

Title: Closure Instruction for One Laptop Battery Package



Important Note

This closure instruction includes the assembly instructions for this packaging design. Substitution of materials or a change to these closure instructions may cause non-compliance with regulations and void the test certification for the packaging.

PRODUCT COMPONENTS

INCLUDED WITH THE PACKAGING

One (1) - Assembled Corrugated Box with Interior Components (OPKL – 1.2A-LB-1)

Verify that there are no tears, punctures, split seams or rips in the exterior of the package or in any of the interior components. If you find any of these defects, **DO NOT USE THE PACKAGING**. For questions, please contact the Big Green Box customer service department at 877-461-2345 or info@biggreenbox.com to order replacement special permit package(s). To order additional Big Green Boxes, please visit our website <https://biggreenbox.com/>

INTERIOR COMPONENTS

QUANTITY PER PACKAGE	DESCRIPTION
1	Shipper
1	Inner Corrugated Sleeve
1	Laptop Battery Pouch
1	Packing Tape — 4"
1	Lithium Battery Label (UN3480-C)

ASSEMBLY INSTRUCTIONS

STEP 1



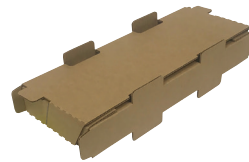
Inspect your package for defects.

STEP 2



Carefully open the top flap of the package.

STEP 3



Remove the inner corrugated sleeve from the package.

STEP 4



Open the corrugated sleeve and take out the battery pouch. **Do not tear open the pouch.**

STEP 5



Place the battery inside the pocket of the pouch.

STEP 6



Place the pouch with the overlapping flap face down in the inner corrugated sleeve. Be sure to secure side locking tabs and place the corrugated sleeve in the box.

STEP 7



Close box lid, inserting locking tabs into slots. Secure lid using one 4" strip of tape centered on front lid. Run the tape vertically over the seam between front lid and bottom of package as shown.

STEP 8



On the top middle, attach the red and white lithium battery label. **DO NOT COVER UP THE QR CODE OR UN MARKING.**

It is the shipper's responsibility to ensure that all the requirements of the Special Permit have been fulfilled prior to offering the package in transportation.

Ver 9, 4/21/20, Approved ES
US Patent # US 9,631,773 and other US and International patents pending

See the back side for more information.

GETTING STARTED GUIDE

Thank you for purchasing The Big Green Box Damaged, Defective & Recalled recycling container. With your help, we are keeping used batteries out of landfills and reclaiming precious commodities for reuse in new products. We have provided these instructions for your benefit; and to ensure the safe transportation of damaged, defective or recalled batteries. Please read and follow all instructions carefully. Substitution of materials or a change to these closure instructions may cause non-compliance with regulations and void the test certification for the packaging.

If you have any questions, please email info@biggreenbox.com or call 1-877-461-2345. We are always eager to help!

– RETURNING THE BIG GREEN BOX

The Big Green Box includes a prepaid UPS Ground shipping label back to our nearest recycling facility. For those who have a UPS account, simply give the box to your UPS delivery driver. If you do not have a UPS account, please call UPS to schedule a pick up at 1-800-742-5877 or go to www.ups.com. This service is free of charge to our customers. Please provide the tracking number located on the shipping label we applied to your Big Green Box.

Please note: It is against company policy for any UPS store, or drop off box, to accept packages that contain damaged, defective or recalled batteries. Please DO NOT take your Big Green Box to any UPS store or place it inside a UPS drop off box. Please follow the shipping instructions above.