



## How to Pack Your Digital Storm Computer

This guide includes instructions on how to pack various styles of boxes that arrive from Digital Storm. This includes our:

- (1) Standard cardboard box - Page 1
- (2) Heavy duty over-size box - Page 4
- (3) Wooden crate - Page 8

Only ship hardware that has been written down on the RMA request form. If you forgot to add something when you filled out the form, please contact Digital Storm to have them insert a note that additional hardware is coming back with the system. For items such as your binder and accessories box, please make sure they have matching order numbers with your computer (some customers have more than one DS system).

Please make sure to pack your computer correctly. The PC should always be in the center of the box, never up against a side wall.

### (1) Standard Cardboard Box Packing Instructions:

1. Open the top of the box and take out all materials inside.



2. Place any one of the clear plastic membranes inside the box with the clear plastic facing up toward you.



3. Place the computer on top of the plastic so it is suspended like it is sitting in the middle of a trampoline. Make sure the computer is sitting perfectly in the middle of the box.



4. Place the other plastic membrane on top of the computer with the plastic side facing down toward the computer.



5. Place the accessories box on top of the cardboard side of the plastic membrane panel.



6. Place the cardboard cover on top of the accessories box with the flat side facing up. This will help the computer fit snugly and have pressure applied to keep it from shifting in shipping.



7. At this point the materials inside the box will likely be coming a little higher than the edge of the box.



8. Push the edges down as much as possible. If it's still coming a little high, don't worry. It will compress when you start closing the box.



9. Some smaller cases may actually have a gap between the top of the packing material and the box. If you see this, grab some spare cardboard or similar material and flush the top of the box so everything fits snugly. The last thing you want is any room for the materials inside the box to move around in shipping.



10. Apply shipping label before you tape the box closed. This way there is no way the label can be forgotten.

(If the shipping company is picking up the computer from your door step, the shipping label will be provided by the shipping company when they arrive to pick up your computer. In this case, it is okay to tape the box shut before the shipping company arrives.

11. Make sure to apply **several** layers of packing tape to **all seams**. If your not sure if you have enough tape, add more tape. It's better to over tape than under tape.

We use kraft tape in-house but you may use any packing grade tape including standard clear packaging tape.

Make sure the tape evenly covers both pieces of the box it is securing.



## **(2) Heavy Duty Over-size Cardboard Box Packing Instructions:**

Digital Storm also ships in a heavy duty over-size box to our customers for the ultimate shipping protection. This box is designed for high-end PCs and bigger cases such as the Aventure, Cosmos II, and Syndicate. For this style of boxing, we use a foam injection system that creates a special custom mold fitting that takes shape to the exterior of the case.

1. Take everything out of box. This way we start with a clean box that has no possible obstructions.



2. There will be two pre-molded pieces of grey plastic wrapped styrofoam. The smaller piece of foam has an indent on its bottom side for the accessory box as shown here.



3. Place the accessory box in the bottom middle of your box as shown here.



4. Place the bottom foam piece over the accessory box so that it fits snugly inside the indent. You can also tape the accessory box inside the indented area first, then place the foam piece plus attached accessory box inside the box with the accessory box facing down.



5. Place the computer in the middle of the foam piece so there is an equal amount of space from the box on each side of the cardboard box. Make sure the computer is not touching the side walls of the cardboard.



6. Now grab the larger foam piece and place it on top of the computer so that the computer fits snugly inside the top foam piece.

Many computers are rectangular so the foam will likely fit only one way. If the foam feels like it is not fitting, take it out and rotate it 90 degrees. The foam should fit smoothly over the computer.



7. Push down on all edges of the top foam piece until it fits snugly inside the box.

If you see any extra silver plastic hanging out just tuck it in to any of the box's edges.

The foam should sit level with the edges of the box. If the foam is not sitting level even after pushing on it, it's likely something is not seated properly. If this is the case, take the top foam out and check fitments. You may need to take the computer out and check fitments with the bottom foam and accessory box.



8. Apply shipping label before you tape the box closed. This way there is no way the label can be forgotten.

(If the shipping company is picking up the computer from your door step, the shipping label will be provided by the shipping company when they arrive to pick up your computer. In this case, it is okay to tape the box shut before the shipping company arrives.

9. Make sure to apply **several** layers of packing tape to **all seams**. If your not sure if you have enough tape, add more tape. It's better to over tape than under tape.

We use kraft tape in-house but you may use any packing grade tape including standard clear packaging tape.

Make sure the tape evenly covers both pieces of the box it is securing.



### (3) Wooden Crate Packing Instructions:

1. If you ordered a wooden crate, follow instructions on page 5 and 6 first. The crate will be packed in the same manner up until this point. Afterwards, please refer back to this section to continue.



2. Instead of using tape, the wooden crate will have a top piece that is held in place by about a number of screws.



3. Line up the top piece of the crate with the second base so that all of the holes line up. You can always drill new holes if needed, but it's easier to use the pre-drilled holes.



4. Using a screw driver or preferably a power drill, fasten all screws in to place making sure they are fully and tightly screwed in. Once these are all screwed in tightly, your system will be ready to ship.