



TTI Performance Exhaust and Headers
Tube Technologies, Inc.
Corona, California 92880-1726
Phone (951) 371-4878

www.ttiexhaust.com

PACKAGING GUIDELINES & PROCEDURES

Here are some general packaging guidelines that will help you prepare your package for shipping. You can help make sure that your package arrives safely and on time with these good packaging guidelines and procedures.

Note: Parts damaged in transit due to insufficient packaging may incur repair charges by TTI.

Step 1. Use a Corrugated Box

Whenever possible, use a new box. The more times a box is used, the more it loses its original protective qualities, so a previously used box may not adequately protect your shipment.

If you must reuse a box, make sure it is rigid and in excellent condition with no punctures, tears, rips, or corner damage, and that all flaps are intact. Remove any labels and all other shipment markings from the box.

Step 2. Provide Internal Protection

It's important that you cushion the contents of your package properly. Please be sure that you wrap each item separately. Fragile articles need both suitable separation from each other and clearance from the corners and sides of the box. Each item should be surrounded by at least two inches (5cm) of cushioning and be placed at least two inches (5cm) away from the walls of the box. This will protect your items from product-against-product damage and shield them from the shock and vibration that can be conducted from the exterior of the box to its contents in transit.

Step 3. Close Your Container Securely

Proper closure of your container is just as important as proper cushioning for the safety and security of your shipment. To close a box securely, do not use masking tape, cellophane tape, duct tape, string, or paper over-wrap. Instead, use a strong tape - two inches (5cm) or more in width, such as Pressure-sensitive plastic or nylon-reinforced tape. Apply three strips to both the top and bottom of the box.

Step 4. Use Proper Labeling

For fast and efficient delivery, keep these points in mind when labeling your package:

- Always include the recipient's postal code with the complete street address. For international shipments, include a contact name, telephone number, and postal code.
- Place the shipping label on the top of the package. To avoid confusion, place only one address label on the package. If you are using a packing slip, place it on the same surface of the package as the address label.
- Do not place the label over a seam or closure or on top of sealing tape.
- Remove or cross out old labels or markings on a used box.
- Always include your complete return address, including full street address and postal code. For international shipments, include a contact name, telephone number, and postal code.
- Place a duplicate label or other form of identification inside your package.

Ship To: Tube Tech Inc.
RMA # _____ (Return Merchandise Authorization Number required for all returns)
1555 Consumer Circle
Corona, CA 92880-1726