



Important Tips for Packaging Computer Equipment for Transport

CPUs

Similar sized CPUs can be stacked on pallets up to 4 and half feet tall. Build stacks on all 4 corners of the pallet and then fill in the open spaces with odd sized units. Shrink wrap tightly to hold the units together. (45- 50 PCs)

Printers

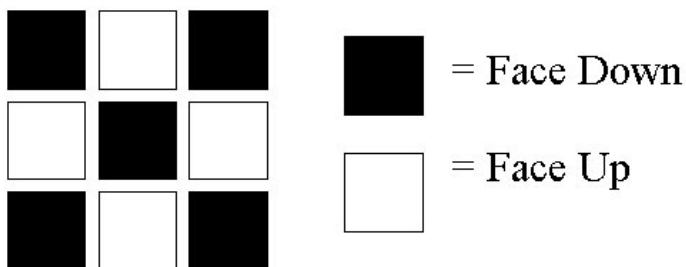
Stack as best as possible on a pallet and shrink-wrap. Place larger laser and line printers on the bottom and fill in open areas with smaller sized units.

Monitors/Terminals

Monitors should be stacked 27-36 per pallet (up to 17") on a standard 4 foot by 4 foot pallet. Refer to the diagram below. Place a piece of cardboard or bubble wrap in between each layer of monitors and build 3-4 layers of monitors. Shrink wrap tightly to hold the skid together. If the monitors are uneven, shrink-wrap each layer as the pallet is being built. Larger than 17" monitors can be stacked the same way however each layer will have less quantity. Only stack larger than 17" monitors 3 layers high.

Use the "Checker Board" Method to stack.

Aerial View of Skid



Side View of Skid



Miscellaneous Equipment

For keyboards, mice, circuit boards, drives, etc. fill monitor size boxes (21" x 21" x 21") and stack on skids up to 5 feet tall. Shrink-wrap tightly.

Note: A 26-foot box truck will hold 10-12 skids