

## Important Warehouse Labeling Tips

**Taking your warehouse environment into consideration is critical to selecting the right labels and signs for your project, as labels that are peeling off or are otherwise unreadable can cause huge problems.**

- Polyester labels will be suitable for most facilities, though something more durable might be required in harsh conditions.
- Cold or frozen storage warehouses require specialized label materials and adhesives that are designed for the low operating temperatures of these environments.
- There are materials, such as Metalphoto<sup>®</sup> photosensitive anodized aluminum, that are incredibly resilient and are even rated to last more than 20 years outdoors. These may be the best choice if your labels and signs will be placed outdoors and exposed to the elements, or will face frequent abuse or a variety of known (or unknown) harsh conditions, such as dock door signs and outdoor directional signage.

**Selecting the most appropriate attachment method is crucial.**

- There are a multitude of attachment options including adhesives, rivets, magnets and zip ties.
- If labels are not intended to be permanently attached and will need to be moved periodically, removeable polyester or flexible magnetic label materials are available.
- Mechanical attachment methods like screws or rivets are also an option for rigid labels or signs.

**Evaluate your warehouse layout, management system and operations to select the optimal labels.**

- The typical distance between the label and the scanner can dictate the optimal size, design and material of labels and signs. For long range scanning, retro-reflective material is often more effective.
- Where will the label be located in relation to the person scanning it? For higher racks, large hanging signs or wraparound retro-reflective labels can be used to easily scan from below.
- For bulk or staging areas, durable Metalphoto<sup>®</sup> aluminum or polycarbonate floor labels can be easily scanned by operators at close range.
- Alternatively, barcoded signs can be hung from conduit and/or chains above bulk storage or staging locations to avoid damage from contact with warehouse equipment.

**Consider the installation time and cost.**

- It's important to make sure the labels are delivered in a manner that is organized for ease of locating the correct label for each location to avoid adding a huge time investment to the installation.

**It's important to remember the time and labor required to install your signs and labels properly. You have the option to dedicate internal resources to this, or to utilize Camcode's installation services.**

## Warehouse Labeling Checklist

**What is your labeling need?**

- New warehouse build
- New or expanded racking
- Covering or replacing existing labels

**Do you currently have/use Warehouse Management Software (WMS)?**

- Yes
- No

**If yes, which software?**

**Approximately how many total labels & signs will be needed?**

**Select the warehouse areas needing to be labelled:**

- Pallet racking
- Bulk or floor storage
- Cold/frozen warehouse environment
- Outdoor environment
- Dock areas

**Type of warehouse location identification needed?**

- Single location rack labels
- Multi-level or totem rack labels
- Hanging signs
- Aisle markers
- Floor labels
- Pallet labels
- Bin, tote, or tray labels
- LPN labels
- Max capacity, safety and OSHA required signs and labels
- Floor striping
- Outdoor labels or signs
- Cold storage labels or signs

**Will there be a need to reposition labels and signs later?**

- Yes
- No
- Maybe / Not Sure

**Scanning distance of labels?**

- Short range (0ft – 15ft)
- Long range (15ft – 50ft)

**Barcode symbology to be used?**

- Code 39
- Code 128
- QR Code
- Data Matrix
- Not sure / Other

**Plan for installing labels and signs?**

- My organization will install labels and signs
- We will utilize Camcode installation services
- Not sure

**Additional Comments:**

