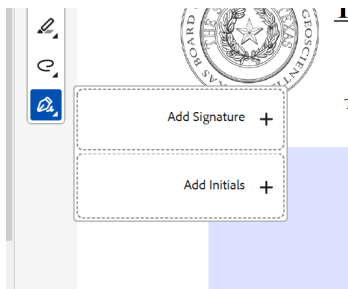
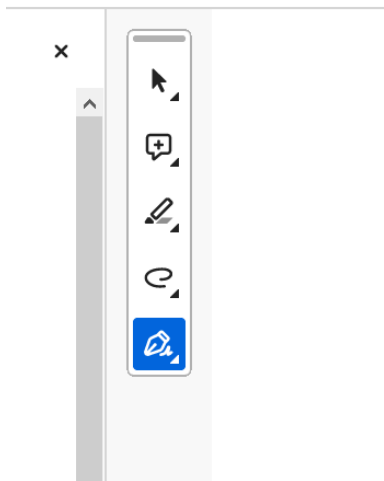


Download the fillable document from TBPG.

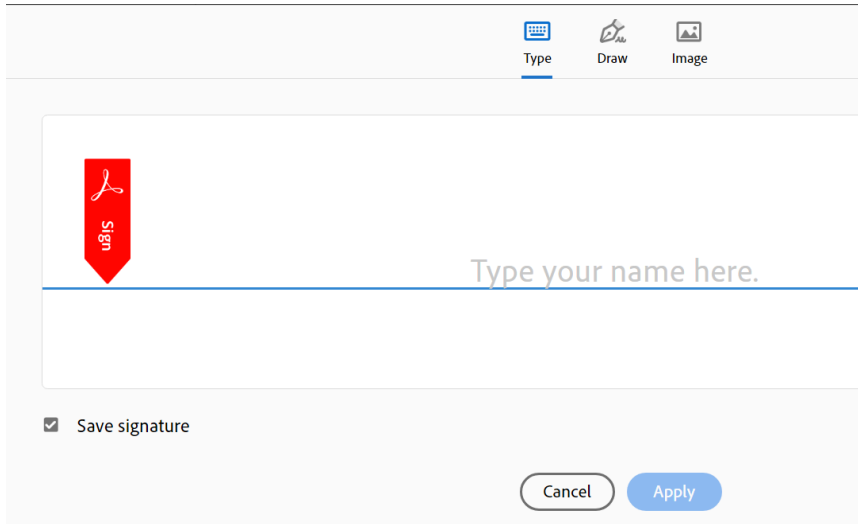
To complete a fillable document and add a signature, download and install free Adobe Acrobat Reader. <https://get.adobe.com/reader/>

Open Adobe Acrobat Reader; file, open, navigate to the downloaded fillable form.

Click on the pen to sign in the required fields of the form.



Click on Add Signature



Choose type, draw or image (if you have an electronic signature already saved)  
If you choose “Save signature” that signature you choose will be used for all required signatures.

Choose apply after creating your signature.

The signature will then be available to place in the required signature box. Click and drag to the location.



If the signature is needed in another location. Click the pen again and add signature and it will create another opportunity for you to add your signature to a different location.

