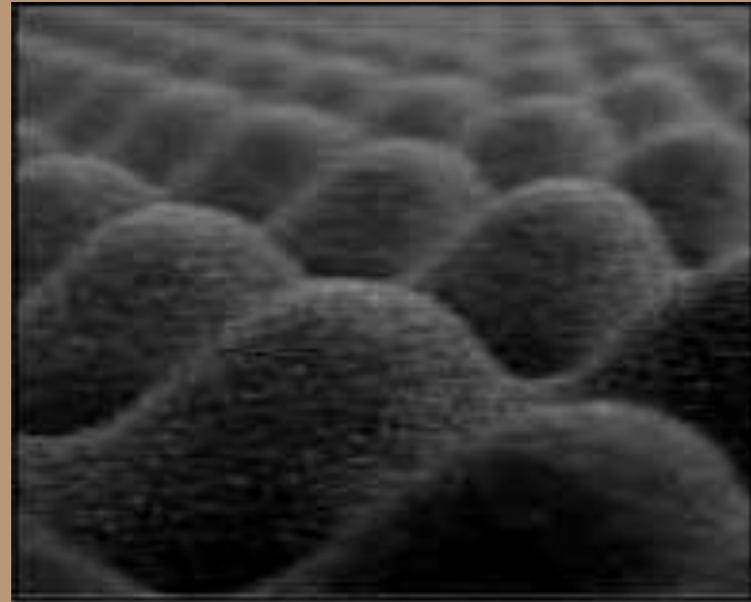
45# compression



\$46.99

72" x 80" x 1-1/2"

