

Fabric Envelope

...carry your documents in style!



Materials

24" of heavyweight sew in interfacing
½ yard exterior fabric
½ yard lining fabric
2 or 3 3/8" grommets
2/3 yard ribbon or cord for tie
plastic insert approximately 9" X 12"
12" snap tape

Fabric Cutting Dimensions:

- Rectangles are cut on the fold. When folded, the rectangle is 5.75" wide, 13.25" long.
- The flap is cut on the fold. When folded, the base of the flap is 5.75" at the widest and 4.5" at the narrowest. It is 4.5" tall.

Fabric Envelope Instructions

- Cut 2 rectangles of exterior fabric, 2 rectangles of lining fabric and 2 rectangles of interfacing.
- Cut 1 flap of exterior fabric, 1 flap of lining fabric and 1 flap of interfacing.

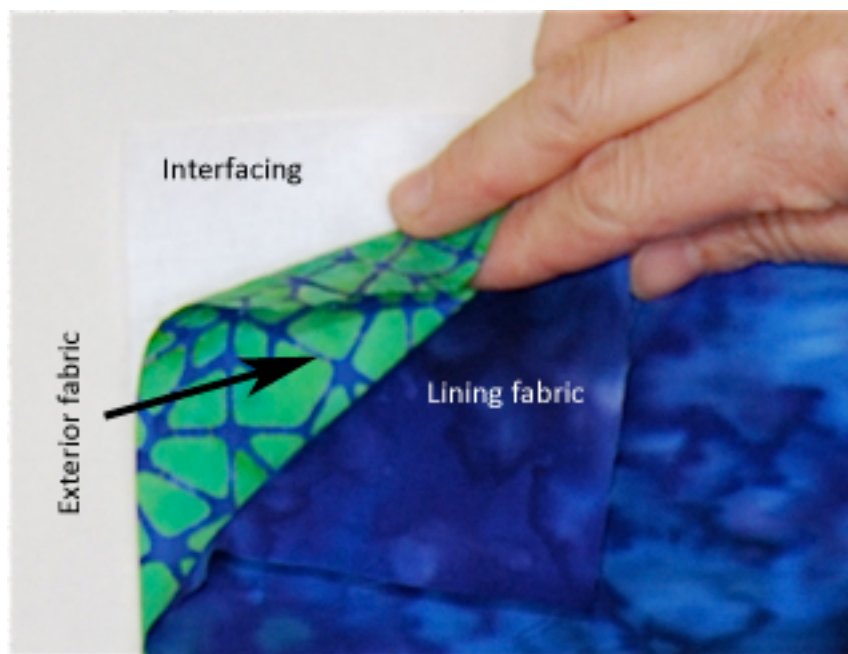
Instructions

All seams are ½" unless specified.

RST = Right Sides Together

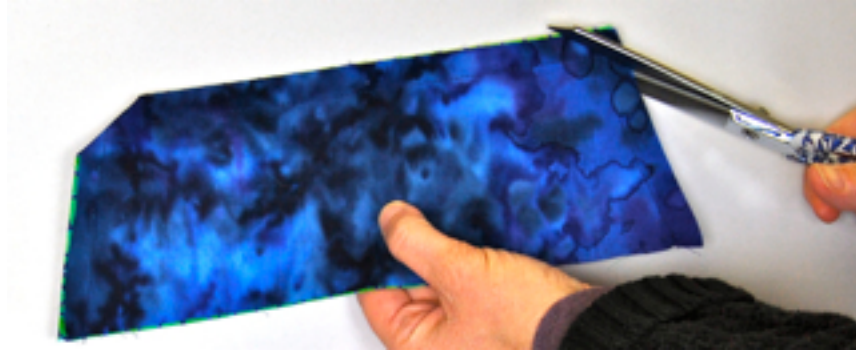
In the instructions, "front panel" refers to the side of the envelope that does not have the flap and does have two grommets. "Back panel" refers to the rectangle that is attached to the flap.

1. Sew the top free edge of the front panel. Place the two fabric pieces RST and lay the interfacing piece against one of the wrong sides of fabric so that when inverted, it will be contained between the lining and exterior fabric.

