

# Tray Cozy Sewing Instructions



A. Finished Tray Cozy

Supplies needed for this project:

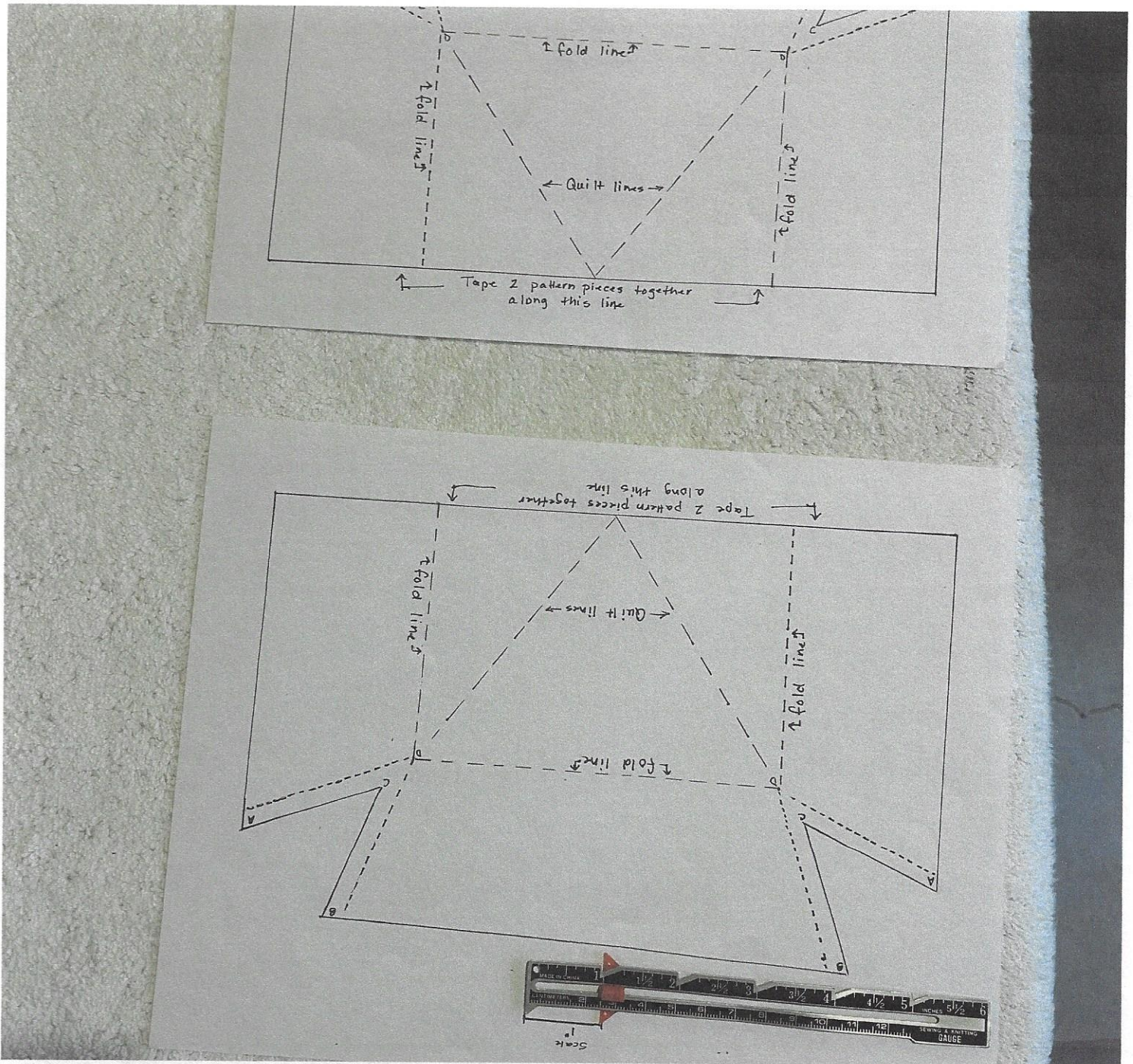
- Computer, Printer, printer paper OR a copy of the pattern
- Tape
- Sewing supplies such as sewing machine, scissors, pins, fabric marking tools, iron etc.
- 2 pieces of 100% cotton fabric in co-ordinating colors, quilting cotton works well. Each piece must be at least 9 1/4" x 10 1/2".
- 100% cotton quilt batting (this is a great time to use cut off scraps left from quilt making projects if you have some)
- 100% cotton thread

(See Photo B)

NOTE: All fabric and threads used in this project must be 100% cotton for safety as the tray cozies will be used in the microwave. There must be NO metallic thread or elements in the fabric you use as this could cause sparking in the microwave. It is best to use preshrunk fabric and batting to preserve the shape of the tray cozy with repeated washing and drying.

