

**FREE
PROJECT
SHEET**

HM HouseMart
Ben Franklin Crafts

As seen in
M
MyraWeek

A2 LINED ENVELOPE PROJECTS

MATERIALS & TOOLS

- A2 Envelopes
- Printed Cardstock - for envelope liners and decorations
- 1/4" Double Stick tape #30013284
- Envelope Liner templates* #30189749
- Scissors
- Paper Trimmer #30088131
- Score Board #30195075
- 1/4" Hole Punch #77178558
- Embellishments - Stickers, washi tape, etc.
- Ribbon for Hanger

*Optional for making your own template:

- Cardstock for template making
- Pencil for tracing
- Ruler

NOTE: Samples used A2 Card & Envelope - Razzleberry Pink #30133042 and printed cardstock from Doodlebug Designs So Much Pun



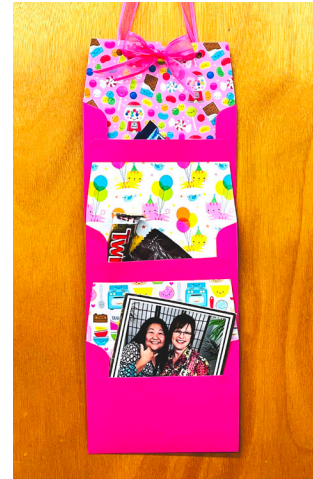
INSTRUCTIONS (Continued)

4. Project #1 - Wall Pockets

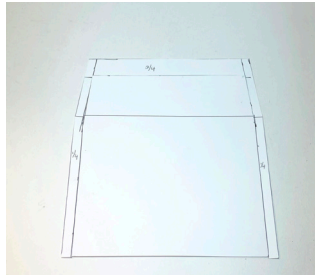
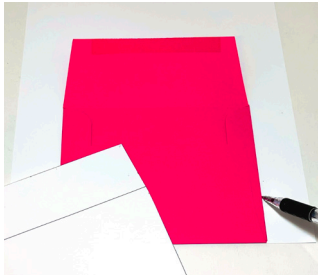
Trace and cut out full-size liners. Insert and tape to the envelopes so that the liners are covering the adhesive seal areas.

Take a lined envelope and layer the flap onto the bottom of another envelope. Layer as many as you want to create your pocket wall hanging. Punch a hole on the top flap and add a ribbon to hang.

Embellish envelopes as desired and use pockets to hold receipts, memos, photos, etc.



INSTRUCTIONS



1. Envelope Liner - If you are using a pre-made plastic envelope liner template, skip to step 3. Place the envelope on a plain cardstock with the flap opened. Use the pencil to trace around. Cut out.

2. Use a ruler to measure in 1/4" around the edges. On the edges with the envelope sealing area, measure 1/4" down from where that ends. Cut out to use as your envelope liner. You can line the whole envelope or trim to just do partial.

TIP: Place inside the envelope to check the fit and adjust if needed.

3. Place the liner template on the wrong side of the printed cardstock, checking the design for placement. Trace and cut out.

Slip the liner into the envelope, center and tape to the inside of the envelope. Use as is for sending a card or line several envelopes for one of the following projects.



5. Project #2 - Accordion Pocket File

Cut a strip of cardstock the width of the envelopes. To determine the length - start with 2" then add 2" for each envelope you will add. Ex. for 3 envelopes, the strip should be 8" long
Score the whole strip at 1" intervals and crease into a zig zag piece like this
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6. Place an envelope in each "valley" and tape the back of the envelope in place onto the accordion.



7. You will end up with a pocket file that you can close the envelopes or leave open. You can also take the accordion and place it sideways to create a more traditional pocket scrapbook. Tie a ribbon around to keep it closed.