

## **Flowers Forever Inc.**

### **Shipping Instructions**

#### **Materials Needed:**

- Cooler
- Box
- Envelope
- Packing Tape
- Aluminum Foil
- Paper Towels
- Small Ziplocs
- Large Ziplocs
- Bubble Wrap
- Ice or Cold Packs that are frozen
- Large garbage bag

1. Place ice/cold packs in Gallon size Ziploc (if using ice double bag) then place in the bottom of the cooler.
  - a. If the stems are too long on the bouquet to fit in the cooler, please cut the stems no further than needed.
2. Wrap wet paper towels around the stems of the flowers.
3. Place aluminum foil around the wet paper towels.
4. Place foil wrapped stems in small Ziploc and seal as best as possible.
5. Bubble wrap the head of the bouquet and place the bouquet (stems angled toward bottom of cooler) in the cooler.
6. Repeat the same procedure for the boutonniere.
7. Fill in any empty space in the cooler with bubble wrap.
8. Tape the top on the cooler and put paper work in an envelope and tape to top of cooler.
9. Place the cooler in a large garbage bag before placing it in the box.
10. May need to put bubble wrap around the cooler so that there is no empty space between the cooler and the box.

#### **Seal and ship next day to:**

Flowers Forever Inc.  
875 W. Poplar Ave.  
Suite 23, #317  
Collierville, TN 38017

*Should you have any questions, please do not hesitate to call (901) 496-1707.*

*Thank you!*