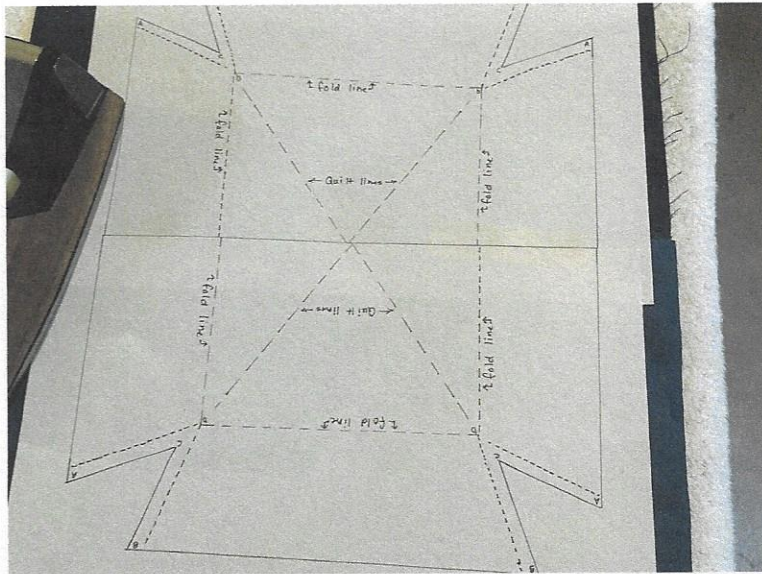
## 1: Pattern Preparation

If you do not already have a copy of the pattern, download the pattern attached to this e-mail to your computer and print out 2 copies onto regular (8 1/2" x 11") paper. Use the 100% scale. After printing, check the scale mark on the printed page to make sure it is close to 1". (Photo C)



C. Check printing scale  
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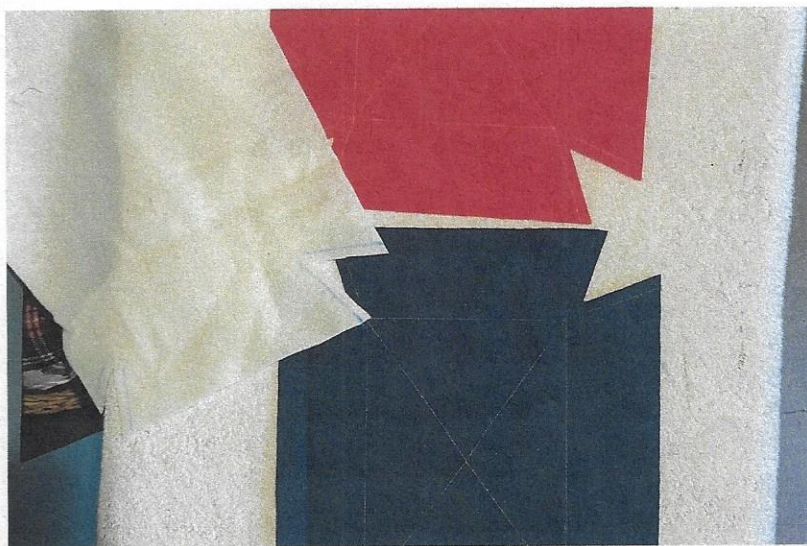
If the scale is correct, cut along the "tape line" marked on one of the printed sheets and tape them together at the "tape line" ( This is a hand drawn pattern, it is not perfect but line the two pattern pieces together to form an X in the center) (Photo D)



