A. The importance of proper packaging (International transportation)

International shipments are handled and transited through many locations from the origin to the destination; improper and unprotected packaging will put the safety of the shipment at risk.

Packaging of international shipments is arranged by the customer. In order to make sure your shipments will be delivered on time and in good condition, let’s learn the quick tips to protect your shipment.

B. Packaging service

Packaging of international shipments is arranged by the customer. (Please refer to the following column D. Packaging methods.)

SF also offers professional packaging service for improper packed shipments or by request. For service charge of packaging service, please contact our Customer service department: 0120 683 683.

C. Composition of packaging

1. Outer Packing: The external packing material protects the shipment from external damage during transportation.

Example: Envelope, plastic bag / flyer, double-walled carton box, wooden box etc.

Did you know?

2. Inner Packing: The material used for protecting the content from being damaged by crash or vibration.

Example: EPE sheet, foam box

Did you know?

Recommended thickness of buffering material:

<table>
<thead>
<tr>
<th>Weight of consignment</th>
<th>Thickness of buffer</th>
</tr>
</thead>
<tbody>
<tr>
<td>0 - 3 kg</td>
<td>2 cm</td>
</tr>
<tr>
<td>3 - 5 kg</td>
<td>3 cm</td>
</tr>
<tr>
<td>5 - 10 kg</td>
<td>5 cm</td>
</tr>
<tr>
<td>10 - 15 kg</td>
<td>6 cm</td>
</tr>
<tr>
<td>15 kg +</td>
<td>8 cm</td>
</tr>
</tbody>
</table>

3. Cushioning: Material used for filling up the space between the product and box to avoid the content from moving inside the box.

Example: Bubble wrap, loose fill peanuts (EPE, EPS)

Did you know?

SF also offers professional packaging service for improper packed shipments or by request. For service charge of packaging service, please contact our Customer service department: 0120 683 683.

1. Outer Packing: The external packing material protects the shipment from external damage during transportation.

Example: Envelope, plastic bag / flyer, double-walled carton box, wooden box etc.

Did you know?

Recommended thickness of buffering material:

<table>
<thead>
<tr>
<th>Weight of consignment</th>
<th>Thickness of buffer</th>
</tr>
</thead>
<tbody>
<tr>
<td>0 - 3 kg</td>
<td>2 cm</td>
</tr>
<tr>
<td>3 - 5 kg</td>
<td>3 cm</td>
</tr>
<tr>
<td>5 - 10 kg</td>
<td>5 cm</td>
</tr>
<tr>
<td>10 - 15 kg</td>
<td>6 cm</td>
</tr>
<tr>
<td>15 kg +</td>
<td>8 cm</td>
</tr>
</tbody>
</table>

SF Packing Guideline

0120 683 683
www.sf-express.com/jp/en/
D. Packaging methods for different shipments

1. Does the shipment exceed its dimension? (l) 70 x (w) 40 x (h) 32cm

2. Is there any glass bottle with liquid inside?

3. Are there any products or part of the product made of glass, ceramic, LED?

3.1. Wrap the contents separately with EPE sheet or bubble wrap. Then use cardboards or EPE sheet (thicker than 1cm) to separate the contents.

3.2. Put the product in the center of the box to prevent it from touching the outer packing. Then fill up the space with sufficient cushioning material to avoid movement.

4. Is there just a few documents or clothes?

4.1. If it is a document, please put into the envelope to prevent it from being folded.

4.2. If it is an apparel or wet tissue, please put into the plastic bag/flyer.

4.3. Use cardboards or EPE sheet (thicker than 1cm) to separate the bottles.

4.4. Place the corner protector onto the top and bottom of the outer retail package of bottle.

4.5. Stuff the space with cushioning material between the cardboards and the external packaging.

5. Others

5.1. Pack the product separately with EPE sheet or bubble wrap. Then use cardboards or EPE sheet (thicker than 1cm) to separate the contents.

5.2. Put the product in the center of the box to prevent it from touching the outer packing. Then fill up the space with sufficient cushioning material to avoid movement.

Packaging for fragile items or valuable items

Outer packing: Double walled carton box or container with same strength

Inner packing: EPE sheet, cardboards

Cushioning: Bubble wrap, lose fill peanuts (EPE, EPS)

1. Wrap the contents separately with EPE sheet or bubble wrap. Then use cardboards or EPE sheet (thinner than 1cm) to separate the contents.

2. Used cardboards to protect the LED monitor before wrapping it with EPE sheet or bubble wrap.

3. Put the product in the center of the box to prevent it from touching the outer packing. Then fill up the space with sufficient cushioning material to avoid movement.

Packaging for general goods

Outer packing: Double-walled carton box or containers with same strength

Inner packing: EPE sheet, cardboards

Cushioning: Bubble wrap, lose fill peanuts (EPE, EPS)

1. Use cardboards or EPE sheet (thinner than 1cm) to separate the bottle.

2. Place the corner protector onto the top and bottom of the outer retail package of bottle.

3. Stuff the space with cushioning material between the cardboards and the external packaging.

For more information about packaging service, please contact to our Customer Service Hotline at 0120 683 683.