

How to pack your devices

Packing Instructions

- Please read the How to Guides to make sure all the devices are correctly prepared for trade-in.
- Devices must be packed securely inside cardboard or plastic tote boxes and ideally shrink wrapped.
- Place quote sheet inside the box.
- Ensure devices cannot move around in the box - use bubble wrap or equivalent packaging.
- If an IMEI/Serial number list for the devices is available please email your list to tdrenew@techdata.co.uk stating your quote ID.
- Print and attach the Shipping Labels to the boxes - these will be emailed to you by the courier.
- Ensure there is NO reference to the nature of the contents on the outside of the boxes.
- Ensure the package is easy to collect, on the lower level of the building or post room.
- For large devices such as iMacs please advise if you require packaging by emailing tdrenew@techdata.co.uk

If you have any questions please call 020 7404 6440