



How to Make a Curved Door Surround Template

Step-by-Step Customer Instructions

Please follow all steps carefully and return the completed template to us before we begin fabrication.

Why We Need a Template

Because every curved door opening is unique, we cannot rely on standard measurements alone. A physical template made on-site ensures your door surround fits perfectly first time, with no costly re-work.

Choosing Your Template Material

The most important quality is rigidity — the material must hold its shape so the arch profile does not distort in transit. The table below lists suitable options from best to least preferred:

Material	Recommend	Rigidity	Easy to Cut	Approx. Cost	Post-Friendly	Notes
4mm Corriboard	★ Best	Good	Very easy	€12–€24	✓ Excellent	Lightweight, rigid, waterproof, folds for posting. Recommended first choice.
3mm Foam Board	✓ Good	Moderate	Very easy	€6–€14	✓ Good	Lighter than corriboard. Avoid moisture. Available from art/craft shops.
3mm Hardboard	✓ Good	Very good	Easy	€10–€18	✓ Good	Smooth both sides, holds shape well. Available from DIY stores.
6mm MDF	✓ Good	Excellent	Easy	€10–€22	△ Heavy	Very rigid and stable. Heavier to post — best for drop-off.
6mm Thin Plywood	✓ Good	Excellent	Moderate	€12–€24	△ Heavy	Strong and durable. Can warp if wet. Heavier — best for drop-off.

Thick Cardboard	✗ Avoid	Poor	Easy	Free	✓ OK	Can distort easily. Only use as a last resort if nothing else is available.
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💡 Our recommendation: 4mm corriboard is the best all-round choice — it is rigid, lightweight, easy to cut with a craft knife, and rolls up neatly for posting. It is available from DIY stores, sign shops, or online for €12–€24 per sheet.

If corriboard is not available locally, 3mm foam board (from art/craft shops) or 3mm hardboard (from DIY stores) are both good alternatives.

Avoid regular cardboard — it distorts too easily and gives us an inaccurate profile.

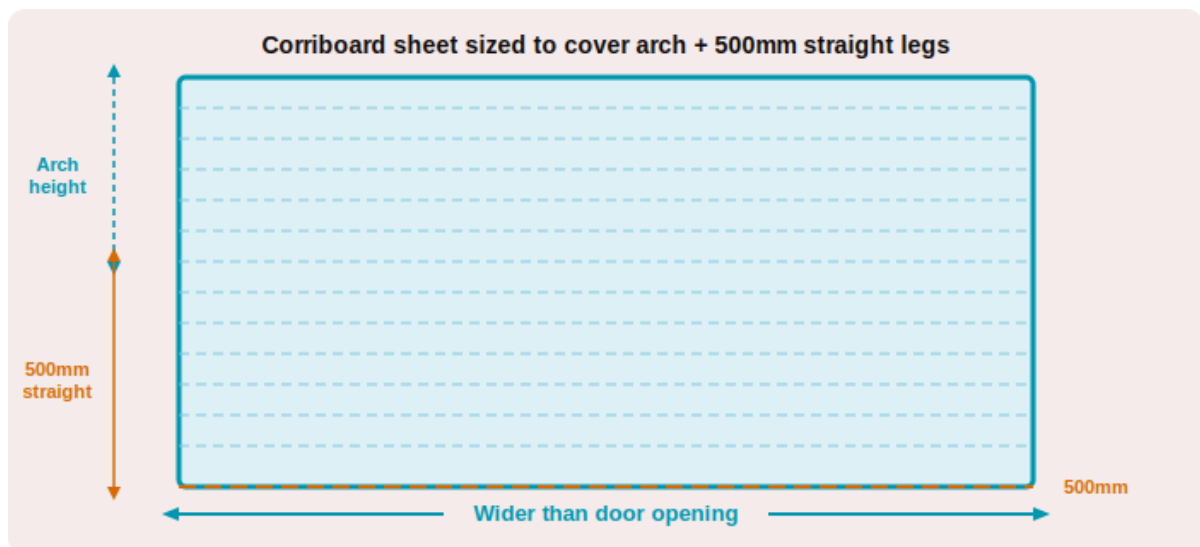
What You Will Need

- Your chosen template material (see table above) — must be wider than your door opening and tall enough to cover the arch plus 500mm
- Strong duct tape or gaffer tape
- A permanent marker pen
- A straight edge or spirit level
- A sharp craft knife
- A helper (recommended)

