



2023 FOREST OF READING ACTIVITY PASSPORT PRINTING INSTRUCTIONS

This year's passports have been designed to be printed on one single Letter sized sheet. If you have a printer that supports double-sided printing, you simply need to print it that way, and follow the instructions below for how to fold and cut the passport.

If you have a single-sided printer--fear not! Google your printer model and the term "double-sided printing" to find instructions on how to print double-sided with your specific printer.

Once your passport has printed, follow these instructions to fold and cut it!



Begin with the cover on the bottom right-hand side.



Fold the sheet in half length-wise along the line.



Now fold the sheet in half again, this time along the vertical line.



Cut off the excess sheet--don't worry if it isn't perfectly aligned, but make sure to trim the top edge so each page can be opened.



Open the booklet to the center, and staple along the vertical line.

Now, get reading!