Everise - Returns

How to Pack my Equipment –
PC Tower

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How do I pack my equipment?
Return Label

- In the original outer package, on the outside, inside the pouch with the shipping label or inside the box – will be your return label.
- Take that label out and either put back in the pouch and tape onto the outside of the box in a visible location.
- Please discard the original ship label to avoid confusion with the FedEx driver.

Kaylee – Add updated photos with the Prepackaged kit

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How do I pack my equipment?
PC Tower & Monitor

- Unplug computer and monitor and all the cords.
- In the empty box, please place down the protective barriers as pictured.

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How do I pack my equipment?
PC Tower & Monitor

- Rotate the monitor so that it is in a portrait position. (Tall)
- Place screen down into the protective barrier.

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How do I pack my equipment? PC Tower & Monitor

- Place the smaller boxes and cords for the mice and webcam, etc. on top of the monitor.
- Place the box for the keyboard upright in the area indicated to the left. See photos on next slide for visual.

Keyboard

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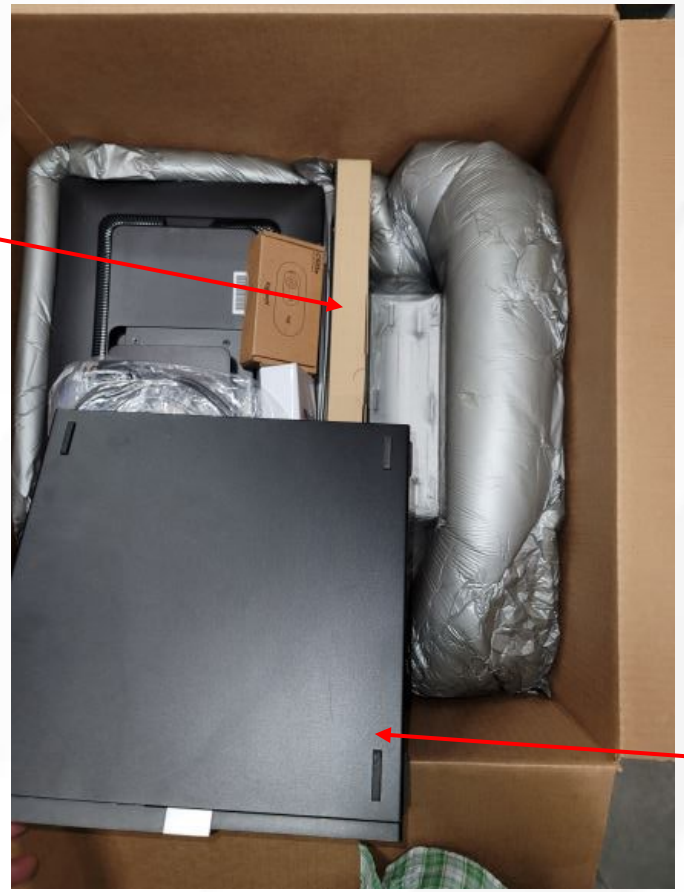
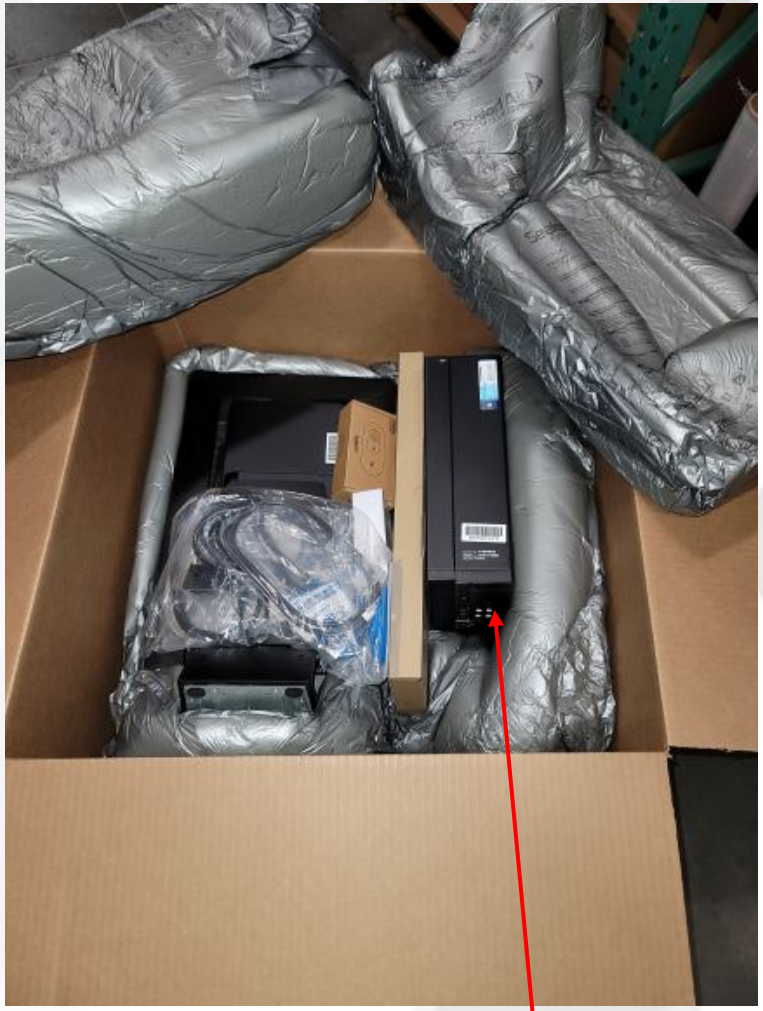
How do I pack my equipment?
PC Tower & Monitor