Step-by-Step Instructions

Step 1 — Prepare Your Sheet

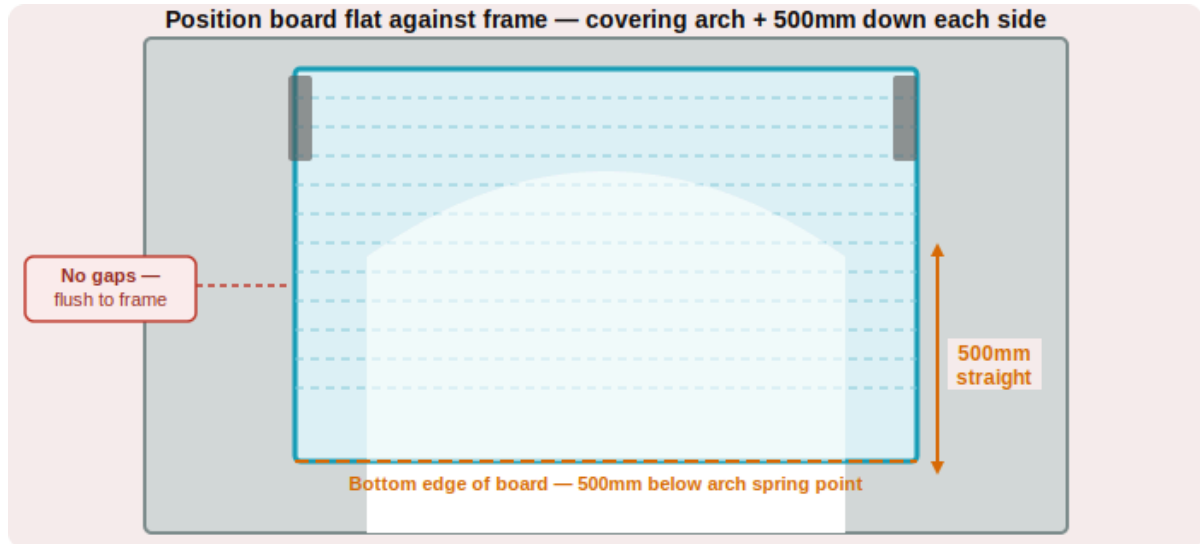
Cut or source a sheet of your chosen material that is wider than your door opening and tall enough to cover the full arch height plus at least 500mm of straight below it. You do not need to cover the full door height — just the arch and 500mm down each side.



💡 Tip: If your door opening is very wide, tape two sheets together side by side overlapping by at least 50mm for a secure join.

