

## Proper storage, care and shipping of planners, inserts, rings etc

Sending planners in the post of any type can be a worrying experience if you have never done it before.

In this episode Karine and Steve share their experience of sending planners in the post to far and distant places.

They also discuss storage and care of your planners when you aren't using them, plus tips on the storage of inserts and your other planner supplies and tools such as washi-tape and cutters and punches.

If you have ideas for future episodes please send them to steve at philofaxy dot com

### Show Notes (timings approximate)

00:00 - Introductions

01:00 - Looking back!

04:30 - Modern day packing

06:20 - Pre-paid packing box including postage

07:00 - [Preparing your planner for posting](#)

08:00 - Remove the inserts from the rings on a ring bound planner before shipping.

09:00 - What packing materials to use.

12:30 - Insure your parcel in case of loss in transit.

13:00 - Every day storage and care

15:00 - Care when storing

16:30 - [Removing surface rust from rings and metal fixings.](#)

20:00 - What to store your planners in?

21:00 - Inserts storage

25:00 - [Washi Tape storage](#)

26:00 - Maintaining your paper punches and cutters

29:00 - Tip of the week