

FREE
PROJECT
SHEET

HM HouseMart
Ben Franklin Crafts

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MyWeek

MINI ENVELOPE FAVORS

Halloween Bat

MATERIALS & TOOLS

- We R Mini Envelope Punch Board #30193341 or Regular Envelope Punch Board #30144425
- 2 qty. - 4 7/8" x 4 7/8" Black Cardstock
- 1" x 2" Bright Green Cardstock for eyes
- 1" x 1" White Cardstock for fangs
- 1/4" Double Stick Tape #30013284
- Black Fine Tip Sharpie Marker #91029
- White pencil or marker
- Pencil for drawing and tracing
- Ruler
- 3/4" Circle Punch #30028718
- Scissors
- Tacky Glue #1360916

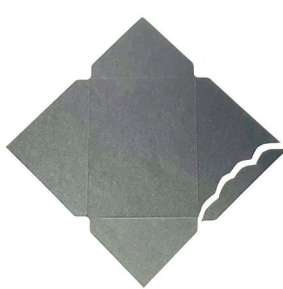


NOTE: For the Mini Envelope Punch Board, the finished size of the envelope fits a 2 1/2" x 3 1/2" card. If you are using the regular sized Envelope Punch Board, you will use paper size 5" x 5" and use the first measurement guide for a Gift Card (2" x 3 1/2").

INSTRUCTIONS



1. Following the manufacturer's instructions, take the two 4 7/8" x 4 7/8" black cardstocks and use the We R Mini Envelope Punch Board to cut out two envelopes.



2. Take one envelope piece and place it in the portrait orientation in front of you.

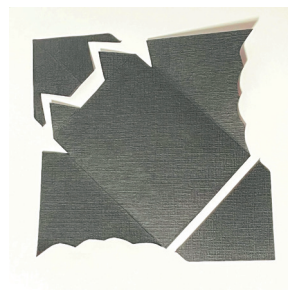
Use the pencil to draw the curved edge of a bat wing on one of the side flaps. Cut out the curved edges of the wing.



3. Use the cut-out piece from the first wing as a template and trace on the other wing and cut out.

Measure down 1/2" from the top of the wings along the straight creased lines on each side. Snip and cut to the outside edge of the wings, as shown.

INSTRUCTIONS (Continued)



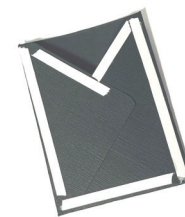
4. On the top flap, draw two small triangles along the crease line for the bat's ears. Cut out leaving the triangles attached and remove the excess from the flap.

Trim off the bottom flap, straight across the creased line.



5. Using the 3/4" circle punch, make two bright green circles. Use the black marker to draw in pupils for eyes. Glue eyes to the main portion of the envelope, below the ears.

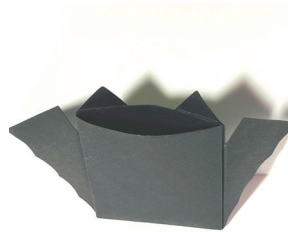
Using the scrap of white cardstock, cut out two tiny curved triangles for fangs. You can use a white marker to draw in a mouth if you want. You can also add a little red ink to the tips of the fangs for "blood".



6. Take the second envelope piece and fold in the sides and bottom flaps. Tape up to make an envelope.

Trim off the top flap.

Add double stick tape on the side of the envelope with the folds.



7. Place the envelope behind the bat and tape together to create the favor pocket.



8. Fill the pocket with treats or a gift card. You can add To/From and/or a message to the pocket side.