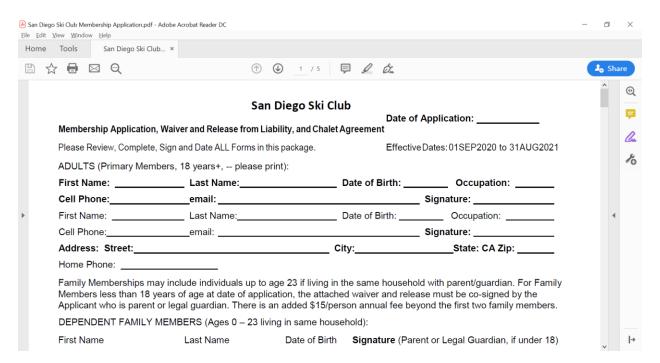
# INSTRUCTIONS FOR COMPLETING A SAN DIEGO SKI CLUB MEMBERSHIP APPLICATION ELECTRONICALLY

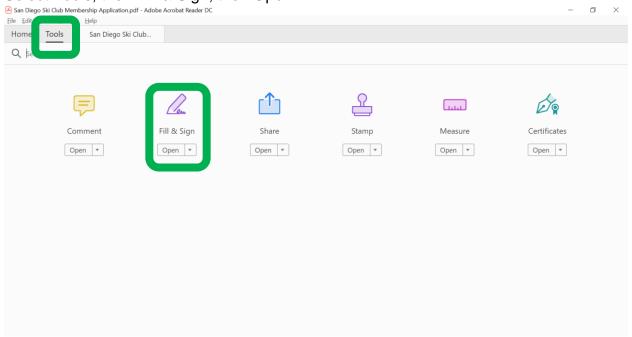
Requires Adobe Acrobat Reader DC

Free to download at https://helpx.adobe.com/reader/get-started.html

- Open file titled "San Diego Ski Club Membership Application.pdf" using Adobe Acrobat Reader DC.
- The San Diego Ski Club application should now be displayed.



3. Select Tools, then Fill & Sign, then Open.

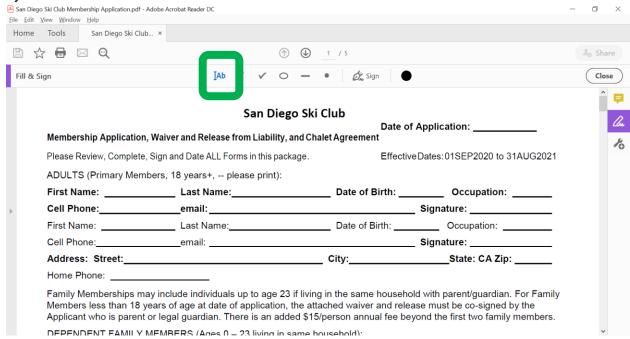


4. The "Fill & Sign" Toolbar should now be displayed.

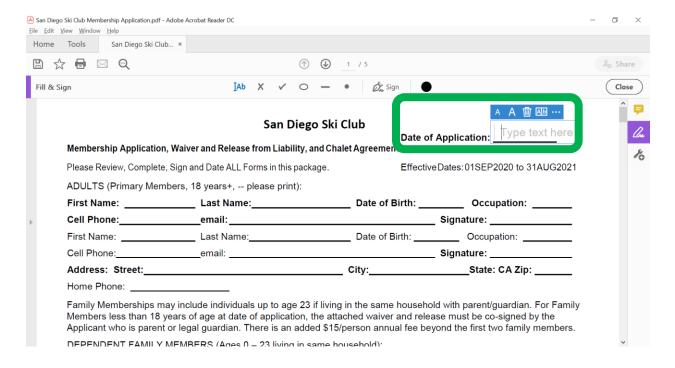
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Fill 8	& Sign	IAb X ∨ ○ −	• Sign		Close				
					î 🤛				
	San Diego Ski Club								
	Application:	a.							
	Membership Application,		16						
Please Review, Complete, Sign and Date ALL Forms in this package.				Effective Dates: 01SEP2020 to 31AUG2021					
	ADULTS (Primary Memb	ers, 18 years+, please print):							
	First Name:	Last Name:	Date of Birth:	Occupation:					
>	Cell Phone:	email:		Signature:					
	First Name:	Last Name:	Date of Birth:	Occupation:					
	Cell Phone:	email:		Signature:					
	Address: Street:		_ City:	State: CA Zip:					
	Home Phone:								
	Members less than 18 ye	r include individuals up to age 23 if living ars of age at date of application, the att r legal guardian. There is an added \$15	ached waiver and relea	ase must be co-signed by the					
	DEPENDENT FAMILY M	FMRFRS (Ages 0 = 23 living in same h	ousehold).		~				