36# compression



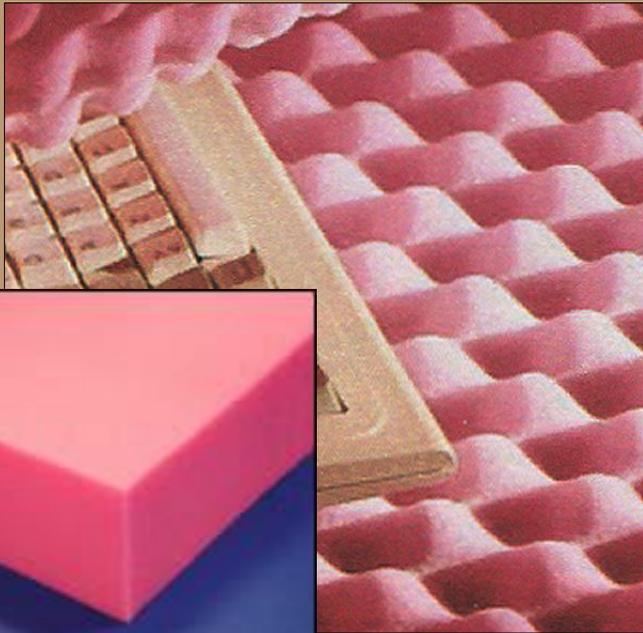
\$32.99

The Foam Factory

www.thefoamfactory.com/acousticfoam/eggcratefoam.html

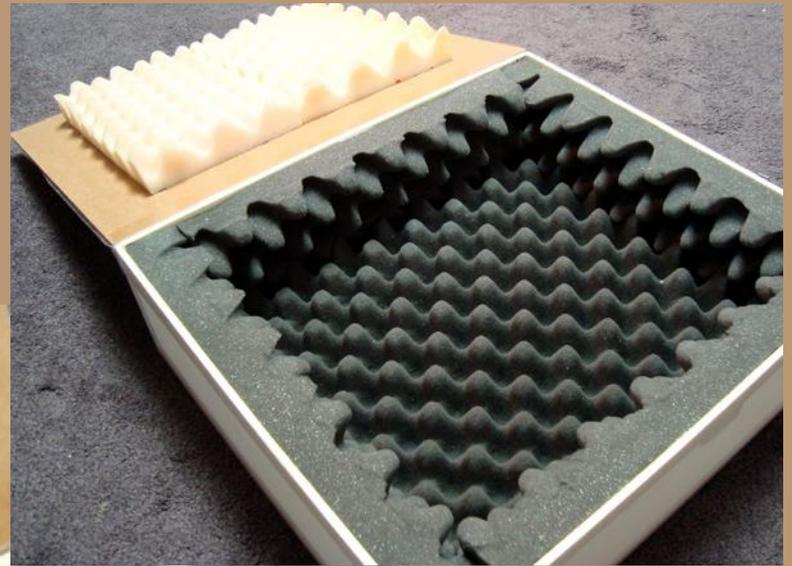
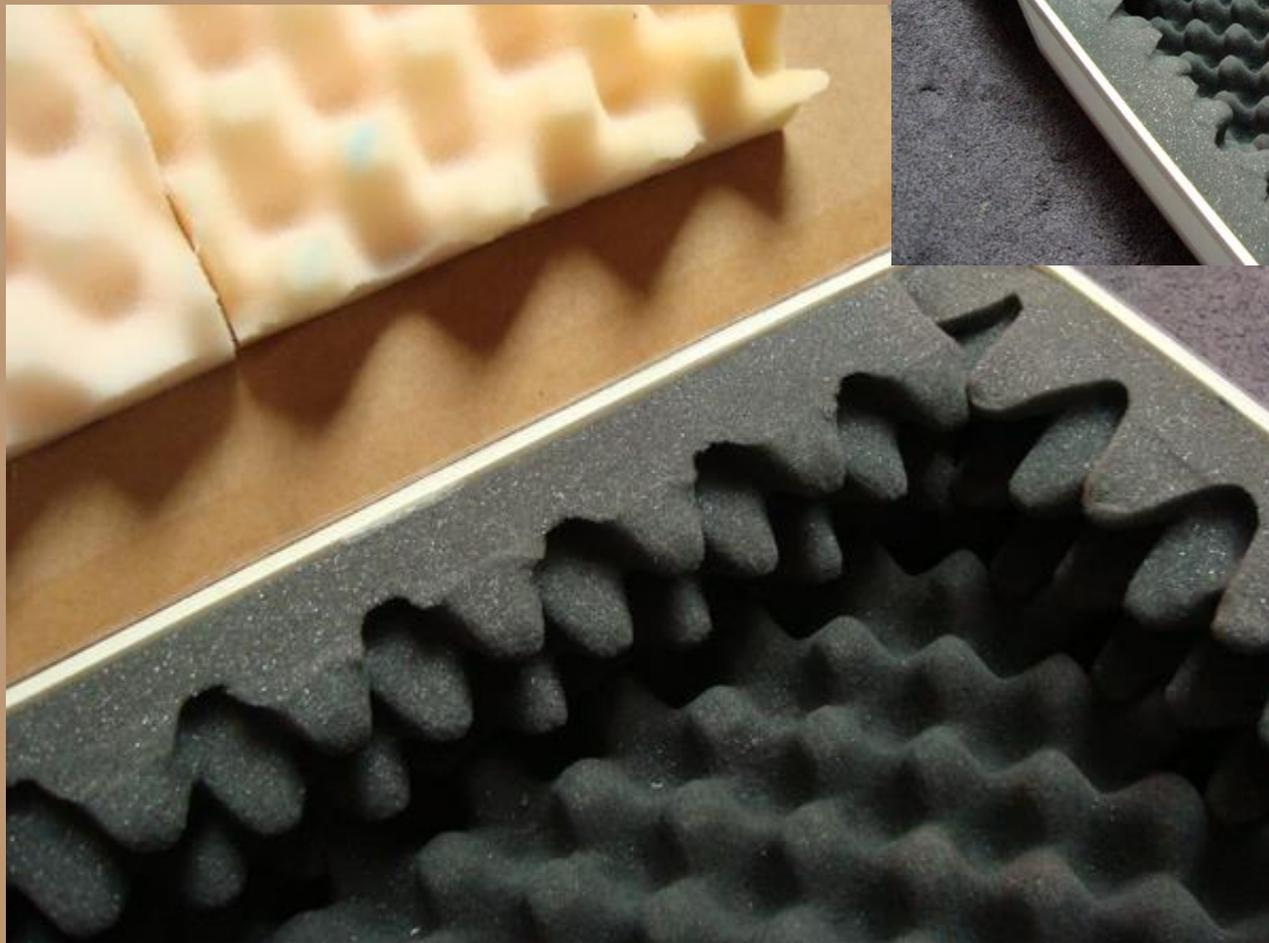
Uline Anti-Static and Charcoal Convoluted Foam

- Polyurethane eggcrate foam 2" with 3/4".
- Sets are 2 sheets of interlocking foam.
- Anti-static pink or Charcoal foam.



