



You Must Follow These Instructions
Before Customizing Your Envelopes

***EDITABLE FILES ARE ONLY COMPATIBLE WITH ADOBE ACROBAT READER**

[CLICK HERE TO INSTALL](#)

How to Install a Font on a MAC Using Font Book

Step 1 - Getting Your Font File

Your font file is called **Shorelines Script Bold** and is **located in the same folder as this direction sheet.**

Step 2 - Install the Font(s)

Now, double click the font file to open and you will see a window will pop up. Click **Install Font.**

The font file is now in your *Font Book* and you're ready to fill in your envelope categories!

Not Working? Try This...

If you do not want or can not install your new font using the steps listed above, here is another method to install your new font on a MAC without using Font Book.

Step 1 - Getting Your Files

Your font file is called **Shorelines Script Bold** and is **located in the same folder as this direction sheet.**

Step 2 - Install the Font(s)

Open the Finder window



Click on "users" or type it in the search box.

Open the Users folder and double click on the house icon.

This is the account of the person currently logged in. Now, Double click the **Library** folder. Double click the **Fonts** folder. Finally, **drag and drop** the font file(s) into this folder.

How to Install Fonts on Windows XP

Step 1 - Getting Your Font File

Your font file is called **Shorelines Script Bold** and is **located in the same folder as this direction sheet**.

Step 2 - Install the Font(s)

Click on Start, then Control Panel. Double click on Fonts and Choose File from the menu bar.

Click Install New Font. A dialogue box will pop up. Navigate to the location of the fonts you downloaded. Click Add Fonts from the dialogue box. Then, click Ok.

How to Install Fonts on Windows 7 and Vista

Step 1 - Getting your files

Your font file is called **Shorelines Script Bold** and is **located in the same folder as this direction sheet**.

Step 2 - Install the Font(s)

Right click on the font file and click install.

*(**Helpful Tip:** You can also get to the Fonts folder through Control Panel, then drag and drop the font files into that folder).*

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