

# TRAVEL TAG PROJECT INSTRUCTIONS



## Materials:

- Travel Tag Design
- 4 pieces of tear away backing
- Front appliqué piece
- Bottom appliqué piece (mirrored appliqué of the front)
- Clear plastic pocket appliqué piece
- Bobbin thread to match the outer border of the tag
- Spray adhesive
- Fabric glue
- Card stock paper (tag insert)



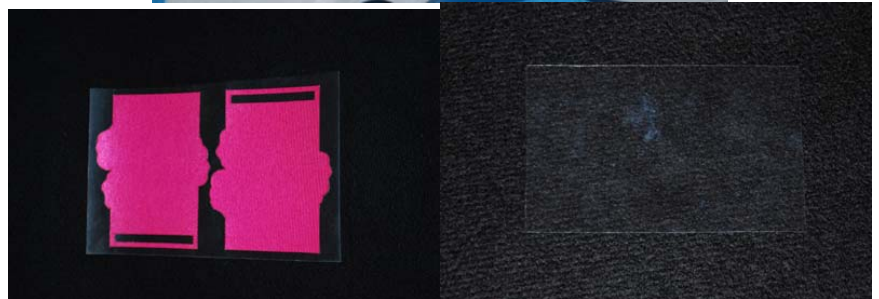
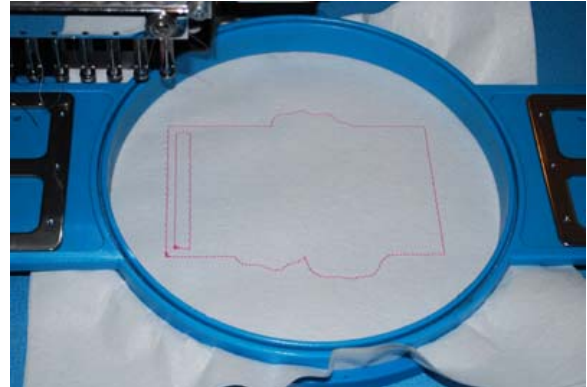
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## Step 1:

First cut your appliqué pieces. You will need 1 front side and 1 back side appliqué piece. (The back side piece will be a mirrored image of the front side.) Hoop a piece of backing and embroider the 1<sup>st</sup> color stop. Use this as a template for the front and back pieces of fabric appliqué.

You will also need 1 clear plastic pocket appliqué piece. Then hoop another piece of backing and embroider the 4<sup>th</sup> color stop for a template and cut a clear plastic appliqué piece from it.

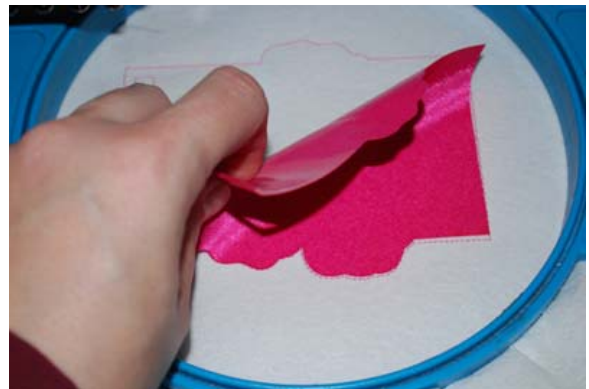


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## Step 2:

Now you are ready to embroider the travel tag. Hoop a piece of tear away backing and begin embroidering the design. After the first color stop “dieline” has embroidered, stop the machine and add the bottom appliqué piece good side facing up.

We used Hot Pink PSA twill appliqué for both the front & bottom pieces.

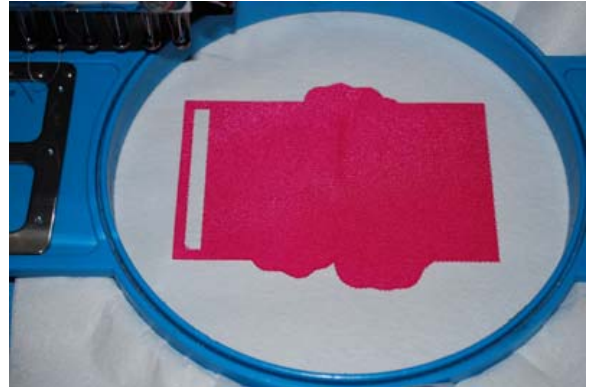


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## Step 3:

Start the machine again and it will tackdown the appliqué piece and embroider the dieline for the clear plastic appliqué piece. Stop the machine.

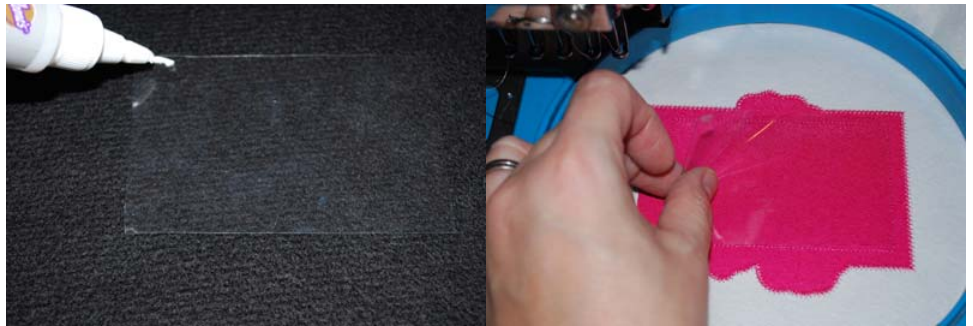


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## Step 4:

Use fabric glue around the three sides of the clear plastic, then place within the dieline.

