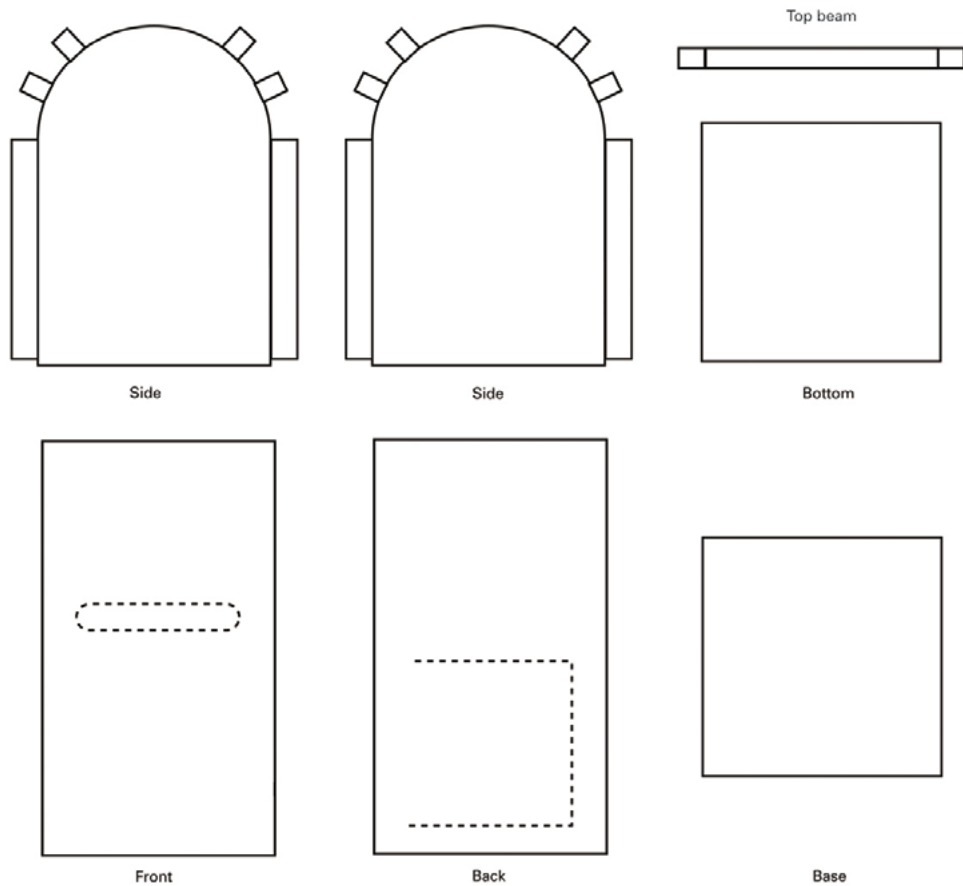




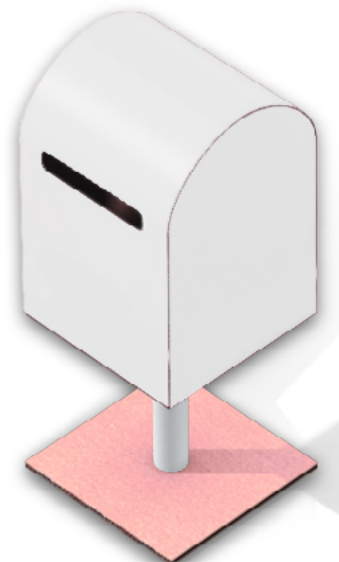
TEMPLATES

Post box



You will need:

- All template pages (*six in total*)
- Scissors
- Glue stick
- PVA glue
- Large pieces of thick cardboard (*the sides should be at least A3 size*). A disassembled cardboard box is ideal
- A long cardboard tube, found in plastic wrap or aluminium foil rolls
- Clear sticky tape

