

# Packing & Shipping Instructions

iPhones o iPads o Smartphones o Macbooks o Cell Phones

## **PREPARE**

- Remove passwords, screen lock codes.
- For iPhones & iPads: Turn off "Find My iPhone" in device settings.
- See below for further instructions.

### **PACK**

- Pack your devices in a small sturdy box or padded envelope.
- Use packing materials, such as newspaper. Do not use packing peanuts or shredded paper.
- Do not send instructional booklets or accessories, such as headsets or car chargers.

## SHIP

- Print off shipping label and tape to package. Drop off at a USPS or FedEx depending on label.
- Use packing materials, such as newspaper. Do not use packing peanuts or shredded paper.
- Do not send instructional booklets or accessories, such as headsets or car chargers.

# DATA ERASE INSTRUCTIONS

#### **Androids**

- Open Settings app
- Select Backup and Reset
- Choose Factory Data Reset

#### iPhones / iPads

- Open Settings & select General
- Scroll down and tap Reset
- Select Erase All Content & Settings

# REMOVE APPLE/GOOGLE ACCOUNT INSTRUCTIONS

#### **Androids**

- Open Settings app
- Tap Accounts (or Users & Accounts)
- Tap the account you want to remove
- Select Remove account

#### iPhones / iPads

- Open Settings & select General
- Scroll down and tap Reset
- Select Erase All Content & Settings