







**WHAT YOU'LL NEED:** Scissors, Elmer's glue (or a glue stick), a needle, two toothpicks, a sharpened pencil, tape (any kind will work), one or two drinking straws and a ruler or other straight-edge. A small utility knife or X-acto knife is helpful for cutting out the horses, but is not essential. You may also want to use a black marker to darken the edges of the parts and block out the fold lines before assembling.

**FOLDING TIP:** For this project, I recommend 'scoring' the fold lines before folding. You can use an old ink pen, a knitting needle, the end of a paper clip, or any metal object that will crease the paper without tearing it. Scoring will help you fold much more quickly and precisely.

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# THE HEARSE CARRIAGE Assembly Instructions Page 3.

## ASSEMBLY:

Begin by cutting out the LEFT SIDE on Parts Page 1. Fold the large gray panel DOWNWARD, fold the wooden roof panel DOWNWARD, and then fold the gray front tab and the back door both DOWNWARD. Now cut out the RIGHT SIDE on Parts Page 1. Fold both roof panels DOWNWARD, fold the three small gray tabs DOWNWARD, and then fold the front panel and the back door both DOWNWARD. Glue the top wooden panel on the RIGHT SIDE directly over the large gray panel on the LEFT SIDE, as shown in Figure 1.

Cut out the LEFT INNER DOOR and the RIGHT INNER DOOR on Parts Page 1. Glue the inner doors to the inside of the coach's rear doors. Trim as needed. (Don't cut out the INNER FRONT PIECE just yet. )

Now cut out the INNER LEFT piece on Parts Page 2. Line the INNER LEFT piece up with the edge of the roof as shown in Figure 2 and then glue the INNER LEFT piece to the inside of the LEFT PIECE. Trim as needed. Cut out the INNER RIGHT piece on Parts Page 2 and glue it to the inside of the RIGHT SIDE, again trimming as needed.

Glue the three gray tabs on the front panel to the underside of the roof. Then glue the gray tab on the LEFT SIDE to the unprinted inside of the front panel. The front of the carriage should now resemble Figure 3.

Now cut out the INNER FRONT piece on Parts Page 1 and glue it to the inside of the coach's front panel.

Cut out the ROOF BRACE on Parts Page 2. Fold the three gray tabs DOWNWARD and then fold DOWNWARD between the two wooden panels. Glue the two wooden panels together and then glue the gray tabs to the underside of the roof, at the rear of the coach as shown in Figure 4.

Now cut out the FLOOR piece on Parts Page 2. Cut between the green tabs and the dark gray areas, cutting along the red lines. Fold the green tabs DOWNWARD, fold the wooden rear tab and the gray front tab both DOWNWARDS, and then fold the two side panels DOWNWARD. Glue the Green tabs to the back of the side panels as shown in Figure 5.

Position the FLOOR under the carriage as shown in Figure 6 (shown upside down for clarity). Glue the gray tab on the front of the FLOOR to the inside of the carriage and then glue the carriage posts and corners to the dark areas on the sides of the FLOOR.

For each side of the carriage: Cut out parts A, B and C on Parts Page 2. Glue these three parts directly over the matching gray panels on the sides of the carriage. Then cut out the LOWER PANEL on Parts Page 2 and glue it directly over parts A, B and C.

Next we'll add a crossbar to keep the rear doors closed until we want to open them.

Cut out the LEFT LATCH and RIGHT LATCH on Parts Page 2. For each latch, fold DOWNWARD along the blue line and glue the two matching panels together. Carefully poke a needle through the white dot. Enlarge the hole by pushing a toothpick through it (twisting the toothpick as you push helps avoid ripping the paper). Then glue one latch on each rear corner of the hearse as shown in Figure 7. Cut a toothpick to a length of 2 inches, leaving a point on one side. Darken the toothpick with a black marker. Then run the toothpick through the two latch pieces to make a crossbar as shown in Figure 8 (shown unpainted for clarity). The crossbar should now hold the doors closed. Remove the crossbar when you want to open the doors.

Now cut out the SEAT on Parts Page 3. For the front of the seat, fold the front panel (with part of a spring) DOWNWARD, fold the panel with green dots UPWARD and then fold the panel with red dots DOWNWARD. For the back of the seat, Fold the outer wooden panel DOWNWARD, fold the gray panel DOWNWARD, fold the next two panels (with green dots) UPWARD and then fold the remaining panel with red dots DOWNWARD. Fold both side panels DOWNWARD and then fold all 12 gray tabs (with dots) DOWNWARD.

