

STORAGE ADVICE AND TOP TIPS

Storage solutions by a professional team at Hannaford Property Storage

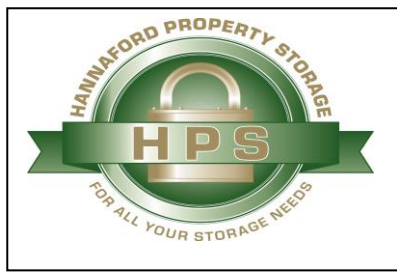
Deciding that you need storage space is easy! Packing and organising your storage room is a whole different story. We've compiled some organisational tips for you when moving your items into storage. Taking this extra time in the beginning will save you a lot of frustration in the end!

Self-Storage advice and top tips

General



- Box everything that you can.
- Invest in good quality sturdy boxes and packing materials – box strength degrades with use. If you buy boxes of similar sizes, it will be easier to stack them securely in the Self-Storage facility and will save you space.
- Fill boxes to capacity wherever possible to avoid breakages but avoid making them too heavy – remember you will have to be able to lift them. You can use materials such as paper or towels or can buy special packing to fill spaces if necessary. You may be stacking boxes on top of each other, and the lower levels need to be sturdy enough to take the strain. Boxes that are only partly filled may tip over or collapse.
- Label all boxes clearly so you can identify the contents. Label them on more than one side so you can see what is in them quickly. Mark 'Fragile' on any boxes containing breakable items.



- Do not store wet items as they can cause water damage, mould and mildew.

Fragile Items



- Wrap all fragile items and breakables such as dishes, glasses, ornaments etc separately. Paper will do but bubble wrap is a good investment. Pack them tightly into strong boxes, filling any gaps with paper or filler. Try to avoid putting heavy items on top of fragile ones in storage.
- For the best protection for mirrors and pictures in a Self-Storage facility, wrap them in a protective covering such as bubble wrap and stack them on their ends. Mirrors and pictures should never be stored flat. Mark them as 'Fragile'.

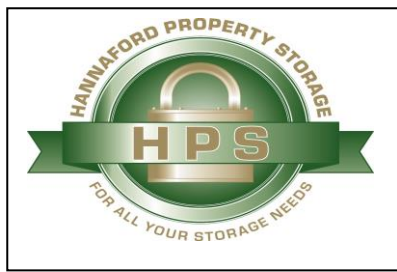
Large Appliances

- Large appliances need care before placing in storage. Make sure you defrost fridges and freezers thoroughly before storing them otherwise you will be leaving yourself open to water damage. Tie doors up for the move, although you should leave them slightly ajar once in storage to stop condensation forming and help ward off bad odours. Drain washing machines before storing them and tie down hoses etc.

Furniture and Lamps



- Separate lamp bases and lampshades and wrap them for protection.
- If you are storing upholstered products such as mattresses and sofas, it might be a good idea to invest in covers, bags, or sheeting to give them some additional protection. Stand sofas and mattresses on their end wherever possible to save



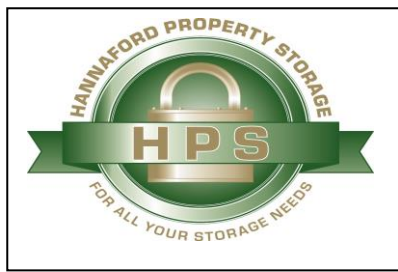
space and do not stack too much on top of soft furnishings. Mattresses are best stored on the long end.

- If you are storing a few items of furniture on top of each other, a simple dust sheet or cover placed between items will minimise scratching and damage.
- You will save space if you can dismantle furniture such as beds and tables before you store it. Make sure you keep hold of all the bits so you can get it all back together again! Wrap and cover furniture sections and keep them together, clearly marked, for quick retrieval. You can put components such as screws and bolts together in a plastic bag, mark them clearly and tape to the relevant piece of furniture. Store large pieces of furniture vertically to save space in the facility.
- Chairs can be stacked seat to seat to save space. Cover chair legs with protective wrapping for extra protection.
- Spray your wood furniture with a good quality furniture spray before storing it to give it some added protection.

Miscellaneous



- Electrical equipment such as TVs, stereos and computers should be packed in their original boxes wherever possible. If this is not possible, pack them into boxes that are about the right size making sure that you pack gaps with paper etc.
- If you are storing items with fuel tanks such as lawn mowers and cars etc, drain the tanks before you put them in storage.
- You can tie tools and long-handled items in bundles. Do not store a brush resting on the bristles.
- Do not store vacuum cleaners with the bag in – throw it away before you store.
- Treat leather items with a leather conditioner before you store them.
- If you do store loose photographs, place them between pieces of clean cardboard and tape them together to avoid curling.
- Pack books flat to avoid damaging their spines.
- If you're going to be storing clothes, think about buying a wardrobe or clothes boxes – you'll then be able to simply hang the clothes in them and they will keep their shape.



Making Best Use of Your Storage Unit



- Think creatively and you will make more space. Plan to use furniture drawers as an extra box (they are especially good for fragile items) and you can use the inside of wardrobes to store boxes. Kitchen appliances such as stoves and fridges can also be used in this way.
- Seal all your boxes with packing tape before you put them in storage. This will help keep dust out of the contents.
- In all but the smallest units, try to create an aisle and leave enough room to be able to get round the back.
- Store your largest items first.
- If you are stacking your unit high with boxes, always make sure to put the heaviest boxes at the bottom to avoid damage.
- Stack boxes and similarly sized items together to save space.
- Try to assess what you'll need to access frequently and keep it at the front of your unit.
- Fill anything that is hollow – i.e., wardrobes, drawers, washing machines and fridges with small boxes and other items to maximize your available space.
- Stack boxes and containers so that you can see the labels you put on them.
- Do not store anything in the facility that is not stable in an upright position – if it seems wobbly, lay it down to store it.