Step 2 — Position the Board Against the Door Frame

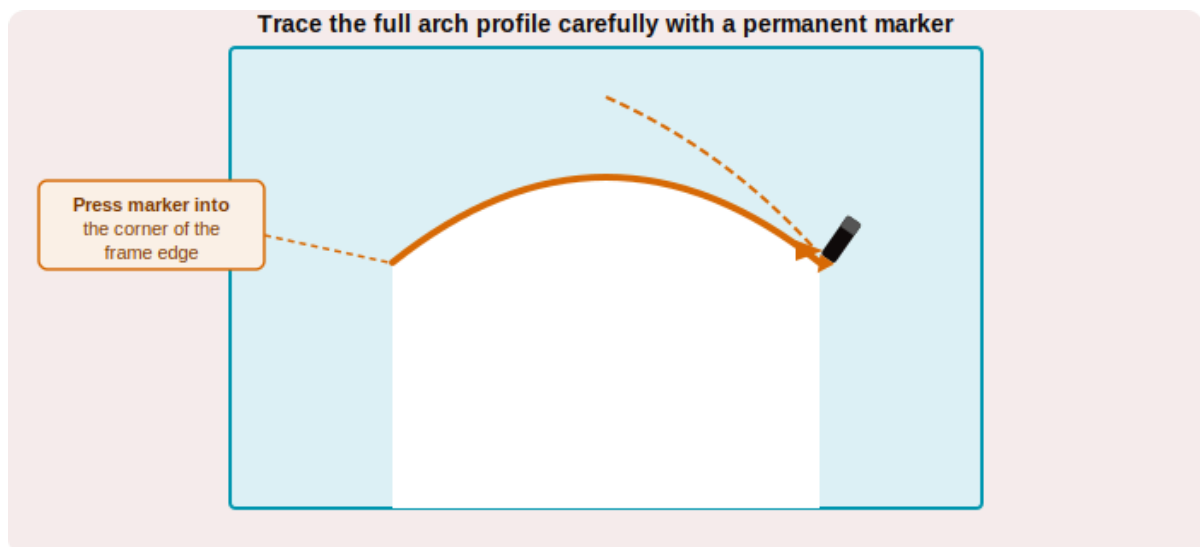
Hold or tape the sheet flat against the face of the door frame, covering the arch and at least 500mm of straight frame below it. The board must sit flush against the frame — not angled or bowed. Use a helper or tape at the corners to hold it steady.



 **Tip:** Small strips of duct tape at the corners will hold the board in place and free up both hands for accurate tracing.

Step 3 — Trace the Arch

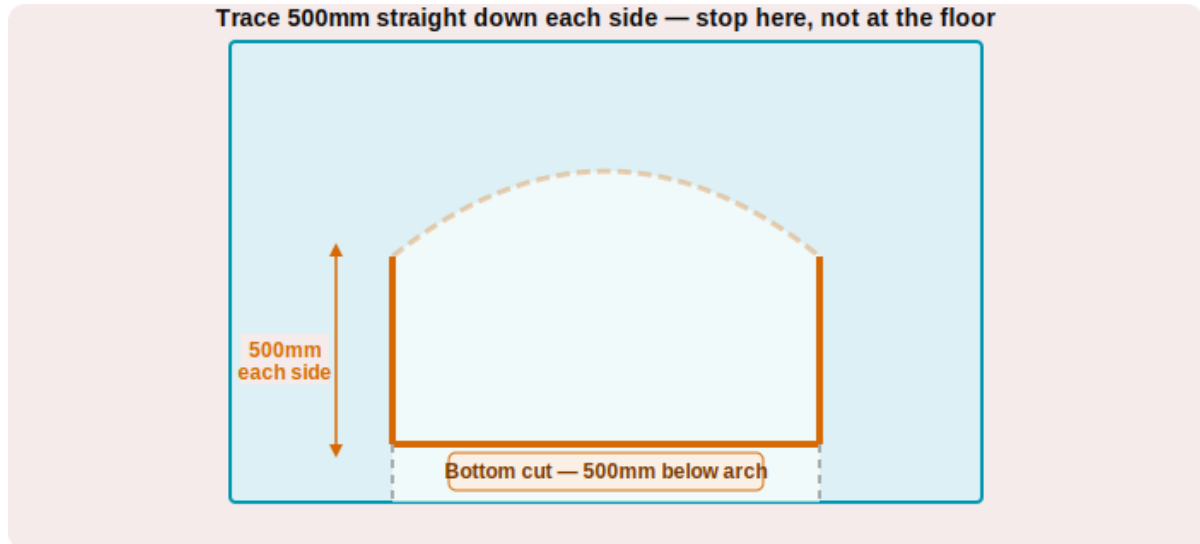
Using your permanent marker, carefully trace along the inside edge of the curved arch, following the exact profile of the frame. Press the marker tip firmly into the corner where the frame meets the wall so the line is as precise as possible.



 **Tip:** Use short, careful strokes around the curve rather than one fast sweep — this gives a more accurate line, especially on tighter curves.