Glue the large rear wooden tab (with no spring) to the back of the large gray tab. Then glue the small gray tabs to the inside of the side panels, starting beside the red seat panel and working your way outward. The SEAT should now resemble Figures 9 and 10.

Position the SEAT against the front of the hearse as shown in figure 11. Glue the large gray tab to the front of the hearse (level with the bottom edge) and then glue the side tabs to the lower front corners of the hearse.

Cut out the BACK REST on Parts Page 3. Fold the red panel DOWNWARD, folding along the blue line. Glue the red panel to the back of the larger wooden panel. Position the BACK REST as shown in Figure 12 and glue the wooden panel to the back of the SEAT. You can bend the BACK REST back slightly or leave it completely upright.

Cut out the FOOT REST on Parts Page 3. Fold the larger outer panel DOWNWARD and glue it to the back of the center panel. Then fold the smaller outer panel UPWARD. Glue the unprinted side of the smaller panel directly over the matching area on the front of the SEAT as shown in Figure 13.

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## THE HEARSE CARRIAGE Assembly Instructions Page 4.

Now it's time to add wheels to the hearse (and yes, the wheels will roll). We'll begin by cutting out the REAR SPRING on Parts Page 3. Fold the gray panel with one dot DOWNWARD, fold the spring panel DOWNWARD, fold the panel with two dots DOWNWARD, and then fold the remaining spring panel DOWNWARD. Now fold the two gray panels DOWNWARD and fold the panels with blue squares DOWNWARD. Glue the panel with one dot to the back of the opposite wooden panel (to form a rectangular box) and then glue the small gray tabs to the panel with two dots, as shown in Figure 14.

Position the REAR SPRING against the bottom of the hearse as shown in Figure 15. The sides of the spring piece should be even with the carriage's third upright post, as shown. Glue the panel with two red dots to the bottom of the carriage.

Next, cut out the CENTER POLE and CENTER POLE BOTTOM on Parts Page 4. Glue the CENTER POLE BOTTOM to the unprinted side of the CENTER POLE and then fold the gray tab UPWARD. Fold the two front tabs UPWARD, folding along the blue lines. Glue the gray tab to the inside of the seat's front panel as shown in Figure 16.

Now cut out the FRONT SPRING on Parts Page 4. Fold and assemble it in the same manner as the rear spring. Place glue on the gray panel and on both side panels. Position the FRONT SPRING inside the front of the seat, as shown in Figure 17, and glue in place.

Cut out the two AXLE pieces on Parts Page 4. For each axle: fold DOWNWARD between all four panels, folding along the blue lines. Glue the gray panel to the back of the opposite wooden panel, forming a triangular beam as shown in Figure 18. (You can slide a pencil into the axle to have something to push against when gluing.)

For each axle: cut a length of drinking straw 3.5 inches long (refer to the axle template on Parts Page 5). On each end of the straws, make two cuts half an inch deep, directly across from each other as shown in Figure 19. (It may help to flatten the straw and then cut in the center to make both cuts at once.)

First we'll assemble the larger rear wheels and then the smaller front wheels.

Cut out the OUTER REAR WHEELS and the INNER REAR WHEELS on Parts Page 5. Push a needle through the center of both outer rear wheels (so you can find the center from either side). Place an outer wheel face down and flatten one end of a straw against it, forming two tabs as shown in Figure 20. Tape one tab to the wheel, check the the straw is positioned straight up and down, and tape the remaining tab down as shown in Figure 21.

Push a needle through the center of each inner rear wheel. Then enlarge the hole with a toothpick. Now carefully push a sharpened pencil through the hole, twisting the pencil as you push to help avoid tearing the paper. Try to keep the hole in the center of the wheel. (If the hole gets too far off center you can use an X-acto or utility knife to enlarge it so the inner and outer wheels line up correctly.) After working the pencil through the hole, you should be able to push one of the drinking straws through the hole.

Slide an inner rear wheel over the straw with the outer wheel attached, as shown in Figure 22. Glue the two wheel pieces together, using plenty of glue, and trim as needed. Slide a paper axle over the straw and then slide the remaining inner wheel over the straw, facing downward as shown in Figure 23. Tape the straw tabs to the inner wheel as shown in Figure 24 and then glue the remaining outer rear wheel to the inner wheel, again using plenty of glue, as shown in Figure 25. Trim if needed.

