



To complete, save and send SIFAT forms as attachments via email:

Get **FoxIt** reader (for .pdf files). This is a fast and efficient reader **AND** allows you to use its 'typewriter' function to save the forms, type on them and send them as attachments! (unlike some other .pdf readers!) Go to **PCWorld** © and get this amazing program <http://www.pcworld.com/downloads/file/fid,62648-order,1-page,1/description.html>

To use this feature:

- a. download FoxIt
- b. Open the form from the SIFAT pages
- c. First - **Save** the form on your computer
- d. Open FoxIt and then the **saved** form in FoxIt (watch out, your computer may default to Adobe Acrobat to open .pdf files)
- e. In FoxIt: Select > Tools > typewriter
- f. Complete the form by clicking and typing wherever you want to enter information!
- g. Save it!
- h. Send it to us as an attachment!
- i. Or Print and send by surface mail!

**SIFAT - 2944 County Road 113 - Lineville AL 36266 - (256) 396-2015 -
info@sifat.org**