

## INSTRUCTIONS

1. Close the container by snapping on the permanent locking lid. After the lid is securely closed, apply the security tape strip across the top of the lid.
2. Place container inside the zipper bag. Remove as much air as possible.
3. Place bagged containers within the ship-back box.



Step 1



Step 2



Step 3

4. Partially close the outer box. Close the inner box flaps first; the shorter flaps need to close first.
5. Close the two opposing adhesive backed flaps, peel adhesive liner, then firmly shut the non-adhesive backed flaps - sealing the outer box closed.



Step 4 and 5



Step 6

6. Locate the included shipping papers and fill out the top section and sign. Place the colored carbon copies in the shipping pouch attached to the ship-back box. **Keep the top copy for your records.**
7. Bring your filled and sealed ship-back box to your local USPS® post office to ship!