www.uline.com

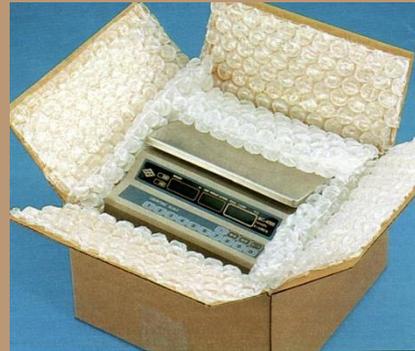
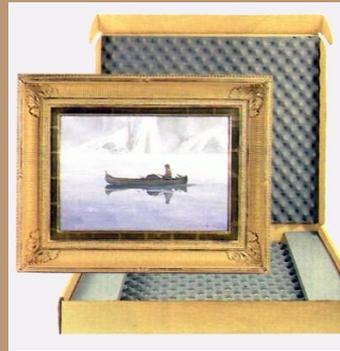
Mattress vs. Acoustic Foam



UPS, FedEx and USPS

UPS Requirements

- Expanded Polystyrene Peanuts – loosefill, 3” min
- Eggcrate Foam –2” minimum all sides
- Air-Encapsulated Plastic Sheeting - bubble wrap
- Kraft Paper - 4” minimum all sides



UPS Restrictions

Not for Shipping Frames

- Paper Cushioning – layered newsprint stacks
- Expanded Polystyrene Foam (EPS)
- Polyethylene Foam (PE)
- Polyurethane Foam (PU)
- Corrugated Board – not for any fragile items



UPS Cushioning Methods

- Blocking and Bracing – corners and sides
- Floatation/Stuffing – distributes impact
- Wrapping – not for framing
- Molded Enclosures – fits art exactly
- Suspension – eggcrate foam, slings, straps...



FedEx Ground Single-Box Packing Method

- Use crumpled newspaper, loosefill or air-cellular cushioning.
- Place art inside plastic to protect.
- Use the H-tape method for sealing package.



FedEx Ground

Box-in-Box Packing Method

- Wrap with 2" of air cushioning or foam material.
- Use filler of crumpled paper, loosefill...to cushion.
- Close inner box using H-tape method.
- Place in a second box
at least 6" longer, wider
& deeper than inner box.
- Use filler cushion.
- Fill all void spaces.
- Use the H-tape method to close.



Commercial Boxes

Uline Deluxe Artwork Shippers



- Heavy duty plastic-lined top & bottom for puncture control.
- Removable foam.
- Approved by UPS & FedEx®.

Airfloat Systems Strongbox

www.airfloatsys.com



- Eggcrate (convoluted foam) is thinner at 1-1/2"
- 34 x 42 x 7.5" for 31 x 39 x 6" art \$145 unlined/\$165 lined

Armadillo Shipping Box



Santa Fe, NM

Flat Art and Prints

Commercial Mailers

Corrugated Pads

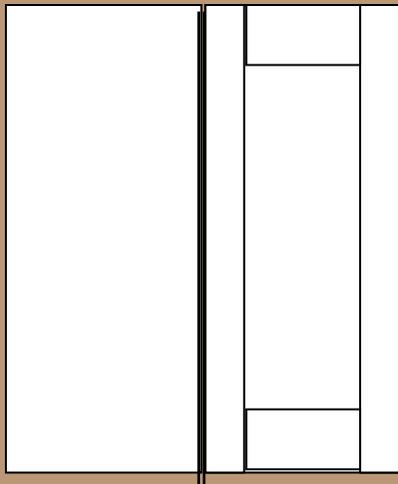
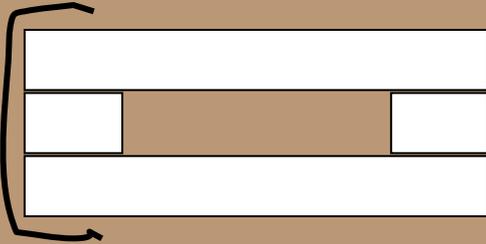


