Snap Pouch
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The sizes listed here will make a pouch 6 1/2” wide by 6 3/4” high. The pouch size can be varied using the
guidelines that follow the Materials list. I will show the calculations for a 12” x 10 1/4” portfolio as an example.

Materials:
1. Outer pouch: 8” x 12” piece of quilted fabric, or embroidered fabric
   fused to same size of fleece. (Center embroidery as shown.)
2. Lining: 2 pieces of quilting cotton, 8” x 9” each.
3. Casing: 2 pieces of scrap fabric, 2.75” x 8” each (this fabric will be
   hidden inside the lining).
4. Tabs: 2 pieces of quilting cotton, 3” x 3” OR 4” x 4” each.
5. Snap closure: 2 or 4 pieces of metal measuring tape, 5/8” wide by 6.5”
   long (double layers will make a stronger closure). Round the corners,
   removing a tiny bit of metal from the end. The scraps will be sharp.
   Handle them with care and discard in a closed container. (Cut the entire
   tape free of the housing first, then cut lengths as needed. Use twist tie to
   keep roll of metal tape from springing free.)
6. Thread.
7. Duct tape.

Guidelines for Size Variations:
1. Decide size for your pouch: W _______ = width, H _______ = height
   not counting the top casing.
2. Cut metal measuring tape pieces W inches long.
3. Add 1.5" to W and use as width for outer pouch, lining, and casing.
4. Outer pouch height = (H x 2) + 0.5”.
5. Lining height = H + (measuring tape width x 2) + 2”.
6. Casing height = (measuring tape width x 2) + 1.5”.
7. Distance from lining top edge for marking line in Step 1 below =
   (measuring tape width x 2) + 1.75”.
8. As an example, let us plan a snap pouch that is 12” wide by 9.25” high,
   not counting the casing. The metal tape is 1” wide. Cut the metal
   measuring tape 12” long. The outer pouch, lining and casing will be
   13.5” wide (12” + 1.5”). The outer pouch will be 13.5” wide by 19” high
   (9.25 x 2) + 0.5”), the linings will be 13.5” wide by 13.25” high
   (9.25” + (1” x 2) + 2”), and the casings will be 13.5” wide by 3.5” high
   ((1” x 2) + 1.5”). Mark lines on wrong sides of lining
   pieces 3.75” from top edges ((1” x 2) + 1.75”).

Instructions:
1. Place lining pieces wrong side up
   on table, with the top edge (8”
   width) toward you. Mark lines
   parallel to the top edge at the
distance determined in Step 7
   above. Meet the top raw edge
   to the line and press. Allow the fold
to fall open. (Fig. 1)
2. Press casing pieces in half as shown
   in Fig. 1.
3. Place one casing on top of each
   lining piece so that the raw edges
   are even and the fold of the casing
4. Press tabs right side out on both diagonals, as shown in Fig. 3 and Fig. 4.
5. Place each tab right side down on the table. Lift the top of the fabric off the table so that the tab folds along the lower fold lines. (Fig. 5)
6. Fold flat along the top layer of fold lines. Press flat. (Fig. 6)
7. Center one tab at each 8” edge of the outer pouch. Pin in place and stitch with 1/8” seam. (Fig. 7)
8. Place outer pouch on table, right side up. Place one lining right side down on each end, so that the casing is also at the end. Pin in place. Stitch with 1/4” seams. (Fig. 8)
9. Press seam toward the lining, avoiding the crease already pressed into the lining. Top stitch through all layers, near the fold. (NOTE: If you have embroidered on the outer pouch, you may prefer to press the seam toward the pouch instead. The tab will flip up and not hide the embroidery. Top stitch.) (Fig. 9)
10. Place bottom edges of linings right sides together. Pin seam. Seam allowance is 5/8”. Stitch the first 1” of the seam and backstitch. Baste until you are 1” from the far end of the seam. Backstitch and stitch with normal stitch length for the rest of the seam. Backstitch to secure. Clip top and bobbin threads at both ends of basted section. (Fig. 10)
11. Press the seam flat and then press open. Remove thread from basted section of seam. (Fig. 11)
12. Stack 2 pieces of metal measuring tape together or use single pieces. Cut a piece of duct tape about twice as wide as the measuring tape. Place the duct tape on one end so that half extends beyond the measuring tape. Cut snips in the duct tape at the end of the metal. Fold the sides in to cover the side edges of the metal. Fold the outer portion of the duct tape down to cover the top edge and fold the sides in as before. Repeat for other ends of the metal tapes. (Fig. 12)
13. Fold the pouch right sides together. Pin one side seam so that the lining creases in both layers and the seams in both layers meet. Fold each lining seam allowance toward its own side. If you wish, you can also make sure
your quilting pattern lines up properly. Stitch a scant 5/8” seam, backstitching off the fabric at beginning and stitching off the end and back onto the fabric to secure stitching. Place one length of metal tape in each casing. The numbers on the tape measure face out. (In the finished pouch they will face the inside.) (Fig. 13)

14. Push the metal tapes as far into the casings as they will go. Pin at the open end to prevent them from sliding outward. Pin and stitch the second side seam as before. Avoid stitching on the metal tape. Mark the creases in the lining with pins whose heads face out. (Fig. 14)

15. Fold the lining over the outer pouch. The pins should be at one edge and the bottoms of the outer pouch and lining at the opposite edge. Notice that the lining doesn’t quite reach the bottom of the outer pouch. Pin layers together. (Fig. 15)

16. Stitch together with zigzag or 3-step zigzag stitch. Trim seam allowances and trim corners. (Fig. 16)

17. Turn pouch lining side out through opening in lining. You will need to bend the metal tapes to get them through the opening. (Fig. 17)

18. Line up the folds in the opening and pin together. Stitch together by machine or slipstitch by hand. (Fig. 18)

19. Turn pouch right side out. Make sure the metal measuring tapes have the numbers facing the inside of the pouch. The marked side is concave and the unmarked side is convex. If the tapes have shifted, you can roll them until they face the way you want. Use point turner to sharpen bottom corners. Press the pouch flat.

20. Use fingers to hold pouch open for adding or removing contents.