

SHIPMENT!

- 1. Hang up items on plastic hangers**
- 2. Make pile with clothes in bags**
- 3. Size everything S, M, L. For items on hangers 1 mark=S, 2 marks=M, no marks=L. For bags it will say somewhere on them what size it is. Write with BLACK pen on the tag.**
- 4. Put everything on wooden hangers.**
- 5. Make sure every item group is sized S-M-L with hangers like a ?**
- 6. STEAM! Everything that needs to be steamed.**
- 7. Check off all items from packing list.**
- 8. If there are purses... Stuff with plastic from packaging.**
- 9. Bag up all packaging and hangers in trash bags. (It is easiest to break hangers in half to bag them.)**
- 10. Break down all boxes.**
- 11. Take out trash! Boxes must be broken down and trash/boxes must go in separate areas.**