

## Newborn Nest assembly

Each Newborn Nest kit contains:

- Unassembled box
- Unassembled lid
- Mattress
- 2 sheets (in plastic bag)
- Sleep baby safe and snug book
- Liability waiver
- Pacifier
- Clear plastic bag
- Ribbon
- Label

**You will need to select a sleep sack from the supply in your office**



Video on assembling Newborn Nest lid: <https://vimeo.com/140472690>

Video on assembling Newborn Nest box: <https://vimeo.com/140472689>

## Assembling the lid

**Step 1.** Open the lid completely



**Step 2.** Crease the long side where the tabs are. Make sure to put pressure on the bottom so the fold is in the right place



**Step 3.** Repeat on other side

**Step 4.** Reopen both sides

**Step 5.** Put pressure on the bottom fold (closest to the main part of the box)



Bottom fold

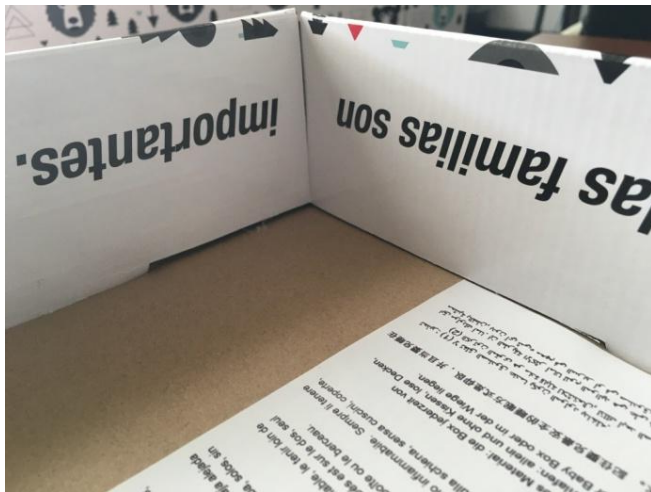
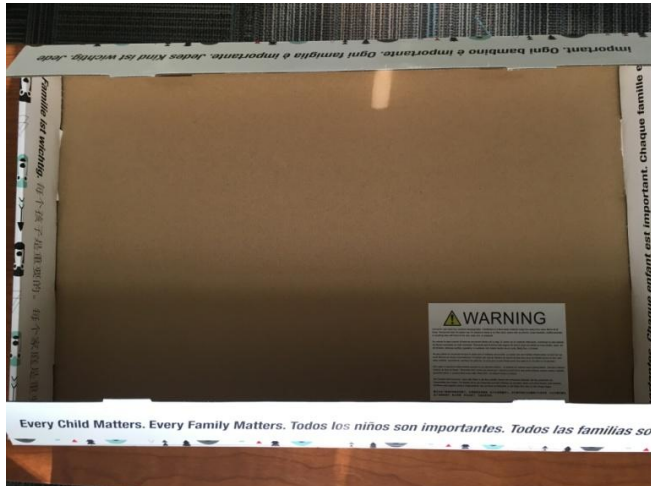
**Step 6.** Repeat on other side

**Step 7.** Lift up tabs and set in slot. Fold over and push in tabs



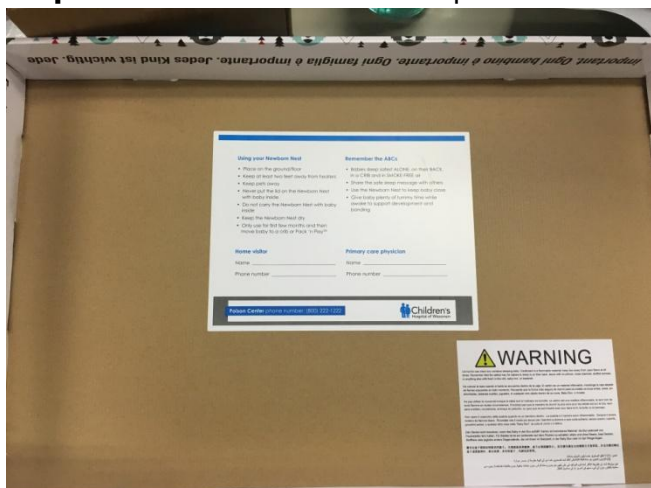
**Step 8.** Repeat on other side

**Step 9.** Fold in long side. Make sure the long sides are holding the short sides in



**Step 10.** Repeat on other side

**Step 11.** Adhere Children's Hospital of Wisconsin logo onto center of lid



## Assembling the box

**Step 1.** Start with handles facing toward you and away from you



**Step 2.** Pull up side with handle and fold in short sides with tabs



**Step 3.** Fold over top part with handle carefully to ensure side is not bent



**Step 4.** Push in tabs and apply pressure to bottom of box to push in bottom seam

**Step 5.** Repeat on other side

**Step 6.** Fold short side along bottom fold (closest to main part of the box) and push tabs in



**Step 7.** Repeat on other side

**Step 8.** Put sheet on mattress and place in assembled box

**Step 9.** Place liability waiver, book, pacifier and extra sheet in assembled box.

You will also need to select a sleep sack from your offices supply that is appropriate size and fabric for your client



**Step 10.** Place in plastic bag and tie with ribbon



**Note:** Make sure to take plastic bag and ribbon with you after setting Newborn Nest up for client