

## TIPS FOR LOADING MOBILE STORAGE VAULT

- PREPARE PARKING SPACE IN FRONT OR NEAREST TO YOUR PREMISES.
- TAKE ALL THE TRAFFIC SAFETY PRECAUTIONS BEFORE STARTING TO LOAD.
- DISTRIBUTE THE WEIGHT EVENLY IN YOUR VAULT UNIT, NOT ALL ON ONE SIDE.
- BOXES TO BE FILLED COMPLETELY AND LIDS CLOSED. FILL EMPTY GAPS OF BOXES WITH PACKING MATERIAL.
- PROTECT YOUR ITEMS WITH BUBBLE WRAP AND USE STORAGE BLANKETS TO PROTECT FURNITURE. IT IS YOUR RESPONSIBILITY TO MAKE SURE ADEQUATE PACKING AND WRAPPING IS USED TO PROTECT YOUR GOODS.
- PACK HEAVY ITEMS INTO SMALL BOXES TO MAKE LIFTING EASIER.
- ALWAYS PLACE HEAVY ITEMS AT THE BOTTOM CENTRE AND PLACE LIGHTER ITEMS ON TOP.
- USE DRAWERS TO LOAD SOFT UNBREAKABLE GOODS.
- SECURE THE VAULT UNIT WHEN YOU ARE NOT IN ATTENDANCE WITH A SECURE PADLOCK.
- PROP AND SECURE THE VAULT DOOR OPEN WHILE YOU ARE LOADING TO PREVENT IT FROM CLOSING UNEXPECTEDLY.
- PACK THE VAULT UNIT SENSIBLY, AVOIDING EMPTY SPACE AND PROTECTING FURNITURE.
- MAKE AN INVENTORY LIST TO MAKE NOTE OF WHERE YOU HAVE PACKED YOUR GOODS TO MAKE IT EASIER TO KEEP TRACK OF YOUR ITEMS.