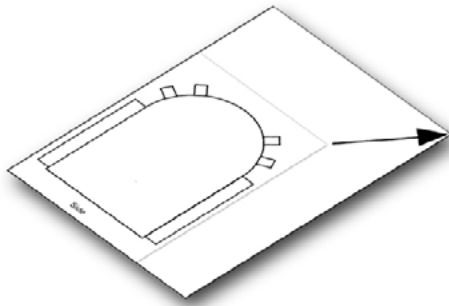




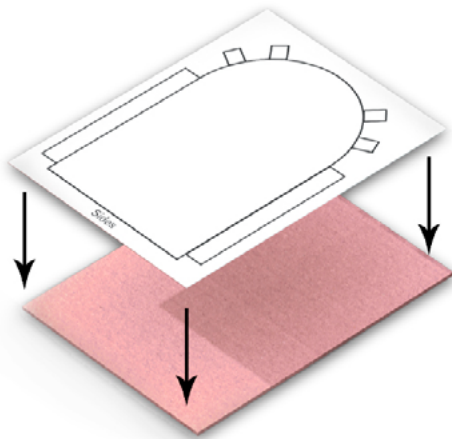
TEMPLATES

Preparation instructions

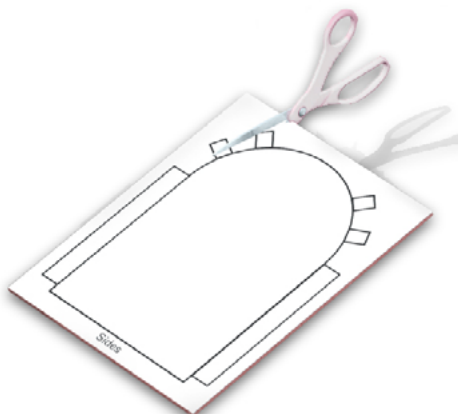
Before you begin construction of the post box ensure you have all the necessary equipment and pieces and thoroughly read through all instructions and the 'For best results' information.



1. Print out all the template pages and use a photocopier to enlarge them to A3 size.



2. Use a glue stick to attach the enlarged template pages to the pieces of cardboard. Allow time to dry.



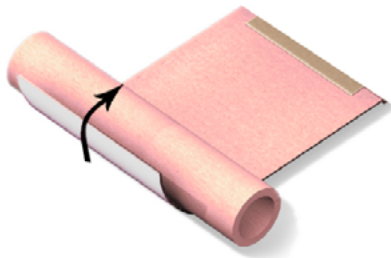
3. Carefully cut out the shapes, making sure to include all the tabs. You will also need to cut around the mail slot (*on the front piece*) and the three sides of the door (*on the back piece*).



TEMPLATES



4. Gently fold the tabs.

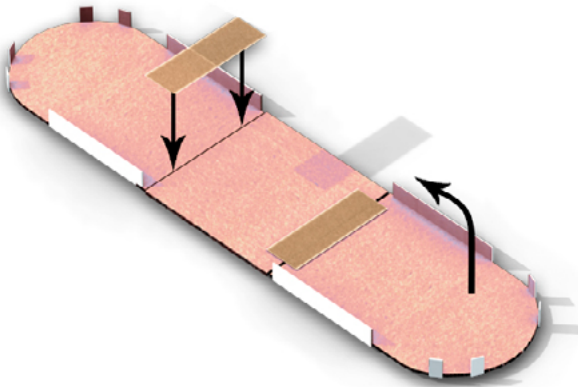


5. Use the cardboard tube to curve the top of the front and back pieces of the post box inwards.

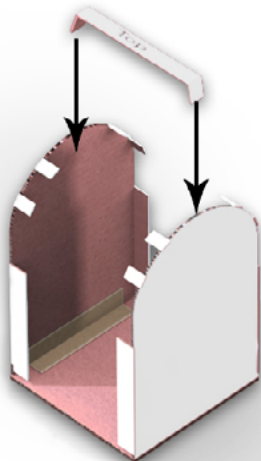


TEMPLATES

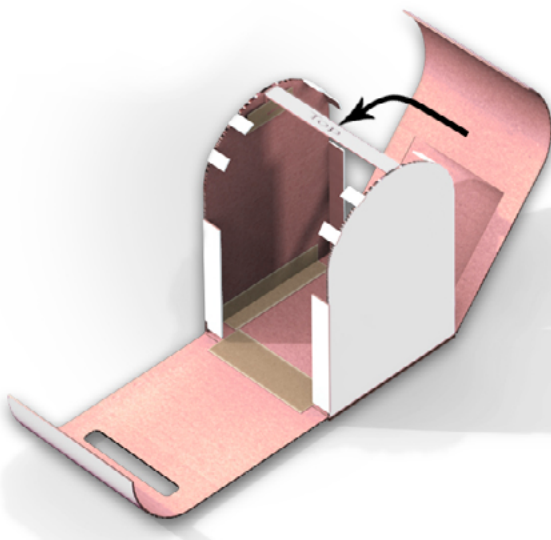
Assembly instructions



1. Tape the sides of the post box to the bottom piece and fold upwards.



2. Secure the top ends of both side pieces together with the top beam piece. Use PVA glue and tape to ensure a strong attachment.



