



How to Pack Your Bike in a SHERPR Box

SHERPR is a no hassle door to door service for shipping your sports equipment, allowing you to enjoy the break you deserve without the added stress of worrying about your sports equipment. We work with individuals, groups, and large sporting events to transport equipment across the world.

SHERPR offers a Standard Service and a Premium Service to end users. Using our Premium Service we will supply you with the box complete with protective foam and tape and the instructions below are a guide on how to breakdown your bike and



As no two models of bikes are the same, the instructions below are meant only as a guide. Bikes get damaged in transit mainly because of poor packing, so the more careful you are and the better you pack your bike, the more secure it will be in tran-

INSTRUCTIONAL YOUTUBE VIDEO

We also have an instructional video available for you to follow along with:

<https://www.youtube.com/watch?v=CIALYjEqnCk>

PREPARATION Tools

You will need the usual tools to work on your bike, such as allen keys, spanners and screwdrivers. Please don't forget to take them with you as your bike will have to be assembled when it arrives.

In order to protect your bike during transit, you will find the below items within your SHERPR box. Please follow these instructions to prepare your bike properly. Some of the foam may also need to be trimmed to fit securely around your bike frame, so you will need a knife to cut the foam blocks provided. The best one to use is one with a serrated edge.



- Zip ties
- Tape
- Plastic wallet
- Foam padding

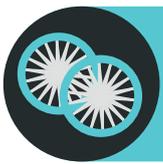


STEP 1

Removing your pedals



Firstly remove the pedals and saddle. Remember the left peddle generally slackens by turning it clockwise and the right peddle anticlockwise



STEP 2

Removing your wheels



Remove the wheels and if possible remove the wheel axles (quick release), then wrap the wheels in the large bags provided. It is essential that the tyres are deflated before packing, so please ensure that this is done. Delivery may be refused if the tyres are found to be inflated.

As you want to protect the Derailleur you then have the option to remove this completely, or pull it upwards so it brings it forwards into the box. Locking it into place with a zip tie. The choice is yours to make.



STEP 3

Attaching your chain



Loosen the bike chain and attach to the seat stay with the supplied zip ties.



STEP 4

Securing your handlebars



Remove the handlebars and strap the brake levers to the handlebar grips, this may not be necessary, however it stops them getting caught on the lining of the box or rubbing up against the frame which could lead to damage.



Attached securely
with zip ties





STEP 5

Protecting your frame



Cut the foam tubing into suitable lengths as this is going to be used to protect the frame. To open the tubing slide your finger along the inside length of the foam. There is a slit in the foam that is nearly all the way through, this will open it up.

Most damage to the frame is caused by items being loose in the box such as your pedals and seat as well as your wheels rubbing on the frame. Therefore, once the bike is in the box please adjust the tubing accordingly to ensure that the wheels are not rubbing on the frame.



Now you have the basic frame wrapped, practice putting it into the box, positioning both the frame and handlebars correctly. This will help you work out where you need to place the foam blocks to lock the bike in place.

Plan carefully as this process carried out correctly ensures the bike will be locked securely into the box. Once you have tried this a few times take the frame out of the box.



STEP 6

Packing your box

Start by placing the frame of the bike into the box as near as vertical as possible, ensuring that the rear drop out slides in to the foam groove (image 1) set out at the bottom of the box. Make sure that the pedal axle rests on the foam block at the bottom of the box (image 2).

Image 1)

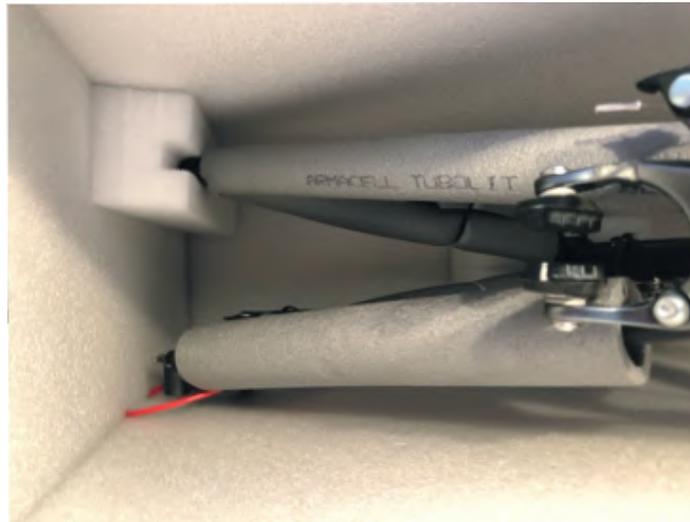


Image 2)



Ensure that your handle bar stem is rotated 90 degrees (image 3) or, remove the stem completely if required. Now place the large foam block between the front stem and the inside of the box, ensuring that the bike is firm in position. Depending on the size of the bike, you may need to cut away some of the foam block (image 4).

Image 3)



Image 4)



For larger bikes with frame sizes more than 58cm and up to 62cm in length, you may have to rotate the front forks through 180 degrees. This will then give you the extra space at the front of the box to allow your bike frame to fit. Remove the front brake calliper and make sure you attach this calliper to the frame so it does not scratch during transit. For bikes with a long front head tube pipe it may also be necessary to remove the stem and the spacers to reduce the height of the head tube.



Insert a wheel either side of the frame making sure that your cassette is facing inwards to minimise any possible damage. Place your seat and pedals in to the box, making sure they are wrapped in secure padding such as clothes or towels.



Now comes the part that makes the bike secure in the box and this is done by placing the foam block over the wheels and frame, locking them securely in to position. The aim here is to get the block flush with the top rim of the foam lining within the box, as this will lock your bike in place. You may peel away parts of the foam to make the opening larger.





STEP 7

Securing your box

Finally, add the top layer of foam making sure that it sits flush and seal your box with plenty of tape.



Make sure you seal the box securely so that the edges of the box flaps are touching and that the box is sealed from end to end with the tape provided. Wrap the tape all the way round the box at both ends and the middle.

We provide you with a full roll of tape, please use as much tape as you can on the top and bottom of the boxes, length ways and width ways - this is vital for your bikes protection.



Finally, using the plastic wallet supplied, attach your shipment label securely to the box for transit. Each box and journey will have it's own label.



Instructional Video:

Click the link below to view our video tutorial:

<https://www.youtube.com/watch?v=CIALYjEqnCk>

Have a safe trip!

The SHERPR Team