Memo Holder Template

Template © Janine Tinklenberg
http://stampspaperscissors.typepad.com/stamps_paper_scissors/

8.5" x 8.5"

Cut ——————

Score - - - - - - - - - - - - - - - -

Cut this area out using the punched area on adjacent side as a guide then cutting slightly larger so it doesn't show.

flap

1 3/8"

1 3/8"

flap

2 3/4"

3/4"

1 3/8"

Punch twice with 1 3/8" circle punch and cut between.

3/8"

3/8"

3"

1 3/8"

1 3/8"

1 3/8"

3/4"

1 3/8"

flap

2 3/4"

flap

1 3/8"

It is easiest to cut an 8 1/2" x 8 1/" square of cardstock, stamp it, score all the lines and make the cuts for the flaps where needed. Cut memo papers 2 7/8" square. Each side folds over flap from adjacent side; it stays put without glue.