

## Instructions for assembling your PacknMove boxes

The majority of our boxes are very easy to construct, but a couple might look like cardboard origami at first. If you are having any problems constructing your boxes, these instructions provide a step by step guide to help.

Starting with the easy ones:

### Standard Instructions:

These instructions apply to all our boxes except those specified below:

- Wine boxes
- Wardrobe boxes
- Archive box
- Glass / Mug box

1. Pull open the box and turn upside-down.
2. Fold in the two shortest flaps opposite each other, then fold in the remaining two flaps.
3. Straighten the joining edges and seal with tape.
4. Turn the box the right way up and fill it as required.
5. Fold in the top flaps in the same fashion as the bottom flaps and secure with tape.

Now for the slightly more tricky ones:

### Wardrobe Box Instructions:

1. Pull open the box and turn upside down.
2. Fold in two flaps opposite each other, then fold in the remaining two flaps.
3. Straighten the joining edges and seal with tape.
4. Turn the box the right way up, noting the door that opens on one panel.
5. Fold down the two small cut-out flaps at the top of the panels adjacent to the panel with the door.
6. Take the clothes rail supplied and attach, sliding the fittings over the folded-down flaps you have just created.
7. Fill the box with clothes as required, placing each hanger in one of the cut-out notches (this prevents the clothes moving around inside).
8. If supplied, slide the plastic strip over the top of the hanging rail to secure the hangers in place.
9. Fold down the top flaps of the box in the same fashion as the bottom flaps and secure with tape.
10. Close the door and secure the seam with tape.

**Archive Box Instructions:**

1. Pull open the box and turn upside-down.
2. Fold in the two shortest flaps opposite each other, then fold in the remaining two flaps.
3. Straighten the joining edges and seal with tape.
4. Turn the box the right way up and fill it as required.
5. Take the lid and fold along each edge.
6. Tuck the flaps inside each corner and tape securely.
7. Place the lid on the box.

**Glass / Mug Box Instructions:**

1. Pull open the box and turn upside-down.
2. Fold in the two shortest flaps opposite each other, then fold in the remaining two flaps.
3. Straighten the joining edges and seal with tape.
4. Turn the box the right way up.
5. Take the first 6 slotted strips of card and fit together into a 4x4 matrix, lining up the slots so that they lock together neatly.
6. Repeat with the other 6 slotted strips.
7. To fill with mugs or short glasses, place the first matrix in the box and fill, then place the large cardboard pad over the top and place the second matrix in on top of that, to create a second layer.
8. To fill with tall glasses, simply remove the pad from between the matrices and fill as required.
9. Fold in the top flaps in the same fashion as the bottom flaps and secure with tape.

And finally, the really tricky ones:

**Wine Pack Instructions:*****Single Wine Pack:***

1. Pull open the box and turn upside-down.
2. Fold in the two shortest flaps opposite each other, then fold in the remaining two flaps.
3. Straighten the joining edges and seal with tape.
4. Turn the box the right way up.
5. Fold the insert along the edges.
6. Pop out the three slots down the leading edge.
7. Overlapping the last flap on the opposite edge, tuck the 3 tabs through the slots to create a tube.
8. About an inch from the bottom of the tube, there are two cuts, located around opposite corners. Push the card beneath these cuts in to create a base for the wine bottle to sit on.
9. Put the insert into the box and install the wine bottle.
10. Push out the hole for the top of the bottle from the flap on the side of the insert.
11. Fold the flap over to hold the bottle securely.
12. Fold back the edges of the remaining flap and then secure the top of the insert by tucking into the tab opposite.
13. Fold in the top flaps of the box in the same fashion as the bottom flaps and secure with tape.

**6 Bottle Wine Pack:**

1. Pull open the box and turn upside-down.
2. Fold in the two shortest flaps opposite each other, then fold in the remaining two flaps.
3. Straighten the joining edges and seal with tape.
4. Turn the box the right way up.
5. Take the large insert. Pull open and turn to the end with the long flaps.
6. Take the two smaller flaps, scored with 2 creases.
7. Fold them first along the top crease and fold down into the insert.
8. Fold them again along the lower crease and push so that the area between the two creases lies flat along the bottom of the insert, with other panel hanging inside.
9. Tuck in the two small outstanding tabs.
10. Fold the remaining flaps in the same way and tuck into the insert, slotting between the gaps in the other flaps. When done, the base should be flat.
11. Turn the insert the right way up.
12. Place in the outer box.
13. Fill with wine bottles, then place the smaller insert over the tops of the bottles to secure them, folding the flaps out to fit snugly.
14. Fold in the inner set of flaps and tape.
15. Secure the outer flaps in the same way.

**12 Bottle Wine Pack:**

Construct as if 2 6 bottle packs, but with double sized outer.

## Plans

These plans will help keep the kids occupied for weeks after the move, using just a few boxes, tape and glue! The paint is just for decoration, so don't worry too much if you don't have any!

### Robot Costume

large box	tape
small box	marker pens
silver spray paint or tin foil	your own decorations
silver face paint	grey clothes for the person going inside!

1. Take both boxes and seal one end with tape. Leave other end open.
2. Paint both boxes silver, or cover them in tin foil.
3. Cut a circle out of one of the side panels of the small box for the face.
4. Cut the open ends off or fold them inside the box.
5. Cut a hole in the sealed end of the large box to put over your head, cut holes for your arms.
6. Tuck the bottom flaps up inside the box or cut them off.
7. Stick the small box over the hole you cut for you head, so that face hole points sideways.
8. Use marker pens (or paint if you prefer) to decorate your robot and then climb inside and bring it to life!

### Race Car

Suitcase box	5 paper plates
red paint	black marker
string	red craft paper
Tin foil	white craft paper
black paint	glue

1. Seal one end of the box.
2. Tuck the loose flaps on the other end up into the box or remove.
3. Cut a hole big enough so that it will sit comfortably around the waist out of the sealed end of the box. The hole should be towards the back of the box.
4. Attach the string to go from front of the box to the back, so it can rest over the shoulders. To attach, poke holes into the box, then run the string through and tie off.
5. Paint the box red.
6. Paint the paper plates black.
7. Glue 4 of the 5 paper plates onto the box as wheels.
8. Cut out circles of tin foil and stick in the middle of the wheels as hubcaps.
9. Take the last plate and cut out a steering wheel.

10. Cut out and stick on a horn made from red craft paper.
11. Glue the steering wheel to the box.
12. Cut tail lights from red craft paper and glue on to the rear corners of the box.
13. Cut headlights from white craft paper, glue on to the front corners of the box.
14. Draw a grill on front with black marker.
15. Climb in and take it for a spin!

### Jack In the Box

large box  
medium box  
craft glue

red paint  
bright paints and marker pens  
face paints and a clown costume for the Jack!

1. Tape up one end of the large box, fold in sides of other end.
2. Cut a side panel complete with one flap, out of the medium box.
3. Stick the flap to the open end of the large box, so that the side panel now acts as a lid.
4. Trim to size leaving some spare to fold over as a flap.
5. Paint the box red.
6. Decorate the box with paint and finish off with marker pens.
7. Climb inside and close the lid, ready to become a full size Jack!