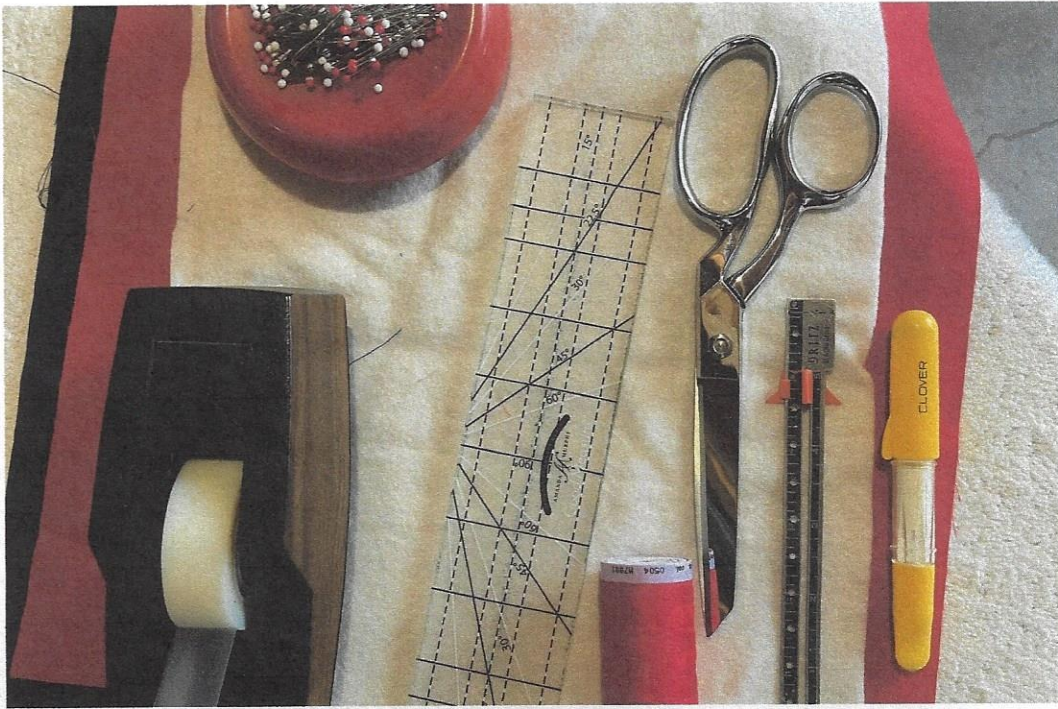
D. Cut away one tape line and tape together

## 2: Cut out fabric

Stack the two pieces of coordinating fabric together. Using the prepared pattern cut out the fabric and transfer all the pattern markings with your preferred marking method. Then cut out the batting in the same way. (Photo E)



