
x Shoe box (hinged or regular) or a Hollinger box
x Pen or pencil to mark holes
x Scissors or screwdriver to create holes
解 Locks (combination; or a type specific to the activity)

* Twist ties, rubber bands, zip ties, pipe cleaner, yarn, or plastic links

On a hinged shoe box:

1. In the center of the front flap of a hinged shoebox, mark two spots about $3 / 4$-inch apart.
2. Using a sharp tool, make holes where the spots are. The holes should be wide enough for a combination lock or padlock to fit - about $1 / 4$ - inch wide.

3. Close the box, and take a pencil and mark inside the new holes on the front flap, so that there are now markings behind the holes.
4. Open the box, and use a tool to make holes where the new spots are.
5. Once you've done that, when you close the shoe box, both sets of holes should line up.
6. Once the four holes are created, attach a combination lock directly into the holes you created:

7. If you cannot fit the lock through the holes, try making the holes larger.

## On a typical shoe box:

1. In the front center of the lid of the shoebox, mark two spots about 34 -inch apart. Turn the lid around, mark two spots on the other side, in the center, as well. Both sides should look like this:

2. Using a sharp tool, make holes where the spots are on the lid. The holes should be wide enough for a combination lock or padlock to fit - about 14-inch wide.
3. Place the lid on top of the box. With a pencil, mark inside the new holes on both sides, so there are now markings on two sides of the box base:

4. Using a sharp tool, make holes where the spots are on the box base. The holes should be wide enough for a combination lock or padlock to fit. It should look like:

5. Place the lid back on the box. Loop a cut rubber band, twist tie, plastic link, or yarn through the set of holes on one side of the box, and tie it tightly. This will secure one side of the box.

6. On the other side of the box, through the set of holes there, is where you will attach your lock:


## **Before you secure any locks, be sure to:

Remember your combination and which lock/combination goes with which clue.

* Put any clues or rewards in the box, before you lock it.