3. Tape the front and back panels to the bottom piece. **Hint:** Before taping check to ensure that the panels are the right size (*ie that they will meet at the top when folded up*).

Starting with the back panel, fold up at the join and tape to the tabs of the side pieces on the inside.

Repeat with the front panel, using the rear door to access the tabs on the inside.

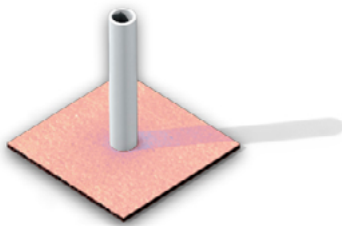


TEMPLATES

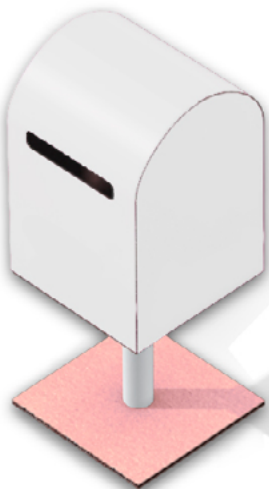


4. Secure the tops together with clear sticky tape.

Steps 5 and 6 are optional.



5. Using PVA glue, attach the cardboard tube to the base. Put aside to dry. **Hint:** It may be necessary to use tape to reinforce the attachment.



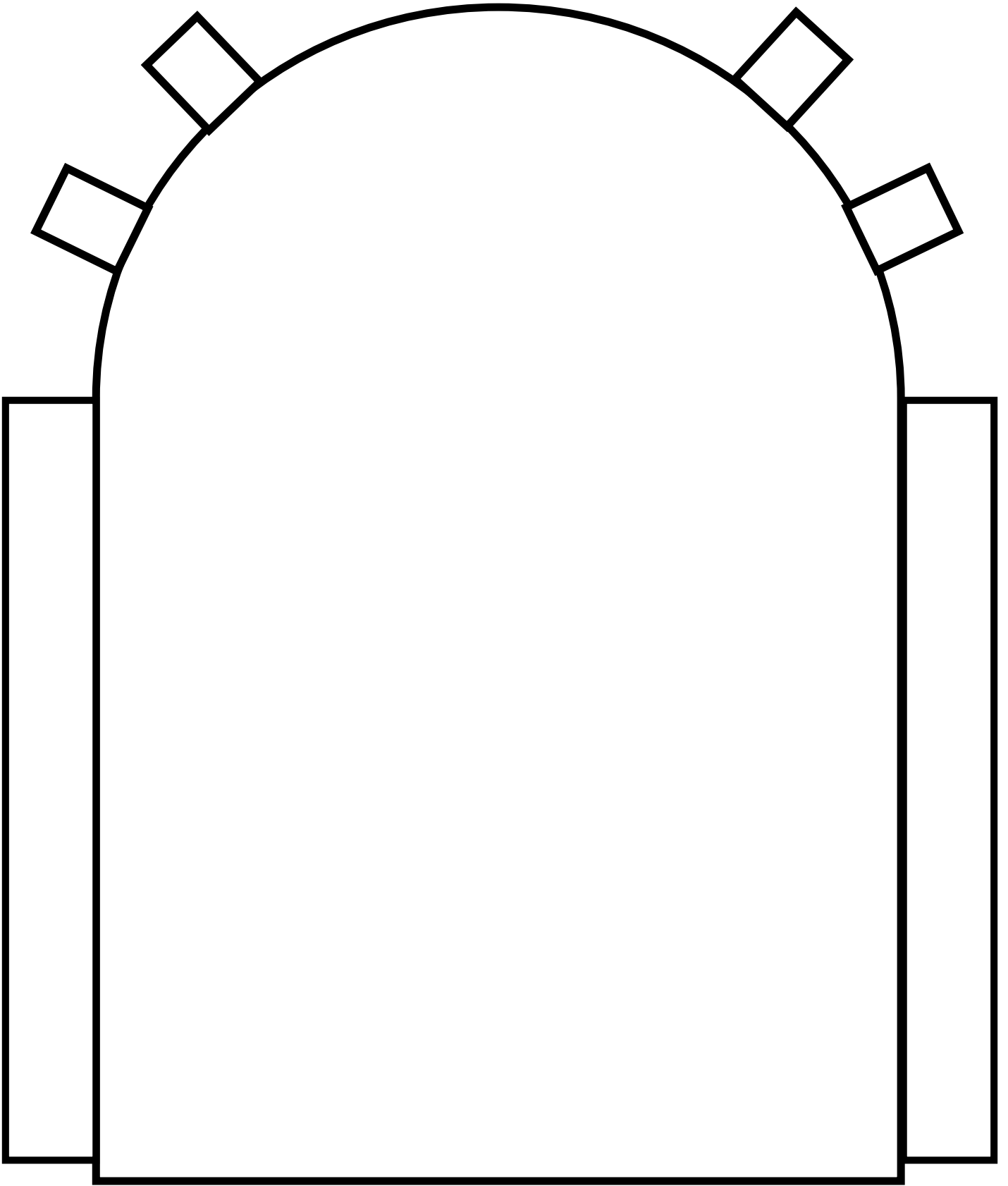
6. Carefully glue the post box on to the base stand using PVA glue. You will need to use something (e.g. books) to help balance the post box as the glue dries.



