

Stationery Envelope Directions

Follow these easy Stationery Envelope Directions to make the matching envelope for your printable stationery from busybeekidsprintables.com!

1. Cut along the solid lines around the outside of the envelope. **Pretend there are lines across the entire paper, cut the entire width of the paper (your printer will not print the lines all the way to the edge of the paper).** You will have one large rectangle with two small rectangular tabs on either side (see picture)



2. The picture on the envelope should be facing your work surface. Fold the two rectangular tabs inward and lightly spread some glue on both tabs.



3. Fold your envelope on the dotted line and press the tabs in place.



4. Fold the top tab flush with the envelope, and when you're ready just glue to seal the envelope!

