



ELECTROIC SENDING OF FORMS AND DOCUMENTS

- To Fill out and Send forms electronically, the user should have installed Adobe Reader (It is free) → open the file → fill it out → press the submit button. It should give a prompt on how they want to email it.
- If they do not install Adobe Reader and open it in their Web browser, They must fill out the form, then save it or print afterwards and attach it to a email to gturner@libertysc.com

Adobe Reader can be downloaded from the [App Store](#) (on IOS) or from [Google Play](#) if they are trying to send it from there Tablet or Phone.

On PC or Apple computers it can be downloaded from: <https://get.adobe.com/reader/>