



Book Packing Checklist

Follow these steps to pack your books for moving:

- Gather supplies including boxes and packing paper
- Sort books by type
- Donate or sell books you're not taking
- Reinforce box seams with packing tape
- Pack books flat or spine down (spines should never face up)
- Keep boxes to 40 pounds or less
- Fill the extra space with packing filler or light items such as towels and pillows
- Tape boxes securely
- Label boxes with the room and book type
- Mark boxes with "HEAVY BOOKS" for safe handling
- Place books near the bottom in the back of the moving truck
- Protect delicate books with acid-free paper, bubble wrap, or archival boxes