

Francis and Friends Passport Instructions

Follow the steps below to transform this single sheet of paper into an 8-page passport to chart your progress with Francis and Friends.

1. Cut out on outer dotted border. (At this time, do not cut along the dotted portion in the middle of the passport; you will do that later, in step 6.)
2. Lay paper face down and then fold and crease in half on the long, horizontal line. (After this step, the words will be facing out.)
3. Unfold paper and lay face down again. Fold and crease on the short, vertical line in the middle. (Words should be facing out again.)
4. Fold and crease remaining short, vertical lines, accordion style--in the opposite direction of the previous fold.
5. Unfold the folds from step 4. (Words should face out once more.)
6. Starting in the middle, cut only on dotted portion of the horizontal line. Stop cutting when you get to the folds you made in step 4—do not cut the solid portion of the line.
7. Unfold again and lay paper face down. Repeat the fold you made in step 2.
8. Stand paper with horizontal line facing up, then hold on both sides and move them into the middle. The panels along the cut part of the horizontal fold will begin to bulge out. When this step is finished, your paper will resemble an “X” shape.
9. Close the “X” into your final booklet. The Francis and Friends logo on the front and website on the back of the booklet.
10. Add your name and picture on the inside of the front cover and you are ready to begin your adventure!