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Download your tracing template format (A4 for A3 shields, Letter for Tabloid shields). If you do not have access to printers, you can draw your own template. Our tracing templates have dimensions!

Place your transparent sheet on the template.

Mark the holes’ location with a ballpoint pen. Don’t worry about the ink, it can be removed with a cloth damped with alcohol. Mark the lines and the lower round corners for cutting.

With scissors or a cutter cut the sheets and trim the corners of the shield.
Cut the holes. You can use a paper or leather puncher if you have.

Align the holes together strips. The order from inside to outside is: 1, 2, 3, face-shield, and top cover. Tie the sheets with the elastic band. It should come out from upper hole and go in the lower hole.

Tape the middle of strip 1 and 2, check the M shape the two strips made when the holes are aligned. It should be symmetrical.

Clean and use. Clean and place in ziploc bag for shipping.