Instructions to sew a surgical-style courtesy mask:

Materials:

- Two 8-inch squares of cotton fabric
- Two 36-inch long, 1-inch wide strips to serve as ties

Starting 1/8 inch from the outside, sew a seam along one side of the square. Do the same on the opposite side of the square.

Turn the square inside out. Straighten out the seam.

Starting ¼ inch from the outside, sew a seam on each side that was previously sewn.

Starting at the top, make three pleats by folding the fabric downward. Pleats should be no more than ½ inch each. This will make the finished mask about 4 inches tall. Use a pin or clamp on each side of the mask to hold the pleats in place.

Sew a seam down each unhemmed side of the pleated mask, removing clamps as you sew.

To attach the ties, take one of the 36-inch strips and fold in half. Find the middle of the strip and pin or clamp the middle of the strip to the center of the side of the mask. Sew all the way down the tie strip from one end to the other. Do this for both sides. This will attach the tie strips and keep the pleats in place. Remove the clamps as you sew.

When completed, the mask should look like this:

![Finished mask image]

Please note: Masks will be laundered at the hospital.