

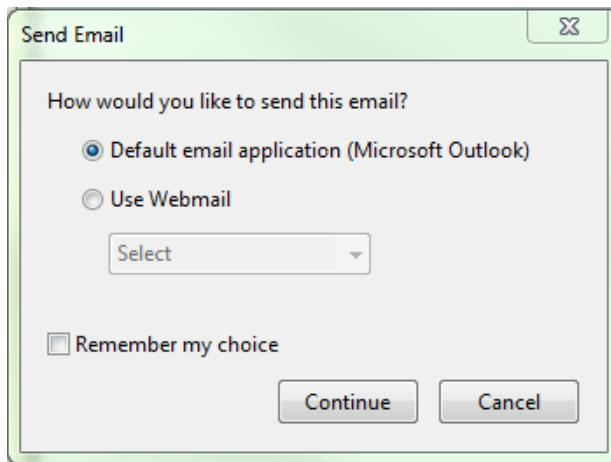


Submitting a PDF form online

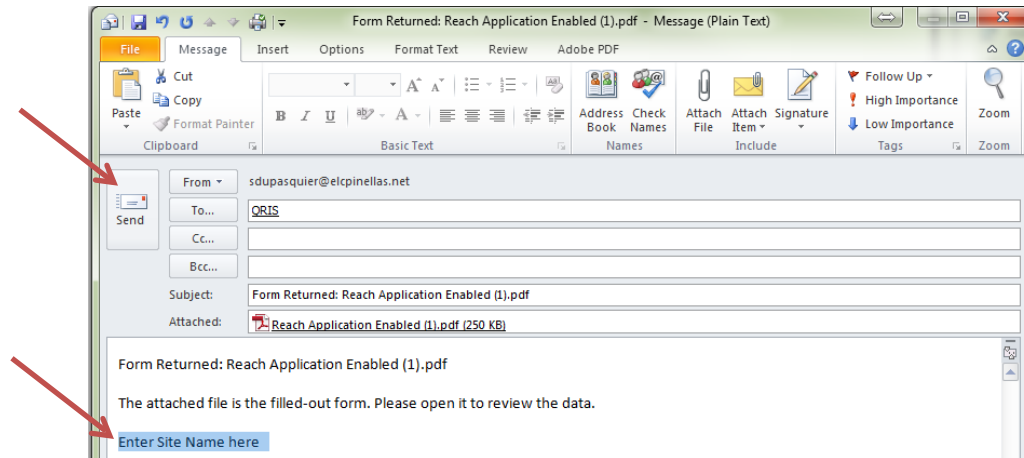
- Fill out the form online
- You may want to save this form to your desktop and print a copy before submitting it because the form will reset and **clear out all fields** after you click on the green Submit button
- Click the green **submit** button at the end of the form

SUBMIT

- If you use Outlook choose the **Default email Application** (Microsoft Outlook) option and click Continue



- An Email dialog box will open automatically with the email address you are sending to filled in and the form attached



- Click in the body of the email to **type in your site name** and any additional comments you wish to make
- Click the **Send** button

- If you use an Internet email services such as Gmail, Yahoo, Hotmail, or AOL, choose the **Use Webmail** option
- A **Save As** dialog box will open and you will need to save the form to attach it to your email at a later time
- For **the REACH for the Gold Application** form email to **QRIS@elcpinellas.net**

