

# FOAM CORE INK PAD HOLDER

Holds 60 SU! ink pads, with space on top for refills, Versamark, Staz-On, etc.



## Materials:

- Two (2) 20"x30" inch pieces of foam core board
- Hot glue gun
- Utility knife or box cutter
- Long straight edge
- 12" Ruler
- Sharp pencil

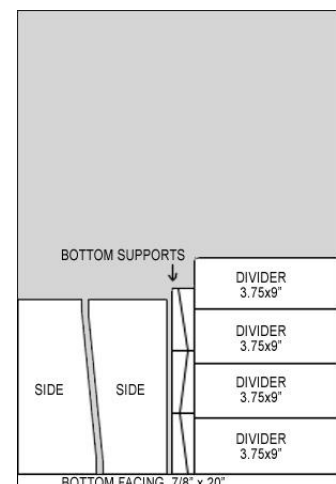
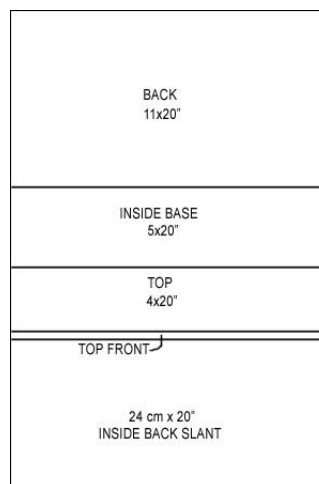
From one piece of foam core, you will need five pieces. Measure carefully, because this entire sheet will be used, with none left over. There is very little margin for error. Measure carefully, then measure carefully again. All pieces are 20" wide.

## FOAM BOARD 1

- 11"x20" --- BACK
- 5"x20" --- INSIDE BASE
- 4"x20" --- TOP
- 24 cm x 20" ---INSIDE SLANT
- Leftover 20" piece --- TOP FRONT

## FOAM BOARD 2

- 7/8"x20" piece ---BOTTOM FACING
- Four pieces 3.75"x9" ---DIVIDERS
- Two SIDE pieces
- Six BOTTOM SUPPORTS



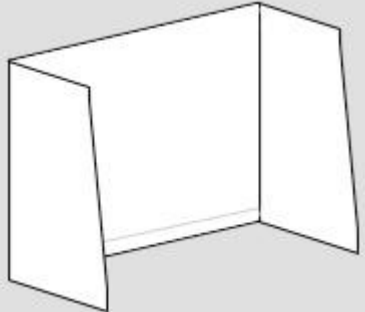
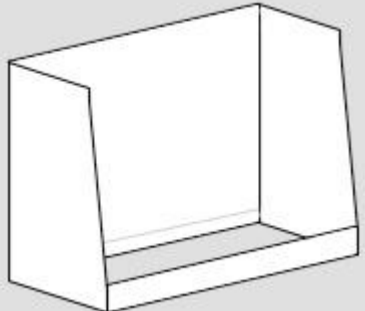
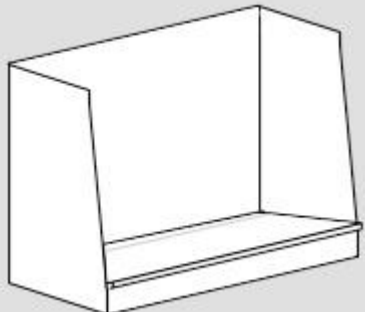
Directions:

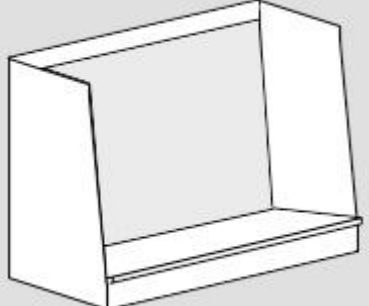
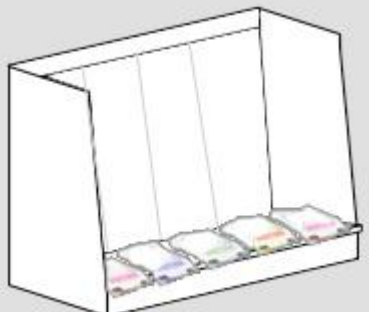
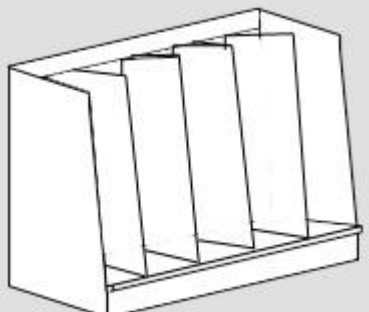
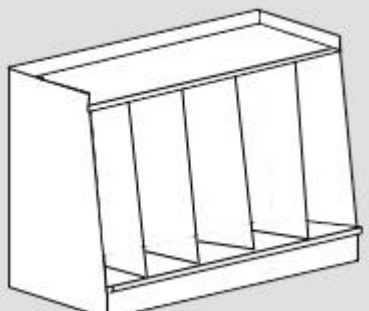
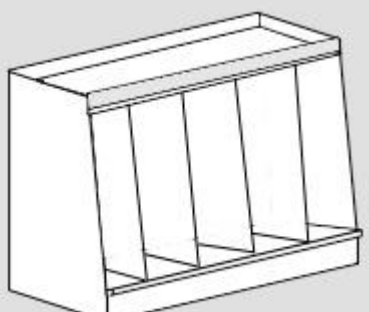
**Measure and label all pieces. Measure them again to be certain, then cut them all out.** I found it easiest on the first board to cut through the top layer of paper using a straight-edge, snap the foam and fold it back along the cut, then cut the back layer of paper along the fold. On the second board where there are irregular pieces that need to be precise, I cut it all through the top, cutting through the top layer of paper, then cutting the line again to cut through the foam, and then once more if needed to cut through the back layer of paper.

On the piece labeled 'BACK', measure up from one of the 20" edges and mark in several places at 11 mm. Draw your line. This will be the placement line for the bottom edge of the inside base.

On the piece labeled 'INSIDE BASE', measure up from one of the 20" edges and mark in several places at 15/16". Draw your line. This will be the placement line for the back edge of the inside back slant.

### ASSEMBLY

<p>1. Apply hot glue to short edges of BACK and affix to SIDE pieces at a right angle. Note that the line at 11mm should be along the inside bottom of the BACK piece.</p>	
<p>2. Apply hot glue to short edges of BOTTOM FACING and affix to SIDE pieces</p>	
<p>3. Place INSIDE BASE on the bottom, with the 15/16" line up and toward the back, and with the bottom of the foam core along the line marked on the BACK piece. The front of this piece should rest on the BOTTOM FACING piece across the front. Note that the INSIDE BASE is slanted at a slight angle, lower at the back than at the front. Glue INSIDE BASE in place.</p>	

<p>4. Place INSIDE SLANT piece vertically between the sides. The back bottom edge of the foam core should line up with the 15/16" line on the BOTTOM BASE and the top edge should rest against the BACK piece. Glue in place.</p>	
<p>5. Place five SU! inkpads along the bottom, evenly spaced. Mark between them along the front edge of BOTTOM BASE. Measure the marks and transfer them to the bottom and top edges of the INSIDE SLANT piece. No need to connect the marks, just make sure you can see them.</p>	
<p>6. Glue DIVIDER pieces in place, lining up the back and bottom edges with your marks, making sure back and bottom edges fit snugly. The dividers should follow the slant established by the BOTTOM BASE and INSIDE SLANT pieces. You may want to insert ink pads again to double-check placement.</p>	
<p>7. Glue TOP piece so that the bottom back edge rests on the top of the INSIDE SLANT piece and the bottom front edge rests on the top corners of the DIVIDER pieces. <i>There will be a gap</i> between the back edges of the DIVIDER pieces and the bottom of the TOP piece. At the top, a small 'lip' will be formed around the sides and back by the SIDE and BACK pieces.</p>	
<p>8. Glue TOP FRONT along front edge of TOP and SIDE pieces to finish the 'lip'.</p>	