Print Mailers

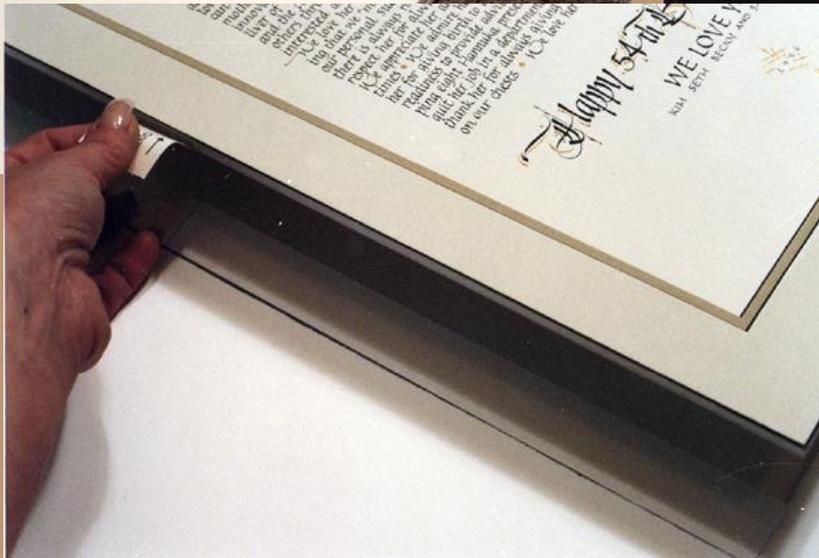
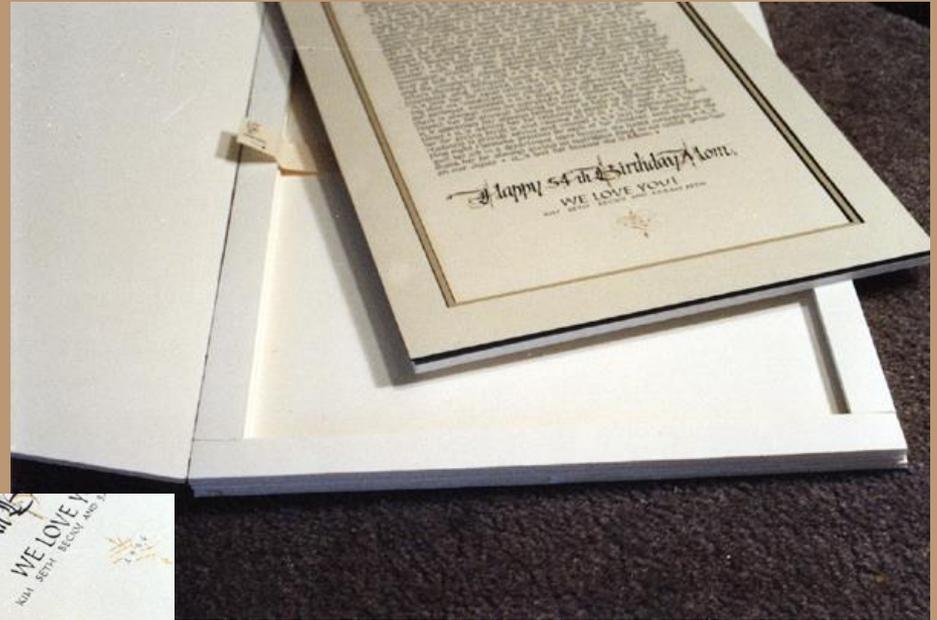