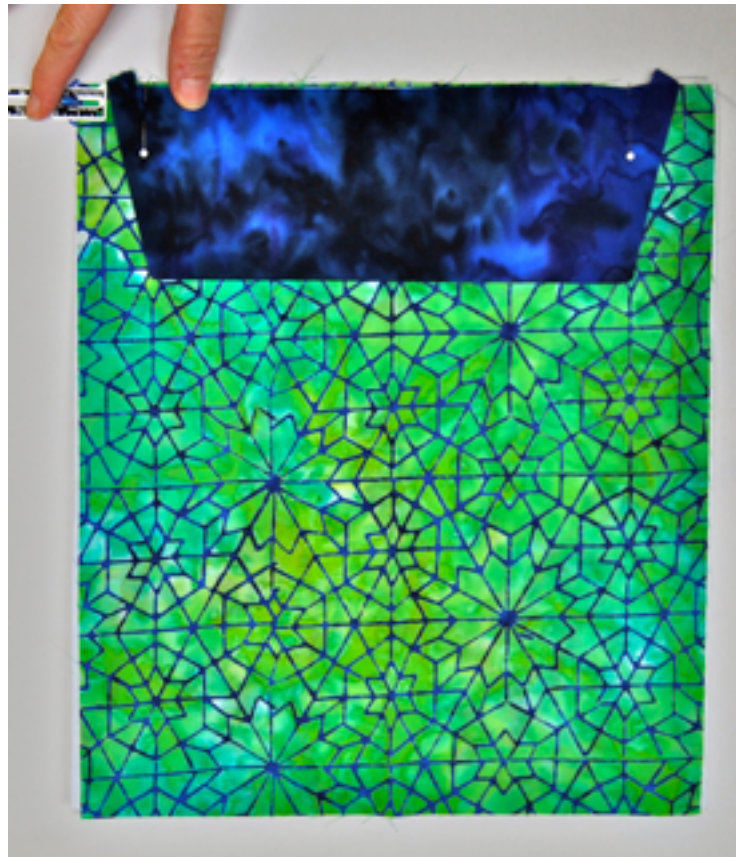


2. Create the finished flap component. Place the two fabric pieces RST and lay the interfacing against one of the wrong sides of fabric. Sew around the perimeter, leaving the longest edge unsewn. Trim the corners, turn right side out and press.

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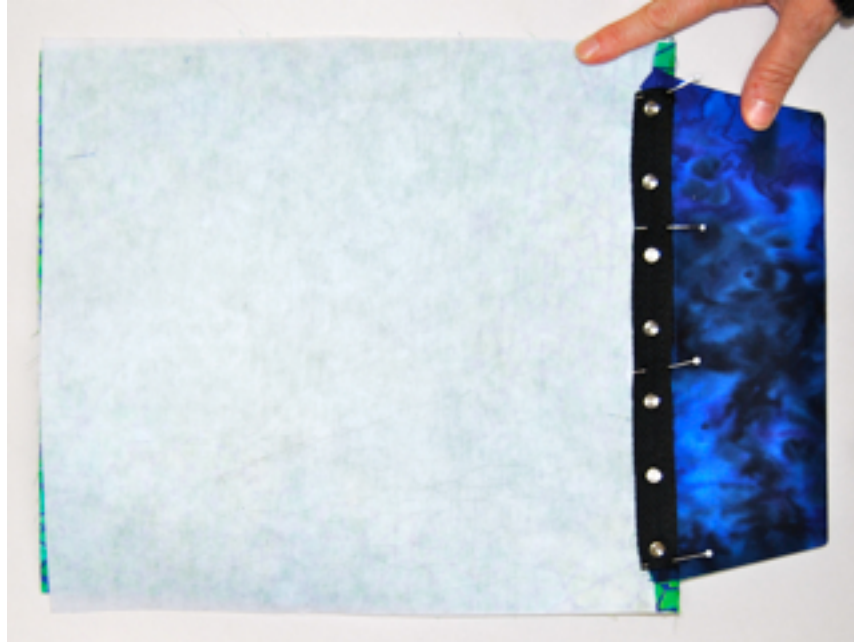


3. Sew flap to the back panel and interfacing along the shortest edge, to create the entire back half of the envelope. Press seam allowance away from the flap. The flap will be narrower than the back panel – center the flap on the back panel.

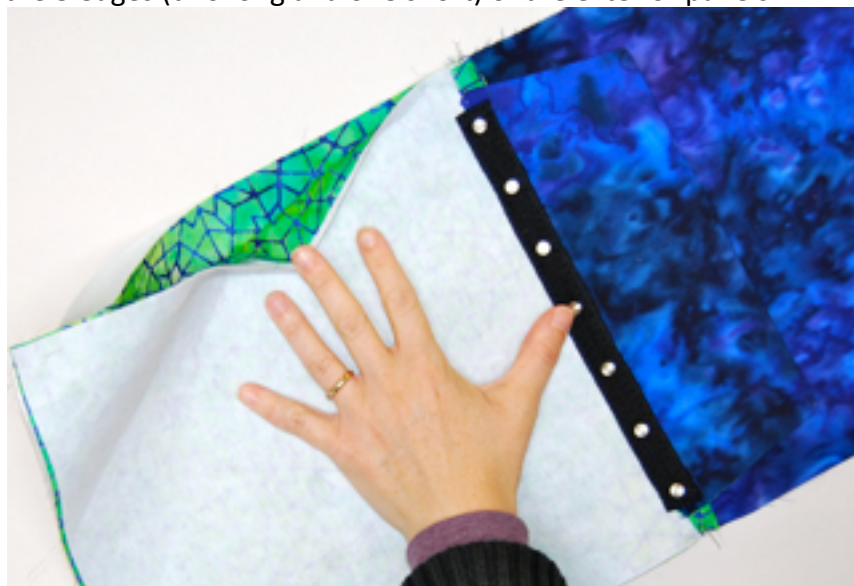


4. Attach snap tape, step 1. Separate the snap tape. Leaving a half inch margin on either end, use the snap tape to cover the seam allowance you just created in step 3. Sew down both sides of the snap tape using a zipper foot, and tuck under the raw edges of the snap tape so that they won't fray. (My snap tape is a bit short in the photo. Ideally the snap tape should cover the entire raw edge of the flap.)

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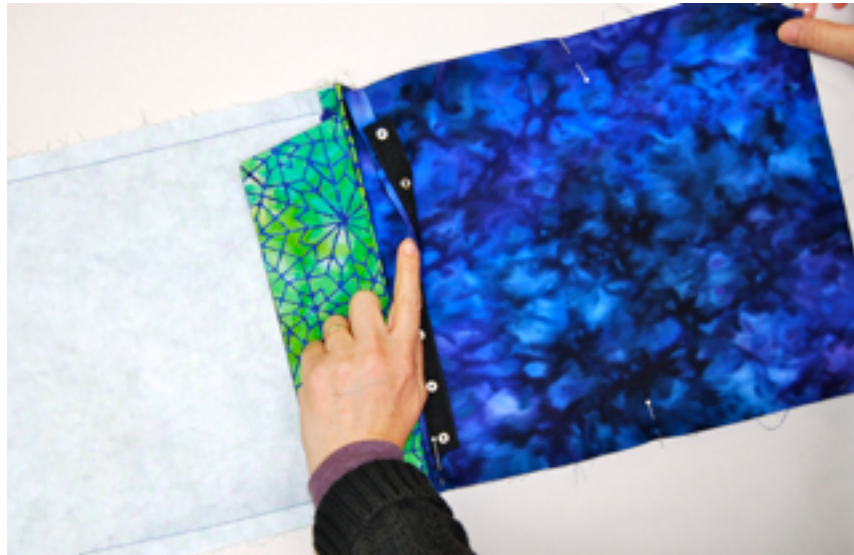


5. Attach snap tape, step 2. Press down the ½" seam allowance on one short end of a lining panel. Attach the mate to the previous snap tape to this seam allowance and the wrong side of the fabric in the same manner, so that when snapped the rectangles of fabric align evenly. You can do this most easily by laying the loose snap tape on top of the already sewn down mate and snapping the end snaps. Lay the fabric panel on top of the snap tape and back panel, aligning the edges. Use straight pins to affix the loose snap tape to the loose fabric, remove from other snaps, fold tape ends under and sew.
6. Sew the exterior of the envelope. Align the exterior back panel that's been sewn to the flap with the exterior front panel that's been sewn to the lining, RST with interfacing facing out. Make sure both the flap and the lining piece are held out of the way. Sew around the 3 edges (two long and one short) of the exterior panels.



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7. Sew the lining. This is accomplished in much the same way that the exterior was sewn in #6. Align the lining panel that has already been attached to the free edge of the envelope exterior with the lining panel that has the snap tape sewn to the edge. These two should be sewn RST, which means that the snap tape should be *out facing you*. Make sure that the flap and exterior panels are out of the way. Sew around the 3 edges (two long and one short) of the lining panels.



8. Turn the exterior right side out. While you're at it, put the lining bag inside the right side out envelope.
9. Find the middle of the flap and insert the grommet. To find the center line, fold the flap in half - long side of envelope to long side of envelope - and crease well. Make sure the grommet is at least ½" from the edge. Follow the manufacture's directions for the grommet.
10. Attach the grommets to the front panel. One grommet should be centered directly under the grommet placed in #9. The other grommet should be placed so that the rim of it barely clears where the flap will lie in the closed position.
11. Insert the plastic sheet into the snap pocket. Close the snaps.
12. Tie with ribbon or cord.

Notes

- The snap tape is bulky. If you wish to reduce bulk, you can omit the snap tape altogether and slip stitch shut. This will require resewing with every laundering. It's possible that a hook and loop closure would also be less bulky if you can find sew-on low profile hook and loop tape.
- The grommet on the flap can be omitted if you wish to sew down a ribbon on the underside of the flap. Make sure you sew it down centered on the flap, but make the

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ribbon itself attach so that one "tail" is longer than the other so that it is easier to tie evenly.

- You can make the envelope largely waterproof by using a PUL fabric or other waterproof fabric, either in the lining or the exterior.
- Other closure types for the envelope that can work with this design include snaps and hook and loop tape. Be aware that these other closure types may limit how much the envelope can hold because the flap cannot be loosened with snap or hook and loop – there is a single position for closure. If you are using hook and loop tape, place the hook on the flap portion. This way when the envelope is closed the hook faces in towards the envelope and there is less chance of the hook tape snagging and ruining the clothing of the owner.
- The plastic insert can be a stiff sheet of mylar, plastic needlepoint canvas or scrap sheet acrylic from a plastics supply house. If you are in the SF Bay Area, I'm talking about the scrap bin from your local TAP Plastics.