



STEP 1: PRINT AT 100% ON 8.5" x 11" CARDSTOCK  
STEP 2: SCORE ON DOTTED LINES  
STEP 3: CUT ON SOLID LINES  
STEP 4: FOLD ON DOTTED LINES  
STEP 5: LOCK BOTTOM PANELS TOGETHER

STEP 1: PRINT AT 100% ON 8.5" x 11" CARDSTOCK  
STEP 2: SCORE ON DOTTED LINES  
STEP 3: CUT ON SOLID LINES  
STEP 4: FOLD ON DOTTED LINES  
STEP 5: LOCK BOTTOM PANELS TOGETHER