In-House Boxes

Flat Art Sink Box



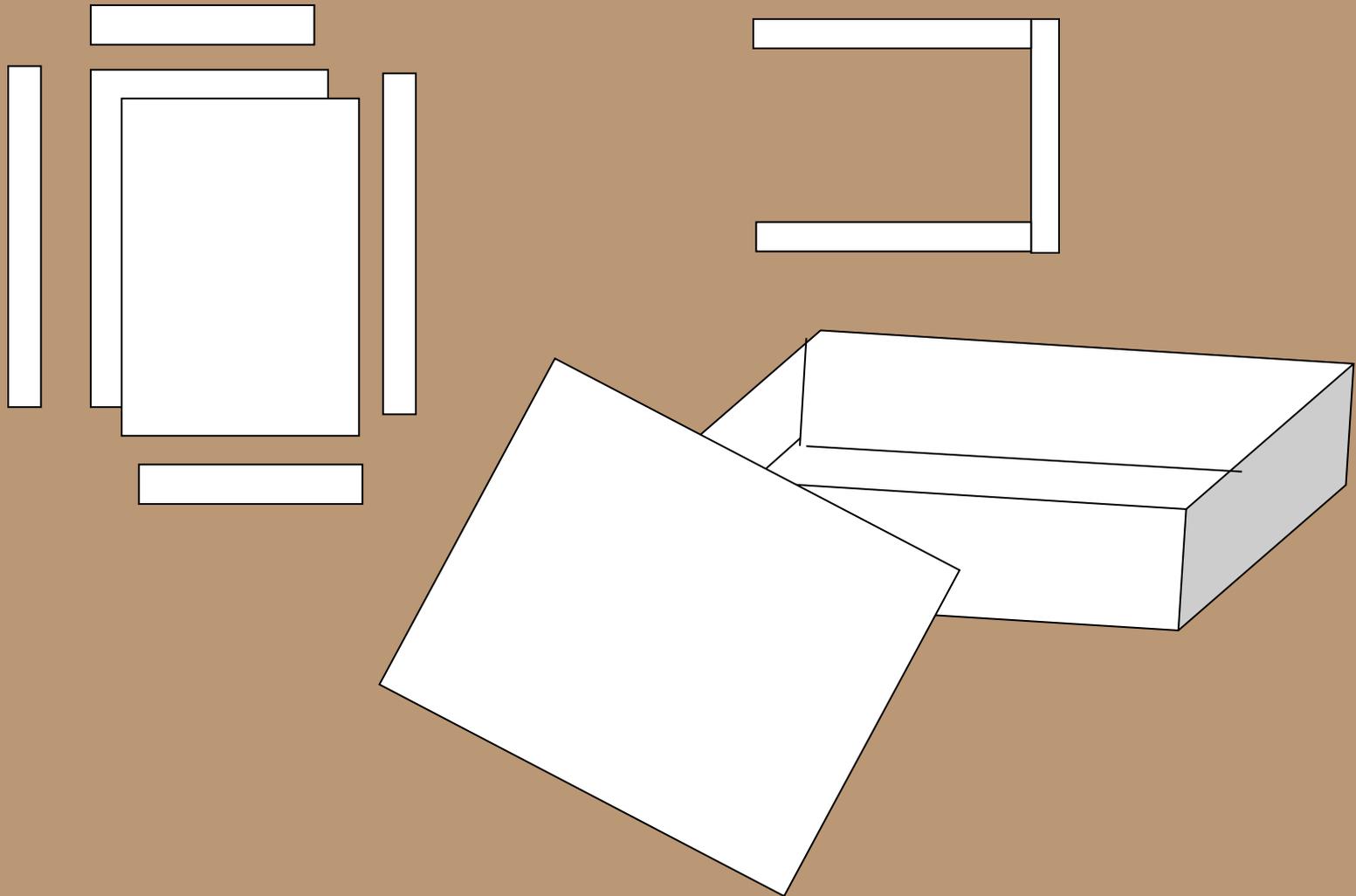
Add depth to accommodate matted art.
Place lifter tab beneath art for ease of removal.



Moisture proof shipped art
in glassine or plastic bag.



