

## Badge Instructions

### Supplies:

- VINYL (Typically white): Cut 2, one for the front and one for the back. Roughly 4 ½ x 4 ½ inches  
In place of vinyl, felt or white cotton fabric will work. If you are using cotton fabric, you'll want to apply heat n bond lite to the back.
- CLEAR VINYL – This is for over top of the front so that it can be written on, and also for the picture pocket. 8 or 12 gauge is good. One 4 ½ X 4 ½ piece, and one 1 ½ inch x 2 inch (roughly) for pocket.
- SNAPS (I use KAM Snaps)
- Tear away STABILIZER
- Key Fob HARDWARE (Rings, hook, whatever your preference is) Our designs fit the 1 inch rings and 1 inch half rings the best, the ones that have an opening that's 1 inch across.
- Specific STITCH CHART (included with each design)

Hoop a piece of stabilizer.



On the hooped piece of tear away or dissolvable (water soluble) stabilizer, stitch the design outline.



Place 1 piece of vinyl right side up, make sure to cover the stitches completely. (Tape helps)



## Badge Instructions

### Stitch Outline.



Next, stitch any words or decorations. Now would be the time to add a name if you want to personalize the badge.



After the words and decorations are stitched, you'll apply a piece of clear vinyl over the entire design and stitch that in place.

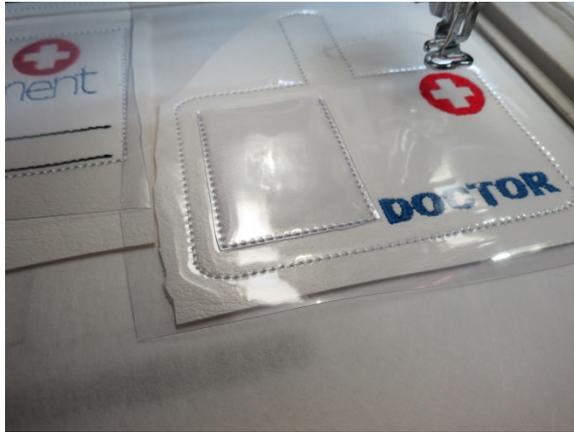
**IMPORTANT:** Make sure you cut and jump stitches before you apply the clear vinyl. You won't be able to trim them later!



Next you'll do the picture pocket. Stitch placement lines, then apply the vinyl, and stitch it in place. Trim the pocket after that step.



## Badge Instructions



After the pocket is complete, you will only have one step left on the machine.

You will place the other piece of vinyl on the BACK of the hoop. Then stitch it in place; (the last step).

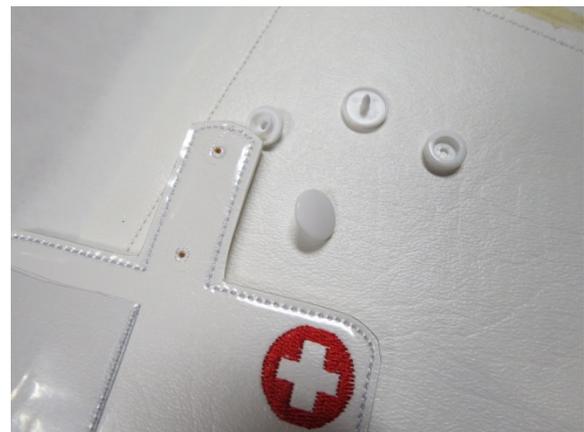


Remove from machine and unhoop.

Trim:



Apply Snaps where the little circles are:



## Badge Instructions



Add Key Fob Hardware.



Finished: