

slip-in liner assembly is a piece of cake

Your slip-in envelope liners have been cut to fit inside your envelope perfectly. Follow our simple steps below and you'll have a perfectly polished envelope in no time!

1.



Apply adhesive only to the top edge of the back side of the liner – along the slightly longer side of the liner. We recommend using a tape roller, but double-sided tape or a glue stick will do the trick. Please do not press the edge of the glue stick or tape roller too hard on the paper, as you will make a visible impression on the paper.

2.



Next slide the liner into the envelope using the sides of the flap to center the liner. The longer side of the liner will be the edge that touches the bottom of the envelope.

3.



Once lined up, firmly press the liner to adhere it to the envelope.

4.



Using the crease on the flap as your guide, close the envelope and firmly press the fold. And voila!

*Tip: For adhesives we recommend 3M Scotch Tape Runner, Staples Brand Glue-Tape Roller or 3M Scotch Permanent Glue Stick. All are readily available at craft and office supply stores.

minted.TM
www.minted.com | 1.888.828.6468