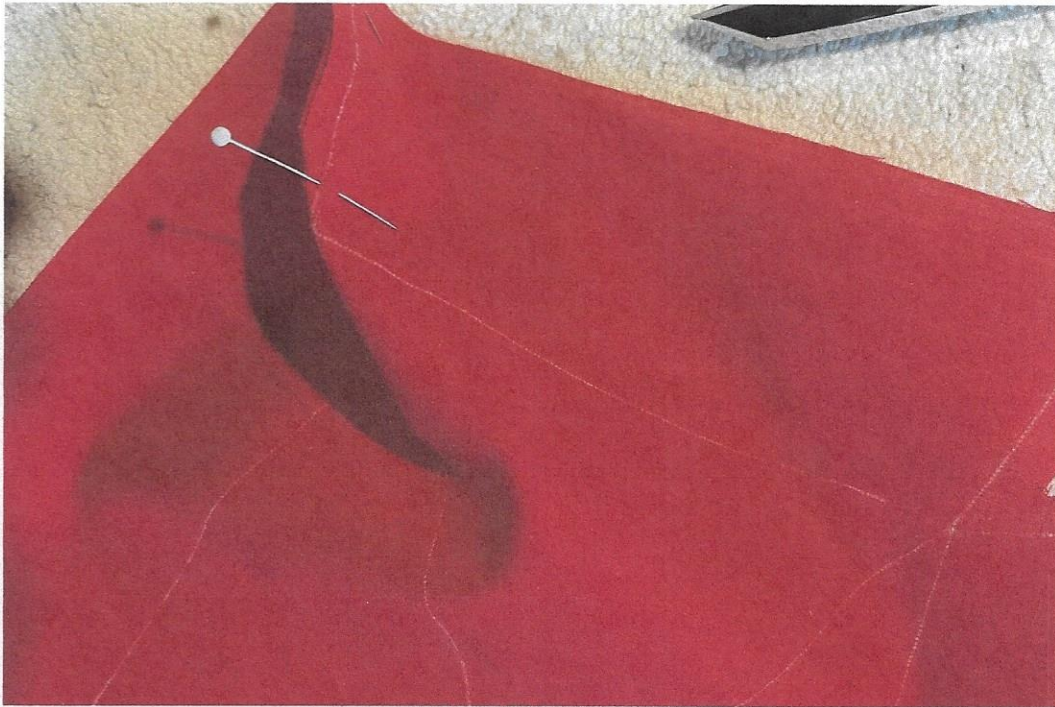
E. Fabric and Batting, Cut and Marked



B. Some of the supplies needed

### 3. Stitch darts at corners

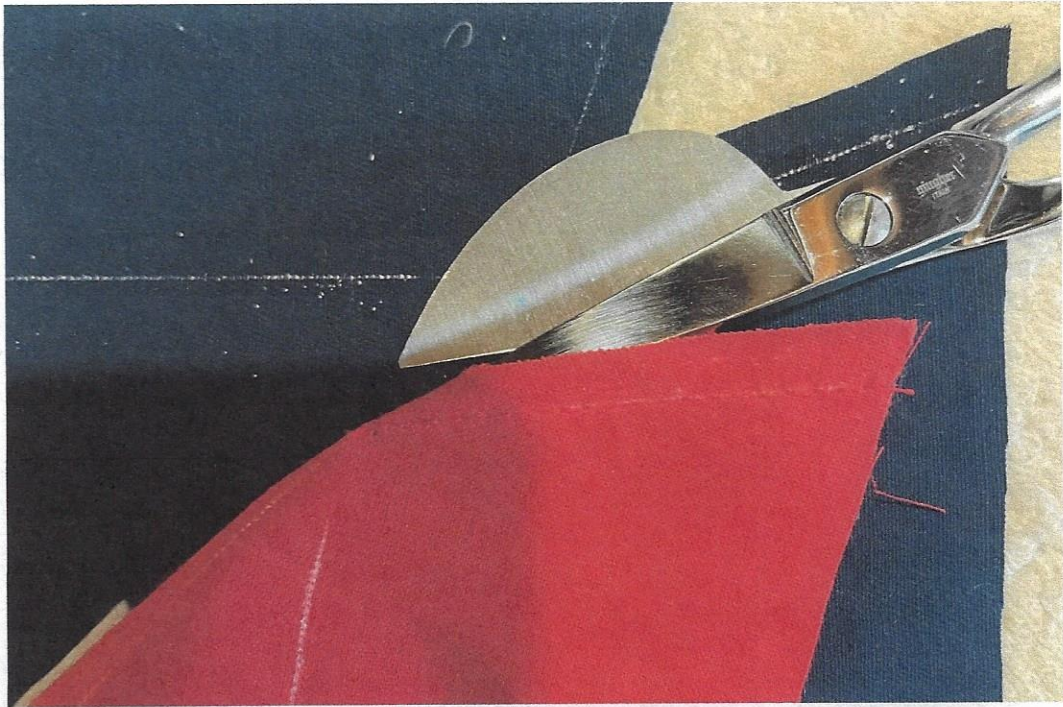
You will be creating a rectangular box shape with each piece of fabric and batting by sewing darts at each of the 4 corners on each piece of fabric and batting. Match point A to point B (as marked on the pattern) creating a fold in the fabric from point C to point D. With right sides of the fabric together and using a 1/4" seam allowance with a normal stitch length, sew the dart point AB through point C and end at point D backstitching at both the beginning and ending of the dart. (Photo F)



F. Sew Darts

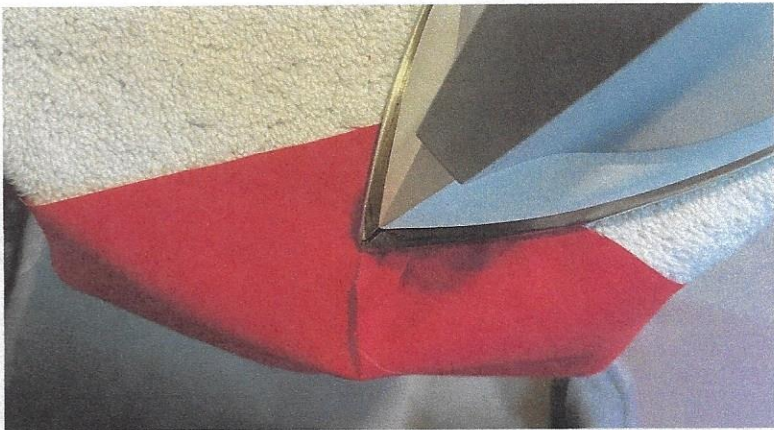
Do this on all four corners. repeat step 3 on the 2nd piece of coordinating fabric and on the cotton quilt batting. (There is not right or wrong side to the batting, just choose one and make all 4 darts facing the same side.)