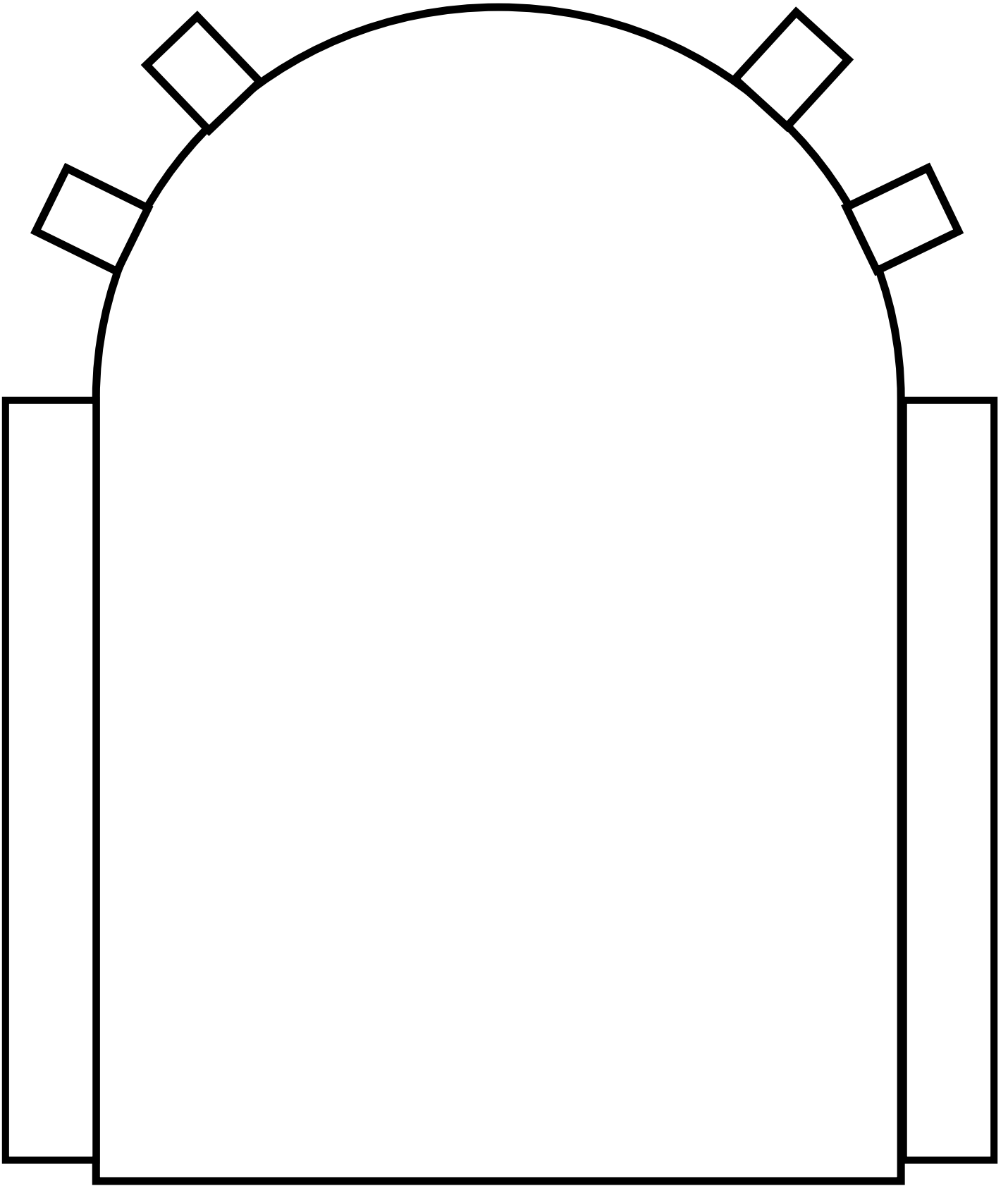
TEMPLATES

For best results

- Results may vary depending on the thickness of the cardboard used. In particular, the thickness may affect the way the front and rear pieces curve, causing them not to meet at the top. As a result, these pieces may require trimming.
- Use both tape and PVA glue to secure tabs (*when possible*) to add to the strength of the box.
- Allow PVA glue to dry thoroughly between each step.
- Always check that parts fit together properly before gluing or taping.
- For extra strength seal the sides of the post box (*when completed*) with clear sticky tape.



