


To use the Fillable PDF (Volunteer Application form), please follow these instructions.

- 1) In order to save a filled form, you will need to use at least **Adobe Reader version 8**.
- 2) If you do not have Adobe Reader version 8 or above, please download a newer version for free at <https://acrobat.adobe.com/ca/en/acrobat/pdf-reader.html>
- 3) Right click on the “fillable PDF” link. Click “Open link in New Tab”. The PDF will open.
- 4) Move your mouse cursor towards the top of the screen. A pop-up will appear which contains more icons such as: Print, Rotate Clockwise and Download.
- 5) Click Download. The Download icon will look like this: . The PDF will be saved where you specify. You can also rename the PDF so it can easily be found.
- 6) Open the PDF. **NOTE: PDF works best when in 100% view.** You will now be able to fill it out as well as save it. Once you have completed the form, clicking the “Submit” button at the end of the form will send the PDF file to volunteer@wocrc.ca