

- 1. Print out on red A4 or Letter size paper.
- 2. Cut out the template.
- 3. Fold along the inside lines. Unfold.
- 4. Fold Flap A.
- 5. Apply glue along the long edge of Flap B. Bring it towards Flap A. Press on the glued edges to join the two flaps together.
- 5. Fold up Flap C and glue it in place.
- 6. Leave the top flap open. This will be the envelope's open end where money is placed.