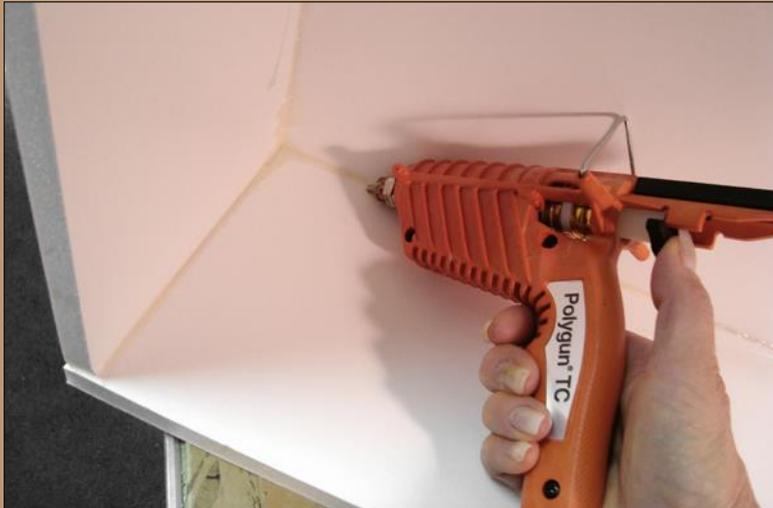
Hinged Shipping & Storage Box





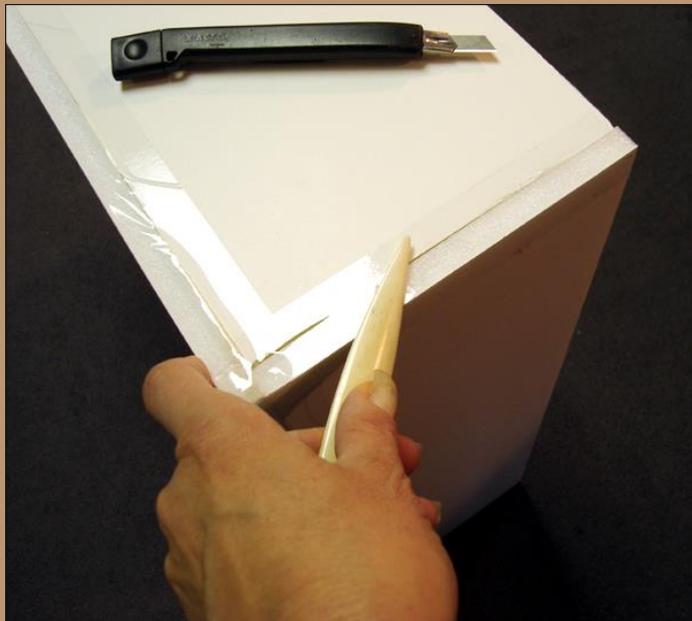
Size Materials

- Stack sponge, frame & sponge
 - Add 2-1/2" all four sides
 - Cut top and bottom boards
 - Stack board, sponge, frame, sponge and measure for sides
 - Cut sides exact lengths
-
- Hot glue sides to bottom
 - Reinforce with bead of hot glue





- Reinforce all seams with 2” heavy-duty shipping tape.
- Burnish aggressively with bone.



- Align lid to box bottom and add flange hinge of shipping tape along outside edge.
- Open lid and add strip along inside seam.



- Spread eggcrate foam face down and measure for box bottom inside walls.
- Extend blade and cut half way through foam from back



- Pull apart to separate
- Measure and cut side strips



- Fit eggcrate into box bottom
- Lift end and hot glue to box
- Reverse and hot opposite end



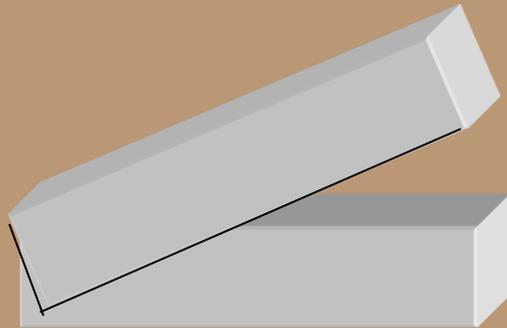
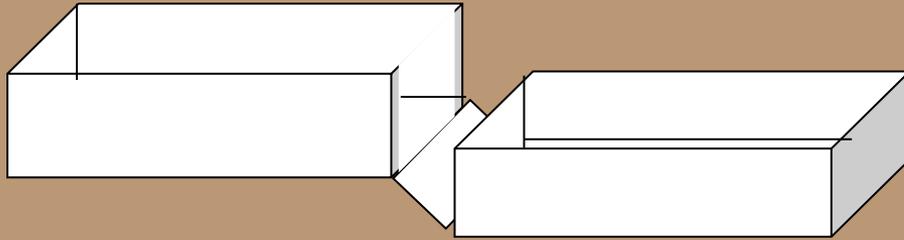
- Apply bead of glue to sides and align sized eggcrate pieces.
- Pieces may be butted together in any fashion, but fill entire perimeter.
- Cut top eggcrate piece to nest inside surrounding sponge.
- Glue top sponge to lid.

