

1. Always follow safe woodworking guidelines.

2. In addition to the templates, you'll need:

- Variable speed plunge router
- Large see-through base plate
- Drill press & Forstner Bit
- Bandsaw or jigsaw
- Compass
- Sander
- Roundover router bit
- Food safe finish



Step #1 – Glue-Up Your Stock



Glue-up your wood making sure the edges are flat, square and true. We like to use 2" thick stock as it seems to work best. This is a great opportunity to use scrap pieces of stock and also varying species of wood to produce gorgeous trays. As with any glue-up, alternate wood grain direction to avoid potential future warping.

Step #2 – Layout Your Pattern



Lightly sand both sides of your material after the glue has finished drying. Choose your template and center it on your material. Use at least two pre-drilled and countersunk screw holes to securely fasten your template to the workpiece. Trace the pattern on your wood and once finished, remove the template.

Step #3 – Set Your Forstner Depth



At the drill press, we start by setting the desired depth of the Forstner bit making sure NOT to drill too deeply. **Note:** Measure the height of the centering point on your Forstner bit. When setting your depth of cut, make sure to include the point depth to your final depth calculation. The router will perform the final bottom cleaning pass. Leave at least 3/8" of material to the bottom of the tray.

Step #4 – Bore Out Your Workpiece



Use a sharp Forstner bit at the drill press to remove the majority of the waste inside the outline of your template. Make sure to leave about 3/16" from the edge of your outline. For tighter corners you may need to use a smaller diameter bit. We used two of our COLT Forstner Bits, 3/4" (Item: 101-123) and 2" (Item: 101-140) diameters.

Step #5 – Replace Template & Secure Workpiece



Use the same two pre-drilled and countersunk holes in the workpiece that you used when laying out your pattern and secure the stock and template to your work surface. We used two of our PROGRIP straight edge clamps (Item: 100-506). These clamps secure to your work surface while safely holding your workpiece at the same time.

Step #6 – Insert Collet Extender



Insert the collet extension (Item: 115-070) into your router. Make sure not to seat the extension fully into your router's collet. Back both the router bit and the extension out of their respective collets about 1/16" from bottom. Follow the instructions that come with the collet extension to secure your router bit.

Step #9 – Set Width Of Tray Rim



Using your compass (we used a homemade jig) set the desired width of the tray rim. A good rule of thumb is to leave about 1/2" to 5/8" rim width.

Step #7 – Attach Large Base Plate



In order to bridge the opening inside your pattern you will need to install a large base plate to your router. We used our 11-3/8" x 11-3/8" Acrylic plate (Item:115-032) which has a center hole large enough to accommodate a bit up to 1-1/4" in diameter. It's important that any plate you use be transparent so that you can see what you are cutting.

Step #10 – Cut Away Excess On Bandsaw



We used our bandsaw to cut away the excess material. Stay on the outside of the perimeter line you made in step #9, sanding will remove the pencil mark. **Note:** Keeping the cut line consistently outside the perimeter line of your tray will make sanding easier.

Step #8 – Rout Your Workpiece



To begin, set your router's final depth using the depth stop on your plunge router. Make sure to leave at least 3/8" of material on the bottom of the tray for strength. Next, bring the router to its starting position. Set your router's speed to its slowest setting and turn your router on. For the first pass, make sure the bearing on your bit is touching the template and proceed carefully. Each subsequent pass should be about 1/4" deeper until the tray is completely cleaned-out and you have reached the final depth of cut setup at the beginning of step #8.

Note: The router bit may cut into the template if the bit is set too high and the bearing is not touching the template.

Step #11 – Sanding



Carefully sand the edges of your tray until they are smooth and the perimeter line is gone.

Step #12 – Break Hard Edges On Your Router



Use a small radius roundover bit to break all the hard edges on your tray. We used our 1/4" shank, 1/16" radius roundover bit, (Item: 38-160).

Step #13 – Apply Food Safe Finish



Finishing your tray with a food safe stain allows the wood grain to come through and provides protection for years of service. You can use any food safe finish but we used our Wood Preserve and Tung Oil, (Items: 115-400 & 115-401).

Good Job - You Are Done!

