

ASSEMBLING YOUR TREASURY BOXES

COMPONENTS

Remove (cut) stretch wrapping from kit. You should have:

- a. One box top
- b. One box bottom
- c. One muslin outer bag
- d. One muslin inner bag
- e. One pack of unbuffered acid free tissue paper
- f. One pair of white inspection gloves.

ASSEMBLING BOX

1. Lay bottom of box flat on a firm surface and unfold sections that have been folded for shipping.
2. Fold sides of the box up (90) and fold end flaps inwards.
3. Fold end of box up and over the flaps from both sides and lock into base.
4. Repeat instruction 5 on other end. You now have an assembled box bottom.
5. Lay box top flat on a firm surface and unfold any sections that have been folded for shipping.
6. Fold end flaps up (90)
7. Gently insert the flaps from the top into the openings in the ends of each side.
8. Repeat instruction 7 for the opposite side.

PREPARING MUSLIN BAGS

1. Unfold outer bag and lightly steam/press as required making sure the top flap with tie is free of all shipping fold and wrinkle marks.
2. Unfold inner bag and lightly steam or press as required making sure that the flaps are free of all shipping fold or wrinkle marks.

PREPARING BOX TO RECEIVE GOWN

1. Detach top from the bottom of the box.
2. Place box bottom on a firm surface.
3. Insert inner bag into the box with flaps outside of the box.
4. Remove bundle of unbuffered acid free tissue paper from protective packaging.
5. Fold / crease the bundle of unbuffered acid free tissue paper in half.
6. Place one sheet at each end of the box with crease line matching the edge of the box.
7. Repeat step 6 with two sheets of unbuffered acid free tissue paper for the sides.
8. Place one sheet of unbuffered acid free tissue paper on the bottom of the box.