# **Adding Text**

5. Select the "Add Text" symbol. Your cursor should now change to the Add Text symbol.



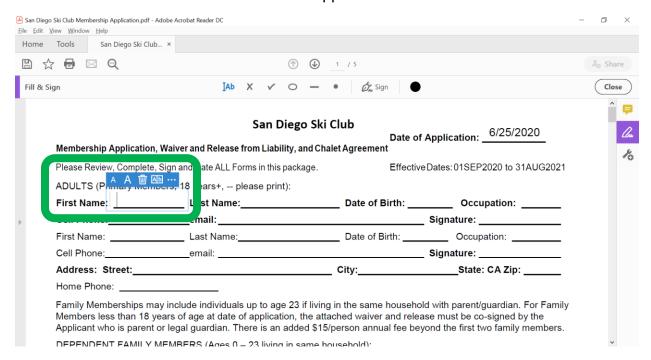
6. Move your cursor to the blank area to the right of the Date of Application field and left click. A text box should pop up.



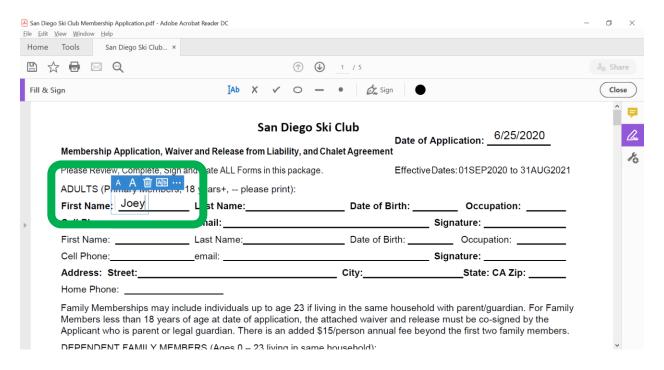
# 7. Type the Date of Application in the text box.

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Fill & S	Sign	<u>I</u> Ab Χ ✓	0	_	•	Sign	•	Close		
	Membership Application,	<b>San</b> Waiver and Release from Lia	Dieg				A A ⑩ AB・ Date of Application: 6/25/2020			
	Please Review, Complete, Sign and Date ALL Forms in this package.					E	Effective Dates: 01SEP2020 to 31AUG			
	ADULTS (Primary Members, 18 years+, please print):									
	First Name:	Last Name:			[	Date of Bir	rth: Occupation:	_		
<b>&gt;</b>	Cell Phone:	email:					Signature:	_		
	First Name:	Last Name:	Last Name:			Date of Birt	th: Occupation:	_		
	Cell Phone:	email:					Signature:			
	Address: Street:				_ Ci	ty:	State: CA Zip:	_		
	Home Phone:									
	Members less than 18 ye	ars of age at date of applic	ation, t	the at	tache	d waiver a	ousehold with parent/guardian. For F nd release must be co-signed by the fee beyond the first two family mem	·		
	DEDENDENT FAMILY M	EMBERS (Ages 0 23 livi	na in e	ama	house	hold):		~		

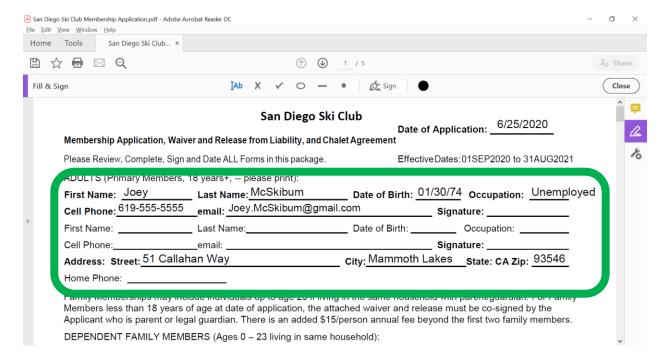
# 8. Select Tab. A text box should now appear around the First Name field.

