

How to Package Jewelry

DSWINC

August , 2016

Statement Necklaces



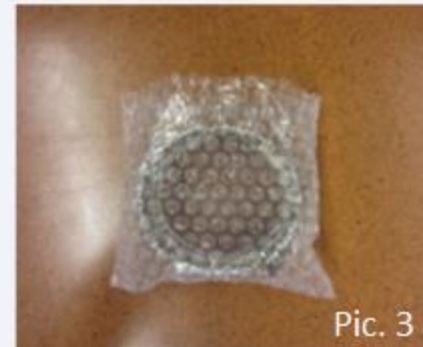
Statement Necklaces should be placed on designated card and the necklace chains should be pulled so that necklace is not hanging off of front of card and secured with zip tie (red circle on picture 3) to prevent necklace from sliding forward. Necklace card, with necklace secured, should then be placed in bubble wrap bag (Pic 4). Fold down opening of bag and pull tight to reduce movement during shipping. Opening should then be pulled snug and taped down (Pic 6).

Statement Necklaces Cont...



After being placed in bubble wrap bag, necklace should be placed in appropriate sized plastic bag (shown in pic 1). The bag should be pulled tight and then be sealed as shown in picture 4.

Bracelets



Bracelets should be placed in bubble wrap bag (Pics 2 and 3) and then bag should be pulled tight and taped shut to reduce movement during shipping (Pic 4). Bracelets should then be placed in plastic baggie (Pics 5 and 6) and sealed.

Earrings/Rings



Earrings and rings should be placed on designated jewelry card. Next rings and earrings should be wrapped in bubble wrap (Pic 3) to look as shown in Pic 4.) Bubble wrap should then be pulled tight and taped down (Pic. 5) to prevent movement during shipping. Earring/ring pack should then be placed in plastic baggie and sealed.

*Note: if earrings are dangly (not studs) they should be wrapped in bubble wrap both ways, so that earrings are not dangling outside of the package.

Single Strand Necklaces



Single strand necklaces should be placed into smaller bubble wrap bag (Pic. 4). Bag should then be folded small enough to not allow movement during shipping (Pic. 5). Bag then needs to be secured in place with small piece of tape (Pic 6) and placed into small plastic baggie and sealed.

Mid-length Multi-Strand Necklaces



Pic. 1



Pic. 2



Pic. 3



Pic. 4



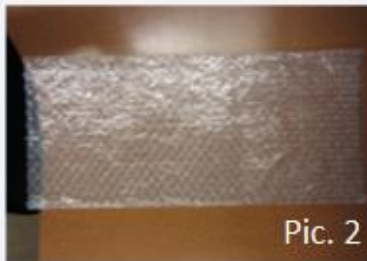
Pic. 5

Mid-length multi strand necklaces should be set gently into a small bubble wrap bag (Pic 2). Package should then be folded over and closed tightly using a small piece of tape to prevent movement during shipping. Then package should be placed into appropriate sized plastic baggie and sealed.

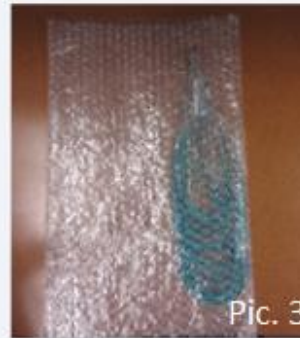
Long Multi-Strand Necklaces with Hangtag



Pic. 1



Pic. 2



Pic. 3



Pic. 4



Pic. 5



Pic. 6



Pic. 7

Long multi-strand necklaces with hangtag ticket pricing (hangtag circled in Pic. 1) should be placed in large bubble wrap bag (Pic. 2 and 3). Bag should then be folded tightly to secure necklace in place and then loose ends should be pulled snug and taped (Pic 5) so that necklace does not move in shipping. Necklace should then be placed into appropriate sized plastic baggie and sealed.

Long Multi-Strand Necklaces with Carding



Pic. 1



Pic. 2



Pic. 3



Pic. 4



Pic. 5



Pic. 6

Long multi-strand necklaces with carding price tag (carding circled in Pic. 1) should be placed into large bubble wrap bag (Pic 2). Bag should then be folded tightly to secure necklace in place and then loose ends should be pulled snug and taped (Pic4) so that necklace does not move in shipping. Necklace should then be placed into appropriate sized plastic baggie and sealed.