



Submitting the VPK PDF Forms Online

- Right click and choose Save Target As and save each form to your desktop
- Fill out the forms
- You may want to print a copy before submitting it
- Open your email application, in the **TO** box enter <mailto:vpk@elcpinellas.net>
- **In the subject box enter VPK Certification Forms**
- Click on the paper clip (or other attach button) and browse to your desktop to attach all certification forms
- Click in the body of the email to **type in your site name, address, number** and any additional comments you wish to make
- Click the **Send** button

If you have any questions or need assistance submitting forms, please contact your provider support specialist or email vpk@elcpinellas.net