RETREAT NAME BADGE HOLDER PATTERN

Finished size:

- Body   5 1/4 in. x 5 1/4 in.
- Neck strap   37 1/4 in. L x 3/8 in. W
- Pocket   3 1/4 in. H x 5 1/4 in. W

Requirements:

- Seams are all 1/4 inch
- Sew all seams at 10 stitches per inch – smaller stitches will cut the vinyl
- Use a <u>NEW</u> 80 sharp sewing machine needle - it MUST be a brand new needle
- The top and bottom thread must match

Cutting Instructions:

Cut from fashion fabric:

- 1 body   11 1/4 in. x 5 1/4 in.
- 1 neck strap   38 in. x 1 1/2 in.
- 2 vinyl bands   1 1/2 in. x 5 3/8 in. each

Cut from vinyl:

- 1 pocket   6 1/2 in. x 5 in.

Sewing Instructions:

Neck strap:
- Turn under 3/8 in. on each 5 1/4 in. end.
- Fold fabric in half lengthwise, wrong sides together.
- Then turn in each side 3/8 in. to center fold, and press.
- Neck strap should measure: 37 1/4 in. x 3/8 in.

Badge Body:
- Turn under 3/8 in. on short ends (5 1/4 in.) of body of the badge holder.
- Fold body in half, wrong sides together, with turned-under 3/8 in. edges together, to create a 5 1/4 in. x 5 1/4 in. square.
- Edge stitch 1/16 in. from top of turned edge; stitch again 1/4 in. from edge.

Vinyl bands:
- Fold in have lengthwise, wrong sides together.
- Turn under each long edge 3/8 in.
- Vinyl bands should measure 5 3/8 in. x 3/8 in.

Vinyl bands to vinyl pocket:
- Sandwich short end of vinyl (5") in between folded fabric vinyl band.
- Sew cloth band to vinyl along inside edge of fabric band.
- Repeat for other end.

Vinyl pocket to badge body:
- Fold vinyl in half - do NOT crease vinyl.
- Sandwich badge body between vinyl pocket with both unsewn edges on the bottom. Be sure that the band is top side out, not bobbin side out.
- Pin vinyl pocket fabric edge to badge through fabric band.

Neck strap to badge:
- Starting on one side of bottom of badge, sandwich cloth neck strap around the cloth badge and vinyl pocket.
- Pin both sides from bottom of badge holder to top edge of vinyl pocket.
- Sew from bottom of badge holder through all layers, continuing to sew along the neck strap to the other side of the holder, and continuing to the other bottom edge.

It is critical that you use a NEW 80 sharp needle and that your stitches are not too small. If too small, you will cut the vinyl rather than sew it.