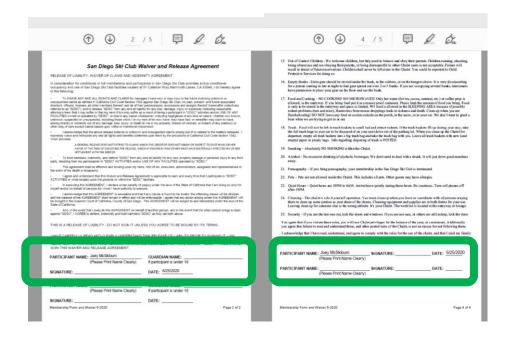


9. Type your First Name into the text box.



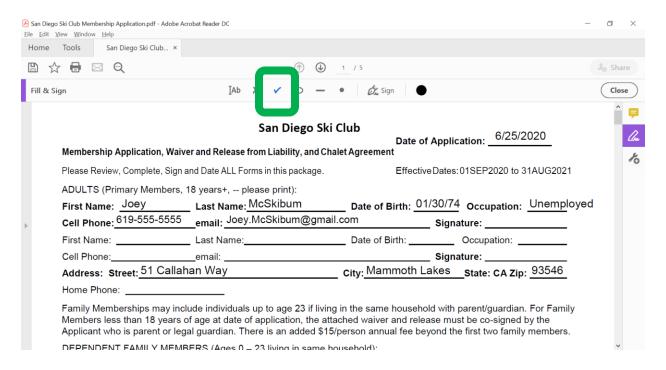
- 10. Select Tab. A text box should now appear around the Last Name field.
- 11. Continue to Tab or Select to enter information in all required fields in bold. This includes Participant Name and Date fields on pages 2 and 4.
- 12. Skip over the Signature field for now.



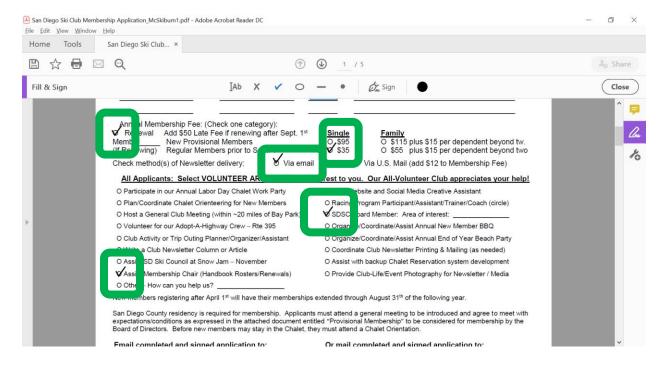


# Adding Check Marks

13. On the Fill & Sign toolbar, select the "Add Check Mark" symbol. Your cursor should now change to a Check Mark symbol.

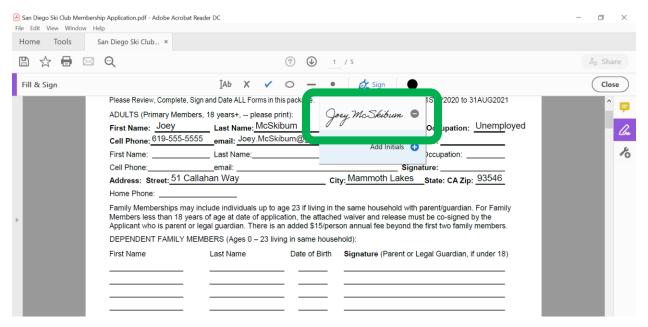


14. Scroll down to the middle of Page 1. Click in the circles to place Check Marks in Membership category, newsletter delivery, and volunteer areas.



