# *Recruit Folder Notebook Holder*

1- Remove folder pockets carefully with scissors.

2- With folder open and logo side facing up, cut off 3/4" from the right side.

3- Flip the folder over so that the inside is facing up and cut at 13 1/2".

4- Turn the folder sideways and trim off the bottom edge where you had cut off the pockets in step 1.  You just want to trim off a smidge to make that edge nice and straight.

5- Now, flip it around to the other edge and cut it to 11".  This is the height of your folder.  Your folder should now be 11" tall and 13 1/2" wide.

6- With the logo side up, score at 1 3/4", 2 1/8", 7 5/8", and 8".

7- Rotate so that the bottom is now on the left and score at 2 3/4".

8- With your folder open and the Calypso Coral inside showing, use your scissors and cut off the bottom right two corner sections.  This forms your flap that wraps around and leaves the portion that folds up to form the pockets.

9- Fold well on all score lines.  Place Tear N Tape on the left and right edges of the pocket piece, as well as up the middle between the two score lines there.  Fold up and adhere well.

10- Finish by rounding the corners on the flap, adding ribbon if desired, and a closure of your choice.

For the notebook topper, take the floral pocket piece cut off in step 1 and trim off the part where it was attached to the folder.  Next, trim the edge that you cut to make it nice and straight.  Cut the piece to be 5" long and 7/8" tall.  Attach to top of notebook.

*Enjoy! Charity* - **charity@stampinwithlove.com**