Step 4 — Trace 500mm Straight Down Each Side

From the point where the arch meets the straight frame (the spring point), trace straight down each side for exactly 500mm. Draw a horizontal line connecting the two points to mark the bottom edge of the template. You do not need to go any further down.

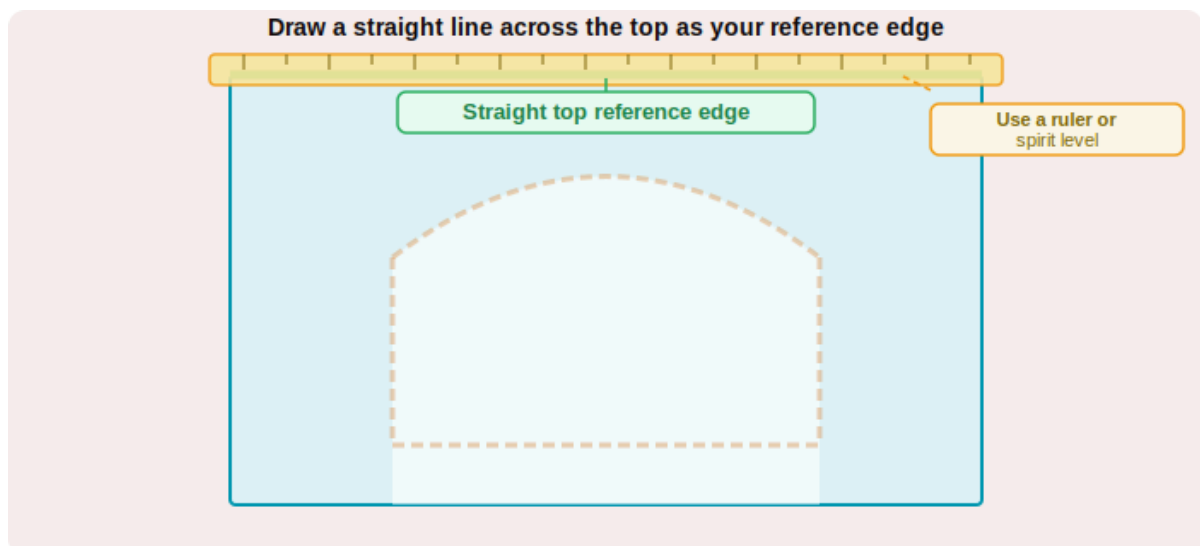


⚠ Stop at 500mm — do not trace to the floor.

We only need the arch and 500mm of straight leg on each side. Going further adds unnecessary weight and makes the template harder to handle and post.

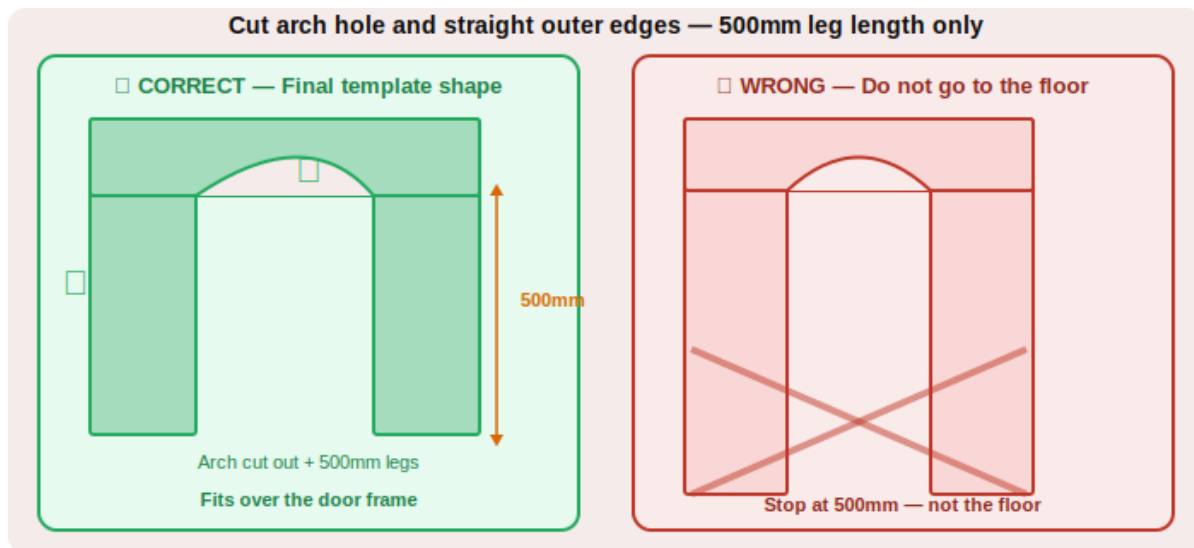
Step 5 — Mark the Straight Top Reference Edge

