



Kids Camp Memo Board Instructions

Step 1

Use your foam brush and begin by painting the base of your small board black. This will be the chalkboard area of your sign. Wash and dry your brush so you can use it again for the base of your sign. Once the black paint dries, apply your first layer of chalk paint. Paint it on with a new foam brush (this brush will only be used for the chalk paint.) This needs to be smooth since it is the area you will be writing on. Make sure that it is covered well. You will repeat this step 3 other times.

Step 2

While your 1st layer of chalk paint dries, take your other foam brush and paint the base of your sign, make sure to cover the entire top and sides.

Step 3

While that dries, you may paint the clothespins. Use your white sponges, dab off any excess and apply thin coats of paint. You don't want the paint to be too thick or your pins may not open and close. This step is optional, you may leave them natural if you'd like. Once they are painted, set them aside to dry.

If your first layer of chalk paint is dry, apply your second coat now and let it dry again.

Step 4

Once the base of your sign is dry, grab your stencil, flip it over so that it is face down. Carefully peel off the back. Think of it as a big sticker and you are taking the back of the sticker off. Make sure that all of the gray stencil material stays down. The white piece you are removing should be completely blank. Once the sticky part of the stencil is exposed, flip it over and place it at the top of your board.

Step 5

Once you have it placed, press it down really well. You can use a debit card (or something similar) to "squeegee" it down. Then slowly peel off the white layer, making sure the stencil stays in place. If your stencil tries to come up, just press it back down. This is the tricky step so go slow and be patient.

Step 6

Before we paint, we will apply a thin layer of sealer to help minimize any bleeding. Take a white wedge and smear (don't dab on this step) a thin layer of sealer over your words. This needs to be a very thin layer. Once it dries, you are ready to paint!

Step 7

Now you're ready to paint! Take out the paint color of your choice and a white sponge, dip your sponge into the paint, wipe off the excess paint, and gently dab (don't smear on this step) up and down on the stencil. Don't use too much paint as it works best with 2 thin coats! Less is more! Once it's covered with a couple of thin coats, you can peel off the stencil. Use a toothpick to peel off any pieces that are left behind.

Step 8

Now apply your third (and final) layer of chalk paint and let it dry. **Your chalkboard needs to cure for 24 hours before writing on it.**

Step 9

Once everything is dry, use the glue provided to glue your chalkboard and clips onto your board. We added some pin nails to help secure the chalkboard. Feel free to bring it back to the studio with you and we can add the pin nails for you as well.

Step 10

Now step back & admire your new memo board! Remember to wait at least 24 hours before writing on it and make sure to take a picture of your finished project and share it with us because we love seeing your creations.

We hope you love this project as much as we do! If you have any questions feel free to reach out!



*Thank you so much for supporting
my small business!
Happy Crafting!*

Johni