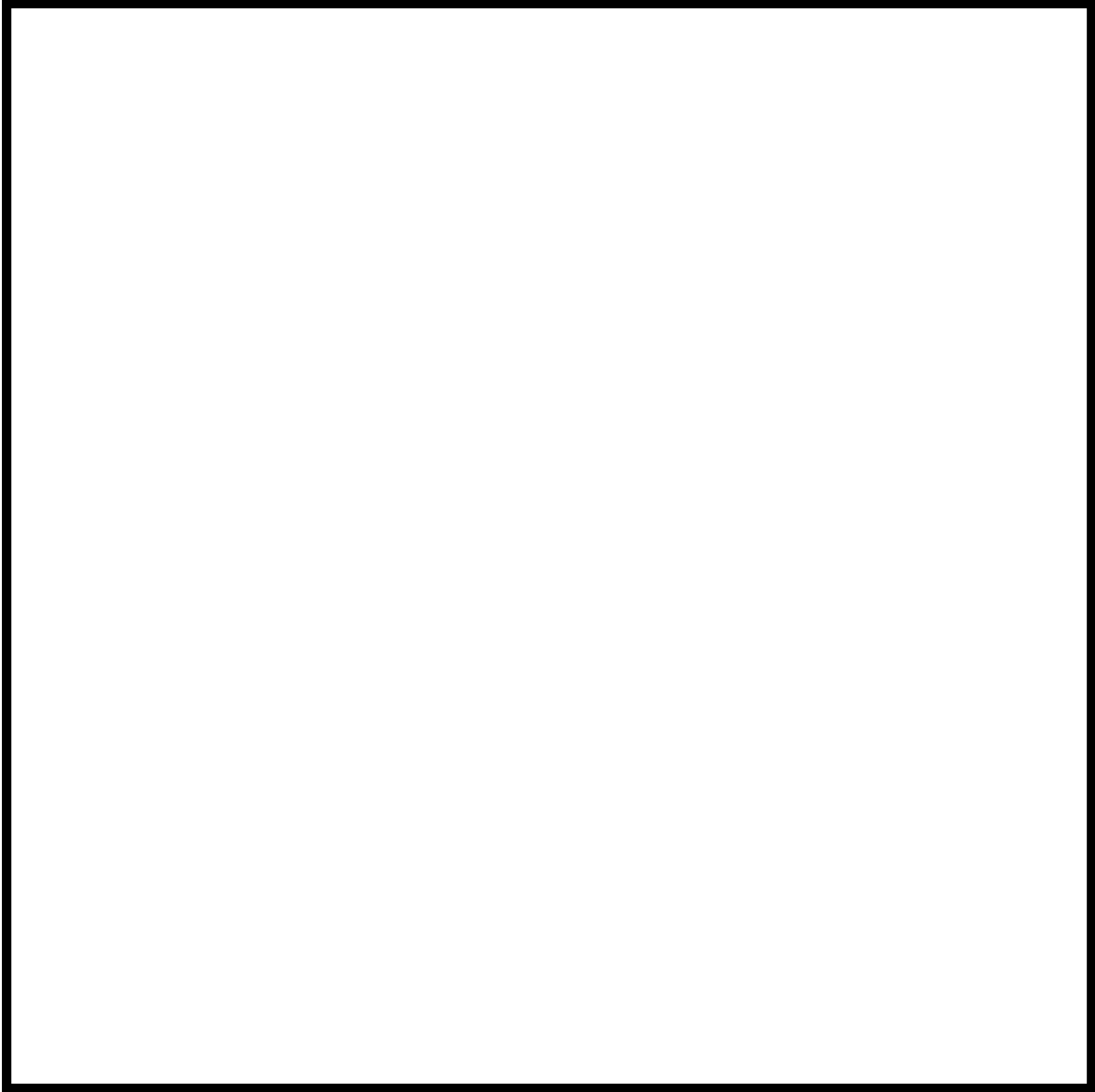
Side