- In the remaining area on right, slide the PC Tower to fit securely.





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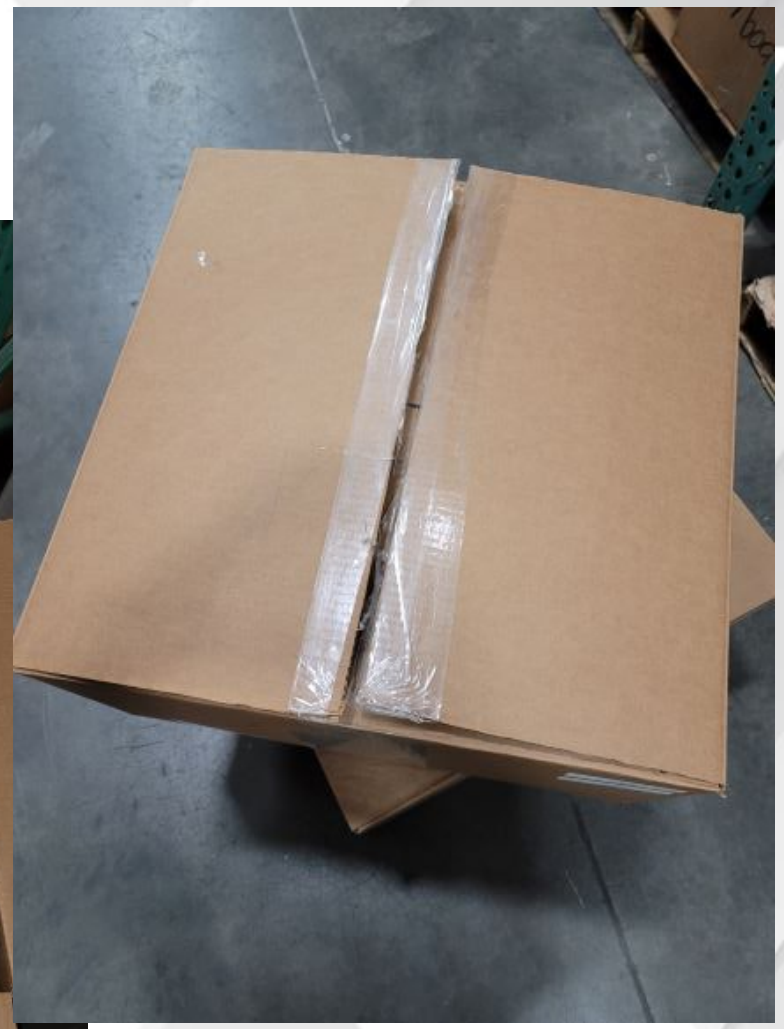
How do I pack my equipment? PC Tower & Monitor

- Replace the remaining protective barriers on top and seal up the package.



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How do I pack my equipment? Return Label

- Make sure your Return Label is in the pouch on the outer box.

- Call FedEx – **1.800.463.3339** and schedule a pickup at your home. *Make sure it's a Ground Pickup not FedEx Express.

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We are EVERISE

Thank you!