Using a straight edge or spirit level, draw a straight horizontal line across the very top of the board. This gives us a reference edge to orient the template correctly during fabrication.



Step 6 — Cut Along the Arch and Outer Edges

Using a craft knife, cut along the arch line to create an open hole — this allows the template to sit over the door frame. Then cut along the straight outer edges to trim the board to size. The finished template will have an arch-shaped hole at the top with two straight 500mm legs below it.

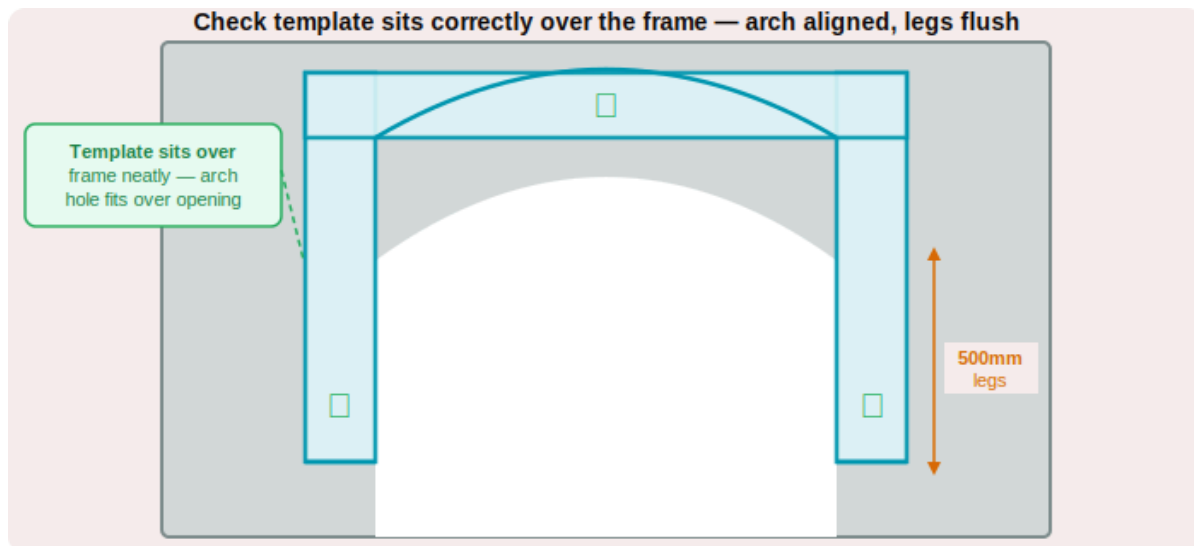


⚠ The arch must be cut out as an open hole — and legs must be 500mm only.

If the arch is not cut out, the template cannot be placed over the frame. If the legs are longer than 500mm, trim them back.