9. Finally, tip the holder back and glue five or six BOTTOM SUPPORT pieces into the bottom.

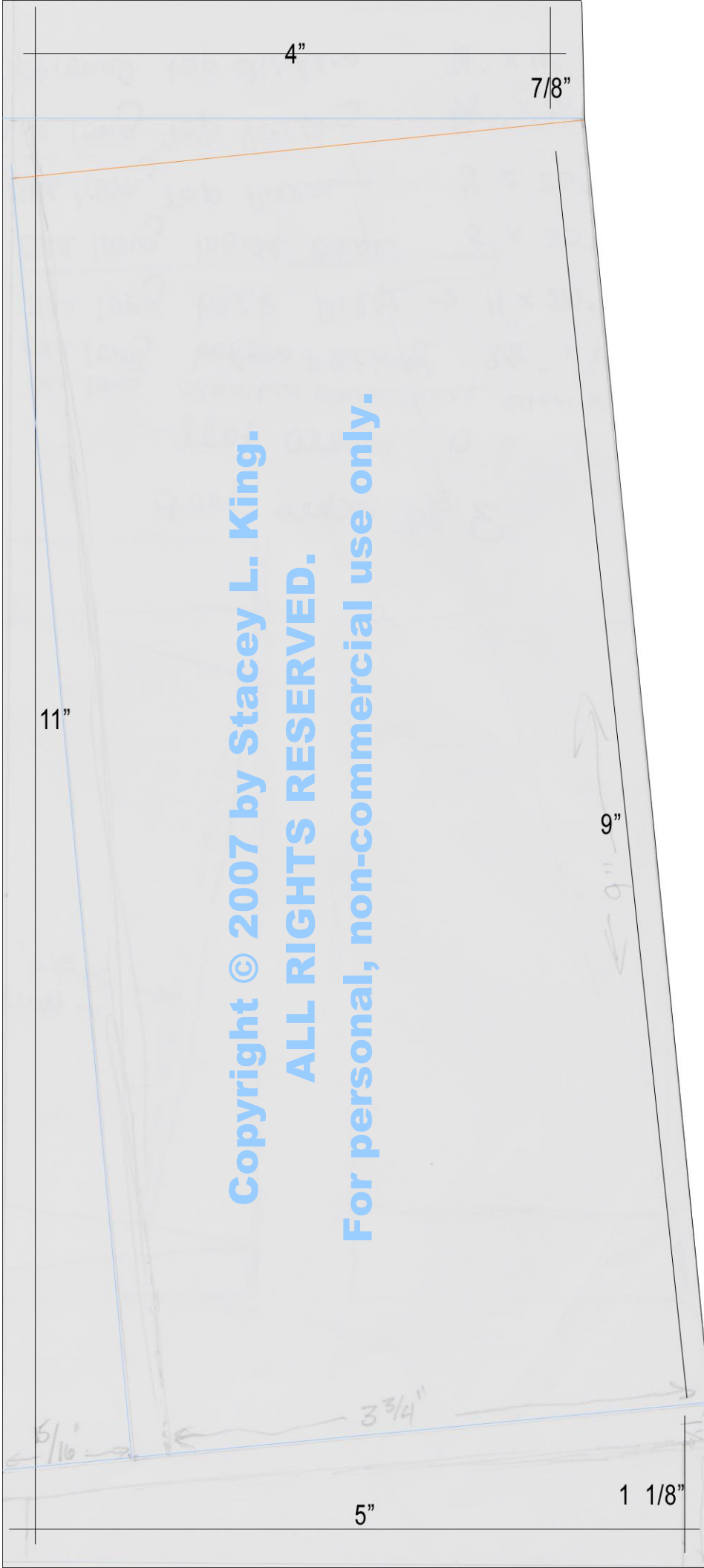


OPTIONAL: Cut and glue pieces 3 5/8" by 1/2" as dividers in the top.



Close-up of steps 6-7:





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4 5/8"

7/16"

15/16"