

Making an Envelope in 3 Easy Steps

Crafter Level: Easy

Time Needed: 15 minutes

What you'll need

- Existing envelope the same size you'll need for your template
- Pencil
- Cardboard or chipboard
- Scissors or a craft knife and ruler
- Decorative paper like wrapping paper, gift bags, maps or calendar pages
- Scoring tool (optional)
- Glue stick



How to make it

1. Start with an existing envelope that fits your card. Open it up carefully, use it to trace onto cardboard to create a template, and then cut out the template from the cardboard. (Be sure to note on the cardboard template what size card it fits—for future use.)
2. Use the template to trace on the back side of the paper you want to use, and then cut that out.
3. Fold up the paper envelope using the original envelope as a guide. (A scoring tool is nice to have for this step.) When the envelope is folded, use a glue stick sparingly along the outer edges to seal.



Step 1



Step 2



Step 3