

Square Envelopes

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By Valerie Stangle for Scor-Pal

Envelopes for square cards from 4" x 4" to 6" x 6".
For all envelopes, the square paper will be lined up in a diamond format;
top and bottom points lined up on **same groove** before scoring.



If directions note using your Scor-Mat for bottom point, line up the measurements
from your Scor-Pal and Scor-Mat to create an extended line.
(You will not be scoring on the mat.)
When finished with scoring, notch out where lines intersect.



Fold box sides, sides first and then seal bottom flap with Scor-Tape.
Seal envelope top with envelope glue, Scor-Tape, stickers, etc.

| Card Size | Paper Size | Directions | Envelope Size |
|------------------|-------------------|---|----------------------|
| 4" x 4" | 6 3/4" x 6 3/4" | Align points on the 6 3/8" (dot) score line. Score at 4 1/4". Repeat on all sides. Line up any score line on the 3.66 (inverted triangle) score line and score at 3 1/2". Repeat on all sides. | 4 1/4" square |
| 4 1/4" x 4 1/4" | 7" x 7" | Align points on the 6 1/2" score line. Score at 4 1/4". Repeat on all sides. Line up any score line on the 3.66" (inverted triangle) score line and score at 3 1/2". Repeat on all sides. | 4 1/2" square |

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| 4 ½" x 4 ½" | 7 ½" x 7 ½" | Align points on the 6 3/8" (dot) score line. Score at 4". Repeat on all sides. Line up any score line on the 3.66 (inverted triangle) score line and score at 3 ½". Repeat on all sides. | 4 ¾" square |
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| Card Size | Paper Size | Directions | Envelobox Size |
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| 4 ¾" x 4 ¾" | 8" x 8" | Align points on the 6" score line. Score at 3 ½" and 8 ½". Rotate 90 degrees and repeat. Line up any score line on the 3.66" (inverted triangle) score line and score at 3 ½". | 5" square |
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| 5" x 5" | 8 ¼" x 8 ¼" | Align points on the 3.66" (inverted triangle) score line. Score at 1" and 6 3/8" (dot). Rotate 90 degrees and repeat. Line up any score line on the 3.66 (inverted triangle) Score line and score at 3 ½". Repeat on all sides. | 5 3/8" square |
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| 5 ¼" x 5 ¼" | 8 ¾" x 8 ¾" | Align points on the 6 3/8" (dot) score line. Use your Scor-Mat to align bottom point. Score at 3 ½" and 3.66" (inverted triangle). Repeat on all sides. | 5 ½" square |
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| 5 ½" x 5 ½" | 9" x 9" | Align points on the 5" score line. Use your Scor-Mat to align bottom point. Score at 2 1/8" (dot). Repeat on all sides. Line up any score line on the 3.66" (inverted triangle). Score at 3 ½". Repeat on all sides. | 5 ¾" square |
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|-------------|-------------|---|-----------|
| 5 ¾" x 5 ¾" | 9 ¼" x 9 ¼" | Align points on the 6 ½" score line. Use your Scor-Mat to align bottom point. Score at 3 ½" and 9 ½". Rotate 90 degrees and repeat. Line up any score line on the 3.66" (inverted triangle). Score at 3 ½". Repeat on all sides. | 6" square |
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|---------|-------------|--|---------------|
| 6" x 6" | 9 ¾" x 9 ¾" | Align points on the 7" score line. Use your Scor-Mat to align bottom point. Score at 3.66" (inverted triangle). Repeat on all sides. Line up any score line on the 3 ½". Score at 3.66" (inverted triangle). Repeat on all sides | 6 3/8" square |
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