Clip each dart from point C to D but do not clip through any stitches. (Photo G)



G. Clip dart points

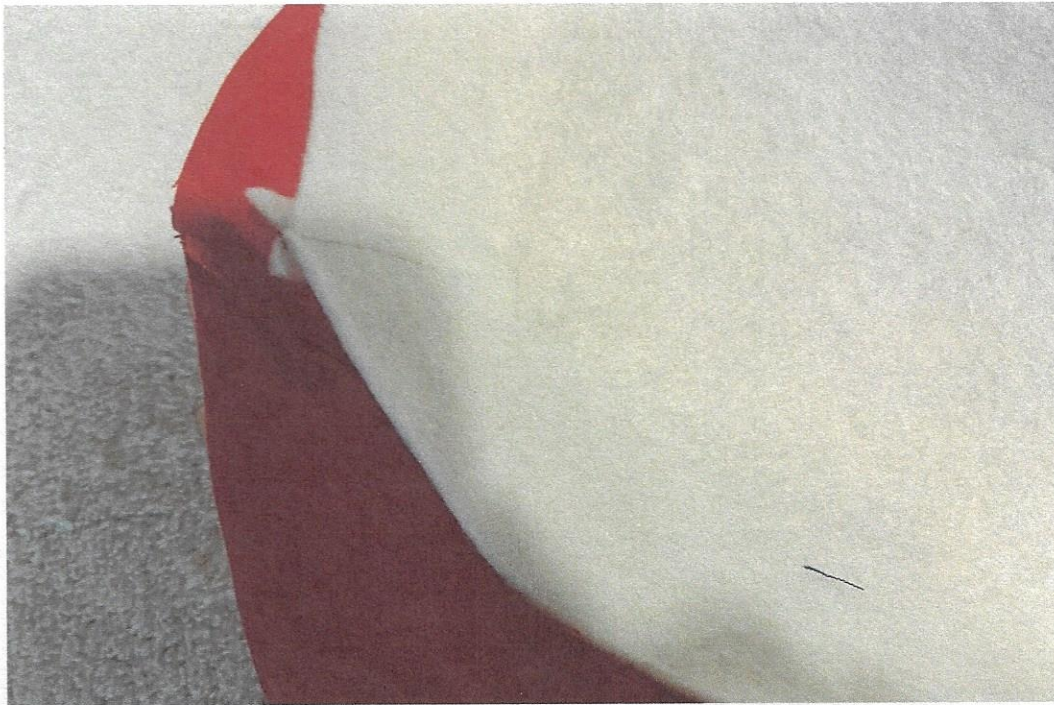
Press darts open (Photo H)



H. Press darts open

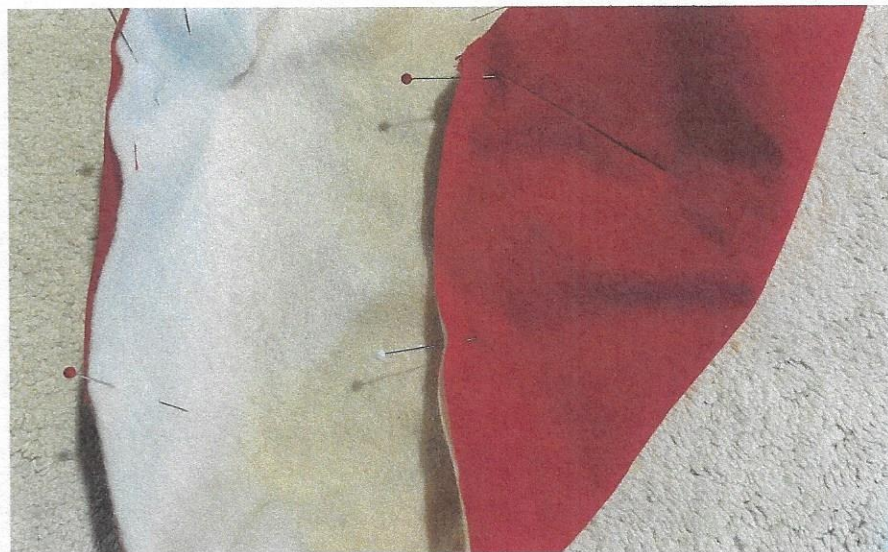
#### 4. Assemble the layers

Take one of the cotton “boxes” and nestle the batting into it wrong sides together. (Photo I)



I. Nestle batting and one piece of fabric wrong sides together

Pin or baste them together, matching all of the corner darts and edges. (Photo J)



J. Pin or baste together

Layer the 3 units starting with the fabric without batting right side facing up, insert the right side of the fabric piece attached to the batting into it, with the batting on the top.  
(See Photo K)



