

Tips for filling out a Declaration of Materials PDF

1

To access all of the functionality in the form
(including being able to write-in/edit items in dropdown lists),
open the PDF in Adobe Acrobat Reader*
(downloadable [here](#)).

*Yes, the free version is adequate for this purpose!

2

Fill out your Maker/Expert contact information,
add your logo, and then save that version of the PDF
as your own **personal template** for future use.

If you prefer to fill out the form by hand thereafter,
select and delete "Toggle the arrow at right
to make selection..." from each dropdown menu
and print the resulting blank form.

3

**While we do provide the option to eSign the form,
you may simply print the completed form and sign by hand.**

(To eSign: use the Fill & Sign tool
or follow the prompts upon clicking the Signature field
or get help by viewing thorough instructions [here](#)),