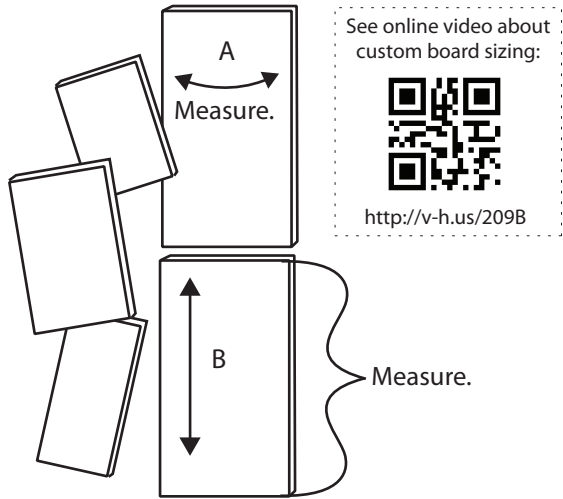


*Formula for custom sizes -*



**Batting -- cut one:**

A = with a measuring tape, wrap the tape around the board(s) **exactly** two times.  
 B = measuring from the top edge to the bottom edge and add 1".

**Fabric Covering -- cut two** (take this measurement after the batting has been installed):

A = with a measuring tape, wrap the tape around the board(s) **exactly** one time.  
 Multiply this number by .5 and add 1".

B = measure from the top edge to the bottom edge and add 2".

**Pocket -- cut one:**

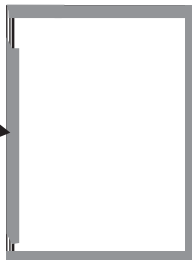
A = with a measuring tape, wrap the tape around the board(s) **exactly** one time.  
 Multiply this number by .5 and add 1".

B = measure from the top edge to the bottom edge and subtract 3".

**Pocket Trim-- cut one:** use pocket measure A for the length by 2" wide.

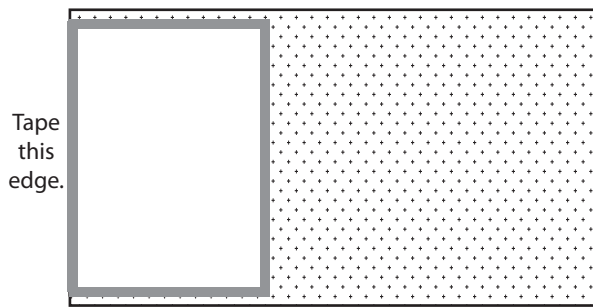
**Handle -- one:** 1/2" -1" wide by 8" - 9" long twill tape.

Start with one piece of tape on one edge.

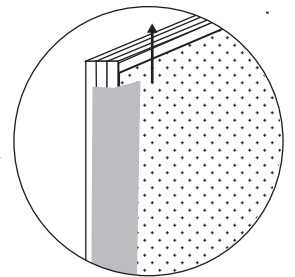


Align foam core boards together with all edges even. Use strapping or masking tape. Start with one piece on one long side to start the boards alignment -- keeping all edges even. Then continue to tape the boards together around the ALL edges.

*Begin by padding the board -*



Tape one edge of the batting to the edge of the boards. See the enlargement for clarity.

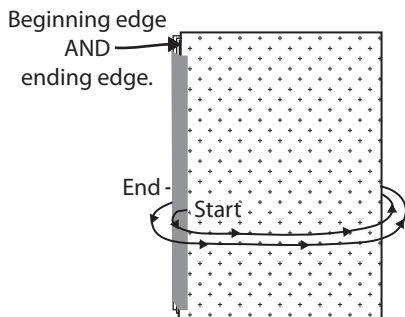


For instructional purposes, the enlargement shows the alignment of the batting along the edge of the board(s) and how to tape it in place. In actuality, the batting will extend off the top of the boards by 1/2".

See online video about aligning the batting:



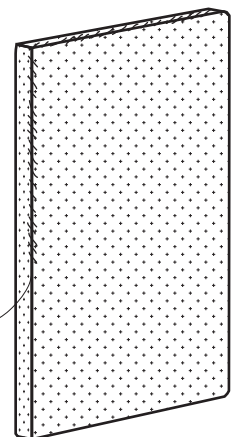
<http://v-h.us/209C>



Wrap the batting around the board(s) so that the batting is exactly two layers thick on both sides and the ending edge of the batting junctions the beginning edge of the batting on the corner edge of the boards.

With a slip stitch, hand sew the long edge of the batting to keep it in place. Since there can be individual variances in cutting styles, the batting could easily be a 1/2" too long or too short. No problem -- either trim the extra if it is too long or stretch the batting if it is too short to make it reach the edge of the boards for the hand sewing.

Fold the four layers of batting on the ends of the boards in neatly and handsew in place. Be sure to tug the batting a bit to make it taut.



The padded board is now ready for the outside covering. Set aside for a moment while you get the outside covering ready!