

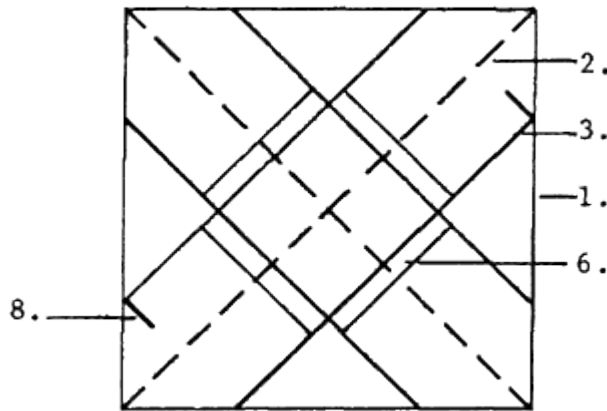
Taken from website: <http://cool.conservation-us.org/coolaic/sg/bpg/annual/v02/bp02-08.html>
The Book and Paper Group Annual, Volume Two, 1983. "The Proper Storage and Display of a Photographic Collection," by Debbie Hess Norris. (A paper presented to the Washington Conservation Guild, March 1983.)

Procedure for Making Protective Boxes to House Cased Objects (Daguerreotypes, Ambrotypes, and Tintypes)

Credit for this design to go to Chris King and Ellen Tenentes

For non-standard size cases the jackets must be custom made to fit.

1. Cut a square of acid-free board (.010 -.020" thick) whose sides are about 2-1/4 times longer than the largest dimension of the miniature case.



2. Mark the center of the board by drawing the diagonals of the square. Place the case diagonally at the center. Mark the corners of the case and then set the case aside.
3. Connect the marked corners using a straightedge and a No.2 pencil - continue these lines out to the edge of the acid-free board.
4. Cut the triangles out of the edges.
5. With a utility knife score the inner rectangle.
6. Measure the depth of the case. Mark this distance on each "arm" of the acid-free board, measuring out from the inner rectangle. Score a line at this position on each arm.
7. Fold the jacket along the scored lines. Place the case in the jacket and check for fit, adjusting as necessary.
8. Cut the notch and slit which represent the clasp at a convenient location - the case should be made to fit snugly but not tightly.

Most cases were mass produced and consequently are of standard sizes. Templates may be easily made.