

ELEMENT | PRESERVATION

Shipping Instructions

BEFORE YOUR WEDDING

1. Coordinate who will ship your beautiful bouquet!
2. Share the detailed packaging instructions you received in your email with whomever is sending your flowers.
3. Make sure your packaging materials are ready to go! See below for full list!

POST-CELEBRATION

4. Immediately following your wedding, place your bouquet stems in water and keep in a cool location.

If your bouquet is cascading, or is held together by a "cage" containing floral foam, be sure to water foam! Flowers will stay freshest if they are kept in the fridge. Do not leave your bouquet in direct sunlight!

THE NEXT (BUSINESS) DAY

5. Pack your bouquet for shipment using the instructions on the back of this guide.
6. Overnight or 2-day ship your bouquet to us through UPS or FedEx.

PACKAGING THE BOUQUET

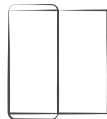
Locate all shipping materials listed below:



Bouquet/Flowers
you can refer to our Ordering Guide on our site to know how many flowers should be sent



Additions
i.e. boutonniere, invite, ribbon, photos



6-8 Paper Towels
this will keep your stems hydrated during transit



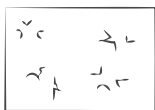
Aluminum Foil
prevents the paper towels from drying out/ foil should be slightly larger than paper towels



Parchment Paper
will create a barrier between flowers and top of box



Pen + Paper
to write order information



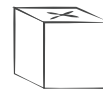
Recycled Paper Packing Material
refrain from using plastic/packing peanuts inside box as this may wilt or suffocate your flowers



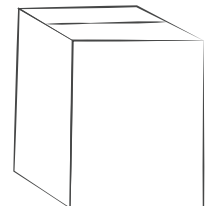
Scissors/ Safety Cutting Blade
use to cut small box and any other items needed



Packing Tape
to tape boxes shut and secure small box in large box



Small Box
will act as the vase for bouquet stems/ box should be double the width of stems



Large Box
box should fit the height of bouquet leaving a few inches at the top and sides

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FOLLOW THESE STEPS FOR SUCCESSFUL SHIPPING:

1. Cut enough paper towels to completely wrap bottom 4" of stems
2. Wet the paper towels and place on counter *It is okay if the paper towel is dripping, this is going to act as the hydration while the bouquet is going through transit
3. Cut enough aluminum foil to completely wrap the paper towels and bottom 2" of the stems and place to the side
4. Carefully lift bouquet
5. With bouquet in one hand and the wet paper towels in the other, wrap the paper towels around the stems of the bouquet
6. While holding bouquet, grab aluminum foil and wrap around base of bouquet, making sure all of the paper towel is covered *Secure foil as tightly as possible
7. Place bouquet to the side
8. Take small box and tape all edges closed
9. Choose a side of the box to be the opening and carefully slice a 4" X in the middle of the chosen side (You may be cutting over tape, this is OK as long as you do not completely re-open the box)
10. Push the edges of the X opening down into the box and place box to the side
11. Take the larger box and assemble accordingly, keeping the top open
12. Place the small box inside the large box and secure to the bottom
 - a. Take packing tape and create 2-4 tape "donuts" or pieces of tape that form a circle and stick them to the bottom of the small box
 - b. Place small box inside the large box directly in the center
 - c. Add more tape to side of small box attaching it to the large box as needed to ensure the small box is secure in the large box
 - d. Test sturdiness of small box by turning large box to the side and tugging at small box
 - e. If small box moves, add more strips of tape to secure small box
13. Set large box flat with opening facing up
14. Carefully lift bouquet and place already wrapped stems into the opening of the small box (the X that was sliced in step 10)
15. Cut a piece of parchment paper (no larger than the width of the top of your bouquet) *This is to create a barricade between the bouquet and the top of the box - do not tape or tuck parchment down
16. Grab recycled paper/filler and place inside the box surrounding bouquet
 - a. Fill in any gaps remaining in the large box
 - b. Do not put recycled paper/filler on top of bouquet this will suffocate the flowers
18. Grab the paper and pen and write your order information
 - a. Name of person that placed the order
 - b. Order Number
 - c. Contents of box (i.e. boutonniere, additional bouquet, any additions) *If sending additions (invitation, ribbon, etc.) place in a plastic bag to keep dry and add to the box
19. Tape this note card to the inside of one of the open flaps of the box
20. Close box up and tape closed, making sure it is not easily opened during transit
21. Please add/write fragile on sides of box for carriers to view during transit