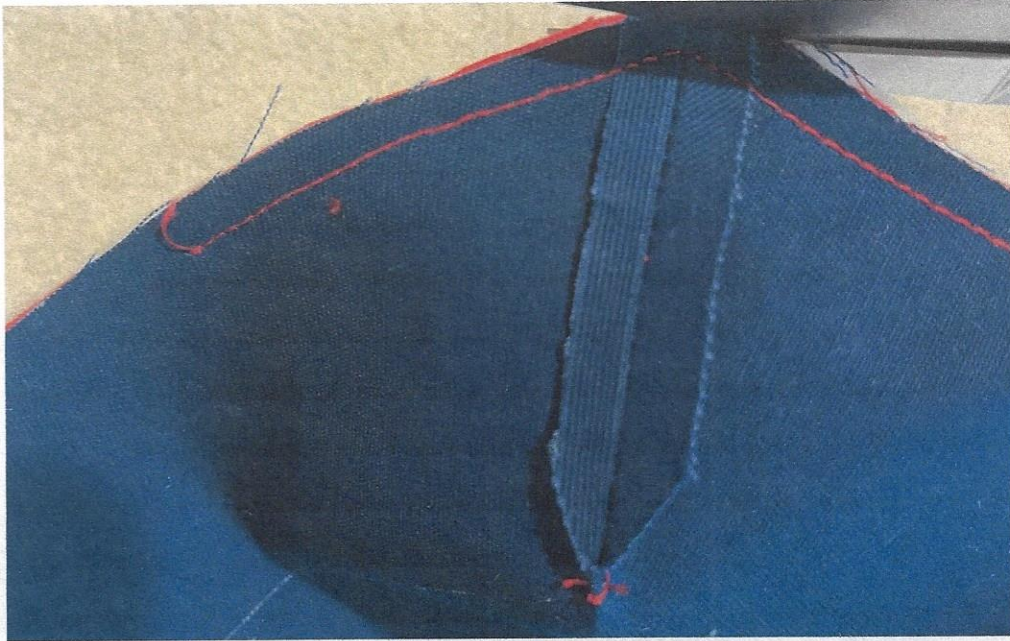
K. Layer the 3 units batting on top, fabric right sides together

If you pinned in the earlier step, re-pin through all three layers, if you basted earlier, use pins now to put all three layers together. Be sure to match the darts at all corners.  
Sew 1/4" seam allowance around all edges leaving a 3"-4" gap to turn the tray cozy through.  
Back stitch at the beginning and ending well so that the stitching won't tear out when turning the cozy inside out.

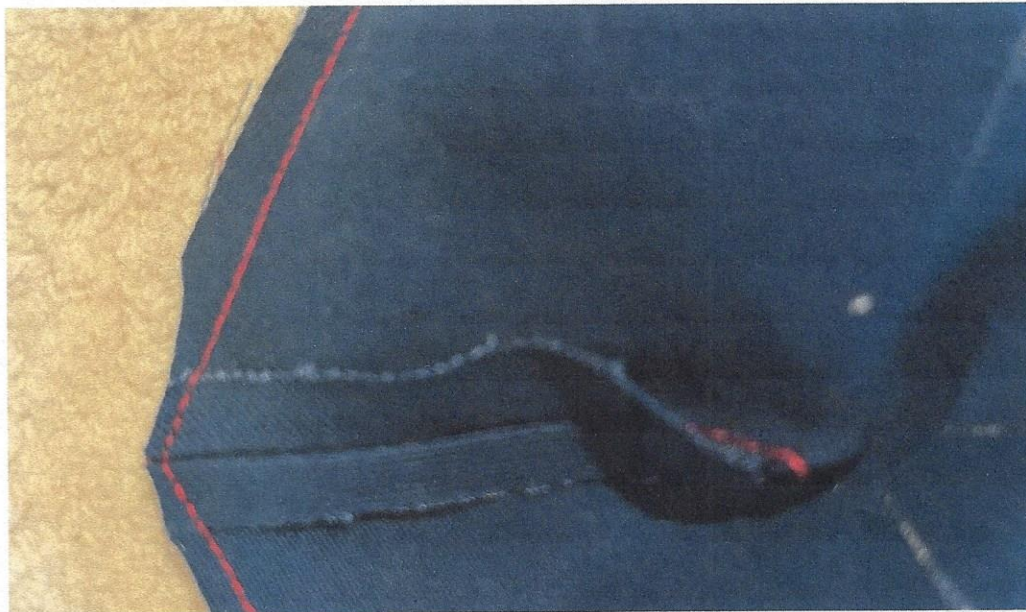


## 5. Trim Corners

Before turning right side out, trim the extra fabric from the corners to reduce bulk (see photos L and M). Be sure not to cut through or too close to the stitching.



