



Proper Photo Packing Instructions

Thank you for placing your order with PhotoBin!

Please follow the proper packaging instructions when sending us your photos to avoid extra charges.

- Group photos by size. Use the Bubble wrap and foam sheets provided to ensure the photos are packed tight and no shifting will occur during shipping.
- We recommend using rubber bands or Ziploc bags to keep them organized.

DO



DON'T



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- Photos should be submitted right side up. Photos submitted upside down will be scanned upside down. Photos submitted face down will be scanned face down.

DO



DON'T



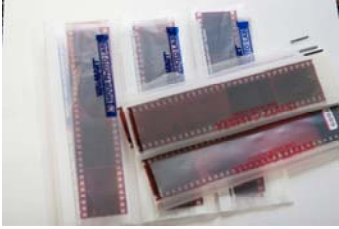
DON'T



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- Make sure images are free of staples, notes, tape, and other adhesive.
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- We can scan photo sizes ranging from 3x3, 4x6, and 5x7.
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- **DON'T** send slides or negatives.



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- **DON'T** send albums, books, frames, folders and envelopes. Please take pictures out of albums and other holders and group by size.

DO



DON'T



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- **DON'T** send in copyright images. Copyright images consist of any professional sitting, copyright or trademark source. All photos must be your own.



Final Instructions

1. Stick enclosed packing label on box for return.
2. Drop off at UPS or call UPS to schedule pickup (800) 742-5877.

For other questions send us an email at support@PhotoBin.com or call us at (800) 441-3175.

• **PhotoBin • 10045 Mesa Rim Rd, San Diego, CA 92121** •