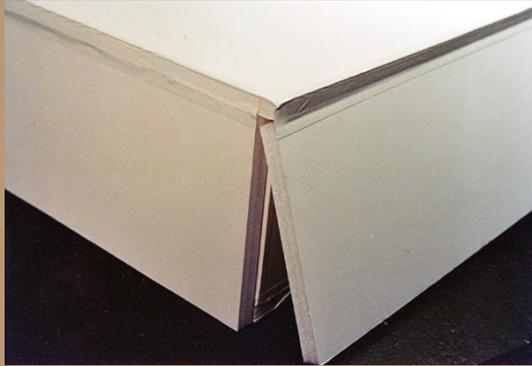
Double Wall Shipping Box



1/2" foam for base and lid to fit as shoe-box

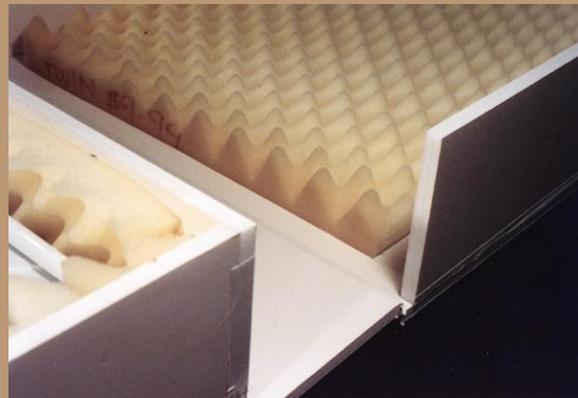
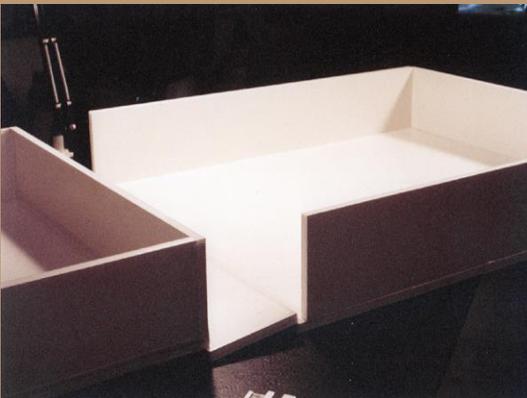
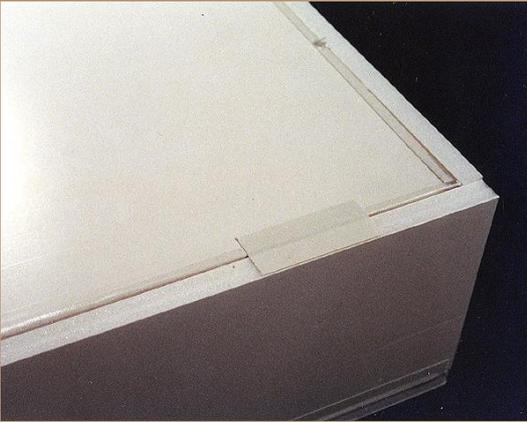
Drop Spine Storage & Shipping Box



