



Paddle Fan Tutorial

© Blessings in a Shoebox

This tutorial includes

- instructions on how to make a paddle fan using a sewing machine
- instructions on how to make a paddle fan without sewing
- a free printable paddle fan template for you to use to create fabric covered paddle fans to pack in OCC shoeboxes



Materials (with links)

- [Heavy Weight Tagboard](#) (thicker than cardstock)
2 pieces for each fan
Use tagboard rather than cardstock for the base. It is sturdier than cardstock so your fans will be durable and last.
- Fabric
2 pieces for each fan
- Paper Scissors
To cut tagboard
- Fabric Scissors
To cut fabric
- [Wooden Fan Handles](#)
Do not substitute if you want your fans to be sturdy
- White Glue
I prefer [Aileens Tacky Glue](#)
- Sewing Machine (sewn version)
- [Adhesive Spray](#) (no sewing)
- Paddle Fan Template (included)
Measures 8" long x 6.5" wide. Designed to fit in OCC shoeboxes.

Initial Steps

1. Print and cut out the paddle fan template (included below).
2. Trace the template pattern onto tagboard.
3. Cut two pieces of tagboard for each fan.
4. Cut two pieces of fabric for each fan. Iron the fabric before you cut it.



Adding Fabric Sewing

5. Place a piece of fabric on one side of the first piece of tagboard fan and sew around the edge using a serger or zigzag stitch. Repeat on the second piece of tagboard.



6. Position nearly half the wooden fan handle on one tagboard side of one fan.
7. Glue the wooden handle onto the fabric covered tagboard side of the wooden handle and adhere pressing firmly.
8. Add glue to the wooden handle and press the other piece of fabric covered tagboard onto it securing it in place. Turn the tagboard fan over and press firmly.



9. Place the two pieces of fabric covered tagboards together. You may hold them in place or glue them on the interior away from the edge of the fan pieces.
10. Beginning at the edge of the wooden handle, sew along the edge of the fabric covered tagboards securing them together. Sew to the opposite of the edge of the wooden handle.





Adding Fabric without Sewing (work in a well-ventilated area)

5. Position nearly half the wooden fan handle on one tagboard of one fan and glue it in place.
6. Add glue to the wooden handle and cover the tagboard with glue pressing firmly to secure it in place ensuring the edges are completely adhered together along the edges.
7. Cover the wooden handle with a protective material to avoid getting any adhesive spray on it.
8. Spray the tagboard on one side with spray adhesive, carefully position a piece of fabric on it and press firmly.
9. Turn the fan over and repeat on the other side: spray the adhesive, carefully position the fabric, press firmly.

Pack the lovely Paddle Fans in your OCC shoeboxes for the receiving children to enjoy!

Paddle Fan Template
(print full size for 8" x 6.5" template)