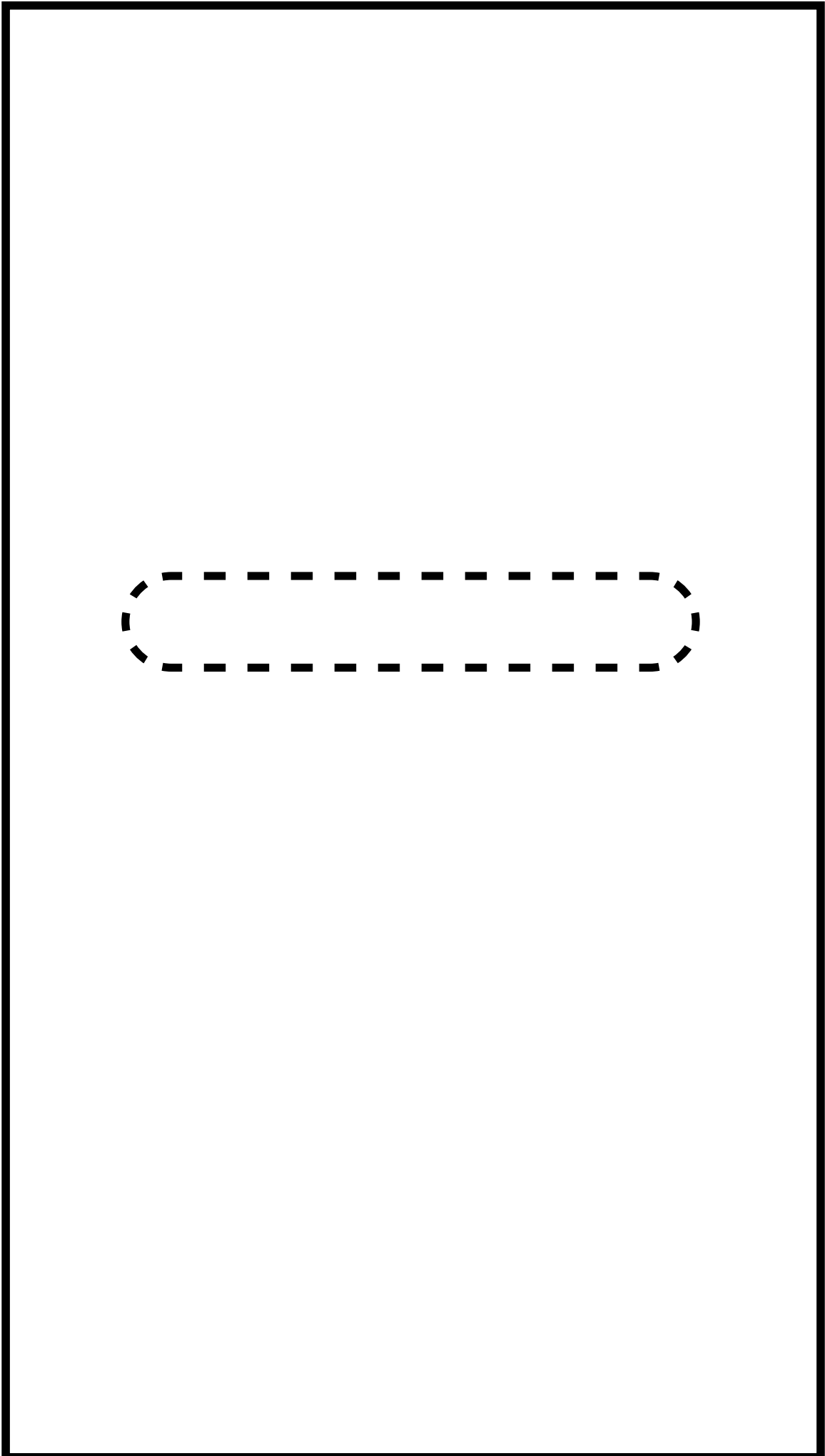
Top beam



Bottom



Front



Back

