

# Are you new to Self Storage?

## Here Are Some Great Storage Hints

### General Household items

- Pack irregular shapes in cartons wherever possible to stack & maximise use of space
- Fill cartons to capacity, to prevent tipping or collapse
- Place heavy items at the bottom of cartons
- Pack heavy items (books or tools) in small cartons so they are easy to handle



- Pack and label cartons room by room
- Use Port-A-Robes, for easy storing of clothing you want to protect from creasing
- To avoid breaking boxes open do **not** stretch the tape, but roll the tape over the box
- Keep an inventory and record where you store them
- Plan how you position items to make best use of the storage volume
- Place large, heavy items that you can stack upon at the rear of the unit
- Depending on the goods you have stored, you may need to allow for walk ways to reach items
- Store items you may want sooner close by the door for easier retrieval
- Mattresses and beds are best covered with fitted sheets to allow moisture to escape  
Sweating releases litres of moisture into the mattress, so dry it first by leaving in direct sunlight for several hours (Plastic covers are best used only on new items or moisture cannot escape )  
Hints on cleaning mattresses can be found @ <http://www.ehow.com/clean-a-mattress/>
- Sofas and lounge suites have similar moisture & storage issues as beds

**For all your storage needs contact All Secure Self Storage 0800 1 STORE / 0800 1 78673**

## Appliances

- Make certain the ice tray is empty & the freezer box is ice-free before storing your fridge
- White goods, such as fridges and freezers should be thoroughly DRY and CLEAN
- Wipe or spray fridges/freezers with a weak (see bottle) bleach solution to kill spores
- A deodoriser (baking soda in a dish) placed inside fridges or freezers maintains freshness
- Leave the door secured slightly ajar using a folded piece of corrugated cardboard



- Leave all white goods completely empty whilst in storage - unbelievably, some people leave food in them!!
- Run a hot wash with bleach through washing machines before putting them into storage
- Drain water from all hoses and remove them from the water inlet fittings on the machine
- Tip washing machines towards the drainage pipe to further remove waste water between inner/outer bowls
- Remove, clean and dry the lint filter before wrapping in a paper towel and placing in the bowl
- Run a hot wash with bleach through your washing machine after taking it out of storage
- If stacking appliances, put folded cardboard or a furniture blanket/rug on top of the layer below to prevent scratching

## Furniture

- Where possible unscrew the legs from items of furniture e.g.. bed bases, tables etc
- Clothing and personal goods should be packed in strong secure cartons
- Clothing can also be stored in vacuum packed plastic bags (commercially available)

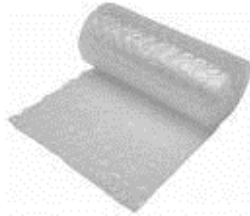


- Vacuum food crumbs from furniture
- Where possible stand tall items on their end
- Place a layer of cardboard or a furniture blanket/rug underneath sofas before standing on end
- Use heavy items such as fridges to hold upturned beds in place

**For all your storage needs contact All Secure Self Storage 0800 1 STORE / 0800 1 78673**

## Glassware & Dishes

- Place a layer of packing inside the bottom and top of cartons containing breakables
- Protect fragile items by wrapping individually in packing paper or bubble wrap



- Some items will benefit from a second layer of bubble wrap applied at 90o to the first layer
- Secure the bubble wrap around the products using tape
- Take extra care not to pop the bubbles, as this decreases the effectiveness of the wrap
- Nest cups and bowls, stand plates, saucers, platters, casseroles on their edges
- Fill any gaps in the cartons with packing e.g.: scrunched/shredded paper or linen
- Label all cartons containing fragile items and avoid storing heavy items on the top

## Mirrors, Windows, Screens & Paintings

- Protected by packing material e.g.; bubble-wrap or a flat-pack carton
- Store standing on their edges in an upright position

## Electrical Equipment

- Electrical equipment is very delicate and sensitive and should be handled with care
- Where possible, use original boxes to repack in.
- Wrap items individually in bubble-wrap, packing in cartons, and seal the top with tape
- Secure turntables and tone arms of record players to prevent damage
- Pack out any gaps in the cartons
- Remove batteries to avoid damage from leaking batteries
- Computers are best stored in original boxes or bubble-wrap and good quality packing cartons If you are unsure about your computer, refer to the manufacturer's manual, or consult your retailer, especially if storing for longer than six months

## Mowers & other Machinery

- Stand mower on a flattened cardboard box in consideration of others to keep the floor clean
- Drain fuel and oil from all machinery
- Place an upside down cardboard box over the motor or position the mower under a table

## Do Not Store

- Any goods that are illegal, stolen, inflammable, explosive, environmentally harmful, hazardous, perishable or that are a risk to the property of any person.  
e.g. Chlorine, acid, paint and petrol, LPG bottles (unless purged)

**For all your storage needs contact All Secure Self Storage 0800 1 STORE / 0800 1 78673**