L. Trim Corners

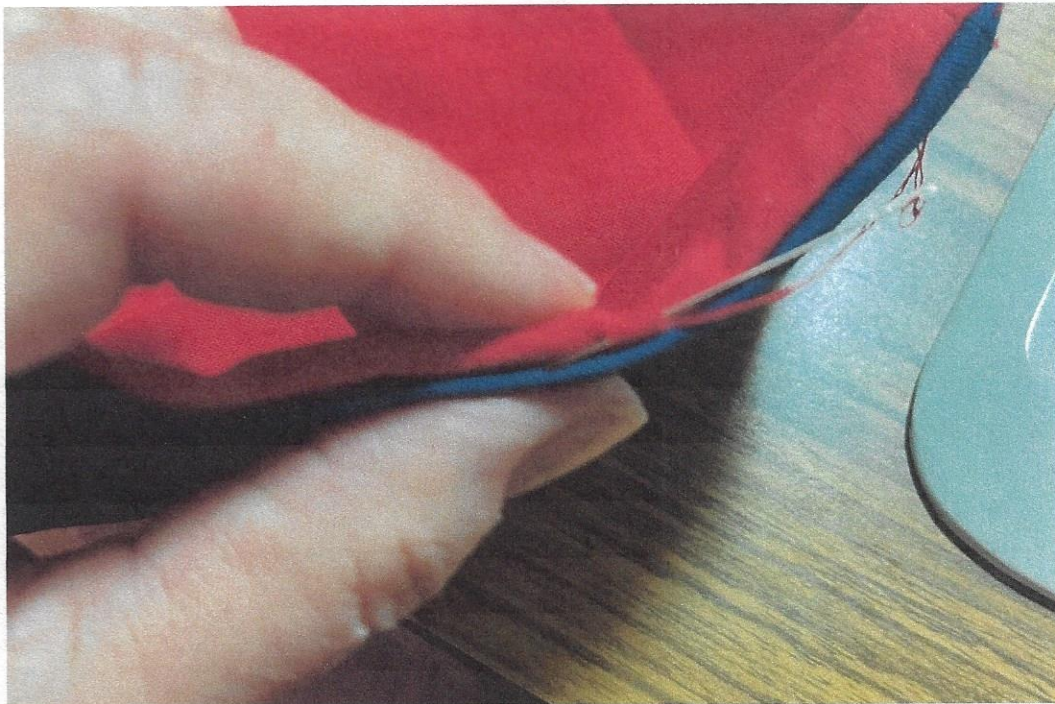


M. Don't cut stitches

6. Turn, press and stitch opening closed.

Put your fingers in the opening you created in step 4, between the two fabric layers, Gently coax the fabric out through the opening taking care not to tear the stitches at the edges of the opening. Once turned, use a blunt instrument, such as a chop stick, to gently push the corners out at each sewn dart corner. Work gently so as not to push through the stitching but to form a nice box shape. Iron the seam at the top, evenly.

Fold in the fabric at the opening 1/4" to match the seam allowance you used when sewing, pin the opening closed and hand stitch the opening using a needle, threaded with matching thread and slip stitch closed by hand. While you are pressing you can press in the fold line marked on the pattern to give the box a nice shape. (Photo N)



N. Slipstitch the opening closed

7. Topstitch the top of the box

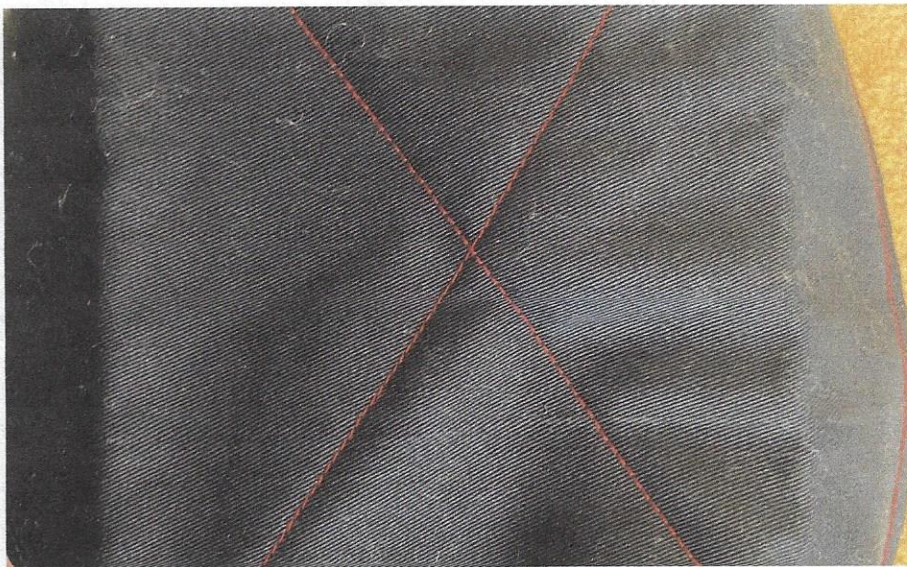
Using a 1/4" seam allowance and a longer stitch length topstitch around the top of the tray cozy through all three layers of fabric and batting. (See Photo O))