Put lots of glue on the gray area of the triangular paper axle. Center the axle on the bottom of the hearse's rear spring as shown in Figure 26 and glue in place. Give the glue time to dry. The rear wheels are now complete.

Cut out the INNER FRONT WHEELS and the OUTER FRONT WHEELS on Parts Page 5. Assemble them in the same manner as the rear wheels and then glue the finished front wheels and axle to the hearse's front spring. The hearse should now resemble Figure 27.

Lets go back to Parts Page 4 and carefully cut out the LANTERNS. Glue the four lanterns without braces to the unprinted side of the four lanterns with braces. Trim as needed and then glue each lantern's brace to a corner of the hearse as shown in Figure 28.

Now cut out the OUTER HORSE PANEL on Parts Page 6. Fold both horse panels DOWNWARD. You can leave the large green and blue areas or remove them with a utility knife (but don't remove the gray panels). Cut out the INNER LEFT HORSE and the INNER RIGHT HORSE on Parts Page 6. Glue an inner horse to the unprinted side of both horses on the OUTER HORSE PANEL. Trim as needed. If you left the blue and green panels, then cut out COVER 1 on Parts Page 6 and glue it to the unprinted side of the gray and green panels. If you removed the green and blue panels, then cut out COVER 2A and Cover 2B on Parts Page 6. Glue them to the unprinted side of the two gray panels.

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## **THE HEARSE CARRIAGE Assembly Instructions Page 5.**

Position the horses in front of the hearse (with the black bottom panels facing upward) and glue the two tabs on the front of the CENTER POLE to the gray areas on the inner horse panels, as shown in Figure 29.

The hearse is now complete, but we still need to add a coffin (with an occupant, of course) and a hearse driver. Cut out the COFFIN on page 7. Fold the four black tabs DOWNWARD. Then fold the two liner panels DOWNWARD. Fold the two side panels and the two end panels DOWNWARD. For each end of the box, place the side and end panels in their proper position and glue the black tabs to the inside of the side panels, as shown in Figure 30. Fold the two liner panels down over the black tabs and glue the liner panels to the backs of the side panels.

Now cut out the BOX LINER on Parts Page 7. Fold the upper and lower panels UPWARD. Glue the BOX LINER into the inside of the COFFIN. Trim if needed.

Next cut out the LID on Parts Page 7. Fold the four larger black tabs (edge tabs) DOWNWARD and then fold the four very small triangular black tabs (side tabs) DOWNWARD. Now fold the four liner tabs DOWNWARD and then fold the four rectangular edge panels DOWNWARD. Finish preparing the LID by folding the two side panels and the two end panels DOWNWARD.

For each end of the lid, position the side and end panels in their proper position and glue the edge tabs to the inside of the edge panels as shown in Figure 31. (Don't worry about gluing the tiny triangular tabs.) Fold the four liner panels down and glue them to the back of the edge panels.

Cut out the LID LINER on Parts Page 7. Fold the four side panels UPWARD and then glue the LID LINER to the inside of the LID. The coffin lid should now fit onto the coffin. If it's too tight, gently curve the coffin walls inward until the lid fits. Finish the coffin by selecting the plaque of your choice from Parts Page 7 and gluing it to the lid of the coffin. You should now have a little satin lined coffin like the one shown in Figure 32.

Let's give the coffin an occupant. Select a vampire or skeleton from Parts Page 8 and cut out the entire black rectangle. Gently curve the piece around a pencil, flatten it back out a little, and then place it into the coffin as shown in Figure 33.

Now close the coffin, open the hearse doors (by removing the toothpick crossbar) and place the coffin into the hearse. All that remains is to add the hearse driver.

Cut out the DRIVER – LEFT and the DRIVER – RIGHT pieces on Parts Page 8. Fold the red seat panels UPWARD on both driver pieces. Glue the driver pieces together (but don't glue the red seat panels) as shown in Figure 34. Trim if needed and then glue the driver to the hearse seat. (Note: It's tricky not to cut off the brim of the driver's hat, so there's an extra set of driver pieces included in case you need them.)

Congratulations! Your hearse carriage is now complete.