

CARD TEMPLATE

Are you ready to write and design your letter?

Follow these easy steps to make your own card and get your letter in the mail!

YOU WILL NEED:

Colored pencils and markers,
scissors, pencil, ruler

INSTRUCTIONS:

1. **Cut out** the card along the solid black line. Try to make your cuts as straight as possible!
2. **Fold** along the middle line. Use the ruler to help you fold in a straight line.
3. Now it is time for you to **write** and **design** your card! Write your letter on the inside of the card, just like you have practiced in class and then design your card any way you want. Be creative!
4. **Follow** the instructions on the Envelope Template worksheet to make your own envelope, add a stamp, and get your card in the mail.



ENVELOPE TEMPLATE

Are you ready to mail your letter? Follow these easy steps to make your own envelope and get your letter in the mail!

YOU WILL NEED: Glue stick, scissors, pencil, ruler, tape (optional)

INSTRUCTIONS:

- 1. Cut out** the envelope along the solid black line. Try to make your cuts as straight as possible!
- 2. Fold** along the dotted lines with the printed side facedown. Use the ruler to help you fold in a straight line.
- 3. Unfold** the top flap. **Glue** or **tape** the bottom flap onto the side flaps; be careful not to get glue on the inside of the envelope!
- 4. Insert** your card or letter in the envelope and seal it with glue, tape, or even a sticker! Now write the address and add a stamp.

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