Important Note:
Depending on your version of Acrobat Reader, be sure either “Fit to page” or “Shrink oversized pages to paper size” is NOT checked in the print dialogue box.

If you have
✓ **Acrobat Reader 9 or 10**, please ensure that “Actual size” is selected in the Page Sizing and Handling section
✓ **Acrobat Reader 6 or 7**, please ensure that “None “is selected in the drop down list next to “Page Scaling”.
✓ **Acrobat Reader 5**, please ensure that the Fit to Page” option is NOT checked.
✓ **Acrobat Reader 4**, please ensure that the following boxes are UNCHECKED in the print dialogue box:
  o Shrink oversized pages to paper size
  o Expand small pages to paper size
  o Auto rotate and Center
INSTRUCTIONS

1. Print these pages, and cut as shown. Simple.

2. Fold where shown.

3. To get the perfect tape measure, staple the folds. Instead of stapling, you can use glue or adhesive tape. Please check your printout with a Ruler to make sure that the dimensions are correct.