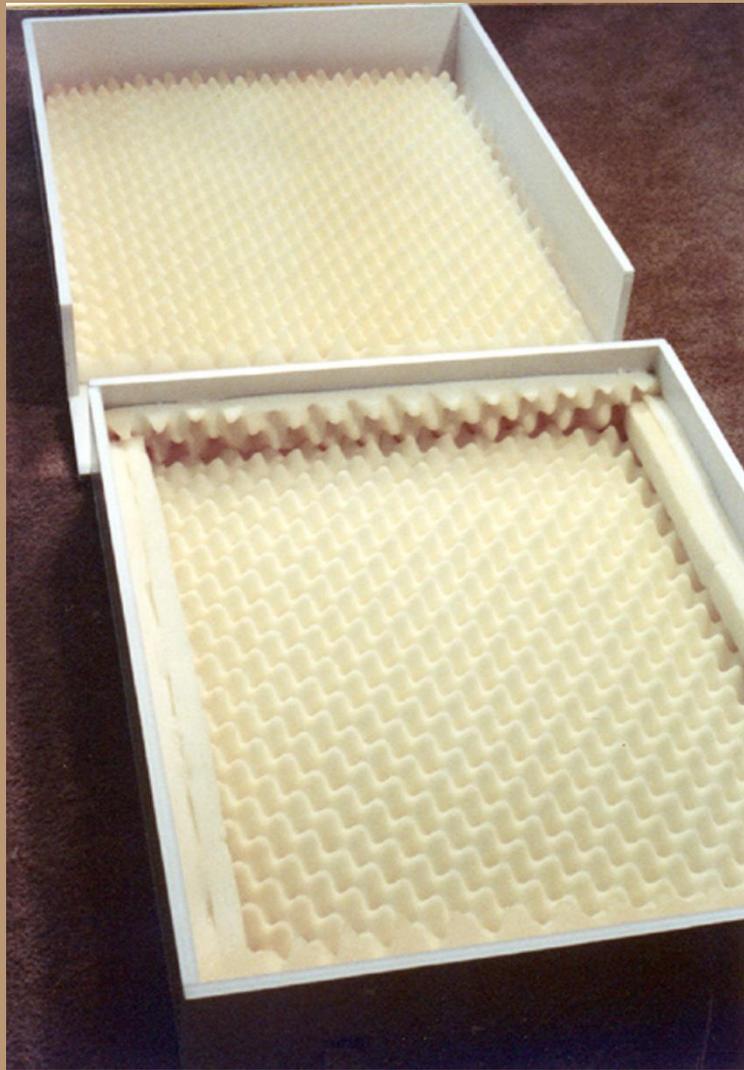


Drop Spine Box Assembly

- Measure and construct box bottom same as Hinged Box.
- Size and cut lid pieces large enough to fit over completed box bottom.
- Assemble both sides and one end of lid, fit over bottom and hinge with tape.
- Invert unit and hang hinged end over edge of table.
- Remove bottom and set aside.
- Tape seam and burnish.



- Refit bottom into lid, fold up hinged end and hold in place with small tape.
- Cover seam with full strip of 2" HD tape and burnish. Stop at inner edge of side seams.
- Open box and reinforce other side of hinge with HD tape.
- Open flat.
- Line top, bottom & sides with foam.



Professional Craters & Shippers

Travel Frame

This type of packaging allows the piece to be handled without anything coming in contact with the surface of the artwork.

Ship /Art





OzClips

Ship/Art
www.shipart.com

Museum Crates

Ship/Art



Foam Planks

- Low density polyethylene
- Paper coated w/PSA one side
- Long term lining & cushion
- Water, fungi and mold resistant



Crating

Craters & Freighters

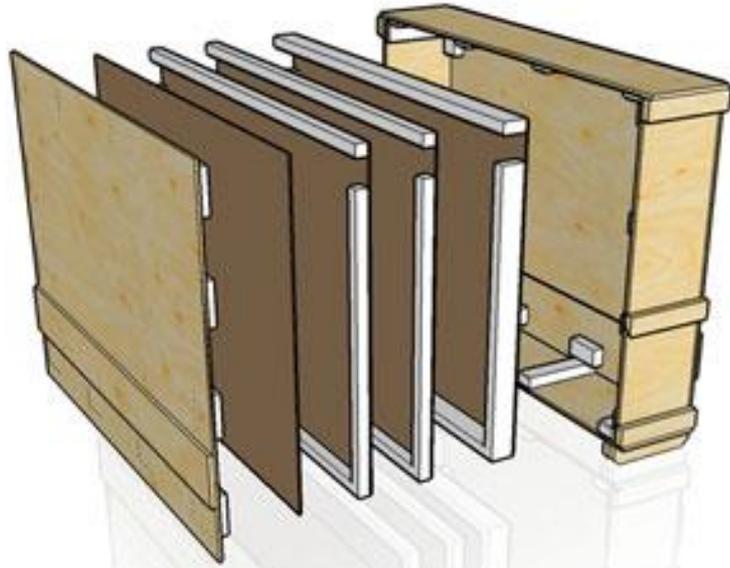


Crate Types

Travel Crates

- For high-end artworks, and long-term storage
- Shell of plastic laminate as moisture barrier
- Lined rigid thermal insulation
- Cushioned in foam protection
- Lid gasket has air-tight seal
- No exposure to wood
- Can be lined with Marvelseal for insulation from pollutants





Fine Art Shipping
www.fineartship.com

One-Way Crates

- Suited for economical one-way transport or short-term storage
- Extra thick battens placed only at corners
- Strong enough for international transport

Insurance



Art Insurance Options

- Full Cargo Coverage
- Loss Only
 - From pick-up,
 - Packing & crating, to
 - Final delivery.

Craters & Freighters

www.cratersandfreight.com

Insurance requires Good Crating

- One set of readable labels
- Clear markings using universal symbols
- Opening & unpacking instructions provided
- Packing list details all enclosed elements
- Well constructed and packed



Bad Crating

- Old or wrong labels
- No safety markings, or wrongly oriented up-arrows
- Missing or useless unpacking instructions inside
- No packing list inside
- Poorly constructed or packed crate design
- No skid – if applicable
- Inappropriate crate style for shipper used

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