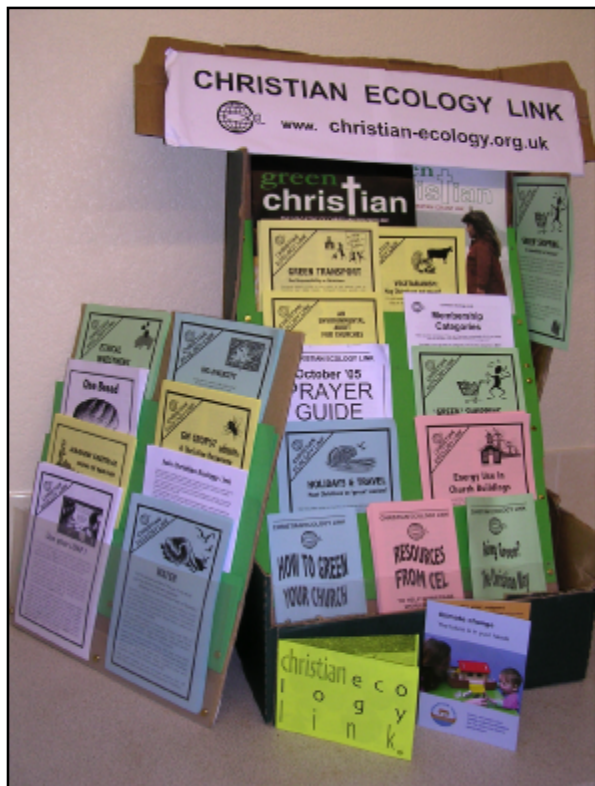


CEL Leaflet Dispenser Mark 2 Version.

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Introduction.

There are two types, a free standing dispenser and a wall dispenser (both shown left). The free standing dispenser is made of two green cardboard vegetable boxes arranged with the large one inside the small to make an L shaped structure (Part of the rim of the small box may need to be cut for this).

The mark 1 free standing version (right) has steps made using other boxes cut up placed inside. It looks good, and I have two of these on permanent display in churches near Settle. However, they are not portable for train journeys, It is complicated to describe how to make these – but just get some boxes and try yourself to make “steps”



For the Mark 2 version you will need:

1. 2 large green cardboard boxes (base 40cm x 60cm). You may need to request your local supermarket the day before to save you some
2. 1 small green cardboard box (base 40cm x 30cm)
3. Strong scissors
4. Packet of paper fasteners (studs).
5. 2 sheets of thin green card 39cm wide and as long as it comes (e.g. 60cm plus) (I tried cutting up foolscap folders but they were just not quite long enough)
6. Useful: hole punch for punching holes in leather, or gadget on penknife for making holes in leather)
7. Useful: Transparent plastic “card” 39cm x 25cm for making bottom pocket so it is see-through. But if you don’t have any, just use more green card.
8. Useful: other long corrugated cardboard piece (the size of the base of the long box) in case the bottom one of the long boxes is not very good... but you probably won’t need this.
9. String
10. Bluetack - always useful

	<p>This shows the type of box. You don’t need this many, but it is useful to have some spare. Large box on left, (you need two of these large boxes) small boxes on right.</p>
	<p>Paper fasteners, henceforth referred to as studs.</p>
	<p>For punching holes</p>

How to make the leaflet dispenser

1. Place the long box in the short box to make an L shaped structure. You may need to cut off part of the small cardboard box for this. (It will be a tight fit)
2. Gently separate the top two corners of the long box so that the top edge or "lid" opens. This flap will make the structure taller, and the side flaps at the top wider
3. You are going to use the base of the second long card board box to make a flat cardboard sheet, 38.5cm x 56cm. HOWEVER, before cutting it, arrange to cut it so that one of the long sides of the box can be bent back over the base to give it extra strength. Cut it, leaving this one side attached. Now see if it will fit inside the long box and if necessary cut it a little narrower. You should be able to place it diagonally inside the L structure.
4. You are going to attach 5 pockets to your cardboard panel. If you have transparent plastic for the bottom one, fold the plastic so it is 13cm deep and 39cm (or appropriate width) wide. Attach it to the wall by inserting a stud at a position 1 cm in and 2 cm up at each corner. If you are using green card at this stage, then make the card 10cm deep not 13 cm deep.
5. Fix the next pocket so its base is 10 cm higher than the base of the bottom one. Fix an extra stud at the centre of this pocket 2 cm above the bottom of the pocket. *(It may seem odd to rely on studs near the bottom of the pocket to hold it in place but it does work. It also keeps two A5 leaflets neatly separated from each other)*
6. Repeat this with pockets 3 and 4 (You can experiment with putting studs higher up, and with missing out the central stud)
7. With pocket 5, use an extra big piece of green card so that it will cover the rest of the back of the panel.
8. Prepare a large piece of card 55cm x 15cm. this is to be the title board. Cover it with a white banner with the following written on it: CHRISTIAN ECOLOGY LINK www.christian-ecology.org.uk . (I can send you this, or email it if you have Publisher)
9. Now try fitting in your leaflets. You could try a Green Christian too.
10. You may need to add extra studs.



11. You may need to place a weight in the base to keep the stand stable.
12. *If you think you may use the wall dual purpose, both as box and as a free standing holder, follow the instructions below*
13. Pack it away ready to take to your exhibition

Wall hanging version.:

1. Make the cardboard panel as described above. Make 6 holes in the top and attach string. Leave some spare string, it may be useful.
2. Attach a small box to the back at the bottom of the stand. Thus when it hangs the bottom part will be held forward. This way the leaflets lean back and do not fall out. The "box" could just be 3 sided and collapsible, with one side studded on to the back of the wall. The other two sides can be left open when packed away, and studded together when ready for display.