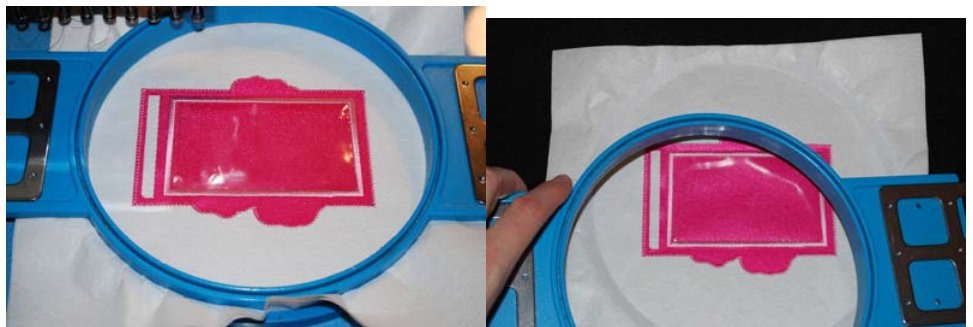
We used a shower curtain for the clear plastic.



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## Step 5:

Replace the hoop back on your machine and embroider the tackdown stitches. Remove the design from the hoop.





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## Step 6:

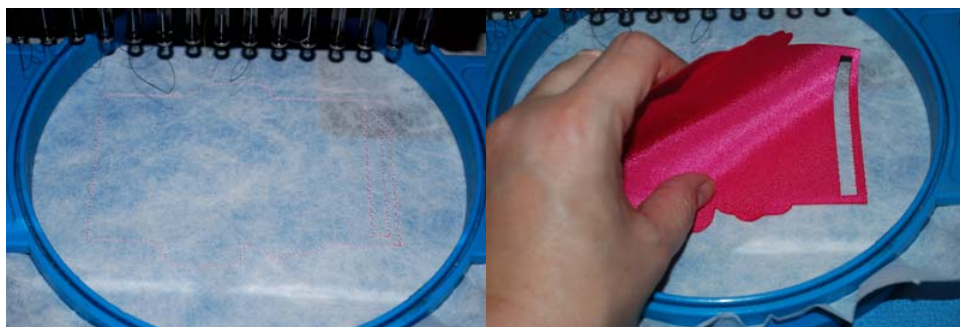
Gently tear away the backing and set the applique piece aside for now.



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## Step 7:

Hoop a piece of tear away backing. Embroider the next color stop which is the top applique dieline. Place the top applique fabric piece within the dielines. (Use spray adhesive if you are not using PSA twill.)



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## Step 8:

Start the machine and continue embroidering until you come to the next stop for the back appliqué piece.

Remove the hoop from your machine.

**(Do not un-hoop the design!)**

Turn the hoop over so you are looking at the backside of the design.

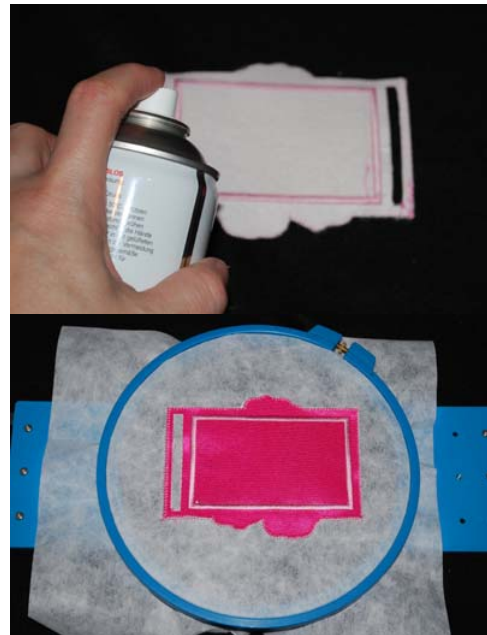


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## Step 9:

Then take your back appliqué piece and generously spray adhesive to the bottom of the fabric. Now place the bottom appliqué piece on the back of the design making sure that the appliqué piece is secured and will not fall off when you return the hoop to the machine.



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## Step 10:

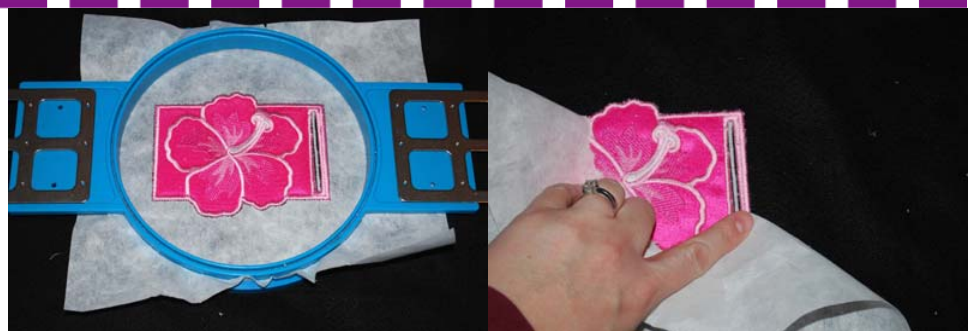
Carefully return the hoop to your machine and continue embroidering the design. Use a bobbin thread that is the same color as the top thread.



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## Step 11:

Once the embroidery is completed, remove the hoop and then remove your completed travel tag. Gently cut out the tearaway backing inside the loop at the top of the gift tag. Then clean up any rough edges around the outside of the tag.



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## Step 12:

Now slide your contact information into the travel tag pocket. You can use a leather strap or other strong cord to attach the tag to your luggage.



## Finished Travel Tag



Thank you for your purchase.

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