

## Top Loading Balance

### Materials Needed:

- Bubble wrap
- Tape - shipping & masking
- 1 box (the box needs to be at least 5" larger on all sides than the balance you are shipping)
- Shipping peanuts or other Pelspan material
- Shipping label / packing slip / purchase order

### Instructions:

- Fill the bottom of the box with 3" of peanuts. Set aside.
- Remove pan, pan assembly and all pan-related items from balance.
- Place balance in a plastic bag to keep free of packing material and wrap 3 times on all sides with bubble wrap.
- Place balance in the center of the box (on top of peanuts) allowing 3" of peanuts on all sides. Fill in all areas on and around the balance with peanuts. Include the power cord or power supply and all items associated with the balance in a bag also placed in the box preferably on the top of packing material.
- Include necessary information and paperwork (name, address, telephone number and billing instructions.) **INSURE ALL SHIPMENTS.**

### Ship to:

Aldinger Company  
1440 Prudential Drive  
Dallas, TX 75235