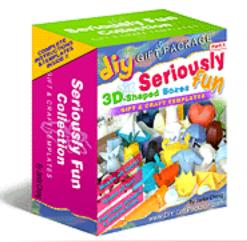
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Janlia Chong



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General Instructions

You will need:

- Scissors
- Adhesive
 Craft-knife
- Sticky-tape
- Spray adhesive (optional)
 Large cardboard*
- (or your desired packaging material)
- Decorating Materials (optional)
- * The thickness and size of your cardboard paper or packaging material is your choice and will also depend on the weight of your gift. (Please refer to *"Top Secret Templates Guide"* for other suggestions.)

Step 1. Printing the Template

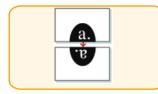


1. Print out your chosen template pages (the black and white pages) on ordinary 'Letter' or 'A4' sized paper. (The templates are designed to a certain size which you will require to join the pages together to get the entire template design).

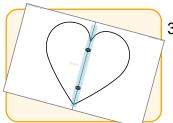


2. Simply make sure that the rectangular box outline boundary is printed out on each page of the template. (Different printers have different settings so try centering the page or print to maximum when printing. You may wish to test by printing a draft page first.) Cut along this rectangular box boundary for each page of the template.

Step 2. Join and Mounting



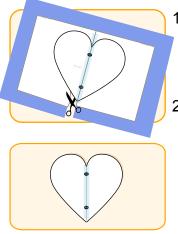
1. On some of the edges inside the rectangular boxes are lettering codes (eg. 'a.' or 'b.'), match these letters to another page edge with the exact same letter on it's edge.



- 2. Use sticky-tape to tape these edges together so the designs match up exactly.
- 3. These pages joined together make up the entire template so you will need to temporarily stick these to the under/ugly side of a large piece of cardboard. You may use blu-tac, light adhesive spray or glue, as long as the template stays in place on the cardboard. (Depending on what adhesive you use, you can choose to lift this entire template off the cardboard later for a 'cleaner-look' package.)

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Step 3. Cut and Create



- 1. Once you have the template temporarily mounted on your desired board, all you have to do is cut along the edge of the template shape. (You may choose to use a craft-knife if the material is too thick for scissors.)
- 2. Score along all fold lines using a scorer and ruler. You can use a sharp (but blunt) tool that won't cut your paperboard for this, (eg. an empty ballpoint pen). This will ensure your folds are straight and effortless (especially for thicker boards). If there is any cutting or hole-punching required, make sure you do these now also. Make all folds as indicated by the Legends table.
- 3. Remove the template now from the board. (Optional)
- 4. Stick and assemble the package by following the instructions specific for each design.

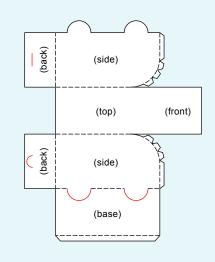
IMPORTANT NOTE: Keep in mind that the template side of the cardboard is the side you will mostly work with to build your boxes and is usually the inside of the package.

Step 4. Finishing Touches

Well done! You have completed your special gift package! You may wish to tie this up with a ribbon trimming, or just a gift tag, but if you wish to make things even more personalized check out more 'Decorating Ideas & Tips' in the "Top Secret Templates Guide" and the "Top Secret Ideas & Tips" booklet.

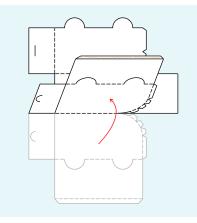
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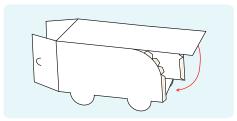
Step 1.

Cut-out template and also cut the lines indicated in red on the back and base panels. Fold along the fold lines.



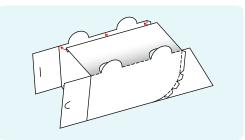
Step 2.

Pop-out the wheels on the base panel by folding the side and base panels up.



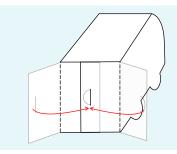
Step 4.

Stand the truck up & glue down front panel to the side panel strips.



Step 3.

Glue the base panel to the other side panel by applying glue to glue strip of the base panel.



Step 5.

Place gift inside the truck and close the back doors up by sliding the semi-circle into the straight-line cut. Decorate if required!

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