O. Top stitch around entire top

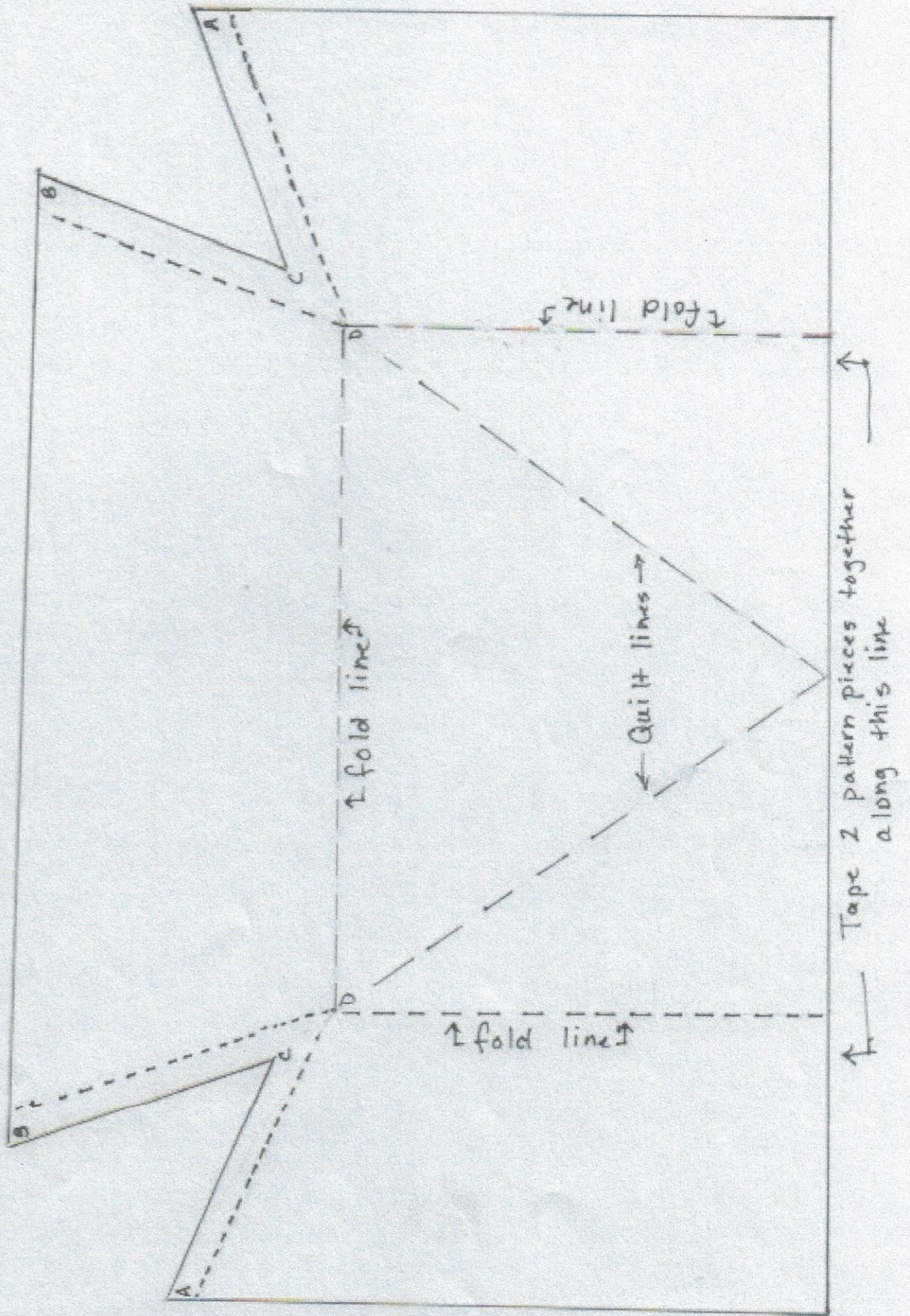
8. Stitch the X shape.

Finally, sew the quilting lines that form an X on the bottom of the tray cozy to keep the batting in place with repeated washing. Start the stitching as close to the bottom of each corner dart sewing diagonally across the middle to the opposite side and repeat to form the X. (Photo P)



Caption

Scale  
1"



Scale  
1"

