INSTRUCTIONS FOR
PILGRIM HAT PLACE CARD HOLDERS

Tools Needed:

Scissors	Glue Stick	Rubbing Alcohol	Soft Craft Paint Brush, about 1/4" wide
Ruler	Elmer's Glue	Cotton Balls	Black Pen
Pencil	Scotch Tape	Black Acrylic Craft Paint	

Materials Needed:

NOTE: Make sure the cups you plan to use are the standard size that will fit the patterns. You could cut Patterns A & B and see if they fit the contour and height of the cups you have.

3 sheets of any fairly light color 8-1/2x11 card stock, to print the patterns
Standard 3-oz. bathroom cups, enough for the number of place cards needed (plus a few extra)
Black Construction Paper (Each 9x12 sheet is enough for 3 hats)
* Brown Construction Paper or Brown Grocery Bag Paper (A 9x12 sheet is enough for about 12 hats)
*Yellow or Gold Construction Paper, or Gold Metallic Gift Bag or Heavy Paper
(A 9x12 sheet is enough for about 40 hats)
Black Craft Foam (A 9x12 sheet is enough for 12 hats)
Colored card stock for place cards, a fairly light color that complements your flowers and tableware
(An 8-1/2x11 sheet is enough for 12 place cards)
*Use the same kinds of paper as the hatband and buckle on the flower centerpiece

Step 1 – Cut out the patterns and trace the number of pieces needed on the appropriate material. (When cutting out the buckles, punch a hole in the center and cut from there.)
Step 2 – Using a sturdy, somewhat small serrated knife, cut across the bottom of the cup, cutting about 1/2" into the cup. (This is to hold the place card.)
Step 3 – Use a cottonball and rubbing alcohol on the top and around the top rim to remove the plastic coating and allow the paint to stick. Then do the bottom rim and a little above.
Step 4 – Paint the top and top rim of the cup with black craft paint.
Step 5 – When the top is dry, flip the cup over and and paint the bottom rim and just a little above.
Step 6 - Take the larger black piece of construction paper (Pattern A) and wrap it around the cup, centered in such a way that it is equal distance past the cut marks. Make marks on the paper at the cuts on the cup. Remove the paper and clip through the paper about 1/2" at the marks.
Step 7 – Wrap the paper on the cup again, matching cut marks. With 4 short pieces of tape, tape in place.
Step 8 – Take the smaller black piece (Pattern B). Use a glue stick to generously glue the ends of the side that has tracing lines. Center it on the empty part of the cup and press it onto the other black paper.
Step 9 – Take the brown hat band (Pattern C). Center the "buckle" (Pattern D) on the band (with tracing lines facing the back). Flip it over and scotch tape the buckle securely on the back. (See photo.)
Step 10 – Use the glue stick to generously glue the back of the hat band. Centering the buckle on the smaller section of black paper and placing it 1/4" from the bottom (the width of the buckle), wrap the band around to the back and lap the ends. Make sure it's glued securely.
Step 11 – Flip the cup over and put a thin strip of Elmer's Glue around the bottom rim. Center the bottom on the craft foam hat brim. Allow to dry 24 hours. (Bare spots could be touched up with a black felt pen.)
Step 12 – Print the names of your guests on the upper 2/3 of the place cards, on both sides. (If you're not pleased with your own printing, perhaps you could print them out on a computer and attach them to the cards.)

INSTRUCTIONS FOR
PILGRIM HAT CENTERPIECE

Tools Needed:

Scissors — Glue Stick
Ruler — Scotch Tape
Pencil

Materials Needed:

Black Construction Paper – 5 sheets 9x12
* Brown Construction Paper or Brown Grocery Bag Paper – One piece 3x12
*Yellow or Gold Construction Paper, or Gold Metallic Gift Bag or Heavy Paper – One piece 3x3
**Black Tagboard or Black Craft Foam – One piece 12" square
Empty, clean 42-oz. oatmeal cylinder
***Wide-mouth jar about 6" high, and no higher
Artificial or real flowers, whose colors complement the place cards and tableware

*Use the sane kinds of paper as the hatband and buckle on the place card holders
**Spills on craft foam could be wiped off, but tagboard will not be melted by a hot dish
***A pickle jar, mayonnaise jar, or canning jar may work

Step 1 – Make marks around the oatmeal container 6-1/2" from the bottom and connect the marks. Cut the container to a height of 6-1/2".
Step 2 – Cut four rectangular pieces of black construction paper, two 6-5/8" x 12" and two 6-5/8" x 8".
Step 3 – On black construction paper, trace around the bottom of the oatmeal container and cut out the round piece.
Step 4 – From the brown construction paper or brown grocery bag paper, cut one piece 1-1/2" x 12" and one 1-1/2" x 8".
Step 5 – Cut out the pattern for the 3" buckle. Punch a hole in the middle to begin cutting. (The back side of a metallic gift bag should be white paper good for tracing.) Cut out the buckle.
Step 6 – Take one black piece 6-1/2" x 12" and press it around the sides of the inside of the oatmeal container. Scotch tape it in place with 3 short pieces of tape on each side.
Step 7 – Use the glue stick to generously glue both ends of one 6-1/2" x 8" piece. Place it on the rest of the inside of the oatmeal container and lap it over the other piece. Press the ends down to secure the glue.
Step 8 – Glue the round black piece and press it into the bottom of the oatmeal container.
Step 9 – Make a pencil line 3/4" from the bottom of the other black 6-1/2" x 12" and 6-1/2" x 8" pieces.
Step 10 – Generously glue the 12" brown strip above the line on the 6-1/2" x 12" black piece, barely concealing the line. Do the same for the 8" brown strip and the 6-1/2" x 8" black piece.
Step 11 – On the 6-1/2" x 8" piece, make little pencil marks at 2-1/2" and 5-1/2" in on the brown strip. Using the glue stick, generously glue the back of the buckle (Pattern F) and center it on the band securely between the marks. Gently erase any marks visible.
Step 12 – Wrap the 12" piece around the oatmeal container and scotch tape it in place.
Step 13- Use the glue stick to generously glue the ends of the 8" piece. Lap it over the 12" piece and press the glued ends.
Step 14 – Cut out sections 1 & 2 of Pattern G for the hat brim, cut out both halves, and glue them together **OR** use a lid about 11" in diameter as a pattern instead. Cut out the brim and center it under the crown of the hat. No need to glue it. You may need to replace the brim later, and it may be easier to store the pieces separately.
Congratulations! Your hat is done. *Be sure your flower arrangement is big enough to flow over the edges of the "hat" but not high enough to block vision for conversation.*