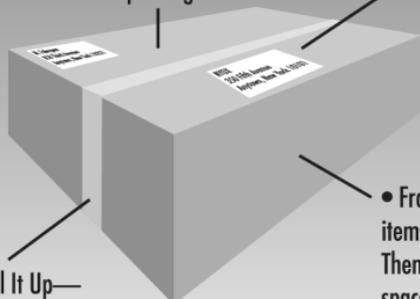


Holiday Hints

Tips On Shipping Gifts

Ship Like A Pro

- **Choose Your Box**—Use a box that is just big enough to fit your items and about two inches of packing material.



- **Seal It Up**—Use reinforced packing tape to close all flaps. Reinforce seams with tape and secure the bottom and top of the by with extra tape.

- **The Name Game (In place of Address)**—Be sure labels are correct, clear and legible—including the label with the return address. Spell out city names and abbreviate states.

- **Fragile Items**—Consider double boxing fragile items. Securely pack the items in a small box. Then place the small box in a larger box and fill the space between the boxes with packing material.



(NAPSA)—If you plan to ship gifts this holiday season, you may want to consider the following tips from the experts:

- Be sure to use shipping boxes that are new or in good shape. Use the right-sized box and avoid overpacking.

- Wrap materials individually in bubble wrap or use Styrofoam inserts so items don't touch each other. Each item should have a minimum of two inches of cushioning on all sides. Fill the box. If you have lots of extra space, items are more likely to shift during shipping.

- To help avoid mix-ups, don't seal the box before attaching the appropriate labels. Also, verify that the recipient's address and ZIP code are complete, correct and legible on the address label. Make sure your full address is complete and legible as well—and add an extra address label inside the package. Remove any old addresses and shipping labels.

- Seal the box using a good-quality shipping tape. Ensure that

all seams and flaps are securely taped. For additional reinforcement, apply extra strips of tape to the bottom and top of the box.

Fragile Items

If you plan to send fragile items, you may want to be extra careful when packing. DHL, the shipping company that provided the above tips, has these suggestions for packing fragile items.

- Try double boxing. Pack the item in one box, then place that box in a second, larger box that has about two inches of packing material inside. Fill any remaining space between the boxes with extra packing material.

- Try not to put more than one piece of electronic equipment in a box. Whenever possible, ship such items in their original packaging. If the original packaging is not available, try using Styrofoam insets, molded polystyrene, chemical foam or packing peanuts.

- Mark the outside of the box "FRAGILE."

For more tips and information, visit www.dhl.com.