

## Filling Out Interactive PDF Forms, Printing and Saving

Interactive PDF files can be filled out online and printed using Adobe Acrobat Reader (version 4.0 or above). If you do not have Reader, you must download it and install it on your computer. Reader is free and may be obtained here: <http://www.adobe.com>.

Or, download your operating system's version of the Reader at:  
<http://www.adobe.com/prodindex/acrobat/readstep.html>

If you are using Acrobat Reader to fill out and print the form you **must** print the form before closing the document or the information you enter will be lost. If you cannot finish the form during one computer session, print the pages you have completed because the information will be lost when you close the document.

You **cannot** save the file with your information completed on it onto your local system if you are using Reader. When you save it locally, you will only be saving the blank form.

If you have the complete Adobe Acrobat programs (4.0 version and above), including the other programs in addition to Reader, you may save the form and the data in a form on your computer using the *Save* or *Save As* command. The complete Adobe Acrobat suite of programs is not available free of charge, however.