

# How to Prep Products



## Baby products

**Examples:** Items for children three (3) years and under (teething rings, bibs) or exposed toys (boxes with cut-outs larger than 1" square)

**Supplies required:** Poly bag\*, scannable barcode\*

**Prep required:** Place item in transparent poly bag\*, seal, and apply barcode\*



## Sharp, pointed, or otherwise a safety concern

**Examples:** Scissors, tools, metal raw materials

**Supplies required:** Bubble wrap, box, scannable barcode\*

**Prep required:** Wrap in bubble wrap or place inside box to cover all exposed edges and apply barcode\*



## Fragile/glass

**Examples:** China, frames, clocks, mirrors, liquids in glass bottles or jars

**Supplies required:** Bubble wrap, box, scannable barcode\*

**Prep required:** Wrap in bubble wrap or place inside box and apply barcode\*

The prepped item must be able to withstand a 3-foot drop onto a hard surface without breaking.



## Apparel, fabric, plush, and textiles

**Examples:** Purses, towels, clothing, plush toys

**Supplies required:** Poly bag\*, scannable barcode\*

**Prep required:** Place in a transparent poly bag\*, seal, and apply barcode\*



## Small (longest side is less than 2 1/8")

**Examples:** Jewelry, key chains, flash drives

**Supplies required:** Poly bag\*, scannable barcode\*

**Prep required:** Place in a transparent poly bag\*, seal, and apply barcode\*

## Adult products

**Examples:** Items with images of live, nude models, packaging that displays profanity or obscene messaging.

**Supplies required:** Black or opaque poly bag or shrink wrap, scannable barcode\*

**Prep required:** Shrink wrap or place in an opaque poly bag\*, seal, and apply barcode\*



## Liquids (not in glass)

**Examples:** Liquids in plastic bottles holding more than 16 oz. without a double seal

**Supplies required:** Poly bag\*, scannable barcode\*

**Prep required:** Tighten lid, apply a second seal or place container in a transparent poly bag\*, seal, and apply barcode\*



## Powders, pellets, and granular materials

**Examples:** Facial powder, sugar, powder detergents

**Supplies required:** Poly bag\*, scannable barcode\*

**Prep required:** Place item in transparent poly bag\*, seal, and apply barcode\*

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## Perforated packaging

**Examples:** Case-packed trading cards, case-packed granola bars

**Supplies required:** Poly bag\*, scannable barcode\*

**Prep required:** For products with expiration dates, see **Expiration dated products**. If the box cannot withstand being dropped on a hard surface without perforating, place each box in transparent poly bag\*, seal, and apply barcode\*



## Sold as set

**Examples:** Encyclopedia set, multi-packs of food

**Supplies required:** Poly bag\*, box, shrink wrap, “Sold as Set” or “Ready to Ship”

sticker, scannable barcode\*

**Prep required:** Seal set using shrink wrap, poly bag\*, or box to keep items from being separated, affix “Sold as Set” or “Ready to Ship” sticker, and apply barcode\*

## Expiration dated products

**Examples:** Vitamins, cake mixes, juice boxes

**Supplies required:** Expiration date, scannable barcode\*

**Prep required:** Expiration dates must be displayed in the MM-DD-YYYY format. If the expiration date is printed in a different format, a apply barcode with the correct format must be applied and must cover the original expiration date. The expiration date must be printed on master carton, retail display, and individual items in 36 pt font or larger. Lot numbers are insufficient.

## Food, beverage, or products packaged with food or beverage

**Examples:** Flour, sugar, dried fruit

**Supplies required:** Scannable apply barcode\*

**Prep required:** Perishable items are not allowed. Non-perishable items must be lot-controlled and more than 90 days from the expiration date at the time of receipt by Amazon. Products within 50 days of the expiration date will be disposed of at the fulfilment centre. See **Expiration dated products**.

## Bundled products

**Examples:** Vitamin multi-packs (for example, 3 bottles as one item)

**Supplies required:** Box, poly bag\* or shrink wrap, scannable barcode\*

**Prep required:** Multi-packs must arrive at the fulfilment centre already bundled. You can bundle multi-packs in boxes, poly bags, or by using shrink wrap. Affix the apply barcode for the multi-pack on the outside of the packaging. See **Expiration dated products**.

## Meltable or otherwise temperature-sensitive products

**Examples:** Chocolate, paraffin

**Supplies required:** Scannable apply barcode\*

**Prep required:** Temperature-sensitive products must be able to withstand temperatures between 50 and 100 degrees Fahrenheit for the duration of the product's shelf life without adversely affecting product quality. Cartons must not include storage temperature requirements unless explicitly expressed as a range from 50 to 100 degrees Fahrenheit. Products requiring refrigeration or freezing are not allowed. Products subject to melting (such as chocolates) are accepted between October 1 and April 30 only. Removal orders must be filed in time to ensure that inventory is returned to you or disposed of before May 1.



## \*Poly bag and scannable barcode requirements

Poly bags must be at least 1.5 mil. Poly bags with openings greater than 5" must have a visible suffocation warning. All barcodes must be scannable without opening or unwrapping the packaged item.