Step 7 — Check the Template Against the Opening

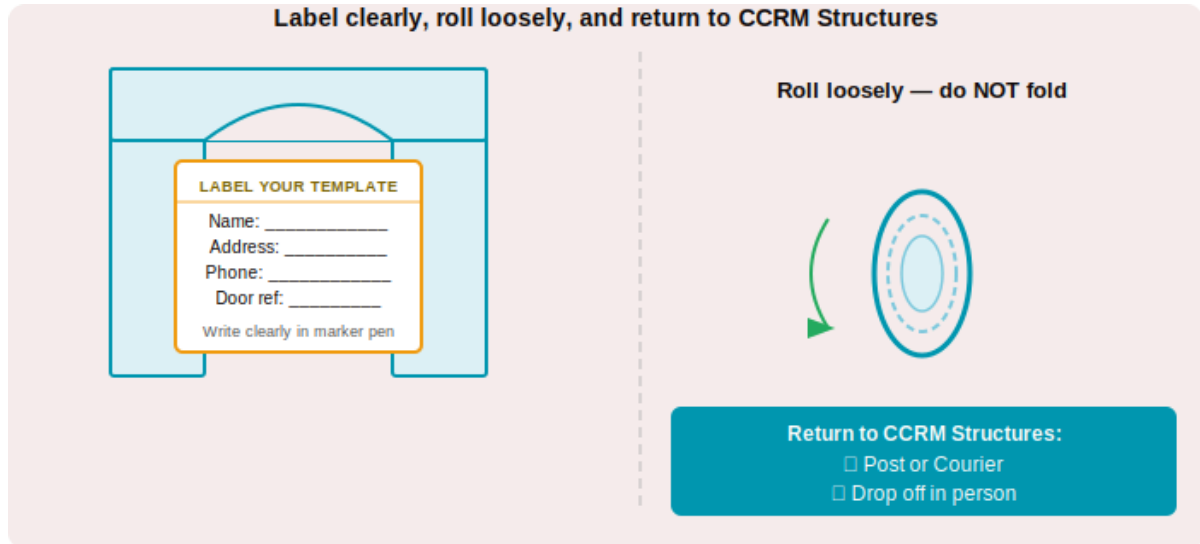
Hold the completed template over the door frame. The arch cutout should sit neatly over the curved opening, and the straight legs should run flush down both sides of the frame for 500mm. If everything aligns, reinforce all joins with an extra strip of duct tape.



Step 8 — Complete the Enclosed Form, Attach, and Return

Fill in the enclosed Return Form (the last page of this document) and attach it securely to the front of your template. Then roll the template loosely — never fold it tightly — and return it by one of the following:

- 📦 Post or courier — rolled and wrapped in brown paper or bubble wrap
- 🚗 Drop off in person — contact us to arrange a convenient time



Our address is: CCRM Structures, Unit 8 Carrigeen Business Park, Cappoquin, Co. Waterford, P51EK07

Common Mistakes to Avoid

- Using material that is too flimsy — it must hold its shape; avoid regular cardboard
- Using a sheet that is too small — must cover the arch plus at least 500mm below
- Not pressing the marker into the frame corner — gaps in the line reduce accuracy
- Leaving the arch as a drawn line instead of cutting it out as an open hole
- Making the legs longer than 500mm — trim any excess
- Folding the template tightly — always roll loosely
- Forgetting to fill in and attach the Return Form

Questions? If you are unsure about any step, please contact us before making the template.

It is much easier to answer a quick question now than to remake the template.

We are happy to guide you through it over the phone — just give us a call.

CCRM Structures

Phone: 021 245 5052 | Email: info@ccrmstructures.com | www.ccrmstructures.com



Template Return Form

Please complete all fields clearly in block capitals and attach this form securely to your template.

Return to: CCRM Structures, Unit 8 Carrigeen Business Park, Cappoquin, Co. Waterford, P51EK07

Phone: 021 245 5052 | info@ccrmstructures.com

CUSTOMER DETAILS

Full Name:

Company Name:

Phone Number:

Email Address:

ADDRESS & SITE DETAILS

Address Line 1:

Address Line 2:

Town / City:

County:

Eircode:

ORDER DETAILS

Quote Number: _____

Door Reference: _____

**Number of Templates
Enclosed:** _____

NOTES / SPECIAL INSTRUCTIONS

FOR OFFICE USE ONLY	
Date Received: _____	Received By: _____
Job Number: _____	Notes: _____