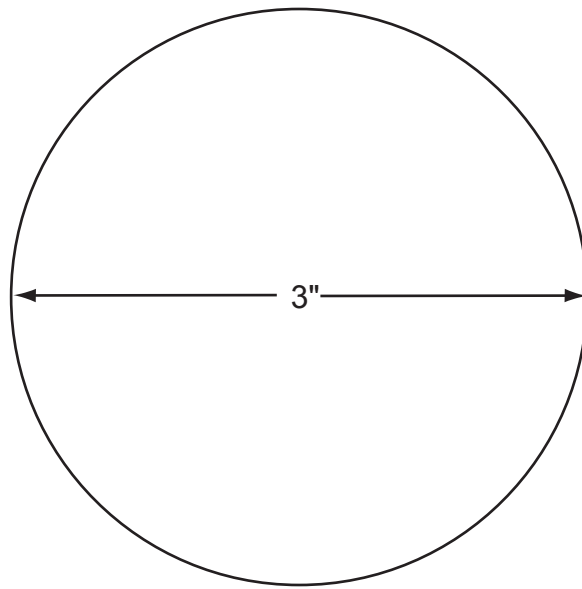


Project Corner #33, August 2002

# Placecard/Party Favor



***embroideryarts***

a division of INTARSIA ARTS

17 Fourth Avenue

Nyack, NY 10960

1-888-238-1372

(tel) 845-358-5546 | (fax) 845-358-2696

## *Directions for Monogrammed Placecard/Party Favor / August 2002*

(This project utilizes letters from our Victorian Monogram Set 8.)

This project utilizes a very clever product - a clear plastic circle 3 1/2" (90mm) in diameter with a snap-in plastic back. The embroidery is inserted between the two parts. The back has a fold-out easel stand, and also has a pin for clipping the circle onto a jacket, hat, etc. Stand the circle up as a place card for your guests at a dinner party or special occasion - afterward they can wear their initial home with them!

### *Step 1. Print the template and instructions.*

These are .pdf files, and require Adobe Acrobat Reader software in order to view and print.

### *Step 2. Purchase pre-digitized border designs. (Digitizers: skip this step)*

There are 6 border designs that have been digitized as companions designs for this project.

The files will be received as self-extracting zip files (.exe), with one of the following product numbers:

02650 Placecard Borders - Set - csd  
02651 Placecard Borders - Set - dst  
02652 Placecard Borders - Set - exp  
02653 Placecard Borders - Set - hus  
02654 Placecard Borders - Set - pcs  
02655 Placecard Borders - Set - pes  
02656 Placecard Borders - Set - sew

Each product also contains a .txt file that can be read or printed, called "Notes". This file contains information about the number of stitches in the design

The border designs come in 7 different formats:

.csd	Singer / P.O.E.M
.dst	Tajima
.exp	Melco expanded
.hus	Husqvarna Viking
.pcs	Pfaff
.pes	Brother, Babylock, Bernina
.sew	Janome/New Home, Elna

### *Step 3. Scan and digitize border designs (If you purchased pre-digitized designs skip this step)*

We have provided a template with a circle 3 inches (75mm) in diameter, for use by those with digitizing software who might want to digitize their own decorative borders. This template will allow you to create your own designs in the correct size for this project.

If you are digitizing your own borders, scan the printed template, create your own border design, then save the design under a new filename

### *Step 4. Combine Decorative border and monogram letter*

Choose one of the pre-digitized border designs, or one of your own borders created by scanning our template, and using the Merge or Import functions within your embroidery software program, combine the border with one letter from our Victorian Monogram Set 8.

(In order to insure that the letter of your choice fits inside the border, choose one of the smaller sized letters.)

Once you are happy with the placement, save this combination under a new filename.

*Step 5. Prepare fabric.*

We chose an off-white linen fabric for this project.

Choose a fabric that is fairly thin - there isn't a lot of thickness for fabric between the front and back sides of the placecard holder, and a fabric that is too thick will make it impossible for the back to snap into place.

Using a hot iron, attach a layer of heat-fusible Pellon (Wonder-Under, etc) to the back side of the fabric. When it has cooled, remove the paper layer and use the iron to bond one layer of medium-weight cutaway backing to the fabric.

*Step 6. Hoop the fabric and sew out the design.*

Hoop the bonded fabric and stabilizer.

Sew the combination design (border and letter) created previously.

*Step 7. Trim.*

The placecard holder consists of two parts. The back, which has fold-out legs, as well as a pin attachment, is frosted plastic so you can see through it.

Carefully position the circular back over the embroidery, making sure that the design is centered. Using a sharp pencil, trace around the plastic back.

Using a sharp pair of scissors, carefully trim around the traced circle, cutting just inside the pencil line.

*Step 8. Assemble the placecard/party favor.*

The front and back sections of the holder have a small notch at the top, which identifies the top, and helps to align the embroidery properly.

Load the embroidery into the front section, then hold it in place by snapping in the back, with the curved side facing into the front section. Work around the perimeter with your fingers until the back snaps into place.

***Congratulations! Your project is complete.***

Sources for Materials

*Heat-fusible Pellon, Felt, Stabilizer*

Widely available from sewing stores. Pellon is marketed as "Wonder-Under" or similar.

*Placecard Holder*

Available for purchase online from Kapres and Company. The vendor calls this item "Round Pin With Easel Back"

<http://www.kapres.com/clear-accessories.html>