



## How to Make a Custom Box

### Materials:

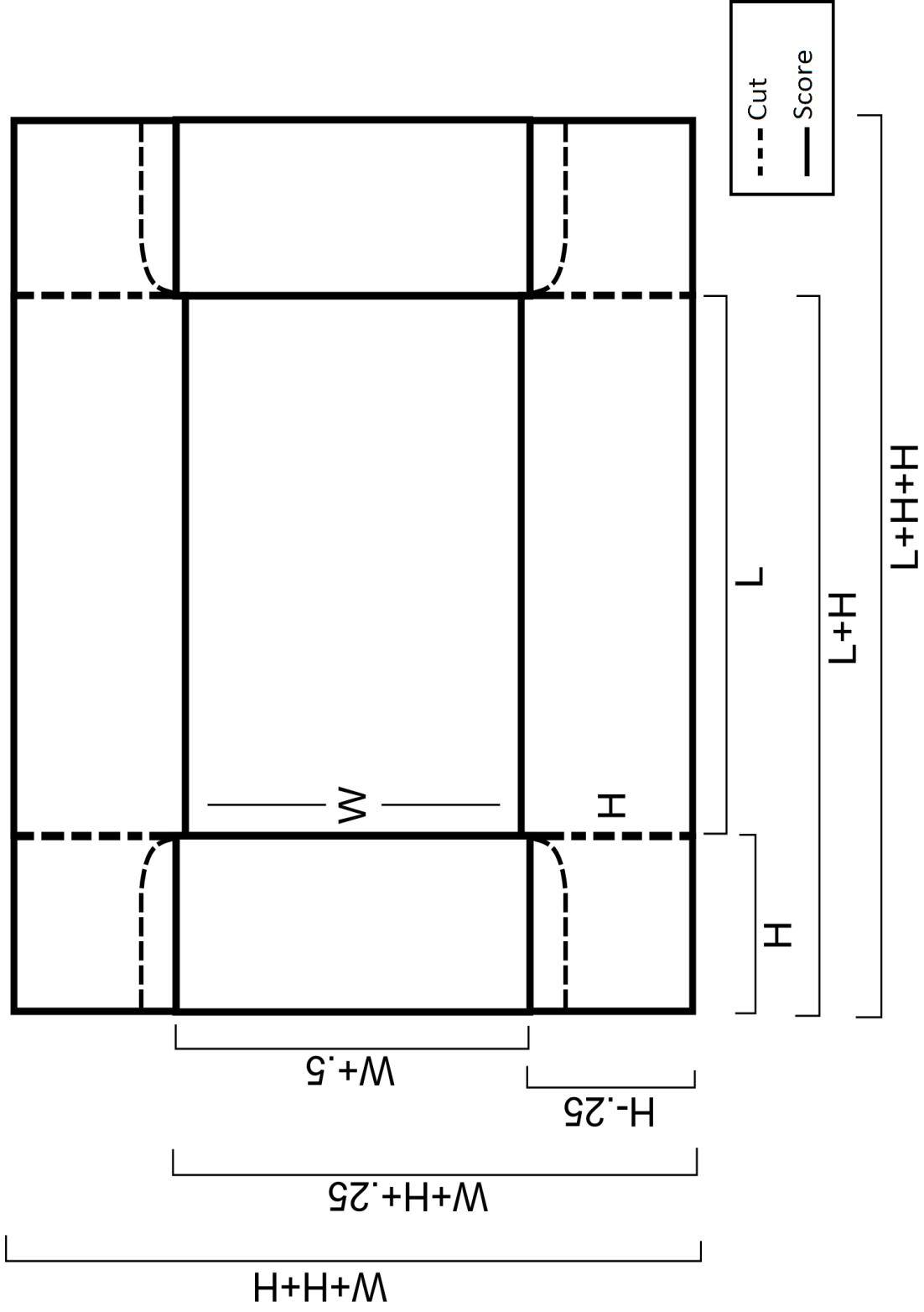
- Coroplast (corrugated plastic) 4 or 6mm, no processing
- Box cutter
- Drill with 1/4" bit
- Aluminum screw posts (also called Chicago screws): 1/4" or 3/8"
- Box and lid templates (included below)
- Dupont® Tyvek® tape

The first step in making a custom box, is choosing an artifact and recording its measurements. We make boxes using corrugated plastic (coroplast) for artifacts that are too large or heavy for premade options. Using the box making template that we created to expedite the process, we record our measurements for reference. This helps us ensure that no mistakes will be made when cutting, and our artifacts will fit nicely in the box. Boxes should not have too much extra space, so the artifact won't shift too much and materials can be conserved. When packing, we must consider whether or not the artifact will be moved off-site. If travel is involved, each artifact must be appropriately cushioned and secured to prevent harmful movement.

Using the box making template, cut an appropriate size sheet of coroplast. Following the template, score along the solid lines, not cutting through both sides of the coroplast. To form the flaps, cut through the coroplast, corresponding to the dashed lines. When working with the 6mm coroplast, be sure to follow the template, as the thickness of the material needs to be accounted for. We trim and round the edges of the flaps due to the sharpness of the coroplast and to reduce snagging the box on others around it.

Handles should then be drilled into two sides of the box. Using the drill to demarcate the corners helps prevent the corners from tearing. After all of these cuts, the box is ready to be assembled using aluminum screw posts. These posts are the sturdiest way to connect the box, and will not react with an artifact or cause it to degrade. Align the flaps and sides of the box and drill holes through both layers. This will provide a space for the screw posts and secure your box.

Once the box is assembled, it needs a lid. A great tip for lid-making is to flip the box over onto the sheet of coroplast that will become its lid. With the box on the coroplast, mark all sides of the box and measure two inches on all four sides. Cut out the corners and tape the sides into place using Tyvek tape.



# Lid Template