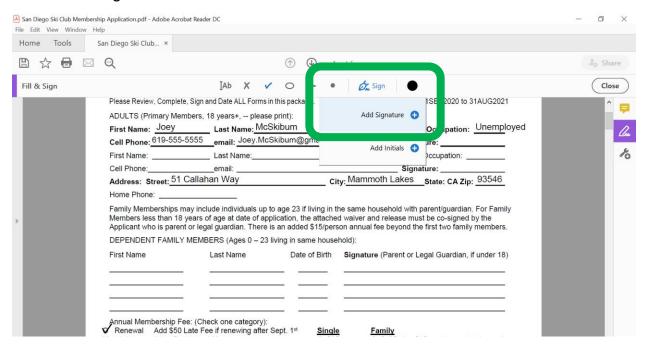
### **Adding Signatures**

15. On the Fill & Sign toolbar, select the "Sign" symbol. Select the signature with your name that you would like to use.



NOTE: If you have a signature already setup, proceed to Step 18. If you have not already setup a Signature, you will need to add a signature.

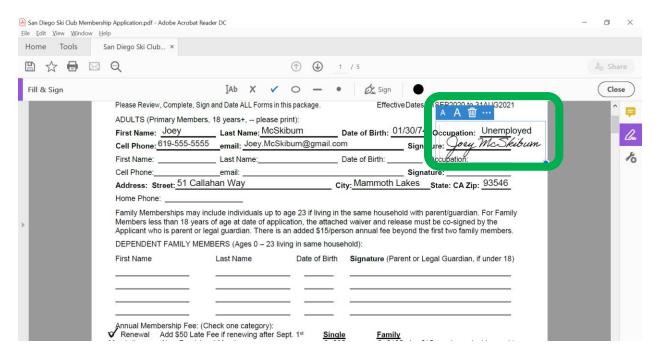
16. To add a signature, on the Fill & Sign toolbar, select the "Sign" symbol. Select "Add Signature".



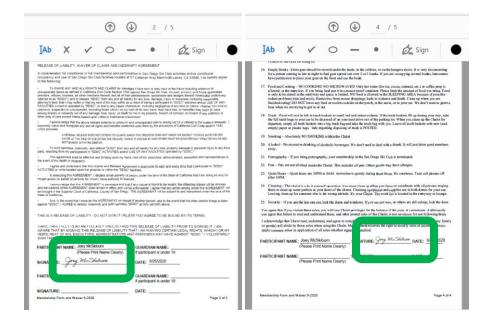
17. Type in your name, and your signature will be created. If desired, you can also use the Draw option to draw out your signature. Select Apply



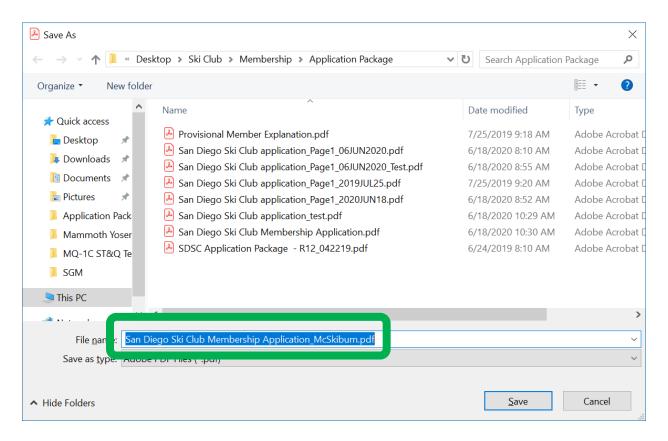
- 18. With your signature selected, your cursor should now change to your signature.
- 19. Move your cursor to the Signature field on Page 1 and left click to place your signature.



20. Place your signature in the Signature blocks on pages 2 and 4 also.



- 21. If your signature doesn't fit in the space, you can later resize it to fit.
- 22. Select File, Save As, and Save the file to your computer with your last name appended to the end of the file name. Select Save.



- 23. Email signed Membership Application to Membership Chair.
- 24. Indicate in the email if you want to pay by check or electronic payment.
- 25. PayPal and Venmo are accepted if paying electronically. The Membership Chair will send you an invoice for electronic payment.

If all else fails, you can also print out the blank application, complete it manually, and mail to Membership Chair with a check enclosed.