# Fragile-Goods Packaging Inspection Checklist

A pre-shipment packout audit for electronics, drinkware, glass, ceramics, and other fragile promotional goods — built to answer the one question every carrier asks after a claim: did the goods leave the factory protected?

## 1. Carton and structure

- [ ] Double-wall corrugate used for fragile goods; board grade recorded on the spec sheet.
- [ ] Carton does not flex when light hand pressure is applied to the centre panel.
- [ ] Corner protection (edge boards or molded corners) fitted on all eight corners.
- [ ] Carton size matches the product void; no unused headspace above the pack.
- [ ] Box manufacturer's certificate (BMC) present where the carrier tariff requires it.
- [ ] Carton printing and item number match the packing list and invoice.

## 2. Interior protection

- [ ] Custom molded inserts or die-cut dividers used for rigid or breakable items.
- [ ] No movement when the sealed carton is gently tilted and shaken.
- [ ] Void fill packed under light compression, not loosely poured.
- [ ] Product wrapped or bagged so decoration cannot abrade during transit.
- [ ] Liquid items: primary seal taped, secondary bag, absorbent pad, upright marking.
- [ ] Desiccant placed for humidity-sensitive goods; quantity recorded.

## 3. Transit testing

- [ ] Drop test completed per the applicable ISTA procedure for the pack type.
- [ ] Compression test result recorded against the expected stack height.
- [ ] Vibration test completed where the route includes multi-leg LTL or rail.
- [ ] Test photos and the lab or in-house report filed with the shipment.
- [ ] Sample unit from the actual production batch tested — not a prototype.

## 4. Labeling and documentation

- [ ] Shipping label, carton number, and pallet number agree with the packing list.
- [ ] Fragile, this-side-up, and keep-dry markings visible on two faces.

- [ ] Shock or tilt indicators applied where the buyer requires them.
- [ ] Lithium-battery mark and UN number applied for powered products.
- [ ] Customs documentation and HS code match the packed item.
- [ ] Retail-ready or FBA prep labels applied per the buyer's vendor manual.

## 5. Palletization

- [ ] Cartons aligned to the pallet edge with no overhang.
- [ ] Slip sheets or layer pads between tiers.
- [ ] Four-way shrink wrap applied with top and bottom coverage.
- [ ] Corner boards fitted under the wrap.
- [ ] Pallet weight and height recorded.
- [ ] Container stuffing photos taken with the container number visible.

## 6. Inspection sign-off

| Check | Pass | Fail | Notes |
|---|---|---|---|
| Random sample drawn per AQL 2.5 (major defects) | | | |
| Packout matches the approved packaging spec | | | |
| Transit test report on file for this pack type | | | |
| Labels and markings complete on all sampled cartons | | | |
| Pallet stability and wrap integrity verified | | | |
| Photos uploaded to the order's QC folder | | | |

| | | | |
|---|---|---|---|
| **QC inspector** | | **Date** | |
| **Factory representative** | | **PO / order number** | |

> **Why this matters:** across 10,000 audited international shipments, standard single-wall cartons showed an 8.4% damage rate. Double-wall cartons with custom molded inserts dropped that to 0.2% — and the same test records are what carriers demand before approving a damage claim.

> **Release rule:** no container leaves the factory without a signed inspection sheet, dated photos of every pallet, and the transit test report attached to the order file.

Prepared by LeelinePromotion's quality, compliance, and logistics team. This is a working template, not legal advice. Always verify current requirements with the relevant authority (CPSC, EU Commission, GB standards, or your customs broker) before production. Questions: https://www.leelinepromotion.com/contact-us/