

Mini Christmas Tote

Designed by Nancy Morgan

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Supplies needed: Paper Cutter, Scor-Pal, Double-sided Designer Paper (DP), Scissors, 4 Eyelets, Cropadile, 24 inches of 1/4" Ribbon, Scor-Tape Adhesive, Roll-on Adhesive, (optional ~ stamps, ink, cardstock & embellishments to decorate the bag)

Step 1: Cut (2) pieces of DP, 6 x 6" each



Step 2: Score each 6 x 6 square of DP at 1/2", 1 1/2" & 2 1/2". **Score on the side of DP that you want to be the outside of the bag.** Turn and score at 1 1/2".



Step 3: Cut the small rectangle out and Cut into the 2 1/2" vertical score line, from the bottom edge to the 1 1/2" horizontal score line.



Step 4: Place a light mark, 1" in from each end of the rectangle at the lower right side of the square. Repeat this step for the other square of DP. In the photo, the bottom edge of the bag is up against the top of the Scor-pal (it's upside down). With your project in this position, you could also just make a mark at 1" and 2 ½".



Sep 5: Score from each of the 1" marks to the corner of the rectangle. You can do this by lining up the 1" mark and the corner with any of the score lines on the Scor-Pal. This will create the flap on the bottom of the bag. I drew one of the score lines in with pen so you could see it more clearly.



Step 6: Fold all score lines as seen in the photo. Use a little roll-on adhesive to adhere the corners of the flap down. Remember, in the photo, you're looking at the (green) **inside** of the bag.



Sep 7: You are ready to begin assembling the bag. Place Scor-Tape adhesive along the 1/2" flap on each 6 x 6 piece. You are now looking at the multi-colored outside of the bag. The Scor-Tape is placed on the (multicolored) **outside** ½" flap.

Step 8



Step 8: Remove the backing on the Scor-Tape from the piece on the left. Place the piece on the right on top of that strip. The photo in step 8 shows what it will look like when this step is completed. Just remember that the 1/2" strip goes behind.



Step 9: Remove the backing from the other Scor-Tape adhere that 1/2" flap under the other side of the bag as seen in the photo.



Step 10: Fold the bottom square flaps in. Fold one of the angled flaps in. Place a strip of Scor-Tape under the remaining angled flap, remove backing & adhere the final flap down.

Step 11: Cut a 3 1/2 x 2" piece of cardboard for a stabilizer piece to be placed (inside) the bottom of the bag, (just like those bags you purchase at the store). The white cardboard that comes in the SU Designer paper pack works great for this. Place a small amount of roll-on adhesive under the cardboard and secure in place.

Step 12: Cut 2 pieces of ribbon, 12" each...just use the handy measurements on the Scor-Pal ☺.



Step 13: Place marks on the top 4 corners of your gift bag $\frac{1}{2}$ " down & $\frac{1}{2}$ " in. across. You can use your Scor-pal to find those marks. Just line the top of the bag up to the upper left corner of the Scor-Pal and use the $\frac{1}{2}$ inch marks on the top and side (13a). Turn the bag to the left, line the top of the bag with the left side of the Scor-pal and make your mark (13b). Repeat those steps on the other side of the bag. Punch a $\frac{1}{8}$ " hole on each of those marks with your Cropadile. Place & Set Eyelets in each of the holes.

Step 14: Thread the ribbon through the Eyelets & Tie a knot behind to secure. The 12" of ribbon is a little longer than you really need, but I've allowed a little extra so you can tie the knots and trim the ends.

Step 15: (optional) decorate your bag with stamps and embellishments ☺

Finished size for this Mini Christmas tote is is 3 1/2" wide, 4 